

KTC STUDENT AGREEMENT

Manual Lymph Drainage (MLD) Certification Course

The following agreement is made between the participant registering for the Manual Lymph Drainage (MLD) Certification course and Klose Training & Consulting, LLC (hereafter KTC).

Registration

Registration varies by course location; participants will either register through Klose Training, the host facility, or the instructor as specified on the Klose Training website. After registering for the course, the participant should receive confirmation and information relevant to preparing for the class from the person/entity that received the participant's registration. Because Klose Training is not able to monitor the response of the host facility, if the participant does not receive confirmation, she/he should contact the registering person/entity directly.

Class Times

A total of 45 hours of classroom instruction is provided in the KTC MLD Certification Course over a 6-day period. Usual class hours are Monday through Friday 8:00 a.m. – 5:00 p.m. and Saturday 8:00 a.m. – 2:00 p.m. However, days and times may vary. For exact class dates and times, please refer to the information provided in your confirmation letter.

Tuition & Refund Policy

The total tuition for the course is \$950.00 unless discounts are offered by the host facility. A deposit of \$100.00 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. Anyone cancelling her/his registration more than 3 weeks before the start of the class will receive a refund of their payment to date, by check within 10 business days, minus a non-refundable administrative charge of \$100.00. No refund will be given for student cancellation less than three weeks prior to the start of the class, regardless of the reason for withdrawal or dismissal.

Attendance

100% attendance by each participant is expected. Additional hours for homework are typical. All students must be in class on time. Students who miss more than five (5) hours of the MLD Certification Course may not be permitted to take the final exam and subsequently will not receive a Certificate of Completion.

Certificate of Completion

In order to receive a Certificate of Completion at the end of the MLD Certification Course, tuition must be paid in full, all required documentation must be submitted, and a multiple-choice exam must be passed with a score of 80% or better. In addition, the instructor will visually evaluate and verbally test the student as needed to ensure competency.

If the student loses or damages her/his Certificate of Completion, KTC will gladly replace it, upon request. The first replacement certificate is complimentary; additional replacement certificates will be subject to a \$15.00 fee plus the cost for postage.

Scope of Certificate/Certification

This MLD certification is not a "stand-alone" certification. Therapists treating clients with MLD must be in possession of an active license/diploma and work in compliance with the scope/guide of practice set forth for their profession by the state, county, and/or municipality in which they work. While the purpose of this course is to prepare the participant to safely and effectively work with and/or on patients using MLD, MLD certification must be regarded as adjunct to your existing professional license/diploma, e.g. your massage therapy license.

Cancellation of Classes

If a course is cancelled due to an insufficient number of registrations as determined by KTC, 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, such as the instructor falling ill, a new course will be scheduled and all payments will be transferred.

Dismissal

Any participant may be dismissed from the program for insufficient progress, non-payment of tuition, or non-attendance. No tuition will be refunded. Reinstatement following dismissal is up to the discretion of the instructor.

Failing the Course

While KTC has a very high success rate in our MLD Certification Courses, occasionally, a student is unable to satisfactorily pass the written and/or practical exams. Failing students will not receive a Certificate of Completion. (Upon request, the student may receive a Certificate of Attendance or a letter verifying attendance.) Any student who does not pass the course will be allowed to repeat the course **one additional time within one year** at no tuition expense so as to re-learn the concepts of MLD and attempt to satisfactorily complete the exams. Should the participant fail to retake the course within one (1) year from the time of the original course or fail to complete the course successfully a second time, the student will be required to pay full course tuition again if they choose to retake the course at a later time. Any tuition discount for a student repeating the course a third time is at the sole discretion of KTC.

Photo Release

By participating in this Klose Training course, you are giving your consent to have your image and/or voice recorded for use by KTC for future publications, productions, and/or promotional and advertising purposes without compensation. Your full name will not be used in connection with these images or recordings for advertising purposes without your consent. This material will be owned by KTC.

Purpose of Training/Non-Compete

The student agrees that the purpose of the Klose Training Manual Lymph Drainage Certification Course is to provide training and certification in the procedures known as Manual Lymph Drainage. The student shall not, under any condition, solicit for competing purposes, the training of other therapists in the techniques of Manual Lymph Drainage. Although the student is encouraged to distribute information about the benefits of MLD, the student shall not be permitted to train nor certify any other person in MLD and/or CDT unless granted instructor privileges under KTC guidelines.

All materials provided in this course are, unless otherwise stated, the property of KTC. Copyright and other intellectual property laws protect these materials. Reproduction and re-transmission of the materials, in whole or part, in any manner, without prior consent of the copyright holder, is a violation of copyright law. Individuals must preserve any copyright or other notices contained in or associated with the materials. Users may **not** distribute copies to others, whether or not in electronic form, whether or not for charge or consideration, without prior written consent of the copyright holder of the materials.

I, _____ hereby agree to the conditions of this KTC
(Print name)

Manual Lymph Drainage Certification Course Student Agreement.

(Student Signature)

(Date)