

AROMAFLEX ACADEMY



DEVELOPMENT HOUSE, 1ST FLOOR, 280-282 TRAFALGAR STREET, NELSON, NEW ZEALAND

2011/2012 prospectus



THE NEW
WORLD CLASS.

EDUCATED IN
NEW ZEALAND. 



www.aromaflex.co.nz

Mission

- To provide high quality natural therapy qualifications with a high level of skill, which will give rise to employment opportunities for students both on a National and International level.
- To develop advanced methodologies in natural health and be one of the leaders in this industry.
- To establish both national and international research into natural medicine.

Vision

- To target young school leavers and adult learners going back into the workforce to provide for them an International qualification that will enable them to travel the world thus increasing the profile of NZ education.
- Encouraging learners to realize their full potential and become contributing members of NZ society in the Complementary Therapy/Care industry.
- To staircase into other “Health & Wellness” based courses, schools and industries both nationally and internationally.

Special Character

Aromaflex Academy is a small Private Training Establishment specializing in Aromatherapy, Reflexology, Holistic Massage and Anatomy & Physiology.

We are NZQA accredited and teach approved qualifications. Visit www.nzqa.govt.nz for more information.

We are located at the top of the South Island in Nelson, NZ.

- Aromaflex Academy is the only school in New Zealand and Australia to be accredited with the International Federation of Professional Aromatherapists (IFPA), Great Britain and teach their syllabus in New Zealand (registered since March 1998). Graduates from Aromaflex are able to practice in most countries with their qualification. They are also able to link up with other IFPA accredited schools around the world. Visit www.ifparoma.org for more information.

- In March 2007 Aromaflex was accredited with the Reflexology Association of Canada. This organisation recognises our Reflexology and Anatomy & Physiology courses.
- Since May 2008 Aromaflex has been accredited to the International Therapy Examination Council, based in the UK. Our specialised courses are approved by ITEC, and this is accepted by the UK Government. Visit www.itecworld.co.uk for more information.
- These standards ensure that students meet the requirements for professional memberships in New Zealand (NZROHA) and Great Britain (IFPA) and New Zealand Reflexology (NZR).
- Aromaflex is well established within the NZ Aromatherapy and Reflexology sector, and has networked with other Private Training Establishments (PTE), Local & Governing Bodies to provide support and further training for students in this area. The principal is the Chairwoman of the New Zealand Register of Holistic Aromatherapists, which is the Governing Body in Aromatherapy,
- Main street central location offers an opportunity to learn in a relaxed environment, close to all amenities and allows students the added benefits of being close to Nelsons quality cafes and shops.
- Tutors are highly qualified and experienced, and must hold qualifications in their areas of expertise as well as teaching qualifications.

Aromaflex Academy Tutors :

Shelley Monrad: Tutor/Examiner/Principal of Aromaflex Academy. SP Dip Aromatherapy, AMA Dip Reflexology & ITEC (UK); MNZROHA, MNZR, MIFPA, Diploma in Tertiary Teaching. Over 20 years experience in Aromatherapy & Reflexology, and 15 years of Education.

Christine Burn: Dip Aroma. National Cert in Adult Teaching. A Tutor of the Diploma in Aromatherapy. MNZROHA Christine moderates the student assignments and supervises the Aromatherapy massage classes. She also supports students through their study and teaches the Chakra workshops.

Sandra Neill: Dip Aroma, RGN. Registered Nurse, currently works from Nelson Diagnostic Lab. Marker of Aromatherapy and Aromascience assignments. Has an extensive background in Pathology and Massage.

Andrea Campkin: Andrea is a qualified teacher, and runs her own Sports Therapy & Nutrition centre in Nelson. Andrea teaches the ITEC Holistic Massage component in our Diploma in Aromatherapy. Andrea incorporates her advanced sports massage techniques into the massage already learnt by students, and they benefit by learning more deep tissue massage that will build upon the skills already learnt over the year.

Bev Fockenga: Bev is a qualified obstetric nurse, Aromatherapist and Sports Massage practitioner. Bev teaches the Anatomy & Physiology and Pathology course here, and moderates our student's progress in this subject.

Ashley Ashton: BSc, Dip. Teaching. Is 33 years old, married to Bethany and has 5 children. Ashley is a registered secondary school teacher in New Zealand and has taught Science, Biology and Chemistry. He has a keen and active interest in health issues and believes society has much to gain and learn from the alternative therapies. He teaches the Chemistry here at Aromaflex Academy.

Muzuki Suzuki: Holds a University Degree, majoring in Linguistics, and also worked for an English speaking environment for 8 years. TOELC970. Mizuki is our Japanese support tutor and assists the other tutors with the Smart Board learning programmes for students.

Tracey Harrison: Diploma in Reflexology. R.G.N. Registered Nurse I moved to NZ with my husband and 3 children in 1994, from the UK where I had trained as a Registered Nurse. I had always had a passionate interest in complimentary health so I studied at Aromaflex for my diploma in Reflexology. I am also in the process of completing the Cert in Aromascience and National Cert in Adult teaching. I still practice part time as a Nurse, in family planning and sexual health and I facilitate a wellbeing programme. I have a home based reflexology business and am excited about being a reflexology tutor, here at Aromaflex Academy.

Marion Janke: Dip Aroma, Dip Teaching, Bed (Hons), Cert in Adult Teaching, Integrated Health Coach. She enjoys teaching and supervising the Aromatherapy massage classes.

Diploma in Aromatherapy Training

Aims and objectives

The NZQA Level 6 Diploma in Aromatherapy comprises of 3 elements, theory, practical and case studies. It is a one year full time training programme held in Nelson, NZ.

The main aim of the IFPA accredited NZQA Level 6 Diploma in Aromatherapy is to enable candidates to provide treatments for the purposes of relaxation and stress release with massage and essential oils. It also aims:

- To provide skills at Level 6 in the NZ National Qualifications Framework for those interested in the Complementary Therapy/Care industry.
- To provide skills at Level 3 in the ITEC National Qualification Framework, UK.
- To provide opportunities for candidates to develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in employment as an Aromatherapist.

The candidate will study the theory of Aromatherapy treatments as well as the Chemistry of the Essential Oils, Contraindications and safety data for each oil, and will also cover the underpinning knowledge and skills required to successfully perform various Aromatherapy massage treatments.

Structure of the qualification

Theory of Aromatherapy

Practical work (including Case Studies)

Anatomy & Physiology & Pathology

The next Diploma in Aromatherapy class begins on the 20th Feb 2012 and ends on the 9th of November, 2012.

Exams are held at the end of the year. Dates to be confirmed.

School holidays totalling 6 weeks during the year are taken between stages, falling in line with the NZ national school holidays.

Please refer to the Diploma in Aromatherapy Enrolment brochure for further information and breakdown of fees.

Introduction to Aromatherapy Course

This course is designed for people who wish to find out more about Aromatherapy, application of 15 most commonly used oils for home and personal use, to have a growing knowledge of how to use essential oils effectively and safely, and to learn basic massage techniques, covering full body. The option to study further to a Diploma of Aromatherapy or a Certificate in Aromascience can be considered when this course has been fully completed.

The Introductory course consists of:

- The history of Aromatherapy – Past and Present
- Essential oils – Covering 10 varieties
- Carrier oils – Covering 5 varieties
- Therapeutic Cross reference charts
- The Art of Blending – Making your own personalized blend
- Learn foundation full body Aromatherapy massage movements
- Assignment and Case Study Work

A Certificate is given upon all course criteria being met.

NZQA Level 4 Local Course Approved

Fee: \$200.00

<i>Start Date</i>	<i>End Date</i>	<i>No. of Days</i>	<i>Day(s) of the Week</i>	<i>Time</i>
15 th Jan 2011	16 th Jan 2011	2	Sat & Sun	9.00 am–4.00 pm
21 st Feb 2011	22 Feb 2011	2	Mon & Tue	9.00 am–4.00 pm
7 th May 2011	8 th May 2011	2	Sat & Sun	9.00 am–4.00 pm
8 th Aug 2011	9 th Aug 2011	2	Mon & Tues	9.00 am–4.00 pm
12 th Nov 2011	13 th Nov 2011	2	Sat & Sun	9.00 am–4.00 pm

Diploma in Aromatherapy – Stage 1

Exciting, innovative practical remedies and blending techniques with new charts add to the thrill of learning about Plant Medicine. A fantastic range of essential and carrier oils covered and their uses. There is plenty of hands-on application, as there is a special component on neck and shoulder treatments and how to relax those extra tight muscles.

Stage 1 consists of:-

- Pure Essential Oils: Covering 20 different varieties
- Carrier Base Oils: Covering 5 different varieties
- Essential oil therapeutic cross reference charts
- The Art of Blending – Dilutions, blends & synergies
- Full body Aromatherapy massage and ½ hour neck & shoulder massage
- Chemistry – Photosynthesis, Plant Families and biology
- Anatomy & Physiology
- Pathology: Aromatherapy and the Muscular, Integumentary and the Skeletal systems
- The History of Aromatherapy – Taking a deeper look
- Methods of Production & Purity of Essential Oils
- Safety of Essential oils
- Special Topic - Introduction to Bach Flower remedies
- Study Skills
- Aromatherapy Assignment and Case Study Work
- Holistic Massage Assignment and Case Study Work

NZQA Level 6

Local Course Approved

<i>Option</i>	<i>Start Date</i>	<i>End Date</i>	<i>Day of the Week</i>	<i>Time</i>
Full Time	23 rd Feb 2011	15 th April 2011	Wed, Thurs & Friday	9.00am–4pm <i>Class Full</i>
Full Time	20th Feb 2012	27th April 2012	Wed, Thurs & Friday	9.00am–4pm

Please refer to the Diploma in Aromatherapy Enrolment brochure for further information and breakdown of fees.

Diploma in Aromatherapy – Stage 2

There is a special component on Pregnancy and the care of women, pre, during and post pregnancy, woman's blending and hormone health. The new Caddy Profiles Chemistry is started here, and makes understanding the essential oils fascinating and complex. The dimension of organic chemistry takes on another twist, leaving one excited about what we are really dealing with here.

Stage 2 consists of:-

- Pure Essential Oils: Covering 20 different varieties
- Carrier Base Oils : Covering 5 different varieties
- Essential oil therapeutic cross reference charts
- Aromatherapy massage: Full body.
- The Art of blending, dilutions & variations of remedies
- Chemistry of essential oils – Introduction to organic chemistry
- Anatomy & Physiology
- Pathology: Aromatherapy and the Thyroid, Menstrual problems & Menopause
- Special topic - Aromatherapy and Pregnancy - Part 1
- Aromatherapy Assignment and Case Study Work
- Holistic Massage techniques & Assignment and Case Study Work

NZQA Level 6

Local Course Approved

Option	Start Date	End Date	Day of the Week	Time
Full Time	4 th May 2011	24 th June 2011	Wed, Thurs & Friday	9.00am–4pm Class Full
Full Time	2 nd May 2012	22 June 2012	Wed, Thurs & Friday	9.00am–4pm

Please refer to the Diploma in Aromatherapy Enrolment brochure for further information and breakdown of fees.

Diploma in Aromatherapy - Stage 3

Students begin to further their essential oil application methods through sports massage techniques. The Introduction to Reflexology is taught, giving an insight into the feet. Chemistry is again built upon with Caddy Profiles and really takes a deep look into chemical structures of oils. There is a research component and how essential oils can help specific health needs combined with case study work.

Stage 3 consists of:-

- Pure Essential Oils: Covering 20 different varieties.
- Carrier Base Oils: Identifying 5 different varieties
- Essential oil therapeutic cross reference charts
- Aromatherapy and Pregnancy – Post Natal Support
- Aromatherapy 1½ treatments, Full Aromatherapy Facials
- Pregnancy Massage
- The Art of blending – Essential oil Compresses, Homoeopathic Dilutions
- Chemistry – Components within essential oils and their properties
- Anatomy & Physiology
- Pathology – The Circulatory, Lymphatic, Immune & Respiratory systems
- Aromatherapy Ethics & Memberships
- Special Topics - Introduction to Reflexology
- Aromatherapy Assignment and Case Study Work

NZQA Level 6

Local Course Approved

Option	Start Date	End Date	Day of the Week	Time
Full Time	29 th June 2011	2 nd Sept 2011	Wed, Thurs & Friday	9.00am–4pm Class Full
Full Time	27 th June 2012	31 st Aug 2012	Wed, Thurs & Friday	9.00am–4pm

Please refer to the Diploma in Aromatherapy Enrolment brochure for further information and breakdown of fees.

Diploma in Aromatherapy – Stage 4

This is the final stage of training which qualifies you to sit your International Diploma of Aromatherapy examinations. Students learn how to make Aromatherapy products, such as lip balms, creams, waxes and lotions, with recipes given, and ideas to make your own. Emphasis is placed on creating your own business, work place experience and preparing for your professional practice. Some students are employed immediately after training, as there is stakeholder demand for qualified Aromatherapy/Massage practitioners.

Stage 4 consists of:-

- Pure Essential Oils: Identifying 20 different varieties & variations
- Carrier Base Oils: Identifying 5 different varieties
- Aromatherapy Massage – Fine tuning everything, preparing for exams
- Holistic Massage - Fine tuning everything, preparing for exams
- The Art of blending – Skincare – Making Aromatherapy skincare products
- Chemistry review
- Anatomy and Physiology – Mini Exams
- Aromatherapy & Pathology – The Digestive, Liver and the Urinary Systems
- Business & Time Management & Professional Practice
- Special topics - Aromatherapy for the Elderly & Wound Care
 - Aromatherapy and First Aid
 - Nutrition
- Aromatherapy assignment and Case study work

NZQA Level 6,

Local Course Approved

Option	Start Date	End Date	Day of the Week	Time
Full Time	7 th Sep 2011	11 th Nov 2011	Wed, Thurs & Friday	9.00 am – 4 pm Class Full
Full Time	5 th Sep 2012	9 th Nov 2012	Wed, Thurs & Friday	9.00am – 4pm

Please refer to the Diploma in Aromatherapy Enrolment brochure for further information and breakdown of fees.

How to staircase into the Diploma in Aromatherapy

The Aromascience course structure has been based on the same information as the NZQA, ITEC & IFPA Diploma in Aromatherapy.

The only difference is that advance massage techniques are not taught, nor is the Anatomy & Physiology in the Aromascience correspondence course. The Chemistry component is the same as the Diploma in Aromatherapy, and is the Rosemary Caddy Chemistry, (UK). Aromaflex has bought the rights to use this information, and it is the most current up to date, student friendly chemistry that you will ever find.

Requirements for undertaking the Diploma in Aromatherapy

- Study and complete the Aromascience correspondence course.
- Study and complete the Anatomy & Physiology correspondence course.
- Enrol on the Holistic Massage course, and come to Nelson for 2 weeks over a 1 year or 2 year period and complete the workbook and in class hours.
- Complete and Pass ITEC exams in Diploma of Holistic Massage

Structure of the qualification

- Certificate in Aromascience
- Certificate in Anatomy & Physiology
- Diploma in Holistic Massage

Delivery of the qualification

The Aromascience and Anatomy & Physiology can be studied full time concurrently over 1 year.

The Diploma in Holistic Massage can be concurrently studied at the same time in the same year, or the following year.

There are workbooks and case studies to complete.

Registration

For further information contact the Academy directly, or visit the website www.aromaflex.co.nz and look under the academy section for training.

Student Loans and cost of living allowance are available for the Certificate in Aromascience and the Certificate in Anatomy & Physiology when these two courses are concurrently studied.

Certificate in Aromascience

Aims and objectives:

The main aim of the NZQA Level 4 Aromascience Certificate is to enable candidates to provide knowledge and application of aromatherapy oils and products for the purpose of relaxation and stress release by treating the whole person.

It also aims:

- To provide skills at Level 4 in the NZ Qualification Authority for those interested in the Complementary Therapy/Care industry.
- To provide opportunities for staff in the Complementary Therapy/Care industry to gain a Level 4 qualification.
- To qualify candidates as Aromatologists at Level 4 in the Complementary/Care industry
- To sustain the interest of candidates wanting to work in the Complementary Therapy industry
- To encourage knowledge and understanding for the Complementary Therapy/Care industry at Level 4
- To provide opportunities for candidates to focus on the development of the major Key skills and the wider Key skills in a Therapy context such as communicating with clients, working with others and problem solving.
- To provide opportunities for candidates to develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in employment as Aromatologists, (the study of Aromatherapy without massage).

Requirements for undertaking this qualification:

It is recommended that Candidates have a good level of English.

Guided Learning Hours:

It is recommended that you attend at least one Introduction to Aromatherapy workshop during your study of the Aromascience course, (this cost is included in your fees).

If you have already done something similar, please provide evidence of this.

Structure of the qualification:

The Certificate in Aromascience course is a distance learning programme, made up of four stages.

- **Stage 1:** Comprises Introduction to Aromatherapy and Stage 1 Aromatherapy – this covers 30 essential oils and 10 carrier oils, Methods of

Production, Extraction & Safety, the Olfaction Process & how oils are absorbed into the body, the History of Aromatherapy, The Art of Blending, Recipes, Application Methods, etc.

- **Stage 2:** 20 Essential Oils and 10 Carrier oils, Chemistry of essential oils and how this relates to their use and properties, The Art of Blending, Recipes, Application Methods, etc.
- **Stage 3:** 20 Essential Oils and 10 Carrier oils. Research component – conducting research for a journal article, The Art of Blending, Recipes, Application Methods, Aromatherapy for pregnancy and woman's needs, etc.
- **Stage 4:** 20 Essential Oils and 10 Carrier oils, The Art of Blending, Recipes, Application Methods, Aromatherapy cosmetics/lip balms/face creams, etc.
- Workbooks and Case study work to be completed.

Learning time: 756 hours

NZQA Level 4

We believe that this is one of the most comprehensive distance learning Aromatherapy programme currently available in the world.

**** You can start this course at any time, the first date of study is when you pay your fees and enrolment is complete.***

Please refer to the Aromascience Enrolment brochure for further information and breakdown of fees.

ITEC Diploma in Holistic Massage

UK Accreditation: QCA 100/2404/9 Level 3.

Description

The foundation course for complementary therapy. The course provides students with a thorough understanding of anatomy and physiology of the body so that they have a complete knowledge structure and functions of each area on which they are working. The course includes holistic massage incorporating the classical movements treating the whole body. This can be an option to staircase into the Diploma in Aromatherapy.

Structure of the Qualification:

Unit 1 Anatomy & Physiology (students need to study the A&P course concurrently or have this as a pre requisite).

Unit 2.1 Holistic Massage Theory

Unit 2.2 Holistic Massage Practical

Unit 22 Professional Conduct & Business Awareness

Assessment

- a. The examinations for all units will be conducted by ITEC.
- b. Case Studies: Case studies must be completed under the supervision of a tutor or in the student's own time and the tutor will assess each case study throughout the delivery of the unit to ensure that the level of knowledge and competence required by ITEC is achieved. The External ITEC Examiner will verify the results of each of the case studies.

<i>Start Date</i>	<i>End Date</i>	<i>Day(s) of Week</i>	<i>Time</i>
1 st February 2011	11 th February 2011	Week 1 Tues – Sat Week 2 Mon - Fri	9am – 5pm
10 March 2011	26 May 2011	Thurs Nights Part 1	5pm-9pm
4 th August 2011	6 th October 2011	Thurs Nights Part 2	5pm -9pm
25 th July 2011	29 th July 2011	Mon – Fri incl. Week 1	9am – 5pm
17 th October 2011	21 st October 2011	Mon – Fri incl. Week 2	9am – 5pm

***Please Note - Student Loan does not apply**

Please refer to the Holistic Massage enrolment brochure for further information and breakdown of fees.

ITEC Diploma in Sports Massage

Rationale for ITEC Level 3 Diploma in Sports Massage

Aims & Objectives

The ITEC Level 3 Diploma in Sports Massage has a pre-requisite of the ITEC Level 3 Holistic Massage Diploma. It is then comprised of ITEC Unit 27 Sports Massage. There are 3 elements– theory, practical and case studies. The main aim of the ITEC Level 3 Diploma in Sports Massage is to enable candidates to provide treatments for sports injuries and help improve athlete’s performance through pre and post event massage.

The candidate will study the theory of all treatments as well as additional anatomy in particular the origin and insertion of muscles. The underpinning knowledge and skills required to successfully perform a Sports Massage treatment are also required.

Case studies are also required to be completed for this award. The case studies form the internal assessment and should be assessed throughout the training by the tutor using the ITEC Case Study Guidance sheet. The case studies are then verified by an ITEC Examiner at the end of the course during the visit for invigilating the practical examination. The case studies ensure that a variety of clients must be consulted and treated in all the above areas and the outcomes of the treatments must be documented in order to gain experience of working with a variety of clients and conditions whilst candidates are still under supervision. Detailed rationales for the type of Sports Massage treatment and outcomes must be shown, as well as after care.

This award qualifies graduates to operate their own clinic or home visiting practice. Graduates can also gain employment in Health Club, Health Farms, Spas and Liners. Professional indemnity and public liability insurance can be obtained via ITEC Professionals and other Industry Associations who recognise the ITEC Diploma.

<i>Start Date</i>	<i>End Date</i>	<i>Day(s) of Week</i>	<i>Time</i>
7 th March 2011	10 th May 2011	Monday & Tuesday (10 weeks total)	9am – 4pm

Please Note - Student Loan does not apply

Please refer to the Sports Massage enrolment brochure for further information and breakdown of fees.

Certificate in Anatomy and Physiology Correspondence Course

Aims and objectives:

The Anatomy & Physiology award is the ‘foundation’ upon which all other Complementary, Beauty and Sports Therapy awards are based.

It is comprised of 12 units encompassing all systems of the body.

It is essential for therapists to have a sound understanding of anatomy and physiology, as they will be working in direct contact with the body structures.

It is also vital that they have a comprehensive knowledge of diseases and disorders of the human body so that they are aware of when and when not to treat a client, and only operate within certain parameters.

The units are mandatory and should be taught concurrently to be examined concurrently:

Unit 1: The Chemistry of Life & Pathology

Unit 2: The Cells, Tissues and the Skin

Unit 3: The Skeletal System

Unit 4: The Muscular System

Unit 5: The Nervous System

Unit 6: The Human Senses

Unit 7: The Endocrine System

Unit 8: The Circulatory System

Unit 9: The Lymphatic and Immune System

Unit 10: The Respiratory System

Unit 11: The Digestive System

Unit 12: The Urinary & Reproductive Systems

The examination is as follows:

- A 3 hour written exam theory paper comprising of around 40 questions on all aspects of the syllabus testing across all units and therefore all systems. This exam can be either taken at Aromaflex Academy, or you can sit the exam anywhere in or out of NZ, as long as Aromaflex Academy has evidence and confirmation that the exam is held under the correct conditions, (see the Anatomy & Physiology enrolment brochure for further details).
- The ITEC exam is a 1 hour multiple choice theory paper comprising of 50 questions on all aspects of the syllabus testing across all units and therefore all systems.

The Qualification Aims:

- To provide skills at Level 4 New Zealand National Qualifications Authority Framework for those interested in the Aromatherapy, Beauty, Complementary and Sports Therapy industry.
- The Anatomy & Physiology syllabus is based on Core Health, NZQA unit standards. It can also be cross-credited for 1st year at Massey to enter other health modality based training courses.
- The syllabus is based on the International Federation of Professional Aromatherapists (UK), and is an independent stand alone International qualification. This is the only Anatomy & Physiology course of its kind in Australasia.
- To provide skills at Level 3 in the National Qualification Framework in Great Britain, (ITEC), (UK).
- To encourage knowledge and understanding for the Complementary, Beauty or Sports Therapy industry at Level 4 (NZ), Level 3 (UK).

The qualification is suitable for:

Any adult returnee with a good basic general education, returning to education with a desire to work as an Aromatherapist, Reflexologist, Massage Therapist for which the A&P award is a pre-requisite.

Anyone already working as a nurse or carer who may wish to become a complementary therapist as the A&P is a pre-requisite qualification to many other awards.

You can start your study at any time. The date of payment is considered the first start date.

Learning time: 520 hours.

NZQA Level 4

Please refer to the Anatomy & Physiology Enrolment brochure for further information and breakdown of fees.

Aromatherapy and the Chakras – 1 Day Workshop

What are the Chakras? How can Aromatherapy balance them? This course will give you an understanding into how the Chakra system relates to our subtle and gross anatomy. It will show you how essential oils can strengthen and enhance our Chakra system to bring about balance and wellbeing to our bodies in a unique way.

You will be shown how to dowse the Chakras, choose the correct essential oils and a method of application. Experienced tutors share their knowledge to show effective healing methods used for great results.

Fee: \$60.00. This includes a Certificate of Attendance.

<i>Date</i>	<i>No of Days</i>	<i>Day of the Week</i>	<i>Time</i>
1 st March 2011	1	Tuesday	10am – 2pm
21 st June 2011	1	Tuesday	10am – 2pm
13 th Sept 2011	1	Tuesday	10am – 2pm

Aromatherapy for Pregnancy, Labour and Infants **1 Day Workshop**

This course will teach you how to use Essential Oils to help yourself and your baby. You will gain an understanding into the effectiveness of essential oils and how their use applies to pregnancy, childbirth/labour, newborn infants and post-natal care. Documented research of the effectiveness and Aromatherapy and Infant/Mother care is an inspiring way of keeping well and healthy for the birth of your baby.

Fee: \$60.00. This includes a Certificate of Attendance

<i>Date</i>	<i>No of Days</i>	<i>Day of the Week</i>	<i>Time</i>
24 th May 2011	1	Tuesday	10.00am – 2.00pm
20 th Sept 2011	1	Tuesday	10.00am – 2.00pm

Diploma in Reflexology Course

Aims and objectives

The NZQA Level 5 Diploma in Reflexology comprises of Level 3 ITEC units:

- Anatomy & Physiology , Reflexology, Professional Conduct and Business Awareness

The main aim of the NZQA Level 5, ITEC Level 3 Diploma in Reflexology is to enable candidates to provide treatments for the purpose of relaxation and stress release by treating the Reflex areas in the feet, hands and ears. It also aims:

- To provide skills at NZQA Level 5 and ITEC Level 3 in the National Qualification Framework for those interested in the Complementary Therapy/Care industry.
- To provide opportunities for staff in the Complementary Therapy/Care industry to gain a Level 5 qualification.
- To sustain the interest of candidates wanting to work in the Complementary Therapy industry
- To provide opportunities for candidates to focus on the development of the major Key skills and the wider Key skills in a Therapy context such as communicating with clients, working with others and problem solving
- To provide opportunities for candidates to develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in employment as Reflexologists.

Structure of the qualification

- Anatomy & Physiology
- Reflexology Theory
- Reflexology Practical
- Professional Conduct & Business Awareness

Delivery of the qualification

- Attend 1 weekend introduction workshop (or provide evidence of RPL)
- 3 full time weeks of study in Nelson; ie: 1 week of Advance, 1 week of Cert of Clinical, and 1 week of Diploma in Reflexology.
- Theory, practical and case studies are taught together to ensure the underpinning knowledge is being delivered at the same time as the practical skills. This will help to ensure that candidates understand the structures they are working towards as a result of combining delivery with the practical application of treatments.

Please refer to the Reflexology Enrolment brochure for further information and breakdown of fees.

3 weeks Intensive Training in Nelson Mon – Sat 9am – 6pm

Introduction to Reflexology Course

This is a comprehensive course for anyone wanting to find out about Reflexology, studying the reflexes in the feet, what they mean and how they work. Students are taught how to perform a Reflexology treatment effectively on family and friends. Whether you know nothing at all or a little bit, you are sure to learn a great deal from this course.

There is lots of ‘hands on’ practice and you get some pampering yourself! You may choose to stop here or use this course as the first step towards getting your Diploma in Reflexology.

The course consists of:-

- The history of Reflexology
- What is Reflexology
- How does it work and what do you feel
- Foot Massage and relaxation techniques
- Reflex areas on the feet – the identification of major reflexes
- Contra-indications for Reflexology
- Advice following a treatment
- Charts for record keeping
- Assignment and case studies

A Certificate is given upon all course criteria being met.

NZQA Level 4

Hours: 16

<i>Start Date</i>	<i>End Date</i>	<i>No of Days</i>	<i>Day of the week</i>	<i>Time</i>
12 th Feb 2011	13 th Feb 2011	2	Sat & Sun	9.00am-5pm
9 th April 2011	10 th April 2011	2	Sat & Sun	9.00am-5pm
16 th July 2011	17 th July 2011	2	Sat & Sun	9.00am-5pm
29 th Oct 2011	30 th Oct 2011	2	Sat & Sun	9.00am-5pm

Advanced Reflexology Course

This course is for people who wish to take Reflexology to the next level. It consists of a deeper study of Reflexology with part of each day consisting of theory and the other part practical techniques. Each foot is like a map of the body and by learning to read this map through Reflexology we are able to promote good health and balance in the body. This ancient healing technique comes from the same family as acupuncture and acupressure and you will be amazed at just how easy it is to do.

The course consists of:-

- Reflexology Body Feet Placement – Looking at the Reflexes on the feet and the body correspondence
- Practical Reflexology Skills – Traditional Techniques based on Eunice Ingham
- Reflex Zone Therapy
- Client Management – Client Charts & Clinical Practice
- What Other Stories the Feet can tell – A deeper look into the feet
- Anatomy and Physiology
- Assignment and Case studies

A Certificate is given upon all course criteria being met.

NZQA Level 4

Hours: 400

<i>Start Date</i>	<i>End Date</i>	<i>Day(s) of the Week</i>	<i>Time</i>
14th Feb 2011	19 th Feb 2011	Mon – Sat Inclusive	9am–6pm <i>Class Full</i>
18 th July 2011	23 rd July 2011	Mon – Sat Inclusive	9am–6pm
13th Feb 2012	18th Feb 2012	Mon – Sat Inclusive	9am–6pm
2 nd July 2012	6 th July 2012	Mon – Sat Inclusive	9am–6pm

Please refer to the Diploma in Reflexology enrolment brochure for further information and breakdown of fees.

Certificate in Clinical Reflexology Course

This level of training leads to a Certificate in Clinical Reflexology. On this course we learn about the hands and what they reveal. This is an interesting extension from the feet, and provides another way of client/practitioner benefit. Clients are able to self treat after the Reflexology treatment itself.

The course consists of:-

- More Reflexology practice on the Feet
- Reflexology of the Hands
- Practical Reflexology Skills – Review Reflexology Foot treatment
- PNF – Pro-prio-ceptive, neuro-muscular facilitation
- Client Management – Client Charts & Clinical Practice
- Ethics, Insurance and Professional Memberships
- Business Management & Marketing – Part 1
- Anatomy and Physiology
- Workbook, Research Topic and Case study work

A Certificate is given upon all course criteria being met.

NZQA Level 4

Hours: 400

<i>Start Date</i>	<i>End Date</i>	<i>Day(s) of Week</i>	<i>Time</i>
16 th May 2011	21 st May 2011	Mon – Sat Inclusive	9am - 6pm <i>Class Full</i>
10 th Oct 2011	15 th Oct 2011	Mon – Sat Inclusive	9am - 6pm
14th May 2012	19th May 2012	Mon – Sat Inclusive	9am - 6pm
12th Nov 2012	17 th Nov 2012	Mon – Sat Inclusive	9am–6pm

Please refer to the Diploma in Reflexology enrolment brochure for further information and breakdown of fees.

Diploma in Reflexology Course

This is the final stage of training which qualifies you to sit your International Diploma of Reflexology examinations
The ears are the new subject in this module. Learn how to apply reflexology to the ears. There are also some further techniques to build upon the foot Reflexology methods. The meridians are also taught and explored.

The course consists of:-

- Refinement of sensitivity through touch and intuitiveness
- Refinement of Reflexes (the Max technique)
- Looking at the Ears/ Auricular Therapy
- Supervised Clinical Experience/Prep Mock Practical Exam
- Comprehensive Knowledge of the Charts
- Meridian lines – Advanced Assessment Techniques
- Business Management and Professional Practice
- Anatomy and Physiology
- Workbook and Case studies

NZQA Level 5

Hours: 400

<i>Start Date</i>	<i>End Date</i>	<i>Day(s) of Week</i>	<i>Time</i>
15 th August 2011	20 th August 2011	Mon – Sat Inclusive	9am – 6pm
5 th March 2012	10 th March 2012	Mon – Sat Inclusive	9am – 6pm
13 th August 2012	18 th August 2012	Mon – Sat Inclusive	9am–6pm

Please refer to the Diploma in Reflexology enrolment brochure for further information and breakdown of fees.

WITHDRAWALS, REFUNDS AND STUDENT FEE INDEMNIFICATION POLICY

The New Zealand Qualifications Authority (NZQA) recognizes that students studying at private training establishments (PTEs) do not have the financial backing of Government that exists with publicly owned tertiary institutions.

Because of this, NZQA has set two requirements within its Quality Assurance Standard for PTEs (QA Standard One) that relate specifically to the protection of student fees. The requirements are contained in element 1.2.1 of QA Standard One and reads as follows:

1. Operating trust accounts that comply with s236A of the Education Act 1989

This requirement protects the student when they choose to withdraw from the course or PTE within the timeframe set by the Act.

Under s236A of the Act, students enrolling in courses of three or more months are entitled to a refund:

- If they withdraw at any time up to the end of the seventh day after the first day of the course at which their attendance on the course is required;
- Equal to the full amount paid, less 10% of those payments or \$500, whichever is lesser.

Private training establishments (PTEs) must without delay place fees paid for courses of three months or more into an independent trust account.

These payments, whether described as fees or otherwise, may only be released to the establishment after the eighth day that students are required to be in attendance on the particular course.

2. Having arrangements to indemnify student fees or evidence of exemption NZQA requires that a PTE has arranged the protection of student fees in the event of insolvency, regulatory closure or withdrawal of accreditation-that is, in circumstances beyond the student control-or has an exemption from the requirement. The arrangement (or exemption) put in place by the provider must be approved by NZQA. Any changes to the arrangement or circumstances under which the exemption was granted must be reported to NZQA.

CODE OF PRACTICE FOR THE PASTORIAL CARE OF INTERNATIONAL STUDENTS

Aromaflex Academy has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Ministry of Education. Copies of the Code are available on request from this institution or from the NZ Ministry of Education, Wellington. You can get copies of the code on www.minedu.govt.nz/goto/international

STUDENT VISAS/IMMIGRATION:

Full details of visa and permit requirements are found on the website, www.immigration.govt.nz

HEALTH & TRAVEL INSURANCE:

Most students are not entitled to publicly funded health services while in NZ unless they are:

- * A resident or citizen of Australia
- * A national of the United Kingdom in NZ: or
- * The holder of a temporary permit that is valid for 2 years or more

INTERNATIONAL STUDENT INSURANCE

It is an audited requirement that all international students hold a comprehensive insurance cover before they set out to study in New Zealand.

It is recommended that Southern Cross Healthcare be used by students attending Aromaflex.

Further details will be sent with the enrolment package.

More information is found in the International Student Guidelines and Information to study in NZ brochure.

REQUEST FOR RECOGNITION OF PRIOR LEARNING

Name:

Address:

Telephone No:

Name of Programme or Course for which RPL is requested:

Please attach certified copies of previous qualifications together with a copy of the full syllabus/curriculum in English, and the RPL fee of \$50.

What part of your programme/module are you seeking RPL for?	Full or part credit sought?	How have you proven or demonstrated this prior learning?

What was the school you attended: _____

How many years did you study: _____

Do you know your NSN Number? If so, please give: _____

RPL forms are to cross credit a qualification you may have towards the qualification that you study here.

AROMAFLEX ACADEMY



DEVELOPMENT HOUSE, 1ST FLOOR, 280-282 TRAFALGAR STREET, NELSON, NEW ZEALAND

Course Application Form (to be sent back to Academy)

Please supply an Enrolment Brochure for the following course:

Name: _____

Address: _____

Telephone Number: _____

Email: _____

Signature: _____

To secure a placement in a workshop, please include a 20% deposit of the course fees with your enrolment. The balance must be paid two weeks prior to starting. All courses must be paid in full before attending class.

Please note that the information printed in this prospectus is accurate at the time of printing but is subject to change.