

Student Agreement

The following agreement is made between the participant registering for the course indicated on the registration form and Klose Training & Consulting, LLC (hereafter KTC).

Confirmation

After acceptance into the course, each participant will receive a confirmation letter indicating the exact starting and ending times as well as pertinent information about the location of the course.

Class Times

For class hours and times please refer to the appropriate course description page provided in this catalog. For example; A total of 135 hours of instructions are provided in the KTC Lymphedema Therapy Certification Course; 105 hours of classroom instruction are given over a 13 day period. Class hours for the first week are: Monday through Saturday 8:00am – 6:00pm; Second week: Monday through Friday 8:00am – 6:00pm, Saturday 8:00am – 2:00pm. In addition, the completion of a 30 hour Home Study Course is expected prior to the start of the course. Exact class times will be provided in your confirmation letter.

Home Study Course

(Lymphedema Therapy Certification Course only):

A Home Study Course will be sent to each participant prior to the class. This portion of the training consists of a Home Study Course Manual, a DVD about the treatment of lymphedema, the "Textbook of Lymphology" by Prof. M. Földi, MD and Prof. E. Földi, MD (EDS.), and a Reference Manual on a CD-ROM (pdf documents) with assigned readings. Approximately 30 hours of home study are expected of each student prior to the first day of class. The Home Study Course will provide an opportunity for each student to develop a more extensive knowledge of the anatomy and physiology of the lymphatic system and will facilitate the smooth entry and progression of the training.

Refund Policy

Lymphedema Therapy Certification Courses - the total tuition for the course is \$2700.00. A deposit of \$700.00 is required at the time of registration and will hold your spot until the total amount is due three (3) weeks prior to the first day of class. Please note that \$100.00 of the deposit is non-refundable. After receipt of the Home Study materials, \$500.00 will become non-refundable. The full deposit of \$700.00 will become non-refundable three (3) weeks prior to the first day of class. Withdrawal or dismissal of a student after the class has started, but prior to 50% completion of the class, will result in a refund of 50% of the entire tuition. The total amount of \$2700.00 will become non-refundable after 50% of the class is completed regardless of the reason for withdrawal or dismissal.

All Other Courses - for the total tuition, refund and cancellation policy please refer to the appropriate course description page provided in this catalog or on our website at www.klosetraining.com.

Attendance

100% attendance of each participant is expected. Students who miss more than five (5) hours of the

Lymphedema Therapy or MLD Certification Course may not be permitted to take the final exam and, therefore, will not receive a certificate of completion after the program is finished. The class hours of each seminar are outlined in the confirmation letter. Additional hours for homework are expected. All students must be in class on time.

Certificates

In order to receive a certificate at the end of the Lymphedema Therapy or MLD Certification Course, the tuition must be paid in full with all required documentation submitted and the participant must pass both the written and practical exams as required by the instructor.

In order to receive a certificate at the end of a continuing education course, the tuition must be paid in full with all required documentation submitted.

While we have a very high success rate in our Lymphedema Therapy Certification and Manual Lymph Drainage (MLD) Certification Courses, occasionally a student is unable to satisfactorily pass the written and/or practical exams. These students will not receive a "Certificate of Completion." However, these students will be allowed to repeat the course within two years at no additional tuition expense to re-learn the concepts and satisfactorily complete the exams.

Klose Training & Consulting will gladly replace lost or damaged certificates at the request of the student. The first replacement certificate is complimentary, additional replacement certificates may be subject to a nominal fee.

Purpose of Training

The participant agrees that the purpose of any KTC course is the training and certification of the procedures known as Manual Lymph Drainage, Complete Decongestive Therapy and Lymphedema related topics. The student shall not, under any condition, solicit for competing purposes in the training and certification of other therapists. Although the student is free to distribute information concerning lymphedema, the student shall not be permitted to train nor certify any other person in MLD and/or CDT procedures unless being granted instructor privileges under Klose Training & Consulting, LLC guidelines.

Withdrawal and Dismissal

Withdrawal from the program may result in a loss of deposit/tuition moneys. Any participant may be dismissed from the program for insufficient progress, non-payment of tuition or non-attendance. Reinstatement following dismissal is up to the discretion of the instructor. For applicable refunds please refer to the refund policy.

Cancellation of Classes

If the course is cancelled because of an insufficient number of registrations, all moneys received will be refunded or transferred to another class as elected by the registrant. In case of cancellation of the class for any other reason, a new course will be scheduled and all payments will be transferred. In the event that the instructor falls ill, the class will be rescheduled.

Why is the Klose Training Lymphedema Certification Course two (2) weeks long?

From our 25 years of experience in treating patients with lymphedema and training health care professionals how to provide expert lymphedema care to their patients, we know how important it is to ensure the quality of your lymphedema education!

Lymphedema is a complex medical condition that is often combined with other serious health issues. This condition is generally poorly understood in the medical community and patients are often forced to turn to certified lymphedema therapists for their expert assessment and guidance. It is imperative for participants of any lymphedema course to fully understand the theoretical issues and have mastered the manual techniques (MLD and CDT) by the end of their training.

Our two week, 105 classroom hour format, along with a 30 hour Home Study component, has been recognized as the standard for lymphedema certification in the United States. Our classroom days are balanced with theoretical lectures and hands-on learning. Each day builds on the last to help give students the time they need to fully process the information and practice and perfect the manual techniques under the guidance and coaching of an experienced instructor. **Our students consistently report how valuable they found each day of the course** – including the day off in the middle – in helping them internalize the knowledge and skills to be able to "hit the ground running" upon returning to work.

Our training provides all types of learners with opportunities to integrate this new information quickly into practice through lecture, hands on MLD training in small class sizes, video presentations, case studies, industry resources and samples, garment fitting education and bandaging practice. Additionally, **we are unique as the only Lymphedema School that provides a physician's perspective:** a 12 hour lecture by our Medical Director, Kathleen Francis, MD.

Why attend the Klose Training Lymphedema Certification Course?

When you decide to invest your heart and time and money in lymphedema training, you deserve the best!