

STUDENT INFORMATION HANDBOOK

INSTITUTE OF
ADVANCED
FOOTCARE



MASTERING
THE ART



OF MEDICAL
PEDICURING



WELCOME

Welcome To the Institute of Advanced Footcare (IOAF). We want to Thank You for giving us the opportunity to help you advance your knowledge and skills in this ever evolving industry. We can guarantee this training will not just advance your knowledge and skills, but it will give you a competitive edge both locally and internationally.

- All cancellations must be received in writing (email is acceptable) 7 calendar days before the start of the training. NB Registration Fees/Deposits are NON-REFUNDABLE .
- We regret that registrations cannot be transferred to another training; however delegate substitutions may be made up to 7 working days before the training date.

Please note, the Institute of Advanced Footcare (IOAF) reserves the right to cancel or re-schedule any training if necessary. In the case of cancellation by the Institute of Advanced Footcare, a full refund of fees will be made. In the event of a re-schedule, training fees will be transferred to the new date. Delegates who cannot make the revised date, will be required to request cancellation 30 days before the new training date in order to receive a full refund (terms & conditions may apply).

- **Photography and video**

On occasions, the Institute of Advanced Footcare takes photographs and videos which may be used to help promote our training (both online and in print). By attending our training you are confirming that you are aware of this and have no objections to your image or voice appearing in any material issued by the Institute Of Advanced Footcare or Imperial Feet. However, if for any reason you do not wish for us to use your image or voice please let us know.

Recording and photography by delegates is not permitted.

If you have any further questions, concerns or queries

feel free to contact us at 1-868-291-7338

or send us an email at admin@instituteofadvancedfootcare.com

TRAINING TERMS AND CONDITIONS

TRAINING CODE OF CONDUCT

Please ensure that the student is aware of the following:

- Ø Training Fees are non-refundable
- Ø Students are Responsible to find their own models for the practical/1-on-1 Training
- Ø Student MUST have all training supplies listed
- Ø **Cell phones must be shut off or on silent during class times**

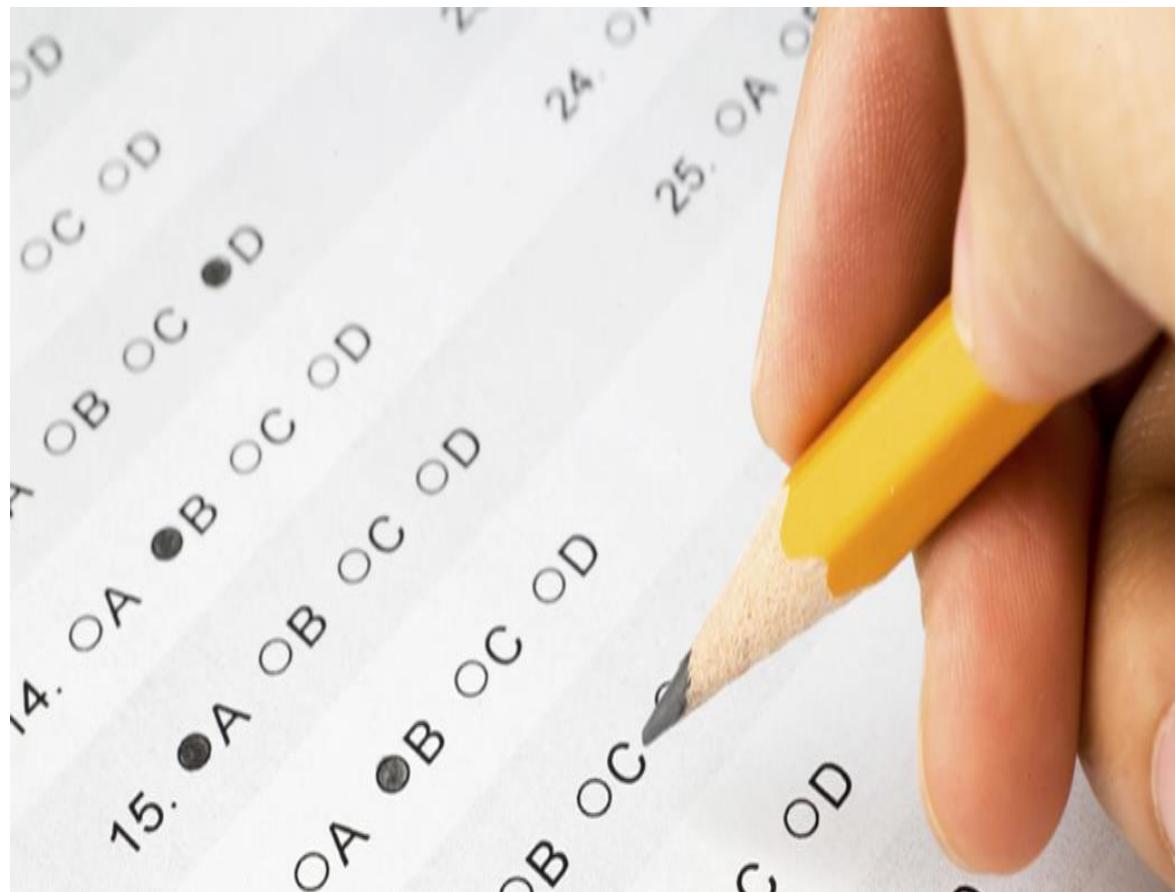


Students must achieve passing grades of 80% to receive Certification.

This program is designed to take you to the next level of your pedicuring career and to allow you to perform advanced services to enhance your business.

The marking scheme for this course is as follows:

- Advanced Pedicure Training Individual Project - 25% of final mark
- Advanced Pedicure Training Theory Exam - 25% of final mark
- Advanced Pedicure Training Practical Exam - 25% of final mark
- Class participation, punctuality, professionalism, business etiquette and communication - 25% of final mark. (this also applies to online sessions).



NB	The Theory exam will be a combination of short answer questions, multiple choice, true or false, labeling of diagrams and matching.
NB	One hour and a half will be given to complete the exam. The fee to redo any exam ONLY is \$300TT/45US practical or written.
NB	The Individual Pedicure Project MUST be submitted before you can access your online exams
NB	(Marks will be deducted for late submissions.)

The Module 2 final assessment will be completed virtually via 1-on-1 sessions where you will be required to complete the 7 Step Medi-Pedi while your instructor assesses your performance.

All students will also be assessed on their ability to participate in class discussions, punctuality to class, level of professionalism, business etiquette and their ability to clearly and concisely communicate with each other, staff and clients.

CYCLE 10 TRAINING

DATES

FREE Training Orientation Workshop

Thursday January 15th & 29th 2026

2pm AST | 7:00pm WAT

FREE Product Knowledge Training

Thursday January 22nd 2026

2pm AST | 7:00pm WAT

Module 1

Week 1:- Thursday 05th February 2026

Foot Care As A Career

- Life Skills For A Foot Health Practitioner

Week 2 :- Thursday 12th February 2026

Anatomy & Physiology Of The Nail

- Anatomy Of The Nail Unit

Week 3:- Thursday 19th February 2026

Anatomy & Physiology Of The Feet

- Anatomy & Physiology Of The Feet

Week 4:- Thursday 26th February 2026

Anatomy & Physiology In Relation To Foot Dermatology

- Structure & Functions of The Integumentary System
- Anatomy Of The Skin

Week 5:- Thursday 05th March 2026

An Introduction To Nail & Foot Disorders

- A Mini Guide To Foot & Nail Disorders

Week 6:- Thursday 12th March 2026

Understanding Fungal Infections

- Fungal Infections Of The Nail Part 1
- Fungal Infections Of The Nail Part 2
- Fungal Infection Of The Feet



MASTER THE ART OF MEDICAL PEDICURING

Foot Health Practitioner

Level 2 Diploma Certification

Every Thursday

Feb 05th 2025 - April 30th 2026 | 7:00pm - 9:00pm

With

Wendy-Ann Pompey

Foot Care Educator

+1-868-291-7338 www.instituteofadvancedfootcare.com

Week 7:- Thursday 19th March 2026

Treating Nail Problems

- Toenail Clipping, Debridement & Ingrown Toenails: Digging Out The Facts

Week 8:- Thursday 26th March 2026

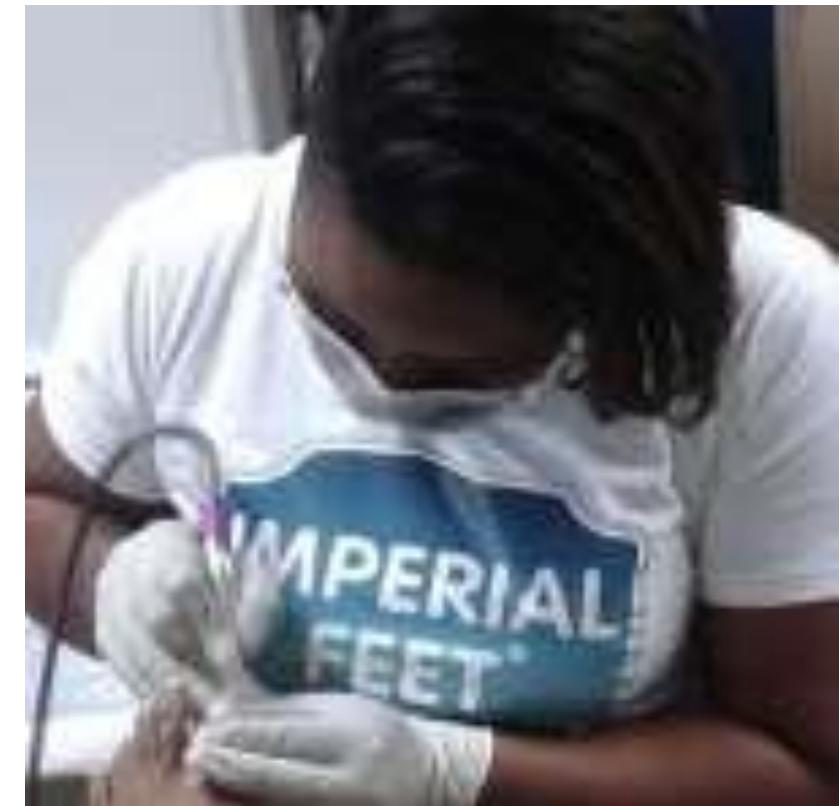
Metabolic Disorders and Management Of Diabetic Feet

- Diabetes: Signs Symptoms, Types
- Diabetic Foot Disorders & Management
- Diabetic Foot Assessments, A Step-By-Step Guide

Week 9:- Thursday 02nd April 2026

Foot Care Consultations & Evaluation

- Introduction To Foot Consultations



Week 10:- Thursday 09th April 2026

Infection Control

- Diabetic Foot Care
- Consultations

Week 11 :- Thursday 16th April 2026

- Theory Exams

3 Day Hybrid Practical Workshop.

Day 1 - Wednesday 22nd April 2026

- AM: Theory Of Efile Pedicuring
- PM: Efile Practice on Inanimate Object

Day 2: Thursday 23rd April

- AM: Sole Care
- PM: Nail Care

Complete Imperial Feet 7 Step Medi-Pedi

Day 3: Friday 24th April 2026

Practical Assessment

Project Deadline:- Thursday 16th April 2026



ADVANCED TRAINING SUPPLY LIST

Module 1

Only Writing Material Needed

Module 2 / E-file Training

Must Be Supplied By Student

- Towels
- 5 Disposable Nail Files & Buffers
- 1 Cuticle Nipper
- 1 Ingrown Nail File
- 1 Fine Point Bit
- 1 Pedicure Bit
- Sanding Bands (Fine, Medium & Coarse)
- Mandrill For Sanding Bands
- 1 E-file (Rotary Tool or Podiatry Machine)
- * Facial Steamer (Optional)
- Imperial Feet Restorative Medi-Pedi Kit (Included In Training Cost)

Comfortable Pedicuring Space

STUDENTS PAYMENT PLAN

Training Cost: \$5000 TTD | N350,000

REGISTRATION: \$500 TTD | N50,000

Tuition Payment Plan



February:-
\$750TTD/N50,000

Second Payment:-
\$750TTD/N50,000

Third Payment:-
\$750TTD/N50,000

Forth Payment:-
\$750TTD/N50,000

Fifth Payment:-
\$750TTD/N50,000

Sixth Payment:-
\$750TTD/N50,000

REGISTRATION INFORMATION

Step 1

Click Here To Fill Out Registration Form

Step 2

Choose Your Payment Option

You can pay online using the available options

Step 3

Upon Registration you will be added to our whatsApp support group as well as our online learning platform where you have access to your training resources

If you have any questions or need support, I'm here—fully present and ready to walk this path with you.

Warm Regards,

Wendy-Ann Pompey

Foot Care Educator | Multi-Certified Life Coach

www.instituteofadvancedfootcare.com

www.instituteofadvancedfootcare.com/master-the-art-of-medical-pedicuring

Thank You for choosing the Institute of Advanced Footcare as your footcare school of choice we are looking forward to meeting you and getting to know you virtually as we embark on the exciting educational journey together.

Our staff are at your service to answer and address any concerns, feel to email us at admin@instituteofadvancedfootcare.com and someone will address your concerns in a timely manner.

Thank You and we are as excited as you are to start this journey.

Respectfully Yours

A handwritten signature in blue ink, appearing to read "W.A. Pompey".

Wendy-Ann Pompey
Educational Director
Institute Of Advanced Pedicuring