



TROCAIRE
C O L L E G E

DEPARTMENT OF MASSAGE
THERAPY

Program Policy Manual
2026-2027

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Introduction

Welcome

On behalf of the faculty and staff here at Trocaire College, please accept our congratulations on your choice to study Massage Therapy. We offer our commitment to ensuring the quality and continued improvement of your education to meet your career goals.

Take some time to review the materials included in this Program Policy Manual. The manual aims to provide you with information on current policies and procedures relating to the Massage Therapy Program. The manual is consistent with institutional practices and designed to supplement the Trocaire College [Student Handbook](#) and the [College Catalog](#).

Our faculty and staff are here to assist and support you throughout your educational process.

Department Mission

The Massage Therapy Program prepares students to practice therapeutic massage with a holistic perspective emphasizing the transformational aspects of bodywork and the impact of massage therapy. The program supports students in their learning processes by providing a theoretical foundation as well as laboratory and clinical experiences that will prepare them for entry-level positions in the profession of Massage Therapy.

The characteristics of self-awareness, honesty, integrity, and compassion are essential for skilled, self-reliant, responsible, accountable, and confident practitioners. Trocaire College's training in addition to the students' own unique abilities will prepare them for careers in Massage Therapy and enhance their understanding of the importance of life-long learning.

Program Goals

- Prepare graduates with the knowledge and skills needed to sit for the licensing examination administered by the Education Department of the State of New York and/or the Massage & Bodywork Licensing Examination (MBLEx).
- Prepare graduates to assume the duties and responsibilities of a Licensed Massage Therapist in an entry-level position.

Scope of Practice for Massage Therapists in New York State

Article 155, §7801. Definition of practice of massage therapy.

The practice of the profession of massage therapy is defined as engaging in applying a scientific system of activity to the muscular structure of the human body by means of stroking, kneading, tapping and vibrating with the hands or vibrators for the purpose of improving muscle tone and circulation.

There are many techniques that fall within the practice of massage therapy. These include, but are not limited to, techniques and modalities used in practices described as, "Swedish massage," "medical massage," "Thai massage," "shiatsu," "connective tissue massage," "amma," "neuromuscular massage," "tui na," "reflexology," "acupressure," "polarity therapy," "craniosacral massage," "manual lymphatic drainage," and other types of bodywork or massage provided that they are within the scope of practice of massage therapy as defined in §7805 of the Education Law.

Trocaire College Massage Therapy Program Accreditation

The Massage Therapy Program is registered with the New York State Education Department and offers an Associate in Applied Science degree as well as a Certificate. The core massage therapy curriculum content is identical in both programs. The AAS degree program includes an additional 32 credits of liberal arts.

The College is accredited by Middle States.

Contact information for the [NY State Board for Massage Therapy](#)

New York State Curriculum Requirements for Massage Therapy

To meet the professional education requirement for licensure in New York State, an applicant must graduate from a school or institute of massage therapy with a program registered by the New York State Education Department.

Coursework includes instruction in anatomy, physiology, neurology, myology or kinesiology, pathology, hygiene, first aid, CPR, and infection control procedures, as well as the theory, technique and practice of both oriental and western massage/bodywork therapy.

Within the minimum 1,000 clock hours of education required, at least 150 hours of practice on a person must be completed.

Program Objectives

- 80% of AAS students will complete the program within three years.
- 80% of Certificate students will complete the program within 18 months.
- Maintain a program pass rate for the New York State Licensing Examination of 80% or greater.
- 6 months after graduation, 80% of students will have secured employment within their field and/or are continuing their education.

Program Learning Outcomes:

EXPECTED PROGRAM LEARNING OUTCOMES	
All students completing this program are expected to have achieved the following learning objectives:	
OBJECTIVE 1:	Plan and organize effective massage and bodywork sessions utilizing Eastern and Western modalities.
OBJECTIVE 2:	Perform massage therapy and bodywork for therapeutic benefit.
OBJECTIVE 3:	develop a long-term self-care strategy to incorporate into their professional practice.
OBJECTIVE 4:	Exhibit successful and ethical therapeutic relationships with clients.
OBJECTIVE 5:	Create a strategy for a successful practice, business, or employment situation.
OBJECTIVE 6:	Design a professional development strategy to support continued growth in the massage therapy profession.

Communication

Directory

Name/Title	Office Room/Contact Number
Leah Gilmer, BS, CST Associate Dean of Allied Health	Office Room: 424 Office Phone: 716.827.2527 Email: GilmerL@Trocaire.edu
Massage Therapy Program Director	Office Room: 325 Office Phone: 716.827.2492 Email:
Lizzy Russo, BS Operations Coordinator for Allied Health, Arts & Sciences	Office Room: 419 Office Phone: 716.827.2484 Email: RussoE@Trocaire.edu
Susan Sullivan, LMT Adjunct Instructor, Massage Therapy	Email: SullivanS@Trocaire.edu
Samantha Dolegowski, DC Adjunct Instructor, Massage Therapy	Email: DolegowskiS@Trocaire.edu
Jake Eberth, DC Adjunct Instructor, Massage Therapy	Email: EberthJ@Trocaire.edu
Kathryn Roberts, LMT Adjunct Instructor, Massage Therapy	Email: RobertsK@Trocaire.edu
Sharlene Nesselbeck Clinical Instructor, Massage Therapy	Email: NesselbeckS@Trocaire.edu

Steps for Successful Communication of Questions

If a problem should arise, the student may seek resolution by following the appropriate communication channels (chain of command) as listed below.

STEP I – Arrange to meet with the faculty member directly involved (classroom or clinical instructor)

STEP II – If the matter is unresolved, arrange to speak to the Program Director

STEP III – If the matter remains unresolved, arrange to speak to the Associate Dean of Allied Health

Persons desiring to meet with the dean are required to schedule an appointment with Elizabeth Russo (Operations Coordinator of Arts, Sciences and Allied Health). Phone: (716)-827-2484. Email: RussoE@Trocaire.edu.

After Step III, use the Appeal of Academic Decisions process

Appeal of Academic Decisions Procedure

Trocaire College provides students with the right to file an academic grievance. The [Student Appeals Process](#) is outlined in the College Catalog.

Academic Expectations

College Academic Policies – The Trocaire College Academic Policies can be found in the [Trocaire College Catalog](#) under Academic Policies & Procedures tab.

Program Overview

The Massage Therapy program combines lecture, laboratory experiences and a clinical component in the on-site massage therapy clinic as well as a variety of off-site clinical rotations at local facilities.

See the College Catalog for detailed information on the [Massage Therapy Certificate and AAS Programs](#).

Course Descriptions

Massage Therapy course descriptions and prerequisites for courses are located in the [College Catalog - Course Descriptions](#).

Program Expectations

Faculty members are here to assist students in acquiring knowledge and techniques to meet our combined goals. Students must do their part in making the decision to learn, apply themselves, and maintain a strong motivation to succeed.

A. Students may expect the following from faculty:

1. Lectures and class discussions designed to emphasize important information.
2. Laboratory “hands on” experiences during which the faculty function as role models.
3. Clinical experiences that allow the application of theoretical knowledge and practice with appropriate supervision (i.e., the state of New York Education Department requires supervision of clinical experiences by a Licensed Massage Therapist who is a faculty member of the school).
4. Syllabus at the start of each course.
5. Assignments designed to assist in meeting classroom objectives and clinical competencies.
6. Assignments returned in a timely manner.
7. Classes that begin and end on time.
8. Office hours observed as stated.

B. Faculty members expect students to:

1. Report to class, labs, and clinic on time and prepared to learn.
2. Notify the instructor when planning to be late or absent from class.
3. Fulfill the NYS required number of classroom clock hours.
4. Read assignments and objectives prior to classes and laboratories.
5. Spend as much time on assignments as it takes to learn the material.
6. Submit assignments on time according to the guidelines.
7. Seek help from faculty, Palisano Learning Center, and/or Student Services when needed.
8. Report to the massage clinic on time, professionally dressed, and prepared to give safe, effective treatment.
9. Treat each other, faculty and each client in clinic with dignity and respect.
10. Maintain confidentiality of all personal information.
11. Take responsibility for completion of all required clock hours.

Classroom and Clinical Dress Code

The professional appearance and demeanor of Massage Therapy students at Trocaire College reflect the College, the Program, and Professional Standards. Students are expected to be professionally groomed at all times. The Massage Therapy Program uniform consists of a black scrub set and clean sneakers or nursing-style clogs. Scrubs should be clean and unwrinkled. For Massage Therapy Program non-clinical courses, students may substitute an official Trocaire College shirt (tank tops are not permitted) to wear with their black scrub bottoms. Hair should be neatly groomed and tied back if necessary. Highly scented perfumes, colognes or lotions are not permitted in the clinical or classroom setting. Excessive make-up, jewelry (necklaces, rings, earrings, etc.), and gum chewing are not permitted in the clinical setting. **Fingernails must be kept very short at all times.** Nail polish and artificial nails are not permitted.

Please see the [Massage Therapy Clinic Operations Manual](#) for further details on clinical requirements.

Code for Professional Behavior

1. Adherence to the Student Code of Conduct as published in the Trocaire College [Student Handbook](#).
2. Attitudes and Behaviors:
 - a. The student must demonstrate a positive attitude toward both the field of Massage Therapy and more particularly the patient/client. Empathy and compassion for patients and respect for co-workers and supervisors is essential.
 - b. Honesty and integrity are two qualities that are fundamental for the health care provider. Therefore, these areas will be looked at critically throughout the program and addressed through clinical evaluations.
 - c. Confidentiality is essential to the relationship between client and practitioner. Students in an Allied Health Profession program are expected to behave in accordance with established guidelines of ethics and responsibility. Students are expected to conduct themselves both in school and outside of the program in a manner that will not discredit the clinic site, the College, the Massage Therapy profession, or themselves. Information concerning patients, e.g. medical diagnoses, received directly or indirectly, is never to be given out or discussed.
 - d. Responsibility and accountability are key words for the practice of Massage Therapy. Responsibility means the ability to act in a reliable and trustworthy manner; accountability means that each person stands behind their individual decisions and actions. Students must apply theoretical knowledge and practice ethical and professional behavior in order to give safe and effective care.

Clinical Supervision

1. The Clinical Instructor will be available to students at all times. **Students are not permitted to perform/practice massage therapy at any time during the program unless a Licensed Massage Therapist faculty member/Clinical Instructor is on site.** This includes both classroom and clinical activities. Any deviation from the student's scheduled clinical assignments must be discussed with the instructor.
2. Students must be in compliance with all the rules and regulations of clinical affiliates. The clinical affiliate has the right to request suspension from participation at the clinical site for any student who demonstrates a breach of rules or displays unethical or unsafe behavior.
3. Students are required to:
 - a. Report to the clinical site at the assigned time. This means students will arrive early enough that they are ready to begin clinical work and participation at the scheduled start time.
 - b. Be punctual for all daily events.
 - c. Return on time from lunches and breaks.
4. In cases of absence from the clinical experience, it is the student's responsibility to:
 - a. Call the clinical instructor well in advance of the appointment;
 - b. Speak directly with the clinic supervisor and provide a reason for the absence;
 - c. Make up any missed hours.

Attendance Policy

New York State requires massage therapy students to participate in classes for a specified number of clock hours; it is imperative that students do not miss classes. If, due to an **extreme emergency**, a student must miss class, please call to notify the Instructor beforehand.

- a. **You may complete make-up assignments for two class sessions per course.** If more are missed, you will be asked to withdraw and enroll in the course at another time. Repeated unreported absences will result in a grade of **WA** (Withdrawal due to Unsatisfactory Attendance). The student is required to notify the Instructor if they are going to be late, absent, or leave early.
- b. **Students are allowed to accrue two (2) clinical absences per semester with the understanding that BOTH missed days must be made up. Make up days may not necessarily follow the traditional clinical schedule.** Any student missing more than 2 clinical days will receive a **WF** for the course. This includes being sent home by the Clinical Instructor. Approval/non-approval of missed clinical day(s) will be determined by the Program Director on an individual basis. The student will be required to make up ANY clinical day(s) missed.

- c. The student will be considered absent for every two times that they leave class/lab/clinical early or come late.

Academic Evaluation

A. Grading

	Letter Grade	Letter # Range
4.00 / 4.00	A+	97 – 100%
4.00 / 4.00	A	93 – 96%
3.67 / 4.00	A-	90 – 92%
3.33 / 4.00	B+	87 – 89%
3.00 / 4.00	B	83 – 86%
2.67 / 4.00	B-	80 – 82%
2.33 / 4.00	C+	77 – 79%
2.00 / 4.00	C	73 – 76%
1.67 / 4.00	C-	70 – 72%
1.33 / 4.00	D+	67 – 69%
1.00 / 4.00	D	63 – 66%
0.67 / 4.00	D-	60 – 62%
0.00 / 4.00	F	< 60%
0.00 / 4.00	WA	Withdrawal , Unsatisfactory Attendance
0.00 / 4.00	WF	Withdrawal, Failing
0.00 / 4.00	W	Withdrawal (without academic penalty)
0.00 / 4.00	I	Incomplete
0.00 / 4.00	IP	In Progress
0.00 / 4.00	S	Satisfactory
0.00 / 4.00	U	Unsatisfactory
0.00 / 4.00	AU	Audit
0.00 / 4.00	CP	Completed
0.00 / 4.00	Z	Academic Amnesty

Students must maintain a passing grade of 73% (C) or better in all Massage Therapy and Science classes in order to remain in good standing and progress in the Massage Therapy program. A 2.0 grade point average must be maintained to graduate from the College with a degree.

Academic support services, including tools, tutoring, and coaching are available through the [Palisano Learning Center](#) located in the 4th floor Library on the Main Campus, 360 Choate Avenue.

B. Clinical/College Laboratory Evaluation

The Student will be required to demonstrate satisfactory clinical/college laboratory performance. An unsatisfactory evaluation will be given if the student does not perform competently in all aspects of clinical/college laboratory experience and meet required clinical/college laboratory competencies, including written assignments.

Two unsatisfactory evaluations in the clinical/college laboratory area may result in an automatic failure in the course.

C. Clinical Experience Evaluation

1. Students will consult with instructors for evaluation purposes throughout the semester. The student is expected to demonstrate a satisfactory level of performance in the clinical setting which indicates an integration of classroom theory and technical manual skills needed in the massage room.
2. Criteria for satisfactory clinical performance are based on:
 - a. Successful completion of all clinical objectives and competencies.
 - b. Adherence to the Code for Professional Conduct.
 - c. Adherence to the policies of the Massage Therapy Program.
3. Criteria for unsatisfactory clinical performance are based on:
 - a. Failure to complete all clinical objectives.
 - b. Failure to comply with attendance and punctuality policies. This includes repeated failure to notify clinical instructors regarding tardiness or absenteeism on scheduled clinical days.
 - c. Failure to comply with policies and procedures for the Massage Therapy Program.
 - d. Inability to make adult decisions and demonstrate emotional maturity.
 - e. Need for frequent and continuous direct guidance and detailed instructions to prevent mishap or error in carrying out the duties of a Massage Therapy student.
 - f. Failure to complete and submit any written work on the assigned dates.
 - g. Failure to demonstrate Standard Precautions in the massage clinic environment.
 - h. Performance indicating continued lack of required preparation.
 - i. Failure to demonstrate improvement to a satisfactory level in identified areas of clinical performance commensurate with the level of preparation and performance.

Academic Progression

Please see the [Repeat Course Policy](#) in the College Catalog.

Criteria for Ineligibility to Progress in the Massage Therapy Program

The student must meet the following course requirements to remain in the Massage Therapy Program:

- A. Participate in the number of classroom hours required by the New York State Education Department and as outlined in the course syllabus. This includes adherence to the Attendance Policy as stated in this manual.
- B. Demonstrate successful mastery of the pre-clinical competencies in all courses. Before entering the clinical area, the student shall demonstrate mastery in the following competencies:
 - 1. Using knowledge of various systems of anatomy and physiology and contraindications for client assessment;
 - 2. Developing a session strategy, applying relevant techniques to support optimal functioning of the human body;
 - 3. Establishing a relationship with a client that is conducive to healing;
 - 4. Adhering to professional standards of practice and a code of ethics.
- C. Maintain a passing grade of **C** or better in Massage Therapy and Science courses.

Program Readmission Policy

Students recommended for readmission must successfully meet the requirements for readmission established by the Massage Therapy program.

For a student who has failed to achieve a grade of **C** or better in laboratory sciences or core MT coursework, Massage Therapy faculty will review, document, and make a recommendation regarding readmission to the Program Director based on the following criteria:

- A. Overall academic performance
 - 1. Examination grades
 - 2. Attendance
 - 3. Achievement in pre-requisite courses and Liberal Arts courses
 - 4. Adherence to the Code of Professional Behavior
- B. Mastery of pre-clinical competencies in western and eastern bodywork as well as myology and kinesiology laboratories
- C. Clinical attendance, performance, and evaluations

The Program Director will make the final decision regarding student readmission based on the above criteria and the Instructor's recommendation.

A student denied re-admission to the Massage Therapy program has the right to appeal the decision. Students desiring to appeal should contact the Dean of Allied Health.

Withdrawal

Please refer to the Trocaire College Catalog for College [Withdrawal](#) policies & procedures.

Leave of Absence

Please refer to the Trocaire College Catalog for [Leave of Absence](#) policies and procedures.

General Policies

Student Association Information

Please see the [Student Life](#) page for information on student clubs and associations.

Visit [AMTA Student Membership](#) for a free student membership and information on membership benefits, including scholarships, from the American Massage Therapy Association.

Program Committees – Massage Therapy Program Advisory Council

The role of the Massage Therapy Program Advisory Committee is to provide feedback and assess the Massage Therapy Program outcomes. Members on the committee serve in an advisory capacity and do not have administrative authority.

Health Requirements

Physical Examination

A health report consisting of a medical history, a standard immunization record (including all campus and clinical affiliate requirements), and a physical examination is required of each accepted student. The health report "shall be of sufficient scope to ensure that no person shall assume their duties unless they are free from a health impairment which is of potential risk to patients or personnel or which might interfere with the performance of their duties, including the habituation or addiction to depressants, stimulants, narcotics, alcohol or other drugs or substances which may alter the individual's behavior." (New York State Department of Health Code 405.3 [b] [10]). All health records and immunizations (including TB testing, the flu shot, and the Hepatitis B vaccination) or allowed declinations MUST be kept current and updated as needed throughout the entire period of enrollment.

The Wellness Center at Trocaire has teamed up with CastleBranch, a secure, web-based platform for submission and management of student health and immunization records. As a Trocaire student, you will have access to CastleBranch's document tracking system, which allows you to upload and manage all required health records. Health record/immunization/CPR information must be submitted to CastleBranch prior to entering the program and updated as warranted. Refer to the [Health Records](#) page on the Trocaire website. The Wellness Center office is located on the main campus, room 120. Phone: 716.827.2579. Email: WellnessCenter@Trocaire.edu.

Based on the NYS Public Health Law, the NYS Hospital Code, NYS Education Department regulations, and the NYS Department of Health, Allied Health Programs have established the following specific standards for physical, mental and emotional health as a basic requirement for students in Allied Health Programs.

Students are advised that the College and clinical agencies associated with the Allied Health Programs will rely upon the health information supplied by and for the student. Any student who withholds or knowingly submits incorrect health information shall be subject to disciplinary action.

a. The student must have adequate visual acuity (with or without corrective lenses), sufficient hearing (with or without hearing aids), and communication skills necessary to meet objectives of the program.

b. The student must have sufficient physical ability and manual dexterity to meet program requirements including: the physical ability to stand, walk, kneel, lift, bend, push, carry, hold, grasp without assistance and draw up solutions in a syringe.

c. Students must have submitted proper documentation of all required health information or provide a documented statement of medical/religious exemption prior to the commencement of classes and/or continuance in a Health Science Program. (Students accepted after the scheduled registration dates will be allowed 30 days for completion of health records.)

d. Students whose health records are not received are incomplete or not in compliance with required information, will not be permitted to attend classes or clinical experiences beyond the 30-day extension.

e. The student will be responsible for submitting to CastleBranch all required and updated immunization records, test results, medical clearance forms, and annual health assessments. Failure to do so will result in suspension of clinical experiences, and in some cases, suspension from class attendance.

The CastleBranch link is accessible on the [Health Records](#) page.

Additional health records information, including forms, can be found at <https://my.trocaire.edu/student-services/health-office>

Technical Standards

Specific essential abilities or technical standards have been identified by the Department of Massage Therapy, in accordance with Section 504 of the Rehabilitation Act of 1973 and the 2009 Americans with Disabilities Act Amendment (ADAAA). These technical standards include all of the nonacademic abilities essential for the delivery of safe, effective client care. These standards are designed to establish performance expectations that will enable students to deliver safe, effective care during clinical practice activities, with or without reasonable accommodations. Qualified applicants and students are expected to meet all admission criteria, as well as these technical standards with or without reasonable accommodations and to maintain related satisfactory demonstration of these standards for progression through the program. The Department of Massage

Therapy is committed to enabling students with identified disabilities by reasonable means or accommodations to complete academic and experiential learning required for completion of all degree programs.

Therefore, any applicant or student who seeks accommodation at the time of admission or at any time during progression in the program will be evaluated and receive an assessment of the types of reasonable accommodation(s) needed for the clinical practice component of the program.

The technical standards that have been identified as necessary to meet Massage Therapy program requirements include, but are not necessarily limited to the following:

- a. Interpersonal abilities sufficient to interact with individuals of various socioeconomic, lifestyle, emotional, cultural, ethnic and intellectual backgrounds.
- b. Communication abilities sufficient for interaction with others in both verbal and written forms in the Native English language.
- c. Critical thinking ability sufficient for clinical judgment.
- d. Physical abilities sufficient to stand and move around massage tables/chairs and treatment areas and use laboratory and classroom equipment. Stretch, bend, lunge, or squat, as needed.
- e. Trocaire Physical Form must be completed and submitted prior to beginning the program.
- f. Submission of an immunization record that is compliant with New York State Department of Health regulations.
- g. Gross and fine motor abilities sufficient to provide safe and effective therapeutic massage.
- h. Auditory and visual abilities sufficient for physical assessment and monitoring of treatment.
- i. Tactile ability sufficient for assessment and treatment, and to deliver uniform pressure and adjust based on client response.
- j. Cognitive and perceptual abilities to progress through the coursework and apply skills learned to professional entry level.

CPR Requirement

CPR certification must be submitted prior to the start of the first clinical course (Fall Module 3 for Certificate students, Spring Module 3 for AAS students) and must be kept current for the duration of the Massage Therapy Program.

Acceptable CPR (2-year) Certifications:

- American Heart Association BLS for the Healthcare Provider
- American Red Cross BLS/CPR for Healthcare

Online classes are NOT accepted; students must participate in a hands-on practical class.

Pregnancy Policy

Should any student suspect pregnancy, it is HIGHLY RECOMMENDED that the student meet with the Program Director and Title IX Coordinator <https://trocaire.edu/title-ix/>. However, disclosure is VOLUNTARY, and declaration/withdrawal of such declaration must be made in writing.

Students with pregnancy-related disability, like any student with a short-term or temporary disability, are entitled to reasonable accommodations so that they will not be disadvantaged in their course of study and may seek assistance from the Title IX Coordinator. Pregnant students may voluntarily choose to withdraw from the course or program without penalty. In accordance with Title IX, students are also allowed time to pump breast milk. For information and resources for pumping breastmilk, please contact the Title IX Coordinator.

A student may continue in the program, provided their physician has not placed any physical limitations/restrictions on their medical clearance form. A student may withdraw for pregnancy with the option to return to the program at a later date.

Student Services

Advisement and Student Services Center

Please refer to the [Advisement & Student Services](#) link.

Palisano Learning Center (PLC)

Trocaire College offers additional academic support through the [Palisano Learning Center](#), located in the library on the 4th floor of the Main Campus.

Reasonable Accommodations

Trocaire College provides reasonable accommodations for students with disabilities. Please refer to the [Wellness Center](#) for more information.

Title IX Resources/Non-Discrimination Policy

Trocaire is dedicated in creating and maintaining a working and learning environment which is free of discrimination and intimidation. For more information, please go to [Title IX and Nondiscrimination Resources](#) on the Trocaire website.

Student Accident/Incident Policy

Injury or Incident at the College

If an incident/injury occurs at the College the student must inform the Instructor immediately. After the incident has been appropriately handled, all applicable College

documentation must be completed. Any expenses incurred for treatment related to such injuries are the student's responsibility.

Injury or Incident at the Clinical Agency

If an incident occurs at the Clinical site, students must report incidents to the supervisors and appropriate clinical personnel immediately. The student should inform personnel that she or he is in the Massage Therapy Program at Trocaire College. The Clinical Instructor will assess the situation and decide whether to send the student home or, if necessary, send the student for immediate medical care. The financial responsibility for emergency health care is the responsibility of the student. The affiliating agency can provide basic health services to the student; however, the student should be encouraged to seek medical attention from their own provider to ensure in-network status and minimize financial impact. When an incident occurs at a clinical site, appropriate Facility and College forms must be completed.

Program Completion

Visit the Trocaire College website for [Graduation Requirements](#).

Mercy Action Project

Students in all programs must complete at least one MAP learning experience, in one cohesive semester, prior to completing their program in order to become eligible to graduate. Visit [Mercy Action Project](#) for details.

Graduation and Licensure

The College offers (2) pathways to achieve eligibility for the NYS Licensing and MBLEx (national) examinations.

- The Associate in Applied Science degree is a 2-year program.
- The Certificate is a 10-month accelerated program.

The NYS licensure examination is offered twice per year, in March and September.

Upon graduation from the Certificate or AAS Massage Therapy program, you may apply to sit for the examination. Massage Therapy staff and faculty will guide you through the application process in addition to arranging a remote Board Review class offered in the months preceding your scheduled examination.

The passing score on the licensing examination is 75 as determined by the State Board for Massage.



Acknowledgement

This signature validates that I have read and fully understand the
2026-2027 Policy Manual of the Massage Therapy Department at Trocaire College
and will abide by its guidelines (and/or modifications as warranted) for the duration
of time that I am in the Massage Therapy Program.

Student Signature: _____

Student Name (Print): _____

Date: _____