

Dothan Massage School (DMS),  
650hour Professional Massage Therapy Diploma Program

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone-Number \_\_\_\_\_

Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Last 4 of SSN: \_\_\_\_\_

(Below completed by office)

Enrolling Program: Fall\_\_ Spring\_\_ Day\_\_ Evening\_\_

Start Date: \_\_\_\_\_ Approx End Date: \_\_\_\_\_

**Tuition**  
**(Paid in Full)\$7900**  
**\$8500 (financed)**

Includes deposit, student membership, insurance, and  
*non-refundable*      **Application Fee      \$50**

**Supplies**

Massage Table (approximately, not required)      \$250

Books      ~\$250

Solid Royal Blue Scrubs (1-2 sets required)      \$ 40

Linens (2 sets minimum) (required)      \$ 30

**Related Costs (prior to 1st class)**

2 professional Massage Therapy sessions      \$150

*Please complete the following:*

### ENROLLMENT POLICY

1. **TUITION.** Tuition is \$7900 if paid upfront. Deposit required is \$1000. Payments can be made in the form of cash, check, money order or visa/mastercard. Financing available with deposit. Tuition is \$8500 when using a quarterly or monthly payment plan; \$8750 if extended payment plan.  
**Our school does not currently offer Federal Financial Aid.**
2. **FEES.** There is a \$25.00 fee for all returned checks. There is a weekly \$25 fee for all late payments. There is ~4% handling/service fee for all credit/debit card payments. There is a \$25 fee to change your payment plan. The application fee of \$50 will be applied to your tuition and is non-refundable. The deposit and/or any monies paid toward this deposit is non-refundable. \$800 re-enrollment fee if student withdraws & then re-enrolls.
3. **TUITION REFUND.** The School will make a 100% refund, excluding application fee and deposit if a student officially cancels within the first 72 hours after signing the enrollment contract. Canceling after 72 hours, but before classes begin, the school will retain deposit & 5% of full tuition. Termination after the beginning of the program, but prior to the official 10% point of the program, school retains deposit & 15% of tuition. After the 10% point of the program no refund will be issued. Students who are making monthly payments and decide to terminate after passing the 10% point are not entitled to any refund and are still required to pay the full tuition. Students receiving books from DMS: book fees not refunded. [Book fees apply only if supplied/purchased thru DMS].
4. **RULES AND REGULATIONS.** There are rules and regulations, which a student must adhere to, found in our Student Handbook, School Catalog (online) and Administrative Manual. Not adhering to these rules and regulations may be grounds for dismissal and/or legal action. Students are required to adhere to all Additions and Revisions to the Handbook and all other School policies. All program content is proprietary; duplication, distribution in any form is prohibited perpetually; any legal reparations and fees apply to anyone noncompliant.
5. **LICENSE ELIGIBILITY.** We want you to be aware that once you complete your course of study, you will be required by the state to sit for a National Exam (MBLEx) and apply for State Licensure. This process could take up to 60 business days. *You CAN NOT practice massage therapy until you receive your license.* You will be required to sit for an exam, agree to a background check, provide character references and apply to your state board for a Massage Therapist License. License eligibility is subject to good moral character. No sexual criminal history is allowed. For more information: [www.almtbd.state.al.us](http://www.almtbd.state.al.us)
6. **DISMISSAL.** Dothan Massage School reserves the right to dismiss a student at any time and for any reason, including but not limited to: Violation of DMS Code of Ethics, Behaving in a way that is harmful to the school, students or profession, Unsatisfactory academic progress or attendance, Failure to meet financial obligation, Providing false or misleading information on the application, Inability to practice massage in a safe manner, excessive violations of the DMS rules and regulations.

**EQUIPMENT/SUPPLIES REQUIRED** for Professional class:

- a. Uniforms: **Solid** Royal Blue Scrubs, top **and** bottom, any style, from any store. Required to be worn everyday, during every class; lecture, hands-on, clinicals and at events.
- b. Tables: Students can choose to purchase a massage table for practice sessions outside of class. Tables sold at the warehouse stores are NOT for professional use.
- c. Sheets: Solid colors, only (Twin size set or Twin fitted & Full size flat for added room, and pillowcase.)
- d. Oils/Lotions: Professional Massage grade Unscented Fractionated Coconut or similar oil/lotion is required for class. School Approved Non-Scented lotion/oils available at MassageWarehouse.com, & other massage equipment retailers[Biotone, BonVital etc brands]

- 7. **STUDENT CLINIC.** Required student clinical hours will be **outside** of regular classroom time. Missed technique hours in class or clinicals are required to be supervised and made up. The cost is \$10 per credit hour.
- 8. **PLACEMENT.** DMS makes no guarantee on employment or job placement, but may notify of job openings in the area.
- 9. **EASTERN MODALITIES.** You will be introduced and exposed to Eastern philosophies and energy based modalities in order to understand Eastern based bodywork and how it is integrated in Asian cultures. We require each student to participate in these classes.
- 10. **LATE PAYMENTS, in house.** Payments are due within 5 days of invoice. There is a weekly \$25.00 fee for all late payments. A partial payment is due in order to remain in class and payment must be paid in full before the 1<sup>st</sup> of the next month in order to remain in class. If the student leaves the school after the 10% point of a module, that full module payment is still due the school. The student is required to make payment arrangements within 5 days, for any missed payments, or the matter will result in referral of the account to an attorney or collections agency and will result in a legal suit being filed. Your diploma will be held until payments are made in full. If the student leaves the school after the 10% point of the program they are still required to pay the **full** tuition. Legal/collector's fees are the student's responsibility, if required to enforce payment.
- 11. **LATE ENROLLMENT** If enrolling after the open enrollment period, a late fee of \$50 applies to deposit.

**Financial Agreement between student and Dothan Massage School**

Deposit Amount Paid \_\_\_\_\_ Date: \_\_\_\_\_ Initial: \_\_\_\_\_

Tuition Payment Agreement: *(initial payment option).* I agree to the following payment plan:

\_\_\_\_\_ Pay in Full: Deposit \$1000 +\$6900 = \$7900 includes student membership, insurance & tuition. Paid upfront [cash, certified check or card [fee's apply]

\_\_\_\_\_ Pay in Quarters: \$8500 Payments are due within 5 days of invoice. Late fees apply & will accrue interest. Tuition must be paid in full to receive your diploma at graduation. (Payment 1: Deposit \$1000 + \$1000 before 1<sup>st</sup> class = \$2000, Payment 2- 4 \$2167 due each quarter)

\_\_\_\_\_ Pay Monthly Payments with financing fee: \$8500 Requires \$500 Deposit. With this arrangement, you agree to finance your payment with interest, for 12 -60 months. Diploma & transcripts will be released upon completing your final tuition payment.

\_\_\_\_\_ In House Finance Monthly, \$8500 With this arrangement, we agree to finance your payment with a deposit of \$1,000. Transcripts will be released upon completing your final tuition payment. Late fees apply & will accrue interest. Choose monthly plan: **10, 12, 18 or** \_\_\_ months. with \$ \_\_\_\_\_ Due Monthly (18m+ enrolls in subsequent program and tuition totals \$8250; includes additional \$250 finance charge)

\_\_\_\_\_ VA / Gi Bill Benefits (when approved/available)

I understand that if I leave the school after the 10% point full tuition payment is due the school. I understand that I am required to make payment arrangements within 5 days, for any missed payments, or the matter will result in referral of the account to an attorney or collections agency and will result in a legal suit being filed. All legal fees will be the responsibility of the debtor. \*Diploma & transcripts will be released upon completing your final tuition payment.

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

**Bring ID, high school transcript or equivalent, Enrollment Agreement & deposit to register.**

I have read and understand the conditions of enrollment. I understand that the School Catalog, School Catalog Bulletin and Student Handbook are legal parts of this enrollment agreement.

Program Director(s) \_\_\_\_\_

Date \_\_\_\_\_