

OMAHA SCHOOL OF MASSAGE THERAPY
2023 CATALOG
TABLE OF CONTENTS

School Mission.....	2
School Philosophy.....	2
Educational Objective.....	2
Admission Requirements and Procedures.....	3
School History.....	4
Course Descriptions.....	5-8
Tuition	9
Graduation Criteria.....	9
Refund Policy.....	10
Veteran Benefits and Transaction Act of 2018..	11
School Policies.....	10-17
Student Services.....	18
Staff and Faculty.....	19
Class Schedules.....	20-23

Revised November 2, 2022

Our Mission Statement

It is the Omaha School of Massage Therapy’s mission to consistently pursue academic excellence by exposing our students to a balanced massage therapy education that meets the needs of area employers.

School Philosophy

Our focus is to teach and encourage natural and holistic health through massage and bodywork along with complimentary alternative therapies. Instruction provides a thorough working knowledge of various therapeutic massage and bodywork techniques, function/structure of the human body, and development of professional habits. We strive to practice and develop self awareness, sensitivity, honesty, integrity and respect.

Educational Objective

The educational objective of the Omaha School of Massage Therapy (OSMT) is to provide the student with the skills and knowledge for an entry-level position in the field of Massage Therapy. This is accomplished through a 1,012.5 clock hour program. The course of study takes a minimum of 12 months to complete for a full-time student.

Governing Body

OSMT’s program has been approved by The Nebraska State Board of Health & Human Services. OSMT is also authorized to operate and regulated by the Commissioner of Education.

Enrollment Dates

January 32 2023
 February 27, 2023
 May 1, 2023
 September 5, 2023



Admission Requirements and Procedures

Applications are accepted throughout the year. Applicants should submit a completed application at least 30 days prior to their intended start date. Applications will not be accepted past Friday of the first week of the program start. In addition to completing an application and being physically capable of performing the massage techniques inherent to the program, applicants must submit the following:

- School Application which includes a one paragraph essay on "Why you want to be a Licensed Massage Therapist"
- High School Diploma, Transcripts or GED Certificate
- College Transcripts (if applicable)
- Enrollment Fee of \$50 (check, money order or credit cards are accepted)
- Tour of School/Meet with Admissions Representative

Since the initial class space is limited to sixteen students, prompt submission of your application is recommended to secure your place in the class. OSMT maintains a web site at: www.osmt.com. The site offers a school tour with photos and the capability to apply online. If you have further questions, contact us by e-mail at info@osmt.com or by phone. Our toll free number is 800-399-3694. Admission is based upon information presented in the application, personal interview and the timely receipt of the enrollment requirements and fees. Incomplete applications will not be processed.

Class Sizes

Each new enrollment is limited to 16 students. This allows the student-teacher ratio to remain small while still providing a great educational experience with classroom discussion. There is a maximum of thirty students in a typical classroom or lab setting after three months in the program.

Teacher/Student Ratio

Lecture courses will have a maximum teacher/student ratio of 1:16. Hands-on courses will have a maximum teacher/student ratio of 1:8.

Classroom Setting

OSMT's Therapeutic Massage program is primarily taught in the physical classroom. Only one class Anatomy & Physiology is offered online at this time.

Non-Discrimination Policy

OSMT does not discriminate on the basis of race, gender, religion, nationality, age, disability and sexual orientation.

Graduation Rate

Parameters	9/1/2020 - 8/31/2021	
Students Enrolled	Graduates	Graduation Rate
29	17	59%

History of the School

The Omaha School of Massage Therapy was established in 1991 by Ann Murley. Since its establishment, OSMT has grown in numbers of students, staff and facilities. In June of 2008 OSMT became a part of the Herzing University, an international organization operating eleven campuses in the United States. With Herzing University the school expanded its program offerings to include a path for diploma students to achieve an Associate and Bachelor degree. Due to the University's long term strategic plan, the decision to close the school was made in 2016.

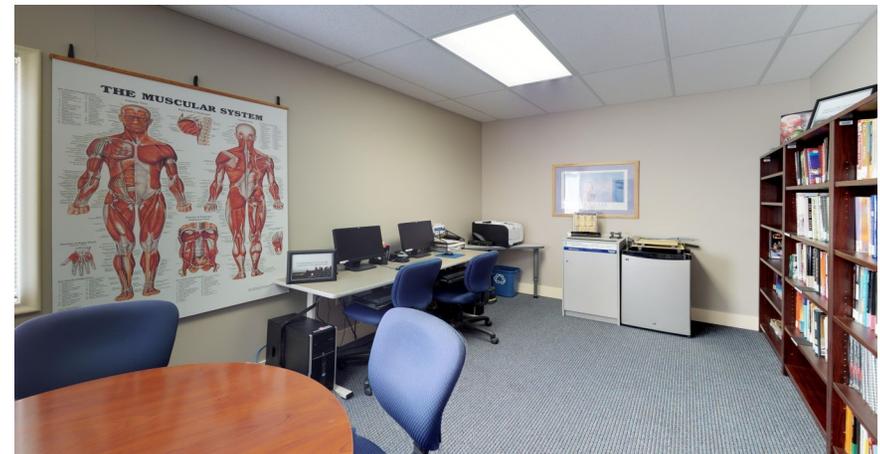
This provided an opportunity for Steve (1996 Alum) and Lindsey (2000 Alum) Carper to purchase the school at the beginning of 2018 and continue its long tradition and established community relations.

Facilities

OSMT is a 5717 square foot facility, located at 5406 S 101st Street Omaha, Nebraska, 68127. We are located in Southwest Omaha within close proximity of many apartment complexes making it convenient to find housing close to the school. There is no on-campus housing available.

The facility is comprised of a variety of areas. There are two instructional classrooms, break room, eight private therapy rooms and 2 administrative offices. The massage clinic classroom is equipped with a variety of massage tables as well as massage chairs.

We maintain a reference library accessible to all students and alumni. Situated in the library are computers that students use for Internet research or for typing and printing papers for their classes. The library also provides books, pamphlets, videos and audiotapes pertaining to the field of massage and related subjects. Library materials may be checked out through the front desk.



Therapeutic Massage Program

Our program focus is to teach and encourage natural and holistic health through massage and bodywork along with complimentary alternative therapies. Instruction provides a thorough working knowledge of various therapeutic massage and bodywork techniques, function/structure of the human body, and development of professional habits. We strive to practice and develop self-awareness, sensitivity, honesty, integrity and respect. The 12-month diploma in Therapeutic Massage program consists of 1012.5 clock hours. OSMT offers a flexible program schedule of either morning or evening classes as well as full-time and part-time enrollment.

Massage Therapy Course Descriptions

Massage Theory and Practice I and II (120 clock hours)

This course primarily consists of learning a Swedish massage full-body routine. Additional components include the history of massage; indications and contraindications of massage; the use of oil and creams; client draping; grounding and centering; and proper body mechanic techniques and self-care for the massage therapist. Massage terms, directional terms, and medical terminology will also be covered to facilitate professional communication. The course introduces students to safety and sanitation procedures required for client interactions.

Anatomy and Physiology I/Lab I and II/Lab II (150 clock hours)

These courses provide students with an introduction to the structure and function of the human body using a systems approach. Topics include biochemistry, cellular biology, histology, integumentary system, skeletal system, muscular system, nervous system and special senses, cardiovascular system, lymphatic system, respiratory system, digestive system, endocrine system, urinary system, as well as male and female reproductive systems.

Kinesiology I and II (120 clock hours)

Kinesiology is the scientific study of muscular activity, anatomy, and the mechanics of the movement of the body and its parts. This course offers an in-depth study of the muscular/skeletal system of the upper body and other associated structures. This information is devoted to enhancing the skills and knowledge base for the massage therapist. Exploring the various actions of a muscle or muscle groups will further develop the skills for bodywork and better meet the needs of the client. The course will provide the opportunity for exploring various injuries or impairments, including the application of therapeutic massage, resulting in improving overall function.

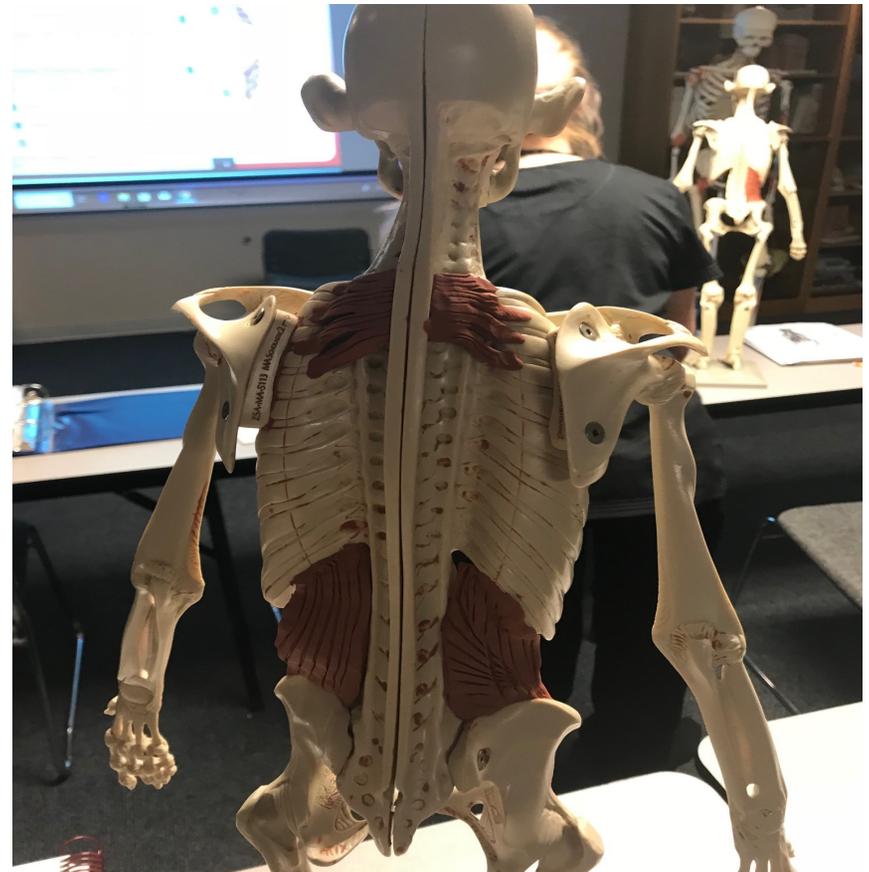
Massage Therapy Course Descriptions cont.

Hydrotherapy (60 clock hours)

Hydrotherapy is the study of water as a therapeutic agent, used both internally and externally. Thermotherapy (heat) and cryotherapy (cold) will be incorporated into this class to include steam, sauna, whirlpool, hot packs, sinus packs, aromatherapy, body wraps, polishes, etc. This course will cover the indications and contraindications of each spa modality.

Advanced Hydrotherapy (45 clock hours)

The Advanced Hydrotherapy class is intended to extend the choice of modalities available to the massage therapist besides basic full body massage. This class will extend their scope of practice and knowledge base of the spa industry while allowing them to offer these services to their clients.



Business & Health Service Management (60 clock hours)

Basic business principles that will be covered in this course include how to find a job; how to start your own business; promoting and marketing; public expectations of massage therapists; business ethics; Nebraska law; and financial management. The course information will provide characteristics of professionalism and discuss benefits of involvement in a professional association, the need for continuing education, and growing opportunities in massage therapy.

Professional Development I and II (30 clock hours)

The purpose of this course is to facilitate student reflection on habits, attitudes, beliefs, and expectations that influence academic and career success. Self-exploration topics will include professionalism, respect, integrity, caring, and engagement in the context of both the educational and the workplace environment. Students will learn to critically self-reflect as a process in achieving desired future outcomes academically and professionally. Other topics covered include research, job searching, developing career documents, refining interview and communication skills, and creating a personal budget.

Pathology (60 clock hours)

Pathology is devoted to the definition, etiology, signs, and symptoms of conditions commonly encountered by a licensed massage therapist. The purpose of this course is to help the massage student build a knowledge base upon which he or she can begin to practice. This knowledge base will enable a therapist to deal with clients in whom such conditions may exist and provide a basis for communication with other health professionals.

Therapeutic Strategies and Decision Making (60 clock hours)

The course will cover problems related to specific client injuries, diseases, conditions, and limitations considering therapeutic strategies in providing massage, with resulting case management documentation, assessment, and client education. The class will also stress the timely review of client documentation, concise client history-taking, and prompt determination of session strategy, as well as development of a therapy plan with the client.

Eastern Wellness (60 clock hours)

This course focuses on the concept of wellness and an integrative approach to health. The course is devoted to examining what it means to live by following a healthy lifestyle based off of philosophies from various traditions. The student will also learn the basic theories and practices of Eastern medicine as they apply to both massage practice and client evaluation. The course is intended as a survey of general topics associated with Eastern medicine; certain underlying concepts will be covered in more depth.

Massage Therapy Course Descriptions Cont.

Student Clinic (180 clock hours)

This is a series of four massage therapy clinical courses. It is the hands-on application of massage therapy to clients. Clinic hours will be set up in a flexible schedule to accommodate the student and clinic needs. Each student will be required to maintain a certain number of clinic hours each week and follow the SOAP documentation procedures in order to track the progress of clients. Each student will need to complete 45 hours of massage therapy clinic and fieldwork hours in each of the four courses.

CPR and First Aid Training and Certification (7.5 clock hours)

Students will become certified in CPR and First Aid before beginning student clinic. These classes are offered at OSMT.

Specialty Areas in Massage Practice (60 clock hour)

This hands-on course consists of learning and performing numerous massage therapy skills to enhance the student's current application of therapeutic massage in a clinical setting. The student will learn the application and techniques unique to various modalities that include, but are not limited to, postural assessment, connective tissue massage, trigger point therapy, remedial exercise/stretching, applications of hot and cold hydrotherapy, and positioning. The course will incorporate a comprehensive analytical and practical application of therapeutic massage.



Tuition

Full Tuition \$9900.00
(includes Massage Table, Books, and MBlex Exam Fee)

Additional Supplies & Costs

Enrollment fee \$50
Massage Oils/Creams \$50 - \$100

Payment Schedule

Total tuition for the Massage Therapy program is \$9900.00. The balance will be paid under one of the following arrangements:

- **Plan I** – Remit the full COST OF ATTENDANCE, on or before the first day of class.
- **Plan II** – Extended Plan – This option allows the student to make a minimum deposit of 10% of the total tuition and monthly payments corresponding with the student's length of enrollment. Payment is due the first day of each month. There will be a 10% late fee assessed on all payments made after the 15th of the month. No student will be awarded a diploma until all tuition and fees have been paid in full.
- **VA Benefits** - Program costs are covered for students using benefits under Chapter 30, 31, 32, 33, or 35 of title 38U.S.C., or Chapter 1606 of title 10, U.S.C.

Graduation Criteria

After successfully completing all coursework with a minimum of a 75% GPA and paying all tuition and fees, a diploma will be awarded. Students must finish all required coursework before the last day of class in order to attend scheduled graduation.

To qualify for a Nebraska license and practice massage therapy, a license applicant must be at least 19, of good moral character, complete a program of at least 1000 clock hours, and pass the Federation of State Massage Therapy Boards' (FSMTB) MBlex exam. The Nebraska License is regulated by the Nebraska Department of Health and Human Services Licensure Unit. For more information on the Nebraska Massage Therapy license contact DHHS at 402-471-2117 or visit their website at <http://dhhs.ne.gov/licensure/Pages/Massage-Therapy.aspx>

Not all states have the same requirements for Massage Therapy, so please refer to following link provided by the American Massage Therapy Association for each state's requirements and regulatory agencies: <http://www.amtamassage.org/state-regulations/>.

Note some state may not require a license, so local municipal ordinance may apply.

Student Guidelines and Policies

Minimum Cancellation and Settlement Policy

This policy applies to the termination, regardless of reason, by either the school or the student. Termination date for refund computation purposes, is the last date of attendance (LOA) by the student. As a matter of courtesy to the school and the instructors, the school requires a notice of cancellation in writing at least 7 days prior to termination or withdrawal. However, no penalty will be charged if the student fails to notify the school in writing. See the school's refund policy.

Refund Policy

A) Rejection: Any applicant rejected by OSMT during the application process, will receive a refund of all monies paid.

B) Three-day cancellation: All monies are refunded if requested within three days after signing the Enrollment Agreement.

C) Cancellation after three days: An applicant requesting cancellation more than three days after signing the Enrollment Agreement and making the initial down payment of 10% of the cost of attendance, but prior to entering the school, is entitled to a refund of all monies paid, minus the enrollment fee.

D) School Visitation: Students who have not visited the school facility prior to enrollment, may withdraw without penalty within three days following either attendance at a regularly scheduled orientation, or following a tour of the school facilities and inspection of school equipment.

E) Refund Schedule: The School program is measured in clock hours versus semesters, quarters, credit hours, etc. Refunds are in accordance with the current Federal Department of Education guidelines. **All refunds are based on a total of 1012.5 contact clock-hours.** The student will be assessed that portion of the tuition, fees, and other costs equal to the period of enrollment for which the student has been charged that remains on the last day of attendance by the student. Any unpaid charges or fees owed by the student will be deducted from the refund, if applicable. A student terminating training after completing more than 60% of the period of enrollment will be charged the entire contract price including tuition and unpaid fees. All refunds will be made within 30 days of the last day of attendance.

F) Refunds for Veterans: Eligible students are 100% prorated over the entire length of their attendance per the Department of Veteran Affairs guidelines. An established registration fee in an amount not to exceed \$10.00 need not be subject to proration. Where the established registration fee is more than \$10.00, the amount in excess of \$10.00 will be subject to proration.

Veteran Benefits and Transaction Act of 2018

OSMT will not impose any penalty including: 1) the assessment of late fees; 2) the denial of access to classes; 3) libraries or other institutional facilities and/or 4) the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of payment by the U.S. Department of Veteran Affairs.

Veterans Standards of Process Policy

A veteran and/or eligible person must make satisfactory progress toward an approved educational objective leading to employment. Veteran and/or eligible person Standard of Progress will be determined utilizing the Satisfactory Academic Progress policy as listed in the college catalog consisting of overall grade point average, pace, program length, maximum time for completion, attendance and conduct. GI Bill® Is a Registered Trademark of the U.S. Department of Veteran Affairs (VA). More information about education benefits offered by the VA is available at the U.S. Government website www.benefits.va.gov/gibill

Satisfactory Academic Progress Policy

Students are expected to attain a minimum grade of 60% per individual class in order to pass the class. Students who fall short of this grade will be advised by the appropriate instructor. All students are given progress evaluations at the middle and end of each class session. Students are required to maintain a minimum grade average of 60% at the 25% completion point; 65% at the 50% completion point; and 75% at the end of the program in order to graduate.

Failure to meet these grade averages at the required points, or failure to complete the program in the maximum time limits (18 months full-time/36 months part-time) will result in dismissal from the school.

Academic Probation Policy

All student grades are reviewed throughout the duration of the class. Those students who are below the required minimum grade per the Satisfactory Progress Policy or who have an average below 70% within their current class will be placed on Academic Probation. An Academic Probation Form will be filled out by the instructor and signed by the student. The student has the opportunity to bring their average up to the required level by the end of the class session. If this is not accomplished, they will be given a failing grade for the class, and must repeat the class. This failure may also result in dismissal from the program if satisfactory progress has not been met.

Student Guidelines and Policies cont.

Student Progress Records and Transcript Requests

All students will have access to their transcript to track their progress throughout the program. Access will be shared via the school's google drive. Only the Director and the student will be able to view this document unless the student request it be shared with a third party. An official transcript can be requested by contacting the Director.

The Family Education Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;

- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information, you may call 1-800-USA-LEARN (1-800-872-5327) (voice). Individuals who use TDD may use the [Federal Relay Service](#).

Or you may contact us at the following address:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, D.C. 20202-8520

Grading Scale

4.0 = 90% -100% = A
 3.0 = 80% - 89% = B
 2.0 = 70% - 79% = C
 1.0= 60% - 69% = D
 59% and Below = F

Attendance and Tardiness Policy

As a courtesy to the instructors and other students, punctuality is expected. All tardies will be made up according to the school make-up policy. Refer to each class syllabus for further details. To fully complete the requirements of the State of Nebraska for this program, attendance is mandatory. The student must make up all missed course work and hours for any tardy or absence. Failure to complete all required course work and hours by the end of the class session will result in a failing grade for that class session.

Student Guidelines and Policies cont.

14 Day Rule

Students that are absent from school for 14 days without notifying a school official of their intentions will be terminated on the 15th day.

Policy Relating to Make-Up Work

Due to the massage program being calculated by clock hours and the state requirement for the completion of a 1000 clock hours, students are required to make up all time, assignments or other work missed as a result of any tardy or absence. Attendance at all classes and exams is expected. Each instructor will give the student make-up assignments to complete during the make-up hours. Attendance, exams, quizzes, papers and other course work must be completed as soon after the date of absence as possible.

The student needs to check in with a staff member and inform them that they are making up class time. The staff member will sign the Assignment Make-Up Sheet when the student completes the time and work in order to receive credit for the make up time. If missed time is not made up, the entire class must be repeated. Any incomplete assignment will automatically revert to a 0 at the end of the class. At a minimum, a student must earn a 60% or greater in order to pass any course or exam.



Student Conduct Policy

OSMT is a professional learning facility, and all students are expected to act in a professional manner. This behavior should be clearly demonstrated at all times. Students are required to be free of illegal drugs and alcohol. Theft, lying, cheating and physical or verbal and emotional disrespect of any client, student or staff member will not be tolerated. Violation of the above may be grounds for expulsion or suspension and may be subject to local laws.

Termination and Reinstatement Policies

Any student who violates any portion of a Student Policy and chooses to leave school, or violates the Student Conduct Policy and is dismissed, will receive a refund computed according to the Minimum Cancellation & Settlement Policy and the Refund Policy. Any student who has withdrawn or been terminated from the program for any reason may be reinstated. Students terminated due to Satisfactory Academic Progress will return under an Academic Probation status. All others will return under normal enrollment status. The student will not have to retake any classes successfully completed prior to withdrawal or termination.

Measure of Course Duration

OSMT measures the program in clock hours. A clock hour consists of a 60-minute period, of which at least 50 minutes are instructional.

Transfer Credits

Consideration will be given to relevant course work from another school. A student may transfer credits/clock hours from another educational institution upon evaluation of their transcripts and the approval of the Director of Education. A grade of a C or better is required for transfer consideration. No more than 75% of a student's credits or clock hours toward the diploma may be transferred to OSMT. A grade of (TR) is not calculated into the grade point average.

Credit to Clock hour conversion

Lecture course - 1 semester credit = 15 clock hours
Lab course - 1 semester credit = 30 clock hours
Clinical Course - 1 semester credit = 45 clock hours

Student Guidelines and Policies cont.

School Holidays

The school observes the following holidays and will not conduct classes or clinic; New Years Eve, New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving and Christmas Day.

Snow Day Policy

OSMT will cancel classes due to inclement weather if the Omaha area public school districts cancel classes.

Leave of Absence

All students, including students with short absences for such services in the Armed Forces, may request a Leave of Absence (LOA) in writing by completing a "Change of Status" form and having it approved by the Director of Education. A student is only allowed one LOA (180 days maximum) while attending the School. A student withdrawing from the program on the last day of the LOA, can expect their refund, if a refund is due to the student, within 14 days of the termination date. If the student withdraws while on LOA, refunds will be made within 14 days of the withdraw date during the LOA.

Student Complaint/Grievance Procedure

A student who has a dispute with an instructor's grading on a test, assignment, or the final grade in a course must follow the steps outlined below:

The student must first try to resolve the difference with the instructor involved. If the instructor agrees to the student's request, the instructor will make the appropriate change in the grade book or submit a grade change through the Academic Dean. If the student agrees with the instructor's decision, the appeal is considered resolved.

If a satisfactory solution cannot be reached between the student and the instructor, the student may submit a written grade appeal to the Director of Education. A grade appeal must be made within two weeks for an exam and within 30 days of grade issuance for a course. The Director of Education will investigate the facts of the case and make a decision in writing regarding the grade within seven days of receiving the appeal and will be final.

A copy of the Commission's Complaint form is available at the school and may be obtained by contacting the Director of Education or front desk staff. The student may contact the Program Director of Private Postsecondary Career Schools at the Nebraska Department of Education:

**Nebraska Department of Education
P.O. Box 94987
Lincoln, NE 68509
402-471-4825**

Arbitration

Any dispute or claim by or between a student and Omaha School of Massage Therapy (OSMT), or any of the School's employees, officers, directors or staff, arising from, or pertaining to, enrollment in, and/or participation in, any educational program offered by OSMT shall be resolved by binding arbitration by a single arbitrator conducted pursuant to the substantive and procedural requirements of the Federal Arbitration Act, 9 U.S.C. § 1 *et seq.*

The arbitration proceeding shall be conducted by the single arbitrator using the most current commercial rules for small cases promulgated by the American Arbitration Association (AAA). While the AAA rules shall be utilized by the arbitrator, the proceeding shall not be administered by the AAA absent written agreement by both the undersigned student and an authorized representative of OSMT. Further, absent written agreement by both parties, the selection of the arbitrator shall be made by the parties consensually and shall not be made by AAA absent the prior written agreement by both the undersigned student and an authorized representative of OSMT.

The parties to this Agreement agree to act promptly in the selection of the arbitrator and further agree that the arbitrator shall have legal training and experience in the field of higher, post-high school education. The location of the arbitration proceedings and final hearing shall be conducted at a location to be selected by the arbitrator within the County and State where the student is enrolled for OSMT coursework (for either in-person classes on-site or on-line classes) or, if both sides agree, at such other location as may be mutually agreed to by the parties.

Any dispute regarding the selection of said arbitrator shall be handled in accordance with the Federal Arbitration Act. Neither party shall have the right to conduct written discovery against the other or conduct depositions against the other or third parties except to the extent specifically authorized by statute under the Federal Arbitration Act.

All determinations as to the scope, enforceability and effect of this Arbitration Agreement shall be determined by the arbitrator, and not by a court. The final award rendered by the arbitrator may be entered and enforced in any court having jurisdiction. The arbitrator shall have authority to award in favor of the substantially prevailing party reimbursement of its actual reasonable attorney fees and costs of the arbitration from the losing party. The arbitrator shall not have authority to award punitive damages against either side.

Student Services

Student Advising

One of the main functions of the Director of Education is to assist any student who needs support in successfully completing the educational requirements of the program. The Director of Education acts as a liaison between staff, faculty and the student to coordinate services. Students may seek the services of the Director of Education individually or they may be referred to work with the student advisor to identify what resources are needed. Students placed on academic or attendance probation are may be required to meet weekly with the Director of Education. The Director of Education acts in a coaching capacity and when necessary, refers the student to outside resources.

Student Council

The OSMT Student Council works to involve students, through their class representatives, in decisions and policies having to do with various aspects of student life at the School. Representatives are normally elected during the second six weeks of their studies and remain council members until their graduation. Eligibility to hold a Council position requires that the student remain in good academic standing. The Student Council member must display a willingness and ability to attend all meetings of the Council as well as a commitment to the principles of equitable representation of all students.

Tutoring Services

The school maintains a file of former students who can provide tutoring assistance. Students may hire tutors anytime at their own expense or they may be recommended by the instructor.

Employment Assistance

OSMT will assist students with job placement, but placement is not guaranteed. OSMT receives announcements of job opportunities in Omaha and throughout the Midwest. Alumni can access job opportunities on the school website.

OSMT Owners-

Steve Carper, MBA, BS, LMT - School Director and Owner

Steve received his MBA degree from Herzing University in 2017 and a Bachelor degree in Biology from Nebraska Wesleyan University in 1995. He also attended and graduated from the Omaha School of Massage Therapy in 1996 which launched his long career with the school. During the last 25+ years, Steve has served in every function of OSMT. From his initial position as an administrative assistant to now the School Director Steve has gained vital experience in all aspects of the business operations.

Lindsey Carper, LMT - Owner

Lindsey graduated from OSMT in 2000. For the past 15+ years Lindsey has owned and operated Oasis Massage and Spa, Inc located on 132nd and Dodge street.

Instructors

Troy Bean, AS in Therapeutic Massage. Licensed Massage Therapist since 2015.

Rachel Beltz, Licensed Massage Therapist since 2018.

Victoria Brown, MA in Education/Adult Education & Training, BS, Licensed Massage Therapist since 1997, Certified Reflexologist.

Briana Cudly, BS in Biology, Licensed Massage Therapist since 2005.

Tara Hendricks, Licensed Massage Therapist since 2015 and Licensed Esthetician since 2016.

Douglas Lee-Regier, MA in English, BA in English/Business. Licensed Massage Therapist since 2000.

Ashley Rutan, BS in Healthcare Administration. Licensed Massage Therapist since 2011.

Mollie Stueve Williamson, Licensed Massage Therapist since 2017

Chelsea Sullivan, MBA, BS in Biology. Licensed Massage Therapist since 2007.

Heather Thompson, BS in Healthcare Management, AS in Therapeutic Massage. Licensed Massage Therapist since 2014.

Kathy Wheeldon, AS in Therapeutic Massage. Licensed Massage Therapist since 2006.

2023 Full-Time Program Morning Schedule

1/2/23—2/22/23	Business & Health Service Mgmt.	M/W	9-1
2/27/23 - 4/19/23	Eastern Wellness	M/W	9-1
4/20/23 - 4/30/23	CLASS BREAK / CLINIC OPEN		
5/1/23 - 6/21/23	Massage Theory & Practice I Anatomy and Physiology Anatomy and Physiology I Lab Professional Development I (1st 2 weeks)	M/W Online T/Th	9-1 9-1
6/22/23 - 7/9/23	CLASS BREAK / CLINIC OPEN		
7/10/23 - 8/30/23	Massage Theory & Practice II Anatomy and Physiology II Anatomy and Physiology II Lab First Aid & CPR	M/W Online TBD	9-1
8/31/23 - 9/4/23	CLASS BREAK / CLINIC OPEN		
9/5/23 - 10/25/23	Eastern Wellness Kinesiology I Clinic I (45 hours)	M/W T/Th	9-1 9-1
10/30/23 - 12/20/23	Pathology Hydrotherapy Clinic II (45 hours)	M/W T/Th	9-1 9-1
12/21/23 - 1/7/24	CLASS BREAK / CLINIC OPEN		
1/8/24 - 2/28/24	Business & Health Service Mgmt. Kinesiology II Clinic III (45 hours)	M/W T/Th	9-1 9-1
3/4/24 - 4/24/24	Advanced Hydrotherapy (6 weeks) Professional Development II (2 weeks) Therapeutic Strategies Clinic IV (45 hours)	M/W M/W T/Th	9-1 9-1 9-1

*Clinic courses begin after Massage Theory & Practice II and Anatomy and Physiology II are completed. Students are expected to complete a minimum of 6 hours of massage per week in addition to normal scheduled classes.

*Students will also complete the Specialties Areas in Massage Practice course during the second 16 weeks of their program. This course consists of 4 weekend (Saturday & Sunday) courses.

2023 Full-time Program Evening Schedule

1/2/23—2/22/23	Business & Health Service Mgmt.	M/W	6-10
2/27/23 - 4/19/23	Eastern Wellness	M/W	6-10
4/20/23 - 4/30/23	CLASS BREAK / CLINIC OPEN		
5/1/23 - 6/21/23	Massage Theory & Practice I	M/W	6-10
	Anatomy and Physiology	Online	
	Anatomy and Physiology I Lab		
	Professional Development I (1st 2 weeks)	T/Th	6-10
6/22/23 - 7/9/23	CLASS BREAK / CLINIC OPEN		
7/10/23 - 8/30/23	Massage Theory & Practice II	M/W	6-10
	Anatomy and Physiology II	Online	
	Anatomy and Physiology II Lab		
	First Aid & CPR	TBD	
8/31/23 - 9/4/23	CLASS BREAK / CLINIC OPEN		
9/5/23 - 10/25/23	Eastern Wellness	M/W	6-10
	Kinesiology I	T/Th	6-10
	Clinic I (45 hours)		
10/30/23 - 12/20/23	Pathology	M/W	6-10
	Hydrotherapy	T/Th	6-10
	Clinic II (45 hours)		
12/21/23 - 1/7/24	CLASS BREAK / CLINIC OPEN		
1/8/24 - 2/28/24	Business & Health Service Mgmt.	M/W	6-10
	Kinesiology II	T/Th	6-10
	Clinic III (45 hours)		
3/4/24 - 4/24/24	Advanced Hydrotherapy (6 weeks)	M/W	6-10
	Professional Development II (2 weeks)	M/W	6-10
	Therapeutic Strategies	T/Th	6-10
	Clinic IV (45 hours)		

*Clinic courses begin after Massage Theory & Practice II and Anatomy and Physiology II are completed. Students are expected to complete a minimum of 6 hours of massage per week in addition to normal scheduled classes.

*Students will also complete the Specialties Areas in Massage Practice course during the second 16 weeks of their program. This course consists of 4 weekend (Saturday & Sunday) courses.

2023-24 Part-time Program Morning Schedule

1/2/23—2/22/23	Business & Health Service Mgmt.	M/W	9-1
2/27/23 - 4/19/23	Eastern Wellness	M/W	9-1
5/1/23—6/21/23	Massage Theory & Practice I	M/W	9-1
6/22/23 - 7/10/23	CLASS BREAK / CLINIC OPEN		
7/10/23-8/30/23	Massage Theory & Practice II	M/W	9-1
9/5/23—10/25/23	Anatomy and Physiology	Online	
	Anatomy and Physiology I Lab		
	Professional Development I (1st 2 weeks)	T/Th	9-1
10/30/23—12/20/23	Anatomy and Physiology II/Lab	Online	
	First Aid & CPR	TBD	
9/5/23-12/20/23	Clinic I (45 hours)		
12/21/23 - 1/7/24	CLASS BREAK / CLINIC OPEN		
1/8/24— 2/28/24	Kinesiology II	T/Th	9-1
3/4/24—4/24/24	Kinesiology I	T/Th	9-1
1/8/24—4/24/24	Clinic II (45 hours)		
5/6/24-6/26/24	Hydrotherapy	T/Th	9-1
6/27/24 - 7/7/24	CLASS BREAK / CLINIC OPEN		
7/8/24 - 8/28/24	Advanced Hydrotherapy (6 weeks)	M/W	9-1
5/6/24-8/28/24	Clinic III (45 hours)		
9/3/24—10/23/24	Eastern Wellness	M/W	9-1
10/28/24—12/18/24	Pathology	M/W	9-1
9/3/24—10/18/24	Clinic IV (45 Hours)		
12/19/24—1/5/25	CLASS BREAK / CLINIC OPEN		
1/6/25 -2/26/25	Business & Health Service Mgmt.	M/W	9-1
3/3/25 - 4/23/25	Therapeutic Strategies	T/Th	9-1
	Professional Development II (last 2 weeks)	M/W	9-1

*Clinic courses begin after Massage Theory & Practice II and Anatomy and Physiology II are completed. Students are expected to complete a minimum of 6 hours of massage per week in addition to normal scheduled classes.

*Students will also complete the Specialties Areas in Massage Practice course during the second 16 weeks of their program. This course consists of 4 weekend (Saturday & Sunday) courses.

2023-24 Part-time Program Evening Schedule

1/2/23—2/22/23	Business & Health Service Mgmt.	M/W	6-10
2/27/23 - 4/19/23	Eastern Wellness	M/W	6-10
5/1/23—6/21/23	Massage Theory & Practice I	M/W	6-10
6/22/23 - 7/10/223	CLASS BREAK / CLINIC OPEN		
7/10/23-8/30/23	Massage Theory & Practice II	M/W	6-10
9/5/23— 10/25/23	Anatomy and Physiology Anatomy and Physiology I Lab Professional Development I (1st 2 weeks)	Online T/Th	6-10
10/30/23— 12/20/23	Anatomy and Physiology II/Lab First Aid & CPR	Online TBD	
9/5/23-12/20/23	Clinic I (45 hours)		
12/21/23 - 1/7/24	CLASS BREAK / CLINIC OPEN		
1/8/24— 2/28/24	Kinesiology II	T/Th	6-10
3/4/24—4/24/24	Kinesiology I	T/Th	6-10
1/8/24—4/24/24	Clinic II (45 hours)		
5/6/24-6/26/24	Hydrotherapy	T/Th	6-10
6/27/24 - 7/7/24	CLASS BREAK / CLINIC OPEN		
7/8/24 - 8/28/24	Advanced Hydrotherapy (6 weeks)	M/W	6-10
5/6/24-8/28/24	Clinic III (45 hours)		
9/3/24—10/23/24	Eastern Wellness	M/W	6-10
10/28/24— 12/18/24	Pathology	M/W	6-10
9/3/24—10/18/24	Clinic IV (45 Hours)		
12/19/24—1/5/25	CLASS BREAK / CLINIC OPEN		
1/6/25 -2/26/25	Business & Health Service Mgmt.	M/W	6-10
3/3/25 - 4/23/25	Therapeutic Strategies Professional Development II (last 2 weeks)	T/Th M/W	6-10 6-10

NOTES:

*Clinic courses begin after Massage Theory & Practice II and Anatomy and Physiology II are completed. Students are expected to complete a minimum of 6 hours of massage per week in addition to normal scheduled classes.

*Students will also complete the Specialties Areas in Massage Practice course during the second 16 weeks of their program. This course consists of 4 weekend (Saturday & Sunday) courses.