



POLICIES AND PROCEDURES FOR EVALUATION OF OUT-OF-STATE EDUCATION

The California Massage Therapy Council ("CAMTC") hereby adopts the following policies and procedures for the evaluation of out-of-state education, pursuant to California Business and Professions Code sections 4600 et. seq. (hereinafter the "Massage Therapy Act").

In order for CAMTC to accept massage education from an out-of-state school, it must meet the requirements in the Massage Therapy Act. Business and Professions Code section 4601(a) provides:

"Approved school" or "approved massage school" means a school approved by the council that meets minimum standards for training and curriculum in massage and related subjects, that meets any of the following requirements, and that has not been otherwise unapproved by the council:...(5) *Is a school requiring equal or greater training than what is required pursuant to this chapter and is recognized by the corresponding agency in another state or accredited by an agency recognized by the United States Department of Education.* (Emphasis added.)

Business and Professions Code section 4604(a)(6) also provides:

If an applicant has received education at a school that is not approved by the council, the council shall have the discretion to give credit for *comparable academic work* completed by an applicant in a program outside of California. (Emphasis added.)

This means that in order for CAMTC to accept education from an out-of-state school:

- The school must be recognized by a corresponding agency in another state (a state's massage board, overseer of private postsecondary education, or department of education) or accredited by an agency recognized by the U.S. Dept. of Education; AND
- The school must require equal or greater training than what is required for certification; AND

- The education provided must be comparable academic work (meaning it is the same as or greater than education provided by a CAMTC Approved School).

If a school is not recognized by a corresponding agency in another state or accredited by an agency recognized by the U.S. Dept. of Education, then CAMTC cannot accept the education for certification purposes. If the school does not require equal or greater training than what is required for CAMTC Certification, then CAMTC cannot accept the education for certification purposes. If the academic work is not comparable to education received at a CAMTC Approved School, then CAMTC cannot accept the education for certification purposes. Applicants who submit education from these schools will be notified by email or in writing that the education cannot be used for certification.

Out-of-state education completed at a school that is recognized by a corresponding agency in another state or accredited by an agency recognized by the U.S. Dept. of Education will be considered on a case-by-case basis to determine whether the school provides equal or greater training than what is required for certification and whether it is comparable academic work, unless the school has been determined in accordance with these procedures to be a school that does not provide comparable academic work.

PROCEDURES FOR OUT-OF-STATE SCHOOLS THAT DO NOT PROVIDE COMPARABLE ACADEMIC WORK

1. CAMTC may determine, in its sole discretion, that overall, a specific out-of-state school does not provide comparable academic work. In this case, CAMTC will not accept any education completed at the school. If this determination is made, transcripts will not be considered on a case-by-case basis and, instead, applicants will be informed that CAMTC cannot accept any education completed at the school.

2. CAMTC may decide that an out-of-state school does not provide comparable academic work for any of the reasons listed in CAMTC's Policies and Procedures for Approval of Schools, section 6. Previous acceptance of education from a school does not prejudice a later decision that the school does not provide comparable academic work. CAMTC will notify the school, in writing, of its decision that the school does not provide comparable academic work, the reasons for that decision, and that CAMTC cannot accept any education completed at the school. A school may challenge the decision that it does not provide comparable academic work by complying with the following procedures:

- a. Notify CAMTC, in writing, within 30 days of the date that the letter to the school was sent, that it has decided to challenge the decision that the school does not provide comparable academic work and whether or not it is requesting the opportunity to make an oral statement before CAMTC's Board of not more than 20 minutes.

b. Provide to CAMTC, within 30 days of the date that the letter was sent to the school notifying it that the school does not provide comparable academic work, all documents, written statements, and any other evidence or materials it would like the Board consider.

1. If an oral statement before the Board is timely requested, the school will have the opportunity to make a no longer than 20-minute statement.

2. If no oral statement is timely requested, the Board will consider the challenge on the documents, evidence, and written materials timely submitted.

3. The school will be notified, in writing, within 90 days after the Board renders its decision, of the final outcome of the challenge to the designation of the school as an out-of-state school that does not provide comparable academic work. The decision of the Board shall be final.

c. If the school fails to timely notify CAMTC in writing of its challenge to the designation of the school as one that does not provide comparable academic work, CAMTC's decision will stand.

d. Schools designated as out-of-state schools that do not provide comparable academic work will be listed on CAMTC's website as such, and CAMTC will not accept education from these schools for certification purposes.