



## WELCOME FROM THE PRESIDENT/DEAN OF ACADEMICS (CATALOG)



*Dear Prospective Student,*

*Welcome to Golden State University. Thank you for considering Golden State University, California. You have a wide choice among schools of Asian medicine, and we are proud that you have an interest in us.*

*Because of California state requirements, our curriculum is quite extensive and demanding. Educational standards are excellent and graduates emerge confident in their clinical abilities.*

*We are committed to presenting information about the University and its philosophy, curriculum, class schedules, tuition and fees. However, this does not replace the excitement and real truth of the traditional ancient wisdom demonstrated in our teachings. As a student at the University, we think you will experience this as you learn and study along with fellow students. We also think you will see this in clinical training where you will experience acupuncture, herbal medicine, and tu-nai therapies. Our teachings are living proof that the ancient wisdom works in a modern society.*

*We encourage you to read through the catalog closely and call us with any questions that may arise and we welcome you to visit our campus as you consider your options. We compliment you on your choice of professions and are honored to be of service to you in your educational endeavors.*

*Sincerest regards,*  
Sunny S. Kim  
*Sunny S. Kim, Ph.D., L.Ac.*  
*President*



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## Required Bureau for Private Postsecondary Education Disclosures

### Catalog Update (5 CCR 71810(a))

This institution, pursuant to section 94909 of the Ed Code, annually updates this catalog. Annual updates may be made by the use of supplements or inserts accompanying this catalog. If changes in educational programs, educational services, procedures, or policies required to be included in the catalog by statute or regulation are implemented before the issuance of the annually updated catalog, those changes shall be reflected at the time they are made in supplements or inserts accompanying this catalog.

- The institution is located at 9047 E. Florence Ave., #L, Downey, CA 90240
- (562) 965-5112 [www.goldenstateuniv.us](http://www.goldenstateuniv.us)
- Golden State University is incorporated in the state of California as a private proprietary corporation under the laws and regulations of the State of California C3151859.
- This is a private for-profit institution temporarily approved to operate by the Bureau for Private Postsecondary and Vocational Education on April 26, 2006. Currently, the BPPE is reviewing the institution to approve permanently.
- Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capital Oaks, Suite 400 Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll free telephone number (888) 370-7589 or by fax (916) 263-1897.
- 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.
- 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 or by completing a complaint form, which can be obtained on the bureau's Internet Web [www.bppe.ca.gov](http://www.bppe.ca.gov)
- **Courses and clinical training are conducted at 9047 E. Florence Ave., #L., Downey, CA 90240**



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

*(Ed. Code §94909(a)(8)(B))*

You have 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. CEC 94911(e)(1) If you wish to cancel this agreement, provide a written notice that states that you no longer wish to be bound by this agreement. Your notice must be timely delivered to the institution. If your notice is mailed, it must be postmarked on or before the date notice is required.

## **TRANSFER CREDITS.**

*(Ed. Code §94909(a)(8)(A)), (5 CCR §71770(b)) and (5CCR §71770(b)(1)through(3))*

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

The transferability of credits you earn at GOLDEN STATE UNIVERSITY is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Master's Degree you earn in the Master of Science Degree program at GOLDEN STATE UNIVERSITY is also at the complete discretion of the institution to which you may seek to transfer. If the Master's Degree that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the 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 GOLDEN STATE UNIVERSITY to determine if your Master's Degree will transfer.

**GOLDEN STATE UNIVERSITY HAS 2 ARTICULATION AGREEMENTS WITH ALHAMBRA MEDICAL SCHOOL AND DONGGUK LOS ANGELES UNIVERSITY FOR TRANSFER OF CREDITS EARNED IN OUR DEGREE PROGRAMS.**

### **Challenge Examination**

Students transferring from an Acupuncture and Oriental Medicine College which is not approved by California Acupuncture Board or not accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) may apply for the privilege of taking Challenge Examination(s) in order to earn transfer credit for courses taken at such college(s).

The University can also use Challenge Examination(s) to determine the knowledge and competency of a transferring student who may have completed the course(s) with a grade of "C" or higher in non-accredited and non-approved schools.

A prospective transfer student applying for Challenge Examination(s) shall be required to pay 50% of the regular tuition for each Challenge Examination. The opportunity to take a Challenge Examination may only be granted by the Academic Dean based upon



an equal number of units for a course of similar content and subject as listed in the University's Catalog. Challenge Examination(s) are graded based upon the current grading system of the University.

Upon passing the Challenge Examination(s) with a grade of "C" or higher, transfer credit (TC) for that course(s) will be recorded in the official transcript of the transferring student. No grades shall be posted in the official transcript for Challenge Examination(s).

### **Make-Up Examinations**

The opportunity to sit for a make-up examination is a privilege given to all students with valid excuses. The administration and faculty realize that certain circumstances may prevent a student from being present on the day of midterm or final examination(s). Students can petition for a make-up examination by filling out a Make-Up Examination Form in the front office. The Make-Up Examination Form must have the approval of the Academic Dean and must show the student has paid for a Make-Up Examination fee in the amount of \$50. The Make-Up Examination fee may be waived by the instructor if student's absence from the examination is due to valid medical reasons, and proof of documentation must be presented.

### **Advanced Standing**

Some entering students will have completed more than the minimum entrance requirements and may be eligible for advanced standing. College courses taken at schools acceptable to the Admissions Committee, completed with grades of "C" or better, similar in content, class hours and credits, to courses offered by the academic program may be accepted for advanced standing transfer credit. To request credit the student must fill out the petition for transfer credit for each course and supply the registrar with official course description (from the catalog of the school where the course was taken). The student must assure that the University receives official transcripts directly from the issuing institution. Transfer credit courses need to be completed within the previous ten (10) years from the date of admissions to the University. If courses were completed more than 10 years ago, then the student has the option to repeat the courses or take challenge examinations. Upon approval of the Admissions Committee and the Academic Standards Committee up to 30 hours of semester credits be granted for passing standard exams administered by the College Board Advanced Placement (AP), College Board College Level Examination Program (CLEP), American College Testing Proficiency Exam (ACT/PEP) or credit for military service training as described in The Guide to the Educational Experience in the Armed Forces book. The University does not accept portfolio assessment or corporate training.

College courses taken at another school completed with grades of "C" or better and similar content, class/contact hours and credits to courses required and/or offered by the academic program, may be accepted for advanced standing transfer credit based on evaluation of the Academic Dean:



- A. Must furnish course description
- B. Official Transcript(s)
- C. All transfer credit must have been completed within the previous 10 years prior to the date of enrollment

Courses and clinical instruction meeting the standards established in the paragraph above, taken at another school or college approved by the California State Board of Acupuncture and accredited or a candidate for accreditation by ACAOM will be accepted for transfer credit at the University.

Where the coursework or clinical instruction was completed at a school not approved by the Board or accredited by ACAOM the evaluation must include a Challenge Examination in the subject area(s) in which transfer credit(s) are to be awarded.

Up to 100% transfer credit may be awarded for courses completed successfully in biology, chemistry, physics, psychology, anatomy, physiology, pathology, nutrition and vitamins, history of medicine, medical terminology, clinical science, clinical medicine, western pharmacology, cardiopulmonary resuscitation, practice management and ethics at a school which is approved under section 94310 of the Education Code or by an accrediting agency recognized by the U.S. Department of Education.

Credit for clinical coursework and instruction in Traditional Oriental Medicine, acupuncture anatomy and physiology, acupuncture techniques, acupuncture, breathing techniques, traditional oriental exercise or traditional herbology completed successfully at a school which is not approved by the Board, may be awarded up to 50% of the credit hours by a Board approved school, provided that at least 50% of the course hours in these subject areas are retaken and completed successfully at the school from whom the degree is sought.

The final 45 credits (1 year) must be taken at the University in order to earn a degree from the University. All transfer credits must have the approval of the Academic Dean.

- The institution DOES NOT award credit for prior experiential learning.
- This institution DOES NOT currently provide Visa Services or vouch for student status. There are no associated charges
- This institution DOES NOT currently offer distance education

### **Licensure**

The Master's program offered by Golden State University is designed to prepare students to sit for licensure as an acupuncturist (L.Ac.) in California and other states. The institution is currently approved by the California Acupuncture Board and our graduates are currently qualified for this examination.



## **Licensing in Other States**

Licensing for acupuncture varies from state to state and is constantly revised. While GSU does its best to keep current on licensure needs, it cannot guarantee that accurate current information is on file. Each student is responsible for obtaining licensure information and for interpreting such information.

Students must enter the University with the equivalent of two academic years (90 quarter or 60 semester units) of study and complete 42 months of study in acupuncture, herbology and Oriental Medicine. Students transferring from other colleges of Oriental Medicine should note that the California Acupuncture Board will not allow a student to sit for the licensure exams without completion of an academic program of less than 42 months of study.

To be awarded the degree of Master of Science in Asian Medicine a student must earn a minimum of 354 quarter units credit in prescribed courses and approved electives which are accepted for transfer and/or taken while enrolled at Golden State University. This includes the units earned prior to enrollment (90 quarter /60 semester units) for the degree program. It does not include credits for co-requisite basic science courses taken at GSU (see Admissions Requirement). 264 units of didactic and clinical courses are required (a total of 2160 hours of classroom instruction and 960 hours of clinical training). The final 45 credits (1 year) must be taken at Golden State University. Due to the nature of courses required in the profession many students will graduate with more than the minimum number of units.

## **Policies and Guidelines**

The following policies and guidelines should be carefully noted:

- Candidates for the degree shall complete all of the required courses.
- Candidates for the degree are required to complete the overall program with a minimum grade point average of 2.0.
- Grades of PASS must be earned in all required didactic and clinical special examinations and in any required comprehensive examinations.
- In order to earn the degree from the University, the final year (55 units) of courses must be taken at the University.
- The student must satisfy all administrative and financial requirements and obligations to the University.

## **Time limit for degree completion**

The degree must be earned within 8 calendar years (96 months) from the first date of enrollment.

## **Languages of Study**

The entire academic program is taught in English and Korean. Course contents are identical. In many subjects, the same instructor teaches in more than one language section.



## **THE STUDENT BODY & PHYSICAL FACILITIES**

The University encourages enrollment in the degree program by other health care professionals who wish to incorporate theories, methods and techniques of Asian Medicine into their practices. Typically enrollment includes chiropractors, dentists, nurses, pharmacists, physicians, physical therapist, psychologists and others. The interaction of these professionals with the eastern trained faculty and students is an asset of the educational training at Golden State University.

The University welcomes persons trained abroad in Asian medicine, who now reside in the United States to complete their state licensing requirements at the University. We provide a professional environment where the training, experience and skill of each person is further developed. In return our students and faculty benefit from the participation of students in the classroom and clinic.

### **The Campus**

Golden State University is conveniently located near two of the major freeways in Los Angeles. It is also only a short distance from many local cities including, downtown Los Angeles, San Gabriel Valley, the San Fernando Valley, South Bay plus many other areas serviced by the surrounding freeways.

The building houses all classrooms, administrative offices, the library, the bookstore and the Golden State University Clinic. In the University clinic interns treat a wide variety of health problems under the supervision of the clinical faculty. All classes are taught at this location.

The institution DOES NOT have dormitory facilities under its control. The institution has no responsibility to find or assist a student in finding housing. The availability of housing is located reasonably near the institution's facilities and is available for between approximately \$500-\$1,200 per room per month.

### **Facilities and Equipment CCR 71810(b)(9)**

#### **Facilities:**

Golden State University is located in a quiet residential neighborhood. The facilities are well-lit and close to stores and restaurants for student leisure. GSU has three classrooms dedicated to a multitude of uses. Lecture, Acupuncture Practice, Herb Practice, Studying, and Examinations are only a few of the activities that take place in the classrooms. There are front and back doors for each room; there is also a restroom in each of the rooms.

#### **Equipment:**

GSU has an abundant amount of equipment disbursed throughout the classrooms for student and faculty use. Computers, power-point projector, tables, chairs, books, moxa, cupping, needles, cotton balls, rubbing alcohol, Acupuncture beds, Blood Pressure Measuring, X-Ray Reflex Plates, Checking Machine for EKG, Respiratory, Herb Charts, Acupuncture Point Charts, Herb Cabinets, Herb, Herb Cooker and Boiler, Herb Packaging Machines, Herb Packages, Infrared Lights, and Pulse Machine are only a few examples of the equipment and supplies available to students and faculties.



### **Outpatient Clinic**

The Golden State University Clinic has been developed as a community service clinic. Fees are nominal. The Clinic has 5 treatment rooms, herb dispensary and other supporting facilities. It can accommodate over 50 patients a day.

Discount fees for clinic treatments are available to students and their immediate family.

### **Herbal Dispensary**

The herbal dispensary stocks Chinese herbs and many commonly used ready made formulas. In addition, the dispensary stocks concentrated herbal granules. Students learn to prepare formulas for patients during clinical training and become proficient in recognizing each herb by the Latin and Pin Yin names.

Students may purchase herbs at a discount for their personal use after obtaining an herbal consultations and a written prescription by an attending clinical supervisor.

### **The Library**

The library houses texts written on Oriental Medicine that are currently available in the English language, as well as journals, newsletters and other publications. To support Korean language sections, the library also has a sizable collection of texts, journals and newsletters in Korean. Current texts on western science and medicine supplement the collection. An on-line database capability has been developed.

The University has a library dedicated to research and quiet study. This library is spacious, well-lit, and is designed for easy access to the students. The library of the University exists primarily to serve the scholarly and research needs of the faculty and students of University. The library contains mainly specialized holdings in those subject areas relevant to the University's course offerings, Acupuncture and Asian medicine.

The Library hours of operation are from 9:00 am to 6:00 pm Monday - Friday, 10:00 am to 3:00 pm on Saturday and closed on Sunday.

Students may also wish to utilize public libraries for general holdings. Local libraries are open to the public. CCR 71810(b)(10)

### **Academic Advising**

Academic advising is both available and considered a fundamental educational tool of the University. Through counseling, students are able to improve their educational experience and establish a relationship with their designated counselors at the University.

Academic advice and counseling by the Dean and/or the faculty will be regularly available on the school premises to all students. Students are recommended to correspond with the Dean or faculty advisor once every term.

### **Study Groups**

Study groups can be very valuable in the learning process. They can provide support, discipline, and ready feedback. Study groups are most effective for discussing the material before class, discussing concepts after class, outlining, and reviewing practice



exams. The exchange of ideas in the intimate environment of a small group of peers is helpful to understanding complex concepts. People learn in different ways and at different rates. School study groups help develop the collaborative skills needed to succeed in practice.

### **Career Planning & Placement**

**The institution does not provide placement services of any kind nor guarantees employment after graduation. [Ed. Code 94909 (a)(13)]**

### **ADMISSION REQUIREMENTS**

To be admitted to the University as a student in the professional Master of Science in Oriental Medicine degree program, an applicant must present the following qualifications:

- Satisfactory completion of two academic years (60 semester/90 quarter credits) of education at college level, or the equivalent, from an institution accredited by an agency recognized by the U.S. Department of Education. A part of this total may be in credits awarded by the University for training in a military school or in acceptable standard college tests.
- Demonstrate maturity and understanding of the roles and responsibilities of a primary healthcare professional.
- Demonstrate ability to read and write English at the college entrance level. All international students must demonstrate English Language competency by passing Test of English as a Foreign Language (TOEFL) and Test of Spoken English (TSE). International Students who wish to study in English must pass the TOEFL with a score of 500 or higher, the TOEFL iBT with a score of 61 or higher and the TSE with a score of 35 or higher, prior to admission to the program. Those who wish to study in Korean must attain a score of 450 or higher on TOEFL, a score of 45 or higher on TOEFL iBT and a score of 30 or higher on the TSE. TOEFL or TSE scores must be achieved prior to entering clinical training. For additional information refer to the “English Language Requirement” under international student.
- Students educated in foreign countries will be required to go through a formal evaluation and credentialing process of their academic records and transcripts.

Students entering the University with pre-existing college credit and grades of C or better, for any or all of these classes, will receive transfer credit for their work. In the event that one or more of these classes comprise part of the 90 quarter/60 semester units required for entry into the program, the student will be offered the option of retaking one or more of these classes or completing an equivalent number of elective course credits at Golden State University. For example, if a student enters the school with 93 quarter units which include Human Biology and Basic Chemistry, the student will receive 3 transfer credits for Human Biology and 3 transfer credits for Basic



Chemistry. The student will be required to complete 3 additional quarter units of an elective of their choice in order to maintain the required credits needed for graduation.

### **ADMISSIONS PROCEDURES**

#### **Admission As A Degree Seeking Student**

To apply for admission as a degree seeking student, applicants must follow the instructions of the Admission's Office, including the following:

- Complete and submit an Application for Admission with the required non-refundable fee.
- Attach a brief typed essay describing your capabilities and reasons for pursuing a career in Asian Medicine.
- Send Official Transcripts from all colleges attended directly to the Admission's Office of Golden State University. Work in-progress statement, if applicable, must be included. (Note: Your previous college work is considered a pre-admission requirement.) Occasionally, some of the applicant's previous college credits beyond those presented to satisfy the two year entrance requirement may fulfill a GSU course requirement resulting in advanced standing for a new student. If an applicant feels a previous course transfer should be granted, he or she may complete a GSU "Petition for Transfer Credit."
- Undergo an Admission Interview.
- Fulfill the TOEFL and TSE or TOEFL iBT requirements (if applicable).
- Submit two Letters of Recommendation.
- Submit a resume (Optional).

#### **English Language Requirement**

It is required that all students seeking admission to the program taught in English be fluent in the English language. This requirement is satisfied by successfully completing two (2) years of education at an institution where English is the language of instruction, scoring 500 or better on the Test of English as a Foreign Language (TOEFL) and by satisfying any other standard approved in advance by ACAOM, such as score of 35 on Test for Spoken English (TSE), or the TOEFL iBT with the score of 61 or higher. For those completing the program in Korean a TOEFL score of 450 and a score of 30 on TSE or a TOEFL iBT score of 45 must be attained. Applicants who do not satisfy the requirement may be considered for admission but must satisfy the proficiency in English before beginning clinical rotation.

#### **Conditional Admission Policy**

At the discretion of the University a student may be admitted with a "Conditional Admission" status when they have declared in writing and demonstrate sufficient evidence that they possess the necessary qualifications for "Full Admission" status but have not yet provided all of the necessary documentation. Conditional Admit students will have one quarter to provide the necessary documentation. When documentation is



received and does not qualify the individual for Full Admission the person must leave the program and reapply for admission once the necessary requirements have been met. Students that do not supply Golden State University with information within one quarter will not be allowed to continue in the program until the Office of Admissions has received all required documentation.

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## Legal Operations & Governance

### **Board of Directors**

Kim, George, M.A. Chairman  
Kim, Joseph, post Ph.D. Director  
Yum, Chang Sup, M.A. Director  
Lee, Young Kyu, Ph.D. Director

### **Administration**

Chief Executive Officer	Kim, Sunny., Ph.D., L.Ac.
Dean of Academics	Kim, Kimmy, R.N., L.Ac., Ph.D.
Registrar	Nahm, Grace
Dean of Clinic	Moon, Julie., R.N., L.Ac.
Librarian	Kim, Howard Sungji., D. Min., L.Ac.

### **University Contact Information**

Address: 9047 E. Florence Ave. #L. Downey, CA 90240  
Tel: (562) 622-3368  
Clinic: (562) 965-5112  
Url: [www.goldenstateuniv.us](http://www.goldenstateuniv.us)

### **Release of Information**

The University will not provide documentation for any student or graduate who is delinquent in payment of tuition, fees or any other financial obligation incurred through the school. Nor will any such student have final examinations graded or next course work sent. See Student Records Policies herein.



## **Golden State University Philosophy**

### **Mission**

The mission of GOLDEN STATE UNIVERSITY is to improve the quality of health care by providing graduate education for training practitioner with courses of traditional Chinese medicine integrated with western medical technology. The University is dedicated to enhancing the standard of professionalism in practice and theory in Traditional Chinese Medicine. The University is standing in the forefront to carry forward and develop Traditional Chinese Medicine in American health care.

### **Objectives**

GOLDEN STATE UNIVERSITY'S graduates will

- Possess a solid foundation of knowledge of acupuncture and oriental medicine.
- Demonstrate a firm understanding of the etiology of disease from the Asian medical and biomedical perspectives and apply this understanding by recommending disease prevention strategies.
- Be able to evaluate patients' exhibiting complaints in a manner that indicates cognizance of all relevant Asian medical diagnostic paradigms.
- Be able to formulate treatment principles for patients that follow logically from the diagnosis to the treatment procedures.
- To expose students to Chinese medicine, its origin, concepts, applications and philosophy as well as western medical sciences and technology.
- Be able to communicate in a professional and knowledgeable manner about Asian medicine and biomedicine with relevant healthcare professionals.

### **ADDRESS**

Addresses where class sessions will be held

Golden State University

9047 E. Florence Ave. Unit # E, F, & L

Downey, CA 90240.

CEC 94909(a)(4)

### **Purpose**

The purpose of GOLDEN STATE UNIVERSITY (GSU) is to prepare students for a career as a healthcare provider and to develop their intellectual and analytical abilities by offering comprehensive education in Traditional Chinese Medicine. It is to provide job opportunities and an academic environment for faculty to further their studies in their respected fields, to provide an institution of healthcare education and a clinical center to service the community.



## **Benefits of Studying with GSU**

### **Practicing Faculty**

GSU teaching faculty members bring the practical experience to the classroom. Our instructors are private practitioners, have worked in clinics, or hospital settings.

### **Relevant Curriculum**

Practical, relevant, diverse curriculum prepares graduates for the rapidly evolving healthcare landscape. Integrated educational, clinical and internship opportunities provide real-world experience in oriental medicine.

### **Intimate Learning Environment**

With a student/faculty ratio of 5/1, GSU provides an intimate learning environment that both students and faculty find intellectually rigorous and personally enriching.

### **Language**

I understand that the primary language of instruction at this institution is ENGLISH. For students enrolling in the Korean language program, this institution will provide instruction in the Korean language, but foreign country graduates who enter the English language program have to pass the TOEFL with a score over 500 and TSE 40. CEC 94906(b)

### **Distance Education**

GSU does not offer distance education, so there will be no receipt of student lessons, projects, or dissertations and no mailing of GSU responses or evaluation.



## SCHOOL OF ASIAN MEDICINE

The ancient and dynamic healthcare modality known as Asian Medicine is both an art and science. Becoming a competent and confident practitioner is a multifaceted process that involves understanding theoretical concepts, learning by doing, integrating theory with practice, and working closely with seasoned practitioners.

The School of Asian Medicine offers the graduate Master of Science degree in Asian Medicine for the purpose of educating highly qualified and professional practitioners of acupuncture and Asian medicine. GSU also provides Continuing Education training for licensed acupuncturists.

### **Master of Science (MS) in Asian Medicine**

The master degree program emphasizes the unified understanding of the mind, body and spirit inherent in traditional Chinese medicine. The University has gathered a faculty committed to academic and professional excellence and to teaching the extensive body of knowledge and skills necessary for safe and effective practice. A hallmark of the MS program is its extensive clinical training. The training includes practical skills instruction and clinical observation, followed by a yearlong clinical internship during which student-interns treat patients in a variety of clinical settings under the guidance of expert practitioners. As students progress through the internship phase, they assume increasing levels of responsibility for patient care, and ultimately learn how to practice as independent healthcare providers.

### **Method of Instruction**

Methods of instruction by our qualified faculty include lecture, discussion, demonstration, classroom exercises, case studies, role-playing, problem solving, oral participation / proficiency, quizzes, tests, midterm, final exam, and various forms of assessments.

### **Educational Objectives**

GSU maintains clearly specified and measurable educational objectives, which reflect the effects the educational program is designed to have on students and are consistent with the institutional purpose and educational programs offered. After students complete the MSAM degree program, they will:

- Be solidly grounded in traditional Asian medical theory, and able to apply theory to clinical practice.



- Be able to use Asian medicine assessment and diagnostic techniques in order to develop treatment plans for patients and help patients maintain and enhance wellness and vitality.
- Be able to utilize acupuncture, moxibustion, Chinese herbal medicine as primary treatment modalities, as well as incorporate into practice elements of tuina, nutritional counseling, exercise and breathing therapies, and other related modalities.
- Be conversant in Western medical terminology, pharmacology, diagnostic procedures, and conventional treatment options in order to communicate effectively.
- Be able to practice iteratively and collaboratively in a wide range of healthcare settings, including hospitals and multidisciplinary medical clinics, and to work safely and effectively with patients undergoing conventional medical treatment.
- Understand basic scientific research methodology, and have the ability to critically assess research literature on Asian medicine.
- Be conversant in the ethical, legal and professional requirements of licensed acupuncture practice, and have the practice management skills necessary for entering practice

### **Total Courses and Programs Offered**

The Golden State University (GSU) Master's Degree Program consists of 2,160 didactic hours (216 units) of academic course work and 960 hours (48 units) of clinical internship at the University's Medical Center. Course work includes studies in Oriental medicine theory, acupuncture, herbology & herbal formulas, Western Medicine & Science, and practice management & ethical practices, in addition to the clinical internship.

More specifically, GSU's academic program consists of the following:

1. Basic Science & Western Medicine: 630 hours.
2. Oriental Medicine & Acupuncture: 840 hours.
3. Herbology & Formulas: 450 hours.
4. Case Management: 120 hours.
5. Practice Management: 50 hours.
6. Professional Development: 30 hours.
7. Public Health: 40 hours.
8. Clinic Internship: 960 hours.
9. Electives: 240 hours.

[Ed Code 94909 (a)(5)]



## Graduation Requirements

- Satisfactory completion of all required course work with a cumulative G.P.A. of 2.0 on a 4.0 scale.
- Students must apply for graduation and meet all academic and financial balances.
- Students must complete the Comprehensive Graduate Exam with a score of 70% or higher.
- Students must return all library books borrowed.

## Time limit for degree completion

The degree must be earned within 8 calendar years (96 months) from the first date of enrollment.

## PROGRAM CURRICULUM

Year: 1 Units: 75 Hrs: 500

<b>1st Q</b>			
AMT 100	Eastern/Western Medical History & Philosophy	3	30
HB 100	Introduction to Botany & Herbology	3	30
AC 100	Meridian Theory	3	30
BS 210	Human Anatomy & Physiology I	3	30
BS 111	Principles of Biology & Microbiology	3	30
BS 113	Principles of Physics	3	30
<b>Total</b>		<b>18</b>	<b>180</b>
<b>2nd Q</b>			
AMT 110	Theory of Asian Medicine I	3	30
HB	Chinese Herbs & Lab: Category I	3	30

111			
AC 111	Acupuncture Anatomy I	3	30
BS 211	Human Anatomy & Physiology II	3	30
BS 112	Principles of Chemistry & Biochemistry	3	30
BS 114	Principles of Psychology	3	30
<b>Total</b>		<b>18</b>	<b>180</b>
<b>3rd Q</b>			
AMT 111	Theory of Asian Medicine II	3	30
HB 112	Chinese Herbs & Lab: Category II	3	30
AC 112	Acupuncture Anatomy II	3	30
BS 212	Human Anatomy & Physiology III	3	30
WM	Western Medical	3	30



110	Terminology		
AMB 111	Qi Gong	3	30
<b>Total</b>		<b>18</b>	<b>180</b>
<b>4th Q</b>			
AMT 211	Asian Medicine Diagnosis I	3	30
HB 113	Chinese Herbs & Lab: Category III	3	30
AC 211	Acupuncture Physiology I	3	30
BS 213	Human Anatomy & Physiology IV	3	30
BS 116	Principles Nutrition & Vitamins	3	30
AMB 120	Tui Na	3	30
AMB 130	Acupressure	3	30
<b>Total</b>		<b>21</b>	<b>210</b>

Year: 2 Units: 77 Hrs: 500

<b>1st Q</b>			
AMT 212	Asian Medicine Diagnosis II	3	30
HB 114	Chinese Herbs & Lab: Category IV	3	30
AC 212	Acupuncture Physiology II	3	30
BS 311	Principles of Pathology I	3	30
PH 100	Public Health	2	20
WM 211	Principles of Pharmacology	3	30
<b>Total</b>		<b>17</b>	<b>170</b>

<b>2nd Q</b>			
AMT 213	Asian Medicine Diagnosis III	3	30
AC 311	Acupuncture Techniques I	3	30
BS 312	Principles of Pathology II	3	30
HB 211	Patent Herbs & Cooperative Herbs	3	30
CM 200	CNT & Safety Equipment	3	30
WM 311	Western Medicine Physical Assessment	3	30
CL 111	Observation in AM Pharmacy	2	40
<b>Total</b>		<b>20</b>	<b>220</b>

<b>3rd Q</b>			
AMT 310	Asian Medicine Internal Medicine I	3	30
BS 313	Principles of Pathology III	3	30
HB 311	Clinical Herbs Formula I	3	30
AC 312	Acupuncture Techniques II	3	30
WM 313	Western Internal Medicine I	3	30
CL 112	Orientation of Clinic Internship	1	20
PM 101	Medical Ethics	2	20
PH 101	CPR & First Aid	2	20
<b>Total</b>		<b>20</b>	<b>210</b>
<b>4th Q</b>			



WM 314	Western Internal Medicine II	3	30
HB 312	Clinical Herbs Formula II	3	30
AC 313	Acupuncture Therapeutics I	3	30
PM 100	Clinical Business Management & Billing	3	30
WM 310	Western Medicine Lab/Physical Diagnosis	3	30
CL 113	Clinical Observation	2	40
<b>Total</b>		<b>20</b>	<b>220</b>

Year: 3 Units: 78 Hrs: 1080

<b>1st Q</b>			
HB 313	Clinical Herbs Formula III	3	30
AMT 312	Asian Medicine Internal Medicine III	3	30
AC 314	Acupuncture Therapeutics II	3	30
WM 315	Western Internal Medicine III	3	30
HB 315	Nutrition in Asian Medicine	3	30
CL 113	Clinical Observation	2	40
<b>Total</b>		<b>17</b>	<b>190</b>
<b>2nd Q</b>			
HB 314	Clinical Herbs Formula IV	3	30
AMT	Asian Medicine	3	30

313	Internal Medicine IV		
PD 100	Principles of Research	3	30
CL 211	Supervised Practice	8	160
CL 114	Case Study I	2	40
<b>Total</b>		<b>19</b>	<b>290</b>
<b>3rd Q</b>			
WM 410	Clinical Nutrition	3	30
HB 412	Advanced Formulas: Shang-han & Wen Bung	3	30
AMT 410	Principle of Asian Medicine Gynecology Treatment	3	30
AMT 411	Principle of Asian Medicine Pediatric Treatment	3	30
CL 211	Supervised Practice	8	160
CL 212	Case Study II	2	40
<b>Total</b>		<b>22</b>	<b>320</b>
<b>4th Q</b>			
AMB 110	Tai Chi Chuan	3	30
HB 413	Advanced Formulas: Kum que yeu rack	3	30
CL 311	Supervised Practice	8	160
WM 312	Survey of Clinical Medicine	3	30
CM	Medical Assessment	3	30



210			
	<b>Total</b>	<b>20</b>	<b>280</b>

Year: 4 Units: 37 Hrs: 500

<b>1st Q</b>			
AMT 413	Yellow Emperor's Classic	3	30
HB 411	Case Studies in Formula Writing	3	30
EL 311	Auricular & Electro Acupuncture	3	30
CM 220	Introduction to Qualified Medical Evaluation	3	30
CL 312	Case Study III	2	40
CL 311	Supervised Practice	5	100
<b>Total</b>		<b>19</b>	<b>260</b>
<b>2nd Q</b>			

HB 414	Sixty-three Formulas	3	30
AMT 412	Integration of Asian and Western Medicine	3	30
EL 517	Principles of Gerontology	3	30
EL 420	Hands Acupuncture	3	30
CL 411	Supervised Practice	4	80
CL 412	Case Study IV	2	40
<b>Total</b>		<b>18</b>	<b>240</b>

**GSU's Standards for Student Achievement**

**Course Requirements:**

- Assignments: 10%
- Attendance: 20%
- Quizzes: 10%
- Mid-term: 30%
- Final: 30%

**Auditing Policies**

Students who wish to audit a class may do so if the student has previously taken and passed a course at Golden State University. Audited and other non-credit courses are not included in fulfilling the requirements for SAP.

An applicant wishing to audit one or more courses must complete an Audit Application form and comply with all admission requirements.

For upper level courses, the applicant must demonstrate sufficient knowledge to benefit from auditing the course.

A limited number of students with audit status are allowed in any given class. In addition to the application fee, the student is required to pay 50% of the course tuition, a registration fee, and other fees, if applicable.

Enrolled students may petition to audit a course already taken earlier at GSU by paying a \$50.00 auditing fee. Audited classes are recorded in the official transcripts as "AU", and documented as a grade but not incorporated in the calculation of the GPA. Audited classes are not covered by financial aid.



## **Clinical Training**

The students receive the required clinical training at the school clinic. Evaluation of student clinical training is completed by the supervising practitioners and based on the student's knowledge and clinical participation.

1. Prerequisites for entry: Completion of required courses, passing of all the required examinations.
2. 960 hours of clinical training. The scheduling of clinic hours is coordinated by the Clinical Dean.
3. Diagnosis and Evaluation, and Herbal and Acupuncture point selection are the theoretical supplements to internship and are taken concurrently.
4. During internship, students are in attendance in the clinic through the normal vacation periods unless they request for vacation. Interns must be dressed professionally and be well groomed at all times.
5. GSU operates student's clinic learning. Treatments are given by interns nearing the completion of their four year course of training under the supervision of the Clinic Dean.
6. The four year program includes clinical instruction for 50 new patients with a minimum of 250 case presentations, treatment, observation, and clinical correlation program in cooperation with the Student Acupuncture Clinic Center. This includes 160 hours of case study researches and over 50 prescriptions.
7. Students are encouraged to be involved in community services and introduce any drug and/or alcohol abuser for free treatment at the clinic.

## **Continuing Education (CE)**

The California Acupuncture Board believes that careful oversight of its continuing education requirements is important in implementing its mission and goals. Continuing education is a means for practitioners to stay abreast of current knowledge, practices and regulations -- thereby providing better services to consumers.

All acupuncturists renewing their license will be required to list all board-approved continuing education courses completed on their renewal application and sign under penalty of perjury. The required number of board-approved continuing education hours that must be completed in a 2-year renewal period cannot be less than fifty (50) hours. In addition, no more than five (5) hours of continuing education may be spent on issues unrelated to clinical matters or the actual provision of health care to patients. Each acupuncturist is required to retain records of all continuing education courses attended for a minimum of four (4) years. If an initial license has been issued for less than 2 years, below is the number of board-approved continuing education hours that must be handed in based on the number of months the license was issued:



Period of Initial Licensure	Required CE Hours
13 to 16 months	35
17 to 20 months	40
21 to 23 months	50

GSU is approved by the California Acupuncture Board for as a continuing education (CE) provider. *CEP 615*



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## Instructional Faculty

### **Choi, Young Chul**

Ph.D., Oriental Medicine, American Liberty University, Orange, CA  
Bachelors of Science, Pharmacy, Sung Kyun Kwan University College of Pharmacy,  
Seoul, South Korea 1976  
M.S., Acupuncture Oriental Medicine, South Baylo University, Anaheim, CA 2005  
L.Ac., Licensed Acupuncturist, CA

### **Chung, Jong Oh**

A.A., Gwang - Ju National Teacher's College, Seoul, South Korea 1969  
O.M.D., South Baylo University, Anaheim, CA 1985  
M.S., Acupuncture Oriental Medicine, South Baylo University, Anaheim, CA 1987  
Ph.D., Oriental Medicine, South Baylo University Anaheim, CA 1990  
L.Ac., Licensed Acupuncturist, CA

### **Kang, Benjamin**

A.A., Physical Therapy, Korea Medical Technical College, Seoul, South Korea 1976  
M.S., Acupuncture Oriental Medicine, South Baylo University, Anaheim, CA 1987  
B.S., Human Biology, Southern California College of Chiropractic, Pico Rivera, CA 1995  
D.C., Southern California College of Chiropractic, Pico Rivera, CA 1995  
L.Ac., Licensed Acupuncturist, CA

### **Kim, Pyung Ae**

B.A., Home Economics, Kei-Myung University, Dae-gu, South Korea 1972  
M.S., Asian Medicine, Kyung San University, Garden Grove, CA 1998  
L.Ac., Licensed Acupuncturist, CA

### **Kim, Chan Ho**

B.S., Electrical Engineering, Sung Kyun Kwan University, Seoul, South Korea 1984  
M.S., Asian Medicine, Dongguk Royal University, Los Angeles, CA 2000  
L.Ac., Licensed Acupuncturist, CA

### **Kim, Dong Suk**

B.A., Tae-Gu Theological College, Daegu, South Korea 1986  
M.Div., Calvary Baptist Theological Seminary, 1997  
M.S., Asian Medicine, Dongguk Royal University, Los Angeles, CA 2005  
L.Ac., Licensed Acupuncturist, CA

### **Kim, Jung Hee**

B.A., English and Literature, Myunggi University; Seoul, South Korea 1984  
B.S., Business Management United States Internal University, San Diego, CA 1987



M.S., Oriental Medicine, Dongguk Royal Oriental Medicine, Los Angeles, CA 1998  
L.Ac., Licensed Acupuncturist, CA

**Kim, Kimmy H.**

B.S., Yonsei University, Korea 1967  
M.S., Samra University, USA 1996  
Ph.D., Asian Medicine, Yuin University, USA 1999  
RN  
L.Ac., Licensed Acupuncturist, CA

**Kim, Sunny Sungil**

B.S., Food Technology, Teaching Credential, Seoul Women's University, Seoul, South Korea 1970  
Nutrition and Dietician Certification, Seoul Health College, Seoul, South Korea 1974  
Graduate Studies, Teaching Credential, Bilingual Education, California State University, Los Angeles, Los Angeles, CA 1982  
M.A., Traditional Chinese Medicine, Emperor's College of Oriental Medicine, Santa Monica, CA 1997  
Ph.D., Oriental Medicine, Yuin University of Oriental Medicine, Los Angeles, CA 2000  
L.Ac., Licensed Acupuncturist, CA

**Kim, Howard Sungji**

D.Min., Life University & Seminary, Gardena, CA 2007  
M.S., Oriental Medicine, Life University in Oriental Medicine, Gardena, CA 2008  
L.Ac., Licensed Acupuncturist, CA

**Kong, Kap Seung**

Medical Doctor Medical School of Chung-Ang University, Seoul, South Korea 1997  
Professor South Baylo University, Anaheim, CA 2007

**Kwon, Hyuk Sung**

B.S., Oriental Medicine, Kyunghee University, Seoul, South Korea 1991  
M.S., Kyunghee University, Seoul, South Korea 1999  
Medical Doctor in Internal Medicine, Kyunghee University Graduate School of Medicine, Seoul, South Korea 2003  
Ph.D., Internal Medicine of A.M., Kyunghee University, Seoul, South Korea 2004  
O.M.D.

**Lee, Myung Soo**

M.S., Acupuncture Oriental Medicine, South Baylo University, Anaheim, CA 1988  
L.Ac., Licensed Acupuncturist, CA



**Moon, Julie Young**

B.S., Nursing, Yonsei University,  
South Korea 1972  
M.S., Asian Medicine, Samra University, CA 2001  
RN  
L.Ac., Licensed Acupuncturist, CA

**Park, In Hyuk**

M.S., Acupuncture, South Baylo University, Anaheim, CA  
L.Ac., Licensed Acupuncturist, CA

**Son, Young Kyu**

M.D., Kyunghee University School of Medicine, Seoul, South Korea 1980  
Ph.D., Kyunghee University Graduate School of Medicine, Seoul, South Korea 1991  
M.Div., International Theological Seminary,  
Los Angeles, CA 1993  
M.S., Samra University, CA 1994  
Th.M., International Theological Seminary, Los Angeles, CA 1994  
L.Ac., Licensed Acupuncturist, CA

**Yang, Jae Woon**

M.D., Medical School of Joong Ang University, Seoul, S. Korea 1980  
M.S., South Baylo University, Anaheim, CA 2000  
L.Ac., Licensed Acupuncturist, CA

**Yang, Yang Deog**

B.S., Nursing, Suncheon Cheongam College of Nursing, South Korea 1978  
M.S., Asian Medicine, Samra University, CA 2006  
RN  
L.Ac., Licensed Acupuncturist, CA



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## Admissions

GSU seeks mature, capable students who have the preparation and motivation needed to accomplish their academic and professional goals. In addition, they are full of passion for their chosen field of study.

### **Admission Philosophy**

Admission decisions are based upon both objective and subjective criteria. An applicant's previous academic record is an important predictor of his/her ability to succeed at the College. Previous work experience in the selected field of study may also be taken into consideration. Finally, GSU does not discriminate based on race, color, national origin, gender, age or physical disability in the employment of faculty and staff, the admission of students, or the operation of its educational programs and activities. Such discrimination is prohibited by Title VI of the Civil Rights Act (pertaining to race, color, and national origin, Title IX of the Educational Amendments of 1972 (pertaining gender), Section 504 of the Rehabilitation Act of 1975 (pertaining to handicap), and the Age Discrimination Act of 1975 (pertaining to age). GSU also has policies that prohibit sexual harassment.

### **Admission Policies**

In accordance with Title IV of the Civil Rights Act of 1964, Title IX of Educational Amendments of 1972, Section 5 of the Rehabilitation Act of 1973 and Age Discrimination Act of 1975, Golden State University admits all qualified applicants regardless of age, sexual preference, religion, national origin, race, creed, marital status, disability, or ethnic origin. All applicants must submit complete, official academic transcripts, or records of all previous education at higher educational institution(s) attended. Failure to comply may result in admission being denied, may delay enrollment at the University or may create a loss of academic credit. The University recruits and admits domestic and international students who have demonstrated the potential to complete GSU's academic programs successfully. Motivation and interest to succeed are considered in addition to the applicants' academic qualifications.

### **Admissions Process**

1. The Office of Admissions receives and processes all applications. All admission documents filed to the University become the property of the College and will not be returned to the student.
2. After review of the submitted official transcripts, foreign credential evaluation, documentation of credit through prior learning, the admissions interview, and any other admissions factors, the Dean will make the initial recommendation for acceptance / denial into the program.



3. If the applicant is accepted for admissions, an acceptance letter will be sent to the applicant. If the applicant is not accepted for admissions, the Office of Admissions will send a letter to the applicant informing him or her of the decision, stating why his/her qualifications are deficient.

### **Admissions Evaluation**

In evaluating applicants to the University, the Office of Admissions considers a candidate's potential for success both while in school and beyond. The desired qualities a successful applicant possesses are assessed in terms of our curriculum, our community, and your career.

Upon applying for admissions, the University provides an Academic Credential Evaluation (ACE). This is included with the Application Fee. The ACE consists of a thorough evaluation of submitted transcripts, foreign credential evaluation.

### **Note to All Prospective Students**

After processing the completed application, the Admissions Office will inform the prospective applicant of the decision. It is wise to start the admissions process well in advance before the applying quarter. To apply for admissions the application file should be completed four weeks prior to the start of the quarter. After this time, the applicant may be admitted only as time and space permit.

Any questions about application dates or any other part of the admission process should be directed to:

**Golden State University**, 9047 E. Florence Ave. Unit # L, Downey, CA 90240

### **Graduates of Medical and other Non-Asian Medicine Health Care Programs**

Students wishing to enroll in GSU who have a degree in medicine, dentistry, podiatry, chiropractic, or any health care program other than from Oriental Medicine Programs, may only receive transfer credit for relevant basic science and Western medicine courses. No credit for any clinical instruction from such institutions may be transferred.

### **Graduates from international Asian Medicine Universities**

Students who have successfully graduated from an Oriental Medicine program outside of the United States and desire to earn a Master of Science in Oriental Medicine degree from Golden State University must meet and comply with the following criteria:



1. Show evidence of meeting the basic entrance requirements into GSU.
  2. Spend at least one (1) calendar year, four (4) quarters as a full time matriculated student.
  3. Satisfactorily complete a minimum of 45 units of GSU course work.
  4. Credit shall be awarded only for actual course work successfully completed.
  5. Evaluation of course work completed may need to include an examination or reports before credit is awarded.
  6. Must maintain a minimum grade point average (GPA) of 2.0 in all course work and a minimum cumulative grade point average (CGPA) of 2.0.
  7. Successfully pass 70 % of the GSU Comprehensive Graduation Examination (CGE).
  8. Understand and agree that earning the Master of Science in Oriental Medicine degree at Golden State University as a foreign student does not mean eligibility to sit for the California Acupuncture License Examination (CALE), or the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM) examination. It depends on the State's regulation.
- [Ed. Code 94909 (a)(8)(A)], [5 CCR 71770 (b)] and [5 CCR 71770 (b)(1) through (3)]

### **Maximum Transfer Credit**

Up to 100% transfer credit may be awarded for courses completed successfully in biology, chemistry, physics, psychology, anatomy, physiology, pathology, nutrition and vitamins, history of medicine, medical terminology, clinical science, clinical medicine, Western pharmacology, cardiopulmonary resuscitation, practice management, and ethics at a school which is accredited by an accrediting body recognized by the U.S. Department of Education or the foreign equivalent.

All students shall receive upon matriculation a copy of the training program's policies and procedures for evaluating and awarding transfer credit. The curriculum shall include adequate clinical instruction, 75% of which shall be in a clinic which is owned and operated by the training program.

### **Validation of Transfer Credits**

Credits that come from other institutions will be evaluated only upon receipt of official transcripts mailed directly to GSU from the prior school(s).

### **Transfer Credit for Master Degree of Asian Medicine**

GSU follows the transfer credit policies with other Master Degree of Oriental Medicine institutions according to the California Acupuncture Board Laws and Regulations 1399.435. (g) 1-7. CAB approved school transfer credit is 100%, but non-approved school 50% Asian Medicine major and 100% for Western Medicine Science.



### **Transfer Credit Policy and Regulations**

All students entering GSU are transfer students, entering with at least two academic years (60 semester credits/90 quarter credits) of education at the baccalaureate level that is appropriate preparation for graduate level work, or the equivalent. Coursework completed at this level must have a grade of "C", or higher, or 2.0+ on a 4.0 scale. Coursework is to be completed from an institution accredited by an agency recognized by the U.S. Secretary of Education, or equivalent.

College courses taken at schools acceptable to the Admissions Office, completed with grades of "C" or better, 2.0 or higher on a 4.0 scale and similar in content, class contact hours and credits to courses required and/or offered by the academic program, may be accepted for advance standing transfer credit. To support a request for such credit, a student must fill out the Petition for Transfer Credit for each course and supply the registrar with the official course description (usually from the catalog of the school where the course was taken) and must assure that GSU receives official transcripts directly from the issuing institution.

Students may petition for transfer credit through a variety of other means as well. Credit for passing standard scores administered by such organizations as College Board Advanced Placement (AP), College Board College Level Examination Program (CLEP), American College Testing Proficiency Exam (ACTIPEP), or credit for military service training (as set forth in The Guide to the Educational Experience in the Armed Forces) may be awarded upon receipt of official documentation, at the discretion of GSU, for satisfying both the general education requirements and specific courses in the GSU curriculum.

### **Golden State University Residency Requirement**

In order to graduate from Golden State University, all students must comply with both components of GSU's Residency Requirement. First, the student must successfully complete all didactic and clinical course work in no less than three (3) calendar years and not more than eight (8) calendar years. Correspondingly, all transfer students must complete a minimum one (1) calendar year of instruction (four quarters) as a full time student at GSU. For brevity's sake, either or both of these two components to the GSU Residency Requirement, are referred to elsewhere in this catalog as residency requirement. In terms of residency, a quarter is defined as a minimum of twelve units or more. For transfer students, the minimum residency requirement is four quarters as a full time student.

### **Transfer credits from other Asian Medicine programs**

Courses transferred from another institution approved by the California Acupuncture Board may be accepted in their entirety subject to GSU's Residency Requirement. For schools not approved by the California Acupuncture Board, but approved by the appropriate agency in the state in which they operate, or in the case of foreign



institutions approved by the appropriate agency in that country, a maximum of 50% credit by transfer for clinical practice course work and didactic instruction in acupuncture and Oriental Medicine successfully completed, may be awarded by GSU provided that at least 50% of the course hours in individual subjects are completed at GSU.

All courses sought to be transferred are subject to course description review, comparison and analysis, and must be transferred from an institution that is accredited by an accrediting agency recognized by the U.S. Secretary of Education or by the appropriate governmental agency in the case of foreign institutions. Approval must be obtained by the applicant's respective Program Director and the Academic Dean, subject to GSU's residency requirement; and, at that, this provision applies only to basic sciences and Western medicine courses. No clinical credits earned from non-Oriental medicine schools may be transferred.

GSU does not provide any policies and practices for the award of credit for prior experiential learning, including assessment policies and procedures, provisions for appeal, and all charges that a student may be required to pay. CCR 71810(b)(7).

### **Make-Up Examinations**

The opportunity to sit for a make-up examination is a privilege given to all students with valid excuses. The administration and faculty realize that certain circumstances may prevent a student from being present on the day of midterm or final examination(s). Students can petition for a make-up examination by filling out a Make-Up Examination Form in the front office.

The Make-Up Examination Form must have the approval of the Academic Dean and must show the student has paid for a Make-Up Examination fee in the amount of \$50.00. The Make-Up Examination fee may be waived by the instructor if student's absence from the examination is due to valid medical reasons, and proof of documentation must be presented.

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## **Course Descriptions**

Courses offered at GSU have been identified by course codes and numbers that are comparable to accredited institutions' numbering system. The course code is a 3 letter identifier for a major division of an academic subject. The course code is related to the content of the course, rather than the department in which it is taught



## Acupuncture Courses

### **AC100 Meridian Theory (3/30)**

This course studies the basic concepts of Meridian Theory: The distribution of channels, branches, and collaterals in the human body, including their physiological functions, pathological changes and inter-relationships with all internal organs. Topics covered are:

1. The formation of the channel and collateral theory.
2. The distribution of the channel and collateral system: 12 channels, 8 extra channels, 15 collateral, the internal branches of the 12 channels, 12 tendon channels, and 12 superficial channels with their connections.
3. The source and the end of the channels and collaterals.
4. The physiological function of channels and collaterals.
5. The clinical application of the channel and collateral theory.

### **AC111 Acupuncture Anatomy I (3/30)**

Acupuncture points are the superficial points of the body where the Qi of the solid and Hollow organs goes to. Points are grouped with each channel and its collateral and correspond to an internal organ. Students will focus on the close connection of the acupuncture points, channels and collaterals with Internal Organs, along with the following:

1. A general discussion of the acupuncture points (development, nomenclature and their clinical therapeutic function), and Special points and Shu points (including location methods).
2. A specific discussion of 7 channels – Lung, Large Intestine, Stomach, Spleen, Heart, Small Intestine and Urinary Bladder channels

### **AC112 Acupuncture Anatomy II (3/30)**

This course continues from Acupuncture Anatomy 1 in the exploration and discussion of the remaining Channels and non-Meridian Acupuncture points as follows:

1. 5 Channels (Kidney, Pericardium, Triple Burner, Gall Bladder, Liver Channels).
2. 8 extra Channels (Du, Ren, Chong, Dai, Yang Qiao, Yin Qiao, Yang Wei and Yin ' Wei).
3. 15 Collateral points.
4. Extra points.

### **AC211 Acupuncture Physiology I (3/30)**

Acupuncture Physiology 1 covers the usage of the regular and special acupuncture points and their traditional functions in treatment. The basic principles of prescription in acupuncture treatment will also be discussed.



### **AC212 Acupuncture Physiology II (3/30)**

Continuing on the topics introduced in AC311, this course will further explore and study the usage of the remaining regular and special acupuncture points and their traditional functions and applications in treatment.

### **AC311 Acupuncture Techniques I (3/30)**

This course is designed to teach students various Acupuncture methods: needling techniques, methods of moxibustion, cupping, accident prevention and management, contra-indications, and technique practice.

### **AC312 Acupuncture Techniques II (3/30)**

This course provides an introduction to Scalp Acupuncture, Ear Acupuncture, Acupuncture Anesthesia, Moxibustion, and technique practice. Clean Needle Technique and a review of infectious diseases will also be introduced.

### **AC313 Acupuncture Therapeutics I (3/30)**

Course discussion will involve etiology and treatment therapy of the common diseases through the use of acupuncture. Students will begin to analyze and differentiate the pathological conditions, finding the right treatment for that condition, while applying the principles of prescription and treatment.

### **AC314 Acupuncture Therapeutics II (3/30)**

This course will include the study of Acupuncture medicine including: Obstetric and Gynecology, diseases of the eyes, ears, nose and throat. There will be discussions on approximately 100 cases using clinical signs and differential diagnostics for therapeutic treatment. Students will be taught to analyze and to differentiate pathological conditions and to find the right treatment for those conditions.

### **AC315 Auricular & Electro Acupuncture (3/30)**

Auricular and electro acupuncture are the new techniques developed in modern time. Auricular acupuncture mainly based on such a view point that ear is a concentrated body where every organ and other parts of the body have their reflex zone and points respectively. Electro acupuncture is using modern equipment to stimulate the points by electric wave.

## **Basic Science Courses**

### **BS111 Principles of Biology & Microbiology (3/30)**

An introduction to the fundamentals of general biology, explaining biological concepts and processes; emphasizing the classification of living things, their unit structures, metabolism, response and reproduction systems.



**BS112 Principles of Chemistry and Biochemistry (3/30)**

Basic principles of chemistry and their application to various facets of life; with an emphasis on the chemical properties of elements, their reactions and basic organic and biochemistry.

**BS113 Principles of Physics (3/30)**

Basic principles of general physics. The subjects included are: general mechanics, electromagnetism, basic optics, introductory modern physics and its applications and technical concepts.

**BS114 Principles of Psychology (3/30)**

This course is designed to provide students with an appreciation of the variety of psychopathological conditions, basic techniques of assessment and treatment methods.

**BS116 Principle of Nutrition and Vitamin (3/30)**

The study of the clinical aspect of nutrition, including: essential nutrients (Carbohydrates, proteins and fats), vitamins, micro and macro nutritional elements. Also, the study of diseases resulting from deficiencies and the science of nutritional evaluation.

**BS210 Human Anatomy & Physiology I (3/30)**

An overview of the structures and functions of the human body, including: histology and embryology, anatomy and physiology of bones, sensory organs and an introduction to muscles.

**BS211 Human Anatomy & Physiology II (3/30)**

This course details the muscular system, anatomy and physiology of digestive and respiratory organs, the physiology of exercise and energy metabolism.

**BS212 Anatomy & Physiology III (3/30)**

A study of the anatomical structures and physiological functions of the male and female reproductive organs, circulatory systems, blood and lymph.

**BS213 Human Anatomy & Physiology IV (3/30)**

This course provides an introduction to the anatomical structure and physiological functions of the Nervous system, Sensory organs and Hormonal organs.

**BS311 Principle of Pathology I (3/30)**

The study of the general law of diseases, including: pathological changes, the prevention and treatment of these diseases.



### **BS312 Principle of Pathology II (3/30)**

Systemic Pathology is the scientific study of the causes and mechanisms of disease for specific organs; along with descriptions of disease manifestations, their progress and sequels. This course will discuss and survey many different types of disorders, diseases, infections, tumorous growths, malignancies and syndromes.

### **BS313 Principles of Pathology III (3/30)**

Introduction to Western Medical Diagnostic examinations. The student will learn the following exams: Psychiatric interview and diagnosis, examinations of skin, head and neck, ear, nose, throat, eye, chest, breast and heart.

### **Clinic Training Courses**

#### **CL111 Clinic Level I: Herbal Pharmacy Obs (2/40)**

Students are introduced to the University's Herbal Pharmacy. The course provides knowledge about and classification of herbal materials. Differentiation of toxic or non-toxic herb, and herb storage and maintenance are discussed and reviewed, along with the rules and regulations governing the pharmacy.

As first level pharmacy interns, students will learn the proper methods of preparation of herbs including raw herbs, powdered herbs, and pill forms. Interns will also be responsible for filling out a minimum of 10 prescriptions. Five of these prescriptions must be analyzed and properly documented into the worksheets provided for the interns.

#### **CL112 Level I: Pre-Internship (1/20)**

Mastery of Basic Western Physical Examination Techniques (Blood pressure, temperature, pulse and breath)

#### **CL113 Level I: Clinical observation (4/80)**

The initial stage of an intern's training is fulfilled in the Practice Observation. Level I of our clinic, two consecutive classes of 40 hours each, comprising 4 units of 80 hours total, are required. All interns must fulfill seven conditions of evaluation, have the ability to identify and prepare herbs, successful completion of CPR and Clean Needle Technique instruction, exhibiting a thorough knowledge of clinic and pharmacy regulations, as well, as, maintaining the appropriate demeanor of an Asian Medicine Provider. All students must successfully complete the Level I Practical Examination with a minimum score of 70%.



### **CL211 Level II: Diagnosis & Evaluation, (16/320)**

Level II is comprised of 16 units of 320 hours. Interns are required to exhibit a greater knowledge of clinic and diagnostic procedures. Interns will begin to treat patients under close supervision by the clinical supervisors. Interns carry out the prescription for therapy after the clinic supervisor reviews the intern's diagnosis and treatment plans for each patient. Course objectives require competency in seven categories: Demonstrating a thorough knowledge of herbs and major herbal formulas, understanding the major acupuncture points and their safe use in treatment, increased practice and competency in CPR and Clean Needle Technique, understanding of TCM and Western Medical terminology and an intern's ability to chart patient intakes. Successful completion of a Level II Practical Examination with a minimum score of 70% is required for entry into Level III.

### **CL311 Level 3: Supervised Solo Practice (13/260)**

Under the consultation of a licensed clinical supervisor. Intern Level III is the summation of all clinic and academic instruction. The intern is required to demonstrate a complete and thorough understanding of all elements of clinical diagnosis and treatment, including six major objectives: a complete understanding of the herbal formulas and their functions, a thorough competency in herbal formula preparation and knowledge of all materials prohibited by the state of California, a mastery of acupuncture technique and the prescription of acupuncture treatment, a thorough knowledge and mastery of CPR and Clean Needle Technique and a complete competence in patient diagnostic skills; including, charting, intake, diagnosis (clinical and theoretical), as well as, professional and ethical relationships of the patient and practitioner treatment to modalities. Successful completion of Level III Practice Examination with a minimum of 70% is required for entry into this final step of internship.

### **CL411 Level IV: Supervised Solo Practice (4/80)**

This is the final stage of an intern's training. Supervision is for 4 units of 80 hours. The intern is required to cultivate independent diagnostic and treatment skills and to succeed demonstrating them with a minimum of 250 patients, with full participation in the complete cycle of diagnosis, point selection and prescribe herbs.

### **CL114, 212, 312, 412: Case Study (8/160)**

There are 4 different stages for each level of intern practice. Students will provide current patient cases, and analyze cause and pathogenic process and apply to principle.

### **CM200 CNT & Safety Equipment (3/30)**

This course is designed to instruct the student on the proper usages of medical center equipment, the Clean Needle Technique, OSHA requirements and information on safety regarding hepatitis and HIV.



### **CM210 Medical Assessment (3/30)**

To understand how to know health conditions through special techniques by sections of the body. To help decide the causes of the illness. To help make an accurate diagnosis.

### **CM220 Introduction to Qualified Medical Evaluation**

This course is to give information in the California Worker's Compensation System and regulation, so that acupuncturists are able to join with other practitioners and referral patients with other practitioners for work's compensation patients.

### **CM230 Contraindication of Herb & Drug**

To prevent pharmacologically active herbal products that may interact with over-the-counter or prescription drugs people are using. To protect the interactions that could lead to medical problems or in some cases might even interact in a beneficial way.

### **Elective Courses**

#### **EL110 Chinese Medical Language (3/30)**

This course presents a basic introduction of Chinese Medical Terminology.

#### **EL111 Medical Feng Shui (3/30)**

Students will learn the principles and beginning to intermediate level applications of compass-style feng shui. Foundation theories include yin/yang, five elements, eight trigrams, Chinese calendar and other theories.

#### **EL112 Chinese Medical Bibliography (3/30)**

This course presents a general introduction of Traditional Chinese Medical Literature.

#### **EL201 Reflexology (3/30)**

Introduce various reflex zones on foot and hand which corresponds to the certain parts of the body, and various finger massage skills to relief the tension of the body.

#### **EL312 Advanced Tui-Na (3/30)**

Advanced Tui-Na is a continuation of Tui-Na I. Topics covered in this course will include: special physical Examination of upper extremities, the etiology and Pathogenesis of symptoms; with diagnosis and treatment of diseases involving cervical, thoracic, lumbar and sacral vertebrae.

#### **EL420 Sixty Three Formula Review (3/30)**

This course offers a study in herbal formula that are of particular importance in terms of their practical application as established by the CA state board.



### **EL415 Japanese Acupuncture (3/30)**

Japanese acupuncture is a different approach of Asian medicine from Chinese acupuncture. It was influenced by Chinese medicine but had an independent development later. It had its unique view points to the areas of meridian theory, diagnosis and treatment.

### **EL461 Sa-Sang Constitutional Medicine (3/30)**

This course will cover the medical theories of Sa Sang Constitutional Medicine, which originated with Jae Ma Lee in 1894. This theory recognizes that all human beings can be naturally divided into four groups or constitutions, each having their own unique type of disease symptoms, signs, and principles, of treatment.

### **EL462 Dermatology (3/30)**

This course will teach students the specialized knowledge of TCM Dermatology 2. Providing students with the essential information needed to properly treat skin disease.

### **EL463 Ophthalmology & Otolaryngology (3/30)**

The Chinese traditional ophthalmology and Otolaryngology is a clinical science based on Traditional Chinese medicine theory, recognizing the anatomy and physiology of ears, eyes, nose, tooth, mouth cavity and throat, characteristics of pathology and the law of diagnosis and treatment of special five orifices diseases.

### **EL464 Needling Lab (3/30)**

This is an upper division acupuncture course where students will have a chance to master their basic needling manipulation techniques for arrival of qi.

### **EL510 Special Seminar Studies in Asian Medicine (3/30)**

Multiple scoliosis treatment within Internal Medicine of Asian Medicine. Study research papers of this disease and review internal cases of Asian Medicine. Match this disease with the case of Asian Medicine and find a solution. Prepare case study and research effectiveness.

### **EL511 Special Seminar Studies in Acupuncture (3/30)**

Learn 4 needle techniques through 5 element movements theory. Apply this method for Zang Fu disease with cases and models.

### **EL512 Special Seminar Studies in Herbology (3/30)**

Study Cardiac health problems through anatomy of heart, physiology of heart along with Internal of Asian Medicine and Acupuncture Theory and using Herb Formulas related to clean blood clots.



### **EL513 Special Seminar Studies in Western Medicine (3/30)**

Study neurology for mental problems with cases to use Acupuncture and Herbs. Study brain structure and nerve system.

### **EL514 Advanced Tui Na (3/30)**

Advanced Tui Na is a continuation of Tui Na I. Topics covered in this course will include: special physical Examination of upper extremities, the etiology and Pathogenesis of symptoms; with diagnosis and treatment of diseases involving cervical, thoracic, lumbar and sacral vertebrae.

### **EL515 Western Medicine Neurology (3/30)**

As introductory level, students will study various diseases with disorders of the nervous system. Neurology deals with the diagnosis, and treatment of all categories of disease involving the central, peripheral, and autonomic nervous systems, including their coverings, blood vessels, and all effector tissue, such as muscle. Acupuncture study students should learn the neurology system and need to study clinical research for neuro-diseases.

### **EL516 Principles of Gerontology (3/30)**

The study of Gerontology provides students with knowledge and critical understanding of the processes of adult development and aging. Also students study the biological, economic, psychological, social and health/fitness aspects of the aging process.

## **Herbology Courses**

### **HB100 Introduction to Botany/Herbs (3/30)**

An introduction to the major plants used in Asian Medicine. The study of pharmaceutical and botanical terminology and categories used in Asian Herbology; along with their indications for usage, general effects, entering meridians, taste and properties and any contraindications for each category. Samples from each category are reviewed. The preparation of herbs is also discussed.

### **HB111 Chinese Herbs & Lab: Category I (3/30)**

Chinese Herbology is an important part of Asian Medicine and students should be well acquainted with and knows how to use herbs. The entire course will consist of four categories and students will learn the most commonly used medicinal substances in traditional Chinese Pharmacology. Approximately 450 herbs will be covered; 280 of which are usually included in the California Acupuncture Licensing Examination. Category I will cover exterior releasing herbs, herbs that clear heat and relieve toxicity and downward draining herbs.



### **HB112 Chinese Herbs & Lab: Category II (3/30)**

This course is the second part of the four part series on Herb Categories. Covered in this course are herbs that: drain dampness, dispel wind dampness, transform dampness, warm interior and expel cold, regulate Qi, relieve food stagnation and expel parasites.

### **HB113 Chinese Herbs & Lab: Category III (3/30)**

Herbs: Category 3, the third part of the four part series, covers herbs that: regulate blood, transform phlegm and relieve coughing, calm the spirit, extinguish wind and stop tremors and aromatic herbs that open orifices.

### **HB114 Chinese Herbs & Lab: Category IV (3/30)**

Herbs: Category 4, the fourth part of the of four part series, covers herbs that tonify the yin, herbs that notify the Yang, herbs that tonify the Blood, herbs that notify the Qi, herbs that Stabilize and Bind, herbs that Calm the Spirit, herbs that Open the Orifices, herbs that Extinguish Wind Tremors, herbs that Expel Parasites, herbs for External Application.

### **HB211 Cooperative Herbs**

Study pair of herbs to be together for better effectiveness.

### **HB311 Clinical Herbs Formula I (3/30)**

This course is a comprehensive introduction to Chinese Herbal Formulas for various clinical applications. The entire course consists of four parts. The first part covers the formulas used for diaphoretic, purgative, harmonizing, antipyretics and summer heat clearing.

### **HB312 Clinical Herbs Formula II (3/30)**

Continuing into the second part of the herbal formulas series, this course covers formulas used for: warming, exterior releasing, tonifying, sedation, resuscitation, and astringents.

### **HB313 Clinical Herbs Formula III (3/30)**

The third part of the Herbal Formulas series of courses will cover the formulas with carminative, blood regulating, anticonvulsant and moisturizing characteristics.

### **HB314 Clinical Herbs Formula IV (3/30)**

This course completes the Herbal Formulas series of courses with an in depth analysis of the formulas with diuretic, phlegm expelling, resolving, anti-parasitic and anti-abscess characteristics.

### **HB315 Nutrition in Asian Medicine (3/30)**

The course will cover the practical aspects of using foods to correct medical conditions from the perspective of Asian Medical Theory.



### **HB411 Case Studies in Formula (3/30)**

This course offers a study in herbology that are of particular importance in terms of their practical applications as established by the California State Board.

### **HB 412 Advanced Formulas: Shanghan (3/30)**

Differential diagnosis and treatment of cold diseases based on the principles of Six Channel Theory.

### **HB413 Kum Que Yoe Rak (3/30)**

Golden Cabinet was originally one part of Shanghan Zabing Lun. It is the earliest medical book for diagnosing and treating miscellaneous in TCM. It is based on Zang Fu and Meridian. Also it is used for External contracted diseases, the review pathological process for External cause and herbal prescriptions.

### **HB414 Sixty Three Formulas (3/30)**

Intensive study on the California Board Examination formulas.

## **Management and Ethics Courses**

### **PM100 Clinic Business Management & Billing (3/30)**

Many factors contribute to the successful management of practice. Important factors to be considered are: skills and abilities of the acupuncture practitioner, practice plan, concentration of energy and resources, reputation and image, financial foundation, office location, fee schedule, operations, insurance, patient care, personnel and advertisement. In this course, these topics, including the laws and regulations of the California Acupuncture Committee and other governmental agencies, will be discussed in detail.

### **PM101 Medical Ethics (2/20)**

There are certain ethical points to be considered in business management. In this course, there will be lectures, readings and discussions of ethics, jurisprudence and current issues that confront the modern health practitioner. Also, the laws and regulations of the California Acupuncture Committee and other government agencies with regard to the ethical points will be discussed together.

## **Asian Medicine Theory Courses**

### **AMT 100 Philosophy and History of Eastern Medicine (3/30)**

This course presents a basic introduction of Chinese Medical Terminology. Study development of Chinese Medicine from ancient time to now in theory to treatment through social philosophy.

Such as Yin Yang Theory, Element Theory, Organs Theory and Meridian Theory.



**AMT110 Theory of Asian Medicine I (3/30)**

Basic theory of Asian medicine describing the relationship of Yin and Yang, the Five Elements, Function and relationship between Zang and Fu, the formation and function of Qi, blood, body fluids and the nature of the human being.

**AMT111 Theory of Asian Medicine II (3/30)**

The fundamental principles of the external factors that cause disease (wind, cold, dampness, heat & dryness), the general law of pathological changes, and the prevention/treatment of disease.

Prerequisite: AMT110

**AMT211 Asian Medicine Diagnosis I (3/30)**

The diagnosis of disease using the Eight Principles and Four Methods of Observation, Auscultation & Olfaction, Inquiry and Palpation.

Prerequisite: AMT111

**AMT212 Asian Medicine Diagnosis II (3/30)**

Differential diagnosis of the internal organs and diagnosis according to pathological Qi, Blood, Body fluids and 8 Differentiations.

Prerequisites: AMT111, AMT210

**AMT213 Asian Medicine Diagnosis III (3/30)**

The diagnosis disease by 5 Element, Differential diagnosis of the Triple Burner, Meridian Theory, 6 Channel differentiation Theory, and Wei, Qi, Young, xue theory.

**AMT310 Asian Medicine I (3/30)**

Traditional Chinese internal medicine covers the etiology, pathogenesis. Study disorders of the respiratory system, various types of pain, and urinary disorders. Recommend use of Herbs and Acupuncture prescription.

Prerequisite: AMT212

**AMT311 Asian Medicine II (3/30)**

Study disorders of the gastrointestinal system, neuromuscular system, genital system, and hematology.

Prerequisite: AMT212

**AMT312 Asian Medicine III (3/30)**

Continuation of AMT312.

Prerequisite: AMT311



### **AMT313 Asian Medicine IV (3/30)**

Continuation of AMT312.

Prerequisite: AMT311

### **AMT410 Principle AM Gynecology Treatment (3/30)**

Student will learn more advanced knowledge about gynecology in Asian medicine, including acupuncture points, formulas, as well as herb formulas for treating regular and problematic women's diseases.

### **AMT411 Principle of Asian Medicine Pediatrics Treatment (3/30)**

The use of AMT principles in diagnosing and treating the unique characteristics of the tissues, physiology and pathology of children, and in the prevention of childhood diseases.

Prerequisite: AMT311

### **AMT412 Integration of East/West Medicine (3/30)**

Medical problems presented in a case study format researched, analyzed, diagnosed and presented by students from the perspective of Asian and Western medicine.

Prerequisite: AMT313

### **AMT413 Yellow Emperor's Classic (3/30)**

This course offers a study of the concepts and principles regarding the relationship of man and the universe and the concept of unity of opposites in the classic "Yellow Emperor's Classic (Huang Di Nei Jing)"

## **Physical Therapy Courses**

### **AMB110 Tai-Chi Chuan (3/30)**

This is an introductory course in the Chinese System of movement and meditation of Tai Chi Chuan; to maintain good health and longevity by promoting the free flow of Qi.

### **AMB111 Qi Gong (3/30)**

"Fung Hung Gong" is a set of exercises combining motion with meditation and breathing to train and nourish energy. Students will learn the introduction to Nei Gong and eight movements.

### **AMB120 Tui-Na (3/30)**

Tui-na is a massotherapy (massage) to treat diseases and traumatic injuries. In this course, there will be a brief discussion of Chinese Massotherapy and the Basic Principles of Massotherapy; which deals with Yin, Yang, Qi, Blood and Internal Organs. There will be a discussion introducing diseases involving the internal organs and their treatment by Tui-Na.



### **AMB130 Acupressure (3/30)**

Also, the special physical Examination of the vertebrae, hip joint and lower extremities will be taught in this course. And learn acupressure skills for muscle and trigger points.

### **Public Health Courses**

#### **PD100 Principles of Research (3/30)**

Introduction of the research methods, medical statistics, double blinded studies, etc. This class is designed to enhance the student's research skills through understanding the basic principles of research methodology and the proper sampling and research method of quantitative and qualitative research. Students may perform an actual mini research project based on Asian Medicine.

#### **PH100 Public Health (2/20)**

Understanding the relationship among diseases, environments, pollution, and human body. Understanding how to prevent illness for personal health and community health.

#### **PH101 CPR & First Aid (2/20)**

This one day course is required for everyone in the Master of Science in Asian Medicine Program. The lectures will be on the causes of heart disease, symptoms of stroke and the principle of cardiopulmonary resuscitation. Methods of mouth to mouth resuscitation for obstructed airway, non-obstructed airway, conscious and unconscious, one rescuer CPR, two rescuers CPR on adults and infants will be demonstrated. Students will receive a certified CPR card upon completion.

### **Western Medicine Courses**

#### **WM110 Western Medical Terminology (3/30)**

The student will learn how medical terms are formed from word roots, combining forms, prefixes and suffixes, other terms, pharmacology, abbreviations and to apply this knowledge by completing work sheets in the required text.

#### **WM210 Equipment & Safety Code (2/20)**

This course is designed to instruct the student on the proper usages of medical center equipment, the Clean Needle Technique, OSHA requirements and information on safety regarding hepatitis and HIV.

#### **WM211 Principles of Pharmacology (3/30)**

Introduction to Western Pharmacology. Discussion about drugs affecting the Autonomic Nervous system, the Central Nervous System, Cardiovascular system, other organ systems, Chemotherapeutic Drugs, Anti-inflammatory Drugs and Autacid.



### **WM310 Western Medicine Physical Assessment (3/30)**

This second section will provide an introduction to Western Medical Diagnostic examinations. The student will learn the following exams: Cardiovascular (part 2), abdomen, male genitalia, female genitalia, spine and extremities, neurological, children, lab tests and radiology.

### **WM311 Western Laboratory Diagnosis (3/30)**

Introduction to the most commonly utilized Western Medical Tests and Laboratories. Students will learn how to order and interpret a variety of Laboratory tests. Students will become familiar with these methods for their own professional use, as well as, knowing when to refer patients to other health care professionals.

### **WM312 Survey of Clinical Medicine (3/30)**

The student will be introduced to a survey of the clinical practice of medicine and be familiarized with the practices of other health care practitioners, including: osteopathy, chiropractic, homeopathy, naturopathy, reflexology, biofeedback, hypnotherapy, polarity, hydrotherapy and other natural healing modalities.

### **WM313 Western Internal Medicine I (3/30)**

Understanding of the causes of disease in Western Medicine. Discussion regarding: Genetics, nutrition, hormonal, errors of metabolism, lipid metabolism, biological agents, cocci, bacilli, virus, protozoa, worms.

### **WM314 Western Internal Medicine II (3/30)**

Understanding of the causes of disease in Western Medicine. Discussion regarding: diseases of the heart, vascular system, respiratory system, kidney and urinary system and alimentary tract.

### **WM315 Western Internal Medicine III (3/30)**

Understanding the causes of disease in Western Medicine. Discussion regarding: Hepatobiliary system and pancreas, hematopoietic system, Neoplasia, Nervous System. Psychiatric disorders, striated muscle, bone and bone mineral.

### **WM410 Clinical Nutrition (3/30)**

To advise right foods, menus, and cooking methods according to disease, signs, and symptoms based on biomedicine principle.



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## University Services

Whether you're a student or a staff member, the University is dedicated to providing the best opportunities to you while on campus. Here, you'll find information that helps you be an involved and knowledgeable member of our community.

### **Student ID Card Services**

The University issues student ID cards upon acceptance & enrollment. Photographs can be submitted in hard copy or digital format. The official University identification card is non-transferable. The ID card remains the property of the University, is governed by the University regulations, and expires when the holder is no longer affiliated with the University.

### **Academic Advising**

Academic advising is both available and considered a fundamental educational tool of the University. Through counseling, students are able to improve their educational experience and establish a relationship with their designated counselors at the University.

Academic advice and counseling by the Dean and/or the faculty will be regularly available on the school premises to all students. Students are recommended to correspond with the Dean or faculty advisor once every term.

### **Transcript Services**

The University will provide you with one transcript at no charge when you graduate from your program. If you wish to order additional transcripts, send a written request containing your signature to the Office of the Registrar. The fee for an official copy is \$10.00. A check or money order must accompany your request or the request will not be processed.

### **Alumni Association**

The goal of the Alumni Association is to foster and develop professional network relationships. Alumni may also use the library, stay in touch with the University, and take advantage of career opportunities, discounts, or other benefits. Alumni make a difference in the tone and vitality of our organization. They represent richness in diversity, age, geography, ethnicity, and gender that mirror the University today.

### **Visas Services**

At this time, the University does not admit students from other countries, does not offer visa services, and does not vouch for student status, nor any associated charges.



## **Concurrent Education**

Once enrolled at Golden State University, concurrent education at other accredited colleges or universities can only be approved based upon the following conditions:

1. Student must submit to the Academic Dean a written request for approval for concurrent education.
2. The approval of courses or subjects taken by GSU students at other accredited colleges or universities will only be granted for courses in General Sciences and Western Science subjects.
3. The courses or subjects taken by GSU students at other accredited colleges or universities shall not have time conflict with courses taken at GSU.
4. The courses or subjects taken by GSU students at other accredited colleges or universities shall be the same number of units or more and be of similar level in courses and contents in order to be transferred to GSU.
5. Official transcripts of the courses or subjects taken by GSU students at other accredited colleges or universities must be submitted to the Program Student Advisor and approved by the Academic Dean for evaluation before transfer credits are awarded.
6. A fee of \$50.00 shall be required for the evaluation and processing of transfer credits.
7. Concurrent education is not permitted for any courses or subjects in Oriental Medicine, Acupuncture, Herbology, and thus, consequently, transfer credits will not be granted on these courses and subjects.

### **• Incomplete (I)**

An "I" (incomplete) grade may be given if the student was unable to complete the required academic work, or was unable to take the midterm examination or the final examination at the scheduled time for just cause or justifiable excuse such as medical or family emergency. It is the responsibility of the student to explain the justifiable reason to the instructor and to determine alongside the instructor the work needed to be completed and to provide a mutually agreed upon completion date. An "I" must be corrected within the first two weeks of the following quarter. Multiple Incomplete grades may lead to academic probation or academic dismissal from the University. Incomplete grades will automatically convert to "F" grades when not corrected within the time frame indicated. If the instructor who issued the "I" grade is no longer teaching, the Academic Dean will determine the work needed to complete the course and assign it to an instructor who is currently teaching the same course. The student is responsible for completing the academic deficit in a timely manner. Each make-up examination requires a fee of \$50.00.

### **• Repeated Course (R)**

Students can repeat any course only once. If a higher grade is earned in the repeated course, the lower grade will be recorded as "R" in the official transcript. Only the higher



grade will be included in the GPA. A student who is required to repeat a course must complete it within the maximum time frame and is charged tuition at the regular published rate. All course repetitions count as courses attempted for purposes of determining satisfactory academic progress.

### **Grade Changes**

Grades, which are given at the discretion of faculty, reflect the academic achievement of the student. To change a grade, the instructor must provide the Academic Dean with appropriate reasons and evidence for the change of grade in writing. The Grade Change Form must be submitted by faculty to the Academic Dean before the change can be processed by the Registrar. Students wishing to contest a grade must do so in writing to the Academic Dean by the second Wednesday of the following quarter. Any grade change requests made after this day will not be honored.

### **Grade Appeal Process**

Most of grade appeals can and should be resolved by the student's direct discussion and communication with the faculty member involved. A student appeal of a final grade must be formally initiated within three (3) months following the posting of the grade. If the three (3) month deadline has lapsed, the grade becomes permanent on the student's transcripts.

The following due process must be followed by students who wish to file a grade appeal:

1. The student shall meet with the faculty member involved in an attempt to resolve the complaint.
2. The student shall submit a written appeal to the Program Director to whom the faculty reports. The written appeal must specify the nature of the complaint and the relief the student is seeking. The Program Director will then schedule a meeting with the student and the faculty member involved in an attempt to resolve the complaint. The Program Director and faculty member involved will then communicate a decision in writing to the student.
3. If the matter is not resolved at Step 2, the student shall submit a written appeal outlining the nature of the complaint and the relief sought to the Academic Dean. Academic Dean will then schedule a meeting with the student to hear the student's complaint. Academic Dean shall schedule a meeting with the student and the Hearing Committee consisting of the Academic Dean and three randomly selected full-time faculty in order to hear the student's complaint. The composition of the Hearing Committee shall be randomly determined by the Academic Dean on the basis of each individual.

### **Student Complaint**

The committee will not function as a standing committee. Academic Dean will communicate the decision of the Hearing Committee in writing to the student. The decision of the Hearing Committee is final. This process will be accomplished in a reasonable period of time not to extend beyond six (6) months of the occurrence of the



incident. A student's failure to comply with the steps of the aforementioned process will nullify the complaint.

## **Grading Policies**

### **Units of Credit**

GSU utilizes the quarter unit to award credit. One quarter didactic unit is equivalent to ten (10) contact hours. One quarter clinical unit is equivalent to twenty (20) contact hours.

### **General Policy on Grading**

It is an integral part of the teaching responsibility of the faculty to provide careful evaluation, timely assignments, and appropriate grades for each enrolled student. In the absence of compelling reasons, such as a mistake, fraud, bad faith, or incompetence, the grade determined by the instructor of record is to be considered final. Final course grades must be submitted by the faculty to the Office of Records no later than noon of the second academic day after the end of the Final Examination period.

### **Standards For Student Achievement**

Students must achieve a 2.0, or "C", average to receive credit for a particular class. Students may retake any classes for which they have not achieved this passing grade at applicable standard tuition fees. An undergraduate student who falls below a cumulative grade point average of 2.0 is academically dismissed. Graduate Students must maintain an overall G.P.A of 2.0 or the student will be placed on academic probation. A graduate student who falls below a cumulative grade point average of 2.0 is academically dismissed.

### **Grade Reports**

At the end of each course, notification of the student's academic standing and report of grades achieved while in enrollment at the University are provided to each student. Grades are normally provided within two weeks following the completion of the course. If there are any unpaid charges or other penalties on record against a student, request for transcripts and class grades will be withheld unless arrangements to the contrary have been made in advance with the administration. Questions regarding grade reports, academic credit, or transcripts should be referred to the Office of the Registrar.

### **Completion Time**

#### **Minimum Completion Time**

Students must be enrolled for a minimum of 3 academic years to complete the program.

#### **Maximum Completion Time**

Students who fail to meet graduation requirements within eight (8) years of the date of their first admission must meet the requirements in effect at the time. Their graduation



can no longer be based on requirements effective at the time of their entrance. Students readmitted to the University must meet the graduation requirements and all other policies in effect at the time of their readmission.

### **Student Health and Safety Regulations**

The University is not liable for injuries sustained by students in their activity as students, even though such injuries occur on school premises, in laboratory work, or in clinics. Students are advised to be certain that they are covered by personal health and accident insurance.

### **Name Change (Student or Graduate)**

Students who need to change the names on their academic records may do so by contacting the Registrar in writing and providing appropriate documentation. The Registrar will then notify other University offices of the name change.

### **Deceased Students (Updating Records)**

Family members of students who have passed away during the course of their program and are entitled to a refund are required to submit a copy of the Death Certificate to the Registrar's office. The Dean of Academics will update the deceased student's file at that time.

### **Financial Policies**

The University is committed to doing everything possible to help eligible students meet their financial needs. Major responsibility for securing the necessary financial resources rests with the student. The school will make every effort to assist the student by helping students and spouses find employment, loans and scholarships. In some cases, assistance can be expected and should be sought from the home church, support of family and friends, summer savings, and work-study funds. The University does not currently participate in state or federal financial assistance programs. Financial assistance may come in the form of Financing Plans, private scholarships, or the Achievement Scholarship.

### **Financial Suspension**

A student may be suspended from the University for failure to pay the tuition and fees as agreed to in the Enrollment Agreement.

#### **• Withdrawal (W)**

The student has the right to cancel, withdraw, and refund policies, including an explanation that the 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. [Ed. Code 94909 (a)(8)(B)]

Students may withdraw from courses by Wednesday of the second week of the quarter without affecting GPA. Thereafter, students are required to obtain a permit from the



Academic Dean to withdraw. Withdrawal from enrolled classes after the first two weeks with the proper withdrawal procedure will result in a “W” grade recorded in the official transcript. No withdrawals are permitted during the final three weeks of instruction except in cases such as accident or serious illness.

The notice of cancellation and withdrawal is effective when delivered, postmarked, or e-mailed. The University will pay any refund due under the terms of the policy within 30 days of the written cancellation and withdrawal. The student is responsible for paying any amount due to the University as a result of an underpayment.

A grade of “F” will be automatically entered in the grade report if the student does not attend final three weeks of class without being excused. Withdrawal grades are not included in the GPA. Refund of Tuition, if any, will be made in accordance with the Refund of Tuition and Fees regulation.

#### Grade Point Average (GPA)

A student’s grade point average (GPA) is computed by the following formula:

Total Grade Points Earned

Total Units Attempted with Letter Grade

#### **Tuition**

Tuition for a class must be paid before course work begins, unless the student opts for Financing Plan described in Financial Information section. The University reserves the right to collect any unpaid financial obligations by any means necessary for any education services and/or training provided. Students may use electronic funds transfer, personal or business checks, cashier’s check or money order.



## Tuition Refunds; Time for Payment

The University shall pay or credit refunds due on a reasonable or timely basis, not to exceed 30 days following the date upon which the student's withdrawal has been submitted.

### REFUND POLICY.

The student has a right to a full refund of all charges less the nonrefundable \$100.00 Application Fee and \$50.00 I-20 mailing fee for International students, if the student cancels this agreement prior the first day of instruction for the school.

In addition, if the student withdraws from Golden State University by midnight of the day before *the first day of instruction*, he/she will receive a pro rata refund for the unused portion of the tuition and other refundable charges *if the student has completed 60% (or less) of the instruction*.

The school will also refund funds collected from a third-party on the student's behalf, such as funds for license application fees. If GSU cancels or discontinues a course of instruction, or part of a course of instruction, then GSU will make a full refund of all charges.

Refunds will be paid within 30 days of cancellation or withdrawal. CEC 94911(e)(2)

***THE FOLLOWING ARE EXAMPLES ONLY. ACTUAL REFUND AMOUNTS ARE SUBJECT TO TUITION CHARGES AND UNIT/HOUR REQUIREMENTS IN EFFECT AT THE TIME THE STUDENT REQUESTS A TUITION REFUND.***

*Tuition Refund Policy – Formula: Constant - Tuition Aspect: Variable – Example*

Total tuition charge for 2,160 didactic hours and 960 clinical hours: \$ 32,640.00

*Didactic Tuition Refund – Student enrolled in 12 units, withdrew after third week*

Total tuition charges for 2,160 didactic hours (216 units X \$120.00): \$ 25,920.00

Divide total didactic tuition by number of didactic hours (25,920/2160)= 12

[This number (the quotient) represents the hourly charge for the didactic aspect of the program.]

Amount owed by student:

Hourly charge (\$12.00) X total hours attended per 3 units (30 hrs): \$360.00

Amount paid by student (12 units X \$120.00 per unit)                      \$ 1,440.00



Amount of Didactic Tuition

Refund (amount paid minus amount owed -  
\$1,440 minus \$432.00): \$ 1,008

*Tuition Refund Policy – Formula: Constant - Tuition Aspect: Variable – Example*

Total tuition charge for 2,160 didactic hours and 960 clinical hours: \$32,640.00

*Clinical Tuition Refund – Student enrolled in 20 clinical hours, withdrew between the first and sixth weeks, completed only 4 clinical hours.*

Total Tuition charges for 960 clinical hours (48 units X \$140.00): \$ 6,720.00)

Divide total clinical tuition by number of clinical hours (6,720.00/960) =7.00 per hr

[This number (the quotient) represents the hourly charge for clinical aspect of the program.

Amount owed by student:

Hourly charge (\$7.00) X total hours attended (4 hrs.): \$28

Amount paid by student (20 hours X \$7.00) \$140.00

Amount of Clinical Tuition Refund (amount paid minus amount owed -

\$140.00 minus \$28.00): \$ 112.00



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## Academic Policies

### **Registration Requirements**

Continuing students are required to register for courses each quarter by the scheduled registration deadline. The registration deadline is usually three to four weeks before the beginning of the new quarter. A late fee of \$100 is charged to those students who do not register by the posted registration deadline.

The University expects students to enroll in consecutive quarters. Students must notify the Registrar in writing if they do not plan to register for a quarter. Students are allowed official leave of absence status for three consecutive quarters without penalty. A student who does not register for the fourth consecutive quarter must apply for re-admission before continuing with studies. The student must be accepted for re-admission by the Admissions Committee and becomes subject to all academic and administrative policies, procedures and degree requirements in effect at the time of re-admission.

### **Study Load Limits**

Students normally enroll for 12 to 18 units each quarter. A student who is maintaining a "C" grade average may be allowed to enroll in up to 21 units with the Registrar's approval. In exceptional circumstances, a student who is performing well above average may petition the Academic Standards Committee for approval to enroll in up to 24 units. In the written petition, the student must show that there are special circumstances that should be considered. Students are cautioned that petitions for such increased study loads are very carefully and thoroughly evaluated.

### **Add or Drop a Course**

Students may drop a course during the first week of a quarter without penalty and have until the second week of the quarter to add a course. An add/drop form must be used to process all add/drops with the student's name, student ID number, signature and date. Neither written notes nor phone calls are acceptable for adding or dropping a course.

All add/drop forms are subject to the approval of the Associate Academic Dean for student's language section, approval of the Financial Aid Officer (if applicable), being signed by the Registrar and processed through the Business Office.

Any student attending a course in which they are not officially registered, will not receive credit for the course but will be assessed full tuition. To receive credit, the course must be repeated with proper registration and payment of tuition.

For dropped courses, refunds are calculated from the date the Drop Form is delivered to the Business Office. Failure to officially drop a course will result in full tuition charges for the course and a failing (F) grade.

A grade of Withdrawn (W) will be placed on the student's transcript for a course officially dropped after the start of the second week but before the ninth week of the quarter.



Students receiving financial aid are cautioned that a change in their enrollment could result in a change in their eligibility for aid. Students receiving financial aid must notify and receive approval from the Financial Aid Officer prior to any change in their schedule.

### **Course Withdrawal**

A student may withdraw from any course up until the ninth week of the quarter. Students who withdraw from a course must repeat that course in order to receive credit. Refunds for course withdrawals shall be made according to the University's tuition refund policy.

### **Leave of Absence**

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**(Ed. Code §94909(a)(8)(E))**

A leave of absence refers to a specific time period during a student's ongoing program of study when they are not in academic attendance. It does not include non-attendance for a scheduled break in a student's program. A student on an approved Leave of Absence is permitted to complete the coursework he or she began prior to their Leave of Absence.

Only one Leave of Absence may be granted during any twelve (12) month period and cannot exceed one hundred and eighty (180) days, including Summer Quarter. The twelve-month period will begin on the first day of the student's most recent Leave of Absence. For the Leave of Absence to be approved, the student must do all of the following: Provide a written, signed, and dated request for the Leave of Absence, prior to the time period the leave is to occur unless unforeseen circumstances prevent the student from doing so.

If the Leave of Absence is not approved, and the student leaves anyway, then the student is considered to have withdrawn from the University. If the student is receiving funding, this funding will be returned and/or cancelled. Upon returning, any such student previously receiving financial aid, must reapply.

### **Withdrawal from the Program**

A student not formally withdrawn from the Program or fails to register for the quarter without filing a Leave of Absence form with the Registrar is considered withdrawn from the University.

### **Classroom Attendance**

Students are expected to attend all scheduled class sessions and are required to arrive on time. Absence may be excused for childbirth, documented illness, injury, death in the family, or other emergency situations acceptable to the Academic Standards Committee. Students should call the Registrar or a Dean as soon as practical on the first day of absence, and give an estimate of the duration of the absence. Failure to give



prompt notice is considered a breach of professional etiquette. Special arrangements may be made to make up missed classes.

### **Absences**

(Ed. Code §94909(a)(8)(D))

All work missed due to absence or lateness must be made up to the satisfaction of the instructor in order to receive credit for the course. Instructors may arrange for make-up examinations in cases of excused absence (see section on make-up examinations for details). Instructors are not required to provide make-up examinations missed due to unexcused absence or lateness and may assign a failing grade for that examination.

### **Excessive Absences**

Excessive absence is defined an excess of 20% of scheduled classroom hours in didactic course or absence in excess of 10% of scheduled clinic training hours. Instructors will report excessive absences to the Registrar. The student may be asked to appear before the Academic Standards Committee. Failure to appear at the meeting may result in a failing grade and may also result in suspension or dismissal.

If the excessive absences are classified as excused, the Committee may recommend to the instructor that make-up work be arranged, or that the student be suspended from the class without a penalty grade assigned.

If the excessive absences are not classified as excused, the Committee may:

- Place the student on probation, giving provisions for return to good standing.
- Suspend the student for the remainder of the class meetings without a penalty grade assigned. Any tuition refund due shall be that provided for in the university refund policies. The date of notice of termination of study, as required for all tuition refunds, shall be the date of the Committee's decision.
- Suspend the student for the remainder of the class meetings with a failing grade assigned.
- Recommend to the President that the student be dismissed from the University.

### **ATTENDANCE: Clinical Training Courses**

Unexcused absence or lateness to a scheduled clinic observation session or a scheduled internship session is considered to be a serious breach of professionalism.

Trainees must be aware that patients come to our clinic expecting to be examined and treated in a timely and courteous manner. Lateness and absence are discourtesy to patients, fellow trainees, and the clinic staff. All students with unexcused clinic absences will be required to meet with the Dean of Clinical Education before returning to clinic duty.

The clinic office should be notified as soon as possible after a student realizes that she/he will not be at the clinic at the schedule time. A telephone answering machine will take calls before the office opens. In order to receive full credit for hours of clinical experience, the student must remain in the clinic for the entire assigned shift.



Students are reminded that all clinical training is enrollment by specific course registration for a specific number of academic units and not by the clock hours. Time missed due to excused absences up to 10% of the hours assigned to that course may be rescheduled at the convenience and availability of the clinic by the Dean of Clinical Education. No tuition penalty shall be applied but the faculty will consider the absences in assigning a final grade to the course.

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## GRADING POLICY & ACADEMIC PROGRESS

The institution's standards for student achievement;

### Grading Standards

A = 4.0 grade points = Excellent

B = 3.0 grade points = Above Average

C = 2.0 grade points = Average

F = 0.0 grade points = Failure

W = Withdrawal

P = Pass

I = Incomplete (If not completed by the end of the following quarter, the grade becomes F)

CBT = Credit by Transfer

CBE = Credit by Examination

AUD = Audit course, no credit

### **Probation, Dismissal and Maintaining Satisfactory Academic Progress (SAP)**

(Ed. Code §94909(a)(8)(C))

Probation is the time period in which the student must improve academic achievement to avoid being dismissed. Full time students must complete at least 36 units per academic year (9 months) with no less than a C (2.0) average to maintain satisfactory progress; however, to complete the program in four academic years students must successfully complete 58 units per academic year.

Satisfactory Academic Progress is a cumulative measurement. A student who has not maintained SAP for an academic year will be put on academic probation. The student is then required to meet to discuss options for re-establishing SAP. Students have the following year to re-establish their SAP.

In addition to maintaining SAP students must complete and pass the pre-clinical written and practical exam before attaining 185 quarter credits. Written exceptions can be obtained from the Provost or Academic Dean.



## **Grades**

Grades submitted by instructors after completion of courses are considered final. Any petition for a grade change due to special circumstances must come from instructors and will be considered on a case-by-case basis by the Academic Standards Committee. Completion of coursework and payment of fees does not guarantee graduation from the University.

### **Incomplete Grade (I)**

An incomplete grade must be converted to a passing grade in the next quarter or it will be converted to a fail (F).

### **Audit Courses (AUD)**

Students who wish to audit a class may do so if they have previously taken and passed a course at GSU. Audit and other non-credit courses are not included in fulfilling the requirements for SAP.

### **Proficiency Examinations**

Examinations help faculty evaluate student progress at various stages of the program. Other examinations may be required as deemed necessary.

- **Pre-Clinical Examination:** This examination consists of separate written and practical sections, which must be passed before a student may perform any acupuncture or herbal treatment in the clinic.
- **Clinical Proficiency Examinations:** Phase Exam 1 must be completed before entering Phase 2 Clinic Internship. Phase Exam 2 must be completed before entering Phase 3 Clinic Internship and as follows for Phase Exam 3.
- **Comprehensive Examination:** The Written Examination is usually taken within six months of the end of the student's program. A passing grade is required for the award of the degree and for the University's recommendation to a licensing agency. All clinical proficiency examinations must be passed before the student is eligible to attempt the comprehensive.

## **Student Records**

### **• Privacy of Records**

In accordance with the Family Educational Rights and Privacy Act (FERPA), the University protects the privacy of student records, including address, e-mail address, phone number, grades, financial information, and attendance dates. A copy of the University's FERPA policy is available from the Registrar. The Act provides each current and former student with the right to inspect and review information contained in the academic file. A student interested in reviewing the file must submit a request in writing to the Registrar. A student also has the right to submit written requests for amendments to the academic record.

### **• Buckley Amendment**

In compliance with Public Law 93-380, Section 438 (The Buckley Amendment), student grades, records, or personal information may not be given to third persons without



written consent of the student. Permission must be given by the student in order for information in the file to be used as reference checks for credit or employment evaluation by third parties, and the student must file a declaration to this effect, which will be kept in the student's file. The declaration can be all-inclusive or on a case-by-case access basis. The provision to release financial aid data to authorized agencies is not a violation of the Buckley Amendment.

- Retention of Student Records

A detailed system of records is maintained by the University for each student. Each student's file shall contain application documents, admissions credentials, records of attendance, grades earned, satisfactory academic progress records, written communication with the student, and any disciplinary actions taken. Fireproof storage shall be provided for the safekeeping of student records including records of graduation and degrees granted. Such records shall be considered the permanent property of the University and shall not be available for loan or release to others without the written consent of the appropriate student. Student records shall be retained permanently by the University.

- Right to file a Complaint Policy

In case a student, the parent of a student, or any other individual has a complaint that an official of the University is violating FERPA, and the complaint cannot be satisfactorily resolved within the University, that person has the right to file a complaint with the Department of Education by contacting:

Family Policy Compliance Office U.S. Department of Education 400 Maryland Ave.,  
S.W. Washington, D.C. 20202-5920 (202) 260-3887

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## **STUDENT RIGHTS, RESPONSIBILITIES, AND GRIEVANCE PROCEDURE**

The University maintains fair and reasonable practices in all matters affecting students such as the delivery of educational programs, provision of support services, and timely resolution of disciplinary matters, as well as the handling of grievances. In addition, the University endorses the basic principles of the codes of ethics issued by the American Association of Collegiate Registrars and Admissions Officers (AACRAO).

### **Freedom of Access**

The University is open to all qualified applicants according to its published admissions policies and standards. Upon matriculation, each student has access to all services and facilities for which the student is qualified. Access will be denied to persons who are not students.

### **Classroom Rights and Privileges**

Instructors are expected to encourage open discussion and inquiry. Students may take reasoned exception to information offered in any course in the continual search for new



understanding. Students' views, political associations, and beliefs which are confided to instructors and advisors during the performance of duties are confidential.

### **Right to Appeal**

The purpose of appeal procedures is to provide a system that will represent "fairness and the absence of arbitrariness." With the intent of assuring fairness and objectivity, the University has created and implemented procedures for appeals by students. The University makes every effort to assure that the appeal procedures are clear to students and are not burdensome.

Students have the right to appeal any academic policy or requirement if either of the following conditions is present:

- Extenuating circumstances make it impossible to comply with the policy or requirement.
- An undue hardship would result from a strict application or interpretation of the policy or requirement.

Please note, however, that extenuating circumstances must be beyond student control and that undue hardship must be a condition far more serious than simple inconvenience. Documentation will be required and the timeliness of the appeal will be taken into consideration. If you appeal an academic policy or requirement, that appeal will be reviewed by the Academic Dean.

### **Disabilities Policy**

The University is committed to complying with all the mandates set forth in Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Disabled students may request for reasonable accommodations to the Academic Dean, and are required to provide medical certification of disability. In certain circumstances, early registration may be available for students with disabilities.

### **Hearing Committee**

Academic dishonesty or acts of student conduct that violate University standards and Code of Conduct will subject the student to disciplinary action that may include dismissal from the University. However, in conformance with Due Process and prior to implementing any disciplinary action, the student is given a hearing before an impartial committee. The student is also given an opportunity to appeal any decision that is considered to be unfavorable.

### **Student Grievance Procedure**

Students who feel aggrieved with the University, policies, practices and procedures, or faculty and staff may submit grievances in writing to the Academic Dean who will act upon or direct the complaint to the President for action which may result in an investigatory hearing and appropriate action. A response will be sent as quickly as possible. Due process will be an integral part of all dispute resolutions.

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 or by completing a complaint form, which can be obtained on the bureau's Internet Web [www.bppe.ca.gov](http://www.bppe.ca.gov)



## **Sexual Harassment Policy**

The University strives to provide an environment in which the dignity and worth of the members of the school community are based on mutual respect. Sexual harassment is considered unprofessional conduct by employees and students and is unacceptable behavior. It will not be tolerated. The University is committed to an employment and academic environment that encourages excellence. This environment includes freedom from all forms of harassment for students, faculty, staff, and applicants who seek to join the University. Sexual harassment violates University policies as well as local, state, and federal law. It is a violation of University policy for anyone to retaliate against an employee, student, or applicant who makes a claim of sexual harassment. Any person violating University policy on sexual harassment is subject to disciplinary action such as reprimand, suspension, or termination of employment or enrollment. The type of disciplinary action imposed will depend on the severity of the offense.

### **General Definition of Sexual Harassment**

Sexual harassment is an unwelcome sexual advance, request for sexual favors, verbal or physical conduct of a sexual nature directed towards a student, employee, or applicant seeking to join the University. When an individual is in a position to influence the education, employment, or participation in a school activity of another person, even apparent consensual sexual relationships often constitute sexual harassment. Sexual harassment occurs when any of the following circumstances exist:

1. Submission to such conduct is made, either explicitly or implicitly as a term or condition of a person's status in a program for academic, employment, or admission decision.
2. Submission to or rejection of such conduct is used as the basis for academic decisions or employment decisions, or
3. Such conduct has the purpose or effect of "unreasonable interfering" with an employee's work or student's academic performance or creating an intimidating, hostile, coercive, and offensive work or educational environment. For purposes of this policy, "unreasonable interfering" is defined as improper, unjustifiable behavior going beyond what is appropriate, warranted, or natural.
4. Sexual harassment is not limited to action by a supervisor or instructor but can include conduct by a co-worker or student.

### **Personal Conduct**

Each student is expected to be an example of proper conduct. This includes the student's attitudes, actions, appearance, and attire. The University's administration has the authority to take appropriate action through the Student Body Association or administrative disciplinary measures if this code of conduct is not adhered to. It is the policy of the University to prohibit smoking except in designated areas and prohibits unlawful possession or use of controlled substances or alcoholic beverages. Firearms possession anywhere on campus is **STRICTLY PROHIBITED**.

### **Code of Conduct**

The disciplinary standards outlined in this catalog include rules and enforcement measures. These are the basic guidelines for conduct on the premises of the University,



at any school sponsored activity and, under certain circumstances, behavior in the outside community. At any time, the University reserves the right to exclude students whose conduct is deemed undesirable or prejudicial to the University community's best interests. The disciplinary standards described herein afford procedural fairness to the accused student and flexibility for the administration to exercise sanctions based on the individual circumstances of each case. Behavior resulting in disciplinary action may involve, but is not limited to, one or a combination of those listed below:

### **Student Code of Conduct**

A student may be failed or dismissed for academic dishonesty or for acts of negligence. A student may be dismissed from the University for behavior disruptive to the educational mission of the University, such as, but not limited to those stated below:

- Cheating, bribery, or plagiarism in the academic programs
- Forgery, alteration or misuse of University documents, records or identification, or knowingly furnishing false information to the University
- Misrepresentation of oneself or of an organization to be an agent of the University
- Obstruction or disruption on or off campus property, of the campus educational process, administrative process, or other campus abuse
- Theft of or non-accidental damage to University property of any member of the campus community, or members of his/her family or the threat of such physical abuse
- Theft of or non-accidental damage to University property or property in the possession of or owned by a member of the University community
- Unauthorized entry into, unauthorized use, or misuse of University property
- Sale or knowing possession of dangerous drugs, restricted dangerous drugs or narcotics, as those terms are used in California statutes, except when lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose, and which order is not inconsistent with any of the other provisions of this section
- Soliciting or assisting another to participate in an act that would subject a student to dismissal, suspension, or probation pursuant to this section
- Practicing acupuncture without license. The administration will refer any indication of such activity to the California Acupuncture Board for investigation and, if substantiated, for prosecutions.

The President of the University, at his discretion and prior to recommendations or actions of the Academics Standards Committee, in the interests of the University may place on probation, suspend or dismiss a student for one or more of the causes enumerated above. Any adjustment of fees or tuition shall be those required by law.



### **Interim Suspension**

The President may immediately impose an interim suspension in all cases in which there is reasonable cause to believe that such an immediate suspension is required in order to protect lives or property and to ensure the maintenance of order. A student so placed on interim suspension shall be given prompt notice of charges and the opportunity for a hearing within ten (10) days of the imposition of interim suspension. During the period of interim suspension, the student shall not, without prior written permission of the President or designated representative, enter the campus, other than to attend the hearing. Violation of any condition of interim suspension shall be grounds for dismissal.

### **Academic Dishonesty**

In cases of academic dishonesty in class, instructors may fail a student for the examination, activity or course. The instructor may refer the circumstance to the Academic Standards Committee for review and further action. The President may fail a student in a test, fail a student in a course, or expel a student for cheating or plagiarism. Cheating includes but is not limited to looking at another's examination paper, using unauthorized notes in an exam, going to a restroom during an exam and consulting notes or references. Cheating includes plagiarism.

Plagiarism is the presentation or representation of another's work as one's own, such as presenting ideas or words of a source without documenting the source.

### **Admission / Re-Admission**

Admission or re-admission may be conditional or denied to any person who, while not enrolled as a student, engages in conduct that would be the basis for disciplinary proceedings pursuant to the above. Admission or readmission may be conditional or denied to any person who, while a student, commits acts that are subject to disciplinary action pursuant to the above.

Students accused of improper conduct shall be given adequate notice of the charges and an opportunity to appeal the case to the grievance committee. Written notice of specific charges made against a student shall be given at least 15 (fifteen) days before the student is to appear before the committee. While disciplinary action against a student is pending, the student's status does not change unless it is found that the student poses a significant threat to the University community. Hearings are private. The accused student is afforded the opportunity to rebut all charges. The University establishes the charges by a preponderance of the evidence. The student has the right to appeal the disciplinary actions to the Academic Dean, but on the grounds that fair procedure was not followed by the committee or that the evidence in the record does not justify the decision or the sanction. A record will be kept of the disciplinary action taken and the basis for this decision. The disciplinary action taken may be reflected on the student's permanent record as part of the disciplinary punishment. Disciplinary action invoked by the committee may involve, but is not limited to, one or a combination of the alternatives listed as follows:

**Dismissal:**

Separation of the student from the University on a permanent basis.

**Suspension:**

Separation of the student from the University for a specific length of time.

Specific limitations and restrictions on the student's privileges may accompany probation. University policy stipulates that a student dismissed by disciplinary action, from either the University or a course, will not receive a refund of tuition or other fees. Students dismissed from the University for disciplinary reasons must exclude themselves from the University classes, activities, facilities, and buildings. Any exception must be approved by the President.

A student who is dismissed may reapply for admission after two quarter's from the dismissal.

**University Catalog**

It is the responsibility of the student to be familiar with the information presented in this catalog and to know and observe all policies and procedures related to the program the student is pursuing. Regulations will not be waived nor exceptions granted because a student pleads ignorance of these policies or procedures. While academic advisors will assist students in every way possible, the responsibility for following all policies, procedures, requirements, and deadlines will rest with the student. A student is expected to satisfy the requirements of the catalog in effect at the time the student is admitted to the University and begins course work in a degree program. However, a student may elect to graduate under the catalog in force at the time of graduation provided the student complies with all requirements of the later catalog.

**Campus Security**

In accordance with the Higher Education Act of 1965 as amended by Public Laws 101-542, 102-26, 102-325 and 103-208, all related to the Student Right-To-Know and Campus Security Act, the University makes available to current students, prospective students, employees, and prospective employees, information about campus safety policies and procedures and statistics concerning whether certain crimes took place on campus. The latest report will be posted on the campus bulletin board, and is available upon request. Any incidence is a cause of concern to the University. Therefore, students, faculty, and staff are encouraged to report any crimes or suspected crimes. Staff will immediately notify appropriate local law enforcement agency.



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## FINANCIAL INFORMATION

### General Fees

#### **Tuition Fees**

Didactic Tuition per unit:	\$120.00
Audit Didactic Tuition (per unit)	\$60.00
Clinical Tuition per unit (20 hours):	\$140.00

#### **Non Tuition Fees (non-refundable)**

Application:	\$50.00
Foreign Student Application:	\$100.00
Registration Fee per quarter:	\$50.00
Student ID Card :	\$10.00
Official Transcripts:	\$10.00
Intern Malpractice Insurance per year:	\$100.00
Challenge Exam:	\$50.00
Equipment:	\$90.00
Lab Supplies or Kits:	\$90.00
Textbooks, or other learning media:	varies
Uniforms or other special protective clothing:	\$50.00
Assessment fees for transfer of credits:	\$10.00
Fees to transfer credits:	\$10.00
Student Tuition Recovery Fund fee:	varies
Incomplete Grade Exam:	\$50.00
Graduation Fee:	\$100.00
Diploma:	\$50.00
Returned Check fee:	\$25.00
Late Payment:	\$10.00
Charges paid to an entity other than an institution that is specifically required for participation in the educational program:(5 CCR 71800 (a) through (f))	varies



**TOTAL CHARGES**  
*(Ed. Code §94909(a)(9))*

<u>TOTAL CHARGES FOR THE CURRENT PERIOD OF ATTENDANCE:</u>	\$ _____
<u>ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM:</u>	\$ <u>32,640</u>
<u>TOTAL CHARGES THE STUDENT IS OBLIGATED TO PAY UPON ENROLLMENT:</u>	\$ _____

***Limitations on Cost***

The University makes every effort to avoid or to hold costs to a necessary minimum. Normally, tuition and fee changes are announced at least one full term before becoming effective. However, the University reserves the right to change tuition and fees when necessary.

**Tuition Payment Policy**

Full payment of tuition and fees is due by the registration deadline which is posted each quarter. Payments may be made in cash, check, or credit card (Master Card or Visa only). A payment plan is offered to students whose tuition exceeds \$650 per quarter. Payment can be made in 2 or 3 installments for each quarter. All monies owed for any reason must be paid in full before registering for a subsequent quarter unless other arrangements have been made with the Business Office. Please contact the Business Office for specific details.

Note: An audit course may be taken for half tuition cost, if the student has successfully completed the course at Golden State University. The student must decide within the first two (2) weeks of the quarter if the course will be taken for credit or as an audit course.

**Cost of Education**

The following is an estimate of quarterly tuition and fees:

\$5,760\* Actual Tuition

\$7,272 Room and Board

\$ 828 Books and Supplies

\$ 810 Transportation

\*Subject to change based on current tuition costs.



## Financial Aid Program

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### Golden State University does not participate in any state or Federal Financial Aid Program (Ed. Code §94909(a)(9))

This Institution does not provide any loans. CEC 94909(a)(11) If the student obtains a loan to pay for an educational program, the student will have the responsibility 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. [Ed. Code 94911 (f)] If the student defaults on a federal loan, both the following may occur:

- (1) The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- (2) The student may not be eligible for any other government financial assistance at another institution until the loan is repaid. [Ed. Code 94911 (g) (1),(2)]

If a student obtains a loan, the student will have to repay the full amount of that loan plus interest, less the amount of any refund.

The institution **does not** have a pending petition in bankruptcy, nor is operating as a debtor in possession. It has NOT filed a petition within the preceding five years, and has NOT had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.). (Ed. Code §94909(a)(12))

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## STUDENT TUITION RECOVERY FUND

Ed. CODE 94909(a)(14)), (5 CCR §76215(a)) and (5 CCR §76215(b))

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

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

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

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



(b) In addition to the statement described under subdivision (a) of this section, a qualifying institution shall include the following statement on its current schedule of student charges:

"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 programs attending certain schools regulated by the Bureau for Private Postsecondary Education. §

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

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act." However, no claim can be paid to any student without a social security number or a taxpayer identification number.



This institution's application for approval to operate has not yet been reviewed by the Bureau for Private Postsecondary Education.

# **GOLDEN STATE UNIVERSITY**

## **School of Asian Medicine**

Beginning and Ending dates of time period covered by the catalog  
November 2011 - December 2012

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