

# FIRST COAST TECHNICAL COLLEGE MESSAGE THERAPIST PROGRAM

Dear Prospective Student:

FCTC is now accepting applications for the Massage Therapy program. This course is scheduled each year with approximately 5-6 months of classroom time. The course is **750 hours** in length. Students are expected to be in class for each day for its entirety. Students must provide their own transportation to and from the campus as well as all clinical settings.

**As of July 1, 2009 any felony drug conviction or Medicaid/Medicare fraud will prohibit the eligibility of license, certification or registry in Florida for 15 (fifteen) years after the end of the probation period. For further information please contact Florida Department of Health, Division of Medical Quality Assurance, 4052 Bald Cypress Way, Tallahassee, FL 32399 (850-245-4125).**

**In order to be eligible for this course you will need to meet the following prerequisites and complete the following steps:**

1. Schedule date and time to attend FCTC orientation and take Test of Adult Basic Education \$20.00

TABE scores are valid for two years from the date of administration. If you do not have recent TABE scores on record with First Coast Technical College, please register for test in registration.

2. Complete and submit application including all required documentation. \$10.00

**Note: All fees are nonrefundable/nontransferable and subject to change.**

**APPLICATIONS MUST BE COMPLETE and SUBMITTED IN PERSON.**

**PLEASE DO NOT MAIL YOUR APPLICATION!**

**Completed applications should be submitted to Registration.**

**INCOMPLETE APPLICATIONS WILL NOT ACCEPTED**

## **ADMISSION REQUIREMENTS**

1. Be at least 18 years of age.
2. Have a high school diploma or GED.
3. Must have a TABE score of 10<sup>th</sup> grade in reading and language and 9<sup>th</sup> grade in math.
4. Pass a FDLE Background Check regarding arrest and conviction to determine eligibility for state licensing.  
*To be completed after you are enrolled..*
5. Proof of a physical examination, results will determine ability to perform necessary components of giving and receiving massages.
6. Proof of a negative Tuberculin test.
7. Name and contact information of two (2) character references who may be contacted by the school.  
References should include previous instructors, employers, or other professionals.

The following is now required by Florida State Statutes regarding how a student is classified as a **FLORIDA RESIDENT**:

To qualify as a Florida resident for tuition purposes, a student must have established legal residence in Florida and must have **MAINTAINED** legal residence in Florida for at least **12 MONTHS IMMEDIATELY PRIOR TO THE FIRST DAY OF CLASS**. Evidence of Florida residency may include one or more of the following documents with **APPLICABLE ESTABLISHMENT DATES**:

1. Proof of purchase of a permanent home in Florida
2. Florida vehicle registration
3. Professional/occupational license in Florida
4. Full-time employment in Florida
5. Florida driver's license
6. Florida voter's registration card
7. Declaration of domicile

Once you have submitted your completed application you are then eligible to register, pay tuition and begin class at the next enrollment date. Your application is good for two (2) years from application submission date. After two years your application will expire and you will have to reapply.

**Mandatory drug testing will be required and the student will receive an appropriate lab form after the first day of class. This screening must be completed within (2) weeks following enrollment.**

**AUXILIARY AID**

This school provides auxiliary aids and services for persons with disabilities. If you need assistance during the course of your study, please contact a counselor in Building “A”.

**COURSE DESCRIPTION**

The purpose of this program is to provide students the opportunity to prepare for employment as a licensed massage therapists SOC 31-9011. It is approved by the Florida Department of Health, Board of Massage Therapy so that the program graduates may take the board approved examination to practice as a licensed massage therapist.

In order to become a Licensed Massage Therapist (LMT) in the state of Florida graduates from this program must take the National Certification Examination for Therapeutic Massage and Bodywork. Estimated cost is \$225.

When a graduate successfully passes the NCBTMB examination, then and only then, may he/she apply for a massage therapy license in the State of Florida. The cost to apply and obtain a Massage Therapy License is an additional \$205.00. Therefore, to receive an initial license, fees are approximately \$430.00. [The cost of the examination plus the cost of the initial license] This is required at the end of the massage therapy program to obtain a Florida Board of Massage Therapy License.

The course is made up of classroom and practical instruction in the student clinic. Students are required to arrange their own transportation to and from class or clinical areas.

**COURSE CURRICULUM**

This course includes, but is not limited to, theoretical instruction and clinical experience in:

- \* Health Core
- \* Anatomy & Physiology
- \* Muscular Skeletal Anatomy
- \* Pathology
- \* Basic Massage
- \* Massage Theory & Practicum
- \* Allied Modalities
- \* Theory & Practice of Hydrotherapy

This course is 750 hours in length. Students are expected to be present for each scheduled class and/or clinical experience throughout the entire program.

HSC0003	90 hrs	Basic Health Care Worker
MSS0205	360 hrs	Massage Therapist I
MSS206	300 hrs	Massage Therapist II

**FINANCIAL AID**

You should consider applying for financial aid. Application processing takes approximately four to six weeks. It is your responsibility to contact the financial aid office at these numbers: Palatka: (386) 326-9000, St. Augustine: (904) 547-3511.

**ESTIMATED COURSE FEES AND SUPPLIES**

**Additional Fees**

Application	\$ 10.00	Books	\$ 350.00
Registration/TABE	\$ 20.00	Background check	\$ 50.00
Lab Fee	\$ 90.00	Uniforms and Shoes	\$ 85.00
Student Fees	\$ 190.50	National Exam Fee	\$ 225.00
State License Fee	\$ 205.00		

COURSE NUMBER	COURSE NAME	ESTIMATED COST
HSC0003	Basic Health Care Worker	\$ 302.00
MSS0205	Massage Therapist I	\$1133.00
MSS0206	Massage Therapist II	\$ 951.00

**ESTIMATED TOTAL COST OF PROGRAM: \$ 3600.00**

**NOTE: Costs are provided to assist you with a personal cost budget, and are approximate prices, which may vary at any time.** Sales Tax is not included in estimates. If an agency is paying for your books or clothing, you must present approved voucher and payment receipt to receive items.

**\*\*\*\*\*ALL PRICES SUBJECT TO CHANGE\*\*\*\*\***

**CHECKLIST FOR APPLICANT**

**Prior to submitting application, make one COPY of each item below and ATTACH to application.**

**FCTC is unable to make copies of the required documentation.**

- ( ) TABE scores of 10.0 in Reading & Language, and a 9.0 in Math, or AA/AS Degree or higher with official transcripts attached in a sealed envelope.
- ( ) High School Diploma with official transcript or GED Certificate
- ( ) Birth Certificate or Naturalization Certificate
- ( ) Passport or Permanent Resident Card (if not US citizen) or Florida Driver's License/Identification Card
- ( ) Submit proof of Physical Examination & Negative Tuberculin test.
- ( ) Completed Application to Health Occupations Office, Administrative Assistant in Building D, Room #103.



**FIRST COAST TECHNICAL COLLEGE**  
Massage Therapy Department  
2980 Collins Avenue  
St. Augustine, FL 32084-1919

**TRANSCRIPT REQUEST**

PLEASE RETURN THIS FORM WITH TRANSCRIPT

TO: Admissions Office

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Zip \_\_\_\_\_

**Please print clearly the name and address of the school.**

I was last enrolled at your institution during the \_\_\_\_\_ school year.

\_\_\_\_\_  
Last Name                      First Name                      Middle Name                      Previous Name

\_\_\_\_\_  
Social Security Number                      Date of Birth

Please forward a copy of my **official transcript**/proof of high school graduation to First Coast Technical College for the Massage Therapy Program.

If you have any questions, you can contact me at:

Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone # \_\_\_\_\_

\_\_\_\_\_  
Signature    Date

**FIRST COAST TECHNICAL COLLEGE**  
Massage Therapy Department  
2980 Collins Avenue  
St. Augustine, FL 32084-1919

**REFERENCE INFORMATION**

Reference #1:

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

(Please print)

Phone: \_\_\_\_\_

Address \_\_\_\_\_

Relation to applicant: \_\_\_\_\_

Reference #2:

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

(Please print)

Phone: \_\_\_\_\_

Address \_\_\_\_\_

Relation to applicant: \_\_\_\_\_

# StudentCheck

Look beyond grade point averages.

## INSTRUCTIONS FOR OBTAINING YOUR BACKGROUND CHECK, AND FINGERPRINTING FOR A CLINICAL EDUCATION PROGRAM

### FIRST COAST TECHNICAL INSTITUTE BACKGROUND CHECK & FINGERPRINTING

Background checks and drug screening are required on incoming students to insure the safety of the patients treated by students in the clinical education program. Fingerprinting is required for a Florida-specific screening which was mandated as part of House Bill 7069, and required by Florida's Agency for Health Care Administration of applicable types of facilities where you will complete clinical work. This is in addition to the Student background check through PreCheck's StudentCheck solution. You will be required to order your background check as well as register and submit fingerprints in sufficient time to allow for items to be reviewed by the program coordinator or associated hospital prior to starting your clinical rotation. A background check typically takes 3-5 normal business days to complete. Fingerprinting collection, dissemination and results take on average 3 days. The background checks are conducted by PreCheck, Inc., a firm specializing in background checks for healthcare workers. PreCheck will not use your information for any other purposes other than the services ordered. Your credit will not be investigated, and your name will not be given out to any businesses. The fingerprint collection is handled by Cogent Systems, and you can find more information and a link to their registration page by going to [www.mystudentcheck.com](http://www.mystudentcheck.com) and selecting the "Student Fingerprinting" link.

#### PreCheck Student Background Check Ordering Instructions:

1. For the student background check go to [www.mystudentcheck.com](http://www.mystudentcheck.com) and select your School and Program from the drop down menus for School and Program.
2. Complete all required fields as prompted and hit Continue to enter your payment information. The payment can be made securely online with a credit or debit card. You can also pay by money order, but that will delay processing your background check until the money order is received by mail at the PreCheck office. **Texas** residents will pay **\$52.50** and **New Mexico** residents will pay **\$52.02** Residents in **all other states** will pay **\$48.50**. For your records, you will be provided a receipt and confirmation page of background check through PreCheck, Inc.

#### Fingerprint Ordering Instructions:

1. Once you've ordered your background check through [www.mystudentcheck.com](http://www.mystudentcheck.com), or if you **only** need fingerprinting, please click on the Student Fingerprinting link near the top of the screen when viewing [www.mystudentcheck.com](http://www.mystudentcheck.com). You will be taken to a page with brief information about the process, and offered a link to go directly to Cogent Systems registration page. You may also just go directly to [www.cogentid.com](http://www.cogentid.com), and click on the FL area link, then the AHCA link, and review the Registration Procedures section.
2. Click on Register Online when you are ready to register for your fingerprints. You will enter basic information, and will also be required to provide the AHCA License Number of the clinical site who is requiring your fingerprints. If you do not know the AHCA number, or one is not listed below, please contact your school or the clinical site requesting that you submit fingerprints.

Please enter AHCA License Number: \_\_\_\_\_

3. You will be prompted for payment information. The cost of the fingerprint search and collection is **\$54.25**. Once you've submitted your information you will be provided a Registration Number and the ability to look up Cogent's fingerprinting sites. You must take your Registration Number with you to the site.

4. Once you've visited the site and your results have been processed, they will be returned directly to the clinical site that requires the fingerprinting search.

#### **FREQUENTLY ASKED QUESTIONS REGARDING PRECHECK'S BACKGROUND CHECK/STUDENTCHECK:**

- Does PreCheck need every street address where I have lived over the past 7 years? No. Just the city and state.
- I selected the wrong school, program, or need to correct some other information entered on [www.mystudentcheck.com](http://www.mystudentcheck.com), what do I do? Please email [StudentCheck@PreCheck.com](mailto:StudentCheck@PreCheck.com), with the details.
- How long does the background check take to complete? Most reports are completed within 3-5 business weekdays.
- Do I get a copy of the PreCheck background report? Yes. Log into [www.mystudentcheck.com](http://www.mystudentcheck.com) and click on "Check Status", and enter your SSN and DOB. If your report is complete, you may click on the application number to download and print a copy. This does not apply to the fingerprint results supplied to your Clinical Site by Florida's Agency for Health Care Administration.
- I have been advised that I am being denied entry into the program because of information on my report and that I should contact PreCheck. Where should I call? Call PreCheck's Adverse Action hotline at 800-203-1654. Adverse Action is the procedure established by the Fair Credit Reporting Act that allows you to see the report and to dispute anything reported.

If you need further assistance, with the background check or drug screening services, please contact PreCheck at [StudentCheck@PreCheck.com](mailto:StudentCheck@PreCheck.com). You may also review Cogent Systems' Frequently Asked Questions at [www.cogentid.com/fl/index\\_ahca.htm](http://www.cogentid.com/fl/index_ahca.htm)