Course Document

Course title: Level 3 Diploma in Reflexology
Course code: S0003

Duration:
- Full Time: 4 months, 5 days per week & 8 hours a day
- Part Time: 7.5 months, 5 days per week & 3 hours a day

Type: Full-time or part-time

Commencement date and end date: See course schedules http://www.spatec.com.sg/courseschedule.aspx

Proprietor of course, person conferring award and country established: ITEC (UK) DIPLOMA

Progress Pathway:
Advance Certificate/other ITEC Diploma: Spa Treatments, Aromatherapy Massage, On site massage, Indian Head massage, Lymphatic Drainage, Sports Massage, Alternatively, they may apply for other Advanced Certificate/other ITEC Diploma L3, L4, L5 BTEC L5

Description of course and structure (number of modules, sequence, etc):
Anatomy & Physiology, Professional Conduct & Business Awareness, Reflexology

Content of modules / Learning outcomes:
A & P: Structure & function and recognize the cause & effect of the diseases and disorders of each organs of the body
Professional ethics, First aid, Hygiene & sterilization, Client handling, Business studies,
Reflexology:
- History, Theory and Philosophy of Reflexology.
- Understanding of different techniques, concepts and theories.
- Knowledge of zones and their relation to different body organs & functions.
- Reflex area (feet & hand).
- Use of hand & foot chart.
- Philosophy of complimentary medicines.
- Interpretation of reflexes.
- Conditions, Diseases & disorders of the hand & feet.
- Consultation techniques, homecare advices.
- After treatment follow up.
- Efficient preparation of workplace.
- Client assessment & consultation.
- Proper hygiene & professional image.
- Records keeping.

Case studies & Creative Projects:
- 10 clients to be treated. Each client to be treated 4 times showing the full consultation process, medical history, reading of feet, foot charts for each treatment plan, reactions during & after treatment, after care to include home advice.

Requirement for Industrial attachment (if any): NO
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### Admission requirements
- 18 years old and above
- Obtained at least a C6 at GCE N Levels in any three subjects or Equivalent
- At least a C6 at GCE N Level English/Chinese or equivalent

### Manner of teaching
Lecture, Practical, Case Study

### Attendance requirements
- Student Pass holders: >90%
- Locals & Others: >75%

### Manner of assessment
- Case Study: Pass or Refer
- Theory: A & P 50%, Reflexology: 60%
- Professional Conduct & Business Awareness: 60%
- Practical: 60%

Refer to http://www.itecworld.co.uk/

### Dates of examinations

### Expected date of release of results of final exam
60 days after the Theory exam

### Graduation requirements
Student must submit 10 case studies and pass both theory and practical assessments

### Expected date of conferment of award
60 days after the Theory exam

### Teacher-student ratio
- Theory: 1:50
- Practical: 1:20

### Fees payable & components
- Course Fee: S$1800.00 (full amount)
- PIC claim available up to 40%
- ITEC Examination fees: S$300
- Materials fees#: Up to S$105.00
- Medical Insurance: S$70.00 (only if applicable)
- ITEC Examination Late Booking Fees: S$35.00 (only if applicable)
- Re-taking Examination Fees: S$200.00 (only if applicable)
- Result Appeal/Complaints Fees: S$110.00 (only if applicable)
- Replacement of Student ID: S$5.00 (only if applicable)
- Re-print of ITEC Certificate Fees: S$150.00 (only if applicable)
- Course Fee Late Payment Fees (1%): S$18.00 (only if applicable)

#Material fees include School uniform.

### Fee collection schedule
For cheque payments are payable to: SPATEC ACADEMY PTE LTD
For escrow payments cheque payments are payable to: SPATEC ACADEMY PTE LTD – FPS ESCROW

### Fee refund policy
Refer to Refund Policy

### Additional Remarks (if any)
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Level 3 Diploma in Reflexology

Modules:

- Practical in Chinese Language
- Practical in English Language
- Theory – Anatomy and Physiology in Chinese Language
- Theory – Anatomy and Physiology in English Language