

August 24, 2018

Lisa Dowling
285 Finch Ave
Pickering, ON L1V 0E6
Canada

Dear Lisa:

Congratulations! NCBTMB has reviewed your instructors and courses, using New York State Education Department's and NCBTMB's criteria. The instructors and courses listed below are approved under NCBTMB's New York sponsorship.

You may now use your sponsorship status to advertise and market to New York LMTs. Please use the following language on your marketing materials.

“Lisa Dowling is approved by the National Certification Board for Therapeutic Massage & Bodywork (NCBTMB) as a continuing education Approved Provider and is also sponsored by NCBTMB to teach New York LMTs continuing education that is accepted by the state of New York for license renewal.”

We thank you for understanding the importance of preserving the integrity of the above-mentioned statement and that its content cannot be edited, altered or paraphrased in any way. This statement acknowledges your status as an NCBTMB Approved Provider.

Please remember to update NCBTMB with renewed licenses for instructors who expire and all new courses that will be taught in the presence of New York LMTs.

Sponsored Instructors:

| <i>Instructor Name</i> | <i>Licensed, State, Type</i> |
|------------------------|------------------------------|
| Dowling, Lisa | Yes, ON, MT |

Please note that any instructors teaching hands on courses within the state of NY must be licensed massage therapists, physical therapists, registered nurses, physicians, chiropractors and podiatrists ONLY. Licenses from states other than NY can be accepted.

Approved NY Sponsored Courses:

| <i>Name of Course</i> | <i>Live/Home Study</i> | <i># of CEs</i> |
|-------------------------------|------------------------|-----------------|
| Cupping for Manual Therapists | Live | 16 |

DENIED Courses:

| <i>Name of Course</i> | <i>Reason for Denial</i> |
|-----------------------|--------------------------|
| | |

Upon completion of each course please submit a NY Class Roster with all student information for NY LMT's only and NCBTMB will issue a CE certificate to the participant. This form is found in your online account.

Each course and instructor must be approved according to NY guidelines. To submit new courses or instructors for NY sponsorship approval, please follow the directions below to submit for approval.

Courses already NCBTMB approved:

- Login to your online account at www.ncbtmb.org
- Click 'complete a form'
- Click 'NY Sponsorship Additional Course Submission', complete and submit
- Please allow 4-6 weeks for processing

NEW course submission:

- Login to your online account at www.ncbtmb.org
- Click 'complete a form'
- Click 'New (Additional) Course Submissions', complete including checking the box at the end to include in your NY sponsorship and submit
- Please allow 4-6 weeks for processing

NEW Instructor submission:

- Login to your online account at www.ncbtmb.org
- Click 'complete a form'
- Click 'Instructor Resume/CV Form', complete including checking the box at the end to include in your NY sponsorship and submit for NCBTMB approval
- Please allow 4-6 weeks for processing

Thank you,

NY Sponsor Team
nsponsor@ncbtmb.org