

KTC STUDENT AGREEMENT

Manual Lymph Drainage (MLD) Certification Course

The following agreement is made between the participant registering for the Manual Lymph Drainage (MLD) Certification course and Klose Training & Consulting, LLC (hereafter KTC). Upon registering for this course, you will be asked to agree to the terms of this agreement. A copy of this agreement will be sent to you via email after you register.

Prerequisites

This course is designed for Licensed/Registered Massage Therapists who have a minimum of 500 hours of massage education or are certified through the NCBTMB. A copy of your school transcript or diploma showing 500 hours of training was completed, must be emailed to us at continuinged@nwhealth.edu within 10 days of registration. Please include in the subject line of your email "MLD prerequisite".

Registration

After registering for the course, you will receive a confirmation email with information relevant to preparing for the class.

Class Times

A total of 45 hours of classroom instruction is provided in the KTC MLD Certification Course over a 5 ½ day period. Class hours Tues – Sat from 8:00 a.m. – 5:00 p.m. and Sun, 8:00 a.m. – 2:00 p.m.

Tuition & Refund Policy

Payment of \$1300 is due in full at the time of registration. If a student withdraws more than three (3) weeks before the start of the class, the student will be refunded their tuition within 10 business days, provided they have not been sent the pre-course materials (including access to online learning modules), minus a nonrefundable administrative charge of \$100. No refunds will be given in the case of student cancellation less than three (3) weeks prior to the first day of class, or if the student has received the pre-course materials (including access to online learning modules), or at any time after the class has started, regardless of the reason for withdrawal or dismissal. The student has the option to decline the pre-course materials, including access to online learning modules, in which case the above stated terms for of the Tuition and Refund policy apply.

Attendance

100% attendance by each participant is expected. Additional hours for homework are typical. All students must be in class on time. Students who miss more than five (5) hours of the MLD Certification Course may not be permitted to take the final exam and subsequently will not receive a Certificate of Completion.

Certificate of Completion

In order to receive a Certificate of Completion at the end of the MLD Certification Course, tuition must be paid in full, all required documentation must be submitted, and a multiple-choice exam must be passed with a score of 80% or better. In addition, the instructor will visually evaluate and verbally test the student as needed to ensure competency.

If the student loses or damages her/his Certificate of Completion, KTC will gladly replace it, upon request. The first replacement certificate is complimentary; additional replacement certificates will be subject to a \$15.00 fee plus the cost for postage.

Scope of Certificate/Certification

This MLD certification is not a “stand-alone” certification. Therapists treating clients with MLD must be in possession of an active license/diploma and work in compliance with the scope/guide of practice set forth for their profession by the state, county, and/or municipality in which they work. While the purpose of this course is to prepare the participant to safely and effectively work with and/or on patients using MLD, MLD certification must be regarded as adjunct to your existing professional license/diploma, e.g. your massage therapy license.

Cancellation of Classes

If a course is canceled due to an insufficient number of registrations, all moneys received will be refunded. In case of cancellation of the class for any other reason, such as the instructor falling ill, a new course will be scheduled, and all payments will be transferred.

Dismissal

Any participant may be dismissed from the program for insufficient progress, non-payment of tuition, or nonattendance. No tuition will be refunded. Reinstatement following dismissal is up to the discretion of the instructor.

Failing the Course

While KTC has a very high success rate in our MLD Certification Courses, occasionally, a student is unable to satisfactorily pass the written and/or practical exams. Failing students will not receive a Certificate of Completion. (Upon request, the student may receive a Certificate of Attendance or a letter verifying attendance.) Any student who does not pass the course will be allowed to repeat the course one additional time within one year at no tuition expense to re-learn the concepts of MLD and attempt to satisfactorily complete the exams. Should the participant fail to retake the course within one (1) year from the time of the original course or fail to complete the course successfully a second time, the student will be required to pay full course tuition again if they choose to retake the course later. Any tuition discount for a student repeating the course a third time is at the sole discretion of KTC.

Photo Release

By participating in this Klose Training course, you are giving your consent to have your image and/or voice recorded for use by KTC for future publications, productions, and/or promotional and advertising purposes without compensation. Your full name will not be used in connection with these images or recordings for advertising purposes without your consent. This material will be owned by KTC.

Purpose of Training/Non-Compete

The student agrees that the purpose of the Klose Training Manual Lymph Drainage Certification Course is to provide training and certification in the procedures known as Manual Lymph Drainage. The student shall not, under any condition, solicit for competing purposes, the training of other therapists in the techniques of Manual Lymph Drainage. Although the student is encouraged to distribute information about the benefits of MLD, the student shall not be permitted to train nor certify any other person in MLD and/or CDT unless granted instructor privileges under KTC guidelines.

All materials provided in this course are, unless otherwise stated, the property of KTC. Copyright and other intellectual property laws protect these materials. Reproduction and re-transmission of the materials, in whole or part, in any manner, without prior consent of the copyright holder, is a violation of copyright law. Individuals must preserve any copyright or other notices contained in or associated with the materials. Users may not distribute copies to others, whether or not in electronic form, whether or not for charge or consideration, without prior written consent of the copyright holder of the materials.

Online Course Content

As part of the curriculum for this course you will be given access to Klose Training's online MLD Preparation course no sooner than three (3) weeks prior to the start of class. This is additional content and will be available for you to view prior to the classroom training. It is not essential you complete it prior to the classroom training, but it will enhance your classroom learning so it is recommended.

What to Bring:

- 1 or 2 sheet sets (1 if you can launder them during the week)
- Bolster or pillow with pillowcase (to be changed 1 time)
- Chest drape (blanket, towel or extra pillow case)

You might consider bringing:

- Robe/cover-up for trips to the bathroom
- Clipboard for easier note-taking
- Bolster (if you prefer it over a pillow)
- Blanket to accommodate temperature swings in the room.

What to Wear: comfortable, loose-fitting clothing (yoga clothes work well here) that will allow access to the body during the lab sessions. We prefer that you not wear jewelry as it can interfere with proper manual techniques. Also, please do not wear any scents or perfumes to class (no jewelry, no fragrances) and remember to keep your nails clean and short.

My acknowledgment when I register for this course and my signature below constitutes my understanding and agreement with the terms set forth in this document.

Signature: _____ Printed Name: _____

Date: _____

Please print, sign, scan and email this signed form to us at continuinged@nwhealth.edu with the subject line "MLD student agreement".