

# ITEC Diploma in Aromatherapy

For the Complementary Therapist

-ENROLMENT BROCHURE-



aromatic  medicine  
INSTITUTE



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## About Us

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### Our Mission

To provide passionate educators to teach excellent courses so that our graduates receive quality complementary medicine knowledge and skills.

### Our Vision

To empower people through high quality education in Aromatic Medicine to support the well-being of our community.

Aromatic Medicine Institute, (formally known as Aromaflex Academy), is a New Zealand owned and operated Private Training Establishment, specialising in complementary medicine in the tertiary education sector.

We have been nationally and internationally recognised and approved to deliver quality courses since 1998, specialising in Aroma Science, Aromatherapy, Reflexology and Massage qualifications.

Industry involvement is key to keeping compliant with our Governing bodies both within and outside of New Zealand so that graduates can confidently practice professionally anywhere in New Zealand and around the world.

Aromatic Medicine Institute is registered, affiliated with and/or approved with the following bodies to teach the Diploma in Aromatherapy course:

- The International Federation of Professional Aromatherapists [www.ifparoma.org](http://www.ifparoma.org)
- The New Zealand Register of Holistic Aromatherapists [www.aromatherapy.org.nz](http://www.aromatherapy.org.nz)
- International Aromatherapy & Aromatic Medicine Association [www.iaama.com.au](http://www.iaama.com.au)
- ITENZ Independent Tertiary Education New Zealand
- ITEC International Therapies Examination Council (UK) [www.itecworld.co.uk](http://www.itecworld.co.uk)

## About This Course

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### What is Aromatherapy?

The controlled use of pure, natural aromatic oils obtained from plants to achieve good health through nature's chemistry.

Aroma meaning 'smell'

Therapy meaning 'massage' (as it's been traditionally known in the UK)

Essential oils can be prescribed for a range of conditions and applied topically and or used in compresses, inhalations, pessaries, suppositories and capsules.

### Aims and Objectives

The **Aim** of the Diploma in Aromatherapy course is:

- To empower graduates with specialised practice-based knowledge of essential oils applied through Swedish style massage for the benefit of client care and safety through treatment planning, clinical prescribing and professional client charts.
- To provide opportunities for students to develop a range of skills and techniques, essential for successful blending, both topically and internally including natural product formulating and manufacturing.
- To provide graduates with chemistry knowledge to support reasons for prescribing and safe administering of plant based medicine to their clients.
- To explore the science around the growth, production and composition of essential oils
- To develop in-depth knowledge of essential oils, hydrosols and carrier oils and natural related products that support aromatic medicine
- To explore and develop an understanding of how to use organic plant compounds and the methods of making natural products

- To develop an awareness of current research into essential oil science and associated products used in practice and evaluate its usefulness in professional practice, e.g. Midwives and pregnancy, breast cancer, lymphatic drainage etc.
- To learn traditional styles of Aromatherapy massage sculptured for the needs of clients
- To understand pathology and prescription methodology for various systems of health

The **Objective** of the in Diploma in Aromatherapy course is:

- To provide purpose and meaning to 'Traditional Aromatherapy' practice in New Zealand. To consider this modality as an option to practice as a Professional Aromatherapist in the Complementary Medicine Sector.

### ▪ **Who Should Do This Course?**

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#### **This Course Is Suitable For:**

- Other qualified Massage therapists, Reflexologists, Physiotherapists, Osteopaths, Nurses, Beauticians and Doctors who wish to add a specialised Qualification to their practice.
- Any adult returnee to study with a genuine interest to learn and a desire to work as professional Aromatherapist.
- People who work from home, Health Food shops or Chemists who need to know more about Aromatic Medicine.
- People who wish to make natural cosmetics or products from organic plant compounds for their own use.
- Those who wish to use this Qualification as a first step to acquiring further qualifications in the ITEC qualification suite.
- Those who are upskilling for professional practice and memberships as part of CPD (Continued Professional Development).

#### **Why We Are Providing This Course:**

- To qualify learners as Professional/Clinical Aromatherapists in the Complementary / Care industry, specialising in aromatic medicine for safe practice.
- To provide opportunities for learners to develop a range of skills and techniques, essential for

successful blending, both topically and internally.

- To provide learners with knowledge and support to prescribe and administer plant-based medicine to their clients, through professional practice recording methodology.
- To provide learners with advanced, current and up-to-date learning about Aromatic Medicine and its use within your own personal or professional practice. I.e. How Aromatherapy massage is still unique to this day.
- To explore the science around the growth, production and composition of essential oils
- To develop in-depth knowledge of essential oils, hydrosols and carrier oils and natural related products that support aromatic medicine
- To explore and develop an understanding of how to use organic plant compounds and the methods of making natural products such as balms, creams and blends.
- To develop an awareness of current research into essential oil science and associated products used in practice and evaluate its usefulness in professional practice, e.g., Midwives and pregnancy, breast cancer etc.



### **Career Opportunities**

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On completion of your Diploma you will have the skills to become a Professional Aromatherapist. You will have clinical knowledge and experience using individual and integrated treatments of essential oil application methods and the methodology of treatment skills for clients.

Practitioners with a Diploma in Aromatherapy will have the skill set to establish themselves in clinics that specialise in natural medicine, aromatherapy and massage.

Graduates can also gain employment in Salons, Health Clubs, Health Food shops, Spas and various aspects of the Complementary Medicine / Beauty Industry.

There may also be opportunities to work in midwifery, rehabilitation and palliative care.

Other opportunities include:

- Self-employment; private or group practice.
- Specialist clinics.
- Hotels, cruise shops, health spas.
- Working with people with special needs.
- Community Education.
- Teaching.
- Post Graduate Studies.
- Research.
- Consultant to specialist industries.
- Perfumer or natural product consultant, spa and beauty product manufacturers.
- Product distillers / distributors of natural products.
- Advisors of essential oils.

## Entry Requirements

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### Admission Requirements

- Open to New Zealand Citizens or Residents.
- Applicants must be a minimum of 16 years of age at commencement of study.
- Learners must have regular access to and use of a computer with reliable internet.
- Learners who have English as a second language are required to have an International English Test System (IELTS) score of 5 in the academic band, with no individual band score lower than 5; or equivalent.

## How Do I Enrol?

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### Enrolment

Learners can apply to be enrolled through completion of the enrolment process found on the website:

<https://www.aromaticmedicineinstitute.com/collections/courses>

Or email: [admin@aromaticmedicineinstitute.com](mailto:admin@aromaticmedicineinstitute.com)

If all entry criteria are met, an offer of place will be sent. Once all required paperwork and fees are received, learners will receive a confirmation of their study and access to the relevant learning.

### Learner Responsibility

Learners are expected to:

- Submit their own original work.
- Notify any change in contact details.
- Notify any changes affecting the ability to complete their study.

## What Qualification Do I Obtain?

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- An ITEC qualification in *Diploma in Aromatherapy for the Complementary Therapist* and/or
- Aromatic Medicine Institute *Diploma in Clinical Aromatherapy*.

This is both internationally and nationally recognised with NZ standards of professional memberships and practice.

On completion of the Diploma learners may apply for membership with NZROHA (The New Zealand Register of Holistic Aromatherapists). This is the New Zealand Aromatherapy governing body **and** IFPA (The International Federation of Professional Aromatherapists) UK.





## Intakes and Overview

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### Intakes

The Diploma in Aromatherapy course consists of **one** intake a year beginning in March.

You must attend in person at least three of the four week block courses held in Nelson.

These block courses are in:

**March, May, August and October.**

- The in Diploma in Aromatherapy course consists of approx. **1200 hours of learning.**

## Content and Structure

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### Content

- Includes but not limited to:
- Pure Essential Oils (learning over a 100 varieties).
- Foundation knowledge of aromatherapy (history and theory of essential oils).
- Methods of extracting oils.
- Key to Chemical Components of Essential Oils.
- Carrier Oils.
- The Art of Blending.
- Methods of Absorption
- Chemistry (Photosynthesis, Plant Families, chemo types, etc.).
- Special Topics.
- Health and Safety.

### Structure

- The Diploma in Aromatherapy course is made up of four components:
  1. **Diploma in Aromatherapy 1** – including Anatomy, Physiology & Pathology
  2. **Diploma in Aromatherapy 2** – including Principles & Practice of Complementary Therapies
  3. **Diploma in Aromatherapy 3** – including Provide Aromatherapy for Complementary Therapies
  4. **Diploma in Aromatherapy 4** – including Business Practice for Complementary Therapies

### Completions and Extensions:

- It is anticipated that, unless extenuating circumstances exist, the course will be completed in the set period, i.e. within 12 to 24 months from commencement of the course.
- In the event the course work has not been completed within the above timeframe, you may be granted an extension up to 1 year.
- Any learner granted a one-year deterrent during the first 6-month period must recommence study in the following year at the point of cessation.



## Assessment Requirements

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- Learners will need to have completed all four components showing competency in each.

### The Examination Includes:

- A three-hour open book Diploma in Aromatherapy written exam
- One 1 hour ITEC multi choice exam in Anatomy, Physiology & Pathology
- A one hour ITEC practical full body Aromatherapy massage including the face.

### Post Graduate Options

- Once learners have achieved the Diploma in Aromatherapy they may like to go on to other programmes of study i.e., Diploma in Reflexology for the Complementary Therapist.
- Please note, that ITEC units completed will be transferred to the next course. i.e. Anatomy & Physiology.

## Resources

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### Study skills for Success

This provides tips on managing your time, mind mapping and exam preparation. A warm up course for those who have been out of study for a while.

### Intro to Coassemble for new Learners

Thanks to student feedback, this course has been developed especially for our students to get familiar with on-line learning. How to navigate a course and frequently asked questions.

### Overview

- Hard copies of course materials (various books, charts, Caddy Profile Cards, and a Caddy Blending Calculator) are provided to be used in conjunction with the online learning.
- Each component has video links, interactive learning resources, charting, PowerPoints and much more to fully engage the learner within the most modern up to date learning platform available on the market.



Learners have access to our Aromatic Medicine Institute learning platform that is consistently updated. There are 11 courses that the student will have access to in the learning platform, they are:

- Intro to Coassemble for new learners
- Study Skills for Success
- Introduction to Aromatherapy

- Diploma in Aromatherapy, 1, 2, 3, & 4
- Provide Aromatherapy for Complementary Therapies – iUCT40
- Principles & Practice of Complementary Therapies – iUCT40
- Business Practice for Complementary Therapies – iUCT34
- Knowledge of Anatomy, Physiology & Pathology for Complementary Therapies – iUCT38

Learners will be sent an email upon approved enrolment where you can login, view the course material, videos etc.

Learners also have the option to upload and submit work online or submit hard copy work through email or post.

### Course Alterations

Aromatic Medicine Institute reserves the right to update or alter course content at any stage throughout the duration of the course as deemed necessary for the learners.

### Dispensary

Learners have access to an educational dispensary as part of their learning if they wish to come to Nelson to experience the Aromaflex shop.

Visit: [www.aromaflex.co.nz](http://www.aromaflex.co.nz) to view what we do and to purchase oils.

### Or...

Why not attend an Introduction to Aromatherapy workshop in Nelson if you are still unsure about signing up to the Diploma in Aromatherapy course or attend the course on-line.

You will learn about the top 10 essential oils, top 5 carrier oils, methods of application including making a blend, ending with a neck and shoulder aromatherapy massage.

This will provide foundational practical skills before you embark on further studies, and you get to meet us in person.

## Attendance

- This is a blended learning course
- Attendance is required for at least 3 of the 4 weeks in Nelson.
- Attend via Zoom one week if you cannot make it.
- The rest of the study is learning from your own home.
- Attendance is required online, through our Aromatic Medicine Institute learning platform.

## Diploma in Aromatherapy Tuition Fees

Description	Student Fee
Administration Fee	\$ 100.00
Aromatherapy Week 1	\$ 1200.00
Aromatherapy Week 2	\$ 1200.00
Aromatherapy Week 3	\$ 1200.00
Aromatherapy Week 4	\$ 1200.00
<b>Sub Total:</b>	<b>NZ\$4900.00</b>
<b>Compulsory Additional Costs:</b>	
Examination Fees includes: 2 x theory papers & 1 x practical exam	\$ 700.00
<b>*Total Diploma in Aromatherapy Fees:</b>	<b>NZ\$5600.00</b>
Certificate in Anatomy & Physiology: *A&P is a compulsory component of this course	Included
<b>*Total Diploma in Aromatherapy Fees:</b>	<b>NZ\$ 5600.00</b>
*All prices are quoted in New Zealand dollars *All prices include GST	

## Other Course Costs

All Prices are quoted in New Zealand Dollars

Recommended but not Compulsory	Amount
Essential Oils in Colour by Rosemary Caddy <a href="http://www.ccprofiles.co.uk/order.htm">www.ccprofiles.co.uk/order.htm</a> *	\$50.00
The Essential Blending Guide by Rosemary Caddy *	\$50.00
Essential Cards Pack1 and Pack2 *	included in course fees
Caddy Blending Calculator *	included in course fees
The Complete Guide to Aromatherapy by Salvatore Battaglia	\$120.00
Carrier Oils: For Aromatherapy and Massage by Len Price	\$70.00
An Introductory Guide to Aromatherapy by Louise Tucker	Included in course fees
Extra Essential Oils & Carrier oils for refilling your bottles	\$300.00
Black Trousers & Shoes White Uniform & Badge	\$100.00 included
Extra bottles, containers and beakers	\$100.00
<b>Stationary</b>	
Highlighters, 4 pack, Red, Blue and Black pens, pencil & Eraser, Lined refill and whiteout, 12 pack of coloured pencils	\$30.00
Index cards	\$6.50
<b>Other</b>	
4 Towels (2 large and 2 medium, 2 Pillow cases	\$100.00
Treatment Couch (optional)	\$400-700.00
Comprehensive First Aid Course either with Red Cross or St John	\$180.00



- *Note: if you do not wish to obtain the ITEC qualification and only complete the in-house certification, please let admin know on enrolment.*

### **Course Withdrawal**

Domestic learners are entitled to a refund if they withdraw from a programme as per section 357 of the Education and Training Act 2020 if the course is:

- a. of more than three months duration and
- b. withdraws from the programme within the refund period.

Full Refund details can be found in the course A to Z given out on Step 1 of the enrolment process and in the course Handbook given out on the first day of your course.

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### **Privacy Act**

*The Privacy Act 2020 ensures our Institute collects, uses, discloses and gives access to personal information in an appropriate way. The result of this is that our staff are unable to provide information on individual learners, their whereabouts and addresses.*



  
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