

## A. Orientation

### Class Schedule - November 2024

Classes meet from Monday - 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. 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, contact the Student Administrator.**

RQ = Review questions, 'LMS'= Learning Mastery System, 'Salvo'/'Werner'/'Trail Guide'/'Business Mastery'/'Lauterstein'= Required textbooks for program.

#### Week 1

Date		Title	Preparation	Assignments and Exams
11/4/24	0a	Orientation: The TLC Learning Environment	Packet A: 1-38.	
11/4/24	0b	Orientation: People, Study Skills, and Quality of Touch	Trail Guide: 49-50 and 63-66. Packet A: 39-56.	
11/5/24	1a	H&H: Disease and Prevention I	Trail Guide: deltoid. Packet H: 37-42	
11/5/24	1b	H&H: Disease and Prevention II	Packet H: 43-54	
11/6/24	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>
11/6/24	2b	H&H: Tools of the Trade	Salvo: Chapter 3. Packet F: 1-16. RQ - Packet A: 121-122.	<b>Nail Check:</b> Students hands will be checked for compliance.
11/7/24	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 in assignments through LMS. See Packet A: 115-118 for info.
11/7/24	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.

**Week 2**

Date		Title	Preparation	Assignments and Exams
11/11/24	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.
11/11/24	4b	Swedish: Technique Demo and Practice - Posterior Upper Body	Packet F: 29-30.	<b>Nail Re-check:</b> Students hands will be checked for compliance.
11/12/24	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.	
11/12/24	5b	Kinesiology: AOIs - Posterior Upper Body	Use A-51 to study the terms kinesiology, lateral, medial, anterior, posterior, belly, tendon, action, origin, and insertion.	
11/13/24	6a	Kinesiology Quiz & 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. Use Trail Guide to study the AOIs of deltoid, traps, lats, teres major, triceps, rhomboids, and erector spinae group.	<b>6a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. See Packet A: 73 and 75-80 for info.
11/13/24	6b	Swedish: Technique Review and Practice - Posterior Upper Body	Packet F: 29-30.	<b>Swedish Supplies:</b> Starting today, students must have their own Sacred Earth Vegan Massage Cream or Biotone Organics Pure Touch Massage Cream for use in class
11/14/24	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 LMS before class starts. See Packet A: 119-130, A-113 for info.
11/14/24	7b	Swedish: Technique Demo and Practice - Posterior Lower Body	Packet F: 31-34.	

**Week 3**

Date	Title		Preparation	Assignments and Exams
11/18/24	8a	Quiz	Trail Guide: gastrocnemius and soleus. Study all material from classes: 0b, 2a, 2b, 3a, 3b, 4a, 5a, 6a, and 7a.	<b>8a Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
11/18/24	8b	Kinesiology: AOIs - Posterior Lower Body		
11/19/24	9a	Kinesiology Quiz & H&H: Therapeutic Relationships - Introduction, Confidentiality, and Boundaries	Salvo: Pages 16-33. Packet H: 7-14. RQ - Packet A: 132-133. Use Trail Guide to study the AOIs of glutes, hamstrings, gastrocnemius, and soleus.	<b>9a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
11/19/24	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.
11/20/24	10a	Exam	Study all 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.
11/20/24	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.
11/21/24	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".
11/21/24	11b	Swedish: Technique Demo and Practice - Posterior and Anterior Foot	Packet F: 37-38.	

**Week 4**

Date	Title		Preparation	Assignments and Exams
11/25/24	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
11/25/24	12b	Swedish: Technique Demo and Practice - Anterior Lower Body and Abs	Packet F: 39-44.	
11/26/24	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.	
11/26/24	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.	
11/27/24	Thanksgiving Break		No Class Today	
11/28/24	Thanksgiving Break		No Class Today	

**Week 5**

Date	Title		Preparation	Assignments and Exams
12/2/24	14a	Kinesiology Quiz & A&P: Skeletal System - Bony Landmark Palpation	Trail Guide: biceps brachii and coracobrachialis. Use Trail Guide to study the AOIs of tibialis anterior, fibularis longus, and fibularis brevis, quads, rectus abdominis, and pec major. Salvo: Pages 416-417 and 461-492. Packet E: 19-20. RQ - Packet A-137.	<b>14a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
12/2/24	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.
12/3/24	15a	H&H: Compassionate Care for All People	Trail Guide: levator scapula and sternocleidomastoid. Packet H: 55-64.	
12/3/24	15b	Swedish: Technique Demo and Practice - Chest and Arms	Packet F: 47-50.	
12/4/24	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
12/4/24	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.
12/5/24	17a	Quiz & A&P: Skeletal System - Joint Actions and Articulations	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 material from 9a, 9b, 11a, 12a, and 13b.	<b>17a Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73. <b>17a Review Questions</b> Due on LMS before class starts. Packet A: 131-140.
12/5/24	17b	Kinesiology: AOIs - Anterior Shoulder, Anterior Neck, and Head		

**Week 6**

Date	Title		Preparation	Assignments and Exams
12/9/24	18a	Kinesiology Quiz & H&H: Therapeutic Relationships- Conflict, Transference, Dual Relationship, and Sexual Misconduct	Salvo: Chapter 2. Packet H: 27-34. RQ - Packet A-153. Use Trail Guide to study the AOIs of biceps, levator, coracobrachialis, scalenes, frontalis, occipitalis, SCM, temporalis, and masseter.	<b>18a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
12/9/24	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.
12/10/24	19a	Quiz & A&P: Skeletal system - Synovial joints	Study all material from classes: 13a, 14a, 15a, 16a, and 17a.	<b>19a Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
12/10/24	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. See packet F-35, F45-46, F55-56.	<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.
12/11/24	20a	Treatment Planning: Intake, Assessment, and Documentation	Salvo: Chapter 10. Packet F: 57-62. RQ - Packet A: 150-151.	
12/11/24	20b	Swedish: Full Body Demo, Interviewing Practice, Full Soap Notes, Demo Score Sheet	Class handouts. Full soap notes and demo score sheet are in-class assignments.	
12/12/24	21a	Exam	2-hour class. Study all 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.
12/12/24	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-152.	<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".

**Week 7**

Date		Title	Preparation	Assignments and Exams
12/16/24	22a	A&P: Skeletal System - Appendicular and Axial Divisions	Trail Guide: supraspinatus. Salvo: Pages 415-417. Packet E-17. RQ - Packet A-136.	
12/16/24	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.
12/17/24	23a	Pathology: Medications	Werner: Appendix C (7e) or Appendix A (5e & 6e). Packet E: 27-36. RQ - Packet A-154.	
12/17/24	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.
12/18/24	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-158.	<b>24a Hydro Theory Review</b> <b>Questions</b> due before class starts. Completed in LMS. Pages A: 141-147
12/18/24	24b	Hydrotherapy: Theory and Technique Demo	Salvo: Chapter 12. Packet G: 1-14. RQ - Packet A-155-157.	<b>Hydrotherapy Supplies:</b> Your packet
12/19/24	25a	A&P: Muscular System - Mechanism of Contraction	Trail Guide: subscapularis. Salvo: Pages 443-446. Packet E: 41-44.	
12/19/24	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, 1 set of sheets and blanket, 1 medium trash bag.

**Week 8**

Date	Title		Preparation	Assignments and Exams
12/23/24	26a	A&P: Muscular System - Fiber Types, Actions, and Contractions	Trail Guide: pectoralis minor. Salvo: Pages 446-450. Packet E: 45-48.	
12/23/24	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.
		Winter Break	No class for the rest of the week	

**Week 9**

Date	Title		Preparation	Assignments and Exams
1/2/25	27a	Pathology: Musculoskeletal System	Werner: Chapter 3. Packet E: 49-54. RQ - Packet A-159.	<b>End of First Quarter:</b> You will be issued a Quarterly Report within 2 weeks.
1/2/25	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 10**

Date		Title	Preparation	Assignments and Exams
1/6/25	28a	A&P: Integumentary System	Trail Guide: serratus anterior. Salvo: Chapter 22. Packet E: 55-58. RQ - Packet A-160.	
1/6/25	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.
1/7/25	29a	Pathology: Integumentary System	Werner: Chapter 2. Packet E: 59-64.	
1/7/25	29b	Kinesiology: AOIs - Glenohumeral and Scapulothoracic Joint Muscles		
1/8/25	30a	Kinesiology Quiz & Kinesiology: Synergists - Glenohumeral and Scapulothoracic Joint Muscles	Trail Guide: pages 63-66. RQ - Packet A: 161-162. Use Trail Guide to study the AOIs of the 4 rotator cuff muscles, pec minor, and serratus anterior.	<b>30a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73. <b>30a Review Questions</b> Due on LMS before class starts. Packet A: 149-166.
1/8/25	30b	Passive Stretches: Technique Demo and Practice - Upper Body	Salvo: Pages 161-166. Packet F: 65-70. RQ - Packet A-163.	
1/9/25	31a	Quiz	Study all material from classes: 18a, 20a/b, 21b, 23a, 24a/b, 25a, 26a, 27a, 28a, 29a/b, 30a/b.	<b>31a Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
1/9/25	31b	Passive Stretches: Technique Demo and Practice - Lower Body	Salvo: Pages 166-174. Packet F: 71-74.	

**Week 11**

Date		Title	Preparation	Assignments and Exams
1/13/25	32a	Critical Thinking - Case Studies	Class handouts.	
1/13/25	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.
1/14/25	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?
1/14/25	33b	Chair Massage: Technique Demo and Practice	Salvo: Chapter 15. Packet C: 1-10. RQ - Packet A-174.	Note: This class cannot be made-up in the make-up room.
1/15/25	34a	Exam	2.5-hour class. Study all 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.  <b>Early Warning!</b> Begin 36b State Law Review Questions. Packet A: 167-172.
1/15/25	34b	Chair Massage: Technique Review and Practice (2 hours)	2-hour class. Salvo: Chapter 15. Packet C: 11-12.	
1/16/25	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-175.	
1/16/25	35b	Integration Massage: Swedish and Passive Stretches	Packet F: 58, and 77-78.	Full SOAP notes.

**Week 12**

Date		Title	Preparation	Assignments and Exams
1/20/25	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-176.	<b>36a State Law Review Questions</b> Due on LMS before class starts. Packet B-8. RQ - Packet A: 167-172.
1/20/25	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.	
1/21/25	37a	Pathology: Circulatory System	Werner: Chapter 5. Packet E: 73-74. RQ - Packet A-177.	
1/21/25	37b	Business: State Massage Law and Find a Job	Business Mastery: Chapters 7-11. Packet B: 33-36. RQ - Packet A-178.	
1/22/25	38a	A&P: Lymphatic System and Immunity	Trail Guide: sartorius and tensor fasciae latae. Salvo: Chapter 27. Packet E: 75-78. RQ - Packet A: 179-180.	<b>Early Warning!</b> Due by class 48b. Get Access to Exam Coach. Packet A-74.
1/22/25	38b	Body Mobilization Techniques: Technique Demo and Practice - Prone	Packet F: 79-82.	
1/23/25	39a	Pathology: Lymph and Immune System	Werner: Chapter 6. Packet E: 79-82. RQ - Packet A-181.	
1/23/25	39b	BMTs: Technique Demo and Practice - Supine	Packet F: 83-84.	

**Week 13**

Date		Title	Preparation	Assignments and Exams
1/27/25	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-182.	
1/27/25	40b	Integration Massage: Swedish and BMT's	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.
1/28/25	41a	Pathology: Reproductive System & Special Populations:HIV& AIDS	Werner: Chapter 11. Packet E: 87-88. RQ - Packet A-183. Packet K: 19-22	<b>41a Review Questions</b> Due on LMS before class starts. Packet A: 173-185.
1/28/25	41b	Business: Get a Job	Business Mastery: Chapters 12, 13, 14, and Pages 204-205, 274-276. Packet B: 37-41. RQ - Packet A-185. Bring information to complete a resume and begin a cover letter.	<b>41b Resume &amp; Cover Letter</b> Worked on in class: Due before class 45b. Packet B: 9, and 37-41. We recommend that you bring a laptop or tablet to this class.
1/29/25	42a	Kinesiology: AOIs - Coxal and Tibiofemoral Joint Muscles	Trail guide: Pages 302-305. RQ - Packet A - 185.	
1/29/25	42b	Kinesiology: Synergists: AOIs - Coxal and Tibiofemoral Joint Muscles	Trail Guide: Pages 302-305.	
1/30/25	43a	Kinesiology Quiz & Kinesiology: Synergists - Coxal and Tibiofemoral Joint Muscles	Use Trail Guide to study the AOIs of adductor magnus, gracilis, iliopsoas, sartorius, TFL, piriformis, and quadratus femoris.	<b>43a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73. <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.
1/30/25	43b	Integration Massage: Swedish, Passive Stretches, and BMTs	Packet F: 87-88.	

**Week 14**

Date	Title		Preparation	Assignments and Exams
2/3/25	44a	Quiz	Study all material from: 33b, 35a, 36a, 37a/b, 38a, 39a, 40a, 41a/b, 42b, and 43a	<b>44a Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
2/3/25	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.
2/4/25	45a	History of Massage: Prehistoric through Modern Era	Salvo: Chapter 1. Packet F: 89-96. RQ - Packet A-190.	
2/4/25	45b	Business: Self-employment and Marketing	Business Mastery: Chapters 15 and 30, and Skim Chapter 16. Packet B: 42-52. RQ - Packet A-191. <b>45b Target Market Analysis</b> Worked on in class: Due during class 50b Packet B 11-14.	<b>45b Typed Cover Letter &amp; Resume</b> Due before class starts. Can be emailed to Instructor or through LMS (if applicable). Packet B-9.
2/5/25	46a	Exam	Study all 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.
2/5/25	46b	Chair Massage: Technique Review	1.5-hour class. Packet C: 11-12.	
2/6/25	47a	A&P: Pregnancy	Trail Guide: brachialis. Salvo: Pages 227-236 and 674-683. Packet E: 89-96. RQ - Packet A: 192	
2/6/25	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.

**Week 15**

Date	Title		Preparation	Assignments and Exams
2/10/25	48a	A&P: Nervous System - Introduction, Physiology, and Cells	Trail Guide: brachioradialis. Salvo: Pages 625-630. Packet E: 97-102. RQ - Packet A-193.	<b>Side-lying Supplies:</b> Same as 47b.
2/10/25	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.
2/11/25	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-194.	
2/11/25	49b	Side-lying and Pregnancy Massage: Guided Full Body		<b>Side-lying Supplies:</b> Same as 47b. Note: This class cannot be made-up in the make-up room.
2/12/25	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-195.	
2/12/25	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-196.	<b>50b Target Market Analysis and Strategies and Tactics</b> To be worked on in class: Due before end of this class 50b. Packet B: 17-18.
2/13/25	51a	A&P: Nervous System - Autonomic Nervous System and Sensory Receptors	Salvo: Pages 642-647. Packet E: 113-116. RQ - Packet A-197.	
2/13/25	51b	Kinesiology: AOIs - Elbow, Wrist, and Finger Joint Muscles		<b>Early Warning!</b> Begin 53a Internship Review Questions Packet A: 187-188

**Week 16**

Date		Title	Preparation	Assignments and Exams
2/17/25	52a	Kinesiology Quiz & Pathology: Nervous System	Werner: Chapter 4. Packet E: 117-122. RQ - Packet A: 198-199. Use Trail Guide to study the AOIs of brachialis, brachioradialis, flexor digitorum superficialis, and extensor digitorum.	<b>52a Kinesiology Quiz</b> Given at the start of class. 20 questions in 20 minutes. Packet A-73.
2/17/25	52b	Integration Massage: Deep Swedish	Packet D: 1-4.	
2/18/25	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: 187-188. Use packet I: 1-14 to do this assignment.
2/18/25	53b	Deep Tissue: Technique Demo and Practice - Posterior Upper Body	Packet D: 11-14.	
2/19/25	54a	A&P: Endocrine System	Salvo: Chapter 24. Packet E: 133-134. RQ - Packet A: 200-201.	
2/19/25	54b	Deep Tissue: Technique Demo and Practice - Posterior Lower Body	Packet D: 15-18.	<b>Early Warning!</b> Begin working on your assignment 62a, OMF #3 - Deep Tissue: Posterior Upper and Lower Body Only. Packet A: 63-64.
2/20/25	55a	Pathology: Endocrine System	Werner: Chapter 9. Packet E: 133-134. RQ - Packet A-202.	<b>55a Review Questions</b> Due on LMS before class starts. Packet A: 189-202. <b>End of Second Quarter:</b> You will be issued a Quarterly Report within 2 weeks.
2/20/25	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.

**Week 17**

Date	Title		Preparation	Assignments and Exams
2/24/25	56a	Internship Orientation	Packet I: 1-32.	
2/24/25	56b	Mock Internship	Packet I: 1-32. <b>Note:</b> This class cannot be made-up in the make-up room.	<b>In Class:</b> Internship-evaluated full SOAP notes. <b>NOTE:</b> Bring sheets that are <b>clean</b> and ready for YOUR CLIENT to lie on.
2/25/25	57a	Quiz	Study all material from classes: 45a/b, 47a, 48a, 49a, 50a/b, 51a/b, 52a, 54a, 55a, and 56a/b.	<b>57a Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
2/25/25	57b	Deep Tissue: Technique Demo and Practice - Anterior Lower Body	Packet D: 21-26.	
2/26/25	58a	Clinical Assessment: Structural Anatomy (Part I)	Class handouts.	
2/26/25	58b	Deep Tissue: Technique Demo and Practice - Anterior Upper Body	Packet D: 27-30.	<b>Early Warning!</b> Begin working on your assignment 62a Deep Tissue: Outside Massages, particularly OMF #4 - Deep Tissue: Anterior Upper and Lower Body Only. Packet A: 65-66.
2/27/25	59a	A&P: Psychoneuro-immunology	Packet E: 135-144. RQ - Packet A-204.	
2/27/25	59b	Deep Tissue: Technique Review and Practice - Anterior Lower and Upper Body	Packet D: 31-32.	



**Week 18**

Date	Title		Preparation	Assignments and Exams
3/3/25	60a	Exam	Study all 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.
3/3/25	60b	Chair Massage: Technique Review	1.5-hour class. Packet C: 11-12.	
3/4/25	61a	A&P: Respiratory System	Trail Guide: diaphragm. Salvo: Chapter 28. Packet E: 145-150. RQ - Packet A: 205-206.	
3/4/25	61b	Deep Tissue: Guided Full Body	Packet D: 33-34.	
3/5/25	62a	Pathology: Respiratory System	Werner: Chapter 7. Packet E: 151-152. RQ - Packet A-207.	<b>62a 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.
3/5/25	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.
3/6/25	63a	A&P: Digestive System	Salvo: Chapter 29. Packet E: 153-160. RQ - Packet A: 208-209.	
3/6/25	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.

**Week 19**

Date		Title	Preparation	Assignments and Exams
3/10/25	64a	Pathology: Digestive System	Werner: Chapter 8. Packet E: 161-164. RQ - Packet A-210.	
3/10/25	64b	Business: Taxes and Bookkeeping	Business Mastery: Chapter 20. Packet B: 23-24, and 61-65. RQ - Packet A-211.  <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 B: 21-22, Sections 1-4 to be done in class and then the completed Executive Summary will be handed in at end of class.
3/11/25	65a	A&P: Urinary System	Salvo: Chapter 30. Packet E: 165-170. RQ - Packet A: 212-213.	<b>ABMP Exam Coach</b> Begin looking at the required preparations for the MBLEx Prep classes. Packet A-74.
3/11/25	65b	Business: Meet Employers and Self-employed Therapists	Packet B: 25, and 66-67. Have ready 10 questions to ask the panelists.	
3/12/25	66a	Quiz	Study all material from classes: 59a, 61a, 62a, 63a, 64a/b, 65a/b.	<b>66a Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73. <b>66a Review Questions</b> Due on LMS before class starts. Packet A: 203-214.
3/12/25	66b	Survey of Massage Modalities	Packet F: 101-104, 105-108	
3/13/25	67a	Pathology: Urinary System	Werner: Chapter 10. Packet E: 171-172. RQ - Packet A-214.	
3/13/25	67b	Kinesiology: AOIs - Review		

**Week 20**

Date	Title		Preparation	Assignments and Exams
3/17/25	68a	Kinesiology Quiz	Use Trail Guide to study the AOIs of <b>all 57 muscles covered so far.</b>	<b>68a Kinesiology Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
3/17/25	68b	Integration Massage: "Role Play Scenario"	NOTE: Students should bring pillows for side-lying, if needed.	Full SOAP notes and intake forms to be done in class.
3/18/25	69a	Introduction to Myofascial Release	Class Handouts	
3/18/25	69b	Myofascial Release: Demo and Practice		
3/19/25	70a	Exam	Study all 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.
3/19/25	70b	Chair Massage Review (1.5 hours)	1.5 hour class. Packet C: 11-12.	
3/20/25	71a	Sports Massage: Theory	Packet F: 109-114.	
3/20/25	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.

**Week 21**

Date	Title		Preparation	Assignments and Exams
3/24/25	72a	Orthopedic Massage: Introduction	Packet J: 1-35.	
3/24/25	72b	Orthopedic Massage: Techniques & Effects	Packet J: 36-48.	
3/25/25	73a	Orthopedic Massage: Introduction - Piriformis & Sacroiliac	Trail Guide: lateral rotators of the hip (quadratus femoris and piriformis). Packet J: 49-54.	
3/25/25	73b	Orthopedic Massage: Technique Demo and Practice - Piriformis & Sacroiliac	Packet J: 55-62.	
3/26/25	74a	MBLEx Prep	<b>ABMP Exam Coach</b> "Massage Theory". Only 'Benefits and Effects' and 'Cautions and Contraindications' topics. Packet A-74.	
3/26/25	74b	Orthopedic Massage: Technique Review and Practice - Piri/ SI	Packet J: 55-62 and 63-64.	
3/27/25	75a	Special Populations: Introduction and Psychiatric Disorders	Salvo: Chapter 11 Werner: Pages 170-187. Packet K: 1-18.	
3/27/25	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 - Piriformis &amp; Sacroiliac</b> Packet A: 91-92, and 97-98. <b>Bring A: 97 to class for grading.</b>

**Week 22**

Date	Title		Preparation	Assignments and Exams
3/31/25	76a	Orthopedic Massage: Introduction- Low Back Pain	Trail Guide: quadratus lumborum, and transversospinalis group (multifidi and rotatores). Packet J: 65-68	
3/31/25	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.
4/1/25	77a	Myofascial and Fascia Techniques (Part II)	Class Handouts	
4/1/25	77b	Orthopedic Massage: Technique Review and Practice - Low Back Pain	Packet J: 69-76 and 77-78.	
4/2/25	78a	Kinesiology Quiz	Use Trail Guide to study the AOIs of erectors, lats, quadratus lumborum, multifidi, and rotatores, gluteals, erectors, lats, biceps femoris, quadratus femoris, and piriformis.	<b>78a Kinesiology Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
4/2/25	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 - Low Back Pain</b> Packet A: 91-92, and 99-100. <b>Bring A: 99 to class.</b>
4/3/25	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.	
4/3/25	79b	Orthopedic Massage: Technique Demo and Practice - Rotator Cuff & Carpal Tunnel	Packet J: 85-94.	

**Week 23**

Date		Title	Preparation	Assignments and Exams
4/7/25	80a	MBLEx Prep	<b>ABMP Exam Coach</b> "Ethics, Boundaries, and Laws" All 4 Topics. Packet A-74.	
4/7/25	80b	Orthopedic Massage: Technique Review and Practice - RC /CT	Packet J: 95-96.	
4/8/25	81a	MBLEx Prep	<b>ABMP Exam Coach</b> "Client Assessment and Session Planning". 8 Topics. <b>ABMP Exam Coach</b> "Massage Professional Practices". All 4 Topics. Packet A-74.	
4/8/25	81b	Orthopedic Massage: Spot Check - RC /CT	Prepare to demonstrate 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>
4/9/25	82a	Orthopedic Massage: Introduction - Thoracic Outlet	Trail Guide: scalenes, pectoralis minor, and coracobrachialis. Packet J: 97-101.	
4/9/25	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.
4/10/25	83a	Clinical Assessment: Structural Anatomy (Part II)	Class handouts.	
4/10/25	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.

**Week 24**

Date		Title	Preparation	Assignments and Exams
4/14/25	84a	Kinesiology Quiz & MBLEx Prep	Use Trail Guide to study the AOIs of pec. major & minor, coracobrachialis, biceps, SCM, scalenes, rotator cuff, flex. dig. super. , ext. dig. , flex. pollicis long., and flex. dig. profundus. <b>ABMP Exam Coach</b> "Pathology". Only Basics, Medications, and Integumentary System.	<b>84a Kinesiology Quiz</b> Given at the start of class. 50 questions in 40 minutes.
4/14/25	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: Spot Check - Thoracic Outlet</b> Packet A: 91-92, and 103-104. <b>Bring A: 103 to class.</b>
4/15/25	85a	Orthopedic Massage: Introduction - Neck Pain	Trail Guide: transversospinalis (semispinalis capitis), and splenius capitis and cervicis. Packet J: 109-112.	<b>85a Orthopedic Massage: Outside Massages</b> Due before class starts. Packet A: 57-58 and 67-70.
4/15/25	85b	Orthopedic Massage: Technique Demo and Practice - Neck Pain	Packet J: 113-116.	
4/16/25	86a	MBLEx Prep	<b>ABMP Exam Coach</b> "Special Populations". All 7 Topics. Packet A-74.	
4/16/25	86b	Orthopedic Massage: Technique Review and Practice - Neck Pain	Packet J: 113-116 & 117-118.	
4/17/25	87a	MBLEx Prep	<b>ABMP Exam Coach</b> "Career Development". All 4 Topics. Packet A-74.	
4/17/25	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.

**Week 25**

Date		Title	Preparation	Assignments and Exams
4/21/25	88a	Deep Massage: History	Packet L: 1-8. Lauterstein: Chapters 1-2.	
4/21/25	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.	
4/22/25	89a	Practice MBLEx	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.
4/22/25	89b	Chair Massage, BMTs, Passive Stretches, and Side-lying Massage	2-hour class. Packet C: 11-12.	
4/23/25	90a	Kinesiology Quiz	Use the Trail Guide to study the AOIs of erectors, multifidi, rotatores, quadratus lumborum, levator scapula, trapezius, splenius capitis and cervicis, semispinalis capitis, gluteals, fibularis longus and brevis, tibialis anterior, soleus, gastrocnemius, hamstrings, TFL, and quads.	<b>90a Kinesiology Quiz</b> Given at the start of class. 50 questions in 40 minutes. Packet A-73.
4/23/25	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.	
4/24/25	91a	Kinesiology: Palpation - Anterior & Posterior Legs, Posterior Back & Neck	Use Trail Guide to study the AOIs of gluteals, fibularis longus and brevis, tibialis anterior, soleus, hamstrings, gastrocnemius, TFL, and quads.	
4/24/25	91b	Deep Massage: Technique Demo and Practice - Anterior and Posterior Legs	Packet L: 27-36. Lauterstein: Chapters 9 and 11.	



**Week 26**

Date	Title		Preparation	Assignments and Exams
4/28/25	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.	
4/28/25	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.	
4/29/25	93a	Kinesiology: Palpation - Anterior Torso and Arms		
4/29/25	93b	Deep Massage: Technique Demo and Practice - Anterior Torso and Arms	Packet L: 41-48. Lauterstein: Chapter 13 and 15.	
4/30/25	94a	Kinesiology Quiz & Kinesiology: Palpation - Neck, Face, and Scalp	Use Trail Guide to study the AOIs of scalenes, frontalis, temporalis, and masseter, rectus abdominis, quadratus lumborum, diaphragm, deltoid, pec major, biceps brachii, triceps brachii, and brachialis, gluteals, fibularis longus and brevis, tibialis anterior, soleus, hamstrings, gastrocnemius, TFL, quads and adductors.	<b>94a Kinesiology Quiz</b> Given at the start of class. 75 questions in 60 minutes. Packet A-73.
4/30/25	94b	Deep Massage: Technique Demo Review and Practice - Supine Anterior - Neck, Face, and Scalp	Packet L: 49-54. Packet L: 31-36 and 41-54. Lauterstein: Chapters 15 and 17.	
5/1/25	95a	Special Populations: Seniors, Hospice and End of Life	Packet K: 23-28. Packet K: 29- 38.	
5/1/25	95b	Deep Massage: Guided Full Body	Packet L: 16. Lauterstein: Chapter 19.	

**Week 27**

Date	Title		Preparation	Assignments and Exams
5/5/25	96a	Special Populations: Cancer	Packet K: 39-58.	
5/5/25	96b	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>96b 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.
5/6/25	97a	Myofascial and Fascia Techniques (Part III)	Class handouts.	
5/6/25	97b	Myofascial and Fascia Techniques: Demo and Practice		
5/7/25	98a	Critical Thinking Case Studies (1 hour)	1hr class. Use your critical thinking skills to create interview questions and design a session outline for your unique client.	
5/7/25	98b	Integration Massage: Receiver's Choice (3.5 hours)	3.5hr class. Prepare to integrate various modalities to create a 90 minute session.	
5/8/25	99a	End of Scheduled Classes (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!
	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 "Finishing Up" email.

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