

**AMERICAN E/W MEDICAL INSTITUTE**

**CATALOG:**

**December 1, 2011 through December 31, 2012**

**DR. Nancy L. Hou  
Owner/Director**

**18931 Colima Road  
Rowland Heights, CA 91748  
Phone: (626) 378.0860  
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“We are non-degree granting institute with the State of California. Non-degree granting institute means we have met certain minimum standards imposed by the state for a private postsecondary non-degreed school on the basis of our written application to the state. Non-degree granting institute does not mean we have met all of the more extensive standards required by the state for schools that are approved to operate as a non-degree granting private postsecondary institution or that the state has verified the information we submitted with our application.”

## **APPROVAL STATUS**

The American E/W Medical Institute is a private institution and it has been approved to operate by the Bureau for Private Postsecondary Education.

## **SIZE OF CLASSES**

From 5-8 students.

## **THE INSTITUTION'S STANDARD FOR STUDENT ACHIEVEMENT**

The American E/W Medical Institute is dedicated to the promotion of massage as a vital part of a healthy lifestyle. Our goal is to provide the educational foundation into massage therapy and its relationship to health. Graduates will receive a quality education, at an affordable price. Through the Basic, Intermediate and Advance Massage Therapy courses, students will be given a strong foundation in knowledge and practical massage experience that will fully equip students as they enter the job market as a Certified Massage Therapist.

Attendance is an essential component for students to gain the necessary massage knowledge and skills as a certified massage therapist. At AEWMI, the three massage courses offer certificates of completion provided students satisfactorily complete a cumulative of 80% of the established 300 hours for Basic, 200 hours for Intermediate and 500 hours for Advance. The Basic massage course can be completed in seven weeks and requires a testing score of at least 70% on the final exam. The Intermediate massage course can be completed in five weeks and required a passing score of at least 70% on the final exam. Lastly, the Advance massage course can be completed in ten weeks and requires a minimum of 70% on the final exam. At American E/W Medical Institute, the Massage Therapy Program will be taught in the Chinese language. Students enrolled in the program must be fluent in Chinese.

Students who completed the Massage Therapy Program at American E/W Medical Institute are not guaranteed employment either for state or local licensure. There is no state licensing requirement for massage therapist or massage technician in California, only local county regulations. Los Angeles County, including all cities in unincorporated areas, requires a certificate of completion totaling 100 hours of educational training for massage therapist or massage technician. The city of Rowland Heights is an unincorporated city in the county of Los Angeles. Students will be made aware that certification hours are subject to change at any time. However, Dr. Hou will assist in job placement for students who graduate from the school's Massage Therapy Program. Dr. Nancy L. Hou is the instructor for each course. Dr. Hou had attained the proper knowledge and training in Massage, Acupressure, and Chinese Medicine.

## **EQUAL OPPORTUNITY POLICY**

American E/W Medical Institute is committed to a policy of equal opportunity and treatment in all aspects of its relations with faculty, students, applicants regardless of race, sex, color, religion, national or ethnic origin, age, handicap, sexual orientation, marital or parental status.

## **FACILITIES & EQUIPMENT**

American E/W Medical Institute is located at 18931 Colima Road, Rowland Heights, CA 91748. The classrooms consists of 1150 square feet, accommodates 8 students for lecture and 4 students for practical work. The rooms are air conditioned and heated. The facilities and equipment utilized by this

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institution fully comply with any and all federal, state and local ordinances and regulations, including those requirements pertaining to fire safety, building safety and health.

Portable massage tables, patient drapes, massage lotions or ointments, and other miscellaneous teaching aids (such as VCR, TV, and DVD) will be provided and available at the school. In addition, the school will also supply charts, models and various other materials to supplement and illustrate lectures and demonstrations. American E/W Medical Institute is private school, small enough to be concerned with individual student progress. Students learn by demonstration, study and practice in classroom, and clinical settings. The class is limited to no more than 8 students per course.

### **FACULTY**

Dr. Nancy Hou's medical background began as a registered nurse in Beijing, China, receiving her certification in 1958; thereafter, in 1965 completed her education in Chinese Medicine at Zhejiang Chinese Medicine College in Han Chow, China. In 1983, she received her Bachelor of Science from SAMRA University of Oriental Medicine in Los Angeles followed by both her Doctorate of Oriental Medicine and Doctorate of Philosophy in Oriental Medicine from the same University. In 1995, she received a certificate in her post-graduate training at the China Academy of Traditional Medicine in Beijing, China. She is fluent in Chinese and has taught in the language. She has published several articles, "Massage therapy in the treatment of Lumbago" and "Soft Tissue Injury Treatment through Massage Therapy" in the Chinese Herbal and Acupuncture Magazine. Dr. Hou has been certified through the California Massage Therapy Council as a Massage Therapist. Her credentials and work experience has provided the required knowledge and training in Massage, Acupressure and Chinese Medicine.

### **ADMISSIONS, ACCEPTANCE OF CREDITS**

When students enter the American E/W Medical Institute, they are choosing a new process of professional education which demands that the individual be focused in the new learning environment. At a minimum, the applicant should be at least 18 years of age; completed high school and received a high school diploma or equivalent education; literate in the Chinese language and submit to an interview by instructor.

For the Intermediate Massage Therapy program, the minimum education requirement is completion and certificate in Basic Massage Therapy, or equivalent; for Advance Massage Therapy program, the minimum education requirement is completion and certificate in Intermediate Massage Therapy.

The American E/W Medical Institute has not entered into an articulation or transfer agreement with any other college or university for the purpose of applying acceptance of credits earned at other institutions.

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

The transferability of credits you earn at the American E/W Medical Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the Massage program is also at the complete discretion of the institution to which you may seek to transfer.

If the certificate 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

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reason, you should make certain that your attendance at this institution will meet your education goals. This may include contacting an institution to which you may seek to transfer after attending AEWMI to determine if your certificate will transfer.

### **EXPERIENTIAL CREDIT**

The AEWMI accepts transfer credits towards its massage certificate programs that it judges to be equivalent to its requirements for completion. Students transferring from another program must meet the following AEWMI requirements: 1) only transfer credit for actual coursework successfully completed at an educational institution recognized by the California Bureau for Private Postsecondary Education; 2) for institutions approved by BPPE, 100% transfer credit may be awarded provided that the actual coursework to be transferred has been successfully completed in basic massage and is equivalent to the relevant coursework hours required at AEWMI, if the actual number of hours completed is equal or greater than that required by AEWMI; 3) at least 50% of the massage course hours must be taken at AEWMI and course fee will be adjusted by the same percentage; and 4) students may be asked to submit course descriptions and/or may be required to take a challenge exam to substantiate equivalency. Should a student wish to appeal the level of acceptable transfer credits granted, an appointment may be scheduled with the AEWMI director within two weeks of notification. The AEWMI director will render the final decision.

### **PLACEMENT ASSISTANCE**

There is no state licensing requirement for massage therapist or massage technician in California, only local county regulations. Los Angeles County, including all cities in unincorporated areas, requires a certificate of completion totaling 100 hours of vocational training for massage therapist or massage technicians. The city of Rowland Heights is an unincorporated city in the county of Los Angeles. Students should be made aware that certification hours are subject to change at any time.

Outside of California, there are approximately 33 states that have adopted regulations governing massage requiring state licensing of 500-1,000 hours and a state board exam. Requirements vary widely by country, state, county and city and students must contact local licensing departments to become acquainted with local requirements.

Although the American E/W Medical Institute does not guarantee employment after the student has graduated from its programs, the student will have certification of completion in the event the student travels to other states, counties or cities. However, the school will maintain an active job search for the graduated students.

### **STUDENT RECORDS**

In accordance with the Family Educational Rights and Privacy Act (FERPA), the AEWMI protects the privacy of student records, including address, phone number, grades and attendance dates. Student records will be kept in a locked file cabinet and a back-up copy of the student's records will be maintained in separate locked location. Students have the right to review their academic file by submitting a request to the AEWMI director. Students are strongly advised to keep their own records of classes attended. State law requires this educational institution maintain student records for not less than 5 years.

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### LOANS

The American E/W Medical Institute does not participate in Federal Student Financial Aid Programs; however, if a student obtains a personal loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds.

### BANKRUPTCY

The American E/W Medical Institute is committed to providing practical training for students to achieve a massage therapy certificate and prepare each for gainful employment within the community. Therefore, students can be confident in the integrity of the institute's position knowing that the AEWMI **does not** have a pending petition in bankruptcy; **has not** been now or in the past subject to a pending petition in bankruptcy; or operated as a debtor in possession; or **has not** filed a petition within the preceding five years; or had a petitioned bankruptcy against the institution within the preceding five years that has resulted in reorganization under Chapter 11 of the U. S. Bankruptcy Code.

### QUESTIONS

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 and Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll free (888)370.7589, P:916.431.6959; F: 916.263.1897.

### COMPLAINTS

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education (BPPE) by calling toll free (888)370.7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site via [www.bppe.ca.gov](http://www.bppe.ca.gov).

**STUDENT TUITION RECOVERY FUND DISCLOSURES**

“You must pay the state-imposed fee 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 prepays 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 if either of the following applies:

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

**STATE OF CALIFORNIA STUDENT TUITION RECOVERY FUND**

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

Questions regarding the STRF may be directed to the Department of Consumer Affairs, Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833; Phone: Toll free (888) 370.7589; P: 916.431.6959; F: 916.263.1897.

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**Tuition and Fees**

Courses	Registration fee(Nonrefundable)	Books(Nonrefundable)	Tuition	STRF(Nonrefundable)	Total
Basic Massage Therapy	\$50.00	\$200.00	\$1800.00	\$5.00	\$2055.00
Intermediate Massage Therapy	\$50.00	\$200.00	\$1200.00	\$2.50	\$1452.50
Advance Massage Therapy	\$50.00	\$200.00	\$3000.00	\$7.50	\$3257.50

*The student is responsible for the fees and charges noted above. Payment plan is available for student. These fees and charges are due no later than three (3) days prior course start dates. Specific to the Student Tuition Recovery Fund (STRF) fees noted in column five (5) is due for all course work based on tuition and is a **non-refundable charge**.*

**STUDENTS' RIGHT TO CANCEL**

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.

**Withdrawal, Cancellation and Refund Policies**

In order to cancel the enrollment agreement, withdraw from the institution, and/or request a refund, a notice of cancellation must be made in writing. A notice of cancellation form is located within the content of this catalog and submitted to the school director in person or mail by deadlines noted above. A 100 percent refund of all institutional charges paid; less a reasonable deposit or application fee not to exceed \$250 will apply.

If the certificate 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 education goals. This may include contacting an institution to which you may seek to transfer after attending AWEMI to determine if your certificate will transfer.

A student who does not register for the period of attendance or withdraws at any time prior to completion of the courses, or otherwise fails to complete the period of enrollment shall receive a refund for the unused portion of tuition fees and other charges. The refund for students who have completed 60 percent or less of the course of instruction shall be pro-rated. Students, who have completed 60% of the course, or more, are not entitled to a refund.

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Note: The following refund examples do not include equipment and/or book fees.

**Example:** 1500 hour course, tuition = \$5,850.00; registration = \$100.00; total course cost = \$5,950.00. Student completes 50 hours of instruction. \$5,950.00 less \$100.00 [registration fee] = \$5850.00 divided by 1,500 [course hours] = \$3.90 hourly course charge. 50 hours x \$3.90 = \$195.00. \$5,850.00 less \$195.00 = \$5,656.00 refund.

**Example:** 20 Lesson correspondence course – tuition = \$2,000.00; registration = \$100.00; total correspondence course cost = \$2,100.00. Students complete 5 lessons. \$2,100.00 less \$100.00 [registration fee] = \$2,000.00 divided by 20 [lessons] = \$100.00 lesson charge. 5 lessons x \$100.00 [registration fee] = \$500.00. \$2,000.00 less \$500.00 = \$1,500.00 refund. Note: for correspondence and distance learning the institution may specify in the enrollment agreement the time limits within which students are required to complete the courses lessons.

The institution will pay or credit refunds due on a reasonable or timely basis, not to exceed 45 days following the date upon which the student's withdrawal has been determined.

**Notice of cancellation form available on the page below.**

AMERICAN E/W MEDICAL INSTITUTE

18931 COLIMA RD., ROWLAND HTS, CA 91748

Tel: (626)378.0860 Fax: (626)333.9380

NOTICE OF CANCELLATION

Date (Enter date of first class)

You may cancel this contract for school, without any penalty or obligation by the date stated below.

If you cancel, any payment you have made and any negotiable instrument signed by you shall be returned to you within 45 days following the school’s receipt of your cancellation notice.

But, if the school gave you any equipment, you must return the equipment within 30 days of the date you signed the cancellation notice. If you do not return the equipment within this 30-day time period, the school may keep an amount out of what you paid that equals the cost of the equipment. The total amount charged for each item of equipment shall be separately stated. The amount charged for each item of equipment shall not exceed the equipment’s fair market value. The institution shall have the burden of proof to establish the equipment’s fair market value. The school is required to refund any amount over that as provided above, and you may keep the equipment.

To cancel the contract for school, mail or deliver a signed and dated copy of this cancellation notice, or any other written notice, or send a telegram to:

\_\_\_\_\_, at \_\_\_\_\_  
(Name of institution) (Address of institution)

NOT LATER THAN \_\_\_\_\_  
[Enter midnight of the date that is the seventh business day following the day of the first class or the day the first lesson was received; or, if the program is fifty or fewer days, midnight of the date that is one business day for every 10 days of scheduled program length, rounded up for any fractional increment thereof; or, if the lesson was sent by mail, the eighth business day following the day of mailing, whichever is applicable.]

I cancel the contract for school. \_\_\_\_\_  
Student’s signature Date

REMEMBER YOU MUST CANCEL IN WRITING. You do not have the right to cancel by just telephoning the school or by not coming to class.

If you have any questions or problems which you cannot work out with the school, write or call the Bureau for Private Postsecondary and Vocational Education: 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833; Phone: Toll free (888) 370.7589; P: 916.431.6959; F:916.263.1897.

## THE MASSAGE COURSES

**Basic Massage Therapy** – 216 Lecture hours, 16 Lab hours, 68 Practicum hours totally 300 Instructional hours.

**Description of course:** This course deals with the fundamentals of basic anatomy and physiology, an overview of the body's organization, the cell structures and their corresponding tissues. The course provides an introduction to basis of Western and traditional Chinese medicine. This course covers the foundations of therapeutic massage, and it will introduce the student to body mechanics, massage manipulations and techniques.

**Objective:** This course is designed to teach, train, and graduate students in basic massage therapy.  
**Prerequisite:** Minimum – In possession of a high school or GED diploma. **Length of course:** 300 hours/@7 weeks.

**Occupation/job title potential:** With this course satisfactorily completed, completion would not prepare student for employment until completing all three courses in massage therapy.

**Sequence and frequency of class sessions:** The student must complete a total of 300 hours, which is accomplished in approximately 7 weeks. Each week's class is scheduled for 48 hours covering 12 sessions per week and generally 4 hours per class session.

**Outline of subject matter to be addressed:** Upon completion of each of the following subject matter, each student must satisfactorily answer 18 of 25 questions or 70% for each topic: Anatomy, Physiology, Massage (Tui-Na) Technique, Pathology Related Basis of Western Medicine, Massage and Bodywork Related Basis of Traditional Chinese Medicine, and Therapeutics of Common Diseases. In addition, each student must demonstrate the ability to perform appropriate massage techniques learned at this level and achieve a rating of 70% performance rating.

**Textbooks:** Compilatory Committee of Textbooks for Higher Learning Institutions of Medicine and Pharmacology: Complete Set of Textbooks for Higher Learning Institutions of Traditional Chinese Medicine and Pharmacology (Latest Edition). Shanghai Publishing House of Science and Technology, Shanghai, China. This includes Anatomy, Physiology, Massage (Tui-Na), Basis of Western Medicine, Basis of Traditional Chinese Medicine.

**Instructional mode or methods:** This course includes classroom lecture, watching a video tape or DVD and clinical observation and internship.

### Detailed Outline of Instruction:

#### Anatomy

##### AN-10

**Total 20 hours: Lecture - 16 hours; Lab - 4 hours**

This course covers an overview of the body's organization, the cell structures and their corresponding tissues. The anatomy of the integumentary and musculo-skeletal systems will be touched upon. Other systems overviewed will be the anatomy of the respiratory and cardiovascular systems, the spleen and lymphatic systems, the digestive system including metabolism, the genito-urinary system including

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water and electrolyte physiology, the reproductive system, the endocrine system, and the autonomic, central and peripheral nervous systems.

### **Physiology**

#### **PH-10 Total 20 hours: Lecture – 20 hours**

This course covers physiological knowledge including an overview of the function of the digestive, circulatory, respiratory, excretory and reproductive systems of the human body. The roles of the nervous and endocrine systems in the regulation of these systems are also included.

### **Massage (Tui-Na) Technique I**

#### **TN-10 Total 80 hours: Lecture - 40 hours; Lab – 4 hours; Practicum– 36 hours**

Massage (Tui-Na) is a comprehensive system of soft tissue manipulation practiced in China for over 2,000 years. It applies the same Traditional Chinese Medical principles as Traditional Chinese Acupuncture except needles are not used. Instead, the massage practitioners use their hands to apply the many and diverse manipulation, acupressure, and massage techniques to affect the flow of Qi (life energy) as it courses throughout the acupuncture meridian system of the body. This course covers basic massage techniques.

This course also covers a study of Chinese massage therapy to treat internal, gynecological, pediatric, ‘five sense organs’ disorders, and traumatic injuries; including basic principles of massage therapy dealing with Yin and Yang, Qi, blood and internal organs using the basic evaluative skills and basic techniques of Tui-Na.

### **Anatomy/Physiology Related Basis of Western Medicine**

#### **WM I-10 Total 50 hours: Lecture - 40 hours; Lab – 4 hour; Practicum –6 hours**

This course studies the basic pathology, signs, symptoms, and Western medical treatment that related to anatomy/physiology for major disorders of the body, such as headaches, back pain, arthritis, and insomnia, including common symptoms, syndromes and diseases. The course is designed to give the student an overview and basic understanding of the anatomy/physiology related Western medical approach to diseases or disorders.

### **Anatomy/Physiology Related Basis of Traditional Chinese Medicine (Formally Basis of Oriental Medicine)**

#### **TM-10 Total 50 hours: Lecture - 40 hours; Lab – 4 hours; Practicum –6 hours**

This course studies the basic principles and theories of Traditional Chinese Medicine that related to anatomy/physiology in relation to Yin-Yang concepts, the Five Elements, Eight Principles, Etiology, Qi, Blood, Body Fluids and the Zang Fu organs, with references to the Nei Jing and other classic texts.

### **Therapeutics of Common Diseases I**

#### **CD-10 Total 80 hours: Lecture - 60 hours; Practicum – 20 hours**

- Principles of Treatment:

This section covers the basic problem-solving approach to disease and disorders integrating etiology, and appropriate treatment methods including warming, clearing, supplementing, and constraining by correct evaluation. The course also includes the proper evaluation and effectiveness of a treatment plan.

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- **Composite Evaluation:**

This section is designed to assist the student in developing the skills necessary to draw correlations between Western diagnosis and T.C.M. syndromes. Treatment methods are formulated through the integration of T.C.M. evaluative philosophies; including Zang-Fu, Five Elements, Secondary Vessels, and others.

- **Traditional Chinese Internal Medicine:**

This section prepares the student for an analysis of the pathology, symptom complex, acu-point combinations, and treatment of specific syndromes, and the brief introduction of herbal formulae.

**Intermediate Massage Therapy:** 120 Lecture hours, 4 Lab hours, 76 Practicum hours totally 200 Instructional hours.

**Description of course:** This course covers in-depth study of Chinese massage therapy to treat internal, gynecological, and pediatric, five sense organs, and traumatic injuries. It includes the principles of massage therapy dealing with Yin and Yang, Qi, blood and internal organs using the diagnostic skills and techniques of Tui-Na in intermediate level. This section covers the more in-depth problem solving approach to disease and disorders integrating etiology, correct diagnosis and appropriate treatment methods including warming, clearing, supplementing, and constraining. The course includes the proper evaluation of the effectiveness of a treatment plan.

**Objective:** This course is designed to teach, train, and graduate students in the intermediate level in massage therapy. **Prerequisite:** Minimum – Satisfactory completion of Basic Massage Therapy course.

**Length of course:** 200 hours/@5 weeks.

**Occupation/job title potential:** With this course satisfactorily completed, completion would not prepare student for employment until completing all three courses in massage therapy.

**Sequence and frequency of class sessions:** The student must complete a total of 200 hours, which is accomplished in approximately 5 weeks. Each week's class is scheduled for 48 hours covering 12 sessions per week and generally 4 hours per class session.

**Outline of subject matter to be addressed:** Upon completion of each of the following subject matter, each student must satisfactorily answer 18 of 25 questions or 70% for each topic: Massage (Tui-Na) Technique II and Therapeutics of Common Diseases II. In addition, each student must demonstrate the ability to perform appropriate massage techniques learned at this level and achieve a rating of 70% performance rating.

**Textbooks:** Compilatory Committee of Textbooks for Higher Learning Institutions of Medicine and Pharmacology: Complete Set of Textbooks for Higher Learning Institutions of Traditional Chinese Medicine and Pharmacology (Latest Edition). Shanghai Publishing House of Science and Technology, Shanghai, China. This includes Anatomy, Physiology, Massage (Tui-Na), Basis of Western Medicine, Basis of Traditional Chinese Medicine.

**Instructional mode or methods:** This includes classroom lecture, watching a video tape or DVD and clinical observation and internship.

**Detailed Outline of Instruction:**

**Massage (Tui-Na) Technique II**

**TN-20**                      **Total 80 hours: Lecture - 40 hours; Lab – 4 hours;  
Practicum– 36 hours**

Massage (Tui-Na) is a comprehensive system of soft tissue manipulation practiced in China for over 2,000 years. It applies the same Traditional Chinese Medical principles as Traditional Chinese Acupuncture except needles are not used. Instead, the massage practitioner uses their hands to apply the many and diverse manipulation, acu-pressure, and massage techniques to affect the flow of Qi (life energy) as it courses throughout the acupuncture meridian system of the body. This course covers massage techniques in intermediate level.

This course also covers a more in-depth study of Chinese massage therapy to treat internal, gynecological, and pediatric, five sense organs, and traumatic injuries. Including principles of massage therapy dealing with Yin and Yang, Qi, blood and internal organs using the evaluative skills and techniques of Tui-Na in intermediate level. This course also covers techniques of varied massage schools.

**Therapeutics of Common Diseases II**

**CD-20**                      **Total 120 hours: Lecture - 80 hours; Practicum – 40 hours**

• Principles of Treatment:

This section covers the more in-depth problem-solving approach to disease and disorders integrating etiology, correct evaluation and appropriate treatment methods including warming, clearing, supplementing, and constraining. The course includes the proper evaluation of the effectiveness of a treatment plan.

• Composite Evaluation:

This section is designed to assist the student in developing the more in-depth skills necessary to draw correlations between Western diagnosis and T.C.M. syndromes. Treatment methods are formulated through the integration of T.C.M. evaluative philosophies; including Zang-Fu, Five Elements, Secondary Vessels, and others.

• Traditional Chinese Internal Medicine:

This section prepares the student for an analysis of the more in-depth pathology, symptom complex, acu-point combinations, evaluation and treatment of specific syndromes, and the brief analysis of herbal formulae.

**Advance Massage Therapy:** 270 Lecture hours, 230 Practicum hours totally 500 Instructional hours.

**Description of course:** This course continues the material from basis of traditional Chinese medicine with a more details and advanced study of each of the principles and theories of traditional Chinese massage. The methods of Chinese massage combining with irrigation of Qi, including maneuvers of Qi during the Chinese massage manipulation. The training Qi, conducting Qi, and emitting Qi also will be introduced in this course. In addition, this course will offer a more advanced presentation of massage technique and manipulation methods. The course offers a more in-depth and advanced presentation of therapeutics of common diseases.

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**Objectives:** This course is designed to teach, train, and graduate students in Advance Massage Therapy.

**Prerequisite:** Certificate of completion in Intermediate Massage Therapy, or equivalent. **Length of course:** The length of the educational program is 500 hours / 10 weeks.

**Occupation/job title potential:** Upon successful completion, student can apply for employment as a Massage Therapist/Technician depending upon each cities ordinance.

**The Sequence and Frequency of Lessons or Class Sessions:** The student must take a total of 500 hours, which lasts 10 weeks. There will be a total of 50 hours per week at 6 lessons per week for 8~10 hours per class session.

**Outline of subject matter to be addressed:** Upon completion of each of the following subject matter, each student must satisfactorily answer 35 of 50 questions or 70% for each topic: Literature of Chinese Massage, Scientific Research on Massage Therapy, Basic of Chinese Massage, Exercises of Qi with Chinese Massage, Pediatrics of Chinese Massage, Therapeutics of Chinese Massage, Manipulation Technique of Chinese Massage and Schools of Massage Therapy. In addition, each student must demonstrate the ability to perform appropriate massage techniques learned at this level and achieve a rating of 70% performance rating.

### **The Complete List of Textbooks and Other Required Written Materials:**

Compilatory Committee of Textbooks for Higher Learning Institutions of Medicine and Pharmacology: Complete Set of Textbooks for Higher Learning Institutions of Traditional Chinese Medicine and Pharmacology) (Latest Edition), Shanghai Publishing House of Science and Technology, Shanghai, China; this includes Anatomy, Physiology, Massage (Tui-Na), Basis of Western Medicine, Basis of Traditional Chinese Medicine, etc.

Compilatory Committee of Series of Massage (Tui-Na): Series of Massage (Tui-Na) (Latest Edition). Publishing House of Shanghai College of Traditional Chinese Medicine, Shanghai, China. These include Basis of Chinese Massage, Exercises of Chinese Massage, Manipulation Techniques of Chinese Massage, Therapeutics of Chinese Massage, Pediatrics of Chinese Massage, and Literature of Chinese Massage.

**Instructional mode or methods:** This includes classroom lecture, watching a video tape or DVD and clinical observation and internship.

### **Detailed, Sequential Outline of Course Names and their Subject Matter:**

#### **Basis of Chinese Massage**

**BC-10**                      **Total 50 hours; Lecture - 30 hours; Practicum – 20 hours**

This course continues the material from Basis of Traditional Chinese Medicine with a more detailed and advanced study of each of the principles and theories of Traditional Chinese Medical Massage.

**Exercises of Qi with Chinese Massage**

**EC-10 Total 50 hours; Lecture - 20 hours; Practicum – 30 hours**

This course continues the material from Basis of Traditional Chinese Medicine with a more detailed and advanced study of each of the principles and theories of Traditional Chinese Medical Massage. The methods of Chinese massage combining with dirigation of Qi, include maneuvers of Qi during the Chinese massage manipulation. The training Qi, conducting Qi, emitting Qi also will be introduced.

**Manipulation Techniques of Chinese Massage**

**MT-10 Total 80 hours; Lecture - 40 hours; Practicum – 40 hours**

This course offers a more in-depth and advanced presentation of the previous material from Massage (Tui-Na) Technique. The more skilled and advanced manipulation methods will be trained in this course.

**Therapeutics of Chinese Massage**

**TC-10 Total 120 hours; Lecture - 60 hours; Practicum – 60 hours**

This course offers a more in-depth and advanced presentation of the previous material from Therapeutics of Common Diseases.

And includes: A study of Chinese massage therapy to treat internal, gynecological, five sense organs, and traumatic injuries; including principles of massage therapy dealing with Yin and Yang, Qi, Blood and internal organs, and the evaluative skills and techniques of manipulation using Tui-Na in advanced level.

**Pediatrics of Chinese Massage**

**PC-10 Total 80 hours; Lecture - 40 hours; Practicum – 40 hours**

This course offers a more in-depth presentation of the previous material from Therapeutics of Common Diseases.

And includes: A study of Chinese massage therapy to treat pediatric problems. Including principles of massage therapy dealing with Yin and Yang, Qi, Blood and internal organs, and the evaluative skills and techniques of manipulation using Tui-Na in pediatrics.

- Principles of Treatment:

This course covers a problem-solving approach to disease and disorders integrating etiology, correct evaluation and appropriate treatment methods including warming, clearing, supplementing, and constraining. The course includes the proper evaluation of the effectiveness of a treatment plan.

- Composite Evaluation:

This course is designed to assist the student in developing the skills necessary to draw correlations between Western diagnosis and TCM syndromes. Treatment methods are formulated through the integration of TCM evaluation philosophies, including: Zang-fu, Five Elements, Secondary Vessels, and others.

- Traditional Chinese Pediatrics:

An analysis of the pathology, symptom complex and treatment of specific syndromes, utilizing specific manipulation techniques, combinations of methods.

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**Literature of Chinese Massage**

**LC-10**                      **Total 40 hours; Lecture - 30 hours; Practicum – 10 hours**

This course covers a brief history of the Chinese massage therapy and the literature of Chinese massage. The principal historical documents will be selected to read.

**Schools of Massage Therapy**

**SM-10**                      **Total 40 hours; Lecture - 20 hours; Practicum – 20 hours**

This course covers historical and modern schools of massage therapy. The schools of Chinese massage and the various schools of massage in the world will be introduced in the course.

**Scientific Research on Massage Therapy**

**SR-10**                      **Total 40 hours; Lecture - 30 hours; Practicum – 10 hours**

This course covers modern researches on massage therapy. The influence of massage on the various systems of body, scientific research achievement will be introduced in the course.

**The Instructional Mode or Methods:** This course includes classroom lecture, watching a video tape or DVD, etc., and clinical observation and internship.

**ATTENDANCE, DROPOUT and LEAVE OF ABSENCE POLICIES**

Students are responsible to be on time and present from the beginning to the end of each class. Classroom attendance is essential and students must satisfactorily complete 80% or greater all classroom hours to be in compliance with Institute’s requirements for certificates of completion. For the Basic Massage Therapy course, students must complete 240 hours of the scheduled 300 hours; for the Intermediate Massage Therapy course, students must complete 160 hours of the scheduled 200 hours; and for the Advanced Massaged Therapy course, students must complete 400 hours of the scheduled 500 hours. The total minimal hours for satisfactorily completing the three courses are 800 hours.

If for some unforeseen circumstance(s), the student needs to dropout or take a leave of absence, the school will allow for refunds under either event as outlined in the Cancellation and Refund Policies.

A Leave of Absence may be granted for up to one year, after which time the student must apply for re-admission and be admitted through the normal admissions process before re-admission. Re-admitted students are subject to the graduation requirements as stated for the American E/W Medical Institute at the time of re-admission. Students who withdraw from all courses or who do not register for the following term without notifying the Institute will be presumed to have dropped the program, and will earn the status of “Unofficial withdrawal from the Program,” and must apply for re-admission.

**PROGRESS**

Instructor evaluation of students’ progress is available at the end of each segment or upon request. Evaluation will be expressed in terms of the ratings:

97-100%=A+	93-96%=A	90-92%=A-	
87-89%=B+	83-86%=B	80-82%=B-	
77-79%=C+	73-76%=C	70-72%=C-	D=Unsatisfactory

In addition, constructive comments will be offered as applicable.

**DAYS AND HOURS**

Monday – Friday 9am – 12:30pm, 1pm – 4:30pm  
Saturday – 9am – 12:30pm  
Sunday & All Legal Holidays Closed

**ENROLLMENT AND PREREQUISITES**

Students may enroll daily since the instructor can teach individually. Prerequisites for admission are: 18 years of age with a high school diploma or equivalent; literate in the Chinese language; interview by instructor; able-bodied and having no communicable diseases at time of enrollment.

**ENGLISH-AS-A-SECOND LANGUAGE (ESL)**

American E/W Medical Institute does not provide English-as-a-Second Language program for student.

**ACADEMIC PROBATION AND DISMISSAL POLICY**

Students are expected to prepare sufficiently and complete assignments in a satisfactory manner. Those who are unable to satisfactorily complete 80% for each course will be placed on academic probation. The student will be provided the necessary assistance in an effort to achieve the expected level of academic performance. If the student fails to achieve satisfactory academic progress, the student shall

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be dismissed from the program. The student has the right to appeal; however, the appeal shall be made in writing within one week of dismissal. The director, after consultation with all involved parties, will make the final decision.

At the discretion of the administrator, a student may be suspended or dismissed from the school for serious or repeated incidence of intoxicated or drugged state of behavior, possession of illegal drugs or alcohol upon school premises, improper or sexual behavior, or behavior creating a safety hazard to other persons. A student may also be dismissed after two weeks unexplained absence.

### **GRIEVANCES**

Students are encouraged to resolve difficulties by direct discussion with parties involved. In the event this approach is not successful, the following process has been established for processing and addressing student grievances. If resolution is not achieved by direct communication, a grievance is required to be submitted in writing, listing all grievances and addressed to the school director. The school director will schedule a meeting between the parties, to include the school director, within a week after the written request has been received. A decision will be rendered within seven days; the student will be advised by the school director and documentation placed in the student's file.

If no satisfactory resolution is achieved, the student is invited to contact the Department of Consumer Affairs, Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833; Phone: Toll free (888) 370.7589; P: 916.431.6959; F: 916.263.1897.

### **STUDENT SERVICES**

The staff will make every effort to maintain close communication with the students. The students have access to the faculty for both vocational and academic advising. Students experiencing personal problems that require professional advising will be referred to the appropriate agencies.

### **LIBRARY**

Students can access the AEWMI library one-half hour prior to the beginning of class and up to two hours following class, Monday through Friday and one-half hour prior to the beginning of class and up to two hours following class on Saturday. The AEWMI library houses a sizable collection of Acupuncture and Oriental medical books, in English and Chinese, as well as journals, newsletters and other periodicals. A variety of publications related to massage education and practice can also be found in the AEWMI library. In addition, the instructor is available for students during course and following course hours.

### **FINANCIAL AID**

American E/W Medical Institute has not joined the Federal and State financial aid program.

### **HOUSING**

American E/W Medical Institute does not have dormitory facilities under its control. Although AEWMI will provide information as to the availability of housing located reasonably near the institution's facilities and an estimation of the approximate cost or range of cost for housing, AEWMI has no responsibility to find or assist a student in finding housing.

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**PARKING**

There are ample parking spaces at American E/W Medical Institute.

**REQUIREMENTS FOR GRADUATION**

Requirements for graduation and awarding Massage Therapist certificate of completion are the following: (1) satisfactory attendance, (2) a passing grade C or better in each of the courses.

**DIPLOMA**

As part of the tuition paid for each massage course, a certificate of completion will be issued to the graduate for each satisfactorily completed massage course.

**PRIOR TO SIGNING AN ENROLLMENT AGREEMENT, REVIEW DOCUMENTS**

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.

All information and content of this school catalog is current and correct and is so certified as true by Dr. Nancy L. Hou, Director.