

ALABAMA MASSAGE THERAPY LICENSING BOARD

Massage Therapy New Program Application

Name of Massage Therapy Program and/or Educational Institution	
Massage Therapy Establishment License, if applicable	
Establishment's Ownership, if applicable	
Approval to Operate an Educational Institution	
Address of Proposed Massage Therapy Program	
Description of the Physical Facilities to be Utilized in Proposed Massage Therapy Program including: <ul style="list-style-type: none"> • Classroom space • Skills lab • Student areas such as lounge, study areas, etc. • Computer lab • Instructor/clerical office/workspace • Learning Resource Center/Library • Areas for supervised student clinical learning experiences 	
Type of Certificate/Diploma/Degree to Be Awarded	
Name of Individual Responsible for Massage Therapy Program	
License Number of Individual Responsible for Massage Therapy Program	
Contact Information (Telephone Number and Email Address) for Individual Responsible for Massage Therapy Program	
Date of submission of application	
Proposed Opening Date	

Administrative Code Chapter 532-X-5-.06 Criteria	Examples of Evidence
<p>To be approved by the Board a massage therapy school located in the State of Alabama must apply directly to the Alabama Massage Therapy Licensing Board for approval, and shall meet all of the following requirements for approval:</p>	
<p>(a) Submit a completed application for approval of the Board, with the registration fee, and include the following information:</p>	<ul style="list-style-type: none"> • Completed Application • Registration Fee
<p>(b) Sample transcript and diploma.</p>	<ul style="list-style-type: none"> • Sample Transcript • Sample Diploma
<p>(c) Provide documentation of a curriculum plan, catalog, or other course description that includes a minimum number of required hours of instruction in the subjects required by the Board as delineated in this chapter.</p>	<ul style="list-style-type: none"> • Catalog • Curriculum Plan • Syllabi • Course Descriptions • Course Materials (handbooks, guidelines, etc.) • Verification on the chart attached of required curriculum components as delineated in this chapter: <ul style="list-style-type: none"> ○ Minimum of 650 hours of instruction which shall consist of all of the following: <ul style="list-style-type: none"> ✓ 100 hours of anatomy and physiology, including: ✓ 35 hours of myology, ✓ 15 hours of osteology, ✓ 10 hours of circulatory system, ✓ 10 hours of nervous system, ✓ 30 hours addressing other body systems at the discretion of the massage therapy school. ○ 250 hours of basic massage therapy the contradistinctions of massage therapy, and related touch therapy modalities, including a minimum of 50 hours of supervised massage. ○ 50 hours of business, hydrotherapy, first aid, cardiopulmonary resuscitation, professional ethics, and state massage therapy laws. ○ 250 hours of electives as determined by the massage therapy school.

Administrative Code Chapter 532-X-5-.06 Criteria	Examples of Evidence
(d) Proof of coverage of the required to carry professional and general liability insurance with an "A" rated or better insurance carrier for at least one million dollars (\$1,000,000).	<ul style="list-style-type: none"> • Proof of professional and general liability insurance as delineated within the chapter.
(e) A list of instructors and credentials.	<ul style="list-style-type: none"> • Job descriptions for massage therapy instructors: <ul style="list-style-type: none"> ○ Licensed as an Alabama massage therapist with a current unencumbered license. ○ Registered as a massage therapy instructor. ○ Academically and experientially qualified: <ul style="list-style-type: none"> ✓ At least 3 years of experience in the field of massage. ✓ Professional development. • List of current massage therapy instructors. • Credentials for massage therapy instructors: <ul style="list-style-type: none"> ○ Curriculum vitae. ○ Instructor Qualification Form (attached). • Proposed total number of massage therapy instructors to be employed. • Proposed instructor-to-student ratio for classroom, lab, and clinical.

Please email the completed application with all necessary documentation to Massage.Therapy.Schools@amtlb.alabama.gov. After application submission, further instructions will be provided.