

## Estes Park Massage School, LLC Catalog



Estes Park Massage School, LLC

517 Big Thompson Ave #104 Estes Park, CO 80517

970-586-4575

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**Approved and Regulated by the Colorado Department of Higher Education, Private  
Occupational School Board.**

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## **Introduction**

Estes Park Massage School, LLC offers a basic 650-hour massage therapy program. Our instructors are varied with their massage therapy career experiences to bring an eclectic approach to our education program.

Estes Park Massage School, LLC is owned and operated by its sole member, Rebecca Martin.

## **Estes Park Massage School Mission Statement and Philosophy**

Estes Park Massage School's mission is to educate and graduate students who are advanced in being well rounded massage therapists. Massage therapists who will go forward to improve the massage profession knowledge base and their communities through healing touch.

Estes Park Massage School is unique due to the town's seasonal mountain location with past and current massage therapists as instructors (with variety of schools and massage education). Off season we will provide education for students and teaching opportunities for working therapists. There is great potential for a position at Estes Park Massage following graduation for students to work at Estes Park Massage as a therapist and/or teacher. Class will be live in person, as much as possible, and by video for illness or weather interference. A few of the non-hands educational pieces will be taught distance education as well. There will be a combination of classroom teaching, demonstrations, then students practice hands on. The variety of multiple teachers, topics, and classes offered to students will offer an opportunity to learn from therapists' (teachers) experience.

Located in Estes Park, CO at 7,522 feet above sea level many people come to this area to heal themselves. Nature is abundant, wildlife present, and fresh mountain air plentiful. The inspirational beauty of the landscape calls many to visit this area for personal growth. We wish to provide quality education to students whose common call is dedication to well-being. We wish to graduate artistic and resourceful therapists into the healing arts profession.

## **650-hour Massage Therapy Program Curriculum**

\*This program is taught at 517 Big Thompson Ave #104, Estes Park, CO 80517\*

\*One credit hour is defined as one clock hour of training. Each hour has fifty minutes of instruction, demonstration, and discussion and ten minutes of break time\*

\*The method of delivery of education will be a hybrid with majority classroom and part distance education\*

Anatomy and Physiology (100 hours)

Pathology (25 hours)

Massage 1 (75 hours)

Massage 2 (100 hours)

Body Mechanics (25 hours)

Communication Skills (25 hours)

Self-care (25 hours)

Ethics and Professional Development/ business (25 hours)

Student Clinic (150 hours)

Internship/ Homework/ Apprenticeship/ Volunteer (100 hours)

Graduates of this program will be able to pass the MBLEx, get licensure in massage therapy in CO (and states that require 650 hours or less of basic massage training) and become employed as a professional massage therapist.

## **Tuition, costs, and fees**

Tuition \$12,000 (required payment to school)

Registration fee \$200 (required payment to school)

Books \$200-\$400 (student pay themselves)

Massage table (optional student purchase) range from \$200-\$800

Supplies (optional student purchase) sheets, oil, tools, etc \$100-\$300

Colorado licensing cost \$157 (student pay themselves)

MBLEx test fee \$265 (student pay themselves)

Total \$12,400 - \$13,972

Please note that we do not accept federal financial aid and we do not have scholarships or grants available currently. For assistance with financing, we recommend reaching out to your financial institution.

The 650-hour program is to be completed by adhering to school policies and completing each course with a satisfactory grade. The student will then receive a certificate of completion. To become licensed in Colorado you must pass the MBLEx, a national exam provided by FSMTB. Then you may apply and receive licensure through DORA.

## **Course Descriptions**

**Massage 1** – Massage basics - setting table height, intake process, opening massage/ initial touch, draping clients, learn the five movements of Swedish massage – effleurage, petrissage, friction, tapotement, and vibration. Increase blood and lymph circulation, increase flexibility and tone of muscles, and the function/ structure of the skeletal and muscular systems. Awareness, fluidity, client feedback, client intake, SOAP notes/ documentation.

**Massage 2** – Deep tissue work, introduction to many modalities (listed below), SOAP notes (record keeping/ documentation),. How disease and common conditions affect the body, contraindications to massage therapy, skin conditions, infectious disease guidelines, and other common medical conditions.

~ Swedish, Deep Tissue, Draping, Prenatal, Hot stones, spa services, cupping, aromatherapy, Thai, intuitive massage/ energy work, Trigger point therapy, NMT, sports massage, reflexology~  
This course will include lectures, practice, group discussions, and assignments.

**Anatomy and Physiology** - an exploration of the movement and structure of the body. This is a detailed study of the skeletal system and musculature emphasizing hands-on palpation. This includes an overview of major bodily systems. It will also include learning the origin, action, insertion of muscles. Students will know and understand the anatomic structures and their locations along with their functions, interactions and relevant medical terminologies. We will relate this information to the practice of massage therapy. We will also apply knowledge of A & P to determine appropriate massage applications to obtain desired and intended physiologic outcomes.

**Body mechanics** - A course designed for the body worker to learn useful skills in self-care and protecting oneself from injury. A basic understanding of centering, relaxation, energy awareness and movement in relation to massage and general life postures. The true value of learning and practicing good body mechanics is the years that massage therapists can add to their careers. Balance, stability, and leverage. Longevity in the massage industry requires good body mechanics.

**Communication skills** – Students learn methods to deal with and effectively facilitate a client’s healing process. Successful client-therapist relationships depend on skills that include listening, maintaining healthy boundaries, resolving conflict, and providing support for emotional release.

Learn how to create a safe space for the client, establish rapport, listen observe, and set clear boundaries. Learn how to speak to your client in a supportive, nurturing way.

**Self-care** – an introduction to many tools to provide therapists with mental, emotional, and physical well-being. Provide students with understanding of enhancing one’s personal and professional life while reducing stress. Awareness: In becoming aware of our own body-mind process, we learn to identify how our bodies self-heal, and how to assist in that process for others.

**Ethics and professional development/ business** – This course is designed to give students necessary information for starting massage practice. It addresses issues necessary for a successful practice including record keeping for tax and insurance purposes, marketing, professionalism, career options, fee setting, time management, ethics, etc. We will also focus on maintaining professional boundaries, communication with other health professionals, client interviewing techniques, verbal and nonverbal communication skills, code of ethics and standards of practice, basic psychological and physical dynamics of practitioner/ client relationship, and the legal and ethical parameters of scope of practice.

**Student clinic** – Clinic will provide massage at a reduced rate to community members in an environment that allows integration and practice of skills and techniques learned in classes on a variety of people. Community service is a good foundation for beginning any massage practice.

**Internship** – This offers practical experience in a supervised clinical setting where students perform massage therapy on clients from the community. Students will integrate and apply their knowledge and skills, develop professional behaviors, and receive constructive feedback from instructors and clients. The course emphasizes client assessment, treatment planning, therapeutic techniques, and professional communication.

## **Modalities introduced in Massage 2**

**Aromatherapy** – Therapy utilizing the healing potential of essential flower, fruit, and plant oils. The properties of these oils work on the physiological and emotional levels. Adding essential oils can enhance massage effects including relaxation, pain management, and improved mood.

**Reflexology** – The gentle art of manipulation by therapists’ thumbs and fingers on specific points of the feet and hands which correspond reflexively to the organs, bones, muscles, and nerves of the whole body. Deeply relaxing technique where the body’s self-regulation system brings the body into homeostasis (state of balance). Unlock your client’s body’s natural healing power.

Hot Stones – We will demonstrate how to use hot stones to increase circulation, reduce muscular tension, and provide a very deep grounded relaxation state. Temperature safety, placement techniques, massaging with stones, benefits and contraindications, history, basalt stone preference, and cold stone option.

Prenatal – Making mom to be comfortable, Side lying position, reflexology points to avoid, pregnancy typical areas of tension, body changes in pregnancy and how massage can benefit physically and mentally.

Draping – Making clients feel covered and secure while receiving massage is essential for their relaxation. Fluid, non-invasive draping is essential. Demo multiple kinds of draping and practice daily.

Sports massage – Learn the preventative, rehabilitative, and emotional healing of an athlete. Learn how to reduce muscle tension, enhance athletic performance, and help prevent injuries. Includes joint mobility and enhanced range of motion, rocking, pre-event/ recovery post event, stretching, and common sports injuries.

Spa Services – An introduction to spa services including scrubs, wraps, facemasks, and hydrotherapy (possibly lymph drainage). Students will learn how Estes Park Massage performs these services and a basic understanding of spa services for potential future employment.

Cupping – learn an overview of the methods and why they are used, indications and contraindications, how to use cupping on your clients, history of cupping, demonstration of silicone and plastic (vacuum) cups. Use cupping in your practice to increase blood flow to a specific area, and improve the flow of energy, relieve pain, reduce inflammation, improve blood flow, open lymphatic pathways, and promote relaxation.

## **Program Schedule**



November 1, 2025-May 15, 2026 (6.5 months) totals 650 hours

Monday, Wednesday, and Friday 10am-6pm (with one hour lunch each day) seven class hours each day

Closed Thanksgiving and next day (Friday)

Closed Christmas Eve and Christmas Day

Closed New Year's Eve and New Year's Day

Closed Valentine's Day

## **How to Register**

The school does not discriminate based upon disability, age, race, gender, religion, ethnic origin, or sexual orientation.

Prospective students must be 18 years of age and have a high school diploma or equivalency diploma to be accepted for enrollment. If applicants are beyond the age of compulsory school attendance in Colorado and do not possess a diploma or equivalency diploma, they may complete an ability to benefit test. The school does not administer the test, but will provide information on availability when requested.

Students may enroll anytime. Late enrollment will be accepted one week into the program if space is available.

To enroll please call 970-586-4575 or email [estesparkmassage@gmail.com](mailto:estesparkmassage@gmail.com) to set up an intake interview and view the facility. You will then fill out an acceptance application form and pay a \$200 application fee. You will provide a copy of high school transcript, two letters of recommendation (non-relatives), a copy of government issued ID, and a letter expressing your intention to and commitment to the 650-hour program.

Once accepted into the program your tuition payment is processed. Half of tuition (\$6,000) is due with the remaining \$6,000 due in monthly instalments throughout the program on the 1st of the month.

## **Policies**

### **Postponement of a start date**

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a. Whether the postponement is for the convenience of the school or the student, and;
- b. A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the school's refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

## **Placement Assistance**

The school offers employment assistance to graduates, consisting of job lead referrals and job skills development. While assisting in your job search, we make no guarantee, expressed or implied, of future employment. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students.

## **Policies for Attendance**

Students are expected to arrive and be ready to begin at class start time. An attendance rate of at least 90% is required. If your absences or tardiness exceed 20% the student will be placed on probation for unsatisfactory attendance. Students may be readmitted when they make up lost class time to satisfy 81% or more attendance.

If a student misses more than 10% of class time the student will pay for make-up classes at a rate of \$60 per hour.

A leave of absence may be requested via a form asking for approval in the case of severe medical or personal issues.

## **Policies for Academic Progress**

Students must maintain a 70% grade point average or above. If a student does not maintain a 70% grade point, they will be placed on probation for 30 days. During this period the student must raise their GPA to passing. If the student does not maintain satisfactory grades at the end of this period they may be terminated. The student director will assess each situation with their discretion and notify the student of the final decision to continue or be terminated. The School Director has final authority make this decision.

Students will be graded on practical pass/fail at the end of Massage 1. Students will be given a practical midterm and final exam in Massage 2. Anatomy and Physiology will have multiple quizzes and a final exam. There will be final exams in all other courses. Student clinic will be pass/ fail. A passing grade will be given for timeliness, completed hours, and completed assignments.

All written quizzes and exams will be graded and returned to the student within one week of completion. Practical exam grades will be in writing within a week of the exam.

### **Grading System**

Grades are based on a pass or fail grading system. A passing grade is 70% or higher.

### **Personal Conduct Policy**

All students agree to not be in possession of illegal drugs, weapons and alcohol while on school property. All students agree to respect other students, staff, and clients. All students agree to arrive and depart on time as scheduled. Students agree to not be disruptive or distract from the educational setting.

Dismissals may occur for students who violate the above rules and regulations of the school. A student may also be dismissed in the event they are not prepared for class, makes unsatisfactory progress, and/ or neglects assignments. The director will consult with the parties involved and will make the final decision.

### **Student Grievance Policy**

In the event a student has a complaint they will contact the director in writing through email or letter. The document should include the complaint in detail with who the complaint is against, details of the circumstances, if the complaint was directly previously addressed by the student, and a solution the student would like to offer. The director will meet with the student with or

without the other party depending on circumstances in an attempt to find a resolution. The director and staff will attempt to find a resolution appropriate for each individual case. The school will make a good faith effort to resolve all student complaints. Attempting to resolve any issue with the Estes Park Massage School, LLC first is strongly encouraged. Complaints may be filed by a student or guardian at any time online with the Division of Private Occupational Schools (DPOS) within two years from the student’s last date of attendance or at any time prior to the commencement of training at <http://higherred.colorado.gov/dpos>, 303-862-3001.

**Refund Policy**

Students not accepted to the school are entitled to all moneys paid.

Students who withdraw within three (3) days of signing the enrollment agreement or making an initial payment, assuming class attendance has not begun, are entitled to a full refund of all tuition and fees paid.

Students, who withdraw after three (3) business days, but before commencement of classes, are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150.00 or 25% of the contract price, whichever is less.

In the case of students withdrawing after commencement of classes, the school will retain a cancellation charge plus a percentage of tuition and fees, which is based on the percentage of contact hours attended, as described in the table below. The refund is based on the student’s last day of attendance.

**Refund Table**

<i>Student is entitled to upon withdrawal/termination</i>	<b>Refund</b>
<b>Within first 10% of program</b>	<b>90% less cancellation charge</b>
<b>After 10% but within first 25% of program</b>	<b>75% less cancellation charge</b>
<b>After 25% but within first 50% of program</b>	<b>50% less cancellation charge</b>
<b>After 50% but within first 75% of program</b>	<b>25% less cancellation charge</b>
<b>After 75% [if paid in full, cancellation charge is not applicable]</b>	<b>NO Refund</b>

Within the first 10% of the program (65 hours or less)

After 10% but within first 25% of program (66-162.5 hours)

After 25% but within first 50% of program (162.5-325 hours)

After 50% but within first 75% of program (325-487.5 hours)

After 75% (487.5 hours or more)

1. The student may cancel this contract at any time prior to midnight of the third business day after signing this contract.

2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:

- a. The date on which the school receives written notice of the student's intention to discontinue the training program; or
- b. The date on which the student violates published school policy, which provides for termination.
- c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

3. The student will receive a full refund of tuition and fees paid if the school discontinues a Program within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.

4. The policy for granting credit for previous training shall not impact the refund policy.

Students with applicable industry experience and education can be assessed for hours credited towards practicum hours. This will not decrease the tuition cost.

The school does not guarantee the transferability of its credits to any other institution unless there is a written agreement with another institution.

### **Policy for obtaining your transcript:**

This policy is in response to Colorado HB22-1049. This policy applies to all current and former students, excluding foreign students as defined in C.R.S. 23-1-113.5., who have an outstanding debt for tuition, room and board, or other financial aid funds owed to the school and request a transcript, diploma, or certificate. This policy also describes when a student may be subject to a registration hold.

1. Individuals may be subject to a transcript, diploma, or certificate hold when such individual owes certain debts to the School for tuition, room and board fees, or financial aid funds. Individuals will be subject to such a hold when a scheduled payment by the designated due date, per the payment plan terms outlined in Enrollment Agreement. Holds will be enforced until payments directly to Estes Park Massage School are brought current. If an individual is subject to such a hold, their transcripts, diplomas, or certificates will not be released unless an exemption applies as outlined in section 2 of this policy. An exemption means Estes Park Massage School will provide the transcript/certificate to a third party for purposes of gaining employment, licensure, loans, or if needed by a military branch.
2. Exemptions are granted for individuals who can demonstrate that the transcript/certificate request is required for one of the following reasons:
  - Job application
  - Transferring to another postsecondary institution
  - Applying for state, federal, or institutional financial aid
  - Pursuit of opportunities in the military or national guard
  - Pursuit of other postsecondary opportunities
3. Process and Procedure for Exemptions: Upon submission of a transcript/diploma/ certificate request and documentation to verify an exemption, the School will review the request and make a determination regarding whether or not an exemption exists, as outlined in section 2, above. If it is determined that the individual has a valid exemption, the School will release the requested transcript/certificate. If the School determines that the individual does not meet the exemption criteria, the School will provide a written explanation of the denial of the request within seven business days.
4. Registration Holds: Individuals will no longer be able to register or enroll for courses/classes if the individual has any amount of debt due to School until that debt is paid in full.
5. Individuals have the option to establish a payment plan for an outstanding debt. An individual who wishes to establish a payment plan for a debt owed to the School should contact: Rebecca Martin at [estesparkmassage@gmail.com](mailto:estesparkmassage@gmail.com)
6. Complaints pertaining to HB22-1049 may be submitted to the Colorado Student Loan Ombudsperson via email to [CSLSA@coag.gov](mailto:CSLSA@coag.gov).

## **Facilities**

The school is located at 517 Big Thompson Ave #104, Estes Park, CO 80517. There are five treatment rooms, four restrooms, a reception area, and one treatment room converted to classroom as needed.

## **Staff**

Rebecca Martin attended New Mexico Academy of Healing Arts in Santa Fe, NM in 2002. Massage therapy, healing arts, empowerment of other therapists, and a deep desire to help others have driven her to continue to evolve in business and grow alongside her colleagues. Rebecca loves using her tools to create a massage experience that is unique and specifically designed to meet each client's needs.

Samantha Stefaniak, MS, LMHC is a Licensed Mental Health Counselor in New York State where she has been practicing for the past 7 years in a variety of settings. She obtained her Masters in Clinical Mental Health Counseling from Canisius College in Buffalo, NY and has started two businesses: A private therapy practice, as well as a mental wellness coaching and self-help resource called The Mindful Coping Collective. Samantha loves teaching others the incredible knowledge and skills she feels privileged to have acquired throughout her education and experience in the field. She has a mission to transform these skills and knowledge into self-help tools and resources that make mental wellness attainable to all who desire it.

Margo Hogan graduated from US Career Institute in Fort Collins, CO in 2012. She has worked with a wide variety of clients, specializing in pain management relief. Her passion is using Neuromuscular Trigger Point release to alleviate pain in her clients.

Rynn Locey - As a dedicated and passionate massage therapist who started her bodywork journey in 2010 at Kali Institute for Massage in Ventura, CA, I am excited to bring my expertise to the role of a massage teacher. My journey in the field grew as I completed my Master's in Traditional Chinese Medicine in 2016. I hold a massage and acupuncture license in Colorado, and combine the two modalities in my practice at Fort Collins Massage and Acupuncture. My extensive background in both clinical practice and client care has equipped me with the skills to effectively teach and inspire others. I am committed to teaching both the technical and intuitive aspects of massage therapy, ensuring that students develop the proficiency and confidence needed to excel in their careers.

David Radoja graduated from Healing Arts Institute in Fort Collins, CO in 2018. Immediately he began utilizing integrative neuromuscular therapy to help clients improve their posture, flexibility, and strength. His passion is helping people become more in-tune with their body to excel in their daily activities.

Emma Clements is dedicated to teaching the art and practice of Massage. Emma attended DIMS for her education in 2021. Since graduating school she has worked at Estes Park Massage and opened her own business in Loveland, CO, Vital Touch LTD. Emma has continued her education in Thailand receiving her Reiki certification, pursuing her passion on the connection of the mind and body. Emma practices Thai massage, deep tissue, Swedish, and prenatal.

Autumn Lipscomb is originally from Houston, Texas then moved to Boulder and quickly discovered the idea of wellness and bodywork that existed all around. She attended the Boulder College of Massage Therapy ( BCMT) where she realized her dream becoming reality. She has been practicing massage for about 14 years and can't imagine doing anything else. I love shiatsu and Swedish massage the most and enjoy many more modalities. She has worked as a massage therapist in Estes Park for almost 5 years.

## **Estes Park Massage History**

Estes Park Massage has been open since March of 2012. Rebecca Martin, the owner, dreamed of creating a sacred space for therapists to work alongside her in an environment of freedom and growth. Estes Park Massage prides itself on honoring each therapist's need to have flexibility in their massage world to balance their personal life. Through this ideology, therapists are well compensated and well-respected independent contractors who tend to grow significantly in their massage career. Estes Park Massage School was created in 2024. Estes Park Massage School will be utilizing the same beautiful facility in the same wonderful mountain town of Estes Park, CO.



