Ontario College of Reflexology

Challenge Examination Program

- for Reflexologists Certified by Other Schools of Reflexology -

Ontario College of Reflexology
P.O. Box 220
New Liskeard, ON
P0J 1P0 Canada

(705) 647-5354 or 1-888-OCR-FEET (1-888-627-3338)
Fax: (705) 995-3415
ocr@ocr.edu www.ocr.edu
Challenge Examination Program

- available to Reflexologists certified by other schools -

This independent study program is available to Certified Reflexologists from other schools of reflexology who wish to become certified by OCR in the Level I Foot Reflexology Certificate program through the successful completion of the college’s written and practical challenge examinations.

- **Challenge Examination fee** - $275.00 Cdn. plus S&H (does not include membership). Payment accepted will be: Certified cheque, money order, cash or credit card **only**. No personal cheques will be accepted.

- **Includes**: all applicable examination fees, OCR N101 Foot Reflexology comprehensive textbook with chapter summaries and chapter tests, OCR Foot Reflexology chart, and a certificate issued upon successful completion of the examinations.

- **Time to complete all examinations** - **6 months**.

- **Written examination** (approx. 2 to 3 hrs) - based on the N101 Foot Reflexology textbook/foot chart.

- **Practical examination** (approx. 1-hr) - based on the N101 Foot Reflexology Foot Procedure. The techniques are similar to that used by other schools of reflexology, but the practical routine starts at the heel, working upward to the toes. This has been found to be very beneficial in a wide variety of ways. A sample of the Reflexology Health Record and the Reflexology Session Record is required to be submitted at the time of the practical examination.

- **Passing grade** - minimum average of **80%** of both written and practical examinations.

- **100 credits** earned at Level I Foot Reflexology upon successful completion of the challenge examinations.

- **Who is eligible?** - The applicant must be certified by a school of reflexology that meet the college’s minimum standards. The student may apply by enclosing a copy of the certificate, course curriculum outline and examination results that meet the following minimum standards:

  - minimum 30-hours classroom instruction which includes Anatomy & Physiology
  - minimum 50-hours practicum (at least 50 documented practical reflexology sessions)
  - written examination
  - practical examination.

- **Refund Policy**: None after the application has been accepted by the college. In the event that an application is declined by the college, an 85% refund (less 15% administrative fee) will be issued.

- **Membership fee** (optional) - Associate level or OCR Certified (when completed program) with Referral Listing option: $55.00 Cdn.

Other applicable forms:
- Challenge Exam Application Form (E31)
- Challenge Examinations Instructions for Certified Reflexologists (E32)
- Guideline to the Practical Examination by Video (E26A)
- Membership Application Form (M01)
Challenge Examination Application Form
for Reflexologists certified by other schools

<table>
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<tr>
<th>Name:</th>
<th>The undersigned hereby acknowledges and accepts full responsibility for payment of this application and any additional costs including collection agency costs should my payment not be accepted by my financial institution for any reason. I have read and accepted the terms of the Refund Policy.</th>
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**Enclosed:**

- Copy of certificate by a school of Reflexology that meet OCR’s minimum standards and/or supporting documentation.
- Challenge Examination fee* of $275.00 Cdn. plus S&H (see below)

*Add:  
- S&H fee of $15.00 in Canada  
- S&H fee of $25.00 in USA  
- S&H fee of $50.00 for Overseas

**Payment:**

- Certified Cheque / Money Order  
  Amount Paid: $________________________ Cdn. Funds  
- Cash
- VISA*  
  Acct.#: ___________________________  Exp. Date: ____________________  
- MasterCard*  
  Signature__________________________  Name on Card: ____________________

* Credit card payments will be made in Cdn. funds.

Office Use Only

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<th>Date Received</th>
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<th>How Paid</th>
<th>Student. #</th>
<th>Rec. #</th>
<th>Membership?</th>
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Challenge Examinations Instructions
For Certified Reflexologists

Written Examination:

- **Nearest Examiner Within 100 Miles**: Contact a teacher or examiner nearest to you to arrange a date to complete your N101 Foot Reflexology written examination. During the examination period, books or charts are **not** allowed (exceptions to this rule are dictionaries and language translation books) and only writing tools are permitted (such as pens, pencils, erasers, etc.). Bring with you, your letter of *Examination Authorization* and present it to the examiner. Allow up to three (3) hours to complete the written examination.

- **Proctored Examination**: In case of a nearest examiner being too far away from you, you may select a volunteer who is willing to proctor your N101 Foot Reflexology examination for consideration by the Ontario College of Reflexology. You must provide the proctor’s name, address and telephone number to the college. **Such proctors must be a professional or a trustworthy volunteer who is not related to you by either blood or marriage.** The proctor shall also not be a student of the college or have plans to continue their education with the college. We will mail a sealed envelope containing the written examination and instructions to the proctor. You may arrange for an examination date suitable with your proctor. During the examination period, books or charts are **not** allowed (exceptions to this rule are dictionaries and language translation dictionaries) and only writing tools are permitted (such as pens, pencils, erasers, etc.). Allow up to three (3) hours to complete the written examination.

Practical Examination:

- **Nearest Examiner Within 100 Miles**: Contact a teacher or examiner nearest to you to arrange a date to complete your practical examination. The practical examination consists of giving the examiner a complete foot reflexology session based on the foot reflexology procedure as outlined in the N101 Foot Reflexology Course textbook. During the examination period, only materials required for the practical examination will be permitted (such as towel, oil and wipes). The examiner will **not** provide these materials. Bring with you, your letter of *Examination Authorization* and present it to the examiner. Also, provide to your examiner your sample *Reflexology Health and Session Record*. Your sample Reflexology Health and Session Record will **not** be returned to you but will be kept on file by the Head Office. Allow up to an hour to complete the practical examination.

- **Videotaped Examination**: (See Guideline to the Practical Examination by Video) In case of a nearest examiner being too far away from you, you may choose to have your practical examination videotaped if accepted by the college. This consists of giving a volunteer a complete foot reflexology session based on the foot reflexology procedure as outlined in the N101 Foot Reflexology Course textbook while your work is being videotaped with no open books or charts visible to the student. Video taping and costs involved is the responsibility of the student. Only VHS, VHSc or mini-digital North American video format will be accepted. Upon completion of the practical examination, send the video tape and sample *Reflexology Health and Session Record*. Your sample Reflexology Health and Session Record will **not** be returned to you but will be kept on file by the Head Office. Allow up to an hour to complete the practical examination.

*Note: You have six (6) months to complete all examinations.*
Ontario College of Reflexology

Guideline to the Practical Examination
By Video

Do not attempt the practical examination by video unless you have a firm knowledge of the foot routine. This is a practical examination and you should be prepared to perform the foot routine as a professional and as though this was a “live” practical examination.

The following format is required to be followed when video taping your practical examination - marks will be deducted when the work is not clear enough to be seen:

1. Start of the video tape: The student acknowledges the washing of hands, “I have washed my hands before starting.”
2. The student introduces self and the volunteer client.
3. The student takes the volunteer client’s health record (volunteer client’s health record sheet is to be filled out before the start of the video tape - do not video tape while the volunteer client is filling in the health record sheet but it is expected that the review of the volunteer client’s health record sheet by the student is video taped.)
4. The student examines the volunteer client’s feet for foot problems (explain what they are doing).
5. The student talks his/her way through the entire session.
6. The student performs warm-ups - explains.
7. The student explains what is being done. For example, - the Relative to Solar Plexus Reflex (is located in the center of the diaphragm reflex) is worked to remove stress - then show where it is and how to work it. The pituitary gland reflex is then worked (show how to find it), then how to work it.
8. The student continues with the spine reflex with the full explanation of what he or she is doing.
9. The student then continues through the routine from the back of the foot forward, explaining each reflex, how to find it and how to work it.
10. After completion of the right foot, then the left foot is started, explaining each move throughout the routine.
11. After completion of both feet, the student applies olive oil (optional) to the volunteer client’s feet and excess oil is then wiped off the feet.
12. The Solar Plexus Push Technique (optional) is applied to both feet.
13. The student then feathers touches both feet (sides, back and sole).
14. The student dismisses the volunteer client with thanks.
15. The student acknowledges to wash hands, “I am going to wash my hands now.”

Notes:
• Be sure that your name and student number is marked clearly on the video tape.
• Be sure that your Reflexology Health and Session Records are enclosed.
• While video taping, ensure that there is a clear view of the student’s hands at all times (avoid obstructions such as elbows, etc.). The examiner marking your video tape must be able to see the student’s work at all times, otherwise marks will be deducted. A volunteer may be required to move the video camera to provide an unobstructed view and as well as a clear view of the reflexes worked.
• Ensure that the audio is clear at all times so that the examiner will be able to hear the student’s explanations. Avoid background noises such as voices, dog barking, radios, etc.
Please print or type:

**Member's Information**

- First Name: 
- Last Name: 
- Address: 
- City / Town: 
- Prov / State: 
- Postal/ZipCode: 
- Country: 
- Res: Tel. #: 
- Bus: Tel. #: 
- Fax Tel. #: 
- Email: 

**Referral Listing**

- Do You Wish To Be Listed in the OCR Referral Listing of Reflexologists? [ ] Yes [ ] No N/C 
- Would you like your receipts to be sent via email? [ ] Yes [ ] No 
- Would you like to receive renewal notices via email? [ ] Yes [ ] No 
- Intersection: 
- City / Town: 
- Province/ State: 
- Referral Tel. #: 
- Referral Email: 
- Website: 
- Comments: 
- Do You Wish to Post your BIO In the OCR Referral Listing of Reflexologists? [ ] Yes [ ] No $12/yr 

**Rates and Options**

- Description: 
- Please enter $ 
  - Newsletter - $55 $55.00 
  - Referral Bio see www.ocr.edu/bio.htm $12/year $ 

**Payment Options**

- □ Cheque / M.O. □ VISA 
- □ MasterCard □ Discover 
- □ Internet Bank/Interac 
- Amount: $ 
- Acct. #: 
- Exp. Date: 
- Name on Card: 
- Signature for credit card only: 

**Total of Fees: $**

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