



Oregon School of Massage

CHALLENGE GUIDELINES

Application & Approval Process

- The purpose of a challenge is to evaluate competency of prior training, which cannot be transferred directly onto an OSM transcript. Various reasons include, but are not limited to: education older than 5 years, foreign education, and coursework done at a school that is now closed. It is not meant as a replacement for actual classroom hours. Test questions cover entire subject areas and cannot be divided by individual course content.
- Your Admissions Application must be completed and all supporting documentation must be provided prior to applying to take a challenge. Please complete the Application to Challenge located on the reverse of this sheet and provide all transcripts of your previous training and/or requested business challenge documents.
- The Director of Education will review your application, and you may be contacted for an interview and/or further clarification. Please allow 7 – 10 days for notification of approval or denial.
- Once you are notified that your application has been approved, you will be asked provide payment of the \$100 challenge test fee for each test you take. If you do not pass the challenge, the fee will be credited towards course tuition.

Taking a Challenge Test**

- Once payment has been received, the challenge test will be available at our front desk.
- You may take your challenge test Monday - Thursday 9:00am to 7:00pm and Friday 9:00am to 5:00pm. Tests must be completed by the time our office closes, please allow 3 hours.
- You have a maximum of 3 hours to complete each test. You'll be asked to take the test at one of our student study tables in the front lobby. If you are taking more than one test, please schedule time to take them on different days.

Passing Notification & Transcript Credit

- You must receive a passing score of 75% or better in order to have credit awarded for the challenge test. Each test includes multiple choice, fill-in-the-blank, matching and identification questions.
- The test will be scored within 7 days and you will be notified as soon as your results are ready.
- Credit will be awarded according to the following chart;

Challenge Test	Hours Transferred
Anatomy & Physiology (I, II & III)	90
Kinesiology (Upper & Lower)	60
Pathology (I & II)	60
Business Project	15

Please see the separate Business Challenge sheet for more info on the Business Challenge Project



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APPLICATION TO CHALLENGE

Name of Course

CHALLENGE FEE: \$100

DATE: _____

NAME: _____

ADDRESS: _____

CITY: _____ STATE _____ ZIP _____

PHONE: (h) _____ (c) _____

Degrees/certificates earned (Please note when and where you received this education or training and provide supporting transcripts.)

What specific training and/or experience have you had that you believe qualifies you to challenge this course? (Use additional pages as necessary.)

Business Challenge requires proof of a minimum of one year's self-employment business experience.

DIRECTOR OF EDUCATION APPROVAL TO CHALLENGE: YES _____ NO _____	
DATE APPLICANT NOTIFIED: _____	FEE REC'D _____ POS# _____
DATE TEST ADMINISTERED: _____	SCORE: _____
APPLICANT NOTIFIED BY: _____	ENTERED ON TRANSCRIPT BY: _____
BUSINESS CHALLENGE	
DATE SUBMITTED: _____	EVALUATED BY: _____ GRADE: _____
APPLICANT NOTIFIED BY: _____	ENTERED ON TRANSCRIPT BY: _____
MATERIALS RETURNED TO STUDENT BY: _____	DATE: _____