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

BioHealth College Philosophy

Welcome to BioHealth College,

The mission here at BioHealth College is to prepare you for a competitive, satisfying, great paying career earning the respect you deserve through quality continuing education. We provide course programs designed to provide the student with the necessary tools required to successfully enter the Biotech, Medical, and Business Industries.

BioHealth College's learning approach is hands-on and job related. With our state-of-the-art equipment and instructors who care, your success will be our success.

Learn Tomorrow's Medical technology today. We look forward to working with you.

Sam Shirazi
President/CEO



HISTORY

BioHealth College was founded in 2003 with the vision of training individuals to enter the high demand field of Health Science. Our programs are designed to meet industry standards in biotechnology, medical and life science businesses.

ACCREDITATION

BioHealth College is accredited by the Accrediting Council for Continuing Education & Training.



1722 N. Street, NW
Washington, D.C. 20036
Tel: 202-955-1113 - Fax: 202-955-1118

ACCET is listed by the U. S. Department of Education as a nationally recognized accrediting agency.

BPPE APPROVAL DISCLOSURE STATEMENT

Biohealth College Inc. is a private institution which was granted an institutional approval from The State of California's Bureau for Private Postsecondary Education, pursuant to California Education Code Section 94311. The Bureau's approval means that the institution and its operation comply with the standards established under the law for occupational instruction by postsecondary educational institutions. Institutional approval must be re-approved every three years and is subject to continuing review.

FACILITIES

BioHealth College is located in the heart of Silicon Valley. Classes are held at 2665 N First Street, Suite 102, San Jose, CA 95134, housed in a modern, air conditioned office building. BioHealth College occupies approximately 12,000 square feet, which houses nine labs and three classrooms in addition to the administrative and clerical areas. The equipment consists of pc/mac computers, network hardware and printers. Other items that are utilized include medical instruments such as an examination table, blood pressure devices, microscopes, compounding hoods, and biotechnology laboratory equipment including PCR and so forth.

CLASS START DATES

Classes are scheduled on the basis of enrollment. (Please refer to page 24 for class start dates.) All scheduling information (class schedules or revisions) will be announced to current students in advance. Classes are in session through out the year and start approximately every month depending on the program chosen.

STATE OF CALIFORNIA STUDENT TUITION RECOVERY FUND

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

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

- 2 Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

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

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid 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 and 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 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833
Toll Free(888) 370-7589 - Fax: (916) 263-1897
Web site: www.bppve.ca.gov

SCHOOL BUSINESS HOURS AND HOLIDAYS

BioHealth College is open Monday- Friday only. Our offices are open to the public from 8:00am to 6:00pm. We are open from 8:00am to 10:00pm for the students only. Day classes are scheduled from 8:00am to 1:00pm and Evening classes are scheduled from 6:00pm to 10:00pm, Monday-Friday. BioHealth College will be closed for the following holidays:

- Martin Luther King Jr. B-day
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day & the day after
- December 24, 2011 - January 4, 2012

All students will be notified if there are any changes.

NON-DISCRIMINATION POLICY

BioHealth College is dedicated to equal opportunities and nondiscrimination regarding admissions, policies, programs offered and employment regardless of race, color, national origin, ancestry, religion, creed, physical or mental disability, medical condition, age, sex, marital status, sexual orientation, or any other basis protected by federal, state, or local law, ordinance or regulation. Both students and BioHealth College employees are prohibited from engaging in discrimination and harassment, including sex discrimination, and sexual harassment.

HARASSMENT POLICY

BioHealth College is dedicated to providing an educational and work environment that is free from fear, intimidation or hostility. Therefore, BioHealth College maintains a strict policy prohibiting unlawful harassment, including sexual harassment and harassment because of race, color, national origin, ancestry, religion, creed, physical or mental disability, medical condition, age, sex, marital status, sexual orientation or any other basis protected by federal, state or local law, ordinance or regulation. This policy prohibits harassment in any form including verbal, physical, and visual harassment and applies to all BioHealth College students, employees and agents. Students are encouraged to report incidences of harassment to college administration.

DESIGNATED EMPLOYEE

Dr. Sam Shirazi, President, is the person responsible for insurance of compliance with Title IX requirements responding to complaints of sex discrimination / sexual harassment. The President is also the person responsible for ensuring compliance with laws prohibiting discrimination and harassment on the other bases described in the Non-discrimination Policy and the Harassment Policy, including responding to complaints on those bases.

Dr. Shirazi is available on campus Monday – Friday or he can also be reached at:

(408) 428-0208 – extension 209
sam@biohealthcollege.edu

DISCRIMINATION COMPLAINT PROCEDURE

The following lists the procedures for students, to file a discrimination/harassment complaint against another student, an employees, or third party, including a sex discrimination or sexual harassment complaint:

Anyone who wants to file a complaint is encouraged to bring the complaint directly to the President, Dr. Sam Shirazi. Employees who receive complaints from students or who observe discriminatory or harassing conduct against students should inform the President immediately.

The President will hear and document the complaint, including all allegations, persons involved and time and date of complaint. The complainant has the right to file a formal complaint without first attempting informal resolution of her/his allegations.

The President will investigate said complaint thoroughly and without prejudice. Both parties will have the opportunity to provide information about witnesses and other evidence to be considered during the investigation.

The President will reach a determination of whether discrimination/harassment occurred as to each allegation, using a preponderance of the evidence standard (i.e., it is more likely than not that discrimination/harassment occurred).

The President will take necessary action to ensure safety and compliance with non-discrimination laws including any disciplinary action required, as well as other steps necessary to prevent recurrence of any discrimination/harassment and to correct its effects on the complainant and others, if appropriate.

A complete report will be provided to all parties concerned as soon as possible, but no later than 30 working days from the date the complaint was filed. The report will include: the outcome of the complaint, including whether or not discrimination/harassment was found to have occurred as to each allegation; and a description of the steps that have been or will be taken to remedy the effects of any discrimination and prevent its recurrence.

The College prohibits retaliation against any individual who files a complaint or participates in an investigation. Allegations of retaliation are subject to the procedures and sanctions under the Nondiscrimination Policy and the Harassment Policy.

The College will provide ongoing notice of the Discrimination Complaint Procedure in its campus publications and on its website, including locations to obtain a copy of the procedure.

SIZE OF CLASSES

There is a maximum of 25 students per instructor for each class.

VA APPROVAL

We are honored to be approved by California State Approving Agency for Veteran's Education to provide training under chapters 30, 35, 38, 106 and 1606 - See bulletin for detailed information.

ADMISSION REQUIREMENTS AND PROCEDURES

When you apply for admission here at BioHealth College, you should have a sincere desire to acquire the knowledge and have a strong urge to want to intake the skills needed to pursue a career in:

- Biotechnology Technician
- Pharmacy Technician
- Business Administration
- Medical Assistant

The admission requirements BioHealth College has for potential students are: you must be 18 years of age, you must have a high school diploma or equivalent, and show the ability to benefit. The ability to benefit will be determined by a personal review with one of our admission representatives and by passing the school's administered entrance exam. The minimum scores for passing the entrance exam are as follows:

- | | |
|----------------------------|----|
| ➤ Biotechnology Technician | 18 |
| ➤ Pharmacy Technician | 18 |
| ➤ Business Administration | 18 |
| ➤ Medical Assistant | 18 |

Foreign students unable to obtain documentation of their education must also meet the above requirements and also have satisfactory English comprehension as all classes are taught in English. Potential students will contact BioHealth College to make an appointment with an admission representative to get information on our courses and tour the facility.

CREDIT FOR PREVIOUS TRAINING OR EXPERIENCE

Credit for previous education may be granted to students who can provide official transcripts from an accredited college or a private college approved by the state of California (BPPE) along with a course outline prior to starting the program not to exceed 3 modules. The student should have passed the course with a grade of 80% or better. The VP of Education will review the transcripts and outline to determine if the program content is comparable to the class being challenged. If it is determined to be acceptable credit then the student will not have to take that module and the tuition along with the books and supplies for that module will be deducted from the total cost of

the program. Credit for previous experience will be granted provided that the student can pass the final exam for that module with a grade of 75% or better. The right to examine and determine the point of entry and the amount of credit to be awarded is reserved by the school. There are no fees for credit transfer. Students who are not awarded any credit may appeal this decision by writing a letter to the President of the school. The President will review the case with the appeals committee and respond with an answer to the student within 5 business days.

CONDUCT POLCY

Students shall at all times, when on school premises, conduct themselves in an orderly and considerate manner, and shall appear for classes in a sober and receptive condition. Violation of this condition is just cause for dismissal. Any student observed under the influence of alcohol or drugs will be terminated from the school. Apparel that is indecent, suggestive, provocative or obscene will not be permitted in the school. Students are also required to keep their individual work areas clean.

TUITION AND FEES

Tuition, fees and supplies will be found on the current addendum which is located on the back page of the catalog.

METHOD FOR COLLECTING DELINQUENT TUTION

Students are counseled before their graduation, if an amount is due, a payment schedule is arranged. If the student does not follow payment guidelines, after 90 days his or her account is turned over to the corporation's collections agency.

HOUSING

BioHealth College does not provide or list housing facilities because the school is located in an area where adequate housing is readily available.

LEARNING RESOURCES / LIBRARY

All books and supplies needed for each program are provided to the students as part of the enrollment agreement. Biohealth College is located near the city's public library. The school also provides added resources such as additional books and dvd's on site available for students to checkout. Information is also provided to students on how to access online library IP12 and computers available to all students between the hours of 1:30pm-5:30pm.

GRADE AVERAGE REQUIRED TO REMAIN IN SCHOOL

An average grade of 70% or better must be obtained to be eligible for a diploma or certificate.

PROGRESS POLICY

Grading System: BioHealth College's grading system is as follows:

<u>GRADE</u>	<u>VALUE</u>	<u>POINTS</u>
A	4.0	90% - 100%
B	3.0	80% - 89%
C	2.0	70% - 79%
D	1.0	60% - 69%
F	0	Below 60%
Pass	Credit Given	

A credit of "INC" indicates that additional course work needs to be submitted to complete the module and must be turned in within 30 days of the end of that module.

SATISFACTORY PROGRESS & MAXIMUM TIME ALLOWED

Quantitative progress is defined as the credit hours achieved divided by the credit hours attempted. To be making satisfactory academic progress, a student's quantitative progress must be at least 90%.

The student's cumulative grade point average is reviewed to determine qualitative progress. The minimum GPA required is 2.0.

Grades of "F" and "I" are counted as hours attempted but not achieved and have a 0.00 value toward the GPA. Repetitions of course work are counted as credit attempted. The lowest grade will be dropped and the highest grade will be used to calculate the GPA.

Course work repeated may adversely affect a student's academic progress in terms of the maximum time frame, which is 150% of the published length of the program.

STUDENT SERVICES

Tutoring is available to all students Monday through Friday from 1:30pm - 5:30pm at no cost.

Counseling is available to students who need help with an academic or a personal problem, they should contact the Vice President of Education.

PRACTICE AND MAKE-UP TIME

Practice/make-up/refresher time is available between 1:00pm-6:00pm, Monday- Friday. Every hour of make-up time is equal to one hour of missed time. Make-up time must be completed within 30 days of time missed. The instructor has to approve and sign the make-up time slip. During make-up time students have the opportunity to make up any work missed.

EARLY COMPLETION

Students may, on occasion (by challenging a module), complete requirements for a program in less time than is indicated in the catalog. No refund is made for early completion. Electives may be substituted for courses from which a student had been exempt, with approval of the President.

CONDITIONS FOR TERMINATION FOR UNSATISFACTORY PROGRESS

When the grade average of a student is unsatisfactory for a current module, the student will be placed on probation. If during the next module, the student's grade average is still unsatisfactory, the student will be terminated.

CONDITIONS FOR RE-ENTRANCE AFTER DISMISSAL

Re-entrance will be approved only after evidence is shown to the President and education committee that conditions which caused the termination for unsatisfactory progress have been rectified. Students participating in Title IV funding must meet eligibility requirements for funding in order to be granted re-entry. The student will then be placed on probation for 30 days.

DESCRIPTION OF PROBATIONARY PERIOD

Any student who is placed on academic/attendance probation has 30 days to bring themselves to satisfactory progress. If the student fails to attain satisfactory progress and grades during this period, he/she will be terminated from school and may not be eligible for re-admission.

APPEAL PROCESS

Students who are terminated for failure to maintain satisfactory academic progress may appeal for reinstatement by written petition to the President and Vice President of Education. The appeals process can begin one week after termination. BioHealth College will respond to the appeal within 5 working days.

ATTENDANCE POLICY

Students are expected to attend class regularly, arriving to the class on time and remaining in class until dismissed. Since attendance and punctuality are integral parts of the work environment, our objective is to prepare graduates for that environment. Class attendance will be reported and recorded each day. To remain in good standing, the student must be in attendance at least 90% of each module. Any student who accumulates absences of over 10% (or 2 days in a module) of their scheduled classes is subject to suspension from their classes and placed on probation. To be removed from probation, the student must prove their ability to maintain their attendance and stay current with class. Students must have a minimum of 90% attendance in order to graduate. Students who miss 11 consecutive days will be automatically withdrawn.

TARDIES / EARLY DEPARTURES

Students are expected to be in class on time and remain in class until class is over. Twenty minutes after the scheduled start of class is a tardy and leaving twenty minutes or more before class is over is an early departure. Four tardies/early departures equal one absence and will be reported to the attendance office.

LEAVES-OF-ABSENCE

Regular attendance and continuity of information are essential for successful completion. A leave of absence is a temporary interruption of a student's program. Students may be granted a leave of absence for unforeseen circumstances which include: Family, medical, death, jury duty, military, employment.

1. A student must request the leave of absence in writing in advance of the beginning date of the leave, and specify a reason for the leave unless unforeseen circumstances prevent the student from doing so.
2. The leave of absence is limited to 90 calendar days in one enrollment period.
3. The student must understand the procedure and implementation for returning from leave of absence to complete the program that he or she began prior to the leave of absence.
4. The institution must approve and document the approval of the leave of absence request.
5. There are no additional charges to the student as a result of the leave of absence.

6. Student's participating in Title IV funds (Financial Aid) must understand that a leave of absence might effect eligibility and a student's failure to return from a leave of absence may change the student's loan repayment term, including expiration on scheduled grace period.

7. An approved leave of absence may be extended for an additional period of time provided that the extension request meets all of the above requirements, and the total length of the leave does not exceed the maximum time limit and/or reentry into the program aligns with the sequence and scheduling of class work for the student's program required to continue their studies.

COURSE COMPLETION/GRADUATION

Upon successful completion of a course of instruction, the student will be awarded a diploma. Successful completion of a course is based on a grade average of 70% or better and attendance of 90% or better. Students who do not complete their program may request a certificate for individual classes completed. Pharmacy Technician and Medical Assistant students must complete 120 hours of externship to be eligible for graduation.

PLACEMENT

Upon successful completion of training, students are eligible for placement assistance. BioHealth College cannot, by law, guarantee employment. The Placement Director of the school assists students in finding employment by maintaining contact with employers and participation in related professional organizations.

STUDENTS TUITION PAYMENT METHODS AND FEE SCHEDULE

All tuition and fees can be paid in advance or on a monthly basis according to the total duration of the course; otherwise students will make arrangements with the financial office prior to starting. Payment options include: Cash, Check, Credit/Debit card, Financial Aid, WIA and other tuition sponsorship programs. In the event an applicant is allowed to have certain courses waived as described under the section "Credit by Examination (Challenge) or Transfer of Credit", the educational tuition will be calculated on a pro-rata basis. A service charge of \$25.00 for all returned checks is applicable. There is a one time registration, tuition and supplies fee. There are no other fees except in the event of circumstances mentioned above.

CANCELLATION/REFUND POLICY

1. You have the right to cancel this agreement for a course of instruction including any equipment such as books, materials and supplies or any other goods related to the instruction offered in this Agreement, until midnight of the seventh business day after the first class you attended. Business day means a day on which you were scheduled to attend a class session.
2. Cancellation shall occur when you give written notice of cancellation at the address of the School shown on the front page of this catalog. You can do this by mail, hand delivery or telegram. The written notice of cancellation, if sent by mail, is effective when deposited in the mail and properly addressed with postage prepaid.
3. The written notice of cancellation need not take any particular form and, however, expressed, it is effective if it shows that you no longer wish to be bound by your enrollment agreement. You will be given a Notice of Cancellation form to use during your Orientation or first day of class, but you can use any written notice that you wish.
4. If the School has given you any equipment, including books or other material, you shall return it to the School within 30 days following the date of your notice of cancellation. If you fail to return this equipment, including books, or other materials, in good condition, within the 30-day period, the School may deduct its documented cost for the equipment from any refund that may be due to you. Once you pay for the equipment it is yours to keep without further obligation.
5. If you cancel your agreement, the School will refund any money that you paid, less any deduction for equipment not timely returned in good condition, within 30 days after your notice of cancellation is received.
6. Students who have not visited the school facility prior to enrollment will have the opportunity to withdraw without penalty within three days, following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment.
7. If the program is cancelled by the school or if a student is rejected or if a student no shows/never starts their program, they will receive a full refund.

STATE PRO RATA REFUND CALCULATION

Under a state pro rata refund, the school calculates refund based on the total numbers of hours remaining to completion when that student withdraws on or before the 60% point in time in the period of enrollment. If a student completes more than 60% of the program they are not entitled to a refund:

Example: Assume that a student, upon enrollment in a 720 hour (32 weeks) program that costs \$6,400 for tuition, \$75 for registration fee, and \$325 for books and supplies, as specified in the enrollment agreement, and withdraws after completion 240 hours without returning the books and supplies he/she obtained. The state pro-rata refund to the student would be \$4,267 based on the calculation stated below. If the student returns the books and supplies in good condition within 30 days following his/her withdrawal, the school shall refund the charge for the books and supplies paid by the student.

Amount Paid for Instruction	Registration Fee	Refund Amount
\$ 6,475	- \$75	x 480 = \$4,267
(\$6,475 tuition+ \$75 reg. fee)	Student paid for 720 hrs of Instruction	Actual refund amount

If the student returns the books and supplies in good condition, allowing for reasonable wear and tear, the actual refund to the student would be \$4,592 (\$4,267+\$325).

You may be entitled to a refund should the school close through the Student Tuition Recovery Fund. However, if you are a Non-California resident you will not be eligible for the student recovery fund.

FINANCIAL AID

Financial aid is available for those who qualify based on financial need. BioHealth College offers FFEL, Direct loans and PELL grants to qualified students. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds. It is emphasized strongly, to all who do qualify for Title IV loans, that they be repaid per term of the loans and should students withdraw at any time during the scheduled school term, the refund policies in this catalog shall apply.

FINANCIAL AID CONSUMER INFORMATION

Financial Aid - FAFSA

The Financial Aid department at BioHealth College can help you through the process. Potential students can apply for Financial Assistance. Start the first step in qualifying for financial assistance by completing and filing the Free application

Federal Pell Grant

A Federal Pell Grant, unlike a loan, does not have to be repaid. Pell Grants are awarded usually only to undergraduate students who have not earned a bachelor's or a professional degree. (In some cases, however, a student enrolled in a post-baccalaureate teacher certification program might receive a Pell Grant.) Pell Grants are considered a foundation of federal financial aid, to which, aid from other federal and non-federal sources might be added.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The Federal Supplemental Educational Opportunity Grant (FSEOG) program is for undergraduates with exceptional financial need. Pell Grant recipients with the lowest expected family contributions (EFCs) will be considered first for a FSEOG. Just like Pell Grants, the FSEOG does not have to be repaid.

Direct Stafford Loans

Direct Stafford Loans, from the William D. Ford Federal Direct Loan (Direct Loan) Program, are low-interest loans for eligible students to help cover the cost. Eligible students borrow directly from the U.S. Department of Education (the Department) at participating schools.

Direct Stafford Loans include the following types of loans:

- **Direct Subsidized Loans**—Direct Subsidized Loans are for students with financial need. Your school will review the results of your Free Application for Federal Student Aid (FAFSASM) and determine the amount you can borrow. You are not charged interest while you're in school at least half-time and during grace periods and deferment periods.
- **Direct Unsubsidized Loans**—You are not required to demonstrate **financial** need to receive a Direct Unsubsidized Loan. Like subsidized loans, your school will determine the amount you can borrow.

Interest accrues (accumulates) on an unsubsidized loan from the time it's first paid out. You can pay the interest while you are in school and during grace periods and deferment or forbearance periods, or you can allow it to accrue and be capitalized (that is, added to the principal amount of your loan). If you choose not to pay the interest as it accrues, this will increase the total amount you have to repay because you will be charged interest on a higher principal amount.

Direct PLUS Loans for Parents

Parents of [dependent students](#) may apply for a Direct PLUS Loan to help pay their child's education expenses as long as certain eligibility requirements are met. Graduate and professional students may apply for PLUS Loans for their own expenses; [click here](#) for details.

To be eligible for a Direct PLUS Loan for Parents:

- The parent borrower must be the student's biological or adoptive parent. In some cases, the student's [step parent](#) may be eligible.
- The student must be a dependent student who is enrolled at least half-time at a school that participates in the Direct Loan Program. Generally, a student is considered dependent if he or she is under 24 years of age, has no dependents, and is not married, a veteran, a graduate or professional degree student, or a ward of the court.
- The parent borrower must not have an adverse credit history (a credit check will be done). If the parent does not pass the credit check, the parent may still receive a loan if someone (such as a relative or friend who is able to pass the credit check) agrees to endorse the loan. The endorser promises to repay the loan if the parent fails to do so. The parent may also still receive a loan if he or she can demonstrate extenuating circumstances.
- The student and parent must be U.S. citizens or eligible noncitizens, must not be in default on any federal education loans or owe an overpayment on a federal education grant, and must meet other general eligibility requirements for the federal student aid programs.
- Additional loan types provided under the Direct Loan Program, include Direct Stafford Loans (for undergraduate and graduate students), Direct PLUS Loans (for graduate and professional degree students), and Direct Consolidation Loans (to combine federal education loan debts into a single loan).

RETURN OF TITLE IV

Return of Title IV Policy

BioHealth College uses the Federal Return of Title IV funds formula (R2T4) which dictates the amount of Federal Title IV aid that must be returned to the federal government or the lending institution by the school and/or the student. The federal formula is applicable to an eligible student receiving federal aid when that student withdraws on or before the 60% point in time in the period of enrollment. If a student does not begin training, the R2T4 formula does not apply.

Student Withdrawals

For official withdrawals a student's withdrawal date is the date the school received notice from the student that they are withdrawing.

If no notice is received, a student's withdrawal date is their last day of attendance.

The school's determination that a student is no longer in school for unofficial withdrawals is determined by non attendance for a period of two weeks.

The federal formula requires a Return of Title IV calculation if the student received or could have received (based on eligibility criteria) federal financial assistance in the form of Pell Grants, Stafford Loans or Plus loans and withdraws on or before completing 60% of the payment period. The percentage of Title IV aid earned is equal to the percentage of the payment period that was completed as of the withdrawal date if this occurs on or before the 60% point of time. The percentage that has not been earned is calculated by subtracting the percentage of Title IV aid earned from 100%.

The percentage of the payment period completed is calculated by the hours scheduled in the period of enrollment as of the withdrawal date divided by the scheduled hours in the payment period.

The amount to be returned is calculated by subtracting the amount of Title IV assistance earned from the amount of Title IV aid that was or could have been disbursed as of the withdrawal date.

If a student receives less Title IV funds than the amount earned, the school will offer the student a disbursement of the earned aid that was not received at the time of their withdrawal which is a post withdrawal disbursement. Post withdrawal disbursements will be made from

Pell grant funds first if eligible. If there are current educational costs still due the school at the time of withdrawal, a Pell grant post withdrawal disbursement will be credited to the student's account. Any Pell grant funds in excess of current educational costs will be offered to the student. Any federal loan program funds due in a post withdrawal disbursement must be offered to the

student and the school must receive the student's permission before crediting their account.

The following Title IV refund distribution is used for all FA students due a refund:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Unsubsidized Direct Stafford Loan
4. Subsidized Direct Stafford Loan
5. Federal PLUS Loan
6. Direct PLUS Loan
7. Federal Pell Grant

Refunds will be made to the federal programs within 45 days of the student's last day of attendance.

The statute requires that a student is responsible for all unearned Title IV program assistance that the school is not required to return. This is determined by subtracting the amount returned by the school from the total amount of unearned Title IV funds to be returned.

STUDENT RECORDS

The information in the student files is confidential. A student may view the information contained in his/her file at any time. The college requires a signed release if the student wants information released to anyone other than appropriate governmental funding agencies. The school retains student's transcripts permanently and student files are kept for 5 years.

UNIVERSITY AFFILIATIONS

BioHealth College is proud to announce affiliations with the University of Northern California, Kaplan University and Fredrick Taylor University. These universities are willing to accept all units included in BioHealth College programs as transferable credit units for students, continuing their education by studying Bachelor or Masters Degrees at these universities. To transfer out from BioHealth College, the school offers official transcripts, guidance counseling, and course outline along with a breakdown of credit to be awarded by the above named institutions.

DRESS CODE

Students are not allowed to wear any shorts, tank tops, sandals or workout clothing. Failure to comply with any and/or all of the above stated terms will be grounds for termination from the school.

DRUG AWARENESS

The VP of Education will explain the programs available in the area that specialize in the drug abuse treatment. He also will explain the problems associated with the use of drugs, and the legal and medical ramifications that can arise. BioHealth College is a drug free workplace. Any student found using a controlled substance on campus or at any college sponsored activity is subject to immediate dismissal.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Biohealth College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the diploma you earn in Biotechnology Technician, Medical Assistant, Pharmacy Technician or Business Administration is also at the complete discretion of the institution to which you may seek to transfer. If the credits or diploma 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 Biohealth College to determine if your credits or diploma will transfer.

Any students who would like to transfer credits from BioHealth College to another educational institution not affiliated with the school, upon request will be provided an official transcript and a course outline of the program that they have completed.

BIOHEALTH COLLEGE CREDIT HOUR POLICY

The school uses the clock-to-credit hour conversion for lecture, laboratory, and externship/internship. These credit hours are measured in quarter credits.

For Academic Purposes

Lecture Quarter Credit Hours:

Lecture hours are instructional hours consisting of theory or new principles. A minimum of 10 lecture hours are awarded for 1 quarter credit.

Laboratory Quarter Credit Hours:

Laboratory hours are instructional hours consisting of supervised student practice of previously introduced theory/principle during which practical skills and knowledge are developed and reinforced. A minimum of 20 hours laboratory hours are needed to award 1 quarter credit.

Externship/Internship Quarter Credit Hours:

Externship/Internship hours are instructional hours consisting of supervised work experience activities related to skills/knowledge acquired during the training program. A minimum of 30 externship/internship hours are needed to award 1 quarter credit.

For Financial Aid Purposes

Clock Hour to Credit Hour Conversion

For financial aid purposes, clock to credit hours is as follows:

1 quarter credit hour is based on 25 clock hours of direct faculty instruction and a minimum of 2 hours of out of class student work each week.

RULES AND REGULATIONS

- All students must abide by the following school rules:
- Students must treat the administration, faculty and fellow students with respect.
 - Students must not use abusive language.
 - Student must be in attendance of the school at least 90% of the scheduled class hours.
 - Students are provided an opportunity to make up course work. Make up tests are given after school as arranged by the instructor.
 - Tuition payments must be made as scheduled.

PROCEDURE FOR PROBLEMS / COMPLAINTS THAT DO NOT INVOLVE DISCRIMINATION

For complaints of discrimination, refer to the Discrimination Complaint Procedure on page 4. Persons seeking to resolve other problems or complaints should first contact the instructor in charge. If you do not feel comfortable enough to seek help through the instructor students should take issues to the Vice President of Education. If the issue is still not resolved, requests for further action may be made to the President of BioHealth College.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling the number below or by completing a complaint form which can be obtained on the bureau's internet web site.

Unresolved complaints as well as any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to:

**The State of California Bureau for Private
Postsecondary Education**

**2535 Capitol Oaks Drive, Suite 400
Sacramento, CA 95833**

Toll Free: (888)370-7589 - Fax: (916)263-1897

www.bppe.ca.gov

Or

ACCET

**1722 N. Street, NW
Washington, D.C. 20036
Tel: 202-955-1113**

Both BPPE and ACCET detailed complaint procedures are posted in each classroom.

All information in the content of this catalog is current, true and correct – and is hereby certified as true by Sam Shirazi

Sam Shirazi
President/CEO
BioHealth College



Legal Control

BioHealth College is legally controlled by BioHealth College Inc. A California corporation established in San Jose, CA. Stockholder: Sam Shirazi

BioHealth College Faculty & Staff

Dr. Sam Shirazi	President/CEO, Ph.D Business Administration	Dr. Carol Coloma	Biotechnology Technician Instructor Ph.D – Agriculture and Biotechnology
Seyed Mir	Vice President of Education, BA Educational Psychology MS Business Information	Cindy Nguyen	Pharmacy Technician Instructor, Pharmacy Board Certified
Susanna Martinez	Financial Aid Director	Lisa Padilla	Pharmacy Technician Instructor, Pharmacy Board Certified
Tabassum Javed	Financial Aid Officer	Dr. Fred Dalili	Biotech Business Management Instructor Ph.D – Education
Jai Sharma	Admissions Director	Joe Tavasolli	Biotechnology Technician Instructor BS – Engineering
John White	Admissions Advisor	Harkiran Singh	Biotechnology Technician Instructor BS – Biotechnology
Edmon Yafai	Admissions Advisor	Neha Chaudhari	Biotechnology Technician Instructor MS – Pharmacy
Cheryl Comiskey	Business Administration Director	Riddhi Patel	Biotechnology Technician Instructor MS – Biology
Claudia Gallegos	Placement Director	Cindy Yin	Biotechnology Technician Instructor BS – Genetics
Maria Gonzalez	Placement Advisor	Stacey Peralta	Biotechnology Technician Instructor MS – Biology
Gladys Valenzuela	Registrar	Sudeshna Dey	Biotechnology Technician Instructor MS – Molecular Biology
Jamie Son	Administrative Assistant	Jasmine Rios	Business Administration Instructor
Dr. Zara Minassian	Medical Assistant Instructor Medical Doctor – Internal Medicine	Lisa Cunningham	Business Administration Instructor
Dr. Lili Banihashemi	Biotechnology Technician Instructor Ph.D – Microbiology		
Dr. Krassi Pentcheva	Medical Assistant Instructor Medical Doctor		

The Advisory Board Members

Dr. Bahram Azadeh	Histopathologist / Royal Liverpool University Hospital, Liverpool, UK
Mr. Bruce Filsuf	President / Infinity Health Search
Dr. Houman Novrabakhsh	Biotechnology Department Manager / Stanford University
Mr. H. Khossravvi	President / California Tax Advisory
Ms. Dawn Afshar	Senior Clinical Research Scientist / Genentech
Dr. Shadi Farhangrazi	Executive Director of the Institute for Advancement of Science Education and Public Policy

BIOTECHNOLOGY TECHNICIAN

The Biotechnology Technician Curriculum prepares the students to work in the bioscience industry in the areas of research and development, quality systems, production, clinical testing and diagnostic work. Potential employers include biotechnology and pharmaceutical companies as well as clinical laboratories in hospitals, universities, government and independent settings. As the biotechnology industry expands, more people will be needed to train new workers and manage bioscience facilities.

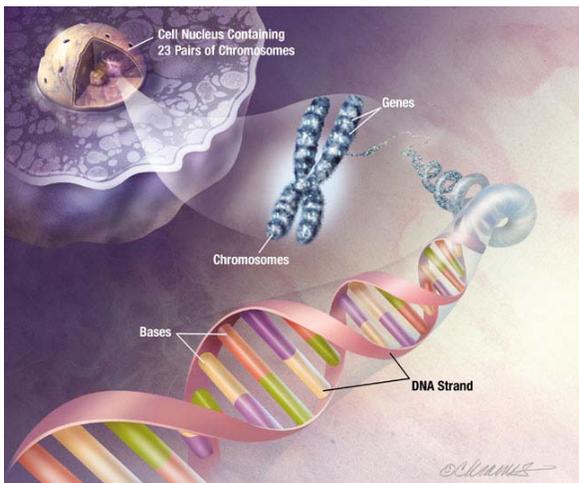
Biotechnology technicians perform experiments and assays, manufacture products and assist with research using a variety of technical skills.

The purpose of the program is to provide the students with the theory and hands-on experience necessary for an entry-level position as a Biotechnology Technician. Specific job functions may include responsibility for testing procedures, product manufacturing, material processing, monitoring and record keeping, equipment maintenance, inventory control, inspection techniques and use of standards for quality assurance, collection and evaluation of data and assisting with research. Technicians also observe and document safe practices, communicate and document information.

PREREQUISITES

The student must be at least 18 years of age and have a high school diploma or GED and pass the entrance exam of BioHealth College to enroll in this program.





PROGRAM LENGTH

Days: 25 hours per week for 30 weeks.

- Total number of hours: 730 hours.
57 Quarter Credit Hours

Evenings: 20 hrs per week for 37 weeks.

- Total number of hours: 730 hours.
57 Quarter Credit Hours

PROGRAM CONTENTS

MODULE 1 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Basic Chemistry and Math

Students will be learning Introduction to Chemistry and Biochemistry, review of small molecules, naming elements and learning the terms and functions of atoms, protons, neutrons, electrons and many more. This module also includes basic math, such as addition, multiplication, subtraction, division, and fractions.

MODULE 2 100 hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Introduction to Cell and Molecular Biology

This module teaches molecular evolution, cell theory, microscopy, cell structure, plasma membrane, biologically important organic molecules, energy, enzymes, catabolism, anabolism, autotrophic metabolism, information flow in the cell (protein synthesis), genetic change, biotechnology, cell growth and reproduction and the chemical properties of life.

MODULE 3 100 Hours– 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Computer Business Applications Software

In this module students are familiarized with Microsoft Office MS Word and commands such as edit, format, print, save and basic micros to create reports. You will also be learning Microsoft Excel to create spreadsheets, cells, rows, and columns and how to enter numbers and tables and create simple formulas.

MODULE 4 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

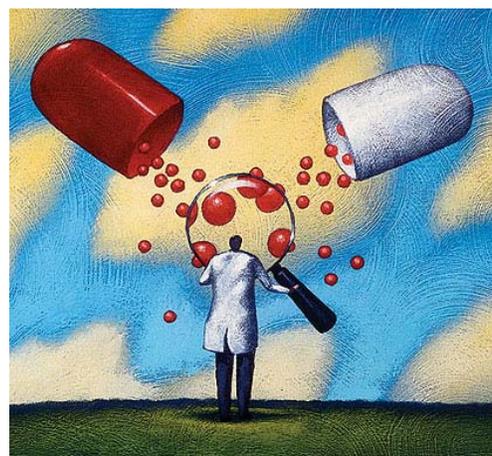
Foundation of Biotechnology and Genetic Engineering

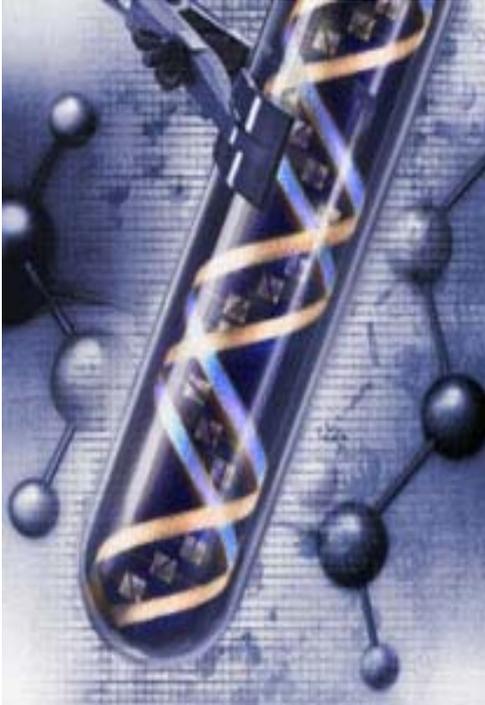
This module includes an overview of the origin and development of biotechnology and the bioscience industries. It also includes the study of cell growth, and medical and food products. This course will examine how genes work and how they can be manipulated and cloned. Topics include DNA and protein synthesis, genetic engineering, and DNA fingerprinting.

MODULE 5 100 Hours– 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Introduction to Bioinformatics

In this module you will be introduced to UNIX program and applications, literature search, databases, comparison, homology, alignments, sequences, primer design, patterns, phylogenetic studies and protein structures.

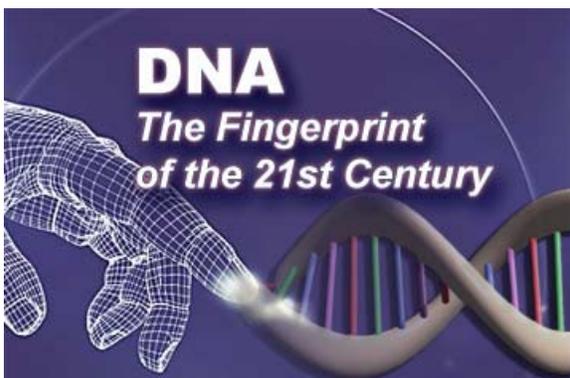




MODULE 6 100 Hours – 7 Credit Hours
(40 Lecture Hours / 60 Laboratory Hours)

Biotechnology Laboratory

This module will instruct you in light microscopy, aseptic/sterile technique, calibration/use of pH meters, calibration/use of micropipettes, use of balances, preparation of reagents/buffers, measurement, centrifugation, spectrophotometry-vis, microbiology – plating, culturing, staining, enumeration, hemacytometer counting. Chromatography – paper/TLC/GC/HPLC (theory).



MODULE 7 100 Hours – 7 Credit Hours
(40 Lecture Hours / 60 Laboratory Hours)

Biotechnology Advanced Laboratory

In this module students are taught electrophoresis - SDS PAGE/Agarose, protein detection and purification, protein assay using Bradford Assay, ELISA, DNA isolation and purification, restriction digestion, southern blot (theory), PCR, DNA fingerprinting, general skills, math skills, standard curves, dilutions, computer skills, spreadsheets, graphing, teamwork, ethics, oral presentation of data, safety practices, familiarity with SOPs/GMP's, proper documentation/laboratory records and notebook standards..

MODULE 8 30 Hours – 3 Credit Hours
(30 Lecture Hours)

Career Development/Job Preparation

The students will be preparing for job interviews, resume writing and job developing.



PHARMACY TECHNICIAN

The Pharmacy Technician curriculum includes pharmacy theory, laboratory instruction, clinical instruction and clinical experiences in area pharmacies. The pharmacy technician program prepares the student for entry-level positions assisting the pharmacist in his or her practice, as well as other positions described in this section. The Pharmacy Technician is skilled in the practical and mechanical aspects of pharmacy practice, assisting in the various activities of inventory management, compounding and dispensing of medications. Such duties include, but need not be limited to: maintaining patient records, retrieving and packaging medication doses, filling and distributing, maintaining inventories of drug supplies and mixing of parental fluids.

The role of the Pharmacy Technician, and professionals working within the pharmacy environment, continues to grow and change. Today, Pharmacy Technicians work in any number of pharmacy environments, such as HMO pharmacies, hospital pharmacies, private and retail pharmacies and urgent care or multi-specialty clinic pharmacies. The purpose of this program is to provide the student with the theory and hands-on experience necessary for an entry-level position as a pharmacy technician capable of working in any pharmacy environment.

You can apply for a pharmacy technician license with the California State Board of Pharmacy if:

- You are at least 18 years of age, *and*
- You have a **high school diploma** or **GED**, *and*
- You have a valid Social Security number, *and*
- You pass a criminal background check (done with Live Scan fingerprints), *and*
- You meet at least **one** of the following criteria :
- Have completed a course of training specified by the California Board of Pharmacy in section 1793.6 of State Board of Pharmacy Rules and Regulations.

This program meets the state training/educational requirements for eligibility for licensure.

PREREQUISITES

The student must be at least 18 years of age and have a high school diploma or GED and pass the entrance exam of BioHealth College to enroll in this program.



PROGRAM LENGTH

Days: 25 hours per week for 30 weeks.

- Total number of hours: 750 hours.
55 Quarter Credit Hours

Evenings: 20 hours per week for 38 weeks.

- Total number of hours: 750 hours.
55 Quarter Credit Hours

PROGRAM CONTENTS

MODULE 1 100 Hours – 8 Credit Hours

(60 Lecture Hours / 40 Laboratory Hours)

Introduction to Pharmacy/Law

An introduction to Pharmacy outpatient, inpatient, retail settings, storage, inventory control, packaging, labeling and distribution of drugs is learned. California and Pharmacy law is discussed in detail.



MODULE 2 100 Hours – 8 Credit Hours

(60 Lecture Hours / 40 Laboratory Hours)

Drug Distribution

This module includes the nature, action and usage of drugs. Description, adverse reactions, contraindications, indications and dosage of administrative precautions of the drugs supplied are discussed. This also includes understanding the doctor's orders and processing collection of billing medications.



MODULE 3 100 Hours – 8 Credit Hours

(60 Lecture Hours / 40 Laboratory Hours)

Pharmacology

Students learn the use and effects of drugs commonly used to treat diseases affecting the different systems of the body. To achieve this, students must first master basic anatomy and physiology of the body system.



MODULE 4 100 Hours – 8 Credit Hours

(60 Lecture Hours / 40 Laboratory Hours)

Admixture

At the end of this module students should be able to understand various, different IV solutions. Students will also learn aseptic technique, proper preparation of IV's and the calculation of various IV admixtures are learned.



MODULE 5 100 Hours – 8 Credit Hours

(60 Lecture Hours / 40 Laboratory Hours)

Pharmaceutical Compounding

The quality assurance, procedures to compound non-sterile pharmaceutical products is the focus of this course. It includes calculation of appropriate amounts of each ingredient and the correct pharmaceutical techniques.

MODULE 6 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Institutional Pharmacy

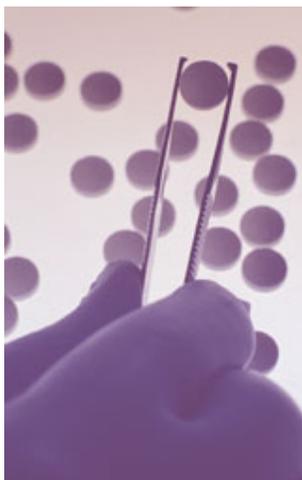
This module discusses the technician's role in assisting the pharmacist. Interpretation of various pharmacy profiles is developed. The Drug Information Center, which provides information to different hospitals, is discussed. The students will also understand the medication administration Process and record keeping.



MODULE 7 120 Hours – 4 Credit Hours
(120 Externship Hours)

Pharmacy Externship

Students will work at a pharmacy experiential learning site under the direct supervision of a pharmacist, performing the duties of a pharmacy technician through practical application of acquired skills and knowledge.



MODULE 8 30 Hours – 3 Credit Hours
(30 Lecture Hours)

Career Development/Job Preparation

The students will be preparing for job interviews, resume writing and job development.



BUSINESS ADMINISTRATION

The Business Administration program provides both technical and practical training, which will enable the office professional to function as a competent assistant to management staff. The program provides the student with the basic knowledge of and practice in computer skills, writing skills, computation skills, and computerized accounting. This course will prepare the certified graduate to function, at an entry-level competency, as an administrative assistant to management staff. Training encompasses a thorough understanding of the duties, responsibilities, skills, and knowledge required of an administrative assistant.

PREREQUISITES

The student must be at least 18 years of age and have a high school diploma or GED and pass the entrance exam of BioHealth College to enroll in this program.

PROGRAM LENGTH

Days: 25 hours per week for 30 weeks.

- Total number of hours: 720 hours.
54 Quarter Credit Hours

Evenings: 20 hours per week for 37 weeks.

- Total number of hours: 720 hours.
54 Quarter Credit Hours



PROGRAM CONTENTS

MODULE 1 100 Hours – 6 Credit Hours
(20 Lecture Hours / 80 Laboratory Hours)

Introduction to Computer

Skills/ Keyboarding

In this module, students will be introduced to the fundamentals of computers, Windows XP. In addition, students will build keyboard speed and accuracy. Subjects covered include, but are not limited to The History of Microcomputers, How Microcomputers Work, and Interacting with Your Computer, storing information in a Computer, Exploring Windows XP Desktop, Exploring Disk Organization, and Word-Level Key stroking practice.



MODULE 2 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Word Processing and Office Skills

In this module, students will become proficient in word processing and office procedures.

Some of the subjects that are covered are Producing and Printing Documents; Electronic File Organization, Applying Character, Paragraph and Document Formatting; Creating, Editing and Printing Tables; Working with Office Technology; Communicating Effectively' Preparing Travel Arrangements; Assist in Meeting Preparation.

MODULE 3 100 Hours – 6 Credit Hours
(20 Lecture Hours / 80 Laboratory Hours)

Writing Skills

In this module, students will become proficient in writing documents. The different subjects that are covered are identifying parts of speech; Composing Grammatically-correct Sentences, paragraphs and Documents; Proofreading Accurately; Developing Report Planning and Research Skills.



MODULE 4 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Spreadsheet Skills

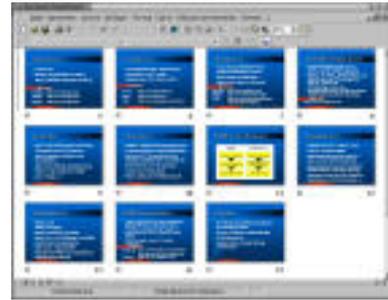
In this module, students will become proficient in computerize accounting using Microsoft Excel spreadsheets. Some of the subjects that will be covered include creating spreadsheet cells, columns and rows; Entering numbers and tables and creating simple formulas; Developing income statements and balance sheets.

193	JUNE 2001 TRADING										TOTALS:	1840
194	DATE	SYMBOL	BOUGHT	PRICE	SOLD	PRICE	GROSS	20% TAX	FEE	NET		
196	4-Jun	AOL	500	51.75	500	52.15	200	40	20	140		
197	4-Jun	AOL	500	51.65	500	51.95	150	30	20	100		
198	4-Jun	AMGN	500	52.2	500	53.6	200	40	20	140		
199	5-Jun	MSFT	1000	70.65	1000	72.35	1700	340	20	1340		
200	5-Jun	TXN	1000	36.3	1000	35.1	-1200	240	20	580		
201	5-Jun	TXN	500	36	500	36.45	225	45	20	160		
202	5-Jun	DELL	1000	25.2	1000	26.4	1200	240	20	940		
203							0	0	0	0		
204							0	0	0	0		
205							0	0	0	0		
206							0	0	0	0		
207		TOTAL FEES:	140									
208		TOTAL NET:	1840									

MODULE 5 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Presentations and Business Math Skills

In this module, students will become proficient in Microsoft PowerPoint and business math skills. Subjects covered include, but are not limited to: Creating, editing, presenting, saving and printing a presentation; Adding special features and animation to presentations.



MODULE 6 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Records and Database Management Skills

In this module, students will become proficient in Microsoft Access and records and data management. Some subjects that are covered include, but are not limited to: Analyzing your Data and turning Data into meaningful information.

MODULE 7 100 Hours – 8 Credit Hours
(60 Lecture Hours / 40 Laboratory Hours)

Introduction to Web Development/Outlook

In this module, students will become more proficient in Microsoft Outlook and organizing e-mail messages, schedules, tasks, notes, contacts and other information. Students will learn how to make basic web sites with Microsoft Front Page.

MODULE 8 20 hours - 2 Credit Hours
(20 Lecture Hours)

Career Development/ Job Preparation

The students will be preparing for job interviews, resume writing and job developing.



MEDICAL ASSISTANT

This program is designed to accommodate today's medical environment because Healthcare continues to have a need for skilled individuals, who can be involved with physicians' offices or clinics or hospitals. This program provides the students with the basic knowledge of and practice in computer skills, Medical Office Procedures, Medical Terminology, Vital signs, Medical records and Insurance Laws, Insurance billing, Anatomy and Health Science, Pharmacology and Hematology among others. Through a combination of lectures and hands-on lab, students will learn and perform administration operations of a medical assistant

PREREQUISITES

The student must be at least 18 years of age and have a high school diploma or GED and pass the entrance exam of BioHealth College to enroll in this program.

PROGRAM LENGTH

Days: 25 hours per week for 30 weeks.

- Total number of hours: 750 hours.
56 Quarter Credit Hours

Evenings: 20 hours per week for 37 weeks.

- Total number of hours: 750 hours.
56 Quarter Credit Hours



PROGRAM CONTENTS

Module 1 100 hours – 7 Credit Hours
(40 Lecture Hours / 60 Laboratory Hours)

Computer Business Applications Software

In this module students will be familiarized with Microsoft office MS Word and commands such as edit, format, print, save and basic micros to create reports. Students will also be learning Microsoft Excel to create spreadsheets, cells, rows, and columns and how to enter numbers and tables and create simple formulas.

Module 2 100 hours – 9 Credit Hours
(80 Lecture Hours / 20 Laboratory Hours)

Medical Office Procedures

In this module, students will become proficient in today's Medical office procedures. Subjects covered include, but are not limited to: Understanding of Administrative Medical Assistant, communication skills, maintenance of medical records, files, medical charts and reports, Telephone procedures, schedule and monitor appointments, Creating, maintaining, updating medical forms, receiving and sending office communications, Office Management Equipments and Medical Ethics and Liability.

Module 3 100 hours – 9 Credit Hours
(80 Lecture Hours / 20 Laboratory Hours)

Medical Terminology

In this module, students will become proficient in analyze the component parts of a medical term, Define prefixes, suffixes, and root words in building medical terms, correlate and use medical word components as proper, medical terminology, define terms that apply to the structural organization of the body, body cavities and organs within those cavities, anatomical divisions of the body, and become acquainted with terms, which describe positions, directions, and planes of the body. Students also become acquainted with terms describing medical and health professionals, utilize medical vocabulary which describes pathological conditions that may affect the body system, utilize medical vocabulary which defines abnormal conditions of the body systems.

Module 4 100 hours – 9 Credit Hours
(80 Lecture Hours / 20 Laboratory Hours)

Anatomy and Physiology

In this module, students will become proficient in Human Anatomy and Physiology Subjects covered include, but are not limited to:

Anatomical descriptions, fundamental structure and functions of the nervous system, the senses, the muscular system, the respiratory system, the immune system, the circulatory system, the digestive system, the urinary system and many more.

Module 5 100 hours – 9 Credit Hours
(80 Lecture Hours / 20 Laboratory Hours)

Health Science

Students will learn about genetic disorders, cellular division, mutations, and importance of the body's chemistry. Students will learn to identify diseases / disorders of the circulatory system, the nervous system, the digestive system and more. Students will

learn to identify tests utilized in diagnosing diseases / disorders of different body systems.

Module 6 100 hours – 6 Credit Hours
(20 Lecture Hours / 80 Laboratory Hours)

Clinical Medical Assisting

In this module, students will become proficient in Medical back office.

Subjects covered include, but are not limited to:

Preparing patients for examination, specimen collection, laboratory procedures, assisting with medications, emergencies, acute illness, diagnostic tests, obtaining vital signs Students will learn about general back office safety measures.

Module 7 120 hours – 4 Credit Hours
(120 Externship Hours)

Medical Assisting Externship

Students will work at a medical experiential learning site under the direct supervision of a supervising physician or other qualified medical professional, performing the duties of a clinical medical assistance through practical application of acquired skills and knowledge

Module 8: 30 Hours – 3 Credit Hours
(30 Lecture Hours)

Career Development/Job Preparation

The students will be preparing for job interviews, resume writing and job developing.



Pricing Addendum

<i>Course</i>	<i>Tuition</i>	<i>Supplies</i>	<i>Reg. fee</i>	<i>STRF</i>	<i>Total</i>	<i>Quarter Credits.</i>
Biotechnology Technician	\$10,395.00	\$375.00	\$200.00	\$25.00	\$10,995.00	57
Business Administration	\$8,170.00	\$600.00	\$200.00	\$25.00	\$8,995.00	54
Medical Assistant	\$10,270.00	\$500.00	\$200.00	\$25.00	\$10,995.00	56
Pharmacy Technician	\$9,420.00	\$350.00	\$200.00	\$25.00	\$9,995.00	55

**Program Start and End Dates for all Programs offered at
BioHealth College for the calendar year 2011**

Day Session	Projected Graduation Dates	
Module Start Dates	730 hours	750 hours
01/04/11	08/05/11	08/11/11
02/03/11	09/02/11	09/09/11
03/07/11	10/03/11	10/07/11
04/04/11	11/01/11	11/07/11
05/02/11	12/02/11	12/08/11
05/31/11	01/10/12	01/17/12
06/29/11	02/08/12	02/14/12
08/01/11	03/09/12	03/15/12
08/29/11	04/06/12	04/12/12
09/27/11	05/04/12	05/10/12
10/26/11	06/04/12	06/08/12
11/28/11	07/03/12	07/10/12

Evening Session	Projected Graduation Dates	
Module Start Dates	730 hours	750 hours
01/27/11	10/13/11	10/20/11
03/07/11	11/21/11	11/30/11
04/11/11	01/11/12	01/19/12
05/16/11	02/16/12	02/24/12
06/21/11	03/26/12	04/02/12
07/27/11	04/30/12	05/07/12
08/31/11	06/05/12	06/12/12
10/06/11	07/12/12	07/19/12
11/14/11	08/16/12	08/23/12