

SUPPLEMENTARY EDUCATION PLAN - for additional exam attempt

This form must be completed and either mailed to CMTBC, #304-1212 West Broadway, Vancouver, BC V6H 3V1, or scanned and emailed to applicant@cmtbc.ca on or before the deadline provided in your exam results letter.

Candidate's Last Name:

First Name:

Which exam(s) do you need to re-write?

SUBJECT	DATE OF PREVIOUS EXAM (MONTH, YEAR)
Knowledge & Theory of Science	
Clinical Science	
Performance Based Assessment	

A. Additional Course Work:

I am enrolled in the following courses:

COURSE NAME	EDUCATION FACILITY	DATE OF COMPLETION

How many hours per week do you plan to study, outside of scheduled classes?

B. Tutoring:

If your Education Plan includes the use of a tutor, please complete this section:

Tutor's Full Name:

Occupation:

Phone Number/s:

Tutor's credentials:

DEGREE/S, LICENSE/S, DIPLOMA/S, CERTIFICATES	INSTITUTION, LICENSING BODY, REGISTRATION DATE

Duration and intensity of tutoring:

Date when tutoring starts

Date when tutoring will finish

How often do you meet with your tutor?

How many hours per session do you meet with your tutor?

Total tutoring hours per week

Certification of Tutor:

I confirm that I am tutoring this candidate in accordance with the information provided here, using recommended reference materials listed. I have reviewed the "Checklist for Tutors" provided with this form.

Signature of Tutor

Date

C. Texts And Reference Materials

Please list all texts and other reference materials used to study:

TITLE	AUTHOR	DATE PUBLISHED/EDITION

CMTBC’s recommended texts and references can be found here:
<https://cmtbc.ca/applicants/registration-examination/recommended-resources-entry-level-requirements/>

Signature of Candidate

Date

Checklist for course instructors and tutors in preparing a candidate for a written exam

- Organize candidate's study with reference to CMTBC-prescribed:
 - Guidelines for Foundational Knowledge in Massage Therapy Educational Programs, and
 - Inter-Jurisdictional Practice Competencies and Performance Indicators for Massage Therapists at Entry-to-Practice.
 - Both documents are available at <https://cmtbc.ca/applicants/registration-examination/recommended-resources-entry-level-requirements>
- Refer to CMTBC's written analysis of the candidate's performance on previous exams, if available
- Before you begin the series of tutoring sessions:
 - ask candidate to give you a written self-assessment of their strengths/weaknesses in the subject
 - make up a list of questions to allow you to make your own assessment of their strengths and weaknesses
- Following your initial assessments:
 - draw up a list of topics to be covered in the tutoring sessions
 - start with a review of the areas in which the candidate seems to be most confident
 - proceed in a systematic way to the areas of most difficulty
- Make sure the candidate understands concepts, principles, relationships, procedures of massage therapy and is able to:
 - express the concepts in their own words
 - grasp the concepts when expressed in someone else's words
 - explain cause/effect relationship among two or more facts
- For candidates who are preparing for the Performance Based Assessment, confirm that they are able to apply knowledge and understanding of the subject in a hands-on situation with a patient.