

# A. Orientation

## Class Schedule - November 2023

Classes meet Monday through Thursday mornings

The "a" classes begin at 8:15am, and the "b" classes begin at 9:15am and end at 12:45pm.

Any exceptions to the timing of classes are listed with the class title. (e.g., 21a and 21b)

Friendly reminder, the following classes: 21b, 33b, 47b, 48b, 49b, 56a/b, cannot be made-up in the make-up room. To schedule a sit in, students should contact the Student Administrator.

### Week 1

Date		Title	Preparation	Assignments and Exams
11/1/23	0a	Orientation: The TLC Learning Environment	Packet A: 1-38.	Log into your Classmarker account.
11/1/23	0b	Orientation: People, Study Skills, and Quality of Touch	Trail Guide: 49-50 and 63-66. Packet A: 39-56.	
11/2/23	1a	H&H: Disease and Prevention I	Trail Guide: deltoid. Packet H: 37-42	<b>For testing purposes, only review the deltoid for 1a/b.</b>
11/2/23	1b	H&H: Disease and Prevention II	Packet H: 43-54	

## Week 2

Date	Title		Preparation	Assignments and Exams
11/6/23	2a	Kinesiology: Names and Locations of Bones and Posterior Muscles	Trail Guide: trapezius. Salvo: Pages 416-417. Packet E-17. RQ - Packet A- 120 and A-136.	<b>Join Quizlet! A-48.</b> <a href="https://quizlet.com/join/zZf79yQFr">https://quizlet.com/join/zZf79yQFr</a>
11/6/23	2b	H&H: Tools of the Trade	Salvo: Chapter 3. Packet F: 1-16. RQ - Packet A: 121- 122.	
11/7/23	3a	H&H: Self Care - Health, Wellness, Nutrition, and Stress Reduction	Trail Guide: latissimus dorsi and teres major. Salvo: Chapter 4. Packet H: 1-6. RQ - Packet A: 123-124.	<b>3a Student Handbook Review Questions.</b> Due before class starts. Turn assignments in through Classmarker.com. See Packet A: 115-118 for info.
11/7/23	3b	Swedish: Body Mechanics, Client Positioning, and Draping	Salvo: Chapter 7. Packet F: 17-24. RQ - Packet A: 125- 126.	<b>Swedish Supplies:</b> For every class have a set of twin-size sheets, a twin-size blanket, and 2 pillowcases.
11/8/23	4a	Swedish: Effects of Massage Therapy and Massage Techniques	Trail Guide: rhomboid major and minor, and triceps brachii. Salvo: Chapter 8. Packet F: 25-28. RQ - Packet A-127.	<b>4a Autobiography and Photo</b> Due before class starts. See Packet B-4 for more info.
11/8/23	4b	Swedish: Technique Demo and Practice - Posterior Upper Body	Packet F: 29-30.	
11/9/23	5a	A&P: Introduction to the Human Body - Cells	Trail Guide: erector spinae group (spinalis, longissimus, iliocostalis). Salvo: Pages 384-391. Packet E: 1-6. RQ - Packet A-128.	
11/9/23	5b	Kinesiology: AOIs - Posterior Upper Body	Use A-51 to study the terms kinesiology, lateral, medial, anterior, posterior, belly, tendon, action, origin, and insertion. Use Trail Guide to study the AOIs of deltoid, traps, lats, teres major, triceps, rhomboids, and erector spinae group.	<b>5b Kinesiology Quiz</b> 25 questions in 20 minutes. See Packet A: 73 and 75-80 for info.

## Week 3

Date	Title		Preparation	Assignments and Exams
11/13/23	6a	A&P: Introduction to the Human Body - Tissues	Trail Guide: gluteals (maximus, medius, and minimus). Salvo: Pages 391-398. Packet E: 7-10. RQ - Packet A-129.	
11/13/23	6b	Swedish: Technique Review and Practice - Posterior Upper Body	Packet F: 29-30.	<b>Swedish Supplies:</b> Starting today, have your own lubricant and holster.
11/14/23	7a	A&P: Introduction to the Human Body - Body Compass	Trail Guide: hamstrings (semitendinosus, semimembranosus, biceps femoris). Salvo: Pages 398-406. Packet E: 11-14. RQ - Packet A-130.	<b>7a Review Questions</b> Due on Classmarker before class starts. See Packet A: 119-130, A-113 for info.
11/14/23	7b	Swedish: Technique Demo and Practice - Posterior Lower Body	Packet F: 31-34.	
11/15/23	8a	Quiz	Trail Guide: gastrocnemius and soleus. Study all packet material from classes: 0b, 2a, 2b, 3a, 3b, 4a, 5a, 6a, and 7a.	<b>8a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
11/15/23	8b	Kinesiology: AOIs - Posterior Lower Body	Use Trail Guide to study the AOIs of glutes, hamstrings, gastrocnemius, and soleus.	<b>8b Kinesiology Quiz</b> 25 questions in 20 minutes. Packet A-73.
11/16/23	9a	H&H: Therapeutic Relationships - Introduction, Confidentiality, and Boundaries	Salvo: Pages 16-33. Packet H: 7-14. RQ - Packet A: 132-133.	
11/16/23	9b	Business: Introduction	Business Mastery: Chapters 1-3. Packet B: 1-30, especially B-5 for the assignment done in class.	<b>9b Purpose, Priorities, and Goals</b> This will be done in class, assessed, and graded. Packet B: 6-7. Bring your Business book to every business class.

## Week 4

Date		Title	Preparation	Assignments and Exams
11/20/23	10a	Exam	Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, and 8b.	<b>10a Exam</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
11/20/23	10b	Swedish: Technique Review and Practice - Posterior Upper and Lower Body	Packet F: 35-36, and 58. You will begin to learn how to write SOAP notes in this class.	<b>In Class:</b> Partial SOAP notes with first and last names, date, Subjective, and Assessment. Signatures and date on intake form.
11/21/23	11a	H&H: Infection Control	Trail Guide: tibialis anterior, fibularis longus, fibularis brevis. Salvo: Pages 180-191. Packet H: 15-20. RQ - Packet A-134.	Note: you will find tibialis anterior in the Trail Guide index under "Extensors of the Ankle and Toes".
11/21/23	11b	Swedish: Technique Demo and Practice - Posterior and Anterior Foot	Packet F: 37-38.	
11/22/23		Thanksgiving Break	No Class Today	
11/23/23		Thanksgiving Break	No Class Today	

## Week 5

Date		Title	Preparation	Assignments and Exams
11/27/23	12a	Kinesiology: Muscle Names and Locations - Anterior	Trail Guide: quadriceps femoris group. Trail Guide: Pages 35-36, 61-62, 296-297, and 366-367.	<b>Note: quadriceps femoris group includes:</b> 1. Rectus femoris 2. Vastus medialis 3. Vastus lateralis 4. Vastus intermedius
11/27/23	12b	Swedish: Technique Demo and Practice - Anterior Lower Body and Abs	Packet F: 39-44.	
11/28/23	13a	A&P: Skeletal System - Cells, Tissues, and Bone Shapes	Trail Guide: pectoralis major & abdominals (rectus abdominis). Salvo: Pages 412-415. Packet E: 15-16. RQ - Packet A-135.	
11/28/23	13b	Kinesiology: AOIs - Anterior Lower Body and Upper Torso	Use Trail Guide to study the AOIs of tibialis anterior, fibularis longus, and fibularis brevis, quads, rectus abdominis, and pec major.	<b>13b Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
11/29/23	14a	H&H: Compassionate Care for All People	Trail Guide: biceps brachii and coracobrachialis. Packet H: 55-64.	
11/29/23	14b	Swedish: Technique Review and Practice - Feet, Anterior Lower Body, and Abs	Packet F: 45-46, and 58.	<b>In Class:</b> Internship- evaluated partial SOAP notes. See 10b for details.
11/30/23	15a	A&P: Skeletal System - Bony Landmark Palpation	Trail Guide: levator scapula and sternocleidomastoid. Salvo: Pages 416-417 and 461-492. Packet E: 19-20. RQ - Packet A-137.	
11/30/23	15b	Swedish: Technique Demo and Practice - Chest and Arms	Packet F: 47-50.	

## Week 6

Date		Title	Preparation	Assignments and Exams
12/4/23	16a	A&P: Skeletal System - Synovial Joints	Trail Guide: scalenes. Salvo: Pages 418-427. Packet E: 21-24. RQ - Packet A-138.	<b>Note - scalenes include:</b> 1. Anterior 2. Middle 3. Posterior
12/4/23	16b	Swedish: Technique Demo and Practice - Neck, Face, and Scalp	Packet F: 51-54.	<b>Swedish Supplies:</b> Starting with this class, have cotton squares/rounds, face lotion, and alcohol-free toner for sensitive skin.
12/5/23	17a	A&P: Skeletal System - Joint Actions and Articulations and Prep Quiz	Trail Guide: temporalis, masseter, occipitofrontalis. Trail Guide: Pages 23-24, and 34. Salvo: Pages 422- 427. Packet E: 25-26. RQ - Packet A-139. Study all packet material from 9a, 9b, 11a, 12a, and 13b.	<b>17a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73. <b>17a Review Questions</b> Due on Classmarker before class starts. Packet A: 131-140.
12/5/23	17b	Kinesiology: AOIs - Anterior Shoulder, Anterior Neck, and Head	Use Trail Guide to study the AOIs of biceps, levator, coracobrachialis, scalenes, frontalis, occipitalis, SCM, temporalis, and masseter.	<b>17b Kinesiology Quiz</b> 25 questions in 20 minutes. Packet A-73.
12/6/23	18a	H&H: Therapeutic Relationships- Conflict, Transference, Dual Relationship, and Sexual Misconduct	Salvo: Chapter 2. Packet H: 27-34. RQ - Packet A-149.	
12/6/23	18b	Swedish: Technique Review and Practice - Chest, Arms, Neck, Face, and Scalp	Packet F: 55-56, and 58.	<b>In Class:</b> Partial SOAP notes.
12/7/23	19a	Quiz	Study all packet material from classes: 13a, 14a, 15a, 16a, and 17a.	<b>19a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
12/7/23	19b	Swedish: Guided Full Body	Prepare to perform a 60- minute full-body Swedish massage with nothing excluded. Note: the order and pace of the session will be set by the instructor who will be guiding you.	<b>"Dress Like An Intern"</b> Packet I: 6-7. <b>Early Warning!</b> Begin assignment 43a Swedish Outside Massages, particularly OMF #1 - Full Body Swedish Only. Packet A: 59-60.

## Week 7

Date	Title		Preparation	Assignments and Exams
12/11/23	20a	Treatment Planning: Intake, Assessment, and Documentation	Salvo: Chapter 10. Packet F: 57-62. RQ - Packet A: 142-143.	
12/11/23	20b	Swedish: Full Body Demo and Interviewing Practice	<b>Note:</b> RQ - Packet A: 144-147 will be done in class. Packet F-58.	
12/12/23	21a	Exam	2-hour class. Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, 8b, 9a/b, 11a, 12a, 13a/b, 15a, 16a, and 17a/b.	<b>21a Exam</b> Given at the start of class. 100 questions in 80 minutes. Cumulative. Packet A-73.
12/12/23	21b	H&H: Emergency Preparedness (2.5 hours)	2.5-hour class. CPR and First Aid certification in this class. Salvo: Pages 191-196. Packet H: 21-26. RQ - Packet A-148.	<b>Note:</b> This class cannot be made-up in the make-up room. To be exempt bring a copy of your "CPR and First Aid Certificate".
12/13/23	22a	A&P: Skeletal System - Appendicular and Axial Divisions	Trail Guide: supraspinatus. Salvo: Pages 415-417. Packet E-17. RQ - Packet A-136.	
12/13/23	22b	Swedish: Touch Assessment	Prepare to perform Swedish massage on 1 assigned body area. Your receiver will be an instructor who will give you verbal feedback which you will write down and turn in to get credit for the assessment.	22b Swedish: Touch Assessment Packet A: 81-84. <b>Bring A: 83 for grading,</b> optional laptop/tablet for Quizlet, and be prepared to retake or make up missed tests. <b>In Class:</b> Internship-evaluated full SOAP notes. Packet F-58. <b>"Dress Like An Intern"</b> Packet I: 6-7.
12/14/23	23a	Pathology: Medications	Werner: Appendix C (7e) or Appendix A (5e & 6e). Packet E: 27-36. RQ - Packet A-150.	
12/14/23	23b	Swedish: Practical Exam	Prepare to perform a 60-minute full-body Swedish massage with nothing excluded.	<b>23b Swedish: Practical Exam</b> Grader-evaluated full SOAP notes as in 22b. Packet A: 91-94. Packet F: 35, 45, 55, and 58. <b>Bring A: 93 for grading.</b> <b>"Dress Like An Intern"</b> Packet I: 6-7.

## Week 8

Date		Title	Preparation	Assignments and Exams
12/18/23	24a	A&P: Muscular System - Organization of Skeletal Muscle	Trail Guide: infraspinatus and teres minor. Salvo: Pages 439-443. Packet E: 37- 40. RQ - Packet A-151.	<b>24a Hydro Theory Review Questions</b> due before class starts. Completed in ClassMarker. Pages A: 207- 214
12/18/23	24b	Hydrotherapy: Theory and Technique Demo	Salvo: Chapter 12. Packet G: 1-14. RQ - Packet A-152.	<b>Hydrotherapy Supplies:</b> Your packet
12/19/23	25a	A&P: Muscular System - Mechanism of Contraction	Trail Guide: subscapularis. Salvo: Pages 443-446. Packet E: 41-44.	
12/19/23	25b	Hydrotherapy: Dry Brushing, Cold Water Wash, Hand & Foot Treatment	Packet G: 15-19.	<b>Hydrotherapy Supplies:</b> Dry brush, wash cloth, 1/2 cup of ground coffee or sea salt, cream or lotion, small bowl or cup, spoon, 3 bath towels, 6 hand towels, and 1 set of sheets and blanket, plus 1 medium trash bag.
12/20/23	26a	A&P: Muscular System - Fiber Types, Actions, and Contractions	Trail Guide: pectoralis minor. Salvo: Pages 446-450. Packet E: 45-48.	
12/20/23	26b	Hydrotherapy: Cold Water Treading, Aromatic Hot Towel Treatment	Packet G: 21-24.	<b>Hydrotherapy Supplies:</b> Flip-flops or sandals, shorts or pants rolled up, 5 hand towels, essential oil (optional), plus supplies for 2 treatments from 25b plus 1 medium trash bag.
12/21/23	27a	Pathology: Musculoskeletal System	Werner: Chapter 3. Packet E: 49-54. RQ - Packet A-153.	<b>End of First Quarter:</b> You will be issued a Quarterly Report within 2 weeks.
12/21/23	27b	Hydrotherapy: Cold and Contrast Treatments	Packet G: 25-28.	<b>Hydrotherapy Supplies:</b> 5 hand towels, 1 set of sheets and blankets, plus 1 medium trash bag.



## Week 9

Date	Title	Preparation	Assignments and Exams
12/25/23	Winter Break	No Class All Week	

## Week 10

1/1/24	New Year's Day		No Class Today	
1/2/24	28a	A&P: Integumentary System	Trail Guide: serratus anterior. Salvo: Chapter 22. Packet E: 55-58. RQ - Packet A-154.	
1/2/24	28b	Integration Massage: Swedish and Hydrotherapy	Packet F: 58, and 63-64.	<b>Hydrotherapy Supplies:</b> Have supplies set up for 3-4 treatments from 25b, 26b, or 27b, 1 set of sheets and blankets, plus 1 medium trash bag. <b>In Class:</b> Full SOAP notes.
1/3/24	29a	Pathology: Integumentary System	Werner: Chapter 2. Packet E: 59-64.	
1/3/24	29b	Kinesiology: AOIs - Glenohumeral and Scapulothoracic Joint Muscles	Use Trail Guide to study the AOIs of the 4 rotator cuff muscles, pec minor, and serratus anterior.	<b>29b Kinesiology Quiz</b> 25 questions in 20 minutes. Packet A-73.
1/4/24	30a	Kinesiology: Synergists - Glenohumeral and Scapulothoracic Joint Muscles	Trail Guide: pages 63-66. RQ - Packet A: 155-156.	<b>30a Review Questions</b> Due on Classmarker before class starts. Packet A: 141-158.
1/4/24	30b	Passive Stretches: Technique Demo and Practice - Upper Body	Salvo: Pages 161-166. Packet F: 65-70. RQ - Packet A-157.	

## Week 11

Date	Title		Preparation	Assignments and Exams
1/8/24	31a	Quiz	Study all packet material from classes: 18a, 20a/b, 21b, 23a, 24b, 29b, and 30a.	<b>31a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
1/8/24	31b	Passive Stretches: Technique Demo and Practice - Lower Body	Salvo: Pages 166-174. Packet F: 71-74.	
1/9/24	32a	Quiz	Study all packet material from classes: 24a, 25a, 26a, 27a, 28a, 29a, 30b, and 31b.	<b>32a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
1/9/24	32b	Passive Stretches: Guided Full Body	Packet F: 75-76.	<b>Early Warning!</b> Begin working on your assignment 43a Swedish: Outside Massages, particularly OMF #2 - Passive Stretches and BMTs Only. Packet A: 61-62.
1/10/24	33a	H&H: Communication Skills	Salvo: Chapter 2. Packet H: 35-36.	Log into your student portal and review your grade report an attendance record. Will you be eligible for clinic by class 56?
1/10/24	33b	Chair Massage: Technique Demo and Practice	Salvo: Chapter 15. Packet C: 1-10. RQ - Packet A-166.	Note: This class cannot be made-up in the make-up room.
1/11/24	34a	Exam	2.5-hour class. Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, 8b, 9a/b, 11a, 12a, 13a/b, 15a, 16a, 17a/b, 18a, 20a/b, 21b, 22a, 23a, 24a/b, 25a, 26a, 27a, 28a, 29a/b, 30a/b, and 31b.	<b>34a Exam</b> Given at the start of class. 150 questions in 120 minutes. Cumulative. Packet A-73.
1/11/24	34b	Chair Massage: Technique Review and Practice (2 hours)	2-hour class. Salvo: Chapter 15. Packet C: 11-12.	

## Week 12

Date		Title	Preparation	Assignments and Exams
1/15/24	35a	A&P: Cardiovascular System - Blood Cells, Tissues, and the Heart	Trail Guide: adductor group (magnus & gracilis). Salvo: Pages 690-694. Packet E: 65-68. RQ - Packet A: 159- 164. RQ - Packet A-167.	
1/15/24	35b	Integration Massage: Swedish and Passive Stretches	Packet F: 58, and 77-78.	Full SOAP notes.
1/16/24	36a	A&P: Cardiovascular System - Blood Vessels and Paths of Circulation	Trail Guide: iliopsoas. Salvo: Pages 692-700. Packet E: 69- 72. RQ - Packet A-168.	
1/16/24	36b	Business: Professional Ethics	Read the State laws and rules by searching for "Texas massage rules" or go to: <a href="http://www.tdlr.texas.gov/mas/laws-rules.htm">www.tdlr.texas.gov /mas/laws-rules.htm</a> Packet B: 31-32.	<b>36b State Law Review Questions</b> Due on Classmarker before class starts. Packet B-8. RQ - Packet A: 159-164.
1/17/24	37a	Pathology: Circulatory System	Werner: Chapter 5. Packet E: 73-74. RQ - Packet A-169.	
1/17/24	37b	Business: State Massage Law and Find a Job	Business Mastery: Chapters 7-11. Packet B: 33-36. RQ - Packet A-170.	
1/18/24	38a	A&P: Lymphatic System and Immunity	Trail Guide: sartorius and tensor fasciae latae. Salvo: Chapter 27. Packet E: 75-78. RQ - Packet A: 171-172.	<b>Early Warning!</b> Due by class 48b. Get Access to Exam Coach. Packet A-74.
1/18/24	38b	Body Mobilization Techniques: Technique Demo and Practice - Prone	Packet F: 79-82.	

## Week 13

Date		Title	Preparation	Assignments and Exams
1/22/24	39a	Pathology: Lymph and Immune System	Werner: Chapter 6. Packet E: 79-82. RQ - Packet A-173.	
1/22/24	39b	BMTs: Technique Demo and Practice - Supine	Packet F: 83-84.	
1/23/24	40a	A&P: Reproductive System	Trail Guide: lateral rotators of the hip (piriformis and quadratus femoris). Salvo: Chapter 25. Packet E: 83-86. RQ - Packet A-174.	
1/23/24	40b	BMTs: Guided Full Body	Packet F: 85-86.	<b>Early Warning!</b> Begin working on your assignment 43a Swedish: Outside Massages, particularly OMF #2 - Passive Stretches and BMTs only. Packet A: 61-62.
1/24/24	41a	Pathology: Reproductive System	Werner: Chapter 11. Packet E: 87-88. RQ - Packet A-175.	<b>41a Review Questions</b> Due on Classmarker before class starts. Packet A: 165-178.
1/24/24	41b	Business: Get a Job	Business Mastery: Chapters 12, 13, 14, and Pages 204-205, 274-276. Packet B: 37-41. RQ - Packet A-176. Bring information to complete a resume and begin a cover letter.	<b>41b Resume</b> Done in class. Packet B: 9, and 37-41. We recommend that you bring a laptop or tablet to this class.
1/25/24	42a	Quiz	Study all packet material from classes: 35a, 36a, 37a, 38a, 39a, 40a, and 41a.	<b>42a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
1/25/24	42b	Kinesiology: AOIs - Coxal and Tibiofemoral Joint Muscles	Use Trail Guide to study the AOIs of adductor magnus, gracilis, iliopsoas, sartorius, TFL, piriformis, and quadratus femoris.	<b>42b Kinesiology Quiz</b> 25 questions in 20 minutes. Packet A-73.

## Week 14

Date		Title	Preparation	Assignments and Exams
1/29/24	43a	Kinesiology: Synergists - Coxal and Tibiofemoral Joint Muscles	Trail Guide: Pages 302-305. RQ - Packet A-177.	<b>43a Swedish: Outside Massages</b> Due before class starts. Complete 2 OMFs and 2 SOAP notes using Swedish for #1 and Passive Stretches and BMTs for #2. Packet A: 57-62.
1/29/24	43b	Integration Massage: Swedish, Passive Stretches, and BMTs	Packet F: 87-88.	
1/30/24	44a	Quiz	Study all packet material from classes: 33b, 37b, 41b, 42b, and 43a.	<b>44a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
1/30/24	44b	Integration Massage: Practical Exam	Prepare to perform a 60-minute full body massage integrating Swedish, Passive Stretches, and BMTs.	<b>44b Integration Massage: Practical Exam</b> Packet A: 91-92, and 95-96. <b>Grader-evaluated</b> full SOAP notes. Bring A: 95 for grading. <b>"Dress Like An Intern"</b> Packet I: 6-7.
1/31/24	45a	History of Massage: Prehistoric through Modern Era	Salvo: Chapter 1. Packet F: 89-96. RQ - Packet A-182.	
1/31/24	45b	Business: Self-employment and Marketing	Business Mastery: Chapters 15 and 30, and Skim Chapter 16. Packet B: 42-52. RQ - Packet A-183. <b>45b Target Market Analysis</b> Done in class. Packet B 11-14.	<b>45b Typed Cover Letter</b> Due before class starts. Packet B-9.
2/1/24	46a	Exam	Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, 8b, 9a/b, 11a, 12a, 13a/b, 15a, 16a, 17a/b, 18a, 20a/b, 21b, 23a, 24a/b, 25a, 26a, 27a, 28a, 29a/b, 30a/b, 31b, 33b, 35a, 36a, 37a/b, 38a, 39a, 40a/b, 41a/b, 42b, and 43a.	<b>46a Exam</b> Given at the start of class. 200 questions in 160 minutes. Cumulative. Packet A-73.
2/1/24	46b	Chair Massage: Technique Review	1.5-hour class. Packet C: 11-12.	

## Week 15

Date		Title	Preparation	Assignments and Exams
2/5/24	47a	A&P: Pregnancy	Trail Guide: brachialis. Salvo: Pages 227-236 and 674-683. Packet E: 89-96. RQ - Packet A-184.	
2/5/24	47b	Side-lying and Pregnancy Massage: Technique Demo and Practice	Packet F: 97-100.	<b>Side-lying Supplies:</b> 2 pillows and 4 pillowcases, or 1 pillow, 1 body pillow, 2 pillow cases, and an extra flat sheet or 2 more pillow cases. Note: This class cannot be made-up in the make-up room.
2/6/24	48a	A&P: Nervous System - Introduction, Physiology, and Cells	Trail Guide: brachioradialis. Salvo: Pages 625-630. Packet E: 97-102. RQ - Packet A- 185.	<b>Side-lying Supplies:</b> Same as 47b.
2/6/24	48b	Side-lying and Pregnancy Massage: Technique Review and Practice	Packet F: 97-100.	<b>Get Access to Exam Coach</b> Done before class starts. Packet A-74. Note: This class cannot be made-up in the make-up room.
2/7/24	49a	A&P: Nervous System - Synaptic Transmission and Central Nervous System	Trail Guide: flexors of the wrist and fingers (flexor digitorum superficialis). Salvo: Pages 630-636. Packet E: 103-108. RQ - Packet A-186.	
2/7/24	49b	Side-lying and Pregnancy Massage: Guided Full Body	Packet F: 97-100.	<b>Side-lying Supplies:</b> Same as 47b. Note: This class cannot be made-up in the make-up room.
2/8/24	50a	A&P: Nervous System - Peripheral Nervous System	Trail Guide: extensors of the wrist and fingers (extensor digitorum). Salvo: Pages 636-642. Packet E: 109-112. RQ - Packet A-187.	
2/8/24	50b	Business: Marketing	Business Mastery: Chapters 24, 26, 27, & 31. Packet B: 53- 60. Packet B-55 for the ABMP.com "Website Builder" instructions. RQ - Packet A-188.	<b>50b Strategies and Tactics</b> Done in class. Packet B: 17-18.

## Week 16

Date		Title	Preparation	Assignments and Exams
2/12/24	51a	A&P: Nervous System - Autonomic Nervous System and Sensory Receptors	Salvo: Pages 642-647. Packet E: 113-116. RQ - Packet A-189.	
2/12/24	51b	Kinesiology: AOIs - Elbow, Wrist, and Finger Joint Muscles	Use Trail Guide to study the AOIs of brachialis, brachioradialis, flexor digitorum superficialis, and extensor digitorum.	<b>51b Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
2/13/24	52a	Pathology: Nervous System	Werner: Chapter 4. Packet E: 117-122. RQ - Packet A: 179-180. RQ - Packet A: 190-191.	
2/13/24	52b	Integration Massage: Deep Swedish	Packet D: 1-4.	
2/14/24	53a	Deep Tissue: Introduction	Trail Guide: quadratus lumborum. Packet D: 5-10.	<b>53a Internship Orientation Review Questions</b> Due on paper before class starts. Packet A: 179-180. Use Packet I: 1-20 to do this assignment.
2/14/24	53b	Deep Tissue: Technique Demo and Practice - Posterior Upper Body	Packet D: 11-14.	
2/15/24	54a	A&P: Endocrine System	Salvo: Chapter 24. Packet E: 123-132. RQ - Packet A: 192-193.	
2/15/24	54b	Deep Tissue: Technique Demo and Practice - Posterior Lower Body	Packet D: 15-18.	<b>Early Warning!</b> Begin working on your assignment 60a, OMF #3 - Deep Tissue: Posterior Upper and Lower Body Only. Packet A: 63-64.

## Week 17

Date		Title	Preparation	Assignments and Exams
2/19/24	55a	Pathology: Endocrine System	Werner: Chapter 9. Packet E: 133-134. RQ - Packet A-194.	<b>55a Review Questions</b> Due on Classmarker before class starts. Packet A: 181-194. <b>End of Second Quarter:</b> You will be issued a Quarterly Report within 2 weeks.
2/19/24	55b	Deep Tissue: Technique Review and Practice - Posterior Upper and Lower Body	Packet D: 19-20. Packet F-58.	<b>In Class:</b> Full SOAP notes.
2/20/24	56a	Internship Orientation	Packet I: 1-40.	<b>"Dress Like An Intern"</b> Packet I: 6-7. Note: This class cannot be made-up in the make-up room.
2/20/24	56b	Mock Internship	Packet I: 1-40. <b>Note:</b> This class cannot be made-up in the make-up room.	<b>In Class:</b> Internship-evaluated full SOAP notes.
2/21/24	57a	Quiz	Study all packet material from classes: 48a, 49a, 50a, 51a, 52a, 54a, and 55a.	<b>57a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
2/21/24	57b	Deep Tissue: Technique Demo and Practice - Anterior Lower Body	Packet D: 21-26.	
2/22/24	58a	Quiz	Study all packet material from classes: 45a, 45b, 47a, 50b, 51b, 56a, and 56b.	<b>58a Prep Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
2/22/24	58b	Deep Tissue: Technique Demo and Practice - Anterior Upper Body	Packet D: 27-30.	<b>Early Warning!</b> Begin working on your assignment 60a Deep Tissue: Outside Massages, particularly OMF #4 - Deep Tissue: Anterior Upper and Lower Body Only. Packet A: 65-66.



## Week 18

Date		Title	Preparation	Assignments and Exams
2/26/24	59a	A&P: Psychoneuro-immunology	Packet E: 135-144. RQ - Packet A-196.	
2/26/24	59b	Deep Tissue: Technique Review and Practice - Anterior Lower and Upper Body	Packet D: 31-32.	
2/27/24	60a	Exam	Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, 8b, 9a/b, 11a, 12a, 13a/b, 15a, 16a, 17a/b, 18a, 20a/b, 21b, 23a, 24a/b, 25a, 26a, 27a, 28a, 29a/b, 30a/b, 31b, 33b, 35a, 36a, 37a/b, 38a, 39a, 40a/b, 41a/b, 42b, 43a, 45a/b, 47a, 48a, 49a, 50a/b, 51a/b, 52a, 54a, 55a, and 56a/b.	<b>60a Exam</b> Given at the start of class. 200 questions in 160 minutes. Cumulative.  <b>60a Deep Tissue: Outside Massages</b> Due before class starts. Complete 2 OMFs using Deep Tissue, Prone only #3 and Supine only #4, and 2 SOAP notes. Packet A: 57-58 and 63-66.
2/27/24	60b	Chair Massage: Technique Review	1.5-hour class. Packet C: 11-12.	
2/28/24	61a	A&P: Respiratory System	Trail Guide: diaphragm. Salvo: Chapter 28. Packet E: 145-150. RQ - Packet A: 197-198.	
2/28/24	61b	Deep Tissue: Guided Full Body	Packet D: 33-34.	
2/29/24	62a	Pathology: Respiratory System	Werner: Chapter 7. Packet E: 151-152. RQ - Packet A-199.	
2/29/24	62b	Deep Tissue: Touch Assessment	Prepare to perform a Deep Tissue massage on 1 assigned body area. Your receiver will be an instructor who will give you verbal feedback which you will write down and turn in to get credit for the assessment.	<b>62b Deep Tissue: Touch Assessment</b> Packet A: 81-82, and 85-86. <b>Bring A: 85 for grading,</b> optional laptop/tablet for Exam Coach/Quizlet, and be prepared to retake or make up missed tests. <b>"Dress Like An Intern"</b> Packet I: 6-7.

## Week 19

Date		Title	Preparation	Assignments and Exams
3/4/24	63a	A&P: Digestive System	Salvo: Chapter 29. Packet E: 153-160. RQ - Packet A: 200-201.	
3/4/24	63b	Integration Massage: Swedish, Passive Stretches, BMTs, and Deep Tissue	Packet D: 35-38. Packet F-58.	<b>In Class:</b> Full SOAP notes with date, first names, and last names. Signatures and date on intake form.
3/5/24	64a	Pathology: Digestive System	Werner: Chapter 8. Packet E: 161-164. RQ - Packet A-202.	
3/5/24	64b	Business: Taxes and Bookkeeping	Business Mastery: Chapter 20. Packet B: 23-24, and 61-65. RQ - Packet A-203.  <b>64b Cash Flow Forecast</b> Will be completed in this class and then will be summarized in Section 4 of the Executive Summary. Packet B: 23-24.	<b>64b Executive Summary</b> Packet 21-22, Sections 1-3 to be done <b>before</b> this class. Section 4 will be done in class and then the completed Executive Summary will be handed in at end of class.
3/6/24	65a	A&P: Urinary System	Salvo: Chapter 30. Packet E: 165-170. RQ - Packet A: 204-205.	<b>ABMP Exam Coach</b> Begin looking at the required preparations for the MBLEx Prep classes. Packet A-74.
3/6/24	65b	Business: Meet Employers and Self-employed Therapists	Packet B: 25, and 66-67. Have ready 10 questions to ask the panelists.	
3/7/24	66a	Pathology: Urinary System	Werner: Chapter 10. Packet E: 171-172. RQ - Packet A-206.	<b>66a Review Questions</b> Due on Classmarker before class starts. Packet A: 195-206.
3/7/24	66b	Integration Massage: Side-lying & Pregnancy Massage	Packet F: 97-100.	<b>Side-lying Supplies:</b> 4 pillows and 4 pillowcases, or 2 pillows, 1 body pillow, 2 pillow cases, and an extra flat sheet or 2 more pillow cases.

## Week 20

Date		Title	Preparation	Assignments and Exams
3/11/24	67a	Quiz	Study all packet material from classes: 59a, 64b, and 65b.	<b>67a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
3/11/24	67b	Kinesiology: AOIs - Review	Use Trail Guide to study the AOIs of <b>all 57 muscles covered so far.</b>	<b>67b Kinesiology Quiz</b> 25 questions in 20 minutes. Packet A-73.
3/12/24	68a	Quiz	Study all packet material from classes: 61a, 62a, 63a, 64a, 65a, and 66a.	<b>68a Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
3/12/24	68b	Integration Massage: Receiver's Choice		
3/13/24	69a	History of Massage: Modalities	Packet F: 101-104.	
3/13/24	69b	History of Massage: Bodywork Tree and Demo	Packet F: 105-108.	
3/14/24	70a	Exam	Study all packet material from classes 0b, 2a/b, 3a/b, 4a, 5a/b, 6a, 7a, 8b, 9a/b, 11a, 12a, 13a/b, 15a, 16a, 17a/b, 18a, 20a/b, 21b, 23a, 24a/b, 25a, 26a, 27a, 28a, 29a/b, 30a/b, 31b, 33b, 35a, 36a, 37a/b, 38a, 39a, 40a/b, 41a/b, 42b, 43a, 45a/b, 47a/b, 48a, 49a, 50a/b, 51a/b, 52a, 54a, 55a, 56a/b, 59a, 61a, 62a, 63a, 64a/b, 65a/b, 66a, and 67b.	<b>70a Exam</b> Given at the start of class. 200 questions in 160 minutes. Cumulative.
3/14/24	70b	Chair Massage, BMTs, Passive Stretches, and Side-lying Review	1.5-hour class. Packet C: 11-12.	

## Week 21

Date		Title	Preparation	Assignments and Exams
3/18/24	71a	Sports Massage: Theory	Packet F: 109-114.	
3/18/24	71b	Sports Massage: Technique Demo and Practice - Pre-Event and Post-Event	Packet F: 115-116.	<b>Sports Massage Day!</b> Wear clothes that you can be stretched in.
3/19/24	72a	Orthopedic Massage: Introduction	Packet J: 1-35.	
3/19/24	72b	Orthopedic Massage: Techniques & Effects	Packet J: 36-48.	
3/20/24	73a	Orthopedic Massage: Introduction - Piriformis & Sacroiliac	Trail Guide: lateral rotators of the hip (quadratus femoris and piriformis). Packet J: 49-54.	
3/20/24	73b	Orthopedic Massage: Technique Demo and Practice - Piriformis & Sacroiliac	Packet J: 55-62.	
3/21/24	74a	MBLEx Prep	<b>ABMP Exam Coach</b> "Massage Theory". Only 'Benefits and Effects' and 'Cautions and Contraindications' topics. Packet A-74.	
3/21/24	74b	Orthopedic Massage: Technique Review and Practice - Piri/ SI	Packet J: 55-62 and 63-64.	

## Week 22

Date	Title		Preparation	Assignments and Exams
3/25/24	75a	MBLEx Prep	Use Trail Guide to study the AOIs of gluteals, erectors, lats, biceps femoris, quadratus femoris, and piriformis.  <b>ABMP Exam Coach</b> "Massage Professional Practices". All 4 Topics. Packet A-74.	<b>75a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
3/25/24	75b	Orthopedic Massage: Spot Check - Piriformis & Sacroiliac	Prepare to demonstrate the Piriformis & Sacroiliac protocol. Packet J: 63-64. Packet F-58.	<b>75b Orthopedic Massage: Spot Check</b> - Piriformis & Sacroiliac Packet A: 91-92, and 97-98. <b>Bring A: 97 to class for grading.</b>
3/26/24	76a	Orthopedic Massage: Introduction- Low Back Pain	Trail Guide: quadratus lumborum, and transversospinalis group (multifidi and rotatores). Packet J: 65-68	
3/26/24	76b	Orthopedic Massage: Technique Demo and Practice - Low Back Pain	Packet J: 69-76.	<b>Early Warning!</b> Begin working on OMF #5 - Piriformis & SI OR Low Back Pain. Packet A: 67-68.
3/27/24	77a	Special Populations: Introduction	Salvo: Chapter 11. Packet K: 1-10.	
3/27/24	77b	Orthopedic Massage: Technique Review and Practice - Low Back Pain	Packet J: 69-76 and 77-78.	
3/28/24	78a	Special Populations: Psychiatric Disorders	Use Trail Guide to study the AOIs of erectors, lats, quadratus lumborum, multifidi, and rotatores. Werner: Pages 170-187. Packet K: 11-18.	<b>78a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
3/28/24	78b	Orthopedic Massage: Spot Check - Low Back Pain	Prepare to demonstrate the the Low Back Pain protocol. Packet J: 77-78. Packet F-58.	<b>78b Ortho Massage: Spot Check</b> - Low Back Pain Packet A: 91-92, and 99-100. <b>Bring A: 99 to class.</b>

## Week 23

Date	Title		Preparation	Assignments and Exams
4/1/24	79a	Orthopedic Massage: Introduction - Rotator Cuff & Carpal Tunnel	Trail Guide: flexors of the wrist and fingers (flexor pollicis longus and flexor digitorum profundus). Packet J: 79-84.	
4/1/24	79b	Orthopedic Massage: Technique Demo and Practice - Rotator Cuff & Carpal Tunnel	Packet J: 85-94.	
4/2/24	80a	MBLEx Prep	<b>ABMP Exam Coach</b> "Ethics, Boundaries, and Laws". All 4 Topics. Packet A-74.	
4/2/24	80b	Orthopedic Massage: Technique Review and Practice - RC/CT	Packet J: 95-96.	
4/3/24	81a	MBLEx Prep	Use Trail Guide to study the AOIs of the rotator cuff, flex. dig. super. , ext. dig. , flex. pollicis long., and flex. dig. profundus. <b>ABMP Exam Coach</b> "Client Assessment and Session Planning". 8 Topics.	<b>81a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/3/24	81b	Orthopedic Massage: Spot Check - RC/CT	Prepare to demonstrate the the Rotator Cuff & Carpal Tunnel. Packet J: 95-96. Packet F-58.	<b>81b Orthopedic Massage: Spot Check - RC/CT</b> Packet A: 91-92, and 91-102. <b>Bring A: 101 to class.</b>
4/4/24	82a	Orthopedic Massage: Introduction - Thoracic Outlet	Trail Guide: scalenes, pectoralis minor, and coracobrachialis. Packet J: 97-101.	
4/4/24	82b	Orthopedic Massage: Technique Demo and Practice - Thoracic Outlet	Packet J: 102-106.	<b>Early Warning!</b> Begin working on your OMF #6 - Rotator & Carpal or Thoracic Outlet. A: 69-70.

## Week 24

Date	Title		Preparation	Assignments and Exams
4/8/24	83a	Special Populations: HIV and AIDS	Packet K: 19-22.	
4/8/24	83b	Orthopedic Massage: Technique Review and Practice - Thoracic Outlet	Packet J: 102-106 & 107-108.	<b>End of Third Quarter:</b> A Quarterly Report will be issued within 2 weeks.
4/9/24	84a	MBLEx Prep	Use Trail Guide to study the AOIs of pec. major & minor, coracobrachialis, biceps, SCM, and scalenes.  <b>ABMP Exam Coach</b> "Pathology". Only Basics, Medications, and Integumentary System.	<b>84a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes.
4/9/24	84b	Orthopedic Massage: Spot Check - Thoracic Outlet	Prepare to perform the Thoracic Outlet protocol. Same as class 81b. Packet J: 107-108.	<b>84b Orthopedic Massage:</b> <b>Spot Check - Thoracic Outlet</b> Packet A: 91-92, and 103-104. <b>Bring A: 103 to class.</b>
4/10/24	85a	Orthopedic Massage: Introduction - Neck Pain	Trail Guide: transversospinalis (semispinalis capitis), and splenius capitis and cervicis. Packet J: 109-112.	<b>85a Orthopedic Massage:</b> <b>Outside Massages</b> Due before class starts. Packet A: 57-58 and 67-70.
4/10/24	85b	Orthopedic Massage: Technique Demo and Practice - Neck Pain	Packet J: 113-116.	
4/11/24	86a	MBLEx Prep	<b>ABMP Exam Coach</b> "Special Populations". All 7 Topics. Packet A-74.	
4/11/24	86b	Orthopedic Massage: Technique Review and Practice - Neck Pain	Packet J: 113-116 & 117-118.	

## Week 25

Date	Title		Preparation	Assignments and Exams
4/15/24	87a	MBLEx Prep	Use Trail Guide to study the AOIs of semispinalis, splenius capitis & cervicis. <b>ABMP Exam Coach</b> "Career Development". All 4 Topics. Packet A-74.	<b>87a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/15/24	87b	Orthopedic Massage: Touch Assessment	Prepare to perform 1 of the 5 orthopedic protocols.	<b>87b Orthopedic Massage: Touch Assessment</b> Packet A: 81-82, and 87-88. <b>Bring A: 87 to class for grading</b> , laptop/tablet for Exam Coach/Quizlet, and be prepared to retake/make up missed tests. <b>"Dress Like An Intern"</b> Packet I: 6-7.
4/16/24	88a	Deep Massage: History	Packet L: 1-8. Lauterstein: Chapters 1-2.	
4/16/24	88b	Deep Massage: Introduction	Packet L: 9-16. Lauterstein: Chapters 3-6 and pages 102-104, and 172-174. Thixotrophy, Tensegrity, and Role of the Nervous System, Steps of a Fulcrum, Working State, and Working Signs.	
4/17/24	89a	Practice MBLEx	2.5-hour class. The previous 88 classes are the preparation for this exam.	<b>89a Practice MBLEx</b> Given at the start of class. 100 questions in 120 minutes. Packet A-73.
4/17/24	89b	Chair Massage, BMTs, Passive Stretches, and Side-lying Massage	2-hour class. Packet C: 11-12.	
4/18/24	90a	Kinesiology: Palpation - Posterior Back and Neck	Use Trail Guide to study the AOIs of erectors, multifidi, rotatores, quadratus lumborum, levator scapula, trapezius, splenius capitis and cervicis, and semispinalis capitis.	<b>90a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/18/24	90b	Deep Massage: Technique Demo and Practice - Posterior Back and Neck	Packet L: 17-26. Lauterstein: Chapter 7 Lauterstein: Pages 140-142, and 166-171.	



## Week 26

Date		Title	Preparation	Assignments and Exams
4/22/24	91a	Kinesiology: Palpation - Anterior and Posterior Legs	Use Trail Guide to study the AOIs of gluteals, fibularis longus and brevis, tibialis anterior, soleus, hamstrings, gastrocnemius, TFL, and quads.	<b>91a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/22/24	91b	Deep Massage: Technique Demo and Practice - Anterior and Posterior Legs	Packet L: 27-36. Lauterstein: Chapters 9 and 11.	
4/23/24	92a	Deep Massage: Working at Interface & The Seven Dimensions of Touch	Packet L: 37-40. Lauterstein: Chapters 6, 8, 10, 12, 14, 16, and 18. Lauterstein: Pages 13-23.	
4/23/24	92b	Deep Massage: Technique Review and Practice - Posterior	Packet L: 17-30. Lauterstein: Chapter 7, 9, and 11 and pages 140-142, and 166-171.	
4/24/24	93a	Kinesiology: Palpation - Anterior Torso and Arms	Use Trail Guide to study the AOIs of rectus abdominis, diaphragm, deltoid, pec major, biceps brachii, triceps brachii, and brachialis.	<b>93a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/24/24	93b	Deep Massage: Technique Demo and Practice - Anterior Torso and Arms	Packet L: 41-48. Lauterstein: Chapter 13 and 15.	
4/25/24	94a	Kinesiology: Palpation - Neck, Face, and Scalp	Use Trail Guide to study the AOIs of scalenes, frontalis, temporalis, and masseter.	<b>94a Kinesiology Quiz</b> Given at the start of class. 25 questions in 20 minutes. Packet A-73.
4/25/24	94b	Deep Massage: Technique Demo and Practice - Anterior Neck, Face, and Scalp	Packet L: 49-54. Lauterstein: Chapter 17.	

## Week 27

Date	Title		Preparation	Assignments and Exams
4/29/24	95a	Special Populations: Seniors	Packet K: 23-28.	
4/29/24	95b	Deep Massage: Technique Review and Practice - Anterior	Packet L: 31-36 and 41-54. Lauterstein: Chapters 15 and 17.	
4/30/24	96a	Special Populations: Hospice and End of Life	Packet K: 29-38.	
4/30/24	96b	Deep Massage: Guided Full Body	Packet L: 16. Lauterstein: Chapter 19.	
5/1/24	97a	Special Populations: Cancer	Packet K: 39-58.	
5/1/24	97b	Deep Massage: Touch Assessment	Prepare to massage 1 assigned body area such as the posterior upper body, posterior lower body, anterior lower body, or anterior upper body. Your receiver will be an instructor who will give you verbal feedback which you will write down and turn in to get credit for the assessment.	<b>97b Deep Massage: Touch Assessment</b> Packet A: 81-82 and 89-90. <b>Bring A: 89 to class for grading,</b> optional laptop/tablet for Exam Coach/Quizlet, and be prepared to retake or make up missed tests. <b>"Dress Like An Intern"</b> Packet I: 6-7.
5/2/24	98a	Critical Thinking Case Studies (30 minutes)	30 minute class. Use your critical thinking skills to create interview questions and design a session outline for your unique client.	
5/2/24	98b	Integration Massage: Receiver's Choice (4 hours)	4 hour class. Prepare to integrate various modalities to create a 90 minute session.	

## Week 27

Date	Title		Preparation	Assignments and Exams
5/6/24	99a	Completion (4 hours and 15 minutes)	Be prepared to share thoughts, feelings, and experiences to bring closure to your TLC education.	<b>Clean Sweep!</b> Please continue to maintain records of your grades at least until you get your official transcript. Thank you!
5/6/24	99b	Exit Meeting (15 minutes)	To be scheduled only <b>after</b> you have met all academic and financial requirements.	Please use link provided in the "Completion" email.

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