



20822 Cactus Loop, San Antonio, TX 78258 (210) 497-5529 • Fax (210) 497-8532 • www.HealingTouchProgram.com

HTP Student Transfer Policy

For students wishing to transfer to HTP after taking an HTI class

Healing Touch Program and our instructors want to encourage and support Healing Touch students who wish to continue progressing through the Healing Touch coursework.

Please note: **All Healing Touch classes prior to April 2008 are Healing Touch Program classes.**

Many students who have taken a class through HTI now wish to continue with Healing Touch Program. Because Healing Touch Program does not know how the HTI classes are being taught or what teaching materials are being used, we need to insure that each student has the knowledge they need to successfully move on in the program. Students who now wish to continue their Healing Touch education Healing Touch Program can do so within certain parameters as explained below. Due to Healing Touch Program's movement toward national accreditation, the possibility of transferring classes is both time-limited and course limited.

We hope that this will answer your questions and allow you to easily continue your Healing Touch studies through Healing Touch Program (HTP).

Transfer Students –

To the extent that HTP can do so within our standards for quality assurance and compliance with national accreditation requirements, we want to create win-win solutions to help these students move ahead with HTP.

Through **July 31, 2010**, students desiring to transfer into the HTP after taking Levels 1-4 through an HTI instructor may do so through the transfer policy listed below. Any student who completed Level 5 with HTI will need to complete the process through a designated instructor from HTP and will be required to meet additional requirements which correspond to the requirements of HTP Level 5 graduates.

Beginning **August 1, 2010**, transfer will only be considered on a case-by-case basis in order to maintain the high standards required for national accreditation with the National Organization for Competency Assurance (NOCA). The only classes that may be considered for transfer will be Level 1, 2 or 3. Level 4 and 5 are not eligible for transfer after August 1, 2010.

The following guidelines apply to students who have taken a class affiliated with HTI after April 1, 2008. All classes prior to that time are considered HTP standardized classes and students must have HTP certificates for these classes.

Students who wish to complete Healing Touch coursework with HTP may opt to switch from HTI sponsored classes only once. For example, they may not later take an affiliated HTI class then another class with HTP.

Through July 31, 2010, there are **two ways to accomplish a transfer:**

Option 1 - Re-take the class from a Healing Touch Program Certified Instructor (HTCP/I).

Option 2 - Work with a Healing Touch Program instructor who teaches the appropriate class level for each class that was completed through HTI.

It is the student's responsibility to contact a Healing Touch Program Certified Instructor and arrange for them for assistance in this process. Payment for the Instructor's time needs to be arranged between the student and the instructor and is usually based on the amount of time the instructor will have to devote to the process.

The HTP instructor will use a checklist appropriate for the class level, provide her/his signature confirming that the student has the sufficient knowledge base to move forward to the next class level, and send the signed checklist to the HTP office. Once the office receives the HTP checklist, the student may register for the next class level. If the student has taken more than one class with HTI (example: Levels 1, 2 and 3), this process must be completed for each level.

The student will purchase the appropriate class notebook(s) as part of the transfer agreement. The instructor will determine if the student is able to receive transfer status at the time of their meeting or if the student needs to study the HTP notebook first, so that the instructor can be assured of student competency. It is important that the student be fully prepared for her/his next class level in HTP by being familiar with the course content through the official curricular notebooks. Transfer students may purchase the appropriate notebook through the HTP office at wholesale pricing.

The student will submit a check for \$15 certificate fee per class level written out to HTP.

Upon receipt of this signed checklist from the instructor and the certificate fee, HTP will issue a certificate of class completion for the appropriate level and send to the instructor who approved the transfer for signature.

Steps to Transfer (*option expires July 31st, 2010*)

1. Review the following required knowledge base for each class below
2. Arrange for an interview with an HTP certified instructor. (Please note that instructors may require compensation for their time and you should discuss this with them.)
3. Purchase the appropriate level notebook and review.
4. Based on the interview, the instructor will either ask for other information, recommend further study, or complete the required class checklist and forward it to the HTP office (ex: A Level 3 class taken with HTI must have a checklist completed and signed by a Level 3 HTP Instructor - HTCP/I.)
5. There is a \$15.00 certificate fee. Once the class checklist has been sent, the student needs to pay a \$15.00 (per class) certificate fee to HTP.
 - a. Payment can be made through the HTP office
 - b. Give the instructor a check for this amount, made out to HTP, and ask them to include with the checklist

- c. Send:
 - Completed, signed check list
 - A copy of the original class certificate from HTI
 - \$15 check (with a note as to what the check is for transfer student)
- d. Mail to: Healing Touch Program, 20822 Cactus Loop, San Antonio, TX 78258
- 6. The student may register for the next level of Healing Touch Program class once your paperwork has been sent.
- 7. The HTP office will mail the certificate to the Instructor who completed the checklist for signature, who will in turn mail it to the student
- 8. Please allow at least four weeks from receipt of paperwork for your certificate to arrive.

We hope that this process will welcome and support all students that are wishing to continue their education with Janet's original standardized Healing Touch Program.

The following are the areas of knowledge and techniques for each level that the instructor will be reviewing with you during your interview process.

Level 1:

- Student has learned and can demonstrate a knowledge base in the following Healing Touch Program Level 1 techniques:
 - Magnetic Passes
 - Magnetic Clearing
 - Chakra Connection (3 versions)
 - Ultra Sound
 - Laser
 - Pain Drain
 - Pain Ridge
 - Seal a Wound
 - Chakra Spread
 - Mind Clearing (optional)
 - Scudder Headache techniques (optional)
- Student has knowledge of the human energy system relationship to physical, emotional, mental and spiritual health.
- Student understands the energy principles basic to Healing Touch.
- Student understands the seven steps of the Basic Healing Touch Sequence.
- Student understands how to assess the energy field and energy centers.
- Student has purchased Level 1 Notebook and is familiar with content
- Student understands expected ethical conduct and standards of practice within Healing Touch.

Level 2:

- Student has learned and can demonstrate a knowledge base in the following Healing Touch Program Level 2 techniques:
 - Spiral Meditation Spiral Meditation on self
 - Back Tech: Opening Spinal Energy Flow Back Tech: Vertebral Spiral Opening
 - Back Tech: Hopi Back Technique Mind Clearing (original and modified)
- Student can share the reason for and basics of client interviewing and documentation.

- Student can demonstrate they understand how to do a one-hour sequence for specific client health issue(s).
- Student is able to document an Intake Interview and a HT session.
- Student is able to demonstrate knowledge of back and neck techniques.
- Student can discuss the sequence and value of the Energetic Chakra Connection Interview (also known as the Trauma Interview).
- Student is able to describe methods of addressing client health challenges.
- Students are able to describe the application of the Healing Touch Statement of Scope of Practice and Code of Ethics within a Healing Touch session.

Level 3:

- Student understands the need for continued personal and spiritual development of the Healing Touch student/practitioner, including self-care.
- Student has a working knowledge of the Hara Alignment Meditation as the practitioner, including raising one's vibrational frequency through spinning of one's chakras and Expansion of the Core Star.
- Student has experienced HT treatments from three roles: practitioner, client and observer/coach.
- Student can demonstrate a full healing sequence, using Chelation, Spinal Cleansing, additional deep cleansing techniques and working with the 5th, 6th, and 7th levels of the auric body.
- Student can describe the practice of Etheric Template Clearing and Lymphatic Drain.
- Student can explain how a HT student aligns one's practice of HT to the Code of Ethics and Scope of Practice within a Healing Touch session.

Level 4:

Student has demonstrated they can:

- Describe the development of a Healing Touch Practitioner from Level 4 through Program completion including work required.
- Discuss the importance of self-care to the Healing Touch Practitioner Apprentice.
- Demonstrate case management including all ten steps of the Healing Touch Sequence.
- Explore the essential elements in the development of a Professional Healing Touch Practice.
- Demonstrate and discuss the Etheric Vitality Meditation and the Full Body Connection.
- Discuss the principles of mentorship as applicable to the Healing Touch Practitioner Apprentice.
- Apply HTP Code of Ethics and Scope of Practice within one's HT practice