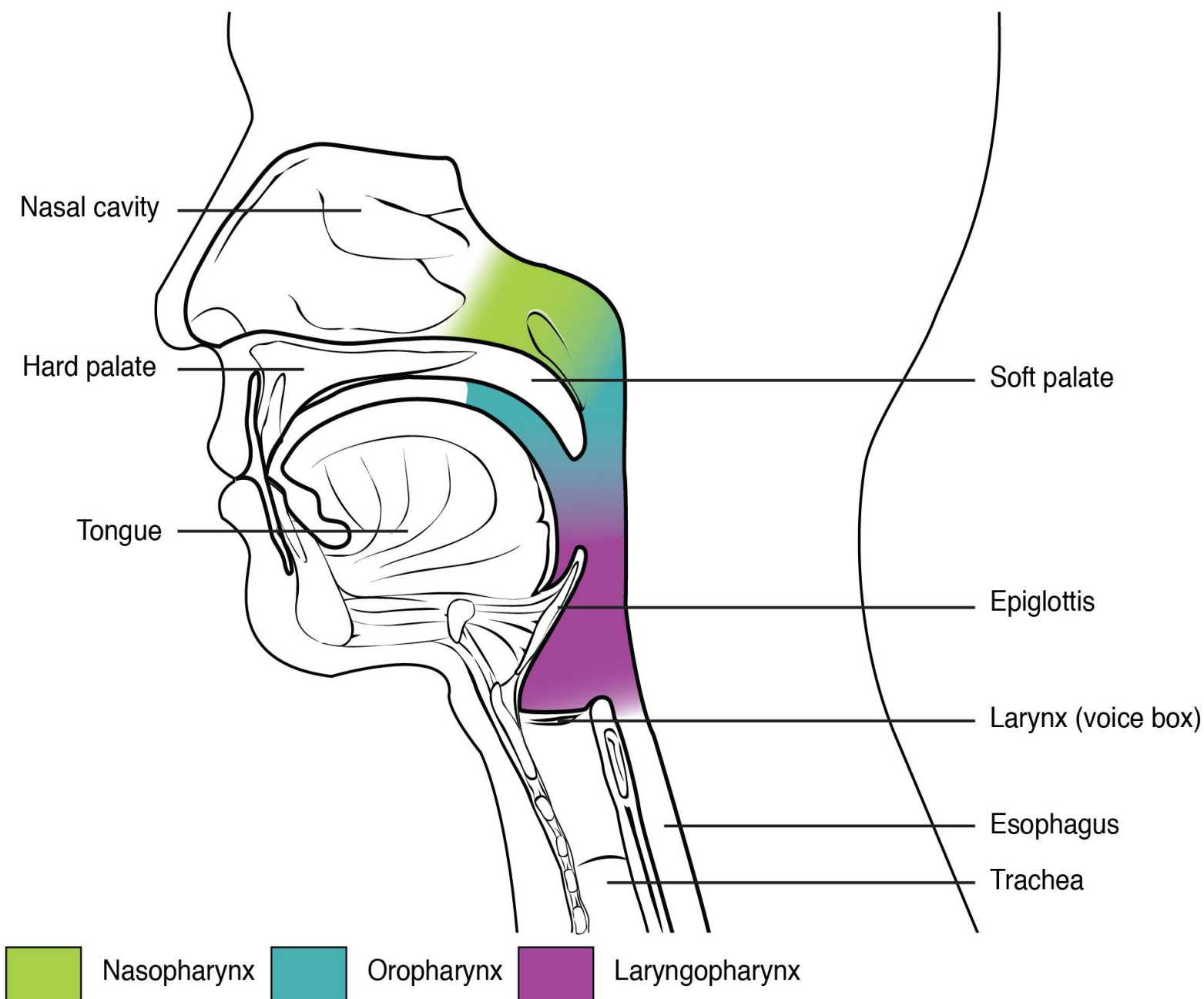
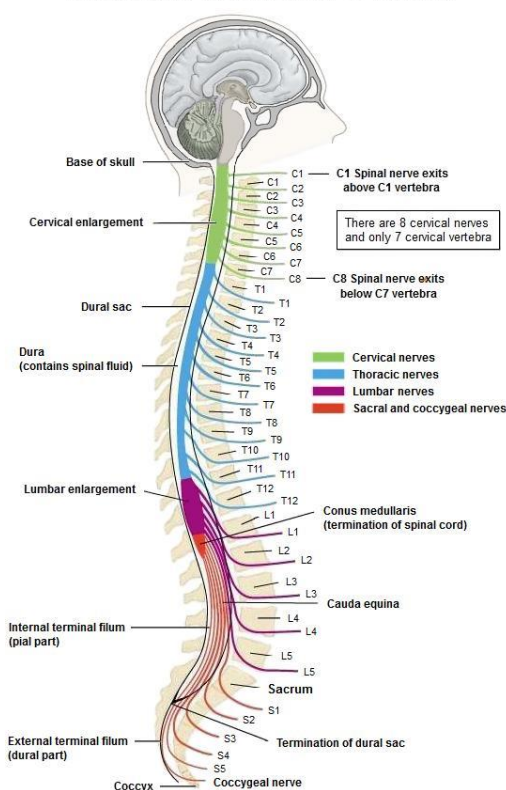


# Certificate in Anatomy & Physiology

## -ENROLMENT BROCHURE-



## Spinal Nerve Root Relation to Vertebra



## About Us

### 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.

### Important Info

Aromaflex Academy, (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, Diploma in Aromatherapy, Diploma in Reflexology, Anatomy & Physiology 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.

Aromaflex Academy is registered, affiliated with and/or approved with the following bodies to teach the Certificate in Anatomy & Physiology 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
- RNZ – New Zealand Reflexology [www.reflexology.org.nz](http://www.reflexology.org.nz)

## About This Course

### What is Anatomy & Physiology?

Anatomy is the study of the structure and relationship between body parts.

Physiology is the study of the function of the body parts and the body as a whole.

### Aims and Objectives

The **Aim** of the Certificate in Anatomy & Physiology course is:

- To provide a balanced and in depth study of the human body in foundational health science.
- To enable learners to gain the necessary underpinning knowledge of Anatomy, Physiology and Pathology required by the Complementary Therapies Industry.

The **Objective** of the Certificate in Anatomy & Physiology course is:

- To provide purpose and meaning to Anatomy & Physiology as a professional modality as an option to incorporate these skills towards being a Professional Therapist in the Complementary Medicine or Beauty Sector.

## Who Should Do This Course?

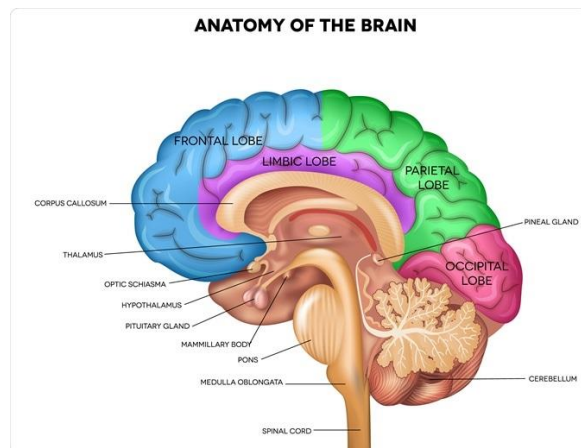
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### This Course Is Suitable For:

- School leavers wishing to study something, until they are ready to move into the career they are interested in, as Anatomy & Physiology is a pre-requisite qualification to many other awards in the Health and Natural Health Industries and the Beauty Industries.
- This qualification is suitable for Learners aged 16 and over and is designed to provide occupational competence at Level 3 (UK) (equiv. Level 4-5 NZQA). It also provides a sound platform into further training into other ITEC modalities.
- Any adult returnee with a genuine interest to learn, returning to education with a desire to work as an Aromatherapist, Reflexologist, Massage Therapist, Beauty Therapist etc for which the A&P award is a pre-requisite or compulsory part of a qualification.
- 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 in Anatomy & Physiology Therapists in the Complementary / Care industry, as it's often compulsory in Aromatherapy, Reflexology and Massage qualifications.
- To offer an International qualification that can be easily achieved totally on line, with only coming to Nelson once to sit the exam.
- To provide an exciting way to learn about the body by exploring and developing skills and an understanding of how to easily learn this subject by providing an up-to-date way of study through our modern learning platform, especially developed for student's ease of use.



## Career Opportunities

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On completion of your Anatomy & Physiology Certificate, you will have the knowledge to stair case into other ITEC qualifications, such as:

The Complementary Suite:

[www.itecworld.co.uk/qualification-category/all-categories/?Keywords=complementary&search\\_type=qualifications](http://www.itecworld.co.uk/qualification-category/all-categories/?Keywords=complementary&search_type=qualifications)

- Diploma in Aromatherapy for the Complementary Therapist
- Diploma in Reflexology for the Complementary Therapist
- Diploma in Holistic Massage

Check out [www.itecworld.co.uk](http://www.itecworld.co.uk)

## 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: [Course Enrolment Form \(jotform.com\)](#) or email: [academy@aromaflex.co.nz](mailto:academy@aromaflex.co.nz)

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:

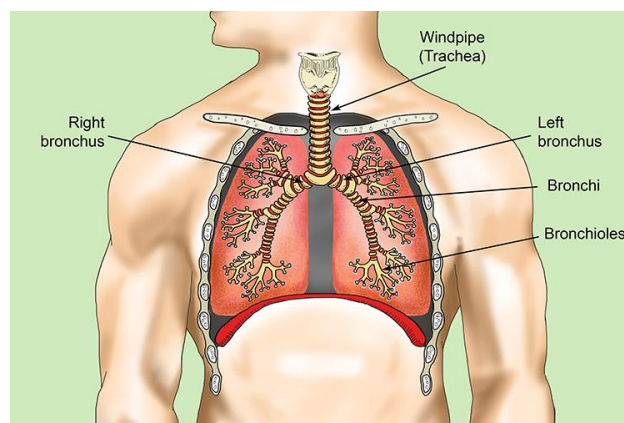
- Submit their own original work.
- Notify any change in contact details.
- Notify any changes affecting the ability to complete their study.

## What Qualification Do I Obtain?

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- An in-house *Certificate in Anatomy or Physiology* and or:
- ITEC *Certificate in Anatomy, Physiology & Pathology for the Complementary Therapist*

This is both internationally and nationally recognised with NZ standards of professional memberships and practice to staircase into other courses around NZ.



## Intakes and Overview

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### Intakes

The Certificate in Anatomy & Physiology course consists of six intakes a year starting in the months of:

**February, March, May, July, September and November.**

- Each intake is called a “cohort”.
- Each “cohort” starts on the first Monday of the **intake** month e.g., 01 February.
- You can start the course earlier if your enrolment information is completed fully. You would then be enrolled on the nearest cohort.
- Each component does not need to be done in order, i.e. start with Unit 2, 3, with Unit 1 last.
- The Certificate in Anatomy & Physiology course is available by **distance and online learning only**. There will be no need to come to our campus in Nelson.
- The Certificate in Anatomy & Physiology course consists of approx. **400 hours of learning**.

## Content and Structure

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### Content

Made up of 12 units encompassing all systems of the body:

Knowledge of Anatomy & Physiology & Pathology for Complementary Therapies (iUCT38)

- Unit 1: The Chemistry of Life & Pathology
- Unit 2: The Cells, Tissues and the Skin
- Unit 3: The Skeletal System
- Unit 4: The Muscular System
- Unit 5: The Nervous System
- Unit 6: The Human Senses
- Unit 7: The Endocrine System
- Unit 8: The Circulatory System
- Unit 9: The Lymphatic and Immune System
- Unit 10: The Respiratory System
- Unit 11: The Digestive System
- Unit 12: The Urinary & Reproductive Systems

### Structure

- The Certificate in Anatomy & Physiology course is made up of 12 units. They do not have to be done in order to complete the course. This course is done entirely on line.

### Completions and Extensions:

- It is anticipated that, unless extenuating circumstances exist, the course will be completed in the set period, i.e. within six to 12 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.



## Assessment Requirements

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- Learners will need to have completed all 12 components/units in order showing competency in each.

### The Examination Includes:

- A three-hour open book Certificate in Anatomy & Physiology written exam (to receive the in-house certification) **or**:
- A one hour multi choice exam, (if you want the ITEC qualification).
- 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.

### Post Graduate Options

- Once learners have achieved the Certificate in Anatomy & Physiology they may like to go on to other programmes of study i.e., Diploma in Aromatherapy for the Complementary Therapist.

### OR

- Diploma in Reflexology for the Complementary Therapist

### Study skills for Success

This provide both literacy and numeracy and study skills for the learner. At the end of this module there is a section on exams that will give the learner an opportunity to practice before exam dates.

## Resources

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### Overview

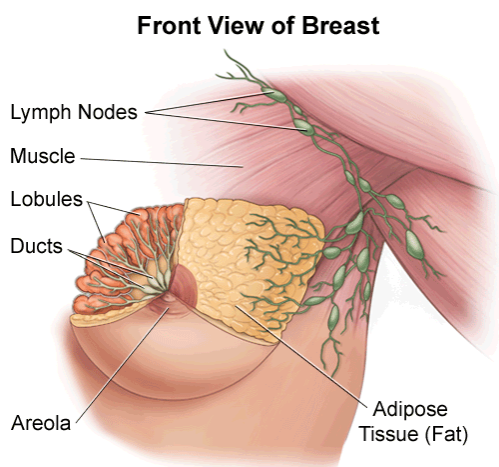
- Learners have access to our learning platform that is consistently updated.
- Each component has interactive learning resources, charting, PowerPoints and much more to fully engage the learner within the most modern up to date learning platform available on the market.
- Please visit this link to see how our learning platform [Coassemble Works](#)

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

Learners need to upload and submit work online.

### Course Alterations

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



### Attendance

- This is a distance learning course
- No attendance is required in class, you can learn from your own home.
- Attendance is required online, through our Aromaflex Academy learning platform.

### Anatomy & Physiology Tuition Fees

Description:	National Student Fee
Administration Fee	\$70.00
Anatomy and Physiology Course (12 Units) (including in-house exam fee) <i>ITEC exam fee not included.</i>	\$420.00
<b>Total Anatomy &amp; Physiology Fees:</b>	<b>\$490.00</b>

All Prices are quoted in New Zealand Dollars.

### Prescribed Text

Essential Oils in Colour by Rosemary Caddy  
[www.ccprofiles.co.uk/order.htm](http://www.ccprofiles.co.uk/order.htm) \*

### Other Course Costs

All Prices are quoted in New Zealand Dollars

Recommended but not compulsory	Amount
Dorland's Pocket Medical Dictionary (Dorland's Medical Dictionary) By Dorland – Paperback	\$76.00
An Introductory Guide to Anatomy & Physiology, 5 <sup>th</sup> Edition By Louise Tucker	\$60.00

### 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.

### 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.*

