

Massage Therapy (MTP)

MTP 100 Registration Requirements

The information in this document is not designed to be a contractual agreement with an applicant. The program reserves the right to change without notice such things as program admission or completion requirements, costs and curriculum as needed and in accordance with Harper College policy.

Important Dates

2022 Summer MTP Application Dates.....December 1, 2021– July 1, 2022
2022 Fall MTP Application Dates.....July 15, 2022 – November 1, 2022

The following are Registration Permit prerequisites for the Massage Therapy Certificate Program. These prerequisites must be satisfied before you are eligible to submit the Registration Permit.

- **Submit College Application and Fee**
If you have not previously applied to the College, you can submit the application and fee online at: https://student-self-service.harpercollege.edu/prod/bwskalog.P_DispLoginNon
Your Harper College application must be on file in order to process the Registration Permit form.
- **Official High School Transcript OR GED Results** – The final high school transcript must have the graduation date posted; the GED report must show passing scores. The official transcript must be sent from the directly from the institution to Harper College (requests can typically be made at the institution website).
 - Applicants who have completed high school in another country need to request an evaluation of their high school transcript through Educational Credential Evaluators, INC (ECE) <https://www.ece.org/> ; or World Education Services (WES) <https://www.wes.org/>. The ECE or WES document must state that the degree is equal to a U.S. High School Equivalency.
 - If you are unable to obtain this document, please contact the coordinator, Jeremy Miller, at jmiller4@harpercollege.edu.
- **Grade Point Average Requirement**
Current or previously enrolled Harper students must have a minimum 2.0 grade point average.
- **Background Check**
You must have a current (within one year) completed background check on file with the Harper College Police Station, located in Building B. Without this background check, your Registration Permit Form cannot be processed. Please use this link: <https://www.harpercollege.edu/about/police/prevention/recordcheck.php>
- **Age Requirement and Name and address Verification**
 - Students planning to register for the Summer course must be 18 by July 1st; students planning to enroll in the Fall course must be 18 by November 1st in order to be able to enroll in MTP 100.
 - Acceptable Proof of name, age and address: Current government issued photo ID (Driver's license, state ID, etc.)

NOTE: Your name and address **must** appear on your Harper College record as it does on your government photo ID submitted with your Registration Permit Form; **otherwise, you will not be able to obtain a license.** Please use this link if you need to change your name and/or address at Harper: <https://www.harpercollege.edu/registration/registrar/change-address.php#Name>

Once you have completed the above steps you are ready to submit the MTP Registration Permit. The form is available on the MTP web page at: <https://www.harpercollege.edu/academics/health/massage-therapy/admission.php>

Important Admission Notes

You must satisfy all prerequisites before submitting the Registration Permit. Once your Permit has been processed and cleared for registration, you will be notified **by email** (at the email address you provided on the form and your Harper email) that you can register for the MTP 100 class according to the registration schedule in place for the current term. **You will not be allowed to register for MTP 100 if there are any outstanding prerequisites.**

The Permit is term specific. If your plans should change and you are not enrolling in MTP 100 for the term identified on the form, you will need to submit a new Registration Permit Form in order to be allowed to register for a future term.

HARPER COLLEGE RESOURCES

Office	Location	Phone Number
Admissions for Limited Enrollment Programs	Building X, Room 250 le@harpercollege.edu	847.925.6533
Admissions Outreach	Building C, Room 102 admissions@harpercollege.edu	847.925.6156
Academic Advising and Counseling Services	New Students: Building C, Room 104 https://www.harpercollege.edu/services/advising/cnso/index.php	847.925.6208
	Previous or currently enrolled Harper students: Building A, Room 364 https://www.harpercollege.edu/services/advising/index.php	847.925.6220
Access and Disability Services	Building I, Room 103 https://www.harpercollege.edu/services/ads/new.php	847.925.6266
Harper Bookstore	Building L, Room 260 https://www.harpercollege.edu/bookstore/index.php	847.925.6275
Business Office	Building A, Room 214 https://www.harpercollege.edu/registration/index.php	847.925.6880
One Stop Center	Building A, Room 250 onestop@harpercollege.edu	847.925.6710
Registrar's Office	Building A, Room 213 regoff@harpercollege.edu	847.925.6500

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Harper College is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Link to full official statement: <http://www.harpercollege.edu/catalog/about/comply.htm>.