

# YUIN UNIVERSITY

SCHOOL OF ACUPUNCTURE  
AND ORIENTAL MEDICINE

## CATALOG

2018-2019



2007 East Compton Boulevard  
Compton, California 90221  
(310)609-2704 [www.yuin.edu](http://www.yuin.edu)

## TABLE OF CONTENTS

LETTER FROM PRESIDENT	2
DISCLOSURES	3
ACADEMIC CALENDAR	4
INTRODUCTION	5
ADMISSIONS INFORMATION	9
ACADEMIC INFORMATION	13
STUDENT SERVICES	22
FINANCIAL INFORMATION	30
SCHOOL OF ACUPUNCTURE & ORIENTAL MEDICINE	35
UNIVERSITY ADMINISTRATION	56
SCHOOL MAP	59

## LETTER FROM PRESIDENT

Dear Students:

As the book of Galatians Chapter 6 Verse 9 said, "Let us not become weary in doing good, for at the proper time we will reap a harvest if we do not give up." (NIV), there are God's appointed times for sowing, working and reaping. Our Yuin University is no exception.

The Lord wants to lead His children in the pathway of promotion. He has a purpose and destiny for our lives and He wants us to enter into it. Often we may go through the path of trials and tribulations in order to be shaped and refined and prepared to enter into the destiny that God has prepared for us. God leads us through a process of shaking and discipline which can be painful at that time. But later it will prove to be an invaluable and strong foundation for our lives.

Yuin University has recently gone through some stinging trials and hardships. Thanks to those experiences, Yuin University has become stronger and more mature as an educational institution. It is now high time to reveal its true value as one of very few comprehensive graduate and post graduate institutions in our ethnic communities. It also has the untapped pool of alumni from its near four decade existence.

As we look forward to achieving our near and long term goals for our Yuin University, we should count all those recent trials and hardships as blessings that will propel us to go farther in improving the lives of those in our communities through academic excellence and acts of love to those in need.

Sincerely,

President

## **DISCLOSURES**

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2355 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet web site, [www.bppe.ca.gov](http://www.bppe.ca.gov)

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Yuin University has never filed a bankruptcy petition, operated as a debtor in possession or had a petition of bankruptcy filed against it under federal law.

Yuin University is not accredited by an agency recognized by the United States Department of Education (USDE). A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.

## ACADEMIC CALENDAR

### Fall Quarter, 2018

Registration	September 10-14
Classes Begin	October 1
<u>Thanksgiving Break</u>	<u>November 19-23</u>
Preregistration for Winter	December 3-8
Final Examination	December 10-14
Classes End	December 14
<u>Christmas Break</u>	<u>December 25</u>

### Winter Quarter, 2019

Registration	December 17-21
<u>New Year's Day</u>	<u>January 1</u>
<u>Martin Luther King Day</u>	<u>January 21</u>
Classes Begin	January 22
Preregistration for Spring	February 25 - March 1
<u>Presidents' Day</u>	<u>February 18</u>
Final Examination	March 25-29
Classes End	March 29

### Spring Quarter, 2019

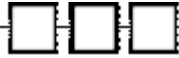
Registration	March 18-22
Classes Begin	April 8
<u>Spring (Easter) Break</u>	<u>April 22-26</u>
Preregistration for Summer	May 20-24
<u>Memorial Day</u>	<u>May 27</u>
Commencement	June 9
Final Examination	June 17-21
Classes End	June 23

### Summer Quarter, 2019

Registration	June 10-14
Classes Begin	July 1
<u>Independence Day</u>	<u>July 4</u>
Preregistration for Fall	August 19-23
<u>Labor Day</u>	<u>September 2</u>
Final Examination	September 3-6
Classes End	September 6

\* National Holidays are underlined

## INTRODUCTION



Statement of Faith	6
Institutional Purpose	6
Mission Statement	7
Mission	7
Core Values	7
Objectives	7
Educational Philosophy	8
Mode of Delivery	8
Campus Location and Facilities	8
Compliance with Legal Requirements	8
Statement on Nondiscrimination	8

## **STATEMENT OF FAITH**

### **1. The Trinity**

The Board, faculty, administration and staff at Yuin University possess an active and visible Christian faith which encourages the entire campus community in our pursuit of a wholesome and practical Christian life. We personally trust in and collectively bear witness to the one, eternal God, revealed as Father, Son and Holy Spirit. (Deut. 6:4; Matt. 28:19; 2 Cor. 13:14; John 4:24)

### **2. God the Father**

We believe in God the Father who created the heavens and the earth. We believe in God the Son, Jesus Christ, who was conceived by the Holy Spirit and born of the Virgin Mary. Jesus suffered, died and was buried. He rose from the dead. Jesus ascended into heaven and remains with the Father and the Holy Spirit to judge the living and the dead. Jesus Christ alone is the way, the truth and the life. There is salvation in and through no other. (2 Tim. 3:16-17; 2 Pet. 1:20-21; 1 Cor. 2:13)

### **3. The Holy Spirit**

We believe in God the Holy Spirit who is the comforter, sustainer and sanctifier of all who profess faith in Jesus Christ as Savior and Lord. (Rom. 8:9; 1 Cor. 12:12-14; Eph. 1:13-14, Gal. 5:22-25)

### **4. Salvation**

We believe that humanity has hope for redemption from sin by Jesus Christ's life, death and resurrection. It is by God's grace alone that we joyfully receive our salvation through a personal faith in Jesus Christ. (Eph. 2:8-10; Tit. 2:11-14)

### **5. Revelation, Scripture and Authority**

We believe that the Bible is God's revealed Word. It is authoritative and infallible in all matters of faith and practice. (Ps. 19:1-6; Heb. 1:1-2; John 17:17)

### **6. The Church**

We believe that the Church is the body of Christ and God's witness in the world. (Eph. 1:22-23, 5:25-27; 1 Cor. 12:12-14)

### **7. Our Destiny**

We believe that Jesus Christ will return and claim his own, ushering in the new heaven and new Earth in which righteousness will dwell and God will reign forever. (1 Thess. 4:13-18; Zech. 14:4-11; Rev. 20:6)

## **INSTITUTIONAL PURPOSE**

Yuin University is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

Yuin University was established to fulfill the holistic needs of its students, so that they may promote the mental, spiritual, physical, and financial well-being of the communities in which they live.

## **MISSION STATEMENT**

Yuin University is a faith-based Christian institution that welcomes students of all faiths and backgrounds into a quality, values-based education. We foster a student-centered approach to allow each individual to develop spiritually, morally, and intellectually in order to pursue lives of leadership and service.

## **MISSION**

Yuin University is dedicated to making lifelong learning opportunities accessible, challenging, and relevant to a diverse student population. We promote an open and welcoming campus that builds skills for lifelong learning. We assist students to reach their goals in higher education. We strive to graduate students who embody the virtues of integrity, respect for human dignity and commitment to justice. This accomplished by facilitating educational and academic excellence through exceptional management of University operations and resources, innovative delivery systems and student services, and relevant programs that are learner-centered, and success-oriented.

## **CORE VALUES**

The core values of Yuin University are Openness, Integrity, Service, Respect, and Creativity as follows;

- Openness : We welcome freedom of inquiry and diversity of experience within a community of educator and learners who seek truth, moral wisdom and global understanding.
- Integrity : We strive for academic and professional excellence in an educational experience that builds character and values the whole person.
- Service : We encourage our students to seek a just-world and lead lives of compassion and service to others.
- Respect : Respect for all persons by treating them with courtesy, politeness and kindness.
- Creativity : In the fulfillment of mission we will create conversations of alternative futures and possibilities.

## **OBJECTIVES**

The objectives of Yuin University are as follows:

- Each student will be encouraged to achieve the greatest educational level possible in his/her chosen field of study.
- Each student will be helped to utilize his/her educational abilities, personally and for the benefit of the community and society at large.
- Each student will be encouraged and prepared to become actively involved in the professional community of his/her chosen field of study for the purpose of both making professional contributions and seeking continuing education.
- Each student will be provided the opportunity to develop greater cross-cultural awareness as a result of the Yuin University learning experience.
- Each student receiving a master's degree from Yuin University will demonstrate both a mastery of some aspect of the subject matter of his/her chosen field of study and a high level of competence in the



application of that subject matter.

## **EDUCATIONAL PHILOSOPHY**

Yuin University is a community of scholars committed to the search for truth and the pursuit of academic excellence as a Christian faith-based institution. Students of all races, creeds, and cultural backgrounds are welcome to join us in our intellectual quest.

Yuin University seeks to preserve and enrich the dignity of every person who becomes a part of this community. It affords the opportunity for sharing ideas and values from many different traditions. Increased understanding should contribute to the awareness of a serious responsibility toward all humankind.

## **MODE OF DELIVERY**

Yuin University provides classroom-based, traditional instruction.

## **CAMPUS LOCATION AND FACILITIES**

Yuin University is located at 2007 E. Compton Blvd., Compton, CA 90221, twenty miles south of Los Angeles. All courses are taught at this location. The University maintains a library and bookstore for the convenience of its students. The main University building houses classrooms, offices, a lounge, a conference room, record display room. There are two RTD covered bus stops within 1/2 block of the University, as well as ample parking in the front and in back of the facilities. Yuin University and the facilities it occupies fully comply with all federal, state, and local ordinance and regulations, including those requirements regarding fire, building safety, and health.

Equipment includes computers, desks, chairs, whiteboards, office equipment, projector, document camera, and wireless network equipment.

## **COMPLIANCE WITH LEGAL REQUIREMENTS**

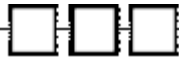
Yuin University, in accordance with Title VI of the Civil Rights Act of 1964, operates in a non discriminatory manner with regard to race, color, age, or natural origin. Furthermore, as required by Title IX of the 1972 Education Amendments, Yuin University does not discriminate on the basis of sex in its educational programs, activities, or employment policies. Yuin University also provides equal opportunity for qualified handicapped persons in accordance with the requirements of Section 504 of the Rehabilitation Act of 1973. Instructional and other facilities (including an elevator to the second story) are readily accessible to handicapped students. Inquiries and appeals regarding compliance should be directed to the University Dean of Students.

## **STATEMENT ON NONDISCRIMINATION**

Yuin University, in accordance with Title VI of the Civil Rights Act of 1964, operates in a non

discriminatory manner with regard to race, color, age, or natural origin. Furthermore, as required by Title IX of the 1972 Education Amendments, Yuin University does not discriminate on the basis of sex in its educational programs, activities, or employment policies. Yuin University also provides equal opportunity for qualified handicapped persons in accordance with the requirements of Section 504 of the Rehabilitation Act of 1973. Instructional and other facilities (including an elevator to the second story) are readily accessible to handicapped students. Inquiries and appeals regarding compliance should be directed to the University Dean of Students.

## ADMISSIONS INFORMATION



Admissions	11
Admissions Philosophy	11
Admission Procedures	11
International Students	12
Ability-to-Benefit	12
Definition of A Credit Hour	12
Acceptance of Credit	12
Transfer Credit Policy	13
Articulation Agreement	13
Re-Admission to the University	13
Academic Year	13
Course Prerequisites	13

## ADMISSIONS

Yuin University seeks mature, capable students who have the preparation and motivation needed to accomplish their academic and professional goals. In addition, it is expected that successful applicants will demonstrate a commitment to and a passion for their chosen field of study.

### ADMISSIONS PHILOSOPHY

Admissions decisions are based upon both objective and subjective criteria. An applicant's previous academic record is an important predictor of his/her ability to succeed at the University. Previous work experience in the selected field of study may also be taken into consideration. Personal and/or professional letters of recommendation are included in the process. Finally, a personal interview with a University administrator is required of all applicants.

Each degree program may have its own admissions criteria in addition to the general requirements of Yuin University.

- Bachelor Degree or its equivalent for the Master Degree Program. Applicants must have maintained a minimum overall grade point average of 2.5 in their undergraduate program (on a 4.0 scale) for the Master's Degree Program.
- Applicants are required to take the Test of English as a Foreign Language (TOEFL) examination if the native language is not English. A minimum score of 450 PBT(Paper-based Test), 133 CBT(Computer-based), and 45 iBT(Internet-based Test) examination is required for admission.
- 2 of Letters of Recommendation
- Admissions Interview

*All foreign transcripts must be evaluated and if necessary, translated to meet U.S. equivalency.*

The following is a sample of foreign transcript evaluators. Yuin University does not endorse any evaluators.

- Foreign Consultants: <http://www.foreignconsultants.com/>
- Educational Credential Evaluators: <http://www.ece.org/>
- Educational Perspectives: <http://www.educational-perspectives.org/>
- International Consultants of Delaware: <http://www.icdel.com/>
- International Research Foundation, Inc.: <http://www.ierf.org/>
- World Education Services: <http://www.wes.org/>

### ADMISSION PROCEDURES

Applications for admission to Yuin University may be submitted at any time. However, the actual start of classes must coincide with the start of each quarter. A student counselor will assist the student in developing a schedule of classes each year).

The prospective student wishing to apply for classes should contact the Director of Admissions for an application and information concerning enrollment. The prospective student must request that transcripts be sent from all previous colleges attended. These transcripts must be sent to the Director of Admissions, Yuin University, must be official, and must be received directly from the issuing institution. Each applicant is advised that many institutions require several weeks to process a request to issue a transcript.

After the application materials have been completed and submitted, and transcripts received by Yuin

University, the applicant should schedule an interview with the Dean of the School to which he/she is applying. Following the interview, The Evaluation Committee will review the results of the interview and all admissions materials to determine the admissibility of the applicant.

If the applicant is accepted for admission, an acceptance letter will be sent to the applicant with an enrollment date. The student may enroll on that date or after that date and begin study at the University. If the applicant is not accepted, the Director of Admissions will send a letter to the applicant informing him/her of the decision and stating the reasons for non-acceptance. A remedial plan is usually offered to encourage the student to continue his or her quest for knowledge. In some cases, a student may be allowed to begin study before a final determination has been made on admissibility. In such cases, the student is provisionally admitted on the basis of the admissions interview. Admissions materials, including transcripts, are considered documentation of statements made by the prospective student in the interview. Should there be a discrepancy between any prospective student's statements and the documentation received; the Evaluation Committee may choose to deny admission to the prospective student.

### **INTERNATIONAL STUDENTS**

Yuin University is an approved Student Exchange Visitor Program (SEVP) school. SEVP is managed by the United States Immigration and Customs Enforcement. Yuin University has authorization from the SEVP to process the necessary documents for international students so they may receive a F-1 student visa, if eligible.

Yuin University will vouch for student status at no charge.

### **ABILITY-TO-BENEFIT**

Yuin University does not admit ability to benefit students.

### **DEFINITION OF A CREDIT HOUR**

Yuin University defines a credit hour or credit unit as being one hour lecture of classroom each week and 10 weeks of one quarter, total 10 hours of one quarter term.

### **ACCEPTANCE OF CREDIT**

Yuin University does not accept hours or credit through challenge examinations, achievement tests, or experiential learning.

### **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at Yuin University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits

or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Yuin University to determine if your credits or degree will transfer.

### **TRANSFER CREDIT POLICY**

For credit to be transferred into a Yuin University program, it must be credit that was not counted towards a completed degree program or completed at another school concurrently with Yuin University enrollment.

Requests for transfer credit are normally submitted during the admissions process. Additional requests must be filed with the Admissions Office prior to the semester in which the equivalent Yuin University course is offered.

Credits earned at other institutions may be considered for transfer credit with the following stipulations:

- Official copies of transcripts must be forwarded to Administration for evaluation.
- Only those courses which are substantially comparable to Yuin courses with "C" (2.0 on a 4.0 scale) or higher grade will be accepted.
- Up to a maximum of 20% of the total program credits of Graduate may be transferred.

### **ARTICULATION AGREEMENT**

Yuin University has not entered into any transfer or articulation agreements with any other college or university.

### **RE-ADMISSION TO THE UNIVERSITY**

Former students should consult with a Dean to determine whether curriculum or degree requirements have changed since their last enrollment.

### **ACADEMIC YEAR**

The academic year for the School of Oriental Medicine begins in the fall of each year according to quarter system.

### **COURSE PREREQUISITES**

Special requirements for admission to specific courses are introduced by the word "prerequisite." Students who have not completed prerequisite courses but believe they have equivalent preparation should request a waiver of the restriction from the Dean. Permission to enroll requires prior approval from the Dean and the faculty member of the course.

## ACADEMIC POLICIES

Academic Policies	14
Academic Year	15
Course Prerequisites	15
General Policy on Grading	15
Grading System	15
Administrative Grading Symbols	16
Definition for Good Standing	16
System of Grading	16
Grade Reports	16
attendance Policy	17
Satisfactory Progress	17
Academic Probation and Suspension	17
Graduation Requirements	17
Auditing Courses	18
Student Evaluation of Instruction	18
Conduct and Discipline	18
Cheating and Plagiarism	19
Student Conduct	19
Notification of Rights Under Ferpa	20
Disclosure of Student Records	21

## ACADEMIC YEAR

The academic calendar for the School of Acupuncture and Oriental Medicine begins in each quarter according to quarter system as follows:

- Fall Quarter: Starts with October each year.
- Winter Quarter: Starts with January each year.
- Spring Quarter: Starts with April each year.
- Summer Quarter: Starts with July each year.

Details regarding actual starting dates may be found in the Academic Calendar located in the page three of this catalog.

## COURSE PREREQUISITES

Special requirements for admission to specific courses are introduced by the word “prerequisite.” Students who have not completed prerequisite courses but believe they have equivalent preparation should request a waiver of the restriction from the appropriate school Dean. Permission to enroll requires prior approval from the Dean and the instructor.

## GENERAL POLICY ON GRADING

It is an integral part of the teaching responsibility of the faculty to provide careful evaluation and timely assignment of an appropriate grade to each enrolled student. In the absence of compelling reasons, such as mistake, fraud, bad faith, or incompetence, the grade determined by the instructor of record is to be considered final. Final course grades must be submitted by the faculty to the Records Office no later than noon of the second academic day after the end of the Final Examination period. For purposes of correcting an error, an instructor may change a grade with approval of his/her department dean.

## GRADING SYSTEM

Letter Grade	Grade Points	Percent Grade	Explanation
A	4.00	93-100	EXCELLENT
A-	3.67	90-92	
B+	3.33	87-89	
B	3.00	83-86	GOOD
B-	2.67	80-82	
C+	2.33	77-79	
C	2.00	73-76	SATISFACTORY
C-	1.67	70-72	
D+	1.33	67-69	
D	1.00	63-66	POOR
D-	0.67	60-62	
F	0.00	below 60	FAILING



## **ADMINISTRATIVE GRADING SYMBOLS**

GR	GRADE
GP	GRADE POINTS
GPA	GRADE POINT AVERAGE
UT	UNITS
UT ATT	UNITS ATTENDED
UT EARN	UNITS EARNED
SP	SATISFACTORY PROGRESS
I	INCOMPLETE
W	WITHDRAWAL
AU	AUDIT
TC	TRANSFER CREDIT
CR/NC	CREDIT/NO CREDIT
RD	REPORT DELAYED
P	PASS (not included in GPA)

## **DEFINITION FOR GOOD STANDING**

To attain good academic standing, undergraduate students must have a term and a cumulative grade point average of 2.0 (C) or higher. To attain good academic standing as a graduate students, students must: be making satisfactory progress toward the completion of degree requirements within the time limits of the degree program, including approved extensions, have demonstrated an ability to succeed in the degree program; and have a cumulative grade-point average of 3.00 (B) or better.

## **SYSTEM OF GRADING**

Any student receiving an Incomplete grade will be given up to six weeks to complete the assignment. Any student receiving a “D” grade point or below is responsible for arranging with the instructor a plan for improving his/her grade. Student performance will be evaluated by examination, attendance, classroom participation, special projects, and research work, etc.

## **GRADE REPORTS**

At the end of each quarter, notification of the student’s academic standing and report of grades achieved while in attendance at the university are mailed to each student. Grades are normally mailed within one week following the last day of the term. If there are any unpaid charges or other penalties on record against a student, request for transcripts and class grades will be withheld unless arrangements to the contrary have been made in advance with the administration. Questions regarding grade reports, academic credit, or transcripts should be referred to the Office of Admissions and Records. If a student questions a grade he/she received in a course, he/she should attempt to resolve the problem with the instructor. If the student is not satisfied with the instructor’s decision, the matter may be taken up with the school dean.

## **ATTENDANCE POLICY**

All students are required to attend all classes, except in extreme extenuating circumstances. Excusable circumstances include illness, injury, childbirth, or other serious events. Students must furnish the school with documentation (for example, a note from a physician) following an excusable absence.

Three (3) instances of tardiness are also counted as an absence. All students must have 75% attendance of all courses, regardless of the nature of the absences. Those students who fail to maintain satisfactory class attendance in any subject will not be permitted to take the final exam in that particular subject. If attendance fails to improve, the Director, at his/her discretion, may dismiss a student for unsatisfactory attendance.

Any student who requests a leave of absence must first inform the school and get the Director's approval. Students who are fifteen (15) minutes late for class must wait until a break to join the class.

## **SATISFACTORY PROGRESS**

A cumulative GPA of 3.0 or higher (letter grade of B average or better) for Master degrees (Master of Science in Acupuncture).

## **ACADEMIC PROBATION AND SUSPENSION**

Academic probation is an identification of students whose scholastic performance is below University standards. Academic suspension is an identification of students whose scholastic performance remains below University standards for two consecutive quarters. Below is a general classification of students based on credit hours with the standard grade point average for the quarter indicated.

1. A student who fails to meet these minimum standards for one quarter is placed on academic probation.
2. If the student fails to meet these minimum standards for two consecutive quarters, he/she is placed on academic suspension.

A student on academic probation may continue at the University pending improvement in his/her academic standing.

A student on academic suspension is required to leave the University for one regular academic quarter. His/her record will be stamped *academic suspension*.

Once a student is dismissed for academic reasons, the student may apply for re-admission after being out for a quarter.

## **GRADUATION REQUIREMENTS**

In order to complete a degree, a student must satisfy the requirements on total credit hours earned, grade point average, residency, literacy, and distribution of credits by subject area.

Students who fail to meet graduation requirements within seven (7) years from the date of their first admission must meet the requirements in effect at the time of their graduation rather than those that were effective at the time of their entrance. A student readmitted to Yuin University after enrollment as a regular student at another institution must meet the graduation requirements in effect at the time of his/her readmission.

General graduation requirements for all Yuin University programs are as follows:

1. A passing grade in all coursework needed to meet degree or diploma
2. The successful completion of a comprehensive examination.
3. The successful completion of a dissertation and a successful oral defense of the dissertation.
4. Fulfillment of all financial obligations to Yuin University.

A student must satisfy degree and course requirements, as outlined in the catalog in effect at the time of enrollment at Yuin University as a degree or diploma program student, unless the student interrupts his/her program, in which case it may become necessary to satisfy the program requirements as outlined in the catalog in effect at the time the student re-enters as a student.

### **AUDITING COURSES**

Persons who do not wish to register for credit may be permitted to register as auditors under the following conditions: that they pay the regular audit fee, \$100.00 per course (no additional fee for students registered for a full-time credit load); obtain the consent of the instructor; audit only courses for which there are adequate classroom facilities; and, in the case of full-time students, obtain the consent of their advisor. Skill and laboratory courses are not open for auditors. All permissions and registrations for auditing courses shall be filed in the Office of the Registrar. Regular registration procedures are to be followed after permission has been granted. The privileges of an auditor in a course are limited to attending and listening. The auditor assumes no obligation to do any work of the course, and he/she is not expected to take any of the instructor's time. He/she does not submit any work and is not eligible to take any tests or examinations nor to receive grades for any part of the course. A student is permitted to change a course from credit to audit or audit to credit during the first three weeks of classes.

### **STUDENT EVALUATION OF INSTRUCTION**

In order to sustain the high quality of instruction at the University, each student is expected to evaluate each class in which he or she is enrolled as the final assignment in that class. Anonymous evaluation forms are distributed during the last class session of each term or quarter and must be completed and returned to the Administration Office immediately.

### **CONDUCT AND DISCIPLINE**

Each of the points of the Code of Conduct is based on a biblical principle and supported by a scriptural reference, as follows:

- No practice of cheating or plagiarism in connection with an academic or internship program (Ex 20:15)
- No sale or possession of illicit drugs or narcotics, except when lawfully prescribed (I Cor 6:19)
- No theft of, destruction of, or unauthorized use of University property or any property belonging to a staff or faculty member, or member of the student body (Ex 20:15)
- No destruction or disruption, on or off campus, of the educational aims and processes of the University (I Cor 14:33)

- No entrance to campus in an intoxicated or drugged state, or possession or use of any firearms, explosives, dangerous chemicals, or deadly weapons (I Cor 6:19; Ex 20:13; John 10:10)
- No physically abusive or disrespectful behavior toward a member of the University's administrative personnel, faculty, staff, or students, nor the engaging in any lewd, indecent, or obscene behavior on campus at any time (I Thes 5:12; I Pt 2:18; I Pt 3:16; Eph 5:3-5)

Students enrolling at Yuin University assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution and suitable to a member of an academic community. The University, therefore, expects its students to conduct themselves as responsible individuals, considerate and respectful of the rights and interests of others. The University reserves the right to exclude at any time students whose conduct is deemed undesirable or prejudicial to the University community's best interests.

If, in the judgment of the administrative officers of the University, a student's conduct does not conform to the above stated standards, the University, through these officers, may, after following such procedures as they consider appropriate, with due regard to the rights of the individual, impose such penalties as they may determine the circumstances justify, including dismissal from the University, dismissal from a course suspension, or disciplinary probation.

Disciplinary probation indicates that the student's relationship with the University is tenuous and that his or her record will be reviewed periodically to determine suitability to remain enrolled. Specific limitations and restrictions on the student's privileges may accompany probation.

## **CHEATING AND PLAGIARISM**

One or more of the following actions are available to the faculty member who suspects a student has been cheating or plagiarizing. The choice of action taken by the faculty member is guided by the extent to which the faculty member considers the cheating or plagiarism reflects the student's lack of scholarship or lack of academic performance in the course:

1. Review - no action.
2. Oral reprimand with emphasis on counseling toward prevention of further occurrence.
3. Requirement that the work be repeated.
4. Assignment of "Failure" for the specific work in question.
5. Assignment of "Failure" for the course as a result of No. 4.
6. Referral to the Dean of the School, Academic Council, as appropriate.

Students accused of cheating or plagiarism are entitled to and may petition for due process by review by the appropriate forum.

## **STUDENT CONDUCT**

At the discretion of the Dean, a student may be dismissed from school for a serious incident or repeated incidents of an intoxicated or drugged state of behavior, possession of drugs or alcohol upon the school premises, behavior creating a safety hazard to other students at school, disobedient or disrespectful behavior to another student, Registrar, or faculty member, or any other stated or determined infraction of conduct.

## NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution at any age.) These rights include:

The right to inspect and review the student's education records within 45 days after the day the University receives a request for access. A student should submit to the Registrar a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask to amend a record should write to the Registrar and clearly identify the part of the record the student wants changed, and specify why it should be changed.

If the University decides not to amend the record as requested, the Registrar will notify the student in writing of the decision and the student's right to a hearing re-garding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to provide written consent before the University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to University officials with legitimate educational interests. A University official is typically includes a person employed by the in an administrative, supervisory, academic, or support staff position; a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance com-mittee. A University official also may include a volunteer or contractor outside of the University who performs an institutional service of function for which the University would otherwise use its own employees and who is under the direct control of the University with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another University official in performing his or her tasks. A University official typically has a legitimate educational interest if the official needs to review an educa-tion record in order to fulfill his or her professional responsibilities for the University. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education

400 Maryland Avenue, SW, Washington, DC20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to University officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, § 99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student —

- To other University officials, including teachers, within University whom the University has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the University has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student

- is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the University's State-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§ 99.31(a)(3) and 99.35)
  - In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
  - To organizations conducting studies for, or on behalf of, the University, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§ 99.31(a)(6))
  - To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
  - To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
  - To comply with a judicial order or lawfully issued subpoena. (§ 99.31(a)(9))
  - To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
  - Information the University has designated as "directory information" under § 99.37. (§ 99.31(a)(11))
- Yuin University does not disclose director information, therefore all request for information must meet one of the requirements in the FERPA policy.*
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of § 99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§ 99.31(a)(13))
  - To the general public, the final results of a disciplinary proceeding, subject to the requirements of § 99.39, if the University determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the University's rules or policies with respect to the allegation made against him or her. (§ 99.31(a)(14))
  - To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the University, governing the use or possession of alcohol or a controlled substance if the University determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

## **DISCLOSURE OF STUDENT RECORDS**

With several exceptions provided by law, Yuin University cannot release information concerning students to prospective employers, government agencies, credit bureaus, etc., without the written consent of the student. Students and alumni applying for jobs, credit, graduate school, etc., can expedite their applications by providing the University with written permission to release their records, specifying which records and to whom the release should be made. The student's written consent is not required for the disclosure of grades, disciplinary action or other information to parents of students who are considered dependents for federal income tax purposes.

## **STUDENT RECORDS**

Student records are maintained onsite for 5 years, and transcripts are kept permanently by the University. A record is considered current for three years following a student's completion or withdrawal. A record may be stored on computer disk in storage under included in the fire resistant cabinets. Custodian of records is Christine Lee at 2007 E. Compton Blvd., Compton, CA 90221. Email address is yuiniversity.com and telephone number (310) 609-2704. The physical address and telephone number of the office where the records are 2007 E. Compton Blvd., Compton, CA 90221 and (310) 609-2704. Records include the following:

1. Original application for admission and all pertinent documents submitted therewith, including verification of high school graduation or equivalent, transcripts from other colleges or universities attended, and recommendation letters, if any.
2. Scholastic record of courses undertaken, grades received, units and grade points earned.
3. Changes of status or changes in scholastic program.
4. Changes of address or place of employment and telephone numbers.
5. Copies of correspondence, program selections, and special examinations.
6. An account ledger sheet showing charges for tuition, special fees, and any adjustments of such charges, and payments made on account.
7. Records, if any, of academic or financial probation or suspension.
8. Records, if any, of applications for, or data pertinent to, loans or other student financial aid.
9. If a veteran, eligibility certificate, attendance verifications or certifications.
10. If an international student, Immigration Naturalization Service documents.

## **ACCESS TO STUDENT RECORDS - RIGHTS OF STUDENTS**

1. Each adult student (18 years of age or older) may request access to or release of, at reasonable times, his or his education records as maintained by the University. Such requests must be in writing on forms provided by the University, or by letter and address to the Registrar. The written request must specify the records to which the student desires access, or to be released, and to whom released, and the purpose of the request. The University is obligated to reply to such requests within 45 days from the date the request is received.
2. An adult student may also request special letters or copies of documents pertaining to his or her education record, but must pay the cost of producing or reproducing such documents. Fees are as listed on page 26.
3. An adult student may request changes in his or her records. If, on proper showing of evidence, a material error in the record is proved, a change or correction will be made.
4. An adult student may request a hearing regarding changes in his or her records. Such request must be in writing addressed to the President of the University and must include the reasons for requesting such a hearing. Upon receipt of the request, a date and time for such a hearing will be arranged, and the University representative who will conduct the hearing will be named.

## **RIGHTS OF ACCESS BY OTHERS**

The law provides that right of access to student records is available to authorized officials of state or federal agencies when such access is necessary for audit or evaluation of educational programs supported by such agencies.

## **REGISTRATION**

Registration is held from one to three days in advance of the first class meeting.

## **LEAVE OF ABSENCE**

Students wishing to take a leave of absence from the University at any time during a semester must secure approval from the Dean by submitting a written request in person or by certified mail. A student may be granted a leave of absence not to exceed a total of 180 calendar days in a 12 month period. If a student does not return at the expiration of a leave, the withdrawal policy will apply.

## **WITHDRAWAL**

A student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for 21 calendar days.
- Failure to return from a leave of absence

## **ADDING OR CHANGING COURSES AFTER REGISTRATION**

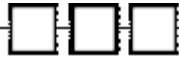
For any term, students may add courses to their schedules after registration with the permission of the instructor.

## **TERMS AND COURSE OFFERINGS**

There are four academic terms during a calendar year. The fall, winter, spring and summer terms each consist of approximately eleven weeks of classes followed by one week of final examinations. The courses to be offered during a particular term are listed in the Yuin University class schedule, published four times per year approximately two weeks before early registration for the corresponding term.



## STUDENT SERVICES



Student Records	22
Access to Student Records - Rights of Students	22
Rights of Access by Others	22
Registration	23
Leave of Absence	23
Withdrawal	23
Adding or Changing Courses after Registration	23
Terms and Course offerings	23
Student Services	24
Services Provided by the Dean	25
Admissions office	25
Counseling Services and Academic Advisement	25
Library	26
Registrar	26
Placement Assistance and Career Planning	26
Student Organizations and Alumni Associations	26
Student Health and Safety Regulations	27
international Student Services	27
Student Participation in the Governance of the institution	27
Loan Programs	27
Bookstore	27
Meeting Rooms and Lounges	28
Student Evaluation of instruction	28
Research and Service Facilities	28
internship	28
Housing	28
Equipment	29

## **SERVICES PROVIDED BY THE DEAN**

The Dean of Student Affairs(DSA) provides assistance to students, either directly or through referral. Direct services offered by the DSA include handling letters of recommendation, explanation of policies and procedures relating to student records, admissions policies, evaluation and credentials, transfer credit, academic probation, disqualification and disciplinary matters, publication schedules of classes and approval of academic petitions.

The Executive Director of Administration and Dean of the school/department is involved with the administration of University discipline and the planning and development of curriculum and degree programs.

## **ADMISSIONS OFFICE**

The Admissions Office processes all applications for admission to the University. Students may apply for admission at the University location or by mail.

## **COUNSELING SERVICES AND ACADEMIC ADVISEMENT**

Counseling and academic advisement exists to assist students in the planning and completion of their University study.

Prospective students are welcome to call the University during normal business hours for information about the University and its programs.

Counseling services are provided by Deans, experienced faculty advisors, designated administrators, and chapel pastors. Periodic counseling may be needed for programming, academic advice, leaves of absence, deferred tuition and other problems that may affect the student's relationship with the University.

Policies regarding student requests and petitions are published in the Student Handbook. Such requests and petitions are dealt with by the Evaluation Committee.

The purpose of the Evaluation Committee is to provide means by which a student may seek a just determination in an instance of alleged unfair treatment with regard to academic standing or alleged discrimination on the basis of race, sex, age, religion, place of national origin, or handicapped status. If a student is unable to resolve differences with an instructor or appropriate university official, the student may petition the Evaluation Committee for a hearing. If after a formal discussion with the instructor and appropriate university official, the student wishes to initiate a grievance, he/she must complete a "Petition for a Fairness Hearing" form in the case of academic grievance, or a "Complaint" form in a case of alleged discrimination. This form (s) should then be filed with the Presidential Appointee to the Evaluation Committee. The petition or complaint, along with supporting documents and responses thereto, will be reviewed by the Evaluation Committee. If, in the opinion of the Evaluation Committee, the student has grounds for a grievance, a hearing panel with faculty and student representatives will be selected to review the charges contained in the petition or complaint.

Students are expected to assume responsibility for obtaining academic advisement. They must keep themselves informed about curriculum requirements, both in the core curriculum and in their programs of interest. Yuin University is concerned about each student as an individual. Faculty members are available for help and counsel with information regarding degree programs and professional resources.

Personal help may be needed by students and their families in dealing with problems of an emotional, social or interpersonal nature. Counseling services, sponsored by Christian Family Counseling Center provides various counseling on matters such as marriage, family and interpersonal relationships.

### **LIBRARY**

Yuin University maintains a library on campus for the convenience of its students. The library contains mainly specialized holdings in those subject areas relevant to the University's course offerings. Yuin University administrative staff members also refer students to major public and university libraries in their area to meet their research needs. Students may receive up to \$30.00 per year reimbursement toward the purchase of community borrowing privileges at those libraries. Reimbursement is made upon presentation of a receipt for borrowing privileges along with a written request for reimbursement. Hours of operation is on day of the schedule of the classes, and student can be able to request the librarian to borrow or return books according to the students' needs.

Students have authority to access a variety of databases and journal packages through the Library and Information Resources Network, Inc (LIRN) homepage at <http://www.lirn.net> and select the "Databases" button or go directly to <http://www.lirn.net/databases>. The LIRN ID for Yuin University is given to enrolled students at Yuin University.

### **REGISTRAR**

The Registrar's Office has been established to meet all student needs. The Registrar is responsible for all student records, registration, transcripts, degree checks, and certifications. Students wishing assistance in this area should contact the Registrar.

### **PLACEMENT ASSISTANCE AND CAREER PLANNING**

Yuin University seeks to provide assistance to students as they face career decisions. Services include assistance in writing resumes, interview preparation, and opportunities to interview on campus for prospective job openings.

Job opportunities are posted, and information of interest to those seeking employment, such as employers scheduled to conduct interviews on campus.

It is understood that the University does not and cannot promise or guarantee neither employment nor level of income or wage rate to any Student or Graduate.

### **STUDENT ORGANIZATIONS AND ALUMNI ASSOCIATIONS**

The Student Community Service (SCS) is a student service group which encourages Christian social responsibility through volunteer activities. It provides assistance to local schools, to non-profit agencies, to senior citizens, and to the community in general. Students tutor children and adults, assist in special education, support recreational therapy programs, and provide home maintenance services for those in need.

All organized clubs and similar fellowship groups must have a faculty mentor and must have formal approval through the Academic Council.

The Yuin University Alumni Association was established to foster and protect the personal and

professional interests of the alumni through the promotion of the welfare of all segments of the University. Alumni share the rights and privileges with Annual and Lifetime members with regard to auditing courses and the use of bookstore discounts.

## **STUDENT HEALTH AND SAFETY REGULATIONS**

Health Services are designed to support the formal education of students through health care referral and health insurance at affordable prices. Yuin offers student accident and sickness insurance plans for students and their families through outside insurance carriers. Insurance can be purchased annually or quarterly with payment.

The University is not liable for injuries sustained by students in their activity as students, even though such injuries occur on school premises.

Students are advised to be certain that they are covered by personal health and accident insurance.

## **INTERNATIONAL STUDENT SERVICES**

Yuin provides a wide range of assistance to international students who come to Yuin on visas, as well as to resident aliens. Services include immigration assistance, orientation to American culture, and guidance for personal and financial issues that arise when studying in the United States and social activities for international students and families as they adjust to American life.

## **STUDENT PARTICIPATION IN THE GOVERNANCE OF THE INSTITUTION**

In order to sustain the high quality of instruction at the University, each student is expected to evaluate each class in which he or she is enrolled as the final assignment in that class. Anonymous evaluation forms are distributed and must be completed during the last class session of each term of the quarter for students of School of Acupuncture and Oriental Medicine.

## **LOAN PROGRAMS**

Yuin University is not accredited by an agency recognized by the United States Department of Education (USDE), and students are not eligible for federal financial aid programs.

Students are advised to consult the Financial Aid Office regarding updated information. The University continually seeks additional funding for scholarships and grants currently available to Yuin students. Yuin University does NOT offer private loans

If a student receives a loan to pay for the educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

## **BOOKSTORE**

The main bookstore of Yuin University is located at the Yuin Library. The bookstore offers required texts for all classes at the University, some recommended texts, and a limited number of general interest publications. The bookstore also has available class rings and other paraphernalia, including medical

equipment, herbs and some clothing items.

### **MEETING ROOMS AND LOUNGES**

The University houses an auditorium, as well as faculty and student lounges. The University provides a conference room/faculty lounge; meeting space is also available. Booking of meeting space at the University should be arranged through the Deans.

### **STUDENT EVALUATION OF INSTRUCTION**

In order to sustain the high quality of instruction at the University, each student is expected to evaluate each class in which he or she is enrolled as the final assignment in that class. Anonymous evaluation forms are distributed during the last class session of each term of the quarter and must be completed.

### **RESEARCH AND SERVICE FACILITIES**

Yuin University's location and its arrangements with other cooperating institutions of learning make available many other research facilities in specialized areas. Besides the Yuin on-campus clinic, the University has affiliated approved acupuncture clinics, and additional overseas research and service facilities such as special reference libraries, galleries, and unique equipment to aid in graduate level research. Students are encouraged to contact the Academic Deans for information regarding these facilities.

### **INTERNSHIP**

Students in the Acupuncture Program must carry malpractice insurance, personal health insurance, and workers' compensation when required by a clinical agency. Clinical students in the internship program must have a current CPR card and annual physical examination and the followings are the processes for the internship program.

1. Prerequisites for entry: Completion of required courses, passing of all the required examinations.
2. 960 hours of internship are completed in 8 quarters, 120 hours per quarter or approximately 12 hours per week. The schedule for clinic hours is coordinated by the Clinic Director, an assigned Clinic Supervisor or the Dean of School/Department.
3. Oriental Medical Diagnosis, Western Physical Exam., Acupuncture Physiology, and Herbal prescription are the theoretical supplements to internship and are taken concurrently, or as prerequisites.

### **HOUSING**

Yuin University does not assume responsibility for student housing, does not have dormitory facilities under its control, nor offers student housing assistance. According to rentals.com for Compton, CA, rental properties start at approximately \$975 per month.

## EQUIPMENT

Equipment	Quantity	Owned, Leased, Rented by
Computer	10	Yuin University, Inc
Desk	15	Yuin University, Inc
Phone	8	Yuin University, Inc
Copy machines	2	Leased by BPC Company
Type writers	2	Yuin University, Inc
Copy machine(small)	2	Yuin University, Inc
Scanner and fax machine	2	Yuin University, Inc
Sofa	3	Yuin University, Inc
Desk and chair for students	105	Yuin University, Inc
Blackboard and Whiteboard	6	Yuin University, Inc
Law books	700	Yuin University, Inc
Refrigerator and oven	3	Yuin University, Inc
Treatment Bed	5	Yuin University, Inc
Pillow	5	Yuin University, Inc
Leg comfort pillow(round bolster)	4	Yuin University, Inc
Infra Red Ramp	2	Yuin University, Inc
Infra Red Light	2	Yuin University, Inc
Needle 0.25x30, 40, 50, 0.20x30, 20, 15, 0.30x40, 60	5 of each	Yuin University, Inc
Hand Needle	2 box	Leased by BPC Company
Ear Needle	2 box	Yuin University, Inc
Anatomical Chart	8	Yuin University, Inc
Microscopes	2	Yuin University, Inc
Low frequency current electro-therapy	1	Yuin University, Inc
Sterilizer	1	Yuin University, Inc
Blood pressure cuff/manometer	2	Yuin University, Inc
Pharmacognostical lab	1	Yuin University, Inc
Electric Acupuncture Stimulator (6 channel)	1	Yuin University, Inc
Pointer Electro Stimulator	1	Yuin University, Inc
Needle Mail-Out Disposal Container	2	Yuin University, Inc
Hand needle device(introducer)	2	Yuin University, Inc
Ear Seed	3 box	Yuin University, Inc
Metal Lancing Device	2	Yuin University, Inc
Lancet	2 box	Yuin University, Inc
Magent Needle Press	2 box	Yuin University, Inc
Acupoint Stimulate Probe	1	Yuin University, Inc
Three Edge Bleeding Needle	1 box	Yuin University, Inc
Glass Cupping Jar Large / Medium / Small	2 / 4 / 2	Yuin University, Inc
Hansol cupping set	1 box	Yuin University, Inc
Hansol Cupping cups (Reg)	1 box	Yuin University, Inc
Plastic Cupping cup	1 box	Yuin University, Inc
Sticker Mini Moxa	1 box	Yuin University, Inc

## FINANCIAL INFORMATION



Financial information	30
Current Fees and Tuition	31
Additional Fees and Charges As Applicable	31
Refund Policy	31
Student'S Right to Cancel	32
Withdrawal From the Program	32
State of California Student Tuition Recovery Fund	33
Problems or Complaints	34
Financial Aid Policy	34
Reservation and Rights	34





## **STUDENT'S RIGHT TO CANCEL**

1. You have the right to cancel your program of instruction, without any penalty or obligations, through attendance at the first class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled days (or hours) in the current payment period in your program through the last day of attendance.
2. Cancellation may occur when the student provides a written notice of cancellation at the following address: Yuin University, 2007 East Compton Boulevard, Compton, California 90221. This can be done by mail or by hand delivery.
3. The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
4. The written notice of cancellation need not take any particular form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed \$120.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

## **WITHDRAWAL FROM THE PROGRAM**

You may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days (or hours) in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$120.00, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class based on the report of the faculty.
- Failure to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn based on the report of the school administrator.

For programs beyond the current "payment period," if you withdraw prior to the next payment period,

all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

## **STATE OF CALIFORNIA STUDENT TUITION RECOVERY FUND**

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in an educational program who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

## **PROBLEMS OR COMPLAINTS**

Persons seeking to resolve problems or complaints should first contact the instructor in charge. Requests for further action may be made to the School President. Unresolved complaints may be directed to:

**Bureau of Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
Sacramento California 95833  
(888) 370-7589**

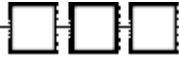
## **FINANCIAL AID POLICY**

Yuin University is committed to doing everything possible to help eligible student meet their financial needs. Major responsibility for securing the necessary financial resources rests with the student. The school will make every effort to assist the student by helping students and spouses find employment, loans, and scholarships. In some cases, assistance can be expected and should be sought from the home church, family and friends, summer savings, and work study funds. Yuin University currently does not participate in Title IV federal funding.

## **RESERVATION AND RIGHTS**

While every effort has been made to assure the accuracy of the statements in the catalog, it does not constitute a contract between the student and the University. Yuin University therefore reserves the right to make such changes as it deems necessary at any time on fees, charges, tuition, programs, schedules, admission and graduation requirements or other policies, rules or regulations.

## SCHOOL OF ACUPUNCTURE & ORIENTAL MEDICINE



Mission, Goal, and Educational Objectives	36
Introduction of Degree Programs	37
Title of Degree	38
Admission Prerequisite	38
Credits & Residence	38
Graduation Requirements	38
Instructional Methods	38
Examination	38
Group Project	38
Class Attendance Rules	38
Laboratory	38
Audio-Visual Aid	38
Curriculum	39
Yearly Plan	41
Course Descriptions	45
California Acupuncture Board Licensing	55

## **MISSION, GOAL, AND EDUCATIONAL OBJECTIVES**

Yuin University School of Acupuncture and Oriental Medicine awards degrees on the basis of credit earned by taking classes and labs, and the credit and the degrees are based primarily on mastery of course content following the prescribed curriculum, required classes, and research.

The curriculum of the School of Acupuncture and Oriental Medicine is consistent in quality with accredited institutions, and the academic achievement of students is comparable to that required of graduates of accredited institutions recognized by the Korea, Chinese Ministry of Education and the U.S. Department of Education.

Each student in the School of Acupuncture and Oriental Medicine will strive to be a highly competent health professional, combining a broad knowledge of general and other health-related principles with a specialized mastery of Acupuncture and Oriental Medicine.

Each student will strive to bring the highest standards of integrity and competence to his/her professional career and/or practice. The University recognizes that those in the health professions must make an extraordinary commitment to unselfishly serve the needs of others. Thus, it is not only desirable, but necessary, that each student seek true excellence, not just adequacy, in the pursuit of his/her education at Yuin University.

Also, as Oriental Medicine principles are better understood in the West and the efficacy of these principles are further demonstrated, there will be an increasing demand for professionals competent in these medical principles. Yuin University intends that its graduates will be among the best-trained professionals in Oriental Medicine today.

Each student will endeavor to wed a grasp of the elegant philosophy of Asian medicine with the rigor of scientific analysis and discipline. The University believes that philosophically based Asian medicine can only benefit by having its tenets tested according to accepted scientific criteria. The University encourages students to base their own philosophical conclusions on observation, experience, experimental evidence, and practical results; that is, to test their philosophy for reality.

Each student will integrate his/her studies to such a degree that he/she becomes a representative of a new system of medicine, created from a combination of Eastern and Western medical practice. The School of Acupuncture and Oriental Medicine student is typically either a medical professional, a health professional or a serious student of the health sciences. It is hoped that the curriculum at Yuin University will provide a challenging alternative to the students' previous studies. In service to the University's belief that health professionals must have a theoretical perspective that guides their practice, each student is invited to seek an understanding of their learning and generate a unified system of thought.

Each student will pursue his/her studies through traditional classroom study, seminars, and fieldwork. The nature of the curriculum demands this mode of academic delivery.

## INTRODUCTION OF DEGREE PROGRAMS

Yuin University School of Acupuncture and Oriental Medicine awards degree on the bases of credit earned by taking classes and Labs, and the credit and the degrees are based primarily on mastery of course content through prescribed curricular, required campus residence, and required classes. The graduate program aims at contributing to the development of Oriental Medicine through more recondite academic study in theories and practical application of scholarship, through completing prominent personality, and through cultivating original thinking and creative achievement in the advancement and extension of knowledge. For all other information, please refer to academic regulations.

The particular emphasis of this program is placed upon the areas of acupuncture analgesia, pain pathways, and the relationship of pain and endorphins and other brain hormones. Also attention is focused on the neuropsychiatric aspects of acupuncture and practice, cardiovascular, gastrointestinal systems as well as obstetrics and renal diseases.

The third-year program includes Clinical Instruction with over 100 case presentations, Treatment Observation, and Clinical correlation program in cooperation with the University Acupuncture Clinic Center.

The entire fourth year is to provide Supervised Practice and Advanced research. The students are to treat over 800 patients successfully, under supervision, including case research.

The professional Master Degree program is designed to prepare graduates to sit for state licensing examinations in Acupuncture and Traditional Oriental Medicine.

The program provides the graduates with knowledge and understanding of professional issues and bioethics. This program is designed to cover Oriental Herbal Studies, which includes: Herbal Theory, Herbal Diagnostic Theory, Individual Herbs, Herbal Formulas, Herbal Applications, Food Therapy/Nutrition, Herbal Clinic/Dispensary, Practice Management & Ethics Using Herbs, Diagnosis Formulation, Determination of Treatment Strategy, Treatment, Assessment of the Effectiveness of the Treatment Strategy and Compliance with Practices as Established by the Profession. All coursework in this degree program is prescriptive.

## **MASTER OF SCIENCE IN ACUPUNCTURE & ORIENTAL MEDICINE (MSAOM) (Licensing Program)**

### **Admission Prerequisite**

Completed two years of collegiate education (60 semester units or 90 quarter units) at an accredited institution or equivalent if obtained outside of the United States.

### **Credits & Residence**

Student must meet a minimum residence requirement. Of the 262 quarter units, student must earn a minimum 50 quarter units and one academic year must be completed in residence at Yuin University. The total hours of completion will be 3,100 hours, 262 quarter units, which consist of: Acupuncture 370 hours, Oriental Medicine 400 hours, Herbal Medicine 450 hours, Basic Sciences 390 hours. Clinical Medicine 470 hours, Elective Courses 60 hours, and Clinical Training 960 hours.

### **Graduation Requirements**

1. Completion of all the required coursework and clinical training hours (262 quarter units and 3,100 coursework hours) in the MSAOM program with a minimum cumulative GPA of 3.0 or higher.
2. A successful completion of a Comprehensive Examination with a score of 70% or better.
3. Fulfillment of all financial obligations to Yuin University.

### **Instructional Methods**

Traditional Classroom based instruction.

### **Examination**

Tests or quizzes are given each quarter, and a final exam at the end of each quarter.

### **Group Projects**

In addition to attending classes and lab, and doing the assignments, the student will have the opportunity to work on group projects in the community.

### **Class Attendance Rules**

All students must have 75% attendance in all courses, regardless of the nature of any absences. Students who fail to maintain satisfactory class attendance in any subject will not be permitted to take the final exam in that particular subject.

### **Laboratory**

Most of the clinical instruction, including lab, will be completed at the University clinic.

### **Audio-Visual Aids**

Audio-visual aids used during the class include flip charts, slides, short films, videotapes, overhead projectors, etc.

### **Class Activities**

Panel or class discussions, group research, and group discussions provide an opportunity for active student engagement.

### **Courses**

In the listing below the courses required for the California Licensing are listed first, followed by elective courses that are available for study. Electives will be offered when there is a minimal level of student interest.

Students normally attend class year-round. Courses are listed by subject category. Since the Acupuncture Committee requires that all courses be identified with both their units of credit and classroom hours, this information is provided.

Recommended course sequence for full-time students attending a total of 12 quarters (4 academic years) is presented as “Yearly Plan.”

### Curriculum

Code	Course Title	Unit	Hour
<b>1. Basic Sciences</b>		<b>39</b>	<b>390</b>
GS210	General Chemistry	3	30
GS220	General Biology	3	30
GS230	General Physics	3	30
GS240	General Psychology	3	30
GS310	Organic/Biochemistry	3	30
GS321	Human Anatomy & Physiology I	3	30
GS322	Human Anatomy & Physiology II	3	30
GS323	Human Anatomy & Physiology III	3	30
GS324	Human Anatomy & Physiology IV	3	30
GS330	Western Nutrition	3	30
GS411	Western Pathology-I	3	30
GS412	Western Pathology-II	3	30
GS413	Western Pathology-III	3	30
<b>2. Acupuncture</b>		<b>37</b>	<b>370</b>
AC310	Meridian Theory	4	40
AC311	Point Energetics and Location I	4	40
AC312	Point Energetics and Location II	4	40
AC320	Tui-Na/Acupressure	3	30
AC410	Acupuncture Physiology	4	40
AC511	Acupuncture Techniques I	4	40
AC512	Acupuncture Techniques II	4	40
AC520	Microsystems of Acupuncture	2	20
AC521	Acupuncture Therapeutics I	4	40
AC522	Acupuncture Therapeutics II	4	40



Code	Course Title	Unit	Hour
<b>3. Oriental Medicine</b>		<b>40</b>	<b>400</b>
OM311	Principles of Oriental Medicine I	4	40
OM312	Principles of Oriental Medicine II	4	40
OM321	Qi Gong	2	20
OM322	Tai-Qi Exercise	2	20
OM410	Oriental Medical Diagnosis	4	40
OM420	Zang Fu Syndromes	4	40
OM510	Shang Han Lun/Wen Bing	4	40
OM521	Oriental Internal Medicine I	4	40
OM522	Oriental Internal Medicine II	4	40
OM523	Oriental Internal Medicine III	4	40
OM524	Oriental Internal Medicine IV	4	40
<b>4. Herbal Medicine</b>		<b>45</b>	<b>450</b>
HB310	Principles of Herbology	4	40
HB311	Herbology I	4	40
HB312	Herbology II	4	40
HB313	Herbology III	4	40
HB314	Herbology IV	4	40
HB410	Eastern Nutrition	3	30
HB421	Herbal Formulas I	4	40
HB422	Herbal Formulas II	4	40
HB423	Herbal Formulas III	4	40
HB424	Herbal Formulas IV	4	40
HB430	Patent Herbs	3	30
HB510	Practical Formulas	3	30
<b>5. Clinical Medicine</b>		<b>47</b>	<b>470</b>
WS300	CPR/First Aid	1	10
WS310	Equipment & Safety	2	20
WS321	Western Medical History	1	10
WS322	Western Medical Terminology	3	30
WS330	Research Methodology	2	20
WS340	Public Health	3	30
WS410	Western Pharmacology	3	30
WS411	Western Physical Exam	3	30
WS412	Medical Imaging & Lab Data	3	30
WS420	Medical Ethics	2	20
WS430	Survey of Clinical Medicine	3	30
WS511	Western Clinical Medicine I	3	30
WS512	Western Clinical Medicine II	3	30
WS513	Western Clinical Medicine III	3	30
WS520	Practice Management	3	30
WS531	Case Management I	3	30
WS532	Case Management II	3	30
WS533	Case Management III	3	30

Code	Course Title	Unit	Hour
<b>6. Electives (two of six courses)</b>		<b>6</b>	<b>60</b>
EL310	Chinese Medical Terminology	3	30
EL411	Chinese Medical Classic-Su Wen	3	30
EL412	Chinese Medical Classic-Ling Shu	3	30
EL420	Advanced O.M. Diagnosis	3	30
EL430	Dui-Yao/Pair of Herbs	3	30
EL510	Jin Gui Yao Lue	3	30
<b>7. Clinical Training</b>		<b>48</b>	<b>960</b>
CL500	Clinical Orientation	1	20
CL510	Herbal Pharmacy	3	60
CL520	Clinical Observation	8	160
CL610	Internship Level I	12	240
CL620	Internship Level II	12	240
CL630	Internship Level III	12	240
<b>Total</b>		<b>262</b>	<b>3,100</b>

## YEARLY PLAN

First Year: 1 <sup>st</sup> Quarter	Units	Hours
AC310 Meridian Theory	4	40
OM311 Principles of Oriental Medicine I	4	40
HB310 Principles of Herbology	4	40
GS210 General Chemistry	3	30
GS220 General Biology	3	30
GS321 Human Anatomy and Physiology I	3	30
<b>Total</b>	<b>21</b>	<b>210</b>

First Year: 2 <sup>nd</sup> Quarter	Units	Hours
AC311 Point Energetics and Location I	4	40
OM312 Principles of Oriental Medicine II	4	40
HB311 Herbology I	4	40
GS230 General Physics	3	30
GS322 Human Anatomy and Physiology II	3	30
WS321 Western Medical History	1	10
WS322 Western Medical Terminology	3	30
<b>Total</b>	<b>22</b>	<b>220</b>

<b>First Year: 3<sup>rd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC312 Point Energetics and Location II	4	40
OM321 Qi Gong	2	20
OM322 Tai-Qi Exercise	2	20
OM410 Oriental Medical Diagnosis	4	40
HB312 Herbology II	4	40
GS310 Organic/Biochemistry	3	30
GS323 Human Anatomy and Physiology III	3	30
<b>Total</b>	<b>22</b>	<b>220</b>

<b>First Year: 4<sup>th</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
WS340 Public Health	3	30
AC410 Acupuncture Physiology	4	40
OM420 Zang Fu Syndromes	4	40
HB313 Herbology III	4	40
GS324 Human Anatomy and Physiology IV	3	30
WS300 CPR/First Aid	1	10
WS310 Equipment & Safety	2	20
<b>Total</b>	<b>21</b>	<b>210</b>

<b>Second Year: 1<sup>st</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC320 Tui-Na/Acupressure	3	30
OM510 Shang Han Lun/Wen Bing	4	40
HB314 Herbology IV	4	40
GS330 Western Nutrition	3	30
GS411 Western Pathology-I	3	30
(EL310)(Chinese Medical Terminology)	(3)	(30)
CL500 Clinical Orientation	1	20
CL510 Herbal Pharmacy	3	60
<b>Total</b>	<b>21</b>	<b>250</b>

<b>Second Year: 2<sup>nd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
HB410 Eastern Nutrition	3	30
HB421 Herbal Formulas I	4	40
GS240 General Psychology	3	30
GS412 Western Pathology-II	3	30
WS410 Western Pharmacology	3	30
CL520 Clinical Observation	4	80
<b>Total</b>	<b>20</b>	<b>240</b>

<b>Second Year: 3<sup>rd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC511 Acupuncture Techniques I	4	40
HB422 Herbal Formulas II	4	40
GS413 Western Pathology-III	3	30
WS411 Western Physical Exam	3	30
CL520 Clinical Observation	4	80
<b>Total</b>	<b>18</b>	<b>220</b>

<b>Second Year: 4<sup>th</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC512 Acupuncture Techniques II	4	40
HB423 Herbal Formulas III	4	40
WS412 Medical Imaging & Lab Data	3	30
WS420 Medical Ethics	2	20
WS430 Survey of Clinical Medicine	3	30
CL610 Internship Level I	4	80
<b>Total</b>	<b>20</b>	<b>240</b>

<b>Third Year: 1<sup>st</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC520 Microsystems of Acupuncture	2	20
OM521 Oriental Internal Medicine I	4	40
HB424 Herbal Formulas IV	4	40
WS330 Research Methodology	2	20
WS520 Practice Management	3	30
CL610 Internship Level I	4	80
<b>Total</b>	<b>19</b>	<b>230</b>

<b>Third Year: 2<sup>nd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC521 Acupuncture Therapeutics I	4	40
OM522 Oriental Internal Medicine II	4	40
HB430 Patent Herbs	3	30
WS511 Western Clinical Medicine I	3	30
CL610 Internship Level I	4	80
<b>Total</b>	<b>18</b>	<b>220</b>

<b>Third Year: 3<sup>rd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
AC522 Acupuncture Therapeutics II	4	40
OM523 Oriental Internal Medicine III	4	40
HB510 Practical Formulas	3	30
WS512 Western Clinical Medicine II	3	30
CL620 Internship Level II	6	120
<b>Total</b>	<b>20</b>	<b>260</b>

<b>Third Year: 4<sup>th</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
EL411 Chinese Medical Classic-Su Wen	3	30
OM524 Oriental Internal Medicine IV	4	40
WS513 Western Clinical Medicine III	3	30
WS531 Case Management I	3	30
CL620 Internship Level II	6	120
<b>Total</b>	<b>19</b>	<b>250</b>

<b>Fourth Year: 1<sup>st</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
EL412 Chinese Medical Classic-Ling Shu	3	30
(EL420)(Advanced O.M. Diagnosis)	(3)	(30)
WS532 Case Management II	3	30
CL630 Internship Level III	6	120
<b>Total</b>	<b>12</b>	<b>180</b>

<b>Fourth Year: 2<sup>nd</sup> Quarter</b>	<b>Units</b>	<b>Hours</b>
(EL430)(Dui-Yao/Pair of Herbs)	(3)	(30)
(EL510)(Jin Gui Yao Lue)	(3)	(30)
WS533 Case Management III	3	30
CL630 Internship Level III	6	120
<b>Total</b>	<b>9</b>	<b>150</b>

<b>Grand Total</b>	<b>262</b>	<b>3,100</b>
--------------------	------------	--------------

## COURSE DESCRIPTIONS (MSAOM)

### 1. BASIC SCIENCES

#### **GS210 General Chemistry (30 hrs. / 3 units)**

A study of the basic principles of chemistry and chemical elements and compounds; atomic and molecular theories, atomic structure, components of cells, periodic function of the elements. Prerequisite: None.

#### **GS220 General Biology (30 hrs. / 3 units)**

An introduction to the general framework of biology, with an emphasis on living organisms, including unicellular and multi-cellular organisms and structure and functions of the human body. Prerequisite: None.

#### **GS230 General Physics (30 hrs. / 3 units)**

A survey of general physics, including a general survey of biophysics, emphasizing practical laws relevant to the study of acupuncture, such as electricity, magnetism, energetic theories, and heat phenomena. Prerequisite: None.

#### **GS240 General Psychology (30 hrs. / 3 units)**

Basic understanding of general psychology, emphasizing on the concepts relating to understanding of human behavior. This course also covers counseling skills. Prerequisite: None.

#### **GS310 Organic & Biochemistry (30 hrs. / 3 units)**

A major goal of this course is to achieve the best possible coordination between lecture and laboratory work. Other purposes of this course are to emphasize the experimental nature of chemistry, to present the physical basis of molecular behavior, to show the conceptual framework chemists use to organize their observations, and to give students a foundation for more advanced Organic and Biochemistry. A study of physiological chemistry, including basic cellular biology, metabolism, and structure and function of carbohydrates, lipids, proteins and nucleic acids basic to understanding the chemical dynamics of physiology, nutrition, pharmacology. Prerequisite: GS210 or GS220.

#### **GS321 Human Anatomy and Physiology I (30 hrs. / 3 units)**

This course presents a survey of microscopic and gross anatomy, osteology, and myology with emphasis on kinesiology of the body; neuroanatomy and neurophysiology with emphasis on the central nervous system; the brain; the peripheral nervous systems; cell tissues; special senses; the endocrine system; the circulatory system; the respiratory system; the digestive system; the urinary system; and the reproductive system. The first of four serial courses in the anatomical structure and physiological functions of the human body, including histology, embryology, skin and appendages, and the skeletal tissues and skeletal system, and articulations. Prerequisite: GS210 or GS220.

#### **GS322 Human Anatomy and Physiology II (30 hrs. / 3 units)**

The second of four serial courses includes the muscular system, the nervous system, sense organs, and the endocrine system. Prerequisite: GS210 or GS220.

#### **GS323 Human Anatomy and Physiology III (30 hrs. / 3 units)**

The third of four serial courses includes blood, the cardiovascular system, the lymphatic systems, immune system, and the respiratory system. This course also covers structure and function of the systems of the human organism, which includes neurophysiology, endocrinology, and neurochemistry. Prerequisite: GS210 or GS220.

**GS324 Human Anatomy and Physiology IV (30 hrs. / 3 units)**

The fourth of four serial courses includes the digestive system, nutrition and metabolism, the urinary system, water and body fluids, the reproductive system, and genetics. Prerequisite: GS210 or GS220.

**GS330 Western Nutrition (30 hrs. / 3 units)**

This course offers lectures dealing with RDA of the macro and micro-nutrients and the diseases resulting from their deficiencies. Also covered are nutritional management of specific diseases, and vitamin therapy. An introduction to the principles of nutrition and the use of vitamins and minerals, and other supplements. Prerequisite: GS210 or GS220.

**GS411 Western Pathology I (30 hrs. / 3 units)**

This course addresses cellular injury; inflammation (non-specific and specific); tumors (benign and malignant); pathology of the cardiovascular, respiratory, gastro-intestinal, and genitourinary systems; pathology of the breast, male and female genitalia, the nervous system, and bones; psychopathology; microbiology; and epidemiology. The course is delivered through lecture and demonstration. An introduction to basic pathology, including Cell and Tissue damage, Inflammation and Healing, Infection and Immunity, and Neoplasia. Prerequisite: two of GS321-324.

**GS412 Western Pathology II (30 hrs. / 3 units)**

A continuation of GS411, covering pathology of the Cardiovascular system, the Respiratory system, the Gastrointestinal system, and Haemopoietic and Lympho-reticular tissues. Prerequisite: two of GS321-324.

**GS413 Western Pathology III (30 hrs. / 3 units)**

A continuation of GS412, covering pathology of the Genitourinary system, the Female Genital system and Breast, the Nervous system, the Musculoskeletal system, and the Endocrine system. Prerequisite: two of GS321-324.

**2. ACUPUNCTURE****AC310 Meridian Theory (40 hrs. / 4 units)**

An overview of the meridian theory, including the classification, nomenclature, and distribution of the twelve primary meridians, the eight extra vessels, the fifteen collaterals, the twelve divergent meridians, the twelve muscle and cutaneous regions and the relationship with internal organs in the human body. Prerequisite: None.

**AC311 Point Location I (40 hrs. / 4 units)**

A detailed study of the acupuncture points located on the twelve primary meridians, Du and Ren vessels including anatomical locations with main functions, indications, special precautions, and contraindications in needling or moxibustion. Prerequisite: None.

**AC312 Point Location II (40 hrs. / 4 units)**

A continuation of the study of the acupuncture points located on the twelve primary meridians and non-meridian points including anatomical locations with main functions, indications, special precautions, and contraindications in needling or moxibustion. Prerequisite: None.

**AC320 Tui-Na/Acupressure (30 hrs. / 3 units)**

A study of history, principles and manipulation techniques of Chinese masso-therapy based on theories

of Yin, Yang, Qi, Blood, and internal organs. Basic principles and techniques of pressure to acupuncture points are also covered. Prerequisite: None.

**AC410 Acupuncture Physiology (40 hrs. / 4 units)**

A detailed study of all the categories of acupuncture points in clinical applications by focusing on special points and their traditional functions and indications. Prerequisite: AC311, AC312.

**AC511 Acupuncture Techniques I (40 hrs. / 4 units)**

An introductory course of needling methods with an emphasis on proper needling depths and angles, tonification and sedation techniques, and managing possible accidents in acupuncture treatment. Manipulation techniques for the points along the Lung, Large Intestine, Stomach, Spleen, Heart and Small Intestine meridians are demonstrated. Clean Needle Technique (CNT) is also briefly reviewed. Prerequisite: WS310, AC410.

**AC512 Acupuncture Techniques II (40 hrs. / 4 units)**

A continuation of AC511 Acupuncture Techniques I, covering techniques of Moxibustion, Cupping, Electro-acupuncture, and other practical techniques. Manipulation techniques for the points along the Urinary Bladder, Kidney, Pericardium, San Jiao, Gallbladder, Liver meridians and Du and Ren vessels are demonstrated. Clean Needle Technique (CNT) is also briefly reviewed. Prerequisite: WS310, AC410.

**AC520 Microsystems of Acupuncture (20 hrs. / 2 units)**

An introduction to the Microsystems within the human body; Auricular, Scalp, Hand and Foot, and Face Microsystems of acupuncture with an emphasis on clinical application. Prerequisite: AC410, OM410.

**AC521 Acupuncture Therapeutics I (40 hrs. / 4 units)**

An in-depth study of the principles of the acupuncture prescription, therapeutic strategies, point selections, and acupuncture treatment plan of diseases based on the differentiation of syndromes; topics include emergency diseases, infectious diseases, and Zang-Fu diseases. This course also covers gua sha and stimulation devices such as magnets and beads usage skills. Prerequisite: AC410, OM410.

**AC522 Acupuncture Therapeutics II (40 hrs. / 4 units)**

A continuation of AC521 Acupuncture Therapeutics I with the topics of diseases of head, trunk and lumbar regions, obstetric and gynecological diseases, pediatric diseases, surgical and dermatological diseases, diseases of eyes, ears, nose and throat. Prerequisite: AC410, OM420.

### **3. ORIENTAL MEDICINE**

**OM311 Principles of Oriental Medicine I (40 hrs. / 4 units)**

An introduction to the basic theories of Oriental Medicine including the history of Traditional Chinese Medicine, the theory of Yin and Yang, the Five Elements, the physiological functions of Zang-Fu (hollow and solid) organs, the formation and function of Qi, Blood, and Body fluids. Prerequisite: None.

**OM312 Principles of Oriental Medicine II (40 hrs. / 4 units)**

An in-depth study of the etiology/pathogenesis (the Six Exogenous Evils, the Seven Emotional Factors and the Miscellaneous Causes of diseases), prevention and treatment principles of diseases. Differentiation of syndromes according to the Etiology, the Eight Principles, the Qi, Blood and Body



Fluids, and the Five Elements are also covered. Prerequisite: OM311.

**OM321 Qi Gong (20 hrs. / 2 units)**

An introduction to exercises combining movement with meditation and breathing to nourish energy, with an emphasis on its medical application to patients. This course introduces breathing techniques (Qi-Gong). Breathing exercise is a fruitful therapy in Traditional Chinese Medicine. It is potent in preventing and treating disease, for keeping good health and prolonging life. It is effective for treating most of the internal, surgical, gynecological, and ophthalmological diseases. Also, satisfactory results might be obtained by the long standing practice of breathing exercises in those diseases such as hypertension and arteriosclerosis, which are especially key to the health of middle aged and elderly persons. Prerequisite: None.

**OM322 Tai-Qi Exercise (20 hrs. / 2 units)**

An introduction to Chinese philosophy and theories of Qi, and exercises which people perform to maintain good health by promoting free flow of Qi. This course is an introduction to Tai-Qi Chuan. The sport of Tai-Qi Chuan conforms to physiology. It has a positive effect on the central nervous system. It promotes blood circulation, reduces bloodclots, and improves digestion and metabolism. From a medical viewpoint, it is a good kind of gymnastics for health protection and medical treatment. Prerequisite: None.

**OM410 Oriental Medical Diagnosis I (40 hrs. / 4 units)**

This course, presenting the basic theories and skills of Traditional Chinese Medicine diagnosis, prepares students for the clinical aspects of the curriculum. Methods of diagnosis include inspection, auscultation and olfaction, inquiring, and palpation. A detailed study of the "Four Diagnostic Methods" in Oriental Medicine with emphasis on tongue and pulse diagnosis. An analysis of symptoms of diseases is also covered. Prerequisite: OM312.

**OM411 Oriental Medical Diagnosis II (40 hrs. / 4 units)**

This course offers a comprehensive presentation of diagnostic methods of traditional Chinese medicine covering the course and nature of diseases as revealed by symptom/sign syndrome of a given disease within the organ system. Included is instruction on the concept and structure of differential diagnosis, the use of subjective indices of syndrome, and the objective indices of physical signs. Therapeutic principles are studied for each specific diagnostic syndrome, and examples are given on treatment strategies, using both acupuncture and herbal prescriptions.

**OM412 Oriental Medical Diagnosis III (40 hrs. / 4 units)**

This course also covers clinical impressions and the formation of a working diagnosis, including acupuncture and oriental medicine diagnoses and the World Health Organization's international classification of disease (ICD-9).

**OM420 Zang Fu Syndromes (40 hrs. / 4 units)**

More complicated diagnostic methods in Oriental Medicine, covering how to differentiate diseases according to the Zang-Fu theory, as well as the Six Stages theory, the Four Levels theory, and the Triple Energizers theory. Prerequisite: OM410.

**OM510 Shang Han Lun/Wen Bing (40 hrs. / 4 units)**

An in-depth study of the classic theories of diseases caused by Exogenous Cold Factor (Shang Han) and Exogenous Febrile Diseases (Wen Bing), including more specific transmittal sequence of diseases according to the Six Stages theory, the Four Levels theory, and the Triple Energizers theory, with

the traditionally prescribed herbal formulas and other treatment modalities. Prerequisite: OM410, one of HB421-424.

**OM521 Oriental Internal Medicine I (40 hrs. / 4 units)**

This course is a presentation of common syndromes observed in clinics such as fever, cough, asthma, palpitations, and abdominal pain. Each syndrome will be explained with etiology, pathology, differentiation, and treatment of syndromes. The first of four serial courses in clinical Oriental medicine; it presents the etiology and pathology, clinical manifestations, diagnosis, and treatment of specific syndromes of the internal organ systems, covering but not limited to upper body disorders. Prerequisite: OM412.

**OM522 Oriental Internal Medicine II (40 hrs. / 4 units)**

The second of four serial courses in clinical Oriental medicine; it presents the etiology and pathology, clinical manifestations, diagnosis, and treatment of specific syndromes of the internal organ systems, covering but not limited to the digestive disorders. Prerequisite: OM412.

**OM523 Oriental Internal Medicine III (40 hrs. / 4 units)**

The third of four serial courses in clinical Oriental medicine; it presents the etiology and pathology, clinical manifestations, diagnosis, and treatment of specific syndromes of the internal organ systems, covering but not limited to the urinary disorders, traumatology and orthopedics. Prerequisite: OM420, AC410, one of HB421-424.

**OM524 Oriental Internal Medicine IV (40 hrs. / 4 units)**

The fourth of four serial courses in clinical Oriental medicine; it presents the etiology and pathology, clinical manifestations, diagnosis, and treatment of specific syndromes of the gynecological and pediatric diseases. This course also covers dermatology, ophthalmology, family medicine, traumatology and emergency care. Prerequisite: OM420, AC410, one of HB421-424.

#### **4. HERBAL MEDICINE**

**HB310 Principles of Herbology (40 hrs. / 4 units)**

An introduction to the classification of herbs, and the basic properties (flavors, tastes, energies, entering channels, primary actions) of commonly used herbs, techniques for combining herbs with an emphasis on medical uses, processing, dosage, identification of toxic and non-toxic herbs. Prerequisite: None.

**HB311 Herbology I (40 hrs. / 4 units)**

These courses will cover more than 300 medicinal herbs, botany and the recognition of plant types, effects and applications of native American and oriental herbs. These courses will also include modern scientific research in herbal pharmacology and herbal approaches to common diseases and illnesses. Samples of the herbs are used in the courses to further students' understanding of herbology. The first of four courses in the herbal medicine (material medica) series, including their nature, entering channels, actions, indications, contraindications and preparation, as well as modern scientific research information in herbal pharmacology and approaches to common diseases and illness. Approximately 80 commonly used medicinal herbs (Acrid and Warm Diaphoretics, Acrid and Cold Diaphoretics, Heat-Clearing, and Downward Draining herbs) are covered. Prerequisite: None.

**HB312 Herbology II (40 hrs. / 4 units)**

The second of four courses in the herbal medicine (material medica) series. Approximately 80 commonly

used medicinal herbs (Damp- Draining, Wind-Dampness Dispelling, Phlegm-Transforming, Cough- Stopping and Asthma-Relieving, Damp-Transforming Aromatic, Digesting, Parasites-Expelling, and Externally Used herbs) are covered. Prerequisite: None.

**HB313 Herbology III (40 hrs. / 4 units)**

The third of four courses in the herbal medicine (material medica) series. Approximately 80 commonly used medicinal herbs (Qi- Regulating, Blood-Regulating, Interior-Warming and Cold-Expelling Herbs, Qi Tonics, Yang Tonics, and Obsolete Substances) are covered. Prerequisite: None.

**HB314 Herbology IV (40 hrs. / 4 units)**

The fourth of four courses in the herbal medicine (material medica) series. Approximately 80 commonly used medicinal herbs (Blood Tonics, Yin Tonics, Stabilizing and Binding, Spirit- Calming/Tranquilizing, Orifices-Opening, Liver-Calming and Wind- Extinguishing Herbs) are covered. Prerequisite: None.

**HB410 Eastern Nutrition (30 hrs. / 3 units)**

An introduction to a treatment modality in Oriental Medicine, along with methods of prescribing both Eastern and Western style diets, clinical and medical nutrition focusing on the properties of foods, medicinal recipes or dietary adjustment for various diseases and disorders. This course also covers diet related counseling. Prerequisite: two HB courses.

**HB421 Herbal Formulas I (40 hrs. / 4 units)**

This course provides an analysis of the functions, properties, combinations, dosages, contraindications, preparation and administration of herbal formulas, including four types of herbs: imperial, ministerial, assistant, and servant. The first of four courses in the herbal prescriptions series, including actions, indications, contraindications, dosage, preparation and administration of the commonly used herbal formulas. Categories covered in Herbal Formulas I are the Formulas that Release the Exterior, Drain Downward, Harmonize, and Clear Heat. Prerequisite: three HB courses.

**HB422 Herbal Formulas II (40 hrs. / 4 units)**

The second of four courses in the herbal prescriptions series. Categories covered in Herbal Formulas II are the Formulas that Dispel Summer-heat, Expel Dampness, Treat Dryness, Warm Interior-Cold, and Tonify (the Qi, the Blood). Prerequisite: three HB courses.

**HB423 Herbal Formulas III (40 hrs. / 4 units)**

The third of four courses in the herbal prescriptions series. Categories covered in Herbal Formulas III are the Formulas that Tonify (the Yin, the Yang), Stabilize and Bind, Regulate the Qi, and Regulate the Blood (Invigorate the Blood, Stop Bleeding). Prerequisite: three HB courses.

**HB424 Herbal Formulas IV (40 hrs. / 4 units)**

The fourth of four courses in the herbal prescriptions series. Categories covered in Herbal Formulas IV are the Formulas that Calm the Spirit, Open the Sensory Orifices, Expel Wind, Dispel Phlegm, Reduce Food Stagnation, and Expel Parasites. Prerequisite: three HB courses.

**HB430 Patent Herbs (30 hrs. / 3 units)**

An introduction to the most commonly used herbal patents and pre-packaged herbal remedies in the form of powder, pills, prepared solution and ointments for internal and external use. This course is a study of the internal and external use of herbal powders, pills, prepared solutions, and ointments. Students will be introduced to over 120 patent herbs and learn about their functions and applications. Clinical applications are emphasized. Prerequisite: three HB courses.

**HB510 Practical Formulas (40 hrs. / 4 units)**

A comprehensive review of the four serial courses of Herbal Formulas (HB421-424) that are of particular importance in terms of their clinical applications, as well as an in-depth discussion of the eighty-three(83) formulas that are required by California Acupuncture Board's Licensing Exam. Prerequisite: three of HB421-424.

**5. CLINICAL MEDICINE****WS300 CPR/First Aid (10 hrs. / 1 unit)**

A certification course delivers lectures and demonstrations on the theory and techniques of Cardio-Pulmonary Resuscitation(CPR), including the causes of heart disease, symptoms of stroke, and the principles of CPR. Prerequisite: None.

**WS310 Equipment & Safety (20 hrs. / 2 units)**

A prerequisite to CL520 Clinical Observation, including a proper usage of medical equipment, the principles of CNT (Clean Needle Techniques) with OSHA and HIPAA standards in the clinic. Prerequisite: None.

**WS321 Western Medical History (10 hrs. / 1 unit)**

An overview of the history and development of Western medicine from the very beginning up to the present, including comparative study of different cultures and transcultural healing practices with the specific historical events and ideas that led to the medical paradigms and advances. Prerequisite: None.

**WS322 Western Medical Terminology (30 hrs. / 3 units)**

An introduction to the medical terminology commonly used in Western medicine, including the definitions, prefixes, roots, suffixes. Prerequisite: None.

**WS330 Research Methodology (20 hrs. / 2 units)**

A course how to expand student's knowledge of thesis or research papers, including methods of collecting, organizing and analyzing data and information, knowledge of critique of research methods, research and evidence based medicine, basic concepts of biostatistics, and knowledge of academic peer review process. Prerequisite: None.

**WS340 Public Health (30 hrs. / 3 units)**

An introduction to public health communicable disease, public health alerts, and epidemiology, including public and community health and disease prevention, public health education, and treatment of chemical dependency. Prerequisite: None.

**WS410 Western Pharmacology (30 hrs. / 3 units)**

An introduction to the basic concepts and pharmacological principles of Western pharmaceuticals and their major categories with an emphasis on interactions between drug and drug, interaction between drug and herb, and their major actions and side effects in clinical practice. Prerequisite: GS310.

**WS411 Western Physical Exam (30 hrs. / 3 units)**

An introduction to physical diagnostic processes according to Western clinical paradigm with history taking, patient/practitioner rapport, communication skills. The physical examination includes the neuromusculoskeletal, orthopedic, neurological, and abdominal tests, as well as chest and sensory organs. This course includes clinical impression and the formation of a working diagnosis, including acupuncture

and oriental medicine diagnoses and World Health Organization's international classification of disease (ICD-9). This course also includes awareness of at-risk population, including gender, age, indigent, and disease specific patients. Prerequisite: two of GS411-413.

**WS412 Medical Imaging & Lab Data (30 hrs. / 3 units)**

An introduction to the basic skills in reading and interpreting medical images (X-ray, CT scan, MRI) and ordering, reading, and interpreting Western medical diagnostic tests of blood, urine and stool from clinical laboratory. Prerequisite: two of GS411-413.

**WS420 Medical Ethics (20 hrs. / 2 units)**

An introduction to the legal and ethical aspects of practicing Acupuncture and Oriental Medicine including knowledge of regulatory compliance and jurisprudence (focused on municipal, California and Federal laws, including OSHA, labor code, HIPAA of 1966), ethics and peer review. Prerequisite: WS310.

**WS430 Survey of Clinical Medicine (30 hrs. / 3 units)**

This course presents an overview of Western healthcare systems to enable effective communication with other healthcare practitioners in order to make and receive referrals more effectively. This course also covers clinical medicine – a survey of the clinical practice of medicine, osteopathy, dentistry, psychology, nursing, chiropractic, naturopathy, and homeopathy to familiarize practitioners with the practices of other health care practitioners. The course provides guidelines for students on how and when to make referrals to other providers, how to recognize and what to do in emergency situations, and how to promote better communication with other practitioners. Prerequisite: WS340.

**WS511 Western Clinical Medicine I (30 hrs. / 3 units)**

This course is a survey of the clinical practice of medicine, osteopathy, dentistry, psychology, nursing, chiropractic, podiatry, and homeopathy to familiarize practitioners with the practices of other health care practitioners. The first of three courses in the clinical aspects of western medicine series, including clinical manifestations, etiology and pathogenesis, examination and investigative techniques, and treatments of the diseases. Categories covered in Western Clinical Medicine I are Nutritional Disorders, Musculoskeletal and Connective Tissue Disorders, Disorders of Sensory Organs, Infectious Diseases, Dermatologic Disorders, and Gastro Intestinal Disorders. This course also covers a review of internal medicine, pharmacology, surgery, urology, radiology, nutrition, and public health. Prerequisite: two of GS411-413, WS411.

**WS512 Western Clinical Medicine II (30 hrs. / 3 units)**

The second of three courses in the clinical aspects of western medicine series. Categories covered in Western Clinical Medicine II are Hepatic and Biliary Disorders, Pulmonary Disorders, Cardiovascular Disorders, Endocrine and Metabolic Disorders, Hematology and Oncology, and Immunology; Allergic Disorders. Prerequisite: two of GS411-413, WS411.

**WS513 Western Clinical Medicine III (30 hrs. / 3 units)**

The third of three courses in the clinical aspects of western medicine series. Categories covered in Western Clinical Medicine III are Psychiatric Disorders, Neurologic Disorders, Genitourinary Disorders, Gynecology and Obstetrics, Pediatrics, and Geriatrics. This course also covers ear, nose, and functional assessments. Prerequisite: two of GS411-413, WS411.

**WS520 Practice Management (30 hrs. / 3 units)**

A presentation of the business and management aspects of practicing Acupuncture and Oriental Medicine

in private clinic establishments, including record keeping, insurance billing, collection, business written communication, front office procedures, planning and establishing a professional office, practice growth and development, ability to practice interdisciplinary medical settings including hospitals, risk management and insurance issues, etc. Prerequisite: CL500.

**WS531 Case Management I (30 hrs. / 3 units)**

The first of three courses in clinical cases series, focusing on the primary care responsibilities, secondary and specialty care responsibilities, psychological assessment, treatment contraindications and complications, drug and herb interactions. Prerequisite: one of OM521-524, one of WS511-513.

**WS532 Case Management II (30 hrs. / 3 units)**

The second of three courses in clinical cases series, focusing on treatment planning, continuity of care, referral, collaboration, follow-up care, final review, functional outcome measurements, prognosis, future medical care, medical-legal report writing, expert medical testimony, and independent medical review with a discussion of the treatment of common diseases. Prerequisite: one of OM521-524, one of WS511-513.

**WS533 Case Management III (30 hrs. / 3 units)**

The third of three courses in clinical cases series, focusing on the management for injured workers, coding procedures for current procedural codes, CPT and ICD-9 diagnoses, Medical-legal report writing, special care patients, and emergency procedures with a discussion of the treatment of common diseases. Prerequisite: one of OM521-524, one of WS511-513.

## **6. ELECTIVES**

**EL310 Chinese Medical Terminology (30 hrs. / 3 units)**

An introduction to the basic Chinese terminology and characters useful in understanding Traditional Chinese Medicine with an emphasis on the major diagnostic terms, and terms for the organ systems and major disease patterns. Prerequisite: None.

**EL411 Chinese Medical Classic-Su Wen (30 hrs. / 3 units)**

An introduction to the Yellow Emperor's Inner Classic "Part One (The Simple Questions)"; including ancient Chinese philosophy, medical concepts, principles, and application to clinical practice. Su Wen covers the theoretical foundation of Chinese Medicine and its diagnostic methods. Prerequisite: OM312.

**EL412 Chinese Medical Classic-Ling Shu (30 hrs. / 3 units)**

A continuation of the Yellow Emperor's Inner Classic, "Part Two (The Spiritual Pivot)"; including ancient Chinese philosophy, medical concepts, principles, and application to clinical practice. Ling Shu focuses on acupuncture therapy in great detail. OM312 and two Acupuncture courses.

**EL420 Advanced O.M. Diagnosis (30 hrs. / 3 units)**

A detailed study of Oriental medical diagnosis, focusing on tongue checking, pulse palpation, history taking, and comprehensive methods of differentiation. Prerequisite: OM412.

**EL430 Dui-Yao/ Pair of Herbs (30 hrs. / 3 units)**

A detailed study of commonly used coupled herbs, herbs usually used together in various formulas to enhance synergistic effects, including coupled herbs' taste, properties entering channels, actions and indications, contraindication and preparations. Prerequisite: one Herbal Formulas course. Prerequisite:

two of HB311-314.

**EL510 Jin Gui Yao Lue (30 hrs. / 3 units)**

An In-depth study of internal medicine, gynecology and surgery from the perspective of Traditional Chinese Medicine, with appropriate herbal and acupuncture treatment modalities. Prerequisite: OM410, one of HB421-424.

## **7. CLINICAL TRAINING**

**CL500 Clinical Orientation (20 hrs. / 1 unit)**

This course is an orientation for the students who are ready to start CL510 Herbal Pharmacy and CL520 Clinical Observation. This course prepares students to review the YUIN clinic handbook, as well as to be familiar with all aspects of Acupuncture and Oriental Medicine Clinic. This course also covers patient/practitioner rapport, communication skills including multicultural sensitivity, clinical reasoning and problem solving. Prerequisite: Introductory 60 units.

**CL510 Herbal Pharmacy (60 hrs. / 3 units)**

Students interview, diagnose patients and perform to select, assemble, weigh, and pack herbs, as well as chart herbal formulas under the supervision of herbal pharmacist/supervisor in the herbal pharmacy. Prerequisite: two of HB311-314.

**CL520 Clinical Observation (160 hrs. / 8 units)**

This course trains new interns to observe the clinician for the whole procedure of patient treatment including, history taking, examination, and needling. New interns also handle herbs, and attend the case presentations to observe the discussion of diagnostic and therapeutic methods. Prerequisite: CL510.

**CL610 Internship Level I (240 hrs. / 12 units)**

Intern practices interviewing skills and diagnostic skills in evaluating patients with an experienced senior intern. In this course, students will perform clinical patient interviews, diagnosis, and treatment under the supervision of licensed acupuncturists. Internships will include a study of the four methods of diagnosing a patient: observation, listening, interrogation, and pulse. Diagnosis is based on physical appearance, quality of breath and tone, history of the patient and symptoms, study of the pulse diagnosis (both a science and an art), treatment with needles, and prescription of herbal medicine. Intern applies needles, moxibustion, cupping, and other techniques under the supervision of clinic supervisors. Intern also attends case presentations as an assistant presenter. Prerequisite: CL520.

**CL620 Internship Level II (240 hrs. / 12 units)**

Intern performs all the clinical activities such as assessment, treatment, herbal prescriptions as a partner with a senior intern under the supervision of clinic supervisor. Intern also attends case presentations as a main presenter. Prerequisite: CL610.

**CL630 Internship Level III (240 hrs. / 12 units)**

The highest level of internship. Intern is guided to develop the highest standards of professionalism and responsibility for patients. Intern applies comprehensive therapeutic methods under the supervision of clinic supervisor. Intern also attends case presentations as a leading presenter. Prerequisite: CL620.

## CALIFORNIA ACUPUNCTURE BOARD LICENSING

Individuals wishing to practice acupuncture in California must first obtain a state license, which requires qualifying for and passing California's written examination. The examination tests the competency of entry level acupuncturists.

In order to qualify for California's examination, an applicant must furnish satisfactory evidence of completion of one of the following:

- A California Acupuncture Board (CAB) approved educational and training program consisting of a minimum of 2,050 hours of didactic and laboratory training and a minimum of 950 hours of supervised clinical instruction.
- The course work shall extend over a minimum period of four (4) academic years, eight (8) semester, twelve (12) quarters, nine (9) trimesters, or thirty-six (36) months.
- A CAB-approved tutorial program in the practice of acupuncture consisting of a minimum of 3,000 hours of study in curriculum pertaining to the practice of an acupuncturist, which is approved by the Board\*. Documented educational training and clinical experience that meets the standards established pursuant to Business and Professions Code sections 4939 and 4941. (For applicants who have completed their education and training outside the United States or Canada pursuant to Business and Professions Code sections 4938.)

\* For more information, visit: [www.acupuncture.ca.gov](http://www.acupuncture.ca.gov)

The California Acupuncture Board

1747 N. Market Blvd, Suite 180

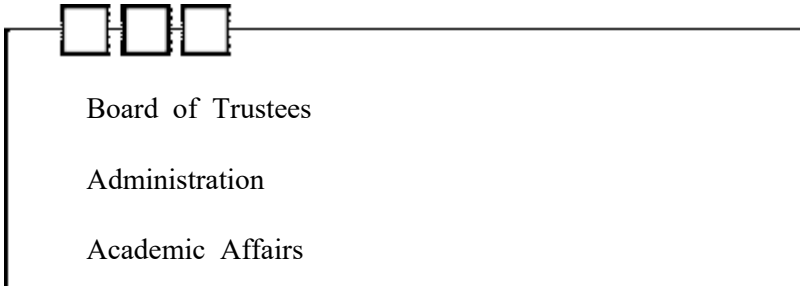
Sacramento, CA 95834

Phone: (916) 515-5200 Fax: (916) 928-2204

Email: [acupuncture@dca.ca.gov](mailto:acupuncture@dca.ca.gov)



## UNIVERSITY ADMINISTRATION



Board of Trustees	57
Administration	57
Academic Affairs	57
Faculty	58
School Map	59

## **BOARD OF TRUSTEES**

### **Chairperson:**

Christine Lee

### **Board Members:**

Christine Lee  
Gregory Burks  
Annika Yeo  
Janet Kang

## **ADMINISTRATION**

President:

Warren Washington, Ph.D.

Dean, Academic Affairs:

Jin Han, Ph.D.

Dean, Student Affairs:

Amen Rahh, M.A.

## **ACADEMIC AFFAIRS**

Dean, Department of Oriental Medicine:

James Choi, MSOM

Dean, Department of Acupuncture:

Kay Joo, Ph.D

Dean, Chinese Students:

Huachang Su, Ph.D

Clinic Supervisor:

Chang Suk So, OMD, MD

## FACULTY

- Choi, James MSOM, M.Div  
MSOM, South Baylo University, Anaheim, California;  
Human Body & Neurobiology Studies, UCI, Irvine, California;  
M.Div, Azusa Pacific University, Azusa, California;  
L.Ac., California Licensed Acupuncturist.
- Johnson, Doris Ph.D., L.Ac., Dipl.Ac., Dipl.C.H.  
Ph.D., American Liberty University, Orange, California;  
MSTCM, Master of Science in Traditional Chinese Medicine, Yo San University, Santa Monica, California;  
MA in African Area Studies, University of California, Los Angeles, California.
- Joo, Kay Ph.D., MSTCM, BS  
Ph.D., American Liberty University, Orange, California;  
MSTCM, Master of Science in Traditional Chinese Medicine, Samra University of Oriental Medicine, Los Angeles, California;  
BS, University of Southern California, Los Angeles, California.
- Nan, Haijin Ph.D., O.M.D., MSAc., L.Ac.  
O.M.D., American Liberty University, Newport Beach, California;  
Ph.D., American Liberty University, Newport Beach, California;  
MSAc, Dongguk University, Seoul, South Korea;  
L.Ac., CA Licensed Acupuncturist, Board of Acupuncture, California;  
Bachelor in Chinese Medicine, Changchun University, Changchun, China;
- Sin, Sun P. Ph.D., DAOM, L.AC.  
DAOM, Dongguk University Los Angeles School of Oriental Medicine, Los Angeles, California;  
Ph.D., American Liberty University, Orange, California;  
MSOMA, Dongguk University Los Angeles School of Oriental Medicine, Los Angeles, California;  
BA, Chung Nam National University, Chung Nam, South Korea.
- Su, Huachang M.D., L.Ac.  
M.D., Henan Medical University, Zhengzhou, Henan, China;  
Certificate, Henan University of Traditional Chinese Medicine, Zhengzhou, Henan, China;  
Medical Postgraduate, Tonji Medical University, Wuhan, China;  
L.Ac., CA Licensed Acupuncturist, Board of Acupuncture, California;
- Suh, Chang Sok M.D., O.M.D.  
O.M.D., Kyung Hee University, Seoul, Korea;  
M.D., Al-Azahar University, College of Medicine, Cairo, Egypt;  
Honorary Ph.D., Kernel University, College of Oriental Medicine, Los Angeles, California;

# SCHOOL MAP

