

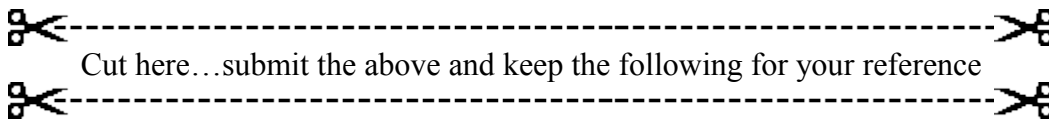
Twin Falls Institute of Holistic Studies
Class registration form for:
Full Body Manual Lymphatic Drainage
November 15-16, 2008 in Filer, ID

***NAME*:** _____
Address: _____
City: _____ **State:** _____ **Zip:** _____
Phone: _____ **Email:** _____

***As you would like your name to appear on your certificate* please print legibly.**

Investment: \$250.00 Payment to be made by check _____, credit
card # _____ exp.date _____
Security code _____ or cash. Payment is to be made to Sue Phillips
@ P.O. Box 49, Filer, Idaho 83328 or fax to 208-326-4869

Cancellation policy: You may designate a qualified substitute to attend and credit your deposit to that qualified substitute's class fee. All designation requests must be received in writing before **October 25th**. No changes will be made after that date.



www.musclemanagement.com
Registration has been sent on this date _____
for the 'Full Body Manual Lymphatic Drainage' class to be held on
November 15-16, 2008 in Filer, ID

Payment sent: \$250

I understand the cancellation policy: I may designate a qualified substitute to attend and credit my deposit to that substitute's class fee. If I have registered early, I understand the early registration discount is waved for the substitute. All designation requests must be received in writing before **October 25th**. No changes will be made after that date.

POLICIES:

Course content and development: Course content is determined by Taum's studies of the Berry Method® since 1978 as well as interaction with other health care professionals including other massage practitioners and reference materials regarding the Berry Method® and other relevant published works.

For example: Myofascial Pain and Dysfunction - The Trigger Point Manual, by Janet Travell, and the published works of Dr. Rene Caillet.

The classes are revised as student feedback warrants and knowledge evolves. At the end of each class students complete a class evaluation form that is used to evaluate and revise the class offerings. This evaluation process has been extremely helpful in keeping the classes current and worthwhile for future students.

Instructor: Sole instructor for these courses is to be Taum Sayers.

Advertising: Course flyers are produced on computer and made available via postings at massage schools, on www.musclemanagement.com in the class schedule section, via e-mail, regular mail, and by request. Flyers include information regarding Taum Sayers training and experience. For email advertising I have a free email announcement list that is by subscription. Each promotion includes reference to Taum Sayers Certification as a CEU provider:

"Taum Sayers is approved by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB) as a continuing education provider under Category "A".

Category "A" Provider # 152386-00

Class fees vary with discount for early registration.

20% for repeating students on all classes.

As long as there is room in the course, the registration deadline is the first day of class.

Registrations require a deposit to hold the space. **Advanced registrations** receive a discount; the remaining fee is due at the beginning of the first day of the class. Deposits are non-refundable barring emergency or special situations to be determined on a case-by-case basis. Any refunds will be by mailed check.

Cancellation policy: Students may designate a qualified substitute to attend and then credit their deposit to that qualified substitute's class fee. Early registration discount is waived for the substitute. Any refunds will be by mailed check within 3 weeks. All designation requests must be received in writing before 2 weeks before class starts. No changes will be made after that date.

American Disabilities Act: Facilities where courses are held are handicap access. When a student calls and identifies themselves as disabled, instructor will discuss their needs and how to best accommodate them in the classroom. Student must give instructor notification of special needs prior to the beginning of the class allowing adequate time for reasonable allowances to be made. Allowances for special needs will be met as long as they do not impose an "undue burden" on the instructor as listed in the ADA. I do not discriminate on the basis of race, color, religion, sex or national origin.

Class records and student transcript policy: Records and transcripts will be maintained and stored in a locked file cabinet, on computer, and CD's for a period of four years by Taum Sayers. Student transcripts will be reproduced only per student request.