

Basic Spa Management Course Syllabus*

February 21, 2026-June 6, 2026

DATE	SCHEDULE	MODULE	TOPIC	INSTRUCTOR
February 21, 2026	Saturday (12NN-1:00PM)	Introductions/ Leveling of Expectations		Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)	Module 1- Introduction to Spa Industry	Overview of Wellness and Spa Market	Benjie Eugenio LMT, LET, MPA
February 28, 2026	Saturday (12NN-1:00PM)		Types of Spas	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Finding Your Niche	
March 7, 2026	Saturday (12NN-1:00PM)		Legal Requirements for Spa Establishment	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Challenges in Putting Up a Spa Business	Benjie Eugenio LMT, LET, MPA
March 14, 2026	Saturday (12NN-1:00PM)	Module 2: Excellence in Service and Customer Care	Common Massage and Spa Treatments	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Client Assessment	Benjie Eugenio LMT, LET, MPA
March 21, 2026	Saturday (12NN-1:00PM)		Personalizing the Spa Experience	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Developing a Spa Menu	Benjie Eugenio LMT, LET, MPA
March 28, 2026	Saturday (12NN-1:00PM)		Handling Customer Inquiries and Complaint	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)	Module 3: Spa Operations and Hygiene	Sanitation and Hygiene Standards	Benjie Eugenio LMT, LET, MPA
April 4, 2026	Saturday (12NN-1:00PM)		Spa Equipment, Care and Resources	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Spa Inventory and Supply Management	Benjie Eugenio LMT, LET, MPA

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DATE	SCHEDULE	MODULE	TOPIC	INSTRUCTOR
April 11, 2026	Saturday (12NN-1:00PM)	Module 4: Staff and Basic Team Management	Recruitment and Training	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Effective Shift Scheduling	
April 18, 2026	Saturday (12NN-1:00PM)		Conflict Resolution	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Staff Motivation	
April 25, 2026	Saturday (12NN-1:00PM)		Employee Discipline and Termination	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)	Module 5: Spa Marketing and Promotions	Spa Marketing Strategies	
May 2, 2026	Saturday (12NN-1:00PM)		Building Community Partnerships	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Dealing with the Local Government	
May 9, 2026	Saturday (12NN-1:00PM)		Monitoring and Evaluation	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)	Module 6: Spa Business Plan	Understanding the Spa Business Plan	
May 16, 2026	Saturday (12NN-1:00PM)		Elements of Business Plan	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)		Submission of a Business Plan	
May 23, 2026	Saturday (12NN-1:00PM)		Critiquing	Benjie Eugenio LMT, LET, MPA
	Saturday (1:15PM-2:15PM)	Review		
May 30, 2026	Saturday (12NN-1:00PM)	Final Exam		
	Saturday (1:15PM-2:15PM)	Free Time		

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DATE	SCHEDULE	MODULE	TOPIC	INSTRUCTOR
June 6, 2026	Saturday (12NN-1:00PM)	Awarding of Certificates		Benjie Eugenio LMT, LET, MPA

**Schedule is subject to change without prior notice.*

IMPORTANT CONSIDERATIONS:

- 1. All classes are conducted via Zoom only.*
- 2. Enrollment Requirements: At least college level preferably with LMT or TESDA NC2*
- 3. Course Requirements: Must pass final written examination and submit a Spa Business Plan*

Prepared by:

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President