

C A T A L O G
2012 - 2014

A C C H S

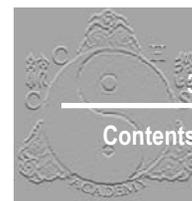


Academy of Chinese Culture and Health Sciences
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ACADEMIC CALENDAR 2012 - 2013

	Fall 2012	Spring 2013	Summer 2013
New course schedule available:	July 12, 2012	Nov. 1, 2012	March 21, 2013
Registration for current students:	July 18 - Aug. 1, 2012	Nov. 7 - Nov. 21, 2012	Mar. 27 - Apr. 10, 2013
Last day for admissions application:	August 3, 2012	Dec. 6, 2012	
New student orientation:	Betw. Aug. 27 - 31, 2012	Betw. Jan. 3 - 6, 2013	
Classes begin:	September 4, 2012	January 7, 2013	May 6, 2013
Add / drop fee applied: (VA students last day for full drop)	After 1st week of school	After 1st week of school	After 1st week of school
Last day to drop:	Nov. 5, 2012	March 10, 2013	July 7, 2013
Comprehensive exam:	2nd week of school	2nd week of school	2nd week of school
Final examinations:	Dec. 11 - 17, 2012	April 15 - 21, 2013	Aug. 12- 18, 2013
Holidays (school closed):	Thanksgiving	Martin Luther King Day	Independence Day

ACADEMIC CALENDAR 2013 - 2014

	Fall 2013	Spring 2014	Summer 2014
New course schedule available:	July 18, 2013	Nov. 7, 2013	March 20, 2014
Registration for current students:	July 24 - Aug. 7, 2013	Nov. 13 - Nov. 27, 2013	Mar. 26 - Apr. 9, 2014
Last day for admissions application:	August 2, 2013	Dec. 5, 2013	
New student orientation:	Betw. Aug. 26 - 30, 2013	Betw. Jan 2 - 5, 2014	
Classes begin:	September 3, 2013	January 6, 2014	May 5, 2014
Add / drop fee applied: (VA students last day for full drop)	After 1st week of school	After 1st week of school	After 1st week of school
Last day to drop:	Nov. 4, 2013	March 9, 2014	July 6, 2014
Comprehensive exam:	2nd week of school	2nd week of school	2nd week of school
Final examinations:	Dec. 10 - 16, 2013	April 14 - 20, 2014	Aug. 18- 24, 2014
Holidays (school closed):	Thanksgiving	Martin Luther King Day	Independence Day

APPROVAL DISCLOSURE STATEMENT

As of December 11, 1990, the Academy of Chinese Culture and Health Sciences (ACCHS), 1601 Clay Street, Oakland, California, 94612, was granted full institutional approval as a California Degree-Granting Institution. The approved degree program is the **Master of Science in Traditional Chinese Medicine**.

Graduates of the Master of Science in Traditional Chinese Medicine (MSTCM) degree program are eligible to sit for the acupuncture licensure examination given by the California State Acupuncture Board and sit for the National Commission for the Certification of Acupuncturists and Oriental Medicine (NCCAOM) exam.

The Master of Science in Traditional Chinese Medicine program of the Academy of Chinese Culture and Health Sciences is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for the approval of programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at 14502 Greenview Drive, Suite 300B, Laurel, MD 20708. Phone: (301) 313-0855; Fax: (301)313-0912.

The Academy is approved by the California Acupuncture Board as a continuing education provider for licensed acupuncturists. California Acupuncture Board is located at 1747 N. Market Blvd. Suite 180, Sacramento, CA. 95834; telephone (916) 515-5200; fax (916) 928-2204. Website: <http://www.acupuncture.ca.gov>

The Academy is a Private Not-For-Profit California Public Benefit Corporation that has been approved by the Bureau for Private Postsecondary Education. The Academy has been granted tax exempt status under 501(c)(3) of the U.S. Internal Revenue Code of 1954.

Persons seeking to resolve problems or complaints should utilize the grievance procedure as presented in this catalog. 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 (BPPE) at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, www.bppe.ca.gov, toll-free 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 web site www.bppe.ca.gov.

This catalog outlines curriculum requirements, faculty information and course descriptions as per the effective date of issuance. The materials presented herein constitute the rules and regulations of the Academy and are intended to be accurate, complete, and binding. However, the Academy reserves the right to update or change any or all of these regulations to meet with all of the above accreditation requirements and/or the Academy's changing conditions. In the event of any change, written notice will be given, and such notice will post as an addendum to the catalog. All information in this school catalog is current and correct and is so certified as true by Dr. John Nieters, President.

Effective dates 9/1/2012 - 8/31/2014

Academy of Chinese Culture and Health Sciences

BOARD OF DIRECTORS**Joseph P. Ku, Ph.D.**, Chairman**Yen Wei Choong, MSTCM, L.Ac.**, **Hwei-Jung Hsu, M.D.****Tung-Chia Wong, Ed.D.**, **John Nieters, DAOM****ADMINISTRATION****Nieters, John, L.Ac.**, DAOM, President**Tou, Phillip, M.S.**, Vice President**Woodley, Stephen, MSTCM, L.Ac.**, Dean of Academic Affairs (swoodley@acchs.edu)**Cai, Lai-Fu, MSTCM, L.Ac.**, Senior Consultant of TCM**Li, Wallace, DAOM**, Senior Consultant of TCM**Yeh, John, B.M., M.D.** Senior Consultant of Western Sciences**Woodley, Stephen, MSTCM, L.Ac.**, Director of TCM Foundation Division**Liu, Dave, OMD, Ph.D. L.Ac.**, Director of Acupuncture Division**Hsiao, Han Hsiung, MSTCM, L.Ac.**, Director of Herbology Division**Yeh, John, B.M., M.D.**, Director of Western Medicine Division**Zhang, Zhi Bin, MSTCM, L.Ac.** Director of Clinical Education Division**Hu, Limin, Ph.D.**, Director of Research and Management Division**Wang, Hong Ji, MSTCM, L.Ac.**, Director of Clinic Services Division**Gruber, Robert K., L.Ac.**, Chief Clinic Administrator**He, Vincent, MSTCM, L.Ac.**, Clinic Administrator**Settels, Phillip**, Clinic Manager & Student Tutor**Ventura, Margarita**, Clinic Receptionist**Li, Ling Yang**, Library Manager**Ng, Teresa, MSTCM, L.Ac.**, Director of Student Tutoring Center**Zhang, Jane Miaozen, B.A.**, Dean of Administration (jmzhang@acchs.edu)**Pamouansith, Nah, B.A.**, Admissions & English Program Administrator (nah@acchs.edu)**O'Sullivan, Sarah, B.A.** Enrollment and Recruiting Manager (sosullivan@acchs.edu)**Chen, Sophia, B.S.**, Chinese TCM/Tui Na Program Administrator (sophia@acchs.edu)**Nguon, Long Tao**, English Tui Na Certificate Program Administrator (long@acchs.edu)**Dang, Jessica**, Registrar (jdang@acchs.edu)**Bella, Andres, M.A.**, Director of Relations, Financial Aid Administrator (abella@acchs.edu)**Yu, Mandy, A.A.**, Accountant (mandy@acchs.edu)**Tsuei, Jack**, Operations Manager, Receptionist**Yao, Christine**, Receptionist

STATEMENT OF PURPOSE

The Academy of Chinese Culture and Health Sciences was established in 1982 to offer professional education in traditional Chinese medicine within the context of Chinese culture.



MESSAGE FROM THE PRESIDENT

The year 2012 is the 30th Anniversary of the founding of the Academy of Chinese Culture and Health Sciences by Professor Wei Tsuei. President Tsuei had a profound influence on many students of the Tao and Chinese medicine, including myself. It is a tremendous honor for me to succeed Sifu as the president of ACCHS and to support and further his humanitarian and cultural work.

To this end, my message will quote Sifu Tsuei's last presidential message. He was the master. I am his student.

"The principle underlying the formation of the Academy of Chinese Culture and Health Sciences is the Tao of nature, the theory of Yin-Yang and the principles of oneness of the universal, earth, and human being, the deepest meaning of classical Chinese culture. Because the United States of America was formed by uniting people from a variety of cultures into a multifaceted society, we have the opportunity to select from among diverse cultural heritages and medical knowledge, from the essence of treasured knowledge. Such knowledge, when combined with modern developments, constitutes the major course of study of the Academy. Thus, the program offered is part medical and part cultural.

Medical knowledge exists in order to relieve the sufferings of humanity, whether physical, mental, or spiritual. While the Academy's principle purpose is to enable students to obtain a license to practice acupuncture, it does not stop there. The curriculum encourages the philosophy that through the healing of oneself one can understand how to heal others. The emphasis is on cultivation of the intellect and the comprehension of human nature.

In the long river of cultural development of the Chinese civilization, medical science stands out as a bright and shining pearl. It embodies the rich experience and discipline developed by a people more than one billion in number, existing on a piece of the planet nine million square miles in area, and represents more than five thousand years of struggle against disease and suffering. Placing this knowledge in the context of the United States — the foremost leader in modern science and technology — enables us to continue moving forward towards a bright future. Our aim is to pursue, through the medium of medical learning, the goal of an ideal society and civilization, and to make a significant contribution toward the development and prosperity of mankind."

Respectfully,

John Nieters, L.Ac., DAOM
President

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HISTORY AND OBJECTIVES

ACCHS HISTORY

The Academy of Chinese Culture and Health Sciences was established in 1982 by Master Wei Tsuei. Master Tsuei is an accomplished practitioner of traditional Chinese medicine, Taiji Quan, and Taiji meditation. In addition, he is a sixth generation Qi Gong master. During Master Tsuei's youth, China was many years behind the west technologically. Even though, China had highly developed arts focused on cultivating longevity through maintenance of good health and an open mind. His grandfather, a traditional medical doctor, was a strong influence. From boyhood, Master Tsuei received instruction in the martial arts. Later he studied many forms of meditation and completed his formal medical training. He spent his life learning, practicing and sharing this knowledge. It is rare to find someone who has been able to combine into one practice these outwardly diverse, yet inwardly identical disciplines.

MISSION STATEMENT

The goal of the Academy of Chinese Culture and Health Sciences is to provide to its students a professional graduate education in traditional Chinese medicine, with the skills necessary to obtain licensure and become competent primary health care providers.

The program emphasizes the cultivation of the intellect and understanding of human nature. The corpus of Chinese medical knowledge is vast, and although rote learning is necessary, emphasis at the Academy is placed on the development of critical thinking. The ability to analyze, evaluate, and effectively translate Chinese medical information into practical clinical use is essential. In addition to didactic and clinical training, the Academy's Master of Science in Traditional Chinese Medicine degree program includes supervised research projects. Participation in scientific research stimulates students to develop professional skills, ethics, and confidence. It is our belief that diligent practice of particular disciplines enables students to cultivate health, well being, and inner harmony. Through the practice of Taiji, Qi Gong, and meditation, the Academy also strives to provide its students with the necessary roots for the development of self-awareness and growth. It is our hope that training students in these disciplines, while increasing their understanding of human nature, will help them make a significant contribution toward the development, wellness, and prosperity of humanity.

The Academy further endeavors to promote the rooting of traditional Chinese medicine in the United States by establishing communication with existing medical establishments, by creating successful clinical programs, by promoting exchange of medical knowledge, and by facilitating the expansion of the public's perception of traditional Chinese medicine. We seek dedicated individuals who wish to study a classical Chinese curriculum and actively develop the roots of the Chinese medical profession in the U.S.A.

As an educational institution, we realize there are only certain parameters which can be used to assess our instructional methodologies. Because Chinese medicine is a regulated practice, we may verify its evolution by examining the success of the alumni after graduation. Over the years, according to our statistics, Academy graduates have proven their competence and excellence by passing their respective licensing exams, by developing successful practices, and by becoming prominent members of their profession in the Bay Area and around the U.S.

EDUCATIONAL OBJECTIVES

At the time of graduation, a student from ACCHS:

- Will be competent in the fundamental philosophy and methodologies which underline TCM, including acupuncture, herbal medicine, nutrition, and energy cultivation.
- Will be able to sit for and pass the California State Licensing exam and NCCAOM exam.
- Will be able to use medical knowledge to determine the course of a patient's ailments and apply the appropriate treatment to alleviate and to eliminate the source of the discomfort.
- Will be able to use TCM knowledge in guiding the general health care of his/her patients.
- Will be knowledgeable in the capabilities and differences between TCM and Western medicine. Will know some fundamental Western medicine techniques, such as first aid and CPR.
- Will know the ethical principles of conducting a medical practice.
- Will have the business knowledge to operate an independent clinic or group practice.
- Will be able to continue their education and advance their knowledge through independent study, research, or a post-professional program.

GENERAL INFORMATION

LOCATION AND FACILITIES

The Academy of Chinese Culture and Health Sciences is located in vibrant Oakland, California, just across the bay from San Francisco. The Academy campus is near Oakland's City Center, and is easily accessed by the Bay Area Rapid Transit (BART) public transportation system. It is within two blocks of federal, state, and city government buildings, within a few blocks of Oakland's growing Chinatown community, which has an abundance of restaurants, shops, and herbal pharmacies. Also within walking distance are bookstores, copy shops, cafes, and many businesses, which represent Oakland's rich ethnic diversity.

The Academy's facilities provide lecture classrooms, a teaching clinic, an herbal pharmacy, indoor herb garden, a library, a computer room, administrative offices, and lounges for faculty and students. Didactic courses are taught using white boards, projectors, anatomical models, and other media devices, such as laptops, DVDs, and televisions. Clinical training materials include acupuncture needles, moxabustion, cupping devices, and diagnostic medical equipment, such as stethoscopes and sphygmomanometers.

The Academy does not offer distance education.

The school maintains limited parking facilities. Reasonably-priced parking is available nearby. However the school is located one block from two nearby BART stations.

LIBRARY

The library is divided into two sections (Chinese and English) with a total of 3,000 volumes of traditional Chinese medical and related publications. It is open five days a week. Students can borrow books with their student ID cards. Students can also do individual research or have group study in the reading rooms. Computers, TV, a copier, periodicals, and dictionaries, as well as videos and slides are available for student and faculty use.

LIVING AND HOUSING COSTS

There is no on-campus or dormitory housing, but the Academy in downtown Oakland is five miles from Berkeley and in the heart of the East Bay. Both Oakland and Berkeley have ample rental units available at a reasonable cost - from \$500 (shared housing) to \$1100 (one-bedroom apartment). The Academy bears no responsibility in assisting a student

with housing, yet the Academy maintains a small bulletin board for a shared housing network as well as other community and professional listings.

INSTITUTIONAL FISCAL DISCLAIMER

ACCHS has no pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition of bankruptcy filed against it within the preceding five years.



ADMISSIONS

ADMISSIONS STATEMENT

The Academy is committed to a policy of equal opportunity. Admission is open to all qualified applicants. Equal educational opportunities will be provided to all persons, regardless of race, religion, gender, national origin, marital status, sexual preference, age, or physical handicap.

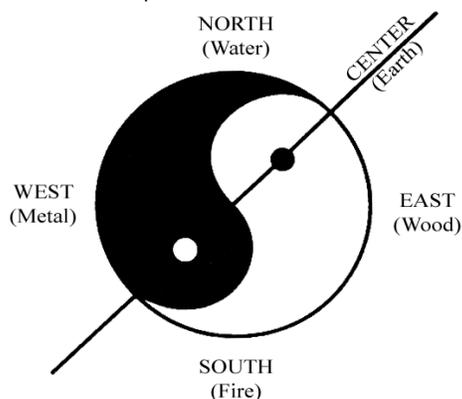
Candidates for admission are considered in the order in which their applications are completed. The Admissions Committee does not grant full admission to an applicant until all required information has been received by the Academy. Prospective students are encouraged to visit the school and discuss educational plans with the Admissions office. 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 signing an enrollment agreement.

The Academy seeks applicants who wish to study traditional Chinese medicine within the context of Chinese philosophy and Chinese culture. A personal commitment to the study and practice of the medical arts, combined with a sound undergraduate academic background, are qualities common to the Academy student body. The Academy's curriculum is now presented in English and Chinese, providing equal access to native speakers of each language. Students come for lectures two days per week for the entire program:

English program: Tuesday & Thursday

Chinese program: Saturday & Sunday

The Academy's program supports the professional development of working adults by offering the option of either full-time or part-time studies.



OPEN HOUSE

Several times a year, the Academy hosts an Open House, which gives prospective students the opportunity to receive pertinent school information and to experience TCM first hand. Prospective students are invited to participate in special TCM technique demonstration classes, informational seminars, and campus tours. For exact dates, contact the Academy administration offices or visit the Academy website.

ORIENTATION

The Academy provides an opportunity for new students to become acquainted with the campus, the Academy system, and other aspects of ACCHS student life. In addition, s/he can meet classmates and professors and can begin to feel at home, sharing intellectual and social activities before the academic program begins.

FINANCIAL AID

Federal Direct Loans and Work-Study may be utilized by degree-seeking students who qualify. Eligibility for ACCHS SFA programs (other than Grad Plus) is based on financial need. To have the financial need determined, a student must complete and submit the FAFSA. A student must enroll at least half time (6 units) to be eligible for Financial Aid at ACCHS. If a student obtains a loan, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds. For more information on eligibility requirements, visit <http://www.fafsa.ed.gov>. For application purposes, the ACCHS school code is G32883. Contact the Academy Financial Aid Office at (510) 763-7787, or visit our website at www.acchs.edu for more information.

VETERANS BENEFITS

Students who are veterans may receive the appropriate related benefits. Contact an Academy administrator or advisor for more information. This institution will conduct an evaluation of previous education and training per CFR 21.4256(d)(3), grant appropriate credit, shorten the veteran or eligible person's duration of course proportionally, and notify the VA and student accordingly. This evaluation must be completed within the first two terms during which one received veteran educational benefits. If not completed in a timely manner, the student will be certified again until the evaluation is complete.

ADMISSIONS REQUIREMENTS

Applicants must have completed sufficient undergraduate studies (60 semester credits / 90 quarter credits, i.e. 900 hours), equivalent to at least two years of general education studies, or possess an A.A., B.A., or B.S. degree from an institution accredited by an agency recognized by the U.S. Secretary of Education.

In addition to the general education requirements (category A), students must complete at least 10 units of the science course prerequisites (category B).

A. General Education Requirements:

60 semester credits / 90 quarter credits (900 hours)

English Composition/Language/Literature

Mathematics/Logic/Statistics

Humanities

Social Sciences

Natural Sciences

Electives

B. Science Course Corequisites for MSTCM:

20 semester units (300 hours)

General Biology	3 units (45 hrs)
General Chemistry	2 units (30 hrs)
Biochemistry	1 unit (15 hrs)
General Physics	1.5 units (22.5 hrs)
Biophysics	0.5 units (7.5 hrs)
General Psychology	2 units (30 hrs)
Western Medical Terminology	2 units (30 hrs)
Human Anatomy	4 units (60 hrs)
Human Physiology	4 units (60 hrs)

- The Anatomy prerequisite must be successfully completed before enrolling in Acupuncture courses; The Physiology prerequisite must be completed before enrolling in Pathology.
- All category B prerequisites must be completed before the registration of advanced courses and before the Basic Comprehensive Exam.
- Category B courses may be offered pending faculty availability and minimum class size requirements.

C. English Language Proficiency Requirement:

The Academy requires that students maintain English proficiency for successful didactic and practical clinical training purposes. Students may complete the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System exam (IELTS).

The Academy requires a TOEFL Web-based test score of 60 for students entering the English program and 44 for students entering the Chinese program, with a mean (average) score on the TSE. The Academy requires a computer-based test score of at least 173 and the mean (average) score on the TSE for students entering the English program, 133 and the mean (average) score on the TSE for students entering the Chinese program.

The Academy requires an IELTS test score of 6.5 for students entering the English program and 5.5 for students entering the Chinese program.

The Academy requires that English program applicants meet the TOEFL or IELTS requirements at the time of admission. Chinese program applicants who do not satisfy the requirement may be considered for admission with English as a second language but must satisfy the proficiency requirements in English before beginning the clinical experience. A student may be exempt from the English language assessment exams if he/she has successfully completed a two-year (60 semester credits or 90 quarter credits) baccalaureate level education in an institution accredited by an agency recognized by the U.S. Secretary of Education. The Academy does not provide English language services.

In addition to admissions requirements for the MSTCM program, the following criteria applies:

- Applicants must have a GPA of at least 2.5 in all course work and at least a 2.0 in any individual course.
- The application process requires the following:
 - File a completed application form with a \$50 application fee (\$75 for part time) (\$100 for foreign students) and three (3) passport-sized color photos.
 - Submit an updated resume, which outlines educational and professional development.

3. Submit a typed, full page, single-spaced statement of purpose essay, which explores his/her personal reasons for wanting to study and practice Chinese medicine.
4. Ensure that official transcripts, documenting all previous post-secondary education credit applicable to Academy admissions requirements, **display credit units/class hours** and are **sent directly to the Academy**.
5. Three letters of recommendation.
6. In the process of admissions application, an admissions interview may be arranged.
7. Accepted applicants will be notified of the Admissions Office's decision in writing.
8. An admissions packet will be provided prior to registration.

The admissions office will not consider an application from a student who has been dismissed from any school for legal, ethical, or moral reasons.

ADMISSIONS FOR FOREIGN STUDENTS

1. The Academy accepts foreign students and is approved under the United States Department of Justice to enroll non immigrant alien students (INS school file number SFR 214F 1515 [E-21]). As an academic institution of higher education, the Academy is authorized to issue a Certificate of Eligibility, Form I-20 for F-1 student status. There are no additional charges related to the issuance of an I-20. Visa services are not provided by the Academy.
2. Foreign students interested in enrolling at the Academy must comply with all admissions requirements listed under Admission Requirements section of this catalog.
3. Foreign students must also submit a Declaration of Finance form to be completed by their bank. This document must show sufficient financial resources, with a minimum of US \$20,000 for one academic year to cover education and living costs.
4. If written in a foreign language, foreign students must have their official transcript(s) accompanied by a certified document providing English translation of

course names, hours and grading system. College work completed outside of the United States must be evaluated by a foreign transcript evaluation agency.

The Academy currently recommends the following evaluation agencies:

International Education Research Foundation Inc.

P.O. Box 3665
Culver City, CA. 90231-3665
Tel: 310-258-9451, Fax: 310-342-7086
Email: info@ierf.org
Web Site: <http://www.ierf.org>

or

Educational Records Evaluation Service

601 University Avenue, Suite 127
Sacramento, CA. 95825-6738
Tel: 916-921-0790, Fax: 916-921-0793
Email: edu@eres.com
Web Site: <http://www.eres.com>

5. A \$100 nonrefundable application fee and \$200.00 deductible admissions deposit fee.
6. All I-20 foreign students are required to enroll full-time, which is defined for the purposes of immigration as a minimum of 12 trimester units each term. Questions regarding visa status, accommodations, etc. should be directed to the Admissions office.

MSTCM DEGREE PROGRAM ADMISSIONS FOR CALIFORNIA LICENSED ACUPUNCTURISTS

The Academy recognizes and credits the pre-professional education and training of all California licensed acupuncturists. A special graduate level program containing a minimum of 60 ACCHS graduate trimester units is offered to such applicants who wish to earn an MSTCM degree. Courses required are primarily selected from the graduate curriculum, Western medical courses, as well as special elective courses which vary from term to term. 200 clinic hours on-site at the Academy's teaching clinic is also required. One and a half years residency at the Academy is required of all students. All licensed, special MSTCM program students must successfully complete the Final Comprehensive Exam or evidence a GPA of at least 3.0 (B) in all coursework related to the special MSTCM degree program.

READMISSIONS AFTER LAPSE IN ATTENDANCE

Students who have not registered for more than three trimesters (one year) must apply for readmission and may be required to submit a new application with supporting documentation. Applicants must meet the admissions and degree requirements in effect at the time of readmission, follow the new curriculum, and pay the tuition according to the most current standards. Students seeking readmission should write an application letter for readmission and have all official transcripts from any other institutions attended, during the period not attended, forwarded directly to the admissions office.

TRANSFER CREDIT POLICIES

The Academy may grant academic credit for a course taken previously, provided it was completed at:

- a university or college accredited by an agency recognized by the U.S. Secretary of Education;
- a post-secondary educational institution approved or authorized by an appropriate governmental agency in the jurisdiction in which it is located, or
- a program approved by the California Acupuncture Board and accredited by ACAOM **and** if the course name, credits, and necessary course descriptions indicate that the course meets the requirement of the Academy.

Up to 100% transfer credit may be awarded for coursework and clinical instruction completed successfully at another acupuncture school or college which is approved by the California Acupuncture Board and accredited by ACAOM.

Up to 100% of transfer credit may be awarded for courses completed successfully in basic sciences and clinical medicine at a school which is approved under Article 4 (commencing with Section 94770) of Chapter 7 of Part 59 of the Education Code or by an accrediting agency recognized by the U.S. Secretary of Education.

Up to 50% credit, by transfer or challenge exam, for clinical practice coursework and instruction in acupuncture and Oriental medicine principles, theories and treatment procedures completed successfully at a school which is not approved by the Acupuncture Board may be awarded by a school approved by the Acupuncture Board, provided that at least 50% of the course hours in individual subjects are completed successfully at a school approved by the Acupuncture Board.

Any student who wishes to transfer prior credit must submit a written Request Form for Admissions Committee review and receive approval within the first year of enrollment in the program.

In addition:

- Courses must be completed with a grade of 2.0 (C) or better; and the overall GPA for such courses must be 2.3 (C+) or better.
- Transfer courses completed more than five years earlier must be evaluated and approved by the Admissions Committee;
- Courses completed at foreign institutions must first be evaluated by a foreign transcript evaluation agency. Foreign courses may be transferred only upon the approval of the Admissions Committee;
- MSTCM courses completed at an institution not accredited by an agency recognized by the U.S. Secretary of Education, pending Admissions Committee approval, will require a challenge exam.
- **Third year program didactic and clinical credit must be earned in residency at the Academy**, except case management, which must be completed at a school which is approved under Article 4 (commencing with Section 94770) of Chapter 7 of Part 59 of the Education Code or by an accrediting agency recognized by the U.S. Secretary of Education.

TRANSFER CREDIT FOR EXPERIENTIAL PROFESSIONAL LEARNING

The Academy recognizes that significant graduate level learning can be accomplished outside of the traditional classroom environment and that properly evaluated prior experiential professional learning can be used for completion of some curriculum requirements. For general education or Western science requirements, the Academy accepts the **College Level Examination Program (CLEP)** assessment and testing procedures for prior evaluation. The Academy will accept a maximum combined 20 semester units of CLEP and/or challenge exam credit, with a passing score in each subject. Please note that the Academy counts individual subject exams for transfer credit but does **not** count general exams. Information regarding the CLEP testing agency can be obtained from the Academy's admissions office.

REGISTRATION

REGISTRATION STATEMENT:

1. Registration for freshmen and transfer students is held during New Student Orientation week. Continuing students must register during their designated time, beginning three weeks prior to the end of each trimester. Each student will be provided with a registration packet, which includes all registration and academic advising information.
2. All students who wish to register must fill out registration forms, which are distributed prior to registration, and register with the approval of the program administrator.
3. Students can register for advanced courses: once completion of corresponding prerequisite courses has been verified; once the previous trimester's tuition has been fully paid; and with receipt of clinical training requirement materials.
4. Students who do not register during the announced designated time will be required to pay a late registration fee of \$30.00.



In the Herbal Formulas class, students learn to distinguish and understand the many effects of herb and herb formula treatment.

ADD / DROP CLASSES:

Students may add and drop courses, without charge, during the first week of school, with approval from the administration. A fee of \$30 will be charged each time thereafter. **The end of the third week is the last day to add classes.** All add / drop requests must be submitted in writing to the administration office for processing. **See the Academic Calendar for exact drop deadline dates.**

CANCELLATION OF ADMISSIONS OR REGISTRATION:

The Academy reserves the right to cancel the admission or registration of individuals whose attendance at the Academy, in the opinion of the appropriate administrative officers and faculty, is not mutually beneficial to that person and to the institution. **See the Cancellation Policies on page 22.**

Applicants must submit all academic records from all other institutions attended for an academic performance evaluation. If it is proven that an applicant has gained admission to the Academy through incomplete or fraudulent credentials, or that there are misrepresentations in the written application for admission, the individual may have his/her:

1. admission and registration canceled without any refund;
2. total credit rescinded that was earned following such admission; and
3. future registration at the Academy prohibited.

The Admissions Committee has the right to verify the accuracy of transcripts/documents. If it is determined that a student sought admission on the basis of incomplete or fraudulent credentials or misrepresentations in the written application for admission, the student will be notified in writing of the admissions office's intention to take one or all of the above actions.

The student has ten days thereafter to reply in writing. The admissions office will then make a determination and recommend appropriate actions to the president. Subsequently, the student will be notified in writing of the action to be taken. The student may file a written appeal to the president within ten days. The president's decision is final.

CURRICULUM

THE MASTER OF SCIENCE IN TRADITIONAL CHINESE MEDICINE PROGRAM

The Master of Science in Traditional Chinese Medicine is a four academic year professional degree curriculum designed to prepare graduates to be effective, competent, and caring members of the Chinese medicine profession. The Academy's MSTCM program can be completed in three calendar years/ four academic years by full-time students. The curriculum is divided into two portions: the pre-professional courses of the first two calendar years; and the graduate courses of the final calendar year. The pre-professional courses are considered to be equivalent to the latter two upper division years of a baccalaureate program. Written and practical comprehensive examinations are given in order to assess and determine each student's eligibility for the next level of study and for graduation.

The Chinese arts of acupuncture, acupressure, herbal prescription, Taiji, and meditation are all based upon the study of the foundational theories of yin and yang, the five elements, and eight principles. The practitioner of traditional Chinese medicine is able to determine the condition of the patient's health by feeling and studying the pulse, observing the tongue, and asking specific questions. Whether the diagnosis is understood and explained in terms of the meridians, the internal zangfu organs, qi and blood, nutrition, or lifestyle, the patient's imbalances and the practitioner's treatment plan are always unified by the coherent framework which is traditional Chinese medicine.

In Taiji, students learn the concept of three into one: "mind, breath, action" and its integral role in their personal lives and professional progress. By practicing Taiji Quan, students learn that simple, graceful, moving meditation takes motivation, dedication, perseverance and sensitivity. Development of these character traits through meditative practice helps students to sustain the rigorous academic program and develop the perception necessary to practice an energetic form of medicine.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at the Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the MSTCM degree you earn in the MSTCM program is also at the complete discretion of the institution to which you may seek to transfer. If the MSTCM 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 the Academy to determine if your MSTCM credits will transfer.

UNIT / CLOCK HOUR CONVERSION

One academic unit is equal to 15 hours of didactic instruction or 30 hours of clinical instruction. Clinical studies receive half the units of lecture instruction hours; because, clinical studies require less outside preparation.

TIME CONSTRAINTS AND LIMITATIONS

The Master of Science in Traditional Chinese Medicine curriculum is a four academic year program. The program can be accomplished within three years/36-months of full-time studies. Instruction within the academic program is presented over nine consecutive terms consisting of three 15-week trimesters per each calendar year. All credit earned is awarded in terms of trimester units.

A student may elect to engage in part-time studies. In this case, a study plan will be designed to ensure that the program can be completed within the desired time period. For the Master of Science in Traditional Chinese Medicine degree to be awarded, students are required to complete all studies within eight years of initial matriculation.



"Your fellow students and classmates help you through the program...and you end up making best friends with the people around you."

**THREE-YEAR (FULL-TIME) CURRICULUM
SCHEDULE
2012 - 2015**

PRE-PROFESSIONAL CURRICULUM (Course Levels 100 - 200)

GRADUATE CURRICULUM (Course Levels 300 - 400)

Course Name	Course No	Unit/Hour	Prerequisites	Total Unit/Hour
TERM I: Fall (15 weeks)				12 u / 180 hrs.
History of Medicine	PD134	1 / 15	None	
Medical Chinese	OM140	1 / 15	None	
Foundations of TCM I	OM142	3 / 45	None	
Meridian Theory	AT170	1 / 15	None	
Taiji & TCM Philosophy	OM146	2 / 30	None	
Tui Na - <i>Acupressure Technique</i>	OM141	4 / 60	None	
TERM II: Spring (15 weeks)				13 u / 195 hrs.
Foundations of TCM II	OM143	3 / 45	OM142	
Acu Points I	AT172	3 / 45	BS114	
Herbology I	HM150	3 / 45	OM142	
Western Pathology	BS117	4 / 60	BS115	
TERM III: Summer (15 weeks)				16 u / 240 hrs.
TCM Diagnosis I	OM144	3 / 45	OM143	
Acu Points II	AT173	3 / 45	AT172	
Acu Beginning Techniques	AT174	2 / 30	AT172	
Herbology II	HM151	3 / 45	HM150	
Western Medical Diagnosis	WM120	4 / 60	BS117	
Clinic Procedures	AT171	1 / 15	None	
TERM IV: Fall (15 weeks)				14 + 2 u / 270 hrs.
<i>Pre-Comprehensive Examination</i>				
TCM Diagnosis II	OM245	4 / 60	OM144	
Acu Points III	AT274	2 / 30	AT173	
Herbology-Formulas I	HM252	3 / 45	HM151	
Taiji & Qigong	OM247	2 / 30	None	
Western Pharmacology	WM221	3 / 45	BS111, BS117	
Clinic I (Observer)	CP280	2 / 60	BS116, AT171, AT172, HM150, HM151, AT173	

Course Name	Course No	Unit/Hour	Prerequisites	Total Unit/Hour
TERM V: Spring (15 weeks)				15 + 4 u / 345 hrs.
Herbology-Formulas II	HM253	4 / 60	HM252	
Acupuncture Advanced Techniques	AT275	2 / 30	AT274	
Nutrition & Vitamins	BS218	2 / 30	BS111	
Research Methodology	PD235	1 / 15	None	
Western Medical Sciences I	WM222	4 / 60	WM221	
Practice Management	PM231	2 / 30	None	
Clinic II (Observer - Pre-internship)	CP281	4 / 120	CP280, HM151, AT173	
TERM VI: Summer (15 weeks) <i>Basic Comprehensive Examination</i>				11 + 6 u / 345 hrs.
Western Medical Sciences II	WM223	3 / 45	WM221, WM222	
Acupuncture Treatment I	AT276	3 / 45	AT275, OM245	
Herb Pharmacology & Chinese Nutrition	HM254	2 / 30	HM151	
Ethics	PM230	1 / 15	None	
Public Health	PH236	2 / 30	BS117	
Clinic III (Pre-internship)	CP282	6 / 180	CP281	
TERM VII: Fall (15 weeks)				12 + 6 u / 360 hrs.
Acupuncture Treatment II	AT377	2 / 30	AT276	
Acupuncture Lab	AT378	2 / 30	AT276	
TCM Internal Medicine I	HM360	3 / 45	OM245, HM253	
TCM External Medicine	HM362	2 / 30	OM245, HM253	
TCM Traumatology	HM364	3 / 45	OM245, HM253	
Clinic IV (Pre-Internship - Internship)	CP383	6 / 180	CP282	
TERM VIII: Spring (15 weeks)				12 + 7 u / 390 hrs.
Case Management I	CM332	3 / 45	None	
TCM Internal Medicine II	HM361	3 / 45	OM245, HM253	
TCM Gynecology	HM363	3 / 45	OM245, HM253	
Herb Formulas Lab	HM366	3 / 45	HM253, HM254	
Clinic V (Internship)	CP384	7 / 210	CP383	
TERM IX: Summer (15 weeks) <i>Final Comprehensive Examination</i>				12 + 7 u / 390 hrs.
TCM Research Seminar	OM349	2 / 30	PD235, OM245, HM253, AT275	
Case Management II	CM333	3 / 45	None	
Introduction to Four TCM Classics	HM365	4 / 60	OM245, HM253	
Clinical Applications of TCM (Case Studies)	OM348	3 / 45	OM245, HM253	
Clinic VI (Internship)	CP385	7 / 210	CP384	

The Academy reserves the right to change the curriculum sequence and structure, at any time, to meet academic developments, changes in state licensure, and/or national certificate requirements.

ELECTIVES (Optional; not limited to the following, and pending faculty availability):

Course Name	Course No	Unit/Hour	Prerequisites
Drug Detoxification	401	2 / 30	HM253, AT275
Chinese Herbal Dietetics	402	2 / 30	OM245, HM253, HM254
Tui Na II	403	2 / 30	OM141
TCM Geriatrics	404	2 / 30	AT377, HM360-361, HM363
Chinese Medicine and AIDS	405	2 / 30	HM253, AT275, OM245
TCM Otolaryngology	406	2 / 30	OM245, HM253
Advanced Diagnosis	407	2 / 30	OM245, HM253
TCM Pharmacology	408	2 / 30	WM221, HM253
Medical Sexology	409	2 / 30	BS115
Introduction to Combined W.& Ch. Med.	410	2 / 30	WM222-223, HM360-361
TCM Dermatology	411	2 / 30	OM245, AT275, HM253
TCM ENT	412	2 / 30	OM245, HM253
TCM Pulse Analysis Practice	413	2 / 30	OM245, HM253
Medical Chinese Conversation	414	1 / 15	OM140
Meridian Qi Gong	415	1.5 / 22.5	None
Ortho. Anatomy, Diagnostics, and Acupun.	416	2 / 30	OM245, AT275

TUI NA MASSAGE THERAPY CERTIFICATE PROGRAM

In 2002, the Academy began offering a California approved, Tui-Na Massage Therapy Certificate Program, which focuses on Chinese acupressure therapies and techniques. Classes are held on weekdays and weekends. Program objectives and requirements are available in the administration office. Detailed information can be found on the ACCHS website (www.acchs.edu). A special program is offered to ACCHS MSTCM students.

COMPREHENSIVE EXAMINATIONS

Comprehensive exams are given in order to assess the students' readiness for the next level of study. The first, pre-comprehensive exam, held in the fourth trimester, measures cognition of core TCM concepts. The second, basic comprehensive exam, held in the sixth trimester, measures the students' academic readiness to progress to the professional curriculum. The third, final comprehensive exam, held in the ninth trimester, evaluates students' academic readiness to graduate.

Students must obtain a passing score on each exam, determined by a criterion-referenced method of establishing the passing point (73%), to progress to the next year of study and to graduate from the Academy. Specific information and requirements for the comprehensive exams are found in the student handbook and in the comprehensive exam preparation guide.

Pre-Comprehensive Examination:

Taken upon completion of the integral first-year courses, including Foundations I & II, Acu Points I & II, Herbology I & II, and Western Pathology. Students who do not successfully complete and pass the pre-comp must enroll in a mandatory tutoring program before advancing in the curriculum.

Basic Comprehensive Examination:

Taken upon completion of and including material from all classes prior to the Basic Comprehensive Examination, including Acupuncture I, II & III, Foundations I & II, Herbology I & II, Diagnosis I & II, Anatomy, Physiology, Western Pathology, Western Pharmacology, and all corequisites. Also, students must have completed a minimum 150 hours of practical clinical training. Successful completion of this examination is required prior to advancing to graduate level curriculum. In addition to the Basic Comprehensive Exam, students must successfully complete a basic clinical exam in herb identification and case studies. Successful completion of this examination is required prior to advancing in the practical clinical training.

Final Comprehensive Examination:

Taken upon completion of and including materials from all MSTCM courses prior to the 9th term, as well as corequisite science courses. Also, students must have completed a minimum 500 hours of practical clinical training. Successful completion of the final comprehensive examination is required for graduation.

CLINICAL TRAINING

Before enrolling in the teaching clinic, each student is individually responsible for completing the required didactic courses, submitting an HBV Waiver form, successfully completing a certified adult/child CPR& First Aid course (10 hours), as well as submitting the results of a health exam, which includes a Tuberculosis (TB) test. Also, the student must satisfy the proficiency in English, complete the Western Medical Terminology course and clinic orientation requirement before beginning his/her clinical training.

In their 960 hours of clinical training, students advance from observer (0 - 275 hours) to pre-intern (276 - 550 hours) to intern (551 - 960 hours) only upon recommendation by their clinic supervisor and clinic director. A student must complete 350 patient treatments with at least 60 different patients. If a student displays unsatisfactory progress in learning and practice, the supervisors may decline to advance the student, pending performance of remedial work. Credit for the course will be withheld during this time.

Students are expected to be professional both in appearance and attitude, being neat and clean at all times. The clinic assigns white lab coats with a nametag appropriately identifying the students as observer, pre-intern, or intern. Attentiveness and sensitivity to the needs of patients, clinic supervisors, staff, and fellow students must be practiced. Additional information about clinic policies can be found in the clinic handbook.

Pending ACCHS approval, students may exercise the option to complete 200 hours of clinical externship training. Externship training is practical clinical training completed outside the Academy's on-site teaching clinic. For detailed information regarding externship clinical training, contact the ACCHS administration offices.

COREQUISITE HOURS:	20 units / 300 clock hours
TOTAL ACCHS CURRICULUM - didactic hour	117 units / 1,755 clock hours
- clinic hours	32 units / 960 clock hours
- CPR & First Aid	10 clock hours
	149 units / 2,725.00 clock hours
TOTAL CLOCK HOURS TOWARDS MSTCM:	3,025.00 clock hours

Action Clinic Booth



In the ACCHS teaching clinic, students watch carefully as the supervisor demonstrates tongue diagnosis procedures.

FINANCIAL INFORMATION (FEES AND EXPENSES)

Application Fee (nonrefundable):		
U.S. Resident		\$50.00
Foreign Student		100.00
Admissions Deposit for Foreign Student (deductible)		200.00
Registration Fee: (nonrefundable)		30.00
STRF		2.50 / \$1,000 tuition
Facility Fee		15.00
Graduation Fee / Graduation Processing Fee		200.00 / 100.00
Pre-Comprehensive Exam		60.00
Basic Comprehensive Exam (each time)		90.00
Final Comprehensive Exam (each time)		120.00
Tuition Fees for Credit:		
Didactic Course Instruction		207.00 / unit
Clinic Instruction		13.80 / hour
Lab Coat Rental Fee(nonrefundable)		35.00 / trimester
Malpractice Insurance for Clinic		38.00 / trimester
Transfer Credit Processing Fee (not applicable to GE courses):		30.00 / per course
Late Registration Processing Fees		30.00
Late Tuition Payment Fee		30.00
Late Installment Payment Fee		30.00
Late Comp Exam Application Fee		30.00
Monthly Installment Interest:		10% / year
Add / Drop Fee (after one week of class teaching)		30.00 per form
Make-up Examination Fee :		
Course Exam		30.00 - 50.00 each
Basic Comprehensive Exam		80.00
Basic Clinical Exams		30.00 each
Final Comprehensive Exam		110.00
Challenge Exam		70.00/ unit
Tuition Fee for Audit: Matriculating Student and Alumni (excluding elective courses)		30.00 / unit
Non-Matriculating Student and/or Any Elective Course(s)		80.00 / unit
Returned Check		25.00 each
Transcript Fee:		
Official Copy		10.00 each
Official Copy (certified mail)		15.00 each
(two business day turnaround and two-day priority postage)		30.00 each
Unofficial Copy		5.00 each
Fee for Additional Copy of Diploma:		
With Cover		50.00 each
No Cover		30.00 each
Letter of Recommendation or Verification		5.00 / each
Library Fee:		
Overdue Charge Per Day		0.25 / each book
Damaged Book		20.00 / each item
Lost book	Replacement Price of Original Text	
Student ID Replacement		5.00
Student Document Copy Fee		30.00
Credit Card Processing Fee		1% on all transactions

NOTE: To graduate or be issued a transcript, all fees, current and due, must be paid in full.

Total Estimated Fees: Master of Science in Traditional Chinese Medicine Program:

-MSTCM Program: Tuition \$37,467.00; Fees \$1,000.00

(Total: \$38,467.00)

-MSTCM Special Program for Licensed Acupuncturists: Tuition \$15,180.00 Fees about \$500.00

(Total: \$15,680.00)

The Academy reserves the right to raise or lower tuition or fees and the regulations governing them whenever deemed necessary by the governing board of directors of the Academy. The Academy reserves the right to change any or all fees, in which case 30 days prior notice will be given.

Tuition may be increased during the program at a rate similar to that of the national cost of living index increase; students should budget such a raise accordingly.

OTHER EXPENSES

In addition to the fees and estimated expenses outlined, when preparing a budget, all students should consider the costs of textbooks, housing and meals, health, transportation and miscellaneous expenses.

PAYMENT OF TUITION AND FEES

Students should be prepared to pay all tuition and fees each term at registration. All checks must be made payable to "ACCHS." Low-interest installment agreements are available to students experiencing financial difficulties. The down payment is one third (1/3) of the total amount. Students who do not pay in full or complete their installment contracts are ineligible to register for the following term, graduate, or receive transcripts of academic credit. Students will be charged \$30 for each late installment and the monthly interest is based on 10% annual interest. The processing fee for each returned check is \$25.

STRF (Student Tuition Recovery Fund)

In California, a student who pays his or her tuition is required to pay a state-imposed assessment for the Student Tuition Recovery Fund. The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by California residents who were students attending schools approved by the Bureau for Private Postsecondary Education (BPPE). 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 of part of your tuition by cash, guaranteed student 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 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.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid 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 the Division within the 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, or collect on a judgment against the institution for a violation of the Act.



Action Mind Breath

TUITION REFUND POLICIES

Calculation of refunds is now done based on clock hours paid for versus clock hours passed at the time of the withdrawal or dismissal. A student may withdraw and obtain a refund at any time before the end of the ninth week of the term. Detailed explanation of these policies follows:

For refund purposes, an accepted applicant may only terminate enrollment in person or by certified mail. Termination notices received by mail take effect on the postmark date.

Full refund period - Cancellation after enrollment

When an accepted student has notified the Academy of intent to enroll by paying registration fees, the student will be considered enrolled with the newly entered class. A student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

Cancellation after the full refund period

If a student cancels after the full refund period has expired, the Academy is entitled to retain the registration fee, but will refund other moneys paid according to the refund policies below.

Tuition refund after classes have begun

A partial tuition refund will be permitted if a student cancels enrollment after the full refund period and when classes have completed 60% or less of the instruction. The unused portion of tuition will be calculated, based upon clock hours paid for versus clock hours passed, plus the drop fee of \$30.00 per form. The student will be charged from the first day of school until the last date of attendance, including the classes not attended in between. A \$30.00 drop fee per form will be applied.

Example of our refund policy

After enrollment (12 units), a student notified the Academy of withdrawal from classes at the end of the sixth week. He was absent on the 1st week and the 3rd week, but he attended the 2nd and 4th week of classes. The student must pay the tuition fees for four weeks of classes plus the \$30.00 drop fee. The remaining portion of the paid tuition will be refunded. There are 132 clock hours of instruction left. Calculation is as follows:

$$\begin{array}{l} \text{amount paid for instruction,} \\ \text{not including registration fee} \end{array} \times \begin{array}{l} \text{clock hours of instruction} \\ \text{paid for but not yet occurred} \\ \text{Clock hours of instruction for} \\ \text{which student has paid} \end{array} - \text{drop fee} = \text{refund amount}$$

$$\$2,484.00 \quad \times \quad \frac{132 \text{ clock hours}}{180 \text{ clock hours}} \quad - \quad \$30 \quad = \quad \$1,791.00$$

For the clinical training refund policy, please refer to the ACCHS Clinic Handbook.

Students dismissed from the Academy for any reason will have their tuition returned according to the above schedule. All refunds are made within 45 days of cancellation of the enrollment agreement by either the student or the Academy.

Financial Aid Refunds

Refunds, for students who receive financial aid to cover the costs of tuition and living expenses, who drop below their full-time or part-time status, will be returned to the lender(s) to reduce the loan debt.

ACADEMIC REGULATIONS

Students must observe the applicable rules and regulations of the Academy. Failure to do so, may result in disciplinary action.

ATTENDANCE AND DECORUM

Inconsistent attendance is a serious concern to the faculty and administration because it jeopardizes a student's eligibility to obtain licensure in many states, restricts the depth and scope of an individual's educational progress, and often results in only achieving the institution's minimum requirements, only achieving levels of professional development below the student's potential.

Faculty are required to take and record daily student attendance. Students who miss more than three classes must make an appointment with the administration within five days to assess their attendance problem. The administration may allow students with absences totaling less than five classes to return to class, depending on their mitigating circumstances. Otherwise, an "F" grade will be assigned and the course must be repeated. Three tardies will be counted as one absence. Using attendance forms provided by the administration office, instructors are directed to track and report any student attendance deficiencies by the middle of each trimester.

The Academy emphasizes the importance of knowledge of the healing arts, as well as maintaining respectful and ethical conduct. It is important to remember that in the classroom as well as in the clinic, decorum is an integral part of the learning process. Tardiness, absence, inappropriate attire, poor attitude, eating during class, etc. are viewed as showing a lack of respect and may be grounds for disciplinary action.

COURSE GRADES

Grading is done on the four-point system, and their interpretations are as follows:

Grade	Interpretation	Grade Point	Equivalent %
A		4.0	94 - 100
A-	Excellent	3.7	90 - 93
B+	Good	3.3	87 - 89
B		3.0	83 - 86
B-	Moderate	2.7	80 - 82
C+		2.3	77 - 79
C (CR)	Minimum Passing	2.0	73 - 76
C- to D-	Fail	1.7 - 0.7	60 - 72
F (NC)	Fail	0.0	0 - 59
In	Incomplete	0.0	0

Individual instructors may grade certain courses on a CR/NC basis (Credit / No Credit). A "No Credit" will be included in an individual's grade point average as 0.0. A "Credit" will be reflected in the GPA as a 2.0 and will be counted as completed credit. A failed course must be repeated and passed before the student enrolls in any course for which the failed course is a prerequisite.



GRADE OF INCOMPLETE

For a didactic course in which the student fails to complete required work before the end of term, the instructor may optionally assign an Incomplete as an alternative to a grade of Fail only if:

- the student requests an Incomplete credit before the end of the term;
- the student has made arrangements in writing with the instructor for completion of the course requirements by a specified date;
- the arrangement has been approved in writing by the administration; and
- the Incomplete will be converted to a grade by the beginning of the following trimester.

TRANSCRIPT GRADES FOR REPEATED COURSES OR CLEARED INCOMPLETES

Grades for courses repeated to clear a failure, to improve a low grade(s), or to clear an incomplete will be transcribed on the student academic record, showing both the original grade and the new grade.

LATE EXAMINATIONS OR IRREGULARLY SCHEDULED EXAMINATIONS

Course examinations that are taken late or scheduled irregularly must be requested in writing by the student within the first week of the following trimester and must be completed by the end of the second week of the following trimester. Students will receive a "P" (Pass) or "NP" (Not Pass) on the make-up/retake exam, the exact determination to be made by the instructor. An irregular exam fee of \$50.00 will be charged for the time spent by the instructor in preparing an alternate exam and for added administrative costs. If the student does not schedule or take the make-up/retake exam before the specified time, the student will receive a "NP" for the course. The course must be retaken, and any newly registered courses, of which the original is a prerequisite, will be dropped automatically.

AUDITING

Students may register to audit a class when they have completed all of the course prerequisites, and upon approval of the administrator. Students auditing classes must follow the general rules and regulations that apply to all students, such as those regarding attendance, decorum, student conduct,

etc. Failure to abide by school rules, as an audit student, will result in disciplinary action. Under no circumstances will an audit course be converted to credit.

CHALLENGE EXAMINATIONS

Western Science corequisite courses and/or MSTCM courses completed at an institution not accredited by an agency recognized by the U.S. Secretary of Education will require a challenge exam. The student must receive a passing score on the challenge exam for credit in the subject. The score will not be factored or reflected in the student's GPA.

LEAVE OF ABSENCE / WITHDRAWAL

A student who chooses to interrupt his or her course of study may apply to the administration for a leave of absence. Each request will be considered individually and on its own merits. Students who drop a class before the last day to drop will receive a "W" on their transcript. Students who drop after the drop date will receive an "F" grade for the course(s).

PROBATION AND DISMISSAL

Students must maintain a 2.3 grade point average (GPA) each trimester in order to maintain good academic standing. A student whose GPA falls below 2.3 will be placed on a two-trimester academic probationary period, during which the student must maintain a 2.3 GPA for each trimester within the probationary period. Mandatory tutoring shall be required during the first trimester of probation. Any class not completed with at least a 2.0 must be retaken at the next available time. Probationary students who have maintained a 2.3 GPA for the length of the probationary period will have their probationary status removed. If a student fails to maintain a 2.3 GPA for each trimester during the two-trimester, probationary period, he/she will be dismissed from the Academy.

If dismissed, students may be considered for readmission after a significant amount of time separated from the Academy and after the student has demonstrated some or all of the following: Remedial course work at an accredited college; academic or personal counseling; or demonstration of having overcome the difficulties that led to the dismissal. Once a student is readmitted, s/he is expected to maintain at least a 2.7 trimester GPA. Failure to do so after being readmitted may result in immediate and final dismissal from the Academy.

Restriction: The course credit load of a student who has been academically dismissed or is on probation will be determined through consultation with an academic advisor.

ACADEMIC NOTICE

A student will be put on academic notice when s/he has failed a course twice. The Academy will dismiss the student if on the third attempt s/he is unsuccessful at passing the course.

INVOLUNTARY WITHDRAWAL

A student's continued enrollment at ACCHS is a privilege based not only on satisfactory scholastic status and adequate clinical TCM psychomotor skills, but also upon good psychological health and personal conduct. If, in the opinion of the faculty, administration and/or dean of the Academy, a student demonstrates evidence of a psychological problem, an informal meeting will be scheduled with the student to inquire into his/her conduct or attitude. Subsequent to this meeting, the administration will seek professional opinions as to the likely implications of such conduct from the Academy. If it is determined that counseling is suggested or necessary, an effort will be made to have the student attend counseling on a voluntary basis. However, refusal to obtain counseling, initially or on a subsequent basis, shall be cause for involuntary withdrawal from the Academy. The administration shall inform the student, in writing, of the effective date of the involuntary withdrawal.

STUDENT CONDUCT

After a review by the board of directors, a student may be dismissed for failure to follow Academy regulations or for disrespectful behavior to a student, administrator, faculty member, and/or clinic patient. Any conduct or action, which endangers life, violates the law, or violates the physician-patient relationship, is also grounds for dismissal. The name of any student so dismissed shall be reported to the California Acupuncture Board, Division of Allied Health Professions, and Board of Medical Quality Assurance.

UNLAWFUL (SEXUAL) HARASSMENT POLICY

The Academy vehemently prohibits sexual, racial, and other forms of harassment by its faculty, staff, and students. The Academy maintains a policy that prohibits harassment on the basis of sex, race, religion, color, national origin, disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state, or local ordinance or regulation.

DISCIPLINARY ACTION

Violation of regulations of the Academy could lead to suspension, expulsion, termination, and in the context of criminal activity, referral to law enforcement agencies. If you have further questions regarding the regulations of the Academy, please contact the admissions office at 510-763-

7787, Monday through Saturday between the hours of 9:00 A.M. - 5:00 P.M. Also, refer to section *Involuntary Withdrawal* of this catalog.

ACADEMIC INTEGRITY / DISHONESTY POLICY

Plagiarism and cheating are offenses against the integrity of the courses in which they occur and against the ACCHS community as a whole. Plagiarism and cheating involve intellectual dishonesty, deception, and fraud, which inhibit the honest exchange of ideas. In accordance with the Academy of Chinese Culture and Health Sciences Student Conduct policy, students are entitled to notice of what constitutes plagiarism and cheating, and the right to appeal penalties. Plagiarism and cheating may be grounds for dismissal from the institution. For definitions, penalties, and procedures, refer to the current ACCHS *Student Handbook*.

A DRUG-FREE ENVIRONMENT

Employees and students of the Academy are hereby notified that the unlawful manufacture, distribution, dispensation, or possession of alcohol or a controlled substance is prohibited in all areas of ACCHS. Action will be taken against any employees/students for violating such prohibition.

STUDENT RIGHTS AND GRIEVANCE PROCEDURE

Students with concerns about academic or administrative rulings or procedures should first bring their concern directly to the instructor or administrator involved. If resolution is not possible, the complaint should then be presented in writing to the Grievance Committee, which will hear the matter and respond with a decision within ten working days of receipt. If the Grievance Committee's decision does not provide resolution, an appeal for review can be made to the Academy's president on behalf of the Board of Directors. Any resolution will be kept in both the student file and school grievance file. Also, after initiating the institutional Grievance Procedure, the student may report any grievances to BPPVE and/or ACAOM, respectively (*see page 5 of this catalog for contact info.*).

STUDENT RECORDS

Student records are kept in individual charts in a fireproof cabinet in the Academy administrative office. State law requires the Academy to maintain school and student records for at least a five-year period. Transcripts are kept permanently. Please note that all admission documents submitted to the Academy become the property of the Academy and will not be returned to the student.

STUDENT SERVICES

ADVISING AND CONSULTATION

The Academy's academic advisors and administration staff provide consultation services to students in order to either direct them to appropriate counseling agencies for personal services or help them solve their academic issues.

COMPUTER FACILITIES

Students have access to word processors and the Internet in the computer room located on the 5th floor. Also, Internet accessibility is provided in the Library. Students may go on-line during normal library hours. Students may access the Academy's wireless Internet services using their own Wi-Fi compatible devices. More information on wireless settings can be found in the Academy administration offices.

STUDENT LOUNGE

Student lounges are available on the Academy's third and fourth floors, with microwave ovens and refrigerators for student convenience, and with a space for group or individual clinical case study.

STUDENT ID

An ID will be issued to MSTCM program students at the beginning of the trimester. Students must evidence their ID when checking out materials from the library or when purchasing herbs in the Academy clinic. Also, students may use their ID to receive discounts wherever applicable.

STUDENT TUTORING CENTER

The ACCHS Tutoring Center on the second floor offers free tutoring for students in need of extra academic assistance. Students may inquire about computerized tutoring exercises, tutoring appointments, and tutor assistance.

BOOKSTORE

All textbooks, reference materials, herb samples, medical charts, etc. are available at the school bookstore, with discounts provided. Per specific requests, the bookstore helps place specific orders for student groups.

COPYING SERVICE

Copiers are conveniently located at the reception, in the

administration office, and in the library. A low-cost copy fee is applied for students' specific copy needs.

HEALTH CARE

The Academy teaching clinic is available for students and their immediate family. Health care is provided at only \$16 per visit. Herbs are additional at half price.

STUDENT SUPPORT SERVICES

Prospective students are encouraged to contact ACCHS early in the admissions process in order to receive assistance and information about services. Students with disabilities need to apply for admission to the Academy using the standard admissions process. Current students may also be eligible for one or more services, depending on the specific nature of their disabilities. Disability verification must be provided to the Institutional Relations Office when registering at ACCHS. The Disability verification must be in the form of a certified document from a qualified medical professional.

STUDENT REQUEST FORM

Student requests should be submitted on a "Student Request Form," which may be found in the administration office or on the ACCHS website. Completed student request forms should be given to an administration official or dropped in the administration mailbox (located outside the main administration door) if no counselor is available. When a determination is made by the administration regarding the request, the counselor will notify the student in writing.

FEDERAL FINANCIAL AID PROGRAM EMERGENCY LOAN

Students may request a one-time emergency loan totaling no more than \$500 with an interest charge of 10% per year. Students may inquire within the Financial Aid office for more information.

REFUSAL OF SERVICE TO STUDENTS

The Academy may refuse any type of service to a student who has an outstanding balance of unpaid tuition and/or fees. The Academy may refuse services to a student who has terminated college matriculation with financial obligations remaining unpaid.

GRADUATION REQUIREMENTS

All students will be held to graduation requirements, which were in effect at the time of their admittance to the Academy, barring a change in state law, or state or national authorization of the Academy's degree program. All candidates for graduation from the Academy must:

1. Complete each class and term of clinic with a grade of 2.0.
2. Maintain a GPA of at least 2.3 in all graded work.
3. Pass comprehensive examinations.
4. File a Notice of Candidacy for Graduation during the final term before graduation.
5. Have cleared all financial obligations to the Academy, including the graduation fee, which covers the costs of: California licensure exam application processing; diploma and diploma cover; renting cap and gown; and attendance at the graduation ceremony.

When a candidate for graduation has completed all requirements listed above, his or her file is reviewed for degree eligibility by the Academic Standards Committee. Those candidates who have satisfactorily met all the requirements set forth by the Committee are awarded the degree of Master of Science in Traditional Chinese Medicine.

POST GRADUATION

LICENSURE

Licensure to practice acupuncture in the State of California is regulated by the Acupuncture Board of California, located in Sacramento, California. Licensure in other states is regulated by individual states, respectively. Applicants should review the licensure regulations in their state.

The MSTCM program prepares individuals to become licensed physicians of Chinese medicine and acupuncture, and the MSTCM degree provides the eligibility for individuals to take the California state licensing exam (CALE) and the National certification exam (NCCAOM). For more information about licensure in California, contact the California Acupuncture Board, 444 N. 3rd Street, Ste. 260, Sacramento, CA. 95814; telephone (916) 445-3021; fax (916) 445-3015.

Website: <http://www.acupuncture.ca.gov>

For more information about the NCCAOM certification exam, contact the NCCAOM, 11 Canal Center Plaza, Suite 300, Alexandria, VA. 22314; telephone (703) 548-9004

Website: <http://www.nccaom.org>

Applicants who are interested in licensure in other states may wish to contact the AAOM (American Association of Oriental Medicine), 433 Front St. Catasauqua, PA, 18032-2506; telephone (610) 433-2448.

PLACEMENT

The Academy posts notices of known job openings on a centrally located bulletin board and refers students to successful alumni and practitioners; though ACCHS offers no guarantee of employment.

DOCTORAL OF ACUPUNCTURE & ORIENTAL MEDICINE

The Academy is in the process of developing a DAOM (Doctorate of Acupuncture and Oriental Medicine) program based on ACAOM standards. The doctoral degree will have a clinical emphasis and will include advanced courses in both TCM classics and TCM specializations, such as internal medicine and external medicine (including TCM dermatology). The program will be open to students as a continuation of their Master's degree, or as returning professionals.

FACULTY

Lai-Fu Cai, B.M., MSTCM, L.Ac.

Educational Background: B.M. in Western Medicine, Chung-shan Medical University, PRC, 1958; MSTCM, ACCHS, Oakland, 1993.

Present Positions: Professor and Senior Consultant of TCM at ACCHS; private practice in Fremont, San Francisco, and Walnut Creek, CA.

Previous Positions: Instructor, Department of Traditional Chinese Medicine, Kwangsi Medical College, China; physician, Chinese Medical Hospital, Nanning, China. After postdoctoral study of traditional Chinese medicine in China, Ms. Cai worked as a physician from 1958 until 1966, specializing in traditional medicine. She practiced and taught traditional Chinese medicine at Kwangsi Medical College and at Nanning Municipal Chinese Medical Hospital. She has been teaching at ACCHS since 1985 and received her MSTCM from ACCHS in 1992. Ms. Cai was recognized as Acupuncturist Of The Year in 1996 by the Consumer Business Review.

Alex Chen, MSTCM, L.Ac.

Educational Background: MSTCM from ACCHS, 2005.

Present Positions: Instructor at ACCHS; practicing L.Ac. at Good Life Clinic and Spa.

Previous Positions: Intern acupuncturist at Yao Chen Song Clinic; research assistant at Soochow University, Taipei, Taiwan.

After graduation, Mr. Chen worked as a clinician at the Yao Chen Song Clinic in Cupertino. Currently, he teaches didactic TCM courses at ACCHS.

Rhoda Climenhaga, M.A., MSTCM, L.Ac.

Educational Background: M.A. course work at the University of Chicago 1989-1990; MSTCM from ACCHS 2002.

Present Positions: Instructor at ACCHS; private practice in Oakland; nutritional consultant for Healthy Life Vitamins.

Previous Position: Analytical Protein Chemist for Chiron Corporation in Emeryville.

Ms. Climenhaga received a B.A. at the University of Virginia and began working at several universities before completing her Masters in TCM. She has given numerous presentations on depression, recovery, and addiction and is currently practicing in the Bay Area.

Yvonne Chen, MSTCM, L.Ac.

Educational Background: MSTCM from ACCHS, 2004.

Present Positions: Instructor at ACCHS; private practice at Yvonne Chen Acupuncture and Herbs

Previous Positions: Intern acupuncturist at Wan Guo Zhi Acupuncture Clinic.

After graduation, Ms. Chen worked as a clinician at the Wan Guo Zhi Acupuncture Clinic. Soon afterwards she started her private practice. Currently, she teaches didactic TCM courses at ACCHS.

Yen-Wei Choong, MSTCM, L.Ac.

Educational Background: B.S. in Marine Science, The College of Chinese Culture, Taiwan, 1974; B.A. in Chinese Medicine, China Academy, Taiwan, 1980; MSTCM from ACCHS, 1993.

Present Positions: Board member and professor at ACCHS, private clinical practice in San Anselmo, CA.

Previous Position: Private clinical practice in Taiwan.

Mr. Choong studied Chinese medicine at the China Academy in Taiwan. Later he taught acupuncture and theory of Chinese medicine at the Mei Yun Clinic in Taiwan. He has practiced acupuncture and herbal medicine in Taiwan and the U.S. since 1978. Currently he is director of the Yellow Emperor Natural Healing Center in San Anselmo.

Juan Carlos Collins, MSTCM, L.Ac.

Educational Background: MSTCM at ACTCM, B.A. from Pomona College, 1992.

Present Positions: Didactic instructor at ACCHS.

Previous Position: Education Coordinator at Center for Ecoliteracy, Berkeley; Teacher at Cesar Chavez Elementary School, S.F.; Teacher at Jefferson Elementary School, Oakland, CA.

Mr. Collins received his MCTCM and L.Ac. and chose to pursue his long-time teaching career, focusing his instruction on Materia Medica and Herbology. Mr. Collins worked as a teacher at several elementary schools.

Winston Chung, B.A., L.Ac.

Educational Background: B.A., Industrial Arts, San Diego State University, CA, 1983; Traditional tutorial with Acupuncturist Andrew Wu, 1990-1994.

Present Positions: Instructor at ACCHS, private practice in San Jose, CA.

Previous Position: Private clinical practice in Taiwan.

Mr. Chung studied Chinese medicine at SFCA from 1989 to 1991 and at ACCHS from 1992 to 1994. He has maintained a private practice in the San Jose since 1994.

Xiao Qing Geng, B.S., MSTCM, L.Ac.

Educational Background: B.S. at Nan Kai University Medical School Extension at Tian Jing, PRC, 1985; MSTCM from ACCHS, 1993.

Present Positions: Associate professor at ACCHS; private practice in San Francisco, CA.

Previous Position: TCM doctor at the Psychological Center, Tian Jing, PRC.

Ms. Geng graduated from the Nan Kai University Medical School Extension at Tian Jing, PRC in 1985; then, she continued her education in psychology at the Academy of Chinese Science from 1987-1989. She received her MSTCM from ACCHS in 1993. She served at the Psychological Center in China for more than ten years. She presently has a private practice in San Francisco and El Cerrito, CA.

Vincent Fengyun He, L.Ac., Dipl.OM

Educational Background: B.S., California State University, Sacramento, 2002; MSTCM at ACCHS, 2007

Present Positions: Instructor & Clinic Administrator at ACCHS; Private practice in Sacramento & Rocklin, CA.

Previous Positions: Clinic manager in herbal clinic in Sacramento; clinic assistant at ACCHS; private Computer program design in Sacramento

Mr. He has been studying Chinese herbal medicine for years before he attended ACCHS for his master degree in TCM. After his graduation from ACCHS, he has been conducting research and attending seminars on traumatology and facial acupuncture.

Han Hsiung Hsiao, B.A., MSTCM, L.Ac.

Educational Background: B.A. from Fu Hsing College, Tapei, 1979; MSTCM from ACCHS, 2000.

Present Positions: Instructor and interpreter at ACCHS; Tuina massage therapist at ACCHS; acupuncturist and herbalist on the Buddhist Tzu-Chi Foundation Medical team.

Previous Positions: Ma Labs, San Jose, Ca.

Mr. Hsiao graduated from college in Taipei. He studied TCM at ACCHS and became a licensed acupuncturist and Tuina therapist.

Limin Hu, B.M., Ph.D.

Educational Background: B.M. at Fujian Medical University, Fujian, PRC, 1981; Ph.D. in Reproductive Endocrinology, School of Medicine, Wayne State University, Michigan, U.S.A., 1993.

Present Positions: Associate Professor and co-director of the Research Institution of Alternative Medicine at ACCHS; also working at Postdoctoral Training in Reproductive Endocrinology/ Cancer Biology Reproductive Endocrinology Center, Department of Obstetrics, Gynecology and Reproductive Sciences, University of California, San Francisco, CA.

Previous Position: Dr. Hu worked in Postdoctoral Training in Reproductive Endocrinology at the UofM in Ann Arbor, Michigan; Postdoctoral Training in Reproductive Physiology at the School of Medicine, Wayne State University, Michigan; Postdoctoral Training in endocrinology and cytogenetics, National Research Institute for Family Planning, Beijing, PRC. She was awarded a Postdoctoral Training Grant by NIH. She has numerous publications in TCM.

Shao-Hua Li, B.M., L.Ac.

Educational Background: B.M. in Traditional Chinese Medicine from Shanghai Chinese Medical College in 1946.

Present Positions: Professor at ACCHS; operates a private practice in Oakland, CA.

Previous Positions: Clinical professor in Gynecology, Department of Gynecology, Chinese Medical College; doctor and professor of Gynecology at integrated Chinese and Western Medicine Department at Lung Hua Hospital and First Women and Children Health Center.

Ms. Li graduated from Shanghai Chinese Medicine College in 1946. She had a private practice from 1946 to 1956 in Shanghai; from 1956 to 1959 she was trained at the department of Gynecology at Chong Xin Hospital, Shanghai.

She has published a textbook on gynecology in Chinese medicine and several clinical articles.

Bumsik David Hwang, Ph.D., L.Ac.

Educational Background: Undergraduate education at American Global University; Ph.D. in Oriental Medicine Research Advancement; MSTCM at ACCHS 1998.

Present Positions: Clinical supervisor at ACCHS; Private practice at Holistic Acupuncture and Herbs Clinic, Oakland, CA.

Previous Position: Dr. Hwang has studied medicine and TCM for the greater part of his life. After receiving his Doctoral degree in Research and Advancement of Oriental Medicine, he decided to go into full practice an acupuncturist. Today Dr. Hwang continues to teach in the Academy teaching clinic facility and to work works as as an acupuncture practitioner at the Holistic Acupuncture and Herbs clinic.

John Y. Kokko, MSTCM, L.Ac.

Educational Background: MSTCM, ACTCM; B.A., University of Colorado, Boulder 1999; Post-graduate work in Shang Han Lun and Jin Gui Yao Lue.

Present Positions: Instructor at ACCHS; Instructor at ACTCM; Instructor for comprehensive review courses (CALE); Board of Directors CSOMA.

Previous Position: Instructor for TCM Review; Tutor for CA Board Licensing exam; guest lecturer at California Institute for Integral Studies.

Kokko specializes in chronic and severe pain relief, Stress reduction and natural weight-loss. Along with clinical practice and teaching, Kokko directs Acupuncture Board preparation courses (www.tcmreview.com) and has helped hundreds of acupuncturists pass their state and national boards. His passion is translating the depth of the medicine to all of his patients. He has a commitment to core well-being and to supporting a healthy and whole community.

Wallace H. Li, MSEE, MSTCM, L.Ac.

Educational Background: DAOM from Oregon College of Oriental Medicine, Potland, 2005; MSTCM from ACCHS, 1998; MSEE from California State University, San Jose, 1975.

Present Positions: Professor at ACCHS; private TCM classes and practice in San Jose

Previous Positions: CEO and founder of Atom Corporation, which manufactured text-to-speech sythesizers for the visually impaired.

Since childhood, Dr. Li has studied the core of Chinese culture — Taoism, Confucianism, and Buddhism. This naturally led him to become a lifelong seeker of metaphysical and spiritual knowledge. He conducted intensive research and studies on TCM principles and models originating from Taoism. He also traveled to China frequently, and learned clinical skills from various senior practitioners in China.

Min Li Dao Liang, B.M., L.Ac.

Educational Background: Studied at Traditional Chinese Medical Specialty from Sept. 1963 to Aug. 1969.

Present Positions: Professor at ACCHS; private practice in San Francisco, CA.

Previous Positions: He was a doctor and Director of traditional Chinese medicine at the Traditional Chinese Medicine Department of Xiehe Hospital attached to Fujian Medical College from July 1971 to April 1994.

Mr. Liang got technology prizes four times, and published more than fifty articles in the academic journals in China and abroad. He is the consultant of the Research Institution of Chinese Medicine of China and he is also a member of U.S. Chinese Medical Association.

Richard Liao, B.M., L.Ac.

Educational Background: B.M. in traditional Chinese medicine, Guang Zhou Chinese Medicine College, 1983; traditional tutorial with Dr. Liao and Dr. Yu, 1972-83

Present Position: Professor at ACCHS; private clinical practice in Albany and Walnut Creek, CA.

Previous Position: Guang Zhou Hospital Clinic doctor, 1982-84; instructor at San Francisco College of Acupuncture, 1985-91; instructor Five Branches Institute, 1985-present.

Mr. Liao studied at the Guang Zhou College of Traditional Chinese Medicine and as a tutorial student of his parents, both distinguished doctors of traditional Chinese medicine. His medical experience includes work at the Second Hospital College of Canton and at the Guang Zhou Regional Clinic College of Canton. He has taught Chinese medicine in the San Francisco Bay area since 1985, and currently maintains a private practice in Albany and Walnut Creek.

Teresa Ng, B.S., MSTCM, L.Ac.

Educational Background: B.S. Arizona State University; M.S. in Traditional Chinese Medicine at ACCHS 2007; Advance study of Chinese Medicine in Guang Zhou Chinese Medicine University in China.

Present Positions: Instructor at ACCHS; Director of Student Tutoring Center at ACCHS; Acupuncture practice in the East Bay.

Previous Positions: Tutor and interpreter at ACCHS. Interpreter for California Licensed Acupuncturist Association. Teresa started learning Chinese medicine when she was a teenager from her parents' integrated private clinic that specialized in both Western Medicine and Traditional Chinese Medicine in Macau. Teresa had the privilege to work for the famous 93 years old Chinese Medicine Master, Dr. Lee, a specialist in gynecological disorders.

Dave Dahe Liu, Ph.D., L.Ac.

Educational Experience: Coming from four generations of family medical practitioners, Dave Liu has been learning TCM since 1970. B.M. in traditional Chinese medicine, Shanghai University of TCM, PRC, 1984. Received Masters, Doctorate, and a Fellowship in TCM/Oriental Medicine in the U.S.

Present Positions: Heads Acupuncture division and is professor and academic advisor at ACCHS; President and professor at the American Institute of Acupuncture Orthopedics & Traumatology; Clinical Director, professor, and advisor for the Chinese Medicine Clinic and Education Center in San Francisco, CA.

Previous Positions: Staff physician, Hong Kow District Clinic, Shanghai, PRC; staff physician, Xin Jia Jiao Clinic, Shanghai, PRC; instructor, physician, and assistant to the president of Shu Guang Hospital, Shanghai, PRC.

Mr. Liu received his California acupuncture license in 1988 after 14 years of schooling, clinical experience, and teaching experience in traditional Chinese medicine in Shanghai, PRC, which followed graduation from Shanghai University of Traditional Chinese Medicine in 1984. He worked in the Shu Guang Teaching Hospital as an instructor to both Chinese and international students of Chinese medicine for W.H.O. He has numerous published articles and is the first TCM practitioner to speak at the Hepatitis B Conference hosted by the Asian Liver Foundation and Stanford University.

Ming Liu, L.Ac., B.A.

Educational Background: B.A. from Antioch University, Ohio, Over 20-years apprentice-style education from several Tibetan Masters.

Present Positions: Instructor at ACCHS; private practice in Oakland, specializing in Chinese astrology, calendrics, and fengshui; author of several publications.

Previous Positions: Founder of Five Branches Institute, Founding Director of DuYuan Circle; faculty at AIMC; faculty at Seattle Institute of Acupuncture and Oriental Medicine; faculty at Twin Lakes College of Holistic Healing.

Mr. Liu has held many faculty positions at many prestigious TCM institutions, founded schools and private practices and published many articles and books, including Daoism and Ecology, Daoism and Tantra, Dragon's Play, and Chang-ing-Zhouyi: the Heart of the Yijing. Mr. Liu maintains a highly disciplined meditation practice and enjoys tea ceremony. He practices Guangbing Taiji and santi neigong.

Ru-Kang Ma, B.M., L.Ac.

Educational Background: B.M. in Western Medicine, Sun Yat-Sen Medical University, Canton, PRC 1956.

Present Positions: Professor at ACCHS; private practice in San Francisco, Fremont, and Walnut Creek, CA.

Mr. Ma graduated from Sun Yat-Sen Medical University of China in 1956 and specialized in digestive system diseases in 1964. He was trained in TCM at Guan Xi Medical University in 1971. He served as an associate professor and department chief in western medicine and Chinese medicine in China for over twenty years. He has had a TCM private practice in the San Francisco Bay Area for over ten years.

Lisa Medel, D.C.

Educational Background: DC from Western States Chiropractic College, 2006; B.A. from Western States Chiropractic College, 2005.

Present Positions: Instructor at ACCHS; Chiropractic Associate, Chiro-Health Inc.

Previous Positions: Chiropractic Associate, Front Street Chiropractic.

Dr. Medel has been working in the field of medicine for many years. After receiving her DC from WSCC, she began working as a practitioner in the San Francisco Bay Area. With her strength in Biology, she was persuaded to teach Western Medical Sciences classes at ACCHS.

John Robert Nieters, MSTCM, L.Ac.

Educational Background: DAOM from FBU 2009, MSTCM at ACCHS, 1998.

Present Positions: President and Instructor at ACCHS; Private T'ai Ji and Qi Gong instructor; private practice in Alameda, CA.

Previous Positions: VP of Fine Homes Division-Prudential California Realty; president, Empowerment.

Mr. Nieters has National Certification in Chinese Herbology and Acupuncture. He is also a QME for the state of California and has Diplomate status with the National Board of Acupuncture and Orthopedics. Additionally, he has studied T'ai Ji and Qi Gong for over 25 years and has been teaching Chinese internal martial arts for over 15 years. He currently maintains a private practice in Alameda, CA.

Jorge Nunez-Adler, MSTCM, L.Ac.

Educational Background: MSTCM at ACCHS, 1999.

Present Positions: Instructor at ACCHS; Private practice in Oakland, CA. Veterinary assistant at Animal Eye Care in Fremont, CA.

Previous Positions: Mr. Nunez-Adler worked as a veterinary educator in Chiapas, Mexico. After graduating from the School of Veterinary Medicine in 1989, Jorge immigrated to the United States. He studied TCM, graduated and began a practice in Oakland. Today, Jorge works as a successful TCM practitioner, as a clinical supervisor in the Academy clinical training facility, and as an assistant at Animal Eye Care in Fremont.

Tatyana Ryevezina, MSTCM, L.Ac.

Educational Background: M.S. in Traditional Chinese Medicine at ACCHS 2002; Georgia Institute of Technology 1985-1987; Hunter College 1987-1989.

Present Positions: Didactic and clinical instructor, ACCHS; Contracted Acupuncturist, Quan Yin Healing Arts Center; Acupuncturist, Charlotte Maxwell Complementary Clinic; Community Wellness Instructor, Elephant Pharmacy.

Previous Position: Shiatsu Acupressure Therapist, Kang Fu Acupuncture and Herbal Center; Alternative Therapy Program Consultant, Walden House.

Ms. Ryevezina received her L.Ac. in 2003 and began practicing acupuncture therapy at numerous facilities throughout the Bay Area. She is an instructor and supervisor at ACCHS.

Jackie Shek, M.S., L.Ac.

Educational Background: M.S., California State University, San Francisco, 1989; Ph.D. in Epidemiology, University of California, San Francisco.

Present Positions: Associate professor at ACCHS; instructor, CSU-SF, research associate, UCSF, private practice in TCM, San Francisco, CA.

Previous Position: Assistant professor, San Francisco College of Acupuncture and American College of Traditional Chinese Medicine. After earning her M.S. degree at San Francisco State University, Ms. Shek continued her graduate studies at the University of California, San Francisco. She is currently finishing a Ph.D. in Epidemiology. Ms. Shek has taught at San Francisco State University, as well as at colleges of traditional Chinese medicine throughout the Bay Area.

Phillip Keh-chung Tou, M.S.

Educational Background: Graduate studies in the Center for Brain Research; Master of Science from University of Rochester, Rochester NY.

Present Positions: Professor and VP at ACCHS; Chemistry instructor, College of San Mateo.

Previous Positions: General Manager and owner of Artin Chemical Products Inc. Chemistry instructor at Diablo Valley and Merritt colleges.

Mr. Tou has a wealth of experience in the field of chemistry; though, he also has volunteered for numerous health care and charity related organizations in the Bay area.

Henry Jianguo Wang

Educational Background: B.S. Broadcasting & TV University, PRC, 1982; MSTCM from ACCHS 2005

Present Positions: Instructor at ACCHS; Associate Professor at International of Huatuo Traditional Chinese Medicine Inc. in PRC; Vice Chairman of the Committee of National Academic "Vertebral Diagnosis & Diorthosis" Technology in PRC; private practice in San Francisco.

Previous Positions: TCM Researcher & Computer Lecture at Tianjin University of Traditional Chinese Medicine in PRC.

Mr. Wang graduated from the university and taught computer & conducted computerized research in TCM Tianjin University. He received his MSTCM from ACCHS in 2005 and then he conducted advanced research at numerous universities and clinics for 13 months in PRC. He presently has a private practice in San Francisco.



Hong-Ji Wang, B.M., MSTCM, L.Ac.

Educational Background: B.M. at Guangzhou Medical college, 1982, with advanced study at Guangzhou Medical University of TCM, 1987; M.S. in Clinical Pharmacy, University of the Pacific, 1991; and MSTCM at South Baylo University, 1995.

Present Positions: Instructor, Acting Director of Clinic Service, ACCHS.

Previous Position: TCM practitioner, Sixth Municipal Hospital, Guangzhou, PRC, 1982-1990; Lecturer, Guangdong Medical College, 1986-1990.

Learned in both TCM and Western medical modalities, Mr. Wang became a clinical lecturer and research fellow of cardiology at Guangdong College of Medicine and Pharmacy between 1986-1990 in China. After receiving his MSTCM degree from South Baylo, Mr. Wang began his teaching career in the Bay Area, supervising practical clinical training sessions, and teaching general TCM courses.

Chady Wonson, D.C., MSTCM, L.Ac.

Educational Background: D.C. from Life Chiropractic College West; MSTCM from ACCHS, 1998

Present Positions: Instructor at ACCHS; private practice in San Francisco since 1986; member California Chiropractic Association and National Acupuncture and Oriental Medicine Alliance; continuing education presenter.

Previous Positions: Associate Doctor at the Back Doctors in 1986; advanced clinical acupuncture instructor, ACCHS 1998.

Dr. Wonson specializes in chiropractic care, acupuncture, acupressure, physiotherapy, Chinese herbal remedies, and natural supplements. Dr. Wonson unites time-honored Eastern healing arts with modern Western medical knowledge, provides paths to greater emotional and physical well-being. In addition, Dr. Wonson teaches diagnosis techniques and practice management to students. She is an active member of the California Chiropractic Association and the National Acupuncture and Oriental Medicine Alliance. Dr. Wonson is bilingual in Chinese and English and is professionally based in the heart of the San Francisco Financial District.

Stephen Woodley, MSTCM, L.Ac.

Educational Background: Engineering at University of Illinois, MSTCM at ACCHS, 2000

Present Positions: Dean of Academic Affairs, ACCHS; didactic instructor, ACCHS and FBU; private practice Burlingame; Director, Shang Han Lun Seminars.

Previous Positions: Business management; Management and Marketing Trainer.

Mr. Woodley has operated a private practice for 10 years. He has studied and taught Tai Ji for over 20 years. He teaches courses on the fundamental theories of Chinese medicine and TCM diagnosis, as well as the TCM herbal formulas and treatment based on the 4 classics of Chinese medicine. Stephen's passion is the treatment of complex conditions using Classical Chinese medicine. He is the founder and director of Shang Han Lun Seminars, which offers advanced post-graduate training in Classical Chinese Medicine based on the Han Dynasty classic Shang Han Za Bing Lun. Stephen has lectured on the use of Chinese herbal medicine in the treatment of Perimenopausal Complaint, Premenstrual Dysphoria, Anxiety, Depression and Insomnia to other acupuncturists, MDs, RNs, and students.

Xin Zhu Xu, B.M., MSTCM, L.Ac.

Educational Background: B.M. in Chinese Medicine, Guang Zhou TCM University, 1975; MSTCM, Guang Zhou TCM. 1989.

Present Positions: Instructor at ACCHS; private practice in San Francisco, CA.

Previous Positions: TCM doctor at Guang Zhou TCM hospital for 15 years; Medical Vice Senior editor for 6 years.

Ms. Xu received her Chinese medical degree from Guang Zhou TCM University in 1975 and her MSTCM in 1989. She served as TCM doctor at Guang Zhou TCM hospital and TCM University for 15 years. Also, she served as Medical Vice Senior Editor at Guang Dong publishing company for 6 years.

Helen L. Ye, B.M., L.Ac.

Educational Background: B.M. in Chinese Medicine, Guangzhou TCM University, 1984.

Present Positions: Clinical instructor at ACCHS; private practice in the Bay area.

Previous Positions: Dean of Academic Affairs, ACCHS; Vice-chief physician at Zhongshan Hospital, Guangdong province, China; Associate Professor; and Clinical Supervisor at Guangzhong TCM University for ten years.

Ms. Ye received her Chinese Medicine degree and began specializing in gynecology. She has extensive experience as a TCM instructor and practitioner.

John Yeh, B.M., M.D.

Educational Background: B.M. in Western Medicine, Shanghai Medical University, Shanghai, PRC, 1958;

Present Positions: Professor and senior consultant of Western Sciences at ACCHS; clinic research fellow at University of California at San Francisco; licensed cardiovascular surgeon, Oregon.

Previous Positions: Visiting clinician and fellow at Mayo Medical Graduate School 1982 - 85; visiting clinician and research fellow at University of California at San Francisco, 1985-89; clinical fellow at Oregon Health Science University, 1989-90.

Vice-president at ACCHS; physician and researcher, Shanghai Railway Medical University, PRC.

He studied acupuncture and traditional Chinese general surgery at Shanghai Railway Medical College under well-known doctors from 1960 to 1962.

Jane Miaozen Zhang, B.A.

Educational Background: B.A. in English Language and Literature, Fudan University, PRC, 1968.

Present Position: Dean of administration and instructor at ACCHS.

Previous Positions: Associate professor, Dean of Academic Affairs, Shanghai TV University, Shanghai, PRC; Chinese instructor, Berlitz Language Center.

After she graduated from Fudan University, she taught English and Chinese for 28 years. In China, she served as associate professor, headed 4 departments, and worked as a TV instructor at Shanghai TV University. Also, she worked as deputy secretary-general of Shanghai Association of Foreign Language Education for Adults, with many publications on language teaching.

Tong Zhang, B.M. L.Ac.

Educational Background: B.M. from Guangzhou University of TCM, 1983.

Present Positions: Instructor and clinical supervisor at ACCHS.

Mr. Zhang received his B.M. from Guangzhou University. In the United States, Mr. Zhang retained his L.Ac. and began practicing and teaching. He has a private practice in San Francisco.

Zhi-Bin Zhang, MSTCM, L.Ac.

Educational Background: B.M. in Chinese Medicine, Guang Zhou TCM University, 1973; MSTCM, Guang Zhou TCM University, 1988.

Present Positions: Professor at ACCHS; private practice in San Francisco, CA.

Previous Positions: Instructor at Guang Zhou TCM University for 18 years.

Mr. Zhang received a Chinese medical degree from Guang Zhou TCM University in 1973, and his MSTCM in 1988. He served as instructor at Guang Zhou TCM University for 18 years before coming to the United States. He has published numerous TCM books and articles reflecting his clinical research. He has maintained a private practice in San Francisco since 1991.

Portia Zheng, B.M., L.Ac.

Educational Background: B.M. in Western Medicine, Shanghai Second Medical University, China in 1960; and Chinese medicine training at Shanghai TCM University, PRC from 1983-1987.

Present Positions: Professor and Dean of Academic Affairs, ACCHS.

Previous Position: Instructor at Shanghai Second Medical University for 30 years.

Ms. Zheng was an associate professor and chief of the TCM department at Rui Jin Hospital, a teaching hospital of SSMU, specializing in peripheral vascular disease, with several successful publications. She was a visiting professor in Nagoya Hospital, Japan in 1989, and in Stanford Hospital, USA in 1991-1993.

COURSE NUMBERS & DESCRIPTIONS

General Biology BS110 (3 units/45 hrs.): The course is a study of the origin of life systems; of biological molecules, and organization of living things at the subcellular, cellular and organismic levels; and of the activities of living forms in obtaining and utilizing energy and materials in growth, maintenance and reproduction. The course is an examination of living things. It will include the principles of information storage, transmission and utilization at the levels of the cell and organism. There will be a discussion of the mechanisms of evolutionary change in the diversification of living things; and of energy flow and biochemical cycling.

General Chemistry BS111 (2 units/30 hrs.): This is an introductory course in fundamental chemical concepts. Topics include atomic structure, periodic classification of elements, stoichiometry, solutions, acids and bases, pH and buffers, the gas laws, and chemical equilibrium. Biochemistry will be addressed in areas including the study of carbon compounds organized according to functional groups including carbohydrates, lipids, proteins, enzymes, and vitamins. Emphasis is placed on physiological function.

Biochemistry BS111bio (1 unit/15 hrs.): Students will be introduced to the study of the structures and physical properties of biological molecules, including proteins, carbohydrates, lipids, enzymes, vitamins, energy utilization in the cell (ATP), DNA and radioisotopes.

General Physics BS112 (1.5 units/22.5 hrs.): The course introduces fundamental principles of physics in mechanics, electricity, and modern physics as applied to conservation laws: energy, momentum, etc. An in-depth analysis of several selected topics including equilibrium, energy, momentum, rotation, electric fields and potentials, current and resistance, magnetic fields and forces, electromagnetic properties of matter, sound, electromagnetic waves, light, polarization and relativity. This course will include a survey of biophysics.

Biophysics: BS112bio (0.5 units/7.5 hrs.): Students will be introduced to the study of the application of physical sciences to the structures of living organisms and the mechanisms of life processes. Its subjects include bone, nerve impulses, muscle, and vision, as well as organic molecules, using such tools as paper chromatography, X-ray crystallography, optical methods, such as absorption spectroscopy and laser as well as the response of organisms to various kinds of radiations.

General Psychology BS113 (2 units/30 hrs.): The course introduces the students to a broad spectrum of psychological research and thought. Topics will include biological psychology, perception, consciousness, memory, language, problem solving, intelligence, emotions, personality, psychotherapy, social interactions, and development. Emphasis will be placed on the science of psychology, the ways psychosocial science has impacted our understanding of human nature and behavior, and the training on psychological counseling skills.

Human Anatomy BS114 (4 units/60 hrs.): The course is a study of basic structure, including cellular structure and histology. Topics covered will include: integumentary, skeletal, and nervous systems, blood and the circulatory, immune, respiratory, digestive, excretory, endocrine, and reproductive systems. The course will give an overview of normal structure as well as selected structural changes due to dysfunction of cells, tissues, and systems for in-depth study of both health and disease.

Human Physiology BS115 (4 units/60 hrs.): The course is a study of function, including cellular function (including cellular respiration, protein synthesis, and cell division) and organ function. Topics will include integumentary, skeletal, and nervous systems, blood and the circulatory, immune, respiratory, digestive, excretory, endocrine, and reproductive systems. The course will give an overview of normal function as well as selected dysfunction of cells, tissues, and systems for in-depth study of both health and disease.

Western Medical Terminology BS116 (2 units/30 hrs.): This course is an introduction to the specialized language of medicine through the study of Greek and Latin prefixes, suffixes, and root words. Students will develop a familiarity with the highly technical and specialized terminology of modern medicine.

Western Pathology BS117(4 units/60 class hours): The class is a survey of the nature and mechanisms of disease and illness, including cell injury, inflammation, neoplasm, immunopathology, chromosomal abnormalities, systemic pathology, psychopathology, microbiology, and epidemiology.

Nutrition and Vitamins BS218 (2 units/ 30 hrs.): The course focuses on the study of human nutrition, which includes the assimilation and utilization of vitamins and minerals. The course uses a biochemical and medical paradigm.

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Western Medical Diagnosis WM120 (4 units/60 hrs.): This course introduces the Western medical diagnostic methods, such as history taking, physical examination, and diagnostic tests, such as BP, abdominal, and ear, nose, and throat examinations. The course is an introduction to Western clinical analysis. The student will become familiar with methods for their professional use and to know when to refer patients to other health care professionals.

Western Pharmacology WM221 (3 units/45 hrs.): The course provides the student with an overview of basic pharmacological principles, terminology, and the use of drug references. These concepts are applied to help the student understand drugs and their application to the treatment process. At the end of the course, students understand the mechanisms and uses of most common prescription drug classes that their patients may be taking.

Western Medical Sciences I WM222 (4 units/60 hrs.): The course is a review of the clinical practices of Western medicine, including internal medicine, surgery, neurology, and psychiatry. Course includes an introduction to dentistry, nursing, homeopathy, chiropractic medicine, and podiatry. Enables students to operate in a modern environment of integrative medicine and will aid in patient referrals to other medical practitioners.

Western Medical Sciences II WM223 (3 units/45 hrs.): The course is a review of Western medical specialties, including medical genetics, gynecology, obstetrics, pediatrics, dermatology, ophthalmology, ENT, emergency medicine, preventative medicine, geriatric medicine, and information technology in patient care.

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Ethics PM230 (1 unit/15 hrs.): This course is designed to give students both American and Chinese medical ethics, and state acupuncture laws.

Practice Management PM231 (2 units/30 hrs.): The course introduces the basic knowledge of acupuncture practice requirement, teaches how to build up an office, develop, set up accounting and billing system, insurance claim, professional liability, record keeping, etc.

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Case Management I CM332 (3 units/45 hrs.): This course is an introduction to appropriate theoretical case management procedures of acupuncturists. Included will

be the nature of primary care responsibility, secondary and specialty care responsibilities, functional assessment testing, psychosocial assessment, treatment planning and communication, referrals and recommendations, prognosis and future medical care, final case review, and completion of patient care.

Case Management II CM333 (3 units/45 hrs.): This course covers practical, advanced, and special case management procedures. The course will cover injury and illness prevention, CalOSHA policy, the workers compensation system, QME requirements, Medicare, and Medi-Cal, personal injury cases, medical testimony, Medical Legal Report writing, CPT coding, ICD-9 diagnostic coding, special care and seriously ill patients.

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History of Medicine PD134 (1 unit/15 hrs.): The class is a survey of the history of medicine, emphasizing Chinese medicine, and including transcultural healing practices.

Research Methodology PD235 (1 unit/15 hrs.): This is an introduction to research methods and basic statistics that will give students the ability to critically evaluate existing research studies and to employ sound methodological practices in their own research projects. This course is the theoretical base for the TCM Research class which follows.

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Public Health PH236 (2 units/30 hrs.): The course introduces students to public health by describing its history and its principles, including the following subjects: disease prevention, health education, health promotion, community health, the social, behavioral, and environmental factors to health and illnesses, chemical dependency, communicable diseases, public health alerts, and epidemiology.

CPR and First-Aid (10 hrs.): The course includes training in CPR and first-aid and includes topics: airway management; choking rescue; rescue breathing; CPR for adults, children and infants; first-aid for bleeding and shock victims; patient assessment; and familiarization with Automatic External Defibrillation.

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Medical Chinese OM140 (1 unit/15 hrs.): This course familiarizes students with the pronunciation of the Chinese language with an emphasis on terms commonly encountered in a traditional medical practice.

Tui Na Acupressure OM141 (4 units/60 hrs.): Chinese massage therapy is an integral part of Traditional Chinese Medicine, is a system of both diagnosis and treatment. Students learn the principles, characteristics, uses, and techniques of Tui Na; theory, functions and internal-external pathways of the 14 primary channels; and clinical applications.

Foundations of TCM I OM142 (3 units/45 hrs.): In this course, the student will learn the fundamental theories on which TCM is built, including Yin Yang theory, Five Phase theory, the fundamental substances and Zang/Fu theory in detail.

Foundations of TCM II OM143 (3 units/45 hrs.): The student will learn about the causes of disease, the prevention of disease and principles of treatment. Students learn in detail the signs and symptoms of the patterns of disharmony.

TCM Diagnosis I OM144 (3 units/45 hrs.): This course covers the four methods of diagnosis "Inspection, Auscultation, Olfaction, Inquiry and Pulse", differential diagnosis based on the eight principles, pathogenic conditions, six channels, four stages, triple warmers, qi, blood and body fluids, etc.

TCM Diagnosis II OM245 (4 units/60 hrs.): This course covers the differential diagnosis based on the five Zang Organs and six Fu organ system, including single organs and combination of organs.

Taiji & TCM Philosophy OM146 (2 units/30 hrs.): The class covers the daily practice of Taiji Quan and Qi Gong, strengthens and harmonizes the body, enabling the student to learn the energy channels of the body firsthand. The practice of Taiji Quan functions as a bridge to good meditation. In turn, it leads to a dynamic understanding of traditional Chinese medicine through the unification of mind, breath and action.

Taiji & Qi Gong OM247 (2 units/30 hrs.): The student learns several foundational stretching, basic way of meditation and Qi Gong exercises, and the basic postures of the traditional short Taiji form.

Clinical Applications of TCM (Case Studies) OM348 (3units/45hrs.): The course emphasizes case studies and disease diagnosis through analysis of patients' history and examination, then applies TCM treatment and therapeutic methods

TCM Research Seminar OM349 (2 unit/30 hrs.): Students will learn how to search TCM scientific information through classroom lecturing, discussion, and field training, through self study and academic references of selected topics. Students will design a TCM research subject, conduct TCM research and write a paper under the professor's instruction. Basic theories and ideas are presented and discussed.

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Herbology I HM150 (3 units / 45 hrs.): This course introduces methods on how to release surface, clear heat, cool blood, clear damp heat; relieve toxicity; clear summer heat, purgatives, moist laxatives, harsh expellants; drain dampness; expel wind damp; expel hot and cold phlegm; stop cough and asthma, aromatic transform dampness.

Herbology II HM151 (3 units/45 hrs.): The course introduces methods on how to relieve food stagnation; regulate qi; stop bleeding; invigorate blood, warm interior, and expel cold; tonify qi and blood; tonify yang, stabilize; settle the spirit; open orifices; stop internal wind; expel parasites and external application.

Herbology-Formulas I HM252 (3 units/45 hrs.): This course includes: release surface, clear qi level heat, cool the blood, clear heat toxin, clear heat from the organs, clear the false heat, purge, moisten the intestine, tonify and purge, harmonize the liver and spleen, stomach and intestine, stop malaria, warm interior and channels, tonify qi, blood etc.

Herbology-Formulas II HM253 (4 units/60 hrs.): This course includes: stabilize and bind, calm the spirit, open orifices, regulate qi, blood, relieve food stagnation, transform dampness, clear phlegm and stop coughing, extinguish internal wind, moisten the dryness, expel parasites etc.

Herb Pharmacology & Chinese Nutrition HM254 (2 units/30 hrs.): The course is an overview of herb pharmaceutical interactions in the clinical setting, including the prevention of adverse reaction to herb formulas. The course also introduces Chinese dietary theory and clinical dietetic practice as a branch of TCM.

TCM Internal Medicine I HM360 (3 units/ 45 hrs.): Through the study of this course, students will systematically understand the TCM pathogen and pathology from common diseases of Internal Medicine. Students will be able to determine treatment based on the differentiation of symptoms and signs, the rules of herb prescriptions, and also the principles of TCM treatments of acute and complicated diseases. Therefore, in future clinical practice, students will be able to independently treat common & frequently occurring disease by applying the basic theories, knowledge and skills of courses. This course emphasizes introduction of common diseases including flu, catch cold, fever, cough, asthma, fluid retention, abscess, tuberculosis, stomachache, vomiting, damp obstruction, edema, diarrhea, dysentery and cholera, etc. Cases studies will be presented and their diagnosis and treatments will be discussed.

TCM Internal Medicine II HM361 (3 units/ 45 hrs.): Based on the knowledge students have learned from Internal Medicine I, further introduction will be given on common diseases including constipation, flank pain, jaundice, dysuria, oliguria, low back pain, arthritis, diabetes, insomnia, palpitations, depression, chest pain, dizziness and vertigo, etc. Case studies will be presented and their diagnosis and vertigo, etc. Case studies will be presented and their diagnosis and treatments will be discussed.

TCM External Medicine HM362 (2 units/ 30 hrs.): After reviewing the fundamentals of general care practice and previously learned related material (covered in other classes), students will examine in depth the diagnosis and treatment of both surgical and dermatological problems. Case histories will be presented and discussed.

TCM Gynecology HM363 (3 units/45 hrs.): Gynecology covers the traditional Chinese medical view of anatomy and physiology, and explores the special characteristics of female pathophysiology, the importance of the menstrual cycle as an indicator of systematic balance, and the principles of Chinese diagnosis and medical treatment. Case histories will be presented and discussed.

TCM Traumatology HM364 (3 units/ 45 hrs.): This course will cover the classification of injuries and the diagnostic and therapeutic methods used in treating them. A range of bone, joint, and soft-tissue ailments will be covered, including fractures, dislocation, and internal injury.

Introduction to Four TCM Classics HM365 (4 units/60 hrs.): Having built a solid foundation in Traditional Chinese Medicine theory, students can learn further from this course the general basic ideas about four TCM classics: *Huang Di Nei Jing*, *Jin Kui Yao Lue*, *Shang Han Lun* and *Wen Bing*.

Herbal Formulas Lab HM366 (3 units/45 hrs.): Upon completion of this course, students will demonstrate their understanding of the correct diagnosis of a patient's presenting patterns, the choice of the appropriate guiding formula and apply clinical modifications based on herb combining (dui yao). Students will further show their ability to cross-reference these herbal treatments with proper adjunctive therapies including acupuncture, cupping, moxibustion and/or guasha. Finally, students will know how to correctly identify "red flags" in order to verify the suitability of any given treatment as well as to determine whether the patient should be referred to an MD or other health care professional.

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Meridian Theory AT170 (1 unit/15 hrs.): One way to start a journey is to study the map before beginning, from the topography of the land mass to its legend and symbols. This makes the trip a richer experience filled with nuance. In Meridian Theory, the student will be introduced to the various channel systems (primary, luo connecting, divergent, sinew, 8 extra) their routes and levels, which will help them begin to understand the communications systems between them and throughout the body. Understanding this system will lay groundwork for the student to be able to better understand future studies in the ACCHS program.

Clinic Procedures AT171 (1 unit/15 hrs.): The course introduces students to the skills and procedures that are required to maintain a safe and competent acupuncture practice. The course includes sections on sterility, asepsis, hygienic practices, and practical clinical guidelines. The course emphasizes practical technique and introduces clinic regulations, guidelines, and policies.

Acu Points I AT172 (3 units/45 hrs.): The course introduces the basic knowledge of Acupuncture and covers the following: meridians theory, the study of acupuncture points, the study of meridians methods of locating acupoints and the study of points theory-du meridian, ren meridian, lung meridian, large intestine meridian, stomach meridian, spleen meridian, and the pathways, symptoms, points, connecting points, indications and needling techniques along with precautions.

Acu Points II AT173 (3 units/45 hrs.): The course covers the following: heart meridian, small intestine meridian, urinary bladder meridian, kidney meridian, pericardium meridian, sanjiao meridian, gallbladder meridian, liver meridians—pathways, symptomatology, points, connecting points, point functions and indications, needling technique and precautions.

Acupuncture Beginning Techniques AT174 (2 units/30 hrs.): Upon completion of this course, students will demonstrate knowledge of different styles of needles and their appropriate applications, as well as the indications and contraindications of bleeding, moxabustion, cupping and Guasha. Furthermore, students will know the appropriate management of accidents should they arise in a clinical setting. Finally, students will be introduced to basic needling methods such as reinforcing and reducing.

Acu Points III AT274 (2 units/30 hrs.): Upon completion of this course, students will demonstrate knowledge of the proper location and use of non-channel points referred to as “extra” points. Further, students will be introduced to the use of the extraordinary channels as well as holographic systems such as ear, hand, foot and scalp acupuncture systems. Finally, students will gain proficiency in the use of 4 Seas points, Biao & Ben – manifestation and root, window of the sky points, luo-connecting points and connecting points.

Acupuncture Advanced Techniques AT275 (2 units/30 hrs.): Upon completion of this course, students will demonstrate knowledge of various methods of heat therapy, ear, face, hand, foot, scalp and electro-acupuncture. Students will exhibit growing competency in maintaining a clean field and avoiding blood-borne pathogens. Finally, those participating in this class will demonstrate the manual clinical skills required for effective treatments.

Acupuncture Treatment I AT276 (3 units/45 hrs.): The course introduces and discusses the following: Wind stroke, dizziness, cold, cough, asthma, stomach pain, vomiting, hiccup, abdominal pain, diarrhea, abdomen bloating, jaundice, constipation, edema, urination, retention of urine, impotence, premature seminal emission, insomnia, palpitation, epilepsy, forgetfulness, disturbance, manic depressive disorders, headache, facial pain, facial paralysis, back pain, hypochondriac, poor memory, deviation of eyes and mouth etc.

Acupuncture Treatment II AT377 (2 units/30 hrs.): This course covers the following: bi syndrome, wei syndrome, gynecologic conditions, pediatric conditions, skin conditions, deafness and tinnitus, eye problems, nose problems, toothache, sore throat, smoking and/or drug cessation etc.

Acupuncture Lab AT378 (2 units/30 hrs.): Upon completion of this course, students will demonstrate their ability to assess the patient’s situation and construct an appropriate treatment plan. This plan will be based on the fundamental principles of acupuncture point selection and combining from the various systems of Chinese medicine.

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Clinic I-VI CP280, CP281, CP282, CP383, CP384, CP385 (2, 4, 6, 6, 7, 7 units/ 60, 120, 180, 180, 210, 210 hrs.): The clinical portion of the Academy program is 960 hours, part of which is devoted to the study of herbs in a clinical setting. Evidence of completion of TOEFL, Medical Terminology, an approved CPR course and a physical exam including TB test must be submitted before a student may enter the Teaching Clinic.

Clinic is presented in three stages:

1. Observer Level (1- 150 hours): In the first stage, as an **observer**, the student learns every maintenance, preparation of needles, herb dispensing (including inventory control), patient record-keeping, and clerical duties. In the area of patient treatment, the student observes senior students, the supervisor and patient during interview, diagnosis, treatment and prescription of herbs, and performs Tui Na acupressure.

2. Pre-internship Level (151-450 Hours): The student is promoted to **pre-intern**. In this phase of clinical training, the student assists with taking medical history, performs Tui Na acupressure, and, under supervision, stimulates patients’ needles. The student also performs patient treatment under direct supervision. The student assists the interns to interview patients, make initial diagnosis, and evaluate the patient’s condition using Chinese and, when applicable, western diagnostic techniques. Under the supervisor’s direction the student participates in discussions about the diagnosis and the principle of treatment, and administers needles, moxabustion, cupping, etc. Under supervision, the student starts to write patients’ histories, prescribes and prepares herbal medicines for the patient. (Pre-internship 151-350 hours)

3. Internship Level (451-960 hours): In the final stage, as an **intern**, the student assumes primary responsibility for patient diagnosis and treatment, but discusses each case with the clinic supervisor before and after treatment. The Intern is responsible for demonstrating accurate clinical procedures when treating patients, is responsible for showing pre-interns methodologies characteristic to acupuncturists within a clinical environment. The intern must show leadership, poise, and confidence when addressing assistant pre-interns and observer questions. The Intern never assumes complete authority. Each case will be reviewed and signed by the on-duty supervisor in order to maintain consistency.

ELECTIVES

Drug Detoxification 401(2 units/30 class hours): This course discusses the use of traditional Chinese medical and western psychotherapeutic techniques for drug and alcohol detoxification in the United States. The student is given an in-depth analysis of the standard acupuncture and herb protocol used in detox, including both early stage points and herbs. In addition to the TCM protocol, related issues such as addiction psychology, cross-cultural and class differences, physiology of detox, dangers and contraindications, community updates, and history and politics of detox are discussed.

Chinese Herbal Dietetics 402 (2 units/30 class hours): Chinese herbal dietetics is one of the traditional healing arts. Building on the theories introduced in Combined Chinese and Western Nutrition, this course offers an in-depth study of the methods of herbal food preparation based on the fundamental theories of TCM, with emphasis on disease prevention. Students will learn the properties, functions, formulas and preparations of common foods, as they are used to regulate and treat commonly seen diseases.

Tui Na II 403 (2 units/30 class hours): Students should have acquired the basic Tui Na techniques. This course will cover clinical application of Tui Na methods, internal, and topical herbal treatments on various disorders.

TCM Geriatrics 404 (2 units/30 class hours): The course covers diseases and treatment for older people, as viewed by traditional Chinese medicine. The course includes the basic changes in physiologic function with aging and the most common diseases that result, with both traditional Chinese and western medical information presented.

Chinese Medicine and AIDS 405 (2 units/ 30 class hours): The class covers the comparative studies of western medical and traditional Chinese medical treatments for patients who are HIV-positive and/or have AIDS

TCM Otolaryngology 406 (2 units/30 class hours): Based on the study of the physiology and pathology, this course will offer TCM diagnosis, prevention, and treatment of common problems of the eyes, ears, nose, throat, and mouth.

Advanced Diagnosis 407 (2 units/ 30 class hours): This course introduces the important content of the TCM Diagnosis as well as the classic and advanced methods of diagnosis in details. This is a subject that includes the main points, interrelationship and comparison of the Four Major Methods of Diagnosis, Eight principals and Differential Diagnosis both vertically and horizontally, also, analyze the application of the different diagnosis methods in clinical case study and in the previous California Acupuncture Licensing Examination.

TCM Pharmacology 408 (2 units/30 class hours): Introduces the basic knowledge of Chinese herbal pharmacology, and the current progress of pharmacological studies of Chinese herbs.

Medical Sexology 409 (2 units/30 class hours): Introduces the student to the basic principles and practices in the study of human sexuality relating to health and disease, viewed from the western and traditional Chinese medical traditions. Emphasis is on traditional Chinese sexual medicine and Taoist sexology. Students will learn to utilize these concepts and methods as a combined form of therapy in clinical medical care, and as an important aspect in the promotion of health and well-being.

Introduction to Combined Western & Chinese Medicine 410 (2 units/30 class hours): The course shows its glamour by its new point of view in guiding the clinical practice, making many complicated diseases treated accordingly, hence open a new field in clinical sciences. The goal of the study of this subject is to let the students master the diagnosis and treatment methods of the combined western & Chinese Medicine, the idea of diagnosis by using the western medical theory, as well as differential diagnosis and treatment according to the TCM theory.

TCM Dermatology 411 (2 units/30 class hours): This class introduces to the students how to describe the appearance of different skin lesion accurately and the importance of the medical record; how to explain the symptoms of the skin problems in TCM theory, differentiation of the skin diseases according to the organs, differentiation according to the four levels, differentiation according to subjective skin sensation; the principle of the treatment, internally and externally herbs and acupuncture treatment; and the diagnosis and deferential diagnosis of some common skin diseases and their different treatment.

TCM ENT 412 (2 units/30 class hours): This class includes TCM Ophthalmology and TCM Otolaryngology, is one of the major component of the various TCM clinical sciences. It is relatively independent among the various TCM clinical sciences with prosperous contents, introducing the diagnosis and treatment of Keratitis, Glaucoma, Cataract, Central Retinitis, Unspecified Chronic Suppurative Otitis Media, Tinnitus, Deafness, Sinusitis, Allergic Rhinitis, Tonsillitis, Pharyngitis, Thyroid related diseases, and other five sensory organ diseases.

TCM Pulse Analysis Practice 413 (2 units/30 hours): This course builds on the training begun in TCM Diagnosis. After reviewing the fundamental principles, the course will delve deeper into the classical basis for pulse diagnosis, the roots of analysis, and the energetics behind each image. Students will perform supervised practice of pulse reading on actual patients to compare the images presented with the pattern discrimination of that patient.

Medical Chinese Conversation 414 (1 unit/15 hours): In this course, students will be able to warm up to what they learned in the Medical Chinese course and learn more medical terminology related to their future TCM practice. Also, students will be able to learn more about Chinese culture and language and speed up their everyday Chinese language communication skills.

Meridian Qigong 415 (1.5 unit/22.5 hours): This course introduces Meridian Qigong forms. Students will trace the primary channel pathways, connect with each channel's associated internal organs and the major points of that channel. Participants will build an experiential understanding of the primary channel pathways as well as increase sensitivity to the presence and quality of qi as it moves through the points and channels. Finally, students will demonstrate their ability to teach Meridian Qigong to patients as a form of medical qigong and be able to select specific channels according to the pathology or utilize the entire form for general health benefits.

Orthopedic Anatomy, Diagnostics and Acupuncture 416 (2 units/30 hours): In this course, students will learn orthopedic diagnostic and treatment protocols for classical conditions. There will be an emphasis on both Oriental and Western Medical diagnostics with Acupuncture treatment protocols from Oriental and Western modalities. Treatment methods will include acupuncture and manual manipulation. Classes will have both didactic and practical elements allowing hands-on practice of various treatment techniques.

The Academy reserves the right to change any policy set forth in this catalog without prior notification to the extent that such changes do not conflict with state or federal law.



DIRECTIONS TO ACCHS

The Academy of Chinese Culture and Health Sciences is located in vibrant Oakland, California, just across the bay from San Francisco. The Academy campus is near Oakland's City Center.

Public Transportation, BART and AC Transit:

From San Francisco - Board either the Pittsburg/Baypoint or Richmond trains and exit the train at the 12th Street/City Center station in Oakland. Follow the street level exit signs that say Frank Ogawa Plaza and/or City Hall. Walk north through the plaza until you arrive at 16th Street. Turn left and walk one block to 16th and Clay. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

From Fremont - Board the Richmond train and exit the train at the 12th Street/City Center station in Oakland. Follow the street level exit signs that say Frank Ogawa Plaza and/or City Hall. Walk north through the plaza until you arrive at 16th Street. Turn left and walk one block to 16th and Clay. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Street.

From Richmond or Pittsburg - Board the Fremont or San Francisco train and exit the train at the 12th Street/City Center station. Follow the street level exit signs that say Frank Ogawa Plaza and/or City Hall. Walk north through the plaza until you arrive at 16th Street. Turn left and walk one block to 16th and Clay. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

On **AC Transit**, the 72, 72M, and 72R will take you along Broadway. Exit the bus at 12th Street and Broadway. Walk north through Frank Ogawa Plaza until you arrive at 16th Street. Turn left and walk one block to 16th and Clay. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

By Car:

From San Francisco and the Peninsula - Take Highway 101 or Interstate 80 towards Oakland and the Bay Bridge. After crossing the Bay Bridge, take Interstate 580 towards Hayward/Stockton. Take Interstate 980 towards downtown Oakland and exit the 14th - 18th Street Exit. Turn left on 17th Street and proceed forward several blocks. Turn right on Clay Street. Park anywhere along Clay, 16th and 17th Street. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

From Marin County - Take Highway 101 to the Richmond/Oakland Bridge. Continue on Interstate 80/580 East towards Hayward/Stockton/Oakland. Take Interstate 980 towards downtown Oakland and exit the 14th - 18th Street Exit. Turn left on 17th Street and proceed forward several blocks. Turn right on Clay Street. Park anywhere along Clay, 16th and 17th Street. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

From Fremont - Take Interstate 880 North towards Oakland. Take the Broadway exit and turn right onto Broadway. Turn left onto 10th Street and proceed forward until Clay Street. Turn right onto Clay Street and continue until you arrive at 16th and Clay Streets. Park anywhere along Clay, 16th and 17th Street. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

From Richmond - Take Interstate 80/580 East towards Hayward/Stockton/Oakland. Take Interstate 980 towards downtown Oakland and exit the 14th - 18th Street Exit. Turn left on 17th Street and proceed forward several blocks. Turn right on Clay Street. Park anywhere along Clay, 16th and 17th Street. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

From Contra Costa County - Take CA- 24 West towards Oakland. Continue onto Interstate 980 towards downtown Oakland and exit the 14th - 18th Street Exit. Turn left on 17th Street and proceed forward several blocks. Turn right on Clay Street. Park anywhere along Clay, 16th and 17th Street. The ACCHS facility is located at 1601 Clay Street, on the corner of 16th and Clay Streets.

學大藥醫化文國中洲美

Academy of Chinese & Health Sciences

1601 Clay Street, Oakland, CA 94612

Tel: 510-763-7787 Fax: 510-834-8646

APPLICATION FORM FOR ADMISSION

Please print or type, attach extra paper if necessary

PERSONAL INFORMATION

個人基本資料

Name

姓名 Last 姓 First 名 Middle 姓

Social Security No.

社會安全號碼

Birth Date

生日

Sex:

性別

Home Phone

住宅電話

Work Phone

工作電話

Cell Phone

手机

Email Address

電子郵件

Fax

傳真

Other names on record from previous schools

在以前的學校所用的其它姓名

Mailing Address

現在住址

Street 街道

City 城市

State 洲

Zip 地區號

Permanent Address

永久住址

Street 街道

City 城市

State 洲

Zip 地區號

Citizenship:

國籍

US Citizen

美國公民

Permanent Resident

永久公民

Foreign Student

外國學生

Program & Entry Status (please check one)

申請何種課程 (請各選一項)

Full-time Program 全職 Spring Admission 春季 Chinese Program 中文班

Part-time Program 半職 Summer Admission English Program 英文班

Fall Admission 秋季

Please indicate any physical or other limitations, which may require special planning in preparing for a graduate study program.* 否任何生理殘障?

IN CASE OF EMERGENCY, NOTIFY: Person

緊急事故通知:

人名

Phone No.

電話號碼

Address:

地址

Street 街道

City 城市

State 洲

Zip 地區號

EDUCATION

學歷

Institution 學校名稱	洲	State 由何年至何年	Attended From - To 主修科目	Major/Minor 學位	Degree	Date Received 畢業日期
1.						
2.						
3.						
4.						

WORK EXPERIENCE

工作經驗

Employer 雇主	Your Title 職稱	Job Duties 工作性質	Hrs/Wk 工作小時	Length of Employment 工作長短
1.				
2.				
3.				
4.				

PLEASE USE THIS CHECKLIST IN MAKING SURE ALL ITEMS ARE ENCLOSED IN YOUR APPLICATION.

寄出前以下的申請文件必須齊全

- Application Form 申請表
- Application Fee Payable to ACCHS - \$50.00 for US citizen and permanent resident, \$100.00 for foreign students
請把支票付給: ACCHS, 美國公民或永久居民 \$50.00, 外國學生 \$100.00
- Transcripts - All transcripts must be official and send directly from the institutes to the Academy
請把所有的正式成績單由學校直接寄到本大學
- Updated Resume 個人簡歷
- Statement of Purpose - Please write an essay stating why you want to study Chinese Medicine
請寫一篇自述描述你要學習中醫的目的
- Three Passport-sized Photographs
三張護照規格的照片
- Three Letters of Recommendation preferably from someone who practices Chinese Medicine
三份介紹信

I understand that official transcripts of credit earned at other institutions and other documents which have been presented for admission or evaluation of credit become the property of the school and are not returned to the applicant.

我了解用於申請學校的其他學校成績單是屬於學校的財產，不予退還申請人。

I certify that the information recorded in this application and that transcripts and all other application submissions are true and correct. Otherwise I will be dismissed from the Academy.

我宣誓前面所述皆為真實，否則將勒令退學。

Date

日期

Printed Name

姓名（大寫）

Signature

簽名

How did you hear about ACCHS? 您如何得知本校?

** Information requested is solely for affirmative action purposes. All information is strictly confidential and will not be released without the applicant's consent. This section may be filled at the applicant's discretion.*