

**STATE OF FLORIDA
BOARD OF MASSAGE THERAPY**

**APPLICATION FOR
MASSAGE THERAPY SCHOOL APPROVAL**



Board of Massage Therapy
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**BOARD OF MASSAGE THERAPY
APPLICATION TO BECOME A BOARD APPROVED MASSAGE SCHOOL**

⇒ **APPLICATION MUST BE TYPED** ←

In order to become an approved massage therapy school you must meet the Board's criteria. As written in Rule 64B7-32.003, F.A.C. listed below or located at www.flhealthsource.com. Please note: you must also abide by the licensure requirements and regulations of the Florida Department of Education, or its equivalent in another state.

64B7-32.001 Definitions.

For the purposes of this rule chapter a "classroom hour" shall be defined as no less than 50 minutes of any one clock hour during which the student participates in a learning activity in the physical presence of a member of the faculty of the school.

Specific Authority 480.035(7) FS. Law Implemented 480.033(9), 480.041(1)(b) FS. History—New 3-25-86, Formerly 21L-32.001, 61G11-32.001.

64B7-32.002 Documentation of Graduation from a Board Approved Massage School.

In order to be acknowledged as a graduate of a Board approved massage school as referred to in subsection 480.033(9), F.S., the Board's administrative office must receive an official transcript documenting the applicant's training. Such transcript must document to the satisfaction of the Board that the applicant has successfully completed a course of study in massage which met the minimum standards for training and curriculum as delineated in this rule chapter. A transcript indicating passing grades in all courses, and including dates of attendance, and stating the date of successful completion of the entire course of study, is evidence of successful completion. If the transcript does not specifically state that the student successfully completed the entire course of study, the transcript must be accompanied by a diploma or certificate of completion indicating the dates of attendance and completion.

Specific Authority 480.035(7) FS. Law Implemented 480.033(9), 480.041(1)(b) FS. History—New 3-25-86, Formerly 21L-32.002, Amended 2-13-95, 2-21-96, 61G11-32.002

64B7-32.003 Minimum Requirements for Board Approved Massage Schools.

(1) In order to receive and maintain Board of Massage Therapy approval, a massage school, and any satellite location of a previously approved school, must:

(a) Meet the requirements of and be licensed by the Department of Education pursuant to Chapter 1005, F.S., or the equivalent licensing authority of another state or county, or be within the public school system of the State of Florida; and

(b) Offer a course of study that includes, at a minimum, the 500 classroom hours listed below, completed at the rate of no more than 6 classroom hours per day and no more than 30 classroom hours per calendar week:

Course of Study	Classroom Hours
Anatomy and Physiology	150
Basic Massage Theory and History	100
Clinical Practicum	125
Allied Modalities	76
Business	15
Theory and Practice of Hydrotherapy	15
Florida Laws and Rules (Chapters 456 and 480, F.S. and Chapter 64B7, F.A.C.)	10
Professional Ethics	4
HIV/AIDS Education	3
Medical Errors	2

(c) Apply directly to the Board of Massage Therapy and provide the following information:

1. Sample transcript and diploma;
2. Copy of curriculum, catalog or other course descriptions;
3. Faculty credentials; and
4. Proof of licensure by the Department of Education.

(2) All faculty members of the massage therapy school must meet the minimum requirements of the Department of Education.

(3) Board of Massage Therapy approval shall be withdrawn if the massage school:

(a) Modifies its curriculum to fall below the minimum standards set out in this rule, or fails to require its students to complete the minimum standards in order to graduate;

(b) Submits to the Board of Massage Therapy on behalf of an applicant for licensure documents containing information the school, through its owner, manager, instructors, or other employees or agents, knows to be false;

(c) Violates any standard applicable to the school pursuant to licensure by the Department of Education;

(d) Violates any applicable rule herein.

(4) A Board of Massage Therapy-approved school must notify the Board of Massage Therapy within 90 days of:

(a) Changes in curriculum;

(b) Changes in faculty or staff, including submission of the credentials of new faculty; and

(c) Changes in address.

(5) Any change in ownership of a Board of Massage Therapy approved school must be approved by the Board of Massage Therapy.

Rulemaking Authority 480.035(7) FS. Law Implemented 480.033(9), 480.041(1)(b) FS. History—New 3-25-86, Amended 8-15-89, 12-22-92, Formerly 21L-32.003, Amended 10-20-96, Formerly 61G11-32.003, Amended 8-16-98, 10-30-07, 4-25-10.

This application is divided into sections. Be sure to answer all questions and attach the supplemental documentation to the "Section" forms that are provided. The Board reserves the right to reject any application that is not completed. Below is a breakdown of the supplemental documentation required to complete the application.

1. **Section 1 -GENERAL INFORMATION:** Please complete this section in its entirety.
2. **Section 2 - PROOF OF LICENSURE BY THE FLORIDA DEPARTMENT OF EDUCATION OR ITS EQUIVALENT IN ANOTHER STATE:**
3. **Section 3 - COPY OF PROGRAM CURRICULUM, COURSE CATALOG OR COURSE DESCRIPTIONS:** Please be specific. The Board will approve or deny your request based on the information that you submit. Rule 64B7-32, F.A.C., lists the courses required and the number of hours required in each subject for a graduate to be eligible for licensure in Florida. Be specific as to the course title, content and number of credit hours. You may offer more hours than the State of Florida requires, but NOT LESS.

The course of study should provide at a minimum the following, completed at the rate of no more than six classroom hours per day and no more than thirty classroom hours per calendar week:

4. **Section 4 - COPY OF SAMPLE TRANSCRIPT AND DIPLOMA:** Your transcript must include the subject matter, the number of **clock hours** of instruction given, passing grades in all courses, dates of attendance, and a date of graduation or successful completion as specified in Rule Chapter 64B7-32.002 F.A.C. You may show an additional breakdown of subject content and hours if you choose. However, when a transcript is received from your school, the Board office must clearly be able to discern whether your student has completed the required hours without having to interpret any information. Please note- at this time, we do not review transcripts which contain only credit hours. If your institution provides graduates with credits rather than clock/classroom hours, you must provide a clock hour summary or breakdown on the official transcript that is submitted for purposes of Florida licensure.

SECTION 1

MESSAGE THERAPY BOARD APPROVED MESSAGE SCHOOL APPLICATION GENERAL INFORMATION

APPLICATION MUST BE TYPED OR PRINTED NEATLY

Name of School

Site Address

Owner/Director

Telephone Number

Fax Number

Mailing address (if different)

Email Address

Website Address

A. Are you a Public or Private school? _____

B. Will you offer a diploma, AS Degree or OAS Degree to your graduates? _____

E-Mail Notification: If you want to be notified of the status of your application by e-mail please check the yes box and write your e-mail address on the line provided below. If you chose this form of notification you will receive information regarding your application file through e-mail only. You will be responsible for checking your e-mail regularly and updating your e-mail address with the Board office at: mqa_massagetherapy@doh.state.fl.us

I want to be notified by E-Mail only Yes No

E-Mail Address: _____

I understand that the information provided as part of this application is accurate, and that, if approved I agree to abide by the requirements set forth in the rules established by the Board of Massage Therapy in Chapter 64B7-32, F.A.C., for all Board approved Massage Therapy Schools.

Signature - Owner/Director

Date

Important note - after approval, any changes in curriculum, faculty or staff, address and/or ownership must be submitted to and approved by the Board of Massage Therapy within 90 days of the change or board approval can be withdrawn.

SECTION 2

Please attach proof that your school is licensed by the Florida Department of Education or equivalent licensing authority in another state.

SECTION 3

Attach copy of your curriculum and catalog or course descriptions.

SECTION 4

Attach copy of your sample transcript and diploma.