­­­­



13923 Icot Blvd, Suite 814

Clearwater, FL 33760

727-386-5024

Clinical Massage and Somatic Therapy

2025 Winter Catalog

Volume 33

Center for Neurosomatic Studies

**Table of Contents**

***General Information*** 3

History/Ownership 3

Description of School Facility 3

Mission Statement 4

School Licensure/Accreditation 4

***School Organization Structure*** 4

Administrative Body 4

Advisory Board 4

Veterans’ Advisory Board 4

Faculty 5

***Consumer Information*** 6

Campus Security 6

Voter Registration 8

Constitution and Citizenship Day 8

***Enrollment Overview*** 8

Equal Opportunity 8

Family Educational Rights and Privacy Act 8

Disability Accommodation 8

Programs Offered 8

Class Schedules 9

Holidays 9

Admission Requirements 9

Admission Procedures 9

Admission Requirements & Procedures - International Students 9

Special Medical Requirements 9

Transfer Credits 9

Costs and Methods of Payment 10

Definition of Terms for Financial Assistance 10

Title IV Financial Aid 11

Veterans’ Benefits 11

[Course Description](#_1fob9te) 12

Length of Program 12

Teacher-Student Ratio 12

Program Objectives 12

Massage Therapy Requirements by State 12

Program Description 13

***Student Services*** 17

Housing 17

Transportation 17

Student Records 17

Student Placement 17

Student Advisement 17

Resource Center 17

***Academic Standards*** 17

Graduation Requirements 17

Attendance 18

Satisfactory Academic Performance 18

Grading System 18

Dress Code 19

Conduct 19

Plagiarism and Copyright Infringement 20

Substance Abuse 21

Appeals 21

Grievances & Complaints 21

Leave of Absence 23

Course Re-Take and Fee 23

Readmission 23

Electronic Devices 24

Privacy Act for Students 24

Transcripts/Diploma Requests 25

Records on Hold 25

Cancellation & Refund Policy 25

***Academic Calendar and Holiday/Break Schedule*** 27

***Receipt of Catalog Acknowledgement*** 28

# **General Information**

**History/Ownership**

July 29, 2011, the Center for Neurosomatic Studies (CNS) was founded under the ownership of Randall Clark in response to a local and national need for manual therapists with Neurosomatic therapy training. A group of investors was engaged in April 2012 to help support the delivery of the CNS program at the high level of academic standards laid out in its Mission Statement. This investment group includes Robert Clark, 3GR Investments LLC, Rudy and Lisa Maier and Dr. Richard Salkowe. In January of 2018, Kevin Wade was added as part of the investor group.

In 2004, Randall Clark founded the St. John-Clark Pain Treatment Center. In 2005, he co-founded Neurosomatic Educators, Inc. to provide continuing education to the massage therapy and personal training communities. During that time, there has been an increasing demand for training in areas of manual therapy that require an advanced knowledge of human physiology and kinesiology in order to address specific imbalances often presenting as chronic pain. Specialized coursework has been developed to teach specific skills based on sound educational principles and clinical research. Students completing that body of work are designated Certified Neurosomatic Therapists (CNST).

CNS was established to combine massage therapy, Neurosomatic therapy, and personal training education in order to prepare for licensure and certification with advanced training leading to the credentials for Licensed Massage Therapist (LMT), Certified Neurosomatic Specialist (CNS) and Certified Personal Trainer (CPT).

Recognizing that massage therapy and exercise are an important part of the restorative health process, CNS integrates soft tissue analysis, personal training and corrective exercise so that the practitioner is able to incorporate multiple modalities in treating the whole patient.

**Description of School Facility**

The campus is located at 13923 Icot Blvd., Suite 814, Clearwater, Florida 33760. This is in a single story complex in the Icot Center and is located in the building with St. John-Clark Pain Treatment Center, a highly successful clinic where Neurosomatic Therapy techniques are implemented by a multidisciplinary staff. The 3000 plus square foot space includes fully equipped classroom and lab areas, Personal training room administrative offices, bathrooms and a student break area and is equipped with computers for student use. Equipment includes massage tables, stools and chairs, student tables, whiteboard, projector, video equipment, anatomical models, linen and personal training equipment. The school has ample free parking and convenient access to Interstate 275.

**Mission Statement**

The mission of the Center for Neurosomatic Studies is to develop exceptional professionals who are prepared to implement advanced therapeutic techniques and positively impact the quality of care delivered by massage therapists. By creating competency in research methods, patient interaction and professional standards, CNS will advance the practice of soft tissue therapy as a vital component of healthcare.

**School Licensure**

The institution is licensed by the Commission for Independent Education, Florida Department of Education, license #4768. Additional information may be obtained from:

Commission for Independent Education, Florida Department of Education

325 West Gaines St., Suite 1414, Tallahassee, FL 32399-0400 - (888) 224-6684

If there are questions regarding implementation of this catalog, we encourage you to contact Randall Clark, President/Chief Operating Officer at 13923 Icot Blvd, Suite 814, Clearwater, FL 33760, telephone number (727) 386-5024

**Accreditation**

The Center for Neurosomatic Studies is institutionally accredited by COMTA. Their contact information is:

Commission on Massage Therapy Accreditation (COMTA)

900 Commonwealth Place, Suite 200-331, Virginia Beach, VA 23464 – (202) 403-7852

[info@comta.org](mailto:info@comta.org)  [www.comta.or](http://www.comta.org/)g

# **School Organization Structure**

**Administrative Body**

Randall Clark, BS, LMT, CNST – President/Owner/Chief Operating Officer

Kendra Mayfield, LMT, CNS – Campus Director/Director of Education

Brennan Rhodes, LMT, CNS – Director of Admissions/Registrar

Ashley Peeler, LMT, CNS – Director of Financial Services/Veterans’ Liaison

**Advisory Board**

Randy Clark, BS, LMT, CNST

Kelly Dobson, BS, CPT, LMT, CNST

Tommy Martinez, CPT, CES, LMT, CNS

Patricia Figueroa, MS, LMT, CNS

Melinda Lugo, BA, LMT, CNS

Beth Wonicker-Cook, MS, LMT, CNS

Angela Stice, BFA, LMT, CNS

**Veterans’ Advisory Board**

Kelly Dobson, BS, CPT, LMT, CNST

Kenia Eagal, LMT, CNS

Bobby Glass, BS, CPT, LMT, CNS

Allan Kohler, LMT, CNS

Harrizel Staszewski, LMT, CNS

**Faculty**

|  |  |  |  |
| --- | --- | --- | --- |
| Instructor | Instructional Area | | Education |
| Randall Clark  BS, LMT, CNMT, CNST | * Neurosomatic Therapy, Personal Training & Massage * Anatomy & Physiology | | * University of South Florida, BS – Biology * Suncoast Center for Natural Health – Massage Diploma |
| Kelly Dobson  BS, CPT, LMT, CNST | * Neurosomatic Therapy, Personal Training & Massage * Allied Modalities * Student Clinic Supervisor | | * Florida State University, BS – Exercise Science * CORE Institute School of Massage – Massage Diploma |
| Sydney Clark  BA, CNS, LMT | * Neurosomatic Therapy, Personal Training & Massage * Research * Student Clinic Supervisor * Anatomy and Physiology | | * Georgia Institute of Technology, BA– Bachelor of Science * Center for Neurosomatic Studies- Neurosomatic Therapy, Personal Training and Massage Diploma |
| Edward Lugo  MM, LMT, CNS | * Neurosomatic Therapy, Personal Training & Massage | | * Manhattan School of Music, MM – Guitar * Center for Neurosomatic Studies – Neurosomatic Therapy, Personal Training and Massage Diploma |
| Melinda Lugo  BA, LMT, CNS | * Research * Business | | * University of South Florida - BA - English * Center for Neurosomatic Studies – Neurosomatic Therapy, Personal Training and Massage Diploma |
|  | |
|  |
| Nick Bologno  CNS, LMT | * Allied Modalities | | * Florida Gulf Coast University- Exercise Science * Center for Neurosomatic Studies – Neurosomatic Therapy, Personal Training and Massage Diploma |

The Center for Neurosomatic Studies, LLC (d.b.a. Center for Neurosomatic Studies) is a Florida Corporation registered with the Florida Department of State and operates under the laws of the State of Florida.

# 

# **Consumer Information**

**Campus Security**

Emergency - 911

Non-Emergency (City of Largo Police Department) – 727-587-6730

Campus Security Officer – Patricia Figueroa, Campus Director

The Campus Security Officer serves as a coordinator of safety and security concerns but does not have law enforcement authority. The Campus Security Officer is responsible for evaluating a situation and determining appropriate response, including notifying authorities. In the event of an emergency in which conditions on the CNS campus require evacuation, please follow these procedures:

There are 3 exits from the CNS campus - 1 door on the west side of the building, egressing from the classroom and through the lobby. 1 door is located on the north side of the building through the library. 1 door is located on the south side through the break room. Please familiarize yourself with these exits. In the case of emergency, please proceed to the exit that leads away from any eminent danger. CNS staff present on campus at the time of an emergency will direct students to the appropriate exit, if at all possible.

Upon exiting the building, all students should proceed to the meeting point at the north parking lot opposite the entrance. A diagram of the appropriate exit routes and routes to the student meeting point is posted throughout the CNS campus. Please familiarize yourself with this evacuation plan in case of emergency.

Periodic drills, at least annually, will test the evacuation plan. Tests may be announced or unannounced, and will be documented in the annual security report.

All crimes, potentially dangerous situations or suspicious activities should be reported to the Campus Security Officer, who maintains a Crime Log to document each occurrence and related follow-up actions. She communicates with the Largo Police Department regarding reportable actions. The Crime Log is available at any time. Crimes reported to the Security Officer will be held confidential unless disclosure is required by law.

Campus Security Report

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Crimes Reported | | | |
|  | Primary Crimes\* | Substance Violations, Illegal Weapons | Hate Crimes | Dating Violence, Domestic Violence, Stalking |
| 2012-17 | none | none | none | none |
| 2018 | none | none | none | none |
| 2019 | none | none | none | none |
| 2020 | none | none | none | none |
| 2021 | none | none | none | none |
| 2022-2023 | none | none | none | none |
| 2024 | none | none | none | none |

\*Homicide, Sex Offenses, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson

Included is information on domestic violence emergency evaluation. To learn more about domestic violence and sexual offense prevention, go to:

<https://www.rainn.org/get-information/sexual-assault-prevention>

Victims are strongly encouraged to secure and maintain related evidence.

The Campus Security Officer will immediately alert all students and staff if a current situation represents a safety or security risk and will initiate contact with the appropriate authorities.

If the Campus Security Officer is not available, contact any CNS staff member, who will take responsibility for taking appropriate action, including issuing immediate warnings if needed, and alerting the Campus Security Officer immediately.

CNS has no student housing. The CNS campus is open (unlocked) during posted class times, clinical times and scheduled activities and appointments. At other times the campus is closed to the public and locked. A CNS staff member must be present at all times when the facility is unlocked and whenever a non-staff person is present.

Security information, including campus crime report, crime prevention material and fire safety, is presented to students and staff as part of their initial orientation and annually each September.

CNS has no off-campus locations.

CNS will biennially review our program to:

**(1)** Determine its effectiveness and implement changes to the program if they are needed; and

**(2)** Ensure that the disciplinary sanctions are consistently enforced.

At orientation, each student is given information published by the Florida Coalition Against Domestic Violence – “The Power and Control Wheel” and “Recognizing the Red Flags.” These include phone numbers, domestic violence hotlines, and where to get help. Information is available in our Community Resource Book in Student Services.

Students are encouraged to report sexual offenses to the Campus Security Officer or Student Services, or directly to the Largo Police Department. Upon request, The Campus Security Officer or Student Services will assist in communicating with authorities. Student Services will make students aware of available off-campus counseling and services.

In the event of a reported sexual offense, each person has the right to have a third party of their choice present during any inquiry conducted by the school. Following the investigation by the school, both parties have the right to know the outcome, including any sanction imposed against the accused by the school. Sanctions may include termination, suspension and mandatory professional counseling. Any class hours missed related to these sanctions will be considered unexcused absence.

Florida Sexual Predator and Offender search website:

<http://offender.fdle.state.fl.us/offender/searchNeighborhood.do?actionPerformed=neighborhoodSearchMain>

Upon timely review of the information made available to the Campus Security Officer, any student arrested and charged with any of the crimes listed on the Campus Security Report may result in disciplinary action up to and including termination.

**Voter Registration**

Voter registration information is included the first day of class and is always available in Student Services.

**Constitution and Citizenship Day**

Constitution and Citizenship Day is September 17. A guest speaker will present on the Constitution and citizenship.

# **Enrollment Overview**

**Equal Opportunity**

CNS does not discriminate on the basis of gender, handicap, disability, race, color, religion, age, national or ethnic origin, marital status, sexual orientation, or any other characteristic protected by law in its employment practices, educational programs, admissions policies, financial services or other school administered programs.

**Family Educational Rights and Privacy Act (FERPA)**

* The student has the right to review their record and request a change to the records.
* CNS will require a signed and dated written consent to share information from student records. No consent required for school officials with educational interests, US Comptroller General, US Attorney General, US Department of Education, state and local officials, authorized organizations conducting educational research, accrediting agencies, alleged victim of a crime, parent of a Dependent Student as defined by the IRS, Parent of a student under 21 regarding the violation of law regarding alcohol or drug use
* FERPA information is presented in orientation and annually in September
* CNS maintains a record in the student’s file to whom and for what purpose personal information was released

**Disability Accommodation**

The campus is equipped with a handicapped parking space, which has a ramp for access to the school. Restrooms are handicap equipped. We make our program available in a non-arbitrary, beneficial manner to the extent that practicality and resources allow. Disabilities are identified using our Pre-Enrollment Questionnaire and in the personal interview with the President and/or Campus Director. Disability documents are required (less than 3 years old). Once all admission requirements are met, a written plan will be developed between student and Campus Director to assure reasonable accommodation. Healthcare records are secured with the educational record.

**Programs Offered**

Clinical Massage and Somatic Therapy

**Class Schedules**

Classes are scheduled for 8 am – 1 Monday - Thursday and clinic hours 9am-1pm on Friday. New sessions are scheduled based on modules. Class starts bimonthly.

**Holidays**

The school will be closed on the following holidays: Martin Luther King, Jr. Day, Good Friday, Spring Break (Memorial Day), Independence Day, Labor Day, Thanksgiving Day, and a Winter Break (Christmas Eve – New Year’s Day). Additional leave days are at the discretion of the Chief Operating Officer.

**Admission Requirements**

* High School Diploma or G.E.D. (Certified copy received directly from School)

(Foreign Transcripts will be translated and evaluated by International Education Evaluations)

* At least 18 years of age
* Fluent in both written and spoken English
* Able to lift and move 50 lbs.

**Admission Procedures**

* Complete Application for Admission and pay Application Fee
* Complete a discovery questionnaire
* Appointment with a Somatic Therapist to experience assessment and

treatment modalities

* Personal interview with President/COO or his designee
* Complete a pre-enrollment questionnaire
* Receive and read current catalog
* Complete Enrollment Agreement
* All monies will be refunded if the school does not accept the applicant.

**Admission Requirements & Procedures – International Students**

* Admission requirements & procedures above apply.
* CNS will issue I-20 following acceptance according to SEVP procedures.
* Early application is encouraged to accommodate Student Visa processing.

**Special Medical Requirements**

* Must be able to stand for long periods of time
* Must be able to visually assess clients and verbally communicate with individuals regarding chief complaints, treatment, and their feedback

**Transfer of Credits**

* This program is designed for students entering the profession.
* Coursework submitted for transfer credit evaluation must have been earned

within 5 years and include all aspects of the corresponding CNS course syllabus. Campus Director will evaluate.

* Approved credit will be for the number of hours in the CNS course.
* Maximum total transfer hours – 250. At least 80% must be earned at CNS.
* Transferring of credits to another institution is at the other institution’s discretion

Student shall confirm transfer acceptability with the other institution.

**Costs and Methods of Payment**

The tuition cost is $4062 per module. A nonrefundable application fee of $100 is due with submission of an application. A nonrefundable linen fee of $375 is due the first day of class. The total cost of program is $16,725. Textbook costs are included in the tuition. Payment for tuition and fees is accepted in the form of cash, check or major credit card.

Tuition Payment Options (No payment plans for other costs and fees):

***Plan One (0% interest charge):***

*Application fee with Application ($100) Linen Fee due on the first day of class ($375)*

***$16,250 paid in full two weeks prior to the first day of class.***

### Plan Two (0% interest charge):

*Application fee with Application ($100) Linen Fee due on the first day of class ($375)*

### $4062 paid in full two weeks prior to the beginning of each of the 4 modules.

### Plan Three (3% interest charge):

*Application fee with Application ($100) Linen Fee due on the first day of class ($375)*

### $2338 due 14 days before the first day of class. Seven (7) equal payments of $2004 due on the 15th of each month, beginning the month following the first day of class.

### If utilizing Financial Aid or VA benefits, contact Financial Aid Director for payment scheduling.

*Student accounts are considered in "default" when tuition and fees are received after the date due. A $40 late fee will be added for any payment that is more than fifteen (15) calendar days late.*

* If the payment schedule is not adhered to, the student choosing the payment schedule option may not be permitted to continue classes.

**Definition of Terms for Financial Assistance**

Scholarship ***–*** Funding applied toward student financial obligation by a private organization which does not have to be repaid.

Grant ***–*** Funding applied toward student financial obligation by a public or governmental agency which does not have to be repaid.

Loan ***–*** Funding applied toward student financial obligation which does have to be repaid.

CNS does not currently award scholarships.

Upon request, the Director of Financial Services will assist students in applying for personal loans, third party scholarships, Title IV Financial Aid and/or Veterans’ Benefits.

All students are expected to be paid in full by graduation. Outstanding balance, if any, not paid 90 days after graduation or withdrawal will be converted to a loan between student and CNS. The interest rate will be 7% compounded monthly. There will be no prepayment penalty. Payment schedule will be based on a 3 year repayment schedule, but not to be less than $100 per month until paid in full. $40 late fee will apply.

Accounts over 120 days past due are considered delinquent.  Credit reporting agencies may be advised. CNS may enlist third party assistance.

**Title IV Financial Aid**

Financial assistance is available for those who qualify.

A CNS student may be eligible for Title IV financial aid if he/she:

* is enrolled in the Clinical Massage and Somatic Therapy Program
* is a U.S. citizen or eligible non-citizen
* has not had eligibility suspended or terminated due to a drug-related conviction
* has a valid social security number
* is not in default on a federal student loan
* maintains Satisfactory Academic Progress while in school (see the Center for

Neurosomatic Studies SAP policy)

**Veterans’ Benefits**

CNS is approved to accept Veteran’s Benefits (GI Bill, Veteran’s Readiness and Employment, and more) for students who qualify.

A student called for active duty will be readmitted following active duty without penalty.

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33), Veteran’s Readiness & Employment (Ch. 31) or Yellow Ribbon (Cl. 35) benefits while payment to the institution is pending from the VA. This school will not:

* Prevent the student’s enrollment;
* Assess a late penalty fee to the student;
* Require the student to secure alternative or additional funding;
* Deny the student access to any resources (access to classes, libraries, or other

institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

* Produce the VA Certificate of Eligibility (COE) by the first day of class;
* Provide a written request to be certified;
* Provide additional information needed to properly certify the enrollment as

described in other institutional policies

* GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

**Course Description – Clinical Massage and Somatic Therapy**

All classes are live. The Center for Neurosomatic Studies does not offer courses on-line.

**Length of Program**

This 8 month program is designed to allow professionals to balance their education, work and family life with classes in the morning, afternoon or evening and supplemental clinical hours.

**Teacher – Student Ratio**

The teacher – student ratio is 1:20 for lecture and 1:10 for hands-on instruction utilizing teaching assistants with instructors.

**Program Objectives**

Upon completion of the 650 clock hour Clinical Massage and Somatic Therapy program, the graduate will receive a diploma in Clinical Massage and Somatic Therapy which qualifies the graduate to sit for the Massage and Bodywork Licensing Examinations (MBLEX) to become a Licensed Massage Therapist. Graduates can then apply for our second program in Neurosomatic Therapy.

**Massage Therapy Requirements by State**

CNS is a Florida Board of Massage Therapy approved school and meets all of the course of study requirements for the minimum 650 hour program students must complete in order to obtain licensure in the state of Florida. Detailed information regarding requirements for Massage Therapy School Approval and Licensed Massage Therapist requirements for the state of Florida can be found at: <http://floridasmassagetherapy.gov/licensing/>.

Students wishing to practice outside the State of Florida should check with individual state’s regulatory agency to learn about licensure for that state. To access links to individual state massage therapy licensing requirements, go to: <http://www.amtamassage.org/regulation/stateRegulations.html>. A State Regulation Guide may also be found posted at CNS. In the absence of state law, local municipal ordinances may apply. For more information, see the Director of Education or consult information posted in the Resource Center.

**Program Description**

The 650 clock hour program is composed of 330 classroom lecture hours and 320 lab/clinical hours and will take place between the hours of 8 am -1 pm Monday through Thursday. Student clinic hours are scheduled from 9 am- 1 pm on Fridays. The complete cost of tuition and fees is $16,725.00. This amount does not include fees for the MBLEX certification examinations. This program integrates traditional massage therapy training with Somatic Therapy techniques. The curriculum for this program has been developed by the Center for Neurosomatic Studies and provides a comprehensive educational experience in manual therapy. This program will be taught through classroom lecture, hands-on practical course work, supervised clinical experience as well as participation in research and community outreach. Graduates of the program are prepared to work in a variety of healthcare environments including; Somatic therapy clinics, massage therapy clinics, physical therapy clinics, physician offices, hospitals and fitness facilities.

## Students may start at the beginning of any Term

CNS courses are labeled to identify one from another, to be taken in any order EXCEPT:

* + IN1
  + SC and PCO will be taken in the student second, third, and fourth module.
  + Letters represent the name of the course. Numbers represent which term is being taught except for courses that need to be taken sequentially, i.e. PCO 1&2,

AP 1&2

## Module 1 156 hours

IN1 Intensive I - Analytic Skills and Massage Technique 10 hours Lecture, 15 hours Lab

Intensive I is taught at the beginning of each Module to 1st term students.

**IN1 is the prerequisite course required for TEC 1, 2 & 3.**

In the Analytic Skills module, students will be instructed in the technique and application of Posturology, the foundation of Integrative Neurosomatic Therapy, for the total body assessment and documentation of patients’ postural distortions.  The types of postural distortions and methods for measuring them are described and practiced in this hands-on course. Massage Technique I teaches the basic strokes employed in conducting a general relaxation massage as well as the use of lubricants, draping, table set-up, positioning, and hygiene.  This course fulfills 25 hours of the basic massage theory and history requirement for licensure in Florida.

MT1 – Massage Theory and Practicum I 10 hours Lecture, 15 hours Lab

The foundations of massage therapy will be explored in modules that include: Understanding Massage Theory, which includes basic massage theory and the underlying laws and principles of Integrative Neurosomatic Therapy.  This course covers Florida Law fulfilling the 10-hour Florida Law Requirement. This course fulfills 25 hours of basic massage theory and history as required for licensure in the State of Florida.

AP1 - Anatomy & Physiology I 50 hours Lecture

This section includes the Immune, Lymphatic and Musculoskeletal systems. Specific examination of the musculoskeletal aspects of the shoulder and upper extremities will be explored.  Pathologies relating to these areas of the body will also be discussed and integrated with classwork in Advanced Technique I to explore treatment protocols as well as contraindications.

TEC1 - Somatic Technique I 10 hours Lecture, 30 hours Lab

## Prerequisite: IN1 - Intensive I - Analytic Skills and Massage Technique

This hands-on course provides in-depth study of the shoulder and upper arm, with a focus on its musculoskeletal aspects. Discussion of pathological conditions that necessitate treatment of these areas is incorporated with demonstration and practice of specific treatment techniques used to address them.  Students will be guided to therapeutic proficiency by thorough instruction in palpation, assessment, and treatment skills.

BUS1 - Business Skills I 27 hours Lecture, 9 hours Lab The successful professional is educated about the business aspects of being a therapist and personal trainer. This course includes exploration of business structure and practice as it relates to the practice of Neurosomatic Therapy. Topics discussed include: developing a business plan; how to address local and state ordinances; Florida legislation as it pertains to the practice of massage therapy and personal training; clinical settings and location; staffing; equipment; and financial/accounting considerations. This course fulfills the 15 hour business and 10 hour Florida laws and rules requirements for licensure in Florida.

AM1 - Allied Modalities I 5 hours Lecture, 10 hours Lab

Treatment modalities taught in this class include: Lymphatic Drainage, Special Populations, and CPR. This course fulfills 15 hours of the allied modalities requirement for licensure in Florida.

## Module 2 157 hours

MT2 – Massage Theory & Practicum II 10 hours Lecture, 15 hours Lab

The foundations of massage therapy will be explored in modules that include: Understanding Massage Theory, which includes basic massage theory and the underlying laws and Neurosomatic Therapy; and Massage Technique II, in which practical techniques such as trigger point release, friction, use of massage tools, and pin and stretch. Business principles and client assessment will be covered. This class fulfills 25 hours of Basic Massage Theory and History as required by the State of Florida for licensure.

AP2 - Anatomy & Physiology II 50 hours Lecture

This section includes the Integumentary, Nervous, Endocrine, and Sensory systems. Specific examination of the musculoskeletal aspects of the forearm and hand will be explored.  Pathologies relating to these areas of the body will also be discussed and integrated with classwork in Somatic Technique II to explore treatment protocols as well as contraindications.

TEC2 - Somatic Technique II 10 hours Lecture, 30 hours Lab

This hands-on course provides in-depth study of the forearm and hand, with a focus on its musculoskeletal aspects. Discussion of pathological conditions that necessitate treatment of these areas is incorporated with demonstration and practice of specific treatment techniques used to address them.  Students will be guided to therapeutic proficiency by thorough instruction in palpation, assessment, and treatment skills.

AM2 - Allied Modalities II 5 hours Lecture, 10 hours Lab

Treatment modalities taught in this class include Eastern Through and Asian Modalities. This course fulfills 15 hours of the allied modalities requirement for licensure in Florida.

## Module 3 156 hours

MT3 – Massage Theory & Practicum III 10 hours Lecture, 15 hours Lab

The foundations of massage therapy will be explored in modules that include: Understanding Massage Theory, which includes basic massage theory and the underlying laws and principles of Integrative Neurosomatic Therapy. This class will cover the benefits and effects of soft tissue manipulation; also, Ethics and HIV/Aids education will be covered.  This course fulfills 25 hours of basic massage theory and history, 3 hours HIV/AIDS, and 4 hours of ethics, requirements for licensure in Florida.

AP3 - Anatomy & Physiology III 50 hours

This section includes the Reproductive and Urinary systems. Specific examination of the musculoskeletal aspects of the Pelvis, Thigh, Lower Leg, and Foot will be explored.  Pathologies relating to these areas of the body will also be discussed and integrated with classwork in Somatic Technique III to explore treatment protocols as well as contraindications.

TEC3 - Somatic Technique III 10 hours Lecture, 30 hours Lab

This hands-on course provides in-depth study of the lower body with a focus on its musculoskeletal aspects.  Discussion of pathological conditions that necessitate treatment of the pelvis, and upper and lower legs is incorporated with demonstration and practice of specific treatment techniques used to address them.  This course includes further study of postural distortions, trigger point patterns and structural asymmetries that can occur in the pelvis and upper and lower legs that lead to pain and dysfunction.  Students will be guided to therapeutic proficiency by thorough instruction in palpation, assessment and treatment skills.

AM3 - Allied Modalities III 5 hours Lecture, 10 hours Lab

Treatment modalities taught in this class include: Client Assessment/Treatment Planning, Self-care, and Medical Errors. This class fulfills 15 hours of basic massage theory and history and 2 hours of medical errors required for licensure in the state of Florida.

## Module 4 181 hours

MT4 - Intensive IV – Massage Theory & Practicum IV 10 hours Lecture, 15 hours Lab

This course will provide students with the tools needed to search for and understand clinical research papers. Students will be given guidelines on how to read and critically evaluate published research. On-line search engines and other library resources will be used to conduct searches on relevant research topics that students will evaluate.

AP4 - Anatomy & Physiology IV 50 hours

This section includes the Cardiovascular, Digestive, and Respiratory systems. Specific examination of the musculoskeletal aspects of the Head, Neck, and Torso will be explored.  Pathologies relating to these areas of the body will also be discussed and integrated with classwork in Somatic Technique IV to explore treatment protocols as well as contraindications.

TEC4 - Somatic Technique IV 10 hours Lecture, 30 hours Lab

This hands-on course provides in-depth study of the cranium, neck, and torso. Discussion of pathological conditions that necessitate treatment of these areas is incorporated with demonstration and practice of specific treatment techniques used to address them.  Students will be guided to therapeutic proficiency by thorough instruction in palpation, assessment, and treatment skills.

AM4 - Allied Modalities IV 5 hours Lecture, 10 hours Lab

Treatment modalities taught in this class include: Hydrotherapy. This course fulfills 15

hours of the allied modalities requirement and 15 hours of the hydrotherapy

requirement for licensure in Florida.

SC2/3/4 - Student Clinic 95 Hours

Students will participate in a supervised clinical environment where they will be able to

apply the theory and technique gained in the classroom.  In this setting, students will

have the benefit of instructor feedback on their treatment approach to real cases.  A

total of 75 hours of clinic time will be required of each student over the course of the

student’s 2nd, 3rd, and 4th modules.  This course fulfills 75 hours of the clinical practicum

requirement for licensure in Florida.

PCO 1 - Professional Clinical Observation I 10 Hours

The professional clinical observation will allow students to observe professional

therapists as they assess, measure and treat clients.  Post-conferences will allow

discussion of their observations. 5 hours of professional clinical observation time and

written paper will be completed between 2nd, 3rd, and 4th modules.

Student Services

**Housing**

The school does not provide housing or dorms for students enrolled at CNS. Convenient housing is available in a large number of rental facilities in the local area.

**Transportation**

The school does not provide transportation for students enrolled at the school. Students must arrange for transportation to and from school on their own. CNS is conveniently located near main bus routes.

**Student Records**

Student records are kept in backed-up computer record files. Student records are permanently retained by the school and are available to students and graduates upon request. A student wishing to have a copy of his/her records must notify the school in writing. Records are held confidential and must have a written release.

**Student Placement**

The school does not guarantee employment upon graduation. The placement department will assist graduates in obtaining employment in this specialized field.

The school will also offer coaching/guidance for graduates choosing to pursue positions as independent contractors or self-employed practitioners.

**Student Advisement**

Upon registration, all students have the opportunity to meet with the Admissions Director or the Director of Education to discuss program content, job opportunities, and the responsibilities of a Neurosomatic Therapist. Members of the staff are available to assist and advise students upon student request. Students requesting additional advisement and/or personal advisement should contact the Director of Education. In addition, Student Services maintains a community resource directory of agencies and organizations. A victim’s identity and personal identification information will be held confidential. All victims, whether or not a crime is reported to local law enforcement, will be given written information regarding appropriate help in the community.

**Resource Center**

Learning resources and information services, appropriate to our program curriculum are available in the Resource Center. CNS maintains a selection of textbooks, videos and other materials to support the program curriculum. Internet access is available for those wishing to access materials available on-line.

Resource Center is open during regularly scheduled class hours and others as posted.

# Academic Standards

**Graduation Requirements**

The student shall have successfully completed all of the required academic courses, attended all required classroom hours, completed all clinical requirements, completed required research and met all financial obligations to the school. Successful completion means having received a grade of 80% or higher in each clinical and academic course. A diploma, “Clinical Massage and Somatic Therapy,” and a certificate, “Certified Somatic Therapist,” will be issued to the student upon satisfactory completion of graduation requirements.

**Attendance**

Attendance is mandatory. The student must attend 650 clock hours. One clock hour is a 60-minute block of time consisting of a minimum of 50 minutes of directed, supervised instruction with appropriate breaks. Students are responsible for scheduling and making up hours missed with the instructor or the Director of Education. If a student incurs excessive absences (20% or more during any term), the school reserves the right to terminate its relationship with that student regardless of the student’s ability or intention to complete make up hours. Details regarding tardiness and absences are included in each course syllabus and students should review them carefully at the beginning of each term. Student is responsible to record attendance by swiping student ID on arrival and reporting any early departure to the instructor. Any discrepancy will be reported to and resolved by the instructor.

**Satisfactory Academic Progress (SAP)**

*Attendance Progress*

Full Time - Maximum Time Frame: The maximum time a CNS student has to complete is 150% percent of the program length. (Program Length is 33 weeks – 150% is 48 weeks) To graduate, a student must complete a full 650 hours. All hours missed must be made up each term.

Attendance:All CNS students must maintain at least an 80% cumulative attendance average in order to be considered making satisfactory progress and to complete the program within the maximum time frame.

*NS Academic Standards*

The following factors will be measured to determine academic progress:

Theory work (test grades, homework, etc.)

Practical work

Theory and Practical work will be graded according to the following scale:

**Grading System**

90 - 100 = A (4.0)

80 – 89 = B (3.0)

Less than 80 = Incomplete/Fail

An incomplete requires repeating selected academic or practical skills until 80% for that course is achieved.

CNS student must obtain a grade of at least 80% for each course and achieve 80% attendance (plus required make-up hours) at the end of a term. The student has 14 calendar days from the date the grades are posted to rectify any academic or attendance shortcoming. If the shortcomings are not satisfied, the course must be retaken in its entirety in order to graduate. If a student fails one or more classes in two consecutive terms he/she will be dismissed and must apply for readmission.

*Satisfactory Academic Progress Evaluation*

A CNS student must obtain a grade of at least 80% for each class and achieve 80% attendance at times of evaluation (312 hours).

At 312 hours, a student must meet SAP. If a student is not meeting SAP, he will be advised by the Campus Director that he could be in danger of not receiving future Financial Aid Disbursements (**Financial Aid Warning**) and together will develop a plan to bring his GPA and/or attendance up to meet Satisfactory Academic Progress by the end of their Academic Year. Student and Campus Director will meet at least monthly to review progress. ***The CNS student is still eligible to receive Title IV disbursements during Financial Aid Warning.***

**Dress Code**

The student is responsible for adhering to the following:

* + - Excellent personal hygiene.
    - Casual comfortable attire is acceptable in the classroom environment.
    - For clinical activity and school events, dress pants/slacks, a Center for Neurosomatic Studies shirt, and closed toed shoes are required.

**Conduct**

Students must conduct themselves professionally at all times on school premises and at school activities. The school reserves the right to temporarily suspend the student for the remainder of that term or terminate a student permanently for any of the following reasons:

* + - * Cheating
      * Breach of school enrollment agreement
      * Entering the campus under the influence of alcohol, drugs or narcotics
      * Disorderly conduct
      * Destroying campus property
      * Theft
      * Sexual misconduct
      * Placing patient safety in jeopardy
      * Falsifying records
      * Intentionally exposing a student or clinic patient with improper draping
      * Breaches of professional ethical standards
      * Unauthorized use of CNS information technology system
      * Copyright infringement (see below)

“Suspend” means a student is temporarily prohibited from attending classes. “Terminate” means a student is permanently removed from school.

**Plagiarism and Copyright Infringement**

The Center for Neurosomatic Studies has a zero tolerance for plagiarism and copywriting infringement, both of which are considered cheating. We take these offenses quite seriously and have committed to making sure that all students understand and acknowledge the importance of maintaining academic integrity at all times.

What is Plagiarism?

Plagiarism means using ideas, opinions, factual information, or language from someone without giving that person appropriate credit. Plagiarism is fraud. Student writers are sometimes confused as to what should be cited. In addition to direct quotations, paraphrases and summaries of opinions of factual information not formerly known to the writer must also be cited. The exception to this rule is information termed general knowledge, information that is widely known and stated in a number of sources. Determining what is general knowledge can be complicated, so it is wise to remember the adage, "When in doubt, cite.”

Copyright Violations (Pictures, Images, and Music on the Web) –

Citation and copyright rules also apply to students who use photos, music, or links from Internet sources. Information and graphics accessed electronically must also be cited, giving credit to the sources. This material includes but is not limited to e‐mail (don't cite or forward someone else’s email without permission), newsgroup material, pictures, graphics and music from searches and websites. However, the material must still be cited.

Putting some internet material on your project, whether it is a paper, electronic, or web based project, is stealing intellectual property. Making links to a site is, at this time, okay, but getting permission is strongly advised, since many websites have their own requirements for linking their material.

Student Consequences for Failure to Adhere to Policy –

If a student uses a site that does not match the standards for quality as outlined above, the paper or project will not be accepted by the instructor and will need to be revised or receive a zero. If a student fails to properly cite their sources, plagiarizes, or uses excessive quotes in their paper or project, the assignment will not be accepted by the instructor and will receive a zero. Students will be given ample time, instruction, and guidance regarding how to find resources, cite, and use quotes wisely. It is the responsibility of the student to let the instructor know if they are having trouble with accessing, using, or citing sources.

Violation of these rules may result in one or more of the following consequences: expulsion from the school, failing grade on assignment/test without the opportunity to make up the work, a formal letter placed in the student’s file, or other consequences determined by Center for Neurosomatic Studies.

Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may be subject to civil and criminal penalties.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than $750 and not more than $30,000 per work infringed. For “willful” infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense. For more information, please see the website of the U.S. Copyright Office at [**www.copyright.gov**](http://www.copyright.gov).

If you have any question regarding copyright, please contact your instructor.

**Substance Abuse**

In Florida, drug and alcohol abuse prevention is a function of State law. The law defines what constitutes such abuse and the penalties for such behavior. (Chapter XLVI Chapter 893 [drugs]) (Chapter XXXIV Chapter 562 [alcohol]) Laws are posted on the CNS website at: <http://cns.edu/student-resources/student-links.html>

**Appeals**

Student may appeal a suspension or dismissal to the Campus Director in writing. The Campus Director will meet with the student within 72 hours of receipt of the appeal. The appeal must be in writing. The appeal must explain the circumstances surrounding the appeal, any special circumstances, and a proposed resolution if, any. The Campus Director will notify the student of the decision on the appeal in person or by email within 1 business day following the meeting.

For Appeals regarding Financial Aid, see “Satisfactory Academic Progress” in this catalog.

**Grievances and Complaints**

The Campus Director maintains a current complaint log including actions and resolutions.

In situations involving a disagreement or conflict between a student and a staff member related to grades, instruction, or other topics concerning the program of study, the following grievance procedure will be followed, with the final responsibility for the administrative decision and action residing with the Campus Director. Students with grievances must make a reasonable effort to resolve the grievance on an informal basis with the instructor and then with the Director of Education. Should the grievance not be satisfactorily resolved, the student will be referred to the Campus Director.

1. The student will initially request an individual meeting with the instructor or other staff person with whom the problem exists. If resolution is unsuccessful the student may:
2. Request an individual meeting with the Director of Education. If resolution is unsuccessful the student may:
3. Request a meeting with the Campus Director.
   1. A written statement of the problem will be prepared by the student prior to the meeting and submitted to the Campus Director.
   2. If the student wishes, he/she may request the presence of another appropriate party to assist in the resolution, i.e., instructor, advisor, etc.
4. All grievances will be documented and copies kept in the student’s file and school records for future reference.

The Campus Director will review the grievance with all parties and attempt to resolve within ten (10) business days of receiving the grievance. Any concerns not satisfactorily resolved should be brought to the attention of the school licensing board at the following address and telephone number:

Commission for Independent Education, 325 West Gaines Street, Suite 1414

Tallahassee, FL 32399-0400

(888) 224-6684

Any concerns not satisfactorily resolved may also be brought to the attention of:

Commission on Massage Therapy Accreditation (COMTA)

900 Commonwealth Place, Suite 200-331, Virginia Beach, VA 23464

(202)888-6790

[info@comta.org](mailto:info@comta.org)  [www.comta.org](http://www.comta.org)

To file a complaint against a nonpublic postsecondary institution in Florida, (<http://www.fldoe.org/policy/cie/file-a-complaint.stml>) please write a letter or send an e-mail containing the following information:

1. Name of Student (or Complainant)
2. Complainant Address
3. Phone Number
4. Name of Institution
5. Location of the Institution (City)
6. Dates of Attendance
7. A full description of the problem and any other documentation that will support your claim such as enrollment agreements, correspondence, etc.

Send Letter To:

Commission for Independent Education 325 W. Gaines Street, Suite 1414  
Tallahassee, FL. 32399-0400  
  
Or E-mail: [cieinfo@fldoe.org](mailto:cieinfo@fldoe.org?subject=)   
Or Fax: 850-245-3238

Any CNS student or governmental official who has a complaint concerning the Center for Neurosomatic Studies’ management of Title IV, HEA programs may seek resolution by contacting Randall Clark, President, Center for Neurosomatic Studies, 13923 Icot Blvd Suite 814 Clearwater FL, 33760 727-386-5024. The President will receive the complaint and assist the individual in resolving the complaint.

**Leave of Absence (LOA)**

Students in need of a leave of absence must meet with the Campus Director and complete an application. In case of emergency, students my request a leave of absence in writing within 10 business days of their last day of attendance. A leave of absence must be for a specific period of time, not to exceed 180 days. A leave of absence may be granted for medical issues, financial hardship or family emergencies. Failure to return to class on the first day after the leave is exhausted will result in automatic termination from the program. The effective date will be the last date of attendance. Exceptions must be approved by the Campus Director. Check with Financial Aid, as possible revisions may be necessary for your aid package. Veteran benefits may be affected.

**Course Retake & Fee**

Every CNS student is expected to successfully complete each course on schedule. A variety of factors may result in a student needing to re-take one or more courses.

A fee is applicable when a student receives approval to retake a course due to a failing grade, withdrawal from a course before completion, or excessive absences. The fee will be determined by multiplying cost per hour of the contracted tuition by the number of hours required to complete the retake of the course.

The retake course(s) fee will be added to any balance owed. A revised payment agreement must be in place two weeks prior to the first day of the term affected.

**Readmission**

All applications for readmission must be approved by the Campus Director. A student must:

* + - write a letter requesting readmission
    - attend a scheduled admissions meeting
    - make financial arrangements with the financial office

**Electronic Devices**

Electronic Devices, including cell phones, may not be used inside the classroom except with instructor permission.

1. Students may use their personal laptop or tablet computers and smartphones in class for class related activity, informational searches and audio/visual recording only.
2. Unacceptable use of these devices in class includes:
   1. Receiving phone calls;
   2. Checking voicemail;
   3. Reading and/or sending email and texts; and
   4. Internet use for reasons unrelated to course content presented in that day’s class.
3. Audible ringers and notification sounds must be silenced during class.
4. Students are advised to inform their family or friends of the school phone

number in case of emergency. If there is an emergency issue that requires contact with a student the CNS staff will notify that student during class time.

1. Students found to be violating the policies regarding use of electronic devices in

class will lose the privilege of using them in class. This loss of privilege may be temporary or permanent for the rest of the student’s enrollment at CNS. The course instructor’s decision regarding electronic device usage in class is final.

**Privacy Act for Students**

The Family Educational Rights and Privacy Act of 1974 entitles all students to review their records, including grades, attendance and advising reports. The school must permit a student to examine such records within 45 days after the school receives a written request from the student. The school will also permit the student to obtain a copy of such records upon payment of a reproduction fee.

A student may request that the school amend his or her education records on the grounds that they are inaccurate, misleading or in violation of the student’s rights or privacy. In the event the school refuses to so amend the records, the student may, after complying with the Student Grievance Procedure, request a hearing. If the outcome of a hearing is unsatisfactory to the student, the student may submit an explanatory statement for inclusion in his or her education record.

A student has the right to file a complaint with Family Policy Compliance, U.S. Department of Education, Washington D.C. 20202-4605, concerning the school’s alleged failure to comply with the Act. Student records are confidential and only such agencies or individuals authorized by law are allowed access without written permission by the student.

**Transcript/Diploma Request**

A written request from the student and a transcript fee of $15.00 is required for the release of a transcripts or copy of the student's diploma. Official transcripts will be mailed to the student or other entity indicated by the student in their request within 15 days.

**Records on Hold**

Academic records including transcripts and diplomas will be placed on hold and not released to a student or any third party for:

* + - Failure to meet a financial obligation to school
    - Failure to return or pay for any school property Academic records will be released when obligations are met.

**Cancellation and Refund Policy**

Should a student’s enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail, by Certified Mail or by termination.
2. All monies will be refunded if the school does not accept the applicant or if the student cancels within three (3) business days after signing the enrollment agreement and making initial payment.
3. Cancellation after the third (3rd) business day, but before the first class results in a refund of all monies paid, with the exception of the registration fee (not to exceed $150.00).
4. Cancellation after attendance has begun, through 40% completion of the term, will result in a Pro Rata refund of tuition, based on the number of scheduled days through the last day of attendance.
5. Cancellation after completing more than 40% of the term will result in no refund.
6. Termination date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation.
7. Refunds will be made within 30 days of termination of the students’ enrollment or receipt of Cancellation Notice from student.
8. Official withdrawal occurs when the student notifies the school in writing of their decision to withdraw or when the school notifies the student in writing that their enrollment has been terminated. Unofficial withdrawal occurs when the school determines the student is no longer attending. In either case, the last day of attendance will serve as the date of withdrawal.

Discontinued Programs

If the school discontinues instruction in the program after students enter training, including circumstances where the school relocates outside the Clearwater, FL metro area, students must be notified in writing of such events and are entitled to a full refund of all tuition and fees paid.

Termination by the School

A student who fails to maintain satisfactory progress, violates safety regulations, interferes with other students’ work, is disruptive, obscene, under the influence of alcohol or drugs, does not make timely tuition payments, who without notice, fails to attend classes for thirty calendar days, or fails to comply with the rules and policies outlined in the school catalog is subject to immediate termination. The school reserves the right to modify the rules and regulations and will notify the student of any and all modifications.

Cancellation of Classes

The school reserves the right to cancel a starting class if the number of students enrolling is insufficient. Such a cancellation will be considered a rejection by the school and will entitle the student to a full refund of all tuition and fees paid.

**Academic Calendar 3/10/25 – 10/24/25**

**Clinical Massage and Somatic Therapy**

Registration deadline is two (2) weeks prior to the beginning of each Module.

Red Mod 3/10/25 – 4/25/25

Orange Mod 5/5/25 – 6/27/25

Yellow Mod 7/7/25 - 8/22/25

Green Mod 9/1/25 – 10/24/25

**Holiday Break Schedule**

Red Mod Begins 3/10/25

Red Mod Ends 4/25/25

Orange Mod Begins 5/5/25

Memorial Day 5/26/25

Orange Mod Ends 6/27/25

Independence Day 7/4/25

Yellow Mod Begins 7/7/25

Yellow Mod Ends 8/22/25

Green Mod Begins 9/1/25

Green Mod Ends 10/24/25

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Catalog Vol 33 as revised March 3, 2025 is certified true and correct in content and policy by Randall Clark, President



I have received and read the Center for Neurosomatic Studies Clinical Massage and Somatic Therapy Winter 2025 Catalog, Vol. 33

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_