SCHOOL OF
INFORMATION TECHNOLOGY



SCHOOL OF
MEDICAL SCIENCES



SCHOOL OF
BUSINESS AND LEGAL STUDIES



SCHOOL OF
GRAPHIC DESIGN



College Catalog
2025

PLATT COLLEGE
EST. 1985

PLATT COLLEGE

— it's all about your future —

02.01.2025 – 12.31.2025

CATALOG OF COURSES

Alhambra Campus
1000 South Fremont Ave, Suite A9W
Alhambra, CA 91803
(626) 300-5444

Anaheim Campus
1400 South Douglass Road, Suite 125
Anaheim, CA 92806
(714) 333-9606

Ontario Campus
3700 Inland Empire Blvd., Suite 400
Ontario, CA 91764
(909) 941-9410

Riverside Campus
6465 Sycamore Canyon Blvd., Suite 100
Riverside, CA 92507
(951) 572-4300

www.plattcollege.edu

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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 1747 North Market Blvd., Suite 225, Sacramento, CA 95834, 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 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet Website, www.bppe.ca.gov.

I. Overview

INTRODUCTION

Platt College traces its origin to the state of Missouri and to the original school's founding in Saint Joseph in 1879. Today, Platt College has four Southern California campuses located in Los Angeles and the Inland Empire. These campuses were originally branches of Platt College, San Diego. The Los Angeles campus achieved main campus standing in 1989. The Ontario campus opened in 1997 as a branch location of the Los Angeles campus. The Riverside campus opened in 2011 as a branch of the Los Angeles campus. The Anaheim campus opened in 2016 as a branch location of the Los Angeles campus.

PHILOSOPHY

Achieving excellence one student at a time.

Platt College is dedicated to the principle that education is the foundation for personal and professional growth and that students should have the opportunity to develop to their full potential.

MISSION

Platt College provides a balanced program of instruction necessary to acquire the specialized knowledge and skills needed for success. The dynamic requirements of employers, as well as the individual needs of the student body, mandate that the College upgrade and enhance each area of study on a continuing basis.

II. Admissions Procedures and Requirements

All applicants for admission to Platt College are required to participate in a personal interview with the Admissions Department, and all ground and hybrid applicants will tour the facility to view the classrooms, equipment, and samples of student work no later than the first day of class.

All applicants must provide proof of a valid high school diploma, GED, or High School proficiency exam. Platt will use all available resources to ensure the validity of all forms of proof of graduation from accredited institutions.

Applicants are required to take a standardized entrance examination that measures language and numerical skills and achieve a passing score on the examination. Veterinary Technician Alternate Route Certificate applicants are not required to complete the entrance examination.

NOTE: Passing scores vary by program, and an outline of what the passing score is for each program is available from the Admissions Department. Certain programs may also have additional program-specific admissions requirements. Applicants may obtain additional requirements for each program from the Admissions Department.

Platt College – Alhambra Distance Education program enrolls prospective students throughout the year. The Distance Education enrollment process is conducted exclusively online and via phone conversations. All enrollment requirements for Distance Education programs match the enrollment requirements for Platt College ground programs. All prospective distance education students take the Distance Education Online Assessment prior to being accepted to Platt College.

Platt College prohibits discrimination (including harassment) against any individual on the basis of race, color, religion (including religious dress/grooming practices), creed, sex (including pregnancy, childbirth, breastfeeding and/or related medical conditions), age, national origin, marital or registered domestic partnership status, veteran status or military status, sexual orientation, gender, gender identity, gender expression, physical or mental disability, including genetic characteristics or genetic information, medical condition, ancestry or any other characteristic protected by state or federal law or by local ordinance.

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The Platt College's policy for students with disabilities is based on the provisions of Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title III of the Americans with Disabilities Act of 1990 (ADA). Section 504 states that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives federal financial assistance. Section 504 defines a "qualified individual with a disability" as an individual with a disability who meets the academic and technical standards requisite for admission or participation in the recipient's program or activity. Under Section 504, Platt College is required to provide reasonable and appropriate academic adjustments, auxiliary aids and services to qualified students with disabilities that are necessary to avoid discrimination on the basis of disability. Similar to Section 504, the ADA also prohibits discrimination on the basis of disability. Under the ADA, Platt College is required to provide auxiliary aids and services, and reasonable modifications to its policies, practices, and procedures that are necessary to avoid discrimination on the basis of disability.

As required by federal law, Platt College will provide academic adjustments, auxiliary aids and services (collectively, "academic accommodations") to ensure that it does not discriminate on the basis of disability. Academic accommodations are determined based on the student's disability and individual needs. Academic accommodations may include modifications to academic requirements that are necessary to ensure that students with disabilities are provided an equal educational opportunity. In providing academic accommodations, Platt College is not required to lower academic standards or modify academic requirements that can be demonstrated as being essential to the instruction being pursued by the student or to any directly related licensing requirement. In addition, Platt College is not required to provide academic accommodations that would fundamentally alter the nature of a service, program, or activity, or that would result in undue financial or administrative burdens considering Platt College's resources.

Platt College will not ask applicants or current students if they have a disability. The disclosure of a disability is voluntary on the part of the student. If a student with a disability wishes to receive academic accommodations, it is the student's responsibility to inform Platt College of the disability and to follow the procedures outlined herein during the enrollment process to request the academic accommodations.

In addition, Section 504 and ADA prohibit harassment based on disability that creates a hostile environment by interfering with or denying an individual's ability to participate in or benefit from a program, service, or activity. Platt College will promptly investigate any allegations of a hostile environment based on disability, take prompt and effective action to end the harassment and prevent it from recurring, and where appropriate, remedy the effects on the individual who was harassed. Individuals may file a complaint of disability harassment by contacting Feedback@PlattCollege.edu.

Not all programs are offered at all Platt College locations. Program availability is subject to change at the discretion of the College. Please see the Campus President for current program offerings at each Platt College location.

Denial of Admission or Re-entry

Platt College reserves the right to deny admission or re-entry to any applicant or student the College, at its discretion, determines is either: a) unlikely to benefit from its programs, b) discloses or is found to possess an adverse background that disqualifies them from (a) participation in clinical/practicum or externship experiences required in a program or (b) employment opportunities in the field for which the program is intended to prepare them, or c) whose presence on campus or in the online academic environment is considered by the administration to be disruptive and/or potentially harmful to Platt College students, faculty, and/or staff.

Admittance Requirements - Eligibility

To enroll with Platt College, a prospective student must be a citizen of the United States, or an eligible non-citizen as classified by the

Department of Homeland Security.
In addition, applicants must be at least 18 years of age at the time of admission and possess a high school diploma, GED, or equivalent. If a prospective student is less than 18 years of age, they may be permitted to enroll if they obtain a parent or legal guardian signature of approval or demonstrate that they are otherwise covered under state emancipation statutes.

NON-MATRICULATING STUDENTS

Occasionally an individual wishes to take single courses at Platt College without seeking admission as a degree or diploma seeking student. Such students may enroll in individual courses as a 'Non-Matriculated Student' (NMS), provided they hold a high school diploma or GED and meet all of the required Admission policies including all testing requirements for the corresponding program listed in the College Catalog. Certificate programs are not eligible for non-matriculating status.

Such non-matriculated students are not eligible for any form of financial assistance. They must comply with all policies and procedures contained in the College Catalog. Re-enrollment as a non-matriculated student may be denied if the student's GPA falls below 2.0. A maximum of 24 quarter credits taken as a non-matriculated student may be applied toward a Platt College degree or diploma: however, taking courses as a non-matriculated student does not constitute admission to a program nor does it guarantee the applicability of those courses toward a degree or diploma in the future. See Transferability of Credits Section of the College Catalog for transfer credit policies.

Tuition charges for non-matriculated students in a degree or diploma program will be $400 per quarter credit. This fee will include all needed books and supplies. Tuition and fees for enrolled course(s) must be paid in full within the add / drop period.

Platt College does not maintain any written agreements with any other institutions or organizations to provide a portion of the educational program. Platt College does not currently have any articulation agreements in place.

INTERNATIONAL STUDENTS

Platt College is approved to enroll international students by Student and Exchange Visitor Information System (SEVIS). For international students, official transcript translation and evaluation from a member of the National Association of Credential Evaluation Services (NACES) is required. A grade of "C" (2.0) or higher is required to be considered for transfer credit into Diploma, Associate, and Bachelor programs. In addition, remedial/developmental coursework is not eligible for transfer.

International students must complete an international admissions application to be considered for enrollment. In addition, international students must provide all documents required by SEVIS and Platt College and meet any program admission requirements.

Visa and Immigrant Documentation Requirements:
International students must provide the Designated School Official (DSO) with the following documents at the time of enrollment (prior to start):

- Form I-20 – Certificate of Eligibility for Immigrant Student Status
- International Student Visa (F-1 or M-1)
- Passport
- Form I-94 – Arrival / Departure Record

Platt College does not offer any visa services as such there are no additional fees associated.

Proof of English Language Proficiency
All international student applicants must provide Platt College with proof of English language skills to pursue enrollment with Platt College. International students can either: a) provide, in the form of official transcripts, successful completion of coursework from an accredited high school or English language school certified with SEVP, b) take either of the approved proficiency exams and meet the minimum score requirements. The TOEFL (Test of English as Foreign Language) and IELTS (International English Language Test System) are the approved proficiency exams.

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A minimum score of 550 on the paper-based and 84 on the internet-based TOEFL test is required as proof of proficiency in English. This test must be submitted directly from the testing organization to the campus, sent to the attention of the DSO, where the international student is applying.

A minimum score of 6 on the TOEFL IELTS test is required as proof of proficiency in English. This test must be submitted directly from the testing organization to the campus, sent to the attention of the DSO, where the international student is applying.

If the native language of the international student is English, and Platt College can confirm the native language, then the student is not required to take the TOEFL test. There is no limit to the number of times a student can take the test. TOEFL test scores are valid for two (2) years after the test date. The official scores become part of the permanent student record once the student has enrolled with the College.

Financial Affidavit or Proof of Financial Support
International students must provide proof of financial support or financial affidavit that tuition and living expenses can be covered. The following are acceptable proofs:

- Bank statements or letters from sponsors showing said evidence that tuition can be covered including living expenses for a minimum of one (1) year.
- Completed financial affidavit signed by the prospective international student and sponsor(s).

Proof of High School or Secondary School Graduation
All applicants must provide proof of a valid high school diploma, GED, or High School proficiency exam. Platt will use all available resources to ensure the validity of all forms of proof of graduation from accredited institutions.

Transfer of Credits from Postsecondary School
International students requesting transfer of credits from a postsecondary school must have the official transcript evaluated and translated (if applicable) from a member of the National Association of Credential Evaluation Services (NACES) or the Association of International Credential Evaluators, Inc. (AICE).

All instruction at Platt College is provided in English only.

ACCREDITATION AND APPROVALS / LICENSURE

Platt College is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). Platt College Los Angeles and its branch campuses in Anaheim, Ontario, and Riverside, California, are co-educational proprietary institutions owned and operated by Platt College Los Angeles, LLC, a Delaware limited liability company.

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

All information in this college catalog is current, correct, and certified by the Officers of Platt College Los Angeles, LLC.

Platt College Los Angeles LLC
1400 South Douglass Road
Suite 125
Anaheim, CA 92806
714-333-9606

Officers:
Michael Bradley, Chief Executive Officer
Daryl Goldberg, Chief Operating Officer
Megan Clifton, Vice President of Academic & Regulatory Affairs

III. Financial Aid Information

Platt College has never filed for bankruptcy petition, operated as a debt- or in possession, or had a petition of bankruptcy filed against it under Federal law.

FINANCIAL AID

Eligible applicants may benefit from the following federally-sponsored programs, which provide grants, loans, and federal work-study to cover portions of tuition and fees:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Direct Subsidized and Direct Unsubsidized Student Loans – The Student Loans offer flexible repayment options including, but not limited to, standard repayment, graduated repayment, extended repayment, income-based repayment, pay as you earn repayment, income contingent repayment, income sensitive repayment plans, and loan forgiveness benefits. Stafford loans are available to students who meet all the requirements set by the Department of Education.
- Direct PLUS (parent) Loans
- Federal Work-Student (FWS)

Cal Grant and Federal awards are subject to all Title IV regulations and restrictions, additional disclosures and loan information are available in the Platt College Student and Consumer Handbook.

Please Note: Federal and state annual award amounts are subject to change from year to year, and are dependent on prior education, specific student family situations, and student enrollment status. Additional information on federal student aid loan limits is available in the Student and Consumer handbook; however because eligibility is determined on a case-by-case basis, the financial aid advisors are the best resource for your specific financial aid information.

Platt College also administers Veterans Administration Educational Assistance, selected state grants, and some private scholarships. Please schedule a visit with a Financial Aid Advisor who can review your personal information and provide details on what sources of funding are currently available.

Platt College can also provide private education loans through various third-party lenders. Applicants may be required to complete a credit application to determine approval status. All private loans are subject to variable interest rates set by each lender that can increase or decrease over time depending on the market conditions. Private loans have a range of interest rates for each borrower depending on the borrower's credit rating. Some lenders may have fees for each loan borrowed. Borrowers should contact their private student loan lender with any questions.

If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and if the student has received federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal student financial aid program funds.

Students receiving Veterans Administration benefits must have all prior education and training evaluated upon enrollment. Credit will be awarded where applicable with the program being shortened accordingly. The student and the Department of Veteran Affairs will be notified.

COLLEGE REFUND POLICY

Student's Right to Cancel

1. A student has the right to cancel his or her agreement for a program of instruction, without any penalty or obligations, through attendance at the first class session, or the seventh (7th) day (calendar days) after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a prorated refund if you have completed 60 percent or less of the scheduled hours in your program's current payment period through the last day of attendance. For students enrolled in any Distance Education program, you have the right to cancel the enrollment agreement and receive a full refund before the receipt of any lessons or materials for the course have been received.

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2. Cancellation may occur when the student provides a written notice of cancellation submitted by mail or by hand delivery at one of the following campus locations:
   - **ALHAMBRA CAMPUS:** Platt College
     1000 South Fremont Ave, Suite A9W, Alhambra, CA 91803
   - **ANAHEIM CAMPUS:** Platt College
     1400 S. Douglass Road, Suite 125, Anaheim, CA 92806
   - **ONTARIO CAMPUS:** Platt College
     3700 Inland Empire Blvd., Suite 400, Ontario, CA 91764
   - **RIVERSIDE CAMPUS:** Platt College
     6465 Sycamore Canyon Blvd., Suite 100, Riverside, CA 92507
3. The written notice of cancellation, if sent by mail, is effective when deposited.
4. The written notice of cancellation need not take any particular form and however expressed; it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
5. If the Enrollment Agreement is canceled the school will refund the student any money he/she paid, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

Withdrawal from the Program

You may withdraw from the school at any time after the cancellation period (described above) and receive a prorated refund if you have completed 60 percent or less of the scheduled hours in your program's current payment period through the last day of attendance. The refund will be less a registration or administration fee not to exceed $250.00, and less any deduction for equipment not returned in good condition (good condition does not include equipment that a seal is broken, log-on occurred, or is marked or damaged in any way), within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

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

- The student notifies the Campus Academic Dean or Registrar through the Academic Dean's office of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress in his or her program of study; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution for his or her program; and/or failure to meet financial obligations to the school within established timeframes.
- The student has failed to attend class for fourteen (14) consecutive calendar days (excluding scheduled campus-wide breaks greater than 5 days) from their last day of attendance.
- The student has failed to return on the specified day appointed on the approval for a leave of absence without notifying campus officials.

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

For the purpose of determining when the refund must be paid, the student shall be to have withdrawn at the end of 14 days.

For programs beyond the current "payment period," if you withdraw prior to the next payment period, all charges collected for the next period will be refunded. If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student. If the student has received federal student financial aid funds, the student is entitled to a refund of monies not paid from federal student financial aid program funds before federal student financial aid funds are returned.

Date of Determination That the Student Withdrew

a. For the purpose of determining the date the student withdrew and the amount owed for educational services rendered and equipment received, the student shall be determined to have withdrawn from the program on the date when any of the following occurs: The student notifies the office of the Academic Dean by telephone, in person, or in writing, to provide official notification of their intent to withdraw.
b. The school terminates the student's enrollment.
c. The student has failed to attend class for fourteen (14) consecutive calendar days (excluding scheduled campus-wide breaks greater than 5 days) from their last day of attendance. In this case, the date of determination will be the business day following the fourteenth calendar day after the last date of recorded attendance.
d. The student fails to return from an approved leave of absence. In this case, the date of determination is the date the student was scheduled to return.
e. For VA benefit considerations, the Date of Determination will be the student's last day of attendance.

Withdrawal Date for the Return of Title IV Funds

Note that the withdrawal date used to calculate the return of Title IV funds is the student's last day of attendance not the institution's date of determination that the student withdrew. This means that a student receiving Title IV funds is only eligible to receive funds proportional to the number of calendar days in the payment period up through the last date of attendance, subject to the regulations listed in the Return of Title IV Funds section below.

Note: A student who is on approved leave of absence retains in-school status for purposes of Title IV funding. However, the student should be aware that if he or she does not return from an approved leave of absence, that some or all of the grace period of the loan could have been used up, as the Title IV withdrawal date is set retroactively to the last date of attendance.

Return of Title IV & State Grant Funds Policy

Effective 10/7/00, all financial aid (Title IV) recipients who withdraw and have completed less than 60% or less of the payment period for which they have been charged, are subject to the new federal refund regulations per 34 CFR 667, 682, 685, published November 1, 1999.

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

1. Federal regulations state that the amount of a Title IV refund is based on the percentage of Title IV funds earned by the student at the time of withdrawal. In order to determine whether Title IV funds must be returned, the school must calculate the following: To determine the percentage of the payment period completed, the number of days* attended in the payment period is divided by the total days* in the payment period.
   **Days = calendar days for purposes of this formula, and therefore include weekends and holidays. Only scheduled breaks of 5 days or more, and approved leave of absences are excluded.*
2. The net amount of Title IV funds disbursed, and that could have been disbursed for the payment period, is multiplied by the percentage of the payment period completed. The result is the amount of earned Title IV aid.
3. The earned aid is subtracted from the aid that was disbursed to, or on behalf of the student.
4. The institution will return the lesser of the total unearned aid or the unearned institutional charges for the payment period.
5. Unearned aid is allocated back to the Title IV programs in the following order as specified by law:
   a. Direct Unsubsidized Loan Program
   b. Direct Subsidized Loan Program
   c. Direct PLUS Loan Program

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If excess funds remain after repaying all outstanding loan amounts, the remaining excess shall be credited in the following order:

a. Federal Pell Grant Program
b. Federal SEOG Program
c. State Grants (i.e., Cal Grants and/or other State assistance awarded)
d. Other Federal assistance awarded under this title for which return of funds is required.

If a student earns more Title IV funds than were disbursed at the time of withdrawal, the student may be eligible to receive additional loan or grant funds. In such a case, Platt College will confirm with the student whether any additional funds owed should be disbursed, or if the student wishes to limit his/her indebtedness and have the funds returned to the Department of Education.

Note: After the institution has allocated the unearned aid, any amount received by the student from a grant program is reduced by 50%. Unearned loan funds received by the student are paid back as per the term of the borrower's promissory note.

In determining the refund policy to apply to any student situation, Platt College uses both the federal return of Title IV policy and state refund policy calculations as they apply to any student who has dropped from the program. The state refund policy is applied to all students that drop from the college. The federal return of Title IV policy is applied to all students who have dropped from the college that receive Title IV funds and who have completed less than 60% of the payment period. In these cases, the larger of the calculations is used to determine the amount of the Title IV funds to be returned.

Remaining Account Balance after Credit Adjustments and Return of Title IV Funds

If the amount the student has paid for his or her program of instruction is more than the amount he or she owes for educational services rendered and equipment received, then a refund will be made within 45 days from the date of determination that the student withdrew. If any portion of the student's charges were paid from the proceeds of a loan, then the refund will be sent to the lender or to the agency that guaranteed the loan, if any. The refund will first be used to repay any student financial aid programs from which the student received benefits, in proportion to the number of benefits received. Any remaining balance will be paid to the student. If the amount the student has paid for his or her program of instruction is less than the amount he or she owes for educational services rendered and equipment received, then he or she must decide with Student Accounts to pay the balance due. Unpaid balances will be sent to a collection agency if payment arrangements are not made.

Family Educational Rights and Privacy Act (FERPA)

Under the authority of the Family Educational Rights and Privacy Act of 1974 (the Buckley Amendment), students have the right to inspect and review all their educational records except for the following:

1. Financial records of students' parents
2. Confidential letters of statements placed in the file prior to January 1, 1975
3. Psychiatric or medical records retained by a professional for medical purposes
4. Student's records by instructors or administrators maintained and accessible only to instructors and administrators.

In accordance with the Act, eligible students have the right to inspect and review their records within forty-five (45) days after the student submits a written request. Platt College shall not permit disclosure of information, except directory information, from educational records or personally-identifiable information, except to individuals, agencies, or organizations identified by the Act. A student requesting that directory information not be disclosed must submit written notification to the school. Students may waive all or a portion of the Act by indicating, in writing, that Platt College may communicate with specific persons or may release specific information. If the student wishes to allow this waiver, forms are available through the Registrar or Academic Dean.

Veterans Education Benefits

Platt College proudly administers VA education benefits, including the Yellow Ribbon Program, to qualified students. We are committed to maintaining the Principles of Excellence established by Executive Order in April of 2012.

Effective 8/1/19, as part of the Veterans Benefits and Transition Act of 2018, 38 U.S.C. § 3679, Platt College will comply with the requirements of 38 U.S.C. § 3679(e):

1. Platt College will permit any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility (COE) for entitlement to educational assistance under chapter 31, 33, 35 or 1606 and ending on the earlier of the following dates:
    a. The date on which the U.S. Department of Veterans Affairs (DVA) provides payment for a course of education to an institution
    b. The date that is 90 days after the date on which the educational institution certifies for tuition and fees following receipt of the COE from the student

2. Platt College will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement funding from the DVA under chapter 31 or 33.

NOTE: A Covered Individual is any individual who is entitled to educational assistance under chapter 31, Vocational Rehabilitation, or chapter 33, Post 9/11 GI Bill® benefits.

"GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at www.benefits.va.gov/gibill.

Detailed information regarding VA processes and requirements can be obtained at each campus from the VA Certifying Official.

Institutional Matching Grant

Platt College participates with various federal, state, local, and non-profit agencies as well as private industry to aid those students approved for funding through a variety of external sources. For those students accepted for sponsorship by certain agency programs, Platt College makes available an institutional matching grant. Institutional matching grants are available to those students who meet Platt College's admissions and academic requirements and who are sponsored by governmental and non-profit organizations dedicated to the promotion of education and training. Students receiving institutional matching grants will be notified of the award prior to the start of classes. The institutional matching grant is paid to a student's account each payment period. The grant is applied to a student's account at the time tuition is billed. If a student does not complete a period of enrollment for which the grant was awarded, the College will prorate the amount of the institutional match based on the institution's refund policy. The assistance offered may vary by the agency requirements. Grant amounts may vary among the Platt College campus locations, depending on outside agency sponsorship and the availability of agency budgeted funds. Information regarding available funding should be obtained directly from the agency from which you are seeking assistance or the Financial Aid Office at the Platt College campus.

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IV. School of Graphic Design

The School of Graphic Design at Platt College offers the following programs:

Associate of Arts in Graphic Design 14
Bachelor of Arts in Visual Communication with concentrations 2D Print 16

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GRAPHIC DESIGN

Graphic Design
(Associate of Arts)

Graphic design is a form of visual communication using art, words, and technology to convey an idea. Using type, color, symbols, illustrations, and photography, the graphic designer creates images used by advertising agencies, publishing firms, design studios, print companies, newspapers, magazines, corporate art departments, desktop publishing, multimedia presentations, and web pages.

Platt College's curriculum provides a balanced program of instruction necessary to succeed in today's graphic design industry. Each area of study is reviewed on a regular basis to ensure that the College is keeping current with the needs of employers and changing industry trends.

First-term students learn practical foundation skills in design, color theory, typography, print production, and basic drawing. Students in intermediate and advanced terms build on their foundation skills and use computer technology to produce design solutions for a wide variety of projects. Throughout the entire program, the graphic designer's role in the business world is emphasized. Planning, scheduling, collaboration, job search skills, and portfolio development help to prepare students for their professional life.

Vocational Objective

Upon successful completion of the program, students will have acquired the technical knowledge and creative skills for an entry-level position, with growth potential, in the field of graphic design.

Industry Occupations

These include production artist, graphic designer, illustrator, layout artist, and computer artist. Other related positions deal with photo manipulation, typographical design, presentation graphics, pre-press production, and design assistant. Some environments in which graphic designers normally work are advertising agencies, publishers, corporate in-house art departments, design studios, package design companies, printing companies, newspapers, magazines, and sign companies. Students will also be prepared to pursue freelance work in any of the above areas.

Associate of Arts in Graphic Design
1200 Hours / 91.5 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts in Graphic Design provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. For the Graphic Design program, a presentation quality portfolio must be presented, reviewed, and approved by department faculty. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
ART111	Introduction to Design Concepts	7.0
ART112	Typography	7.0
ART114	Fundamentals of Drawing	7.0
EM151	Publishing Design and Layout	7.0
EM152	Photo Manipulation	7.0
EM153	Digital Illustration	7.0
EM251	Introductory Web Design	7.0
EM252	Advanced Photo Manipulation	7.0
EM253	Advanced Digital Illustration	7.0
EM255	Figure Drawing	3.5

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
Program Total		**91.5**

SCHOOL OF
GRAPHIC DESIGN

Visual Communication – 2D Print Specialization
(Bachelor of Arts)

The Bachelor of Arts in Visual Communication (BAVC) develops professionals who take concepts and then create visual imagery by employing type, illustration, sound, music, photography, and animation. The visual communicator impacts virtually every aspect of modern life whether by products purchased, entertainment individuals enjoy, or the ways in which people communicate. Graduates of the Bachelor of Arts in Visual Communication degree program will produce a professional quality portfolio that will make them candidates for entry-level employment in the myriad of industries related to visual communication.

The BAVC program includes coursework in architectural 2D, video production, 2D character development, 2D texturing and lighting, advanced 2D animation, advanced drawing, advanced motion graphics, video compositing, motion capture, web design, and dynamic web design.
The program concludes with interactive courses in portfolio preparation designed to better prepare graduates to conduct effective interviews, self-marketing, as well as produce a highly professional and competitive portfolio.

Vocational Objective

Upon completion of requirements for this degree, students will have expanded knowledge of multimedia, as well as an understanding of how to apply aesthetic concepts and design techniques in the creation of interactive media. This knowledge will enhance students' creativity and expertise, enabling them to produce exciting digital content for an interactive portfolio which will demonstrate their artistic and technical design skills in an entry-level position with potential employers.

Industry Occupations

The **2D Print specialization** prepares graduates for entry-level employment in occupations such as graphic designer, Web 2D artist, and illustrator. These positions might typically work on designing branding campaigns, creating marketing collateral and packaging, and other areas of marketing and advertising design.

SCHOOL OF
GRAPHIC DESIGN

Visual Communication – 2D Print Specialization (Bachelor of Arts)

Bachelor of Arts in Visual Communication - 2D Print Specialization
2500 Hours / 189 Quarter Credit Hours / Approximately 31 months

Upon successful completion of a program of instruction, the graduate will be awarded a Bachelor of Arts in Visual Communication degree provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. For the Visual Communication 2D Print Specialization program, a presentation-quality portfolio must be presented, reviewed, and approved by department faculty. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
ART111	Introduction to Design Concepts	7.0
ART112	Typography	7.0
ART114	Fundamentals of Drawing	7.0
EM151	Publishing Design and Layout	7.0
EM152	Photo Manipulation	7.0
EM153	Digital Illustration	7.0
EM251	Introductory Web Design	7.0
EM252	Advanced Photo Manipulation	7.0
EM253	Advanced Digital Illustration	7.0
EM 255	Figure Drawing	3.5
MM301	Storyboarding	3.5
MM350	Portfolio Preparation	7.0
MM302	Digital Video/Motion Graphics	3.5
MM303	Introduction to Website and Mobile Development	7.0
MM304	Digital Motion Graphics	7.0
MM305	Social Media and Marketing	7.0
MM306	Figure Drawing II	3.5
MM307	eCommerce	3.5
VCG302	History of Graphic Design and Advertising	3.5
VCG303	Commercial Illustration and Life Drawing	3.5
VCG304	Advanced Typography and Font Creation	3.5
VCG305	Branding, Logos and Packaging	3.5
VCG351	Marketing Dynamics and Strategies	3.5
VCG352	Prepress and Business Ethics	3.5
VCG353	Art Direction and Team Projects	3.5
VCG354	Photography and Videography	3.5
VCG405	Advanced Project	4.0
VCG406	2D Print Portfolio Development	3.5

General Education Courses		Quarter Credits
ENG101	English	5.0
SOC101	Sociology	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
MTH301	College Algebra Principles	5.0
SOC302	Ethics	5.0
ENG303	College Writing	5.0
POL305	American Government	5.0
Program Total		**189**

SCHOOL OF

BUSINESS AND LEGAL STUDIES

V. School of Business and Legal Studies

The School of Business and Legal Studies at Platt College offers the following programs:

Associate of Arts in Criminal Justice	20
Bachelor of Arts in Criminal Justice	22
Associate of Arts in Business Management	24
Bachelor of Arts in Business Management	26
Project Management Concentration	

SCHOOL OF
BUSINESS AND LEGAL STUDIES

CRIMINAL JUSTICE
(Associate of Arts and Bachelor of Arts)

Security is a high priority in the United States, and the need for qualified professionals in this area is greater than ever. The challenges presented to homeland security have increased the complexity of these tasks, making the need for highly trained and prepared applicants even more important.

Platt College has developed a comprehensive curriculum in the Criminal Justice program that includes Introduction to Law & Ethics, Corrections, Private Security, Criminal Law, Criminology, Criminal Investigations/Report Writing, Psychology of Criminal Behavior, Juvenile Justice, Contemporary Issues in Criminal Justice/Terrorism, and Forensics. Students are introduced to many tasks commonly used by Criminal Justice professionals, using visual, auditory, and tactile/kinesthetic approaches.

Vocational Objective

Platt College provides each student with valuable education and highly marketable skills. The Criminal Justice program will provide students with a broad understanding of the criminal justice system, and prepare them for entry-level positions in private security, investigations, corrections, probation, and other related fields.

Industry Occupations

The field of criminal justice offers some very exciting and rewarding career opportunities. With new breakthroughs in forensic technology and an ever evolving domestic and international criminal justice landscape, it's almost a guarantee a career as a law enforcement or criminal justice professional will be anything but boring. There is an ever-expanding list of criminal justice and law enforcement career opportunities that welcome individuals with diverse educational and professional backgrounds. Whether you're interested in criminology, psychology, political science, social work, engineering, forensics, chemistry, law, or even accounting, you'll find a criminal justice career suited to your interests and skill set.

SCHOOL OF
BUSINESS AND LEGAL STUDIES

Criminal Justice
(Associate of Arts)

Criminal Justice Associate of Arts
1150 Hours / 103 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts degree in Criminal Justice provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
BM135	Ethics and Professionalism	5.0
BM106	Managing Diversity in the Workplace	5.0
CJ140	Introduction to Report Writing	4.0
CJ145	Corrections 1	4.5
CJ155	Private Security 1	4.0
CJ165	Introduction to Criminal Law	4.0
CJ175	Criminology 1	4.5
CJ185	Criminal Investigations	4.5
CJ210	Intermediate Criminal Law	4.5
CJ230	Advanced Report Writing	4.0
CJ245	Introduction to Forensics	4.0
CJ250	Advanced Forensics	4.0
CJ200	Corrections 2	4.5
CJ205	Private Security 2	4.0
CJ215	Introduction to Juvenile Justice	4.5
CJ220	Criminology 2	4.5
CJ226	Contemporary Terrorism 1	4.5
CJ240	Contemporary Terrorism 2	4.0

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
Program Total		**103**

Criminal Justice
(Bachelor of Arts)

Bachelor of Arts in Criminal Justice
2350 Hours / 214 Quarter Credit Hours / Approximately 30 months

Upon successful completion of a program of instruction, the graduate will be awarded a Bachelor of Arts degree in Criminal Justice provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
LAW101	Introduction to Law	4.0
CJ140A	Introduction to Report Writing	4.5
CJ145	Corrections 1	4.5
CJ155A	Private Security 1	4.5
CJ165A	Introduction to Criminal Law	4.5
CJ175	Criminology 1	4.5
CJ185	Criminal Investigations	4.5
CJ200	Corrections 2	4.5
CJ205	Private Security 2	4.0
CJ210	Intermediate Criminal Law	4.5
CJ215	Introduction to Juvenile Justice	4.5
CJ220	Criminology 2	4.5
CJ226	Contemporary Terrorism 1	4.5
CJ230	Advanced Report Writing	4.0
CJ235	Advanced Juvenile Justice	4.0
CJ240	Contemporary Terrorism 2	4.0
CJ245A	Introduction to Forensics	4.5
CJ250	Advanced Forensics	4.0
CJ305	Introduction to Criminal Behavior	4.5
CJ310	Community Corrections 1	4.0
CJ330	Constitutional Law 1	5.0
CJ335	Introduction to Trial Procedures	5.0
CJ355	Laws of Evidence 1	5.0
CJ360	Immigration	5.0
CJ370	Issues in Public and Private Security	4.0
CJ375	Management in Security Industry	4.5
CJ380	Modern Policing 1	4.5
CJ385	Police Administration and Management 1	4.0
CJ390	Narcotics 1	4.0
CJ395	Ethics in Law Enforcement	4.0
CJ405	Advanced Criminal Behavior	4.5
CJ410	Community Corrections 2	4.0
CJ430	Constitutional Law 2	5.0
CJ435	Advanced Trial Procedures	5.0
CJ455	Laws in Evidence 2	5.0
CJ480	Modern Policing 2	4.5
CJ485	Police Administration and Management 2	5.0
CJ490	Narcotics 2	4.5

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
ENG303	College Writing	5.0
MTH301	College Algebra Principles	5.0
SOC302	Ethics	5.0
POL305	American Government	5.0
Program Total		**214.0**

SCHOOL OF
BUSINESS AND
LEGAL STUDIES

SCHOOL OF
BUSINESS AND LEGAL STUDIES

BUSINESS MANAGEMENT
(Associate of Arts and Bachelor of Arts)

The Business Management program at Platt College is designed to provide job skills to graduates interested in working in a broad spectrum of business-related fields, including sales, marketing, operations, finance, accounting, human resources, or office administration.

The focus of our curriculum is to build essential business skills through in-depth instruction on core business functions. Key topics covered include:

- Basic accounting and bookkeeping
- Marketing and sales effectiveness
- Managing and motivating employees
- Business law
- Becoming an entrepreneur
- Application of selected business software

Vocational Objective

The Business Management program is intended to provide useful job skills for graduates seeking to start their own business, or to work in an entry-level position in a variety of industries requiring business-related skills.

Industry Occupations

Employment growth will be driven by the formation of new organizations and expansion of existing ones, which will require more workers to manage these operations.

SCHOOL OF
BUSINESS AND LEGAL STUDIES

Business Management
(Associate of Arts)

Associate of Arts in Business Management
1000 Hours / 100 Quarter Credit Hours / Approximately 13 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts in Business Management provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
BM100	Business Management	5.0
BM105	Business Applications (documents and presentations)	5.0
BM110	Business Applications (spreadsheets and databases)	5.0
BM115	Business Math	5.0
BM120	Business Communications	5.0
BM125	Introduction to Accounting	5.0
BM130	Electronic Accounting	5.0
BM135	Ethics and Professionalism	5.0
BM200	Business Law	5.0
BM205	Human Resource Management	5.0
BM210	Business Operations	5.0
BM215	Business Finance	5.0
BM220	Business Marketing and eMarketing	5.0
BM225	International Management	5.0
BM230	Business Management Capstone	5.0

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
Program Total		**100**

Business Management
(Bachelor of Arts)

Bachelor of Arts in Business Management Degree
2000 Hours / 200 Quarter Credits / Approximately 25 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts in Business Management provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
BM100	Business Management	5.0
BM105	Business Applications 1 (documents and presentations)	5.0
BM110	Business Applications 2 (spreadsheets and databases)	5.0
BM115	Business Math	5.0
BM120	Business Communications	5.0
BM125	Introduction to Accounting	5.0
BM130	Electronic Professionalism	5.0
BM135	Ethics and Professionalism	5.0
BM200	Business Law	5.0
BM205	Human Resource Management	5.0
BM210	Business Operations	5.0
BM215	Business Finance	5.0
BM220	Business Marketing and eMarketing	5.0
BM225	International Management	5.0
BM230	Business Management Capstone	5.0
BM300	Economics	5.0
BM305	Organizational Behavior	5.0
BM315	Strategic Management	5.0
BM325	Critical Thinking and Decision Making	5.0
BM330	Marketing Management	5.0
BM445	Business Analytics	5.0
BLM400	Theories, Practices and Ethics in Leadership	5.0
BLM430	Operations Management	5.0
BLM440	Project Management	5.0

Project Management Concentration		Quarter Credits
BPM300	Intermediate Project Management	5.0
BPM305	Advanced Project Management	5.0
BPM310	Project Planning and Evaluation	5.0
BLM410	Leading Diverse Groups and Teams	5.0
BM400	Consulting Management	5.0
BM415	Negotiation and Contract Management	5.0
BPM450	Project Management Capstone	5.0

General Education Courses		Quarter Credits
ENG101	English	5.0
ENG303	College Writing	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
SOC101	Sociology	5.0
SOC302	Ethics	5.0
SPC101	Speech	5.0
STA301	Statistics	5.0
POL305	American Government	5.0
Program Total		**200**

SCHOOL OF
MEDICAL SCIENCES

VI. School of Medical Sciences

The School of Medical Sciences at Platt College offers the following programs:

Bachelor of Arts in Healthcare Administration 28
(for applicants with a related Academic associate degree or above)
Associate of Science in Respiratory Therapy 31
Associate of Science in Diagnostic Medical Sonography 34
Bachelor of Science in Diagnostic Medical Sonography 36
Associate of Science in Medical Assisting 38
Associate of Science in Medical Administrative Specialist 40
Diploma in Vocational Nursing 42
Associate of Science in Vocational Nursing 44
Certificate in Certified Nurse Assistant 48
Associate of Science in Veterinary Technology 50
Associate of Science in Occupational Therapy Assistant 52

Healthcare Administration
(Bachelor of Arts)

The Platt College School of Medical Sciences Bachelor's program in Healthcare Administration helps students gain the skills they need to pursue managerial positions in the healthcare field. The Bachelor of Arts in Healthcare Administration is designed for applicants with an Academic associate degree or above.

The program is designed to broaden the healthcare administration skill set of individuals who have previously completed their Associate or Bachelor's degree in a related healthcare field.
Our curriculum helps students:

- Improve their analytical, problem-solving, and critical thinking skills
- Develop a solid foundation in business fundamentals
- Gain familiarity with the theory and application of current healthcare management techniques
- Develop a better understanding of individual and group dynamics in a healthcare setting

Admissions Alert - In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- Wonderlic (BST) minimum passing score of Verbal: 205, Quantitative: 215, Total Overall Minimum Score: 500
- Submit a personal statement/essay
- Submit transcripts and GPA from previous educational experiences

Vocational Objectives

The Healthcare Administration program is designed to broaden the leadership skills of individuals who have previously completed their Academic associate degree in a health-related major for entry-level positions.

For students coming from a healthcare background, the program builds on clinical and administrative skills learned in healthcare Associate's programs.

Industry Occupations

Most medical and health services managers work in offices in healthcare facilities, including hospitals, and nursing homes, and group medical practices.

SCHOOL OF
MEDICAL
SCIENCES

Healthcare Administration
(Bachelor of Arts)

Bachelor of Arts in Healthcare Administration
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded a Bachelor of Arts degree in Healthcare Administration provided all obligations to the school have been met and a minimum grade point average has been maintained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
Transfer Credits (100 / 200 level healthcare associate related courses)		57.5
HCM300	Communication for the Healthcare Professional	5.0
HCM310	Introduction to Management in Healthcare Organizations	5.0
HCM320	Ethics for the Healthcare Professional	5.0
HCM330	Introduction to Current Issues and Trends in Healthcare	5.0
HCM345	Economics in Healthcare Organizations	5.0
HCM350	Information Technology for the Healthcare Professional	5.0
BM305	Organizational Behavior	5.0
BM330	Marketing Management	5.0
BM340	Human Resources Management	5.0
BM350	Diversity Management	5.0
BM360	Finance	5.0
BM370	Accounting	5.0
BM425	Business Governance and Social Responsibility	5.0
BM430	Conflict and Change Management	5.0
BM440	Case Studies in Leadership and Management	5.0
BLM303	Quality Improvement in Healthcare	5.0
BLM420	Organizational Training and Development	5.0
BLM430	Operations Management	5.0
BLM440	Project Management	5.0
BLM490	Leadership Capstone Seminar	5.0

General Education Courses		Quarter Credits
Transfer Credits (100 / 200 level general education related courses)		22.5
SOC321	Organizational Sociology	5.0
ENG303	College Writing	5.0
STA301	Statistics	5.0
HIS323	History of Business Innovation	5.0
Program Total		**200**

Respiratory Therapy
(Associate of Science)

Respiratory Therapy or Respiratory Care is the treatment, management, control, diagnostic evaluation, and care of patients with deficiencies or abnormalities of the cardiopulmonary system, such as bronchitis, asthma, emphysema, and other forms of obstructive and restrictive diseases. The Respiratory Care Practitioner is a vital part of the medical team. They are among the first persons called to give treatment and care in emergency situations. Practicing under the direction of a physician, respiratory therapists assume primary responsibility for all respiratory therapeutic and diagnostic procedures.

They evaluate and treat all types of patients ranging from premature infants whose lungs are not fully developed to elderly people whose lungs are diseased. In clinical practice, many of their daily duties include assessing lung and breathing disorders and recommending treatment methods; interviewing patients and doing chest physical exams; obtaining sputum specimens for analysis; drawing and analyzing arterial blood specimens; performing pulmonary function tests; care in hospitals in areas such as intensive care units, emergency rooms, newborn and pediatric units, and operating rooms. Nursing care facilities, doctor's offices, pulmonary rehabilitation facilities, home healthcare services, smoking cessation programs, asthma education programs, sales, and air transport are some of the areas of employment available to our graduates.

The Respiratory Therapy Program at Platt College's Ontario and Alhambra Campuses currently holds the status of "Continuing Accreditation" as granted by the Commission on Accreditation for Respiratory Care (CoARC). The CoARC mailing address is 264 Precision Blvd, Telford, TN 37690 and is available via phone at (817) 283-2835 or through its website at www.coarc.com.

NOTE: All Respiratory Care practitioners in the state of CA must be licensed by the CA Board of Respiratory Care prior to employment. The following requirements for licensure are excerpted from the Respiratory Care Board of California's website and are current as of July 2015. Additional information may be found at the Board's website at www.rcb.ca.gov.

APPLICATION FOR LICENSURE OVERVIEW

Students will have an opportunity to sit for National Board for Respiratory Care (NBRC) Respiratory Therapy Board Exams after the completion of all graduation requirements. The following is additional information regarding those exams:

Therapist Multiple Choice (TMC):

- Candidate passes at the low cut – Earn the Certified Respiratory Therapist (CRT) credential.
- Candidate fails; candidate can take the TMC 3 times without waiting. Must wait 120 days for subsequent attempts.
- Candidate passes at the high cut – Earn the Certified Respiratory Therapist (CRT) credential and will become eligible to sit for the

Clinical Simulation Exam (CSE):

- Candidate passes the CSE – Earn the Registered Respiratory Therapist (RRT) credential.
- Candidate fails; candidate can take the CSE 3 times without waiting. Must wait 120 days for subsequent attempts.
  **Once the application for the TMC and/or the CSE is accepted by the NBRC, the candidate has 90 calendar days to attempt the exam. If the candidate fails to schedule an exam appointment within the 90-day period, the application and fees are forfeited.*

Respiratory Care Practitioner (RCP) License Requirements:

- Must earn the RRT credential to obtain the RCP license from the Respiratory Care Board of California.
  - The RRT credential is not required in all states to obtain a license
- Complete a California Law and Ethics course
- Complete Live Scan (must clear FBI and DOJ)
- Complete the RCP application (must include official transcripts)

Costs associated with taking the exams are covered by the institution for all first attempts.

SCHOOL OF
MEDICAL SCIENCES

Respiratory Therapy
(Associate of Science)

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- A passing score of an Allied Health standardized exam (HESI) minimum average score of 70
- In-person interview with the Program Director
- Submit a personal statement
- Submit transcripts and GPA from previous educational experiences
- Pass a criminal background check
- Meet minimum physical requirements
- Have the ability to pass drug testing at any point during their enrollment

Vocational Objective

Upon successful completion of the program, graduates may be employed as entry-level Respiratory Care Practitioners in acute care hospitals in areas such as intensive care units, emergency rooms, newborn & pediatric units, and operating rooms. Nursing care facilities, doctor's offices, pulmonary rehabilitation facilities, home healthcare services, smoking cessation programs, asthma education programs, sales, and air transport are some of the areas of employment available to our graduates.

Industry Occupations

Most respiratory therapists work in hospitals.

SCHOOL OF
MEDICAL SCIENCES

Respiratory Therapy
(Associate of Science)

Associate of Science in Respiratory Therapy
1995 Hours / 135 Quarter Credit Hours / Approximately 20 months

Upon successful completion of the program of instruction, the graduate will be expected to meet the following standards:

- To demonstrate comprehension of relevant information and the ability to evaluate and apply this knowledge in their role as performed by registered respiratory therapists (RRT).
- To demonstrate the technical skills necessary to fulfill the role of an RRT.
- To demonstrate professionalism and personal behavior consistent with medical standards and employer expectations.

The Respiratory Therapy program goals are to prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs).

The Respiratory Therapy Associate of Science Degree will be awarded to graduates of the program, provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
RT100	Introduction to Respiratory Therapy	3.5
RT105	Pulmonary Physiology	3.5
RT110	Cardiac Anatomy and Physiology	3.0
RT115	Pulmonary Physiology II	3.0
RT120	Blood Gas Interpretation	3.0
RT125	Pathophysiology	4.0
RT130	Pharmacology	3.0
RT135	Patient Assessment	3.0
RT140	Airway Management	4.0
RT145	Medical Gas Therapy	2.5
RT150	Humidity & Aerosol Therapy	3.0
RT145	Medical Gas Therapy	2.5
RT150	Humidity & Aerosol Therapy	3.0
RT155	Lung Expansion Therapy	4.0
RT160	Clinical Rotation I	6.0
RT200	Introduction of Ventilatory Support	4.5
RT205	Modes of Ventilatory Support	5.0
RT210	Monitoring of Ventilatory Support	4.5
RT215	Management of Ventilatory Support	4.5
RT220	Clinical Rotation II	6.0
RT225	Clinical Rotation III	6.0
RT230	Prenatal Development & Birth	3.5
RT235	Neonatal Respiratory Care	2.5
RT240	Pediatric Respiratory Care	2.5
RT245	Clinical Rotation IV	6.0
RT250	Non-Acute Care Respiratory Care	5.0
RT255	Clinical Rotation V	2.0
RT260	Clinical Rotation VI	3.0
RT265	Final Review	4.5

General Education Courses		Quarter Credits
APH101	Anatomy and Physiology	5.0
BIO103	General Biology & Microbiology	5.0
CHM102	Chemistry	5.0
ENG101	English	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
Program Total		**135**

SCHOOL OF
MEDICAL SCIENCES

DIAGNOSTIC MEDICAL SONOGRAPHY
(Associate of Science)

Diagnostic Medical Sonography is the process of using high frequency sound to create images of specific areas of the body. The scope of practice includes those procedures, acts, and processes permitted by law, for which the individual has received education and clinical experience, has demonstrated competency, and has completed the appropriate credentialing. A properly trained Diagnostic Medical Sonographer must have knowledge of anatomy, patient care, and pathology, as well as the skills to manipulate a variety of sophisticated instruments.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- A passing score of an Allied Health standardized exam (HESI) minimum average score of 70 and Wonderlic test minimum passing score of Verbal: 285, Quantitative: 281
- In-person interview with the Program Director
- Submit a personal statement
- Submit transcripts and GPA from previous educational experiences
- Pass a criminal background check
- Meet minimum physical requirements

Vocational Objective

The Diagnostic Medical Sonography program is designed to prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. Students are also prepared for entry-level employment as Diagnostic Medical Sonographers in a clinical setting. The program includes both didactic and clinical components. Coursework includes use of Sonography relevant to gynecology, obstetrics, abdominal subjects, superficial structures, and vascular applications. Clinical experience is completed when students' extern in an affiliated medical center, physician's office, or medical clinic, under direct supervision. During the externship component, students will be evaluated on critical thinking in a clinical setting, effective communication, problem solving skills, and other clinical tasks.

Industry Occupations

Most diagnostic medical sonographers and cardiovascular technologists and technicians, including vascular technologists, work full-time. Most others work in physician's offices and medical and diagnostic laboratories.

SCHOOL OF
MEDICAL SCIENCES

DIAGNOSTIC MEDICAL SONOGRAPHY
(Associate of Science)

Associate of Science in Diagnostic Medical Sonography
2,060 Hours / 120 Quarter Credit Hours / Approximately 18 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science degree in Diagnostic Medical Sonography provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C), complete all externship hours, and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
DMS101	Introduction to Sonography 1	3.0
DMS102	Introduction to Sonography 2	3.0
DMS103	Introduction to Sonography 3	3.0
DMS104	Introduction to Sonography 4	3.0
DMS105	Introduction to Sonography 5	3.0
DMS106	Introduction to Sonography 6	3.0
DMS107	Introduction to Sonography 7	3.0
DMS111	Ultrasound Physics 1	3.0
DMS112	Ultrasound Physics 2	3.0
DMS113	Ultrasound Physics 3	3.0
DMS114	Ultrasound Physics Review and Exam Preparation	3.0
DMS121	Patient Care	3.0
DMS122	Medical Terminology	3.0
DMS211	Abdomen and Superficial Structures 1	3.0
DMS212	Abdomen and Superficial Structures 2	3.0
DMS213	Abdomen and Superficial Structures 3	3.0
DMS221	Obstetrics & Gynecology Sonography 1	3.0
DMS222	Obstetrics & Gynecology Sonography 2	3.0
DMS223	Obstetrics & Gynecology Sonography 3	3.0
DMS231	Introduction to Vascular Sonography 1	3.0
DMS232	Introduction to Vascular Sonography 2	3.0
DMS255	Pre-Clinical Semina	3.0
DMSX271	Clinical Practicum 1	5.0
DMSX272	Clinical Practicum 2	6.5
DMSX273	Clinical Practicum 3	6.5
DMSX274	Clinical Practicum 4	6.5
DMSX275	Clinical Practicum 5	6.5

General Education Courses		Quarter Credits
APH101	Anatomy & Physiology	5.0
ENG101	English	5.0
MTH101	College Algebra	5.0
PHS101	Physics	5.0
SPC105	Interpersonal Communication	3.0
Program Total		**120**

SCHOOL OF
MEDICAL SCIENCES

DIAGNOSTIC MEDICAL SONOGRAPHY
(Bachelor of Science)

Diagnostic Medical Sonography is the process of using high frequency sound to create images of specific areas of the body. The scope of practice includes those procedures, acts, and processes permitted by law, for which the individual has received education and clinical experience, has demonstrated competency, and has completed the appropriate credentialing. A properly trained Diagnostic Medical Sonographer must have knowledge of anatomy, patient care, and pathology, as well as the skills to manipulate a variety of sophisticated instruments.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- A passing score of an Allied Health standardized exam (HESI) minimum average score of 70 and Wonderlic test minimum passing score of Verbal: 285, Quantitative: 281
- In-person interview with the Program Director
- Submit a personal statement
- Submit transcripts and GPA from previous educational experiences
- Pass a criminal background check
- Meet minimum physical requirements

Vocational Objective

The Diagnostic Medical Sonography program is designed to prepare students for entry-level employment as Diagnostic Medical Sonographers in a clinical setting. The program includes both didactic and clinical components. Coursework includes use of Sonography relevant to gynecology, obstetrics, abdominal subjects, superficial structures, and vascular applications. Clinical experience is completed when students extern in an affiliated medical center, physicians office, or medical clinic, under direct supervision. During the externship component, students will be evaluated on critical thinking in a clinical setting, effective communication, problem solving skills, and other clinical tasks.

The Healthcare Management specialization introduces students to the management of organizations in the healthcare setting, and is designed to help students:

- Gain familiarity with the U.S. healthcare system
- Improve communication, analytical, problem-solving, and critical thinking skills
- Develop a solid foundation in business fundamentals

Industry Occupations

Most diagnostic medical sonographers and cardiovascular technologists and technicians, including vascular technologists, work full-time. Most others worked in physician's offices and medical and diagnostic laboratories.

SCHOOL OF
MEDICAL SCIENCES

Diagnostic Medical Sonography – Healthcare Management (Bachelor of Science)

Bachelor of Science in Diagnostic Medical Sonography Degree – Healthcare Management
2860 Hours / 198 Quarter Credit Hours / Approximately 28 months

Upon successful completion of the program of instruction, the graduate will be awarded a Bachelor of Science degree in Diagnostic Medical Sonography provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
DMS101	Introduction to Sonography 1	3.0
DMS102	Introduction to Sonography 2	3.0
DMS103	Introduction to Sonography 3	3.0
DMS104	Introduction to Sonography 4	3.0
DMS105	Introduction to Sonography 5	3.0
DMS106	Introduction to Sonography 6	3.0
DMS107	Introduction to Sonography 7	3.0
DMS111	Ultrasound Physics 1	3.0
DMS112	Ultrasound Physics 2	3.0
DMS113	Ultrasound Physics 3	3.0
DMS114	Ultrasound Physics Review and Exam Preparation	3.0
DMS121	Patient Care	3.0
DMS122	Medical Terminology	3.0
DMS211	Abdomen and Superficial Structures 1	3.0
DMS212	Abdomen and Superficial Structures 2	3.0
DMS213	Abdomen and Superficial Structures 3	3.0
DMS221	Obstetrics & Gynecology Sonography 1	3.0
DMS222	Obstetrics & Gynecology Sonography 2	3.0
DMS223	Obstetrics & Gynecology Sonography 3	3.0
DMS231	Introduction to Vascular Sonography 1	3.0
DMS232	Introduction to Vascular Sonography 2	3.0
DMS255	Pre-Clinical Seminar	3.0
DMSX271	Clinical Practicum 1	5.0
DMSX272	Clinical Practicum 2	6.5
DMSX273	Clinical Practicum 3	6.5
DMSX274	Clinical Practicum 4	6.5
DMSX275	Clinical Practicum 5	6.5

Healthcare Management (Hcm) Specialization		
DMS305	Management and Trends for DMS Services	5.0
DMS301	Specialty Topics in Sonography 1	4.0
DMS310	Abdominal Sonography Registry Review	5.0
DMS315	OBGYN Sonography Registry Review	5.0
BM350	Diversity Management	5.0
BM430	Conflict and Change Management	5.0
BLM303	Quality Improvement in Healthcare	5.0
HCM300	Communication for the Healthcare Professional	5.0
HCM310	Introduction to Management in Healthcare Organizations	5.0
HCM330	Introduction to Current Issues and Trends in Healthcare	5.0
HCM350	Information Technology for the Healthcare Professional	5.0
DMS400	Test Prep	4.0

General Education Courses		Quarter Credits
APH101	Anatomy & Physiology	5.0
ENG101	English	5.0
ENG303	College Writing	5.0
HIS323	History of Business Innovation	5.0
MTH101	College Algebra	5.0
PHS101	Physics	5.0
SOC321	Organizational Sociology	5.0
SOC302	Ethics	5.0
SPC105	Interpersonal Communication	3.0
	Program Total	**198**

Medical Assisting
(Associate of Science)

Medical Assistants are multi-talented healthcare industry professionals. These individuals possess a broad scope of knowledge and skills that makes them ideal professionals for any clinical care setting. Medical Assistants are skilled in performing routine clinical, and administrative procedures for physician's offices, outpatient clinics and other healthcare facilities. Some of these clinical skills include venipuncture, injections, physical therapy, and electrocardiography among others. Medical administrative duties include billing, coding, scheduling, transcription, and many more administrative duties.

Vocational Objective

The intent of the Medical Assisting programs is to provide an enriched learning opportunity that will prepare the student for entry-level employment in the healthcare industry. Students in the Medical Assisting programs will graduate with a professional knowledge, skills, and practical experience in Medical Assisting acquired during their studies at Platt College. Employment opportunities open to the graduates of the Medical Assisting programs include Medical Assistant, Medical Administrative Assistant, Podiatric Medical Assistant, and Ophthalmic Medical Assistant. Industries that will be interested in these graduates include, but are not limited to, ambulatory settings such as medical offices, clinics and hospitals, nursing homes, medical supply companies, home health agencies, insurance companies, and pharmaceutical companies.

Industry Occupations

Most of these assistants work in physicians offices, hospitals, outpatient clinics, and other healthcare facilities.

Medical Assisting
(Associate of Science)

Associate of Science in Medical Assisting
1260 Hours / 95 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science in Medical Assisting provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
IAHC101	Introduction to Allied Health Careers	4.0
MA102	Patient Care and Ethics	4.0
MA105	Introduction to Microbiology / Surgical Asepsis & Medical Asepsis	4.0
MA106	Clinical Pharmacology	4.0
MA107	First Aid / CPR and Nutrition	4.0
MA108	Cardiovascular Anatomy, Electrocardiography & Cardiopulmonary	8.0
MA153	Excretory and Reproductive Systems	4.0
MA155	Musculoskeletal System and Physical Therapy	4.0
MA156	Advanced Medical Terminology	4.0
MA201	Laboratory Procedures	7.0
MA202	Medical Billing and Coding	7.0
MA203	Patient Examinations, Vital Signs and Sensory Systems	7.0
MA250	Certification Preparation Seminar	4.0
MX251	Externship	5.0

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
	Program Total	**95**

Medical Administrative Specialist
(Associate of Science)

Medical Administrative Specialists perform a variety of tasks necessary to running a smooth, effective medical office. These individuals focus on many administrative procedures of medical offices, outpatient clinics, hospitals, and other healthcare facilities. Some of these skills include billing, coding, scheduling, transcription, office finance, human resources, and computer skills. Medical Administrative Specialist students will learn the skills that may lead to becoming an office manager in a clinical setting.

Vocational Objective

The intent of the Medical Administrative Specialist programs is to provide an enriched learning opportunity that will prepare the student for entry-level employment in the healthcare industry. Students in the Medical Administrative Specialist programs will graduate with a professional knowledge, skills, and practical experience in the health services field acquired during their studies at Platt College. Employment opportunities open to the graduates of the Medical Administrative Specialist programs include: Medical Administrative Assistant, Podiatric Medical Administrative Assistant, and Ophthalmic Medical Administrative Assistant. Industries that will be interested in these graduates include, but are not limited to, ambulatory settings such as medical offices, clinics, nursing homes, medical supply companies, home health agencies, insurance companies, and pharmaceutical companies.

Industry Occupations

Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.

SCHOOL OF
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SCIENCES

Medical Administrative Specialist
(Associate of Science)

Associate of Science in Medical Administrative Specialist
1210 Hours / 90 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science Medical Administrative Specialist provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
IAHC101	Introduction to Allied Health Careers	4.0
IT101	Computer Applications	4.5
MAS104	Introduction to Medical Transcription	3.5
MAS105	Medical Terminology	3.5
MAS106	Human Resources, Risk Management and Employability	4.0
MAS107	Advanced EHR	3.5
MAS110	Anatomy & Physiology	4.0
MAS140	Medical Billing and Coding – ICD-10	3.5
MAS142	Medical Billing and Coding – CPT	3.5
MAS144	Medical Billing and Coding – HCPCS	3.5
MAS152	Medical Office Procedures	3.5
MAS155	Medical Computerized Office	4.0
MAS159	Medical Accounting Procedures	3.5
MAS160	Tracing Delinquent Claims and Collections	3.5
MAS162	Certification Preparation Seminar	4.0
MAS170	First Aid and CPR / Billing Claims Completion	4.0
MX251	Externship	5.0

General Education Courses		Quarter Credits
ENG101	English	5.0
SPC101	Speech	5.0
PSY101	Psychology	5.0
MTH101	College Algebra	5.0
SOC101	Sociology	5.0
Program Total		**90**

Vocational Nursing

(*Full-time program offered at the Alhambra and Riverside Campus.
Part-time (nights and weekends) only offered at the Riverside Campus.)

The mission of the Vocational Nursing Program is to train students in the skills needed to pass the National Council Licensing Exam for Practical Nursing and become successfully employed in a healthcare setting. The vocational nursing program provides students with the theory, interpersonal, laboratory skills and clinical experience to prepare them for a career as a vocational nurse. Lectures and skills laboratories take place on campus while the clinical training takes place at various healthcare facilities. The vocational nurse functions as a member of the healthcare team who provides basic nursing care, administers medications, reports and documents patient signs and symptoms, and carries out therapeutic and rehabilitative measures. Upon successful completion of the program, the student is eligible to take the National Council Licensing Exam for Practical Nursing (NCLEX-PN) to become licensed as a Vocational Nurse (LVN).

Vocational Objective

- Provide the student with the theory, skills, and clinical exposure to successfully pass the NCLEX-PN examination and work as an entry-level vocational nurse in an acute care hospital, skilled nursing, or long-term care facility.
- Provide students with the skills necessary to report data to assist in the identification of problems and develop outcomes in patient-centered plans of care.
- Train students to become a vital member of a healthcare team.
- The Board of Vocational Nursing and Psychiatric Technicians (BVNPT) maintains their own list of requirements for eligibility for licensure as a Vocational Nurse. At the time of publication, the Vocational Nursing program at Platt College meets all BVNPT requirements. For a full and complete list of requirements please visit https://www.bvnpt.ca.gov/applicants/summary_vn.shtml#sectiona for the most current list of requirements.

An applicant for a licensed vocational nurse license shall comply with each of the following:

a. Be at least 17 years of age.
b. Have successfully completed at least an approved course of study through the 12th grade or the equivalent thereof as specified by the board.
c. Have successfully completed the prescribed course of study in an approved school of vocational nursing or have graduated from a school which, in the opinion of the board, maintains and gives a course which is equivalent to the minimum requirements for an approved school of vocational nursing in this state.
d. Not be subject to denial of licensure under Section 480.

(Amended by Stats. 2011, Ch. 338, Sec. 6. (SB 539) Effective January 1, 2012.)

Industry Occupations

These may include entry-level vocational nurse in an acute care hospital, skilled nursing, or long-term care facility.

Vocational Nursing
(Diploma) Full-time Program

Diploma in Vocational Nursing
1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months

Upon successful completion of a program of instruction, the graduate will be awarded a Vocational Nursing Diploma provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
LVN100	Foundations of Nursing	5.5
LVN100L	Foundations of Nursing Lab	6.5
LVN115	Anatomy & Physiology	4.5
LVN125	Growth & Development	2.5
LVN130	Medical / Surgical Nursing 1	5.0
LVN145	Nutrition	1.5
LVN150	Pharmacology	5.0
LVN130CP	Clinical Practice 1	4.0
LVN170	Medical / Surgical Nursing 2	9.0
LVN170CP	Clinical Practice 2	7.0
LVN205	Community & Mental Health Nursing	1.5
LVN210	Medical / Surgical Nursing 3	5.5
LVN210CP	Clinical Practice 3	7.5
LVN235	Maternal & Newborn Nursing	1.5
LVN240	Medical / Surgical Nursing 4	7.0
LVN240CP	Clinical Practice 4	7.0
LVN265	Pediatrics Nursing	1.5
LVN275	Leadership	1.5
LVN280	Medical / Surgical Nursing 5	2.0
LVN290	NCLEX Review	3.5
LVN280CP	Clinical Practice 5	6.0
Program Total		**95**

SCHOOL OF
MEDICAL SCIENCES

Vocational Nursing
(Associate of Science) Full-time program

Associate of Science in Vocational Nursing
1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science degree in Vocational Nursing provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
LVN100	Foundations of Nursing	5.5
LVN100L	Foundations of Nursing Lab	6.5
LVN115	Anatomy & Physiology	4.5
LVN125	Growth & Development	2.5
LVN130	Medical / Surgical Nursing 1	5.0
LVN145	Nutrition	1.5
LVN150	Pharmacology	5.0
LVN130CP	Clinical Practice 1	4.0
LVN170	Medical / Surgical Nursing 2	9.0
LVN170CP	Clinical Practice 2	7.0
LVN205	Community & Mental Health Nursing	1.5
LVN210	Medical / Surgical Nursing 3	5.5
LVN210CP	Clinical Practice 3	7.5
LVN235	Maternal & Newborn Nursing	1.5
LVN240	Medical / Surgical Nursing 4	7.0
LVN240CP	Clinical Practice 4	7.0
LVN265	Pediatrics Nursing	1.5
LVN275	Leadership	1.5
LVN280	Medical / Surgical Nursing 5	2.0
LVN290	NCLEX Review	3.5
LVN280CP	Clinical Practice 5	6.0

General Education Courses		Quarter Credits
ENG101	English	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
SOC101	Sociology	5.0
SPC105	Interpersonal Communication	3.0
Program Total		**118**

SCHOOL OF
MEDICAL SCIENCES

Vocational Nursing
(Diploma) Part-time program

Diploma in Vocational Nursing
1530 Hours / 95 Quarter Credit Hours / Approximately 20 Months

Upon successful completion of a program of instruction, the graduate will be awarded a Vocational Nursing Diploma provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
LVN100	Foundations of Nursing	5.5
LVN100L	Foundations of Nursing Lab	6.5
LVN115	Anatomy & Physiology	4.5
LVN125	Growth & Development	2.5
LVN130	Medical / Surgical Nursing 1	5.0
LVN145	Nutrition	1.5
LVN150	Pharmacology	5.0
LVN130CP	Clinical Practice 1	4.0
LVN170	Medical / Surgical Nursing 2	9.0
LVN170CP	Clinical Practice 2	7.0
LVN205	Community & Mental Health Nursing	1.5
LVN210	Medical / Surgical Nursing 3	5.5
LVN210CP	Clinical Practice 3	7.5
LVN235	Maternal & Newborn Nursing	1.5
LVN240	Medical / Surgical Nursing 4	7.0
LVN240CP	Clinical Practice 4	7.0
LVN265	Pediatrics Nursing	1.5
LVN275	Leadership	1.5
LVN280	Medical / Surgical Nursing 5	2.0
LVN290	NCLEX Review	3.5
LVN280CP	Clinical Practice 5	6.0
Program Total		**95**

Vocational Nursing
(Associate of Science) Part-time program

Associate of Science in Vocational Nursing
1760 Hours / 118 Quarter Credit Hours / Approximately 23 Months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science degree in Vocational Nursing provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
LVN100	Foundations of Nursing	5.5
LVN100L	Foundations of Nursing Lab	6.5
LVN115	Anatomy & Physiology	4.5
LVN125	Growth & Development	2.5
LVN130	Medical / Surgical Nursing 1	5.0
LVN145	Nutrition	1.5
LVN150	Pharmacology	5.0
LVN130CP	Clinical Practice 1	4.0
LVN170	Medical / Surgical Nursing 2	9.0
LVN170CP	Clinical Practice 2	7.0
LVN205	Community & Mental Health Nursing	1.5
LVN210	Medical / Surgical Nursing 3	5.5
LVN210CP	Clinical Practice 3	7.5
LVN235	Maternal & Newborn Nursing	1.5
LVN240	Medical / Surgical Nursing 4	7.0
LVN240CP	Clinical Practice 4	7.0
LVN265	Pediatrics Nursing	1.5
LVN275	Leadership	1.5
LVN280	Medical / Surgical Nursing 5	2.0
LVN290	NCLEX Review	3.5
LVN280CP	Clinical Practice 5	6.0

General Education Courses		Quarter Credits
ENG101	English	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
SOC101	Sociology	5.0
SPC105	Interpersonal Communication	3.0
Program Total		**118**

SCHOOL OF
MEDICAL
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SCHOOL OF
MEDICAL SCIENCES

Certified Nurse Assistant
(Certificate)

The Certified Nurse Assistant program provides the initial steps for entering the healthcare field. Our faculty will assist each individual in their educational efforts towards becoming a CNA.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:
An applicant for certification as a CNA shall comply with each of the following:

- Be at least sixteen (16) years of age.
- Have successfully completed a training program approved by the department in California, which includes an examination to test the applicant's knowledge and skills related to basic patient care services.
- Obtain a criminal record clearance.

You must complete and submit the following to CDPH:

- An Initial Application (CDPH 283B) (PDF), upon enrollment in the training program.
- A copy of the Request for Live Scan Service (BCIA 8016) (PDF) form. Please also download the Request for Live Scan Service Sample (BCIA 8016 Sample) (PDF), which will show you how to correctly complete the BCIA 8016 form.
- Once you have completed the CDPH-approved training program, you will need to successfully pass the Competency Evaluation Examination. If you successfully pass the Competency Examination, you must allow at least thirty (30) days for CDPH to receive your examination results from the testing vendor.
  (https://www.cdph.ca.gov/Programs/CHCQ/LCP/pages/cna.aspx)

Vocational Objective

The intent of the Certified Nurse Assistant Certificate program is to provide an enriched learning opportunity that will prepare the student for entry-level employment in the health/home care setting. Students in the Certified Nurse Assistant Certificate program will graduate with a professional knowledge, skills, and practical experience in Certified Nurse Assistant acquired during their studies at Platt College. Graduates of the Certified Nurse Assistant Certificate program will be ready to sit for their CNA license exam.

Industry Occupations

These may include entry-level certified nursing positions in an acute hospital, skilled nursing, or long-term care facility.

Certified Nurse Assistant
(Certificate)

Certificate for Certified Nurse Assistant
164 Hours / Approximately 2 Months

Upon successful completion of a program of instruction, the graduate will be awarded a Certified Nurse Assistant Certificate provided all obligations to the school have been met. Courses in the Certificate in Certified Nurse Assistant program are pass / fail courses. To pass a course, a student must receive 70% or better.

Core Courses		Clock Hours
CNA100	Certified Nurse Assistant	164
Program Total		**164**

SCHOOL OF
MEDICAL SCIENCES

Veterinary Technology
(Associate of Science)

Veterinary Technicians assist Veterinarians in providing medical care to animals. The Veterinary Technician is a vital part of the animal-care team, performing critical tasks that assist in diagnosis and treatment.

Samples duties include:

- Recording patient histories
- Preparing the patient for examination or surgery
- Providing vaccinations
- Administering medications
- Taking vital signs and blood samples
- Preparing tissue samples
- Expose and develop radiographs and assist with ultrasounds
- Performing laboratory procedures such as urinalysis and blood counts and taking blood samples
- Assisting in surgery
- Providing and assisting with anesthesia
- Providing post-operative care and nursing care to sick and injured animals

Veterinary technologists and technicians assisting small-animal practitioners usually care for small pets such as cats and dogs, but can perform a variety of duties with mice, rats, sheep, pigs, cattle, monkeys, birds, fish, and frogs.

Besides working in private clinics and animal hospitals, some veterinary technicians work in research facilities under the guidance of veterinarians or physicians. In this role, they may administer medications; prepare samples for laboratory examinations, or record information on an animal's genealogy, diet, weight, medications, food intake, and clinical signs of pain and distress. Some may sterilize laboratory and surgical equipment and provide routine postoperative care.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- Wonderlic (BST) minimum passing score of Verbal 285, Quantitative: 281
- In-person interview with the Program Director
- Submit a personal statement
- Meet minimum physical requirements

Vocational Objective

The Veterinary Technology Program at Platt College is designed to prepare graduates for competency as Veterinary Technicians. On completion of the program, graduates will be able to demonstrate comprehension of relevant information and the ability to evaluate and apply this knowledge in their role as entry-level Veterinary Technicians. They will be able to demonstrate the technical skills necessary to fulfill the role of a Veterinary Technician and will demonstrate professionalism and personal behavior consistent with medical standards and employer expectations.

Industry Occupations

Veterinary technologists and technicians work in private clinics, laboratories, and animal hospitals. Their jobs may be physically or emotionally demanding. Many work evenings, weekends, or holidays.

SCHOOL OF
MEDICAL SCIENCES

Veterinary Technology
(Associate of Science)

Veterinary Technology Associate of Science
1,681 Hours / 115 Quarter Credit Hours / Approximately 19 months

Upon successful completion of the program of instruction, the graduate will be awarded an Associate of Science in Veterinary Technology provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0(C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
VT101A	Introduction to Veterinary Technology	4.0
VT102A	Veterinary Medical Terminology	4.0
VT102C	Veterinary Medical Calculations	3.0
VT103A	Veterinary Anatomy & Physiology I	3.5
VT104A	Veterinary Anatomy & Physiology II	3.5
VT105B	Veterinary Anatomy & Physiology III	1.5
VT106B	Veterinary Pharmacology I	4.0
VT107B	Veterinary Pharmacology II	1.5
VT108B	Equine Nursing	2.5
VT109A	Lab Animal Nursing	2.0
VT110A	Veterinary Clinical Pathology	3.5
VT111A	Veterinary Parasitology	3.5
VT112A	Veterinary Clinical Pathology II	1.5
VT120	Veterinary Clinical Techniques I	3.5
VT121	Veterinary Clinical Techniques II	3.5
VT122B	Small Animal Nursing I	4.0
VT123B	Small Animal Nursing II	4.0
VT125	Veterinary Clinical Techniques III	1.5
VT130B	Veterinary Anesthesia & Surgical Nursing I	3.5
VT131B	Veterinary Anesthesia & Surgical Nursing II	3.5
VT142A	Veterinary Hospital Management and Client Communication	2.0
VT150B	Veterinary Diagnostic Imaging	3.5
VT160A	Animal Nutrition	3.5
VT170C	Exotic Animal Nursing	2.0
VT171A	Large Animal Nursing	2.0
VT200A	Veterinary Clinical Externship	4.0
VT200.B	Veterinary Technician Seminar	2.0
VT201A	Veterinary Clinical Externship II	4.0
VT202A	Veterinary Clinical Externship III	4.0
VT203.B	Veterinary Technician License Preparation	3.5

General Education Courses		Quarter Credits
BIO103B	General Biology & Microbiology	5.0
CHM102	Chemistry	5.0
MTH101	College Algebra	5.0
ENG101	English	5.0
SPC105	Interpersonal Communications	3.0
Program Total		**115**

SCHOOL OF
MEDICAL SCIENCES

Occupational Therapy Assistant
(Associate of Science)

An Occupational Therapy Assistant (OTA) works in collaboration with and under the supervision of an occupational therapist to support the client's health and participation in life through engagement in occupation. Occupational therapy practitioners enable clients of all ages to live life to its fullest by helping them promote health, and prevent—or live better with—injury, illness, or disability. The occupational therapy assistant assists with assessments, implements intervention plans, and documents care. Occupational therapy assistants may work in a variety of settings including hospitals, skilled nursing facilities, assisted living facilities, public schools, early intervention programs, hospice, home healthcare, and private practice clinics. Occupational therapy assistants may assume varied roles including staff OTA, director of rehabilitation, academic faculty, and activities director. An Occupational Therapy Assistant may develop and use his skills to work in niche fields including ergonomic assessment, home modification, assistive technology, and personal wellness.

The associate-degree-level occupational therapy assistant program has been granted Accreditation Status by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 7501 Wisconsin Avenue, Suite 510E Bethesda, MD 20814. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its web address is www.acoteonline.org.

Candidates must meet the following eligibility requirements to sit for the NBCOT certification exam:

Obtain an occupational therapy degree that meets current entry-level degree requirements:

- *OTR candidates must graduate with an entry-level occupational therapy degree from an ACOTE®- accredited occupational therapy (OT) program*
- *COTA candidates must graduate with an entry-level occupational therapy degree from an ACOTE®- accredited occupational therapy assistant (OTA) program*
- *Internationally educated candidates: If you did not earn your entry-level master's or doctoral degree in occupational therapy from a U.S.-accredited college/university, you must apply through the Occupational Therapist Eligibility Determination (OTED®) process. Please refer to the NBCOT website for details.*
- *Agree to abide by the NBCOT Practice Standards and Code of Conduct*
- *Receive character review approval*

SCHOOL OF
MEDICAL SCIENCES

Occupational Therapy Assistant
(Associate of Science)

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- *A passing score of an Allied Health standardized exam (HESI) minimum average score of 70*
- *In-person interview with the Program Director*
- *Submit a personal statement*
- *Meet minimum physical requirements*
- *Pass a criminal background check*

Note: NBCOT may change or update exam eligibility requirements to meet industry standards. Changes in eligibility requirements will be communicated well in advance of taking effect.

Should eligibility requirements change in the future and a candidate has not attained certification, the candidate has three (3) years from their date of graduation reflected on the final transcript to take the exam under the prior eligibility requirements. After three years from the date of graduation, a candidate must meet current eligibility requirements to sit for the exam. (https://www.nbcot.org/-/media/PDFs/Cert_Exam_Handbook.pdf)

Vocational Objective:

- Provide students with the theory, knowledge, technical skills, and clinical exposure to successfully pass the National Board for Certification in Occupational Therapy (NBCOT) examination in order to become nationally Certified Occupational Therapy Assistants (COTAs) and eligible to work as entry-level practitioners.
- Ensure students have the ability to demonstrate comprehension of the necessary theory, knowledge and clinical exposure required of an occupational therapy assistant and apply this knowledge as an entry-level occupational therapy assistant.
- Teach students the necessary technical skills required of an occupational therapy assistant and ensure students are able to demonstrate the technical skills necessary to fulfill the role of an occupational therapy assistant.
- Instill in students, professionalism and personal behavior consistent with medical standards and employer expectations. Ensure students are able to demonstrate a high degree of professionalism and positive personal behavior.

Industry Occupations:

The state of CA requires a background check with Live Scan as part of the license application. Criminal background issues must be cleared by CBOT to obtain a CA license. Refer to CA Board of Occupational Therapy for information on applications https://www.bot.ca.gov/applicants/application.shtml.

Occupational Therapy Assistant
(Associate of Science)

Associate of Science in Occupational Therapy Assistant
1926 Hours / 131.50 Quarter Credits / Approximately 20 months

Upon successful completion of the program of instruction, the graduate will be awarded an Associate of Science in Occupational Therapy Assistant provided all obligations have been met, and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
OTA100	Anatomy & Physiology for Occupational Therapy Assistants	3.5
OTA110	Kinesiology I	3.5
OTA120	Neuroscience	5.0
OTA130	Medical Terminology & Conditions	5.0
OTA140	Activity Analysis	5.0
OTA150	Foundations of Occupational Therapy	5.0
OTA160	Pediatrics Conditions I	4.0
OTA170	Theory in a Practice Profession	5.0
OTA180	Assistive Technology & Environmental Adaptation	5.0
OTA190	Data Collections	4.0
OTA200	Psychosocial Health	4.0
OTA210	Kinesiology II	3.5
OTA220	Hand & Upper Extremity Conditions	3.5
OTA230	Neurological Conditions	3.5
OTA240	Cognitive & Neurodegenerative Conditions	4.0
OTA250	Interprofessional Collaboration & Fieldwork I	5.0
OTA260	Pediatrics Conditions II	4.0
OTA270	Community-Based Wellness and Access	5.0
OTA275	Occupational Therapy Interventions	5.0
OTA280	Level II Fieldwork A-1	5.5
OTA285	Level II Fieldwork A-2	6.5
OTA290	Level II Fieldwork B-1	5.5
OTA295	Level II Fieldwork B-2	6.5

General Education Courses		Quarter Credits
ENG101	English	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
SOC101	Sociology	5.0
SPC101	Speech	5.0
Program Total		**131.5**

VII. School of Information Technology

Associate of Science Information Technology 56

SCHOOL OF
INFORMATION TECHNOLOGY

Information Technology
(Associate of Science)

The Information Technology program is intended to provide useful job skills for graduates seeking an entry-level position in technology infrastructure design, implementation, support, or maintenance. To that end, the curriculum is broadly focused on two main areas: personal computer fundamentals (hardware, software, and operating systems), and networks (hardware, software, administration, security, and implementation) The intent is to provide graduates with a solid grasp of information technology fundamentals as well as preparing them to contribute immediately in technical tasks such as: personal computer setup, maintenance, administration, and repair, and network implementation, administration, daily operations, security, and programming.

Vocational Objective
- Provide the student with the theory and skills to successfully pass industry-standard certification examinations.
- Prepare the student to gain entry-level employment as an Information Technology professional

Industry Occupation
Employment in the information technology field is diverse. Some positions may include cloud computing, the collection and storage of big data, more everyday items becoming connected to the Internet in what is commonly referred to as the "Internet of things," and the continued demand for mobile computing.

SCHOOL OF
INFORMATION TECHNOLOGY

Information Technology
(Associate of Science)

Associate of Science in Information Technology
1,200 Hours / 110.50 Quarter Credit Hours / Approximately 15 months

Upon successful completion of the program of instruction, the graduate will be awarded an Associate of Science in Information Technology provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0(C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
IT101	Computer Applications	4.5
IT102	Desktop Hardware and Software	4.5
IT103	Desktop Hardware and Software II	4.5
IT104	Desktop Operating System	4.5
IT106	Linux Operating Systems	4.5
IT115	Introduction to Programming	4.5
IT120	Cloud Fundamentals	4.5
IT130	Technical Customer Support and Group Dynamics	4.5
IT140	Structured Cabling	4.5
IT200	Networking Essentials I	4.5
IT205	Microsoft Client Server	4.5
IT213	Routing Protocols and Concepts	4.5
IT215	Introduction to Mobile Devices	4.5
IT220	LAN Technologies	4.5
IT221	WAN Technologies	4.5
IT225	Introduction to Microsoft Exchange and Web Services	4.5
IT235	Network Security	4.5
IT245	Introduction to Databases	4.5
IT250	Project Management and Technical Documentation	4.5

General Education Courses		Quarter Credits
ENG101	English	5.0
MTH101	College Algebra	5.0
PSY101	Psychology	5.0
SOC101	Sociology	5.0
SPC101	Speech	5.0
Program Total		**110.50**

PLATT COLLEGE
HYBRID PROGRAMS

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PLATT COLLEGE HYBRID PROGRAMS

Platt College is approved to offer hybrid programs at each campus. Hybrid programs are programs that offer some courses onsite (campus based) and other courses are offered via the distance education setting through the Learning Management System (LMS). There are specific courses that are designated as onsite courses and others that are designated as distance education courses. The distance education courses are identified with DE in the course title (i.e., ENGDE101).

Platt College Los Angeles, LLC. is *licensed* to offer the following programs by means of Distance Education (DE) by the Bureau for Private Post-Secondary Education (BPPE):

- **Business Management** Associate of Arts
- **Criminal Justice** Associate of Arts
- **Diagnostic Medical Sonography** Bachelor of Science
- **Healthcare Administration** Bachelors of Arts
- **Information Technology** Associate of Science
- **Medical Administrative Specialist** Associate of Science
- **Medical Assisting** Associate of Science

All onsite courses will follow the same schedule and process as other onsite programs. All distance education courses will follow the same schedule and processes laid out below for distance education.

Distance Education Instructional Schedule:
The Distance Education environment is open 24/7. The school week is Monday through Sunday. The first week of the start may vary depending on the start date for the term. All postings and lecture material are available 24/7 via the Learning Management System, Canvas. Each faculty member will provide specific office hours that designate when they are available for questions or elaboration of material. This will be provided in addition to the weekly live lecture sessions through the Canvas platform.

Distance Education Library
The Platt College Library / Learning Resource Center offers a comprehensive collection of resources made available to our students in various publication formats to support our academic programs. Our students have 24 hours access to our online resources on the home page of each course: **www.lirn.net**

Technology System Requirements
All distance education students will be required to have a device that supports the following technology system requirements:

Screen Size:
- A minimum of 1024 x 600
- This is the average size of a netbook. If you want to view Canvas on a device with a smaller screen, you can use the Canvas mobile application. Please note that not all Canvas functions can be performed on the Canvas mobile application.

Operating Systems:
- Windows 10 or newer
- Mac OSX 11 or newer
- Linux – ChromeOS

Minimum Computer Speed and Processor:
- Use of a computer greater than 5 years old is highly discouraged, use a newer computer when possible
- 4 GB of RAM
- 2 GHz processor
- Internet requirements - You must have access to a minimum of 2Mbps Upload and Download bandwidth speeds. Some testing processes will not function on public networks, such as Libraries or Internet cafes. You will need to be able to have access to the internet on a private connection in testing situations. Internet hotspots or tethered cellphone connections are not supported.

Screen readers:
- Mac – Voice over (latest version for Safari)
- PC – JAWS (latest version for Edge) or NVDA (latest version for FireFox)
- There is no screen reader support for Canvas in Chrome

Mobile Operating System Native App Support:
- iOS 14 or newer
- Android 2.3 or newer

Students need to have access to a webcam with microphone built-in or external for a desktop or laptop. Chromebooks, tablets, and cell phones are not supported.

PLATT COLLEGE HYBRID PROGRAMS

Distance Education Resources

- **Tutoring**
  Students in need of academic assistance on-line may arrange for tutoring by calling or e-mailing their instructor, Program Director, Student Services or Dean. Tutoring is by appointment. There is no cost to the student for tutoring.

- **Distance Education Online Assessment**
  All potential distance education students will be required to complete a Distance Education Online Assessment prior to discussing programs with an Admissions Representative. The Distance Education Online Assessment is a tool used to help the Admissions Representative better understand the technical knowledge of a student and to better assist them with educational decisions.

Hybrid Admissions Process
Admissions Process and Procedure for
Business Management – Associate of Arts

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process.
5. If student successfully passes the Wonderlic test, student is informed if they are accepted or not.

Admissions Process and Procedure for
Criminal Justice – Associate of Arts

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process.
5. If student successfully passes the Wonderlic test, student is informed if they are accepted or not.

Admissions Process and Procedure for
Medical Administrative Specialist – Associate of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process.
5. If student successfully passes the Wonderlic test, student is informed if they are accepted or not.

Admissions Process and Procedure for
Diagnostic Medical Sonography –Bachelors of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process, HESI testing requirement, and Program Director interview.
5. If student successfully passes the Wonderlic test and the HESI admissions test, they are then scheduled for the Program Director interview.
6. Program Director interview is completed.
7. Student is informed if they are accepted or not.

Admissions Process and Procedure for
Healthcare Administration – Bachelor of Arts

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admission Requirements include an associate degree in healthcare
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process,and essay requirements.
5. If student successfully passes the Wonderlic test, they are provided information for submitting the essay.
6. Student is informed if they are accepted or not.

Admissions Process and Procedure for
Information Technology - Associate of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process.
5. If student successfully passes the Wonderlic test, student is informed if they are accepted or not.

Admissions Process and Procedure for
Medical Assisting - Associate of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process.
5. If student successfully passes the Wonderlic test, student is informed if they are accepted or not.

PLATT COLLEGE
HYBRID
PROGRAMS

Distance Education Attendance and Late Assignment Policy
For distance education courses, attendance is based on submitting assignments through Platt College's learning management system, assessments, or exams, or weekly assigned discussion questions. Attendance is taken twice a week throughout a module. The first attendance period is 12:01 am Monday through 11:59 pm Wednesday, Pacific Standard Time (PST). The second attendance period is 12:01 am Thursday through 11:59 pm Sunday, Pacific Standard Time (PST). Students must submit a gradable item during each attendance period. New students are not required to post on the first day of a module start if the module starts on a Thursday or Sunday.

A gradable item includes, but is not limited to, the posting of a threaded discussion question, submission of any course assignment through the learning management system, submission of a quiz or exam, or any other course related activity that is graded. All assignments are graded throughout the course module and the grades are posted in the learning management system where students can track their progress throughout the module. All gradable items need to be submitted by the due date and are graded prior to the end of the grading period and will be reflected in the final grade for the course.

Except for the policies listed below, all of Platt College policies and procedures listed through the Academic Catalog apply to all Hybrid students.

All assignments must fully meet all requirements set by the instructor to be considered complete and submitted on time. Upon submission of a student's assignment, discussion post or other related course work, the instructor will provide feedback within 72 hours with consideration to holidays should they fall within that 72 hour.

Late assignment submittals may not be accepted depending on the course policy. As such, accepted late submittals may be subject to a reduction in grade. Late assignments submittals must be approved by the instructor and Academic Dean.

All late assignments submissions are up to the discretion of the instructor to accept them. An instructor has a right to refuse a late assignment submission for the following reasons:

- Student does not communicate with the instructor prior to the assignment deadline
- Student does not provide proper documentation of reason for assignment being late
- Student is habitually late in submitting assignments

Assignments, discussion questions and quizzes / exams are subject to the following deductions:

- 2% per day will be deducted for late assignments
- Late assignments submissions are at the discretion of the faculty member

Live lecture assignments in the distance education environment are a gradable item. Students must attend and participation a minimum of 50 minutes of a 60-minute session to receive credit. It is up to the discretion of the faculty on how the points distributed.

BUSINESS MANAGEMENT
(Associate of Arts)

The Business Management program at Platt College is designed to provide job skills to graduates interested in working in a broad spectrum of business-related fields, including sales, marketing, operations, finance, accounting, human resources, or office administration. The focus of our curriculum is to build essential business skills through in-depth instruction on core business functions.

Key topics covered include:

- Basic accounting and bookkeeping
- Marketing and sales effectiveness
- Managing and motivating employees
- Business law
- Becoming an entrepreneur
- Application of selected business software

Vocational Objective

The Business Management program is intended to provide useful job skills for graduates seeking to start their own business, or to work in an entry-level position in a variety of industries requiring business-related skills.

Industry Occupations

The Business Management program is intended to provide useful job skills for graduates seeking to start their own business, or to work in an entry-level position in a variety of industries requiring business-related skills.

PLATT COLLEGE
HYBRID
PROGRAMS

BUSINESS MANAGEMENT
(Associate of Arts)

Associate of Arts in Business Management
1000 Hours / 100 Quarter Credit Hours / Approximately 13 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts in Business Management, provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0(C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
BM100	Business Management	5.0
ITDE101	Computer Applications	4.5
BM125	Introduction to Accounting	5.0
BM205	Human Resource Management	5.0
BM215	Business Finance	5.0
BM220	Business Marketing and eMarketing	5.0
BM221	Critical Thinking and Decision Making	5.0
BM226	Consumer Finance	5.5
BMDE106	Managing Diversity in the Workplace	5.0
BMDE111	Entrepreneurship in the eCommerce Age	5.0
BMDE120	Business Communications	5.0
BMDE135	Ethics and Professionalism	5.0
BMDE200	Business Law	5.0
BMDE210	Business Operations	5.0
BMDE230	Business Management Capstone	5.0

General Education Courses		Quarter Credits
ENGDE101	English	5.0
SPC101	Speech	5.0
PSYDE101	Psychology	5.0
MTH101	College Algebra	5.0
SOCDE101	Sociology	5.0
Program Total		**100**

CRIMINAL JUSTICE
(Associate of Arts)

Security is a high priority in the United States, and the need for qualified professionals in this area is greater than ever. The challenges presented to homeland security have increased the complexity of these tasks, making the need for highly trained and prepared applicants even more important.

Platt College has developed a comprehensive curriculum in the Criminal Justice program that includes Introduction to Law & Ethics, Corrections, Private Security, Criminal Law, Criminology, Criminal Investigations/Report Writing, Psychology of Criminal Behavior, Juvenile Justice, Contemporary Issues in Criminal Justice/Terrorism, and Forensics. Students are introduced to many tasks commonly used by Criminal Justice professionals, using visual, auditory, and tactile/kinesthetic approaches.

Vocational Objective

Platt College provides each student with valuable education and highly marketable skills. The Criminal Justice program will provide students with a broad understanding of the criminal justice system, and prepare them for entry-level positions in private security, investigations, corrections, probation, and other related fields.

Industry Occupations

The field of criminal justice offers some very exciting and rewarding career opportunities. With new breakthroughs in forensic technology and an ever evolving domestic and international criminal justice landscape, it's almost a guarantee a career as a law enforcement or criminal justice professional will be anything but boring. There is an ever-expanding list of criminal justice and law enforcement career opportunities that welcome individuals with diverse educational and professional backgrounds. Whether you're interested in criminology, psychology, political science, social work, engineering, forensics, chemistry, law or even accounting, you'll find a criminal justice career suited to your interests and skill set.

PLATT COLLEGE
HYBRID
PROGRAMS

CRIMINAL JUSTICE
(Associate of Arts)

Criminal Justice Associate of Arts
1150 Hours / 103 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Arts degree in Criminal Justice, provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
BMDE135	Ethics and Professionalism	5.0
BMDE106	Managing Diversity in the Workplace	5.0
CJ140	Introduction to Report Writing	4.0
CJ145	Corrections 1	4.5
CJ155	Private Security 1	4.0
CJ165	Introduction to Criminal Law	4.0
CJ175	Criminology 1	4.5
CJ185	Criminal Investigations	4.5
CJ210	Intermediate Criminal Law	4.5
CJ230	Advanced Report Writing	4.0
CJ245	Introduction to Forensics	4.0
CJ250	Advanced Forensics	4.0
CJDE200	Corrections 2	4.5
CJDE205	Private Security 2	4.0
CJDE215	Introduction to Juvenile Justice	4.5
CJDE220	Criminology 2	4.5
CJDE226	Contemporary Terrorism 1	4.5
CJDE240	Contemporary Terrorism 2	4.0

General Education Courses		Quarter Credits
ENGDE101	English	5.0
SPC101	Speech	5.0
PSYDE101	Psychology	5.0
MTH101	College Algebra	5.0
SOCDE101	Sociology	5.0
Program Total		**103**

PLATT COLLEGE
HYBRID
PROGRAMS

Diagnostic Medical Sonography
(Bachelor of Science)

Diagnostic Medical Sonography is the process of using high frequency sound to create images of specific areas of the body. The scope of practice includes those procedures, acts and processes permitted by law, for which the individual has received education and clinical experience, has demonstrated competency, and has completed the appropriate credentialing. A properly trained Diagnostic Medical Sonographer must have knowledge of anatomy, patient care, and pathology, as well as the skills to manipulate a variety of sophisticated instruments.

The **Healthcare Management** specialization introduces students to the management of organizations in the healthcare setting, and is designed to help students:

- Gain familiarity with the U.S. healthcare system
- Improve communication, analytical, problem-solving, and critical thinking skills
- Develop a solid foundation in business fundamentals

Vocational Objective

The Diagnostic Medical Sonography program is designed to prepare students for entry-level employment as Diagnostic Medical Sonographers in a clinical setting. The program includes both didactic and clinical components. Coursework includes use of Sonography relevant to gynecology, obstetrics, abdominal subjects, superficial structures and vascular applications. Clinical experience is completed when students' extern in an affiliated medical center, physicians' office, or medical clinic, under direct supervision. During the externship component students will be evaluated on critical thinking in a clinical setting, effective communication, problem solving skills, and other clinical tasks.

Industry Occupations

Most diagnostic medical sonographers and cardiovascular technologists and technicians, including vascular technologists, work full time. Most others worked in physician's offices and medical and diagnostic laboratories.

PLATT COLLEGE
HYBRID
PROGRAMS

Diagnostic Medical Sonography –
Healthcare Management (Bachelor of Science)

Bachelor of Science in Diagnostic Medical Sonography Degree – Healthcare Management
2860 Hours / 198 Quarter Credit Hours / Approximately 28 months

Upon successful completion of the program of instruction, the graduate will be awarded a Bachelor of Science degree in Diagnostic Medical Sonography, provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
DMS101	Introduction to Sonography 1	3.0
DMS102	Introduction to Sonography 2	3.0
DMS103	Introduction to Sonography 3	3.0
DMS104	Introduction to Sonography 4	3.0
DMS105	Introduction to Sonography 5	3.0
DMS106	Introduction to Sonography 6	3.0
DMS107	Introduction to Sonography 7	3.0
DMS111	Ultrasound Physics 1	3.0
DMS112	Ultrasound Physics 2	3.0
DMS113	Ultrasound Physics 3	3.0
DMS114	Ultrasound Physics Review and Exam Preparation	3.0
DMS121	Patient Care	3.0
DMS122	Medical Terminology	3.0
DMS211	Abdomen and Superficial Structures 1	3.0
DMS212	Abdomen and Superficial Structures 2	3.0
DMS213	Abdomen and Superficial Structures 3	3.0
DMS221	Obstetrics & Gynecology Sonography 1	3.0
DMS222	Obstetrics & Gynecology Sonography 2	3.0
DMS223	Obstetrics & Gynecology Sonography 3	3.0
DMS231	Introduction to Vascular Sonography 1	3.0
DMS232	Introduction to Vascular Sonography 2	3.0
DMS255	Pre-Clinical Seminar	3.0
DMSX271	Clinical Practicum 1	5.0
DMSX272	Clinical Practicum 2	6.5
DMSX273	Clinical Practicum 3	6.5
DMSX274	Clinical Practicum 4	6.5
DMSX275	Clinical Practicum 5	6.5

Healthcare Management (HCM) Specialization		Quarter Credits
DMS305	Management and Trends for DMS Services	5.0
DMS301	Specialty Topics in Sonography 1	4.0
DMS310	Abdominal Sonography Registry Review	5.0
DMS315	OBGYN Sonography Registry Review	5.0
BMDE350	Diversity Management	5.0
BMDE430	Conflict and Change Management	5.0
BLMDE303	Quality Improvement in Healthcare	5.0
HCMDE300	Communication for the Healthcare Professional	5.0
HCMDE310	Introduction to Management in Healthcare Organizations	5.0
HCMDE330	Introduction to Current Issues and Trends in Healthcare	5.0
HCMDE350	Information Technology for the Healthcare Professional	5.0
DMSDE400	Test Prep	4.0

General Education Courses		Quarter Credits
APH101	Anatomy & Physiology	5.0
ENG101	English	5.0
MTH101	College Algebra	5.0
PHS101	Physics	5.0
SPC105	Interpersonal Communication	3.0
ENGDE303	College Writing	5.0
HISDE323	History of Business Innovation	5.0
SOCDE321	Organizational Sociology	5.0
SOCDE302	Ethics	5.0
Program Total		**198**

Healthcare Administration
(Bachelor of Arts)

The Platt College School of Medical Sciences Bachelor's program in Healthcare Administration helps students gain the skills they need to pursue managerial positions in the healthcare field. The Bachelor of Arts in Healthcare Administration is designed for applicants with an Academic associate degree or above in a medically related field.

The program is designed to broaden the healthcare administration skill set of individuals who have previously completed their Associate or Bachelor's degree in a related healthcare field. Our curriculum helps students:

- Improve their analytical, problem-solving, and critical thinking skills
- Develop a solid foundation in business fundamentals
- Gain familiarity with the theory and application of current healthcare management techniques
- Develop a better understanding of individual and group dynamics in a healthcare setting

Admissions Alert - In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- *Wonderlic (BST) minimum passing score of Verbal: 205, Quantitative: 215, Total Overall Minimum Score: 500*
- *Submit a personal statement/essay*
- *Submit transcripts and GPA from previous educational experiences*
- *Distance Education Online Assessment*

Vocational Objective

The Healthcare Administration program is designed to broaden the leadership skills of individuals who have previously completed their Academic associate degree in a health-related major for entry-level positions.
For students coming from a healthcare background, the program builds on clinical and administrative skills learned in healthcare Associate's programs.

Industry Occupations

Most medical and health services managers work in offices in healthcare facilities, including hospitals, and nursing homes, and group medical practices.

PLATT COLLEGE
HYBRID
PROGRAMS

Healthcare Administration
(Bachelor of Arts)

Bachelor of Arts in Healthcare Administration
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded a Bachelor of Arts degree in Healthcare Administration provided all obligations to the school have been met and a minimum grade point average has been maintained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
Transfer Credits (100 / 200 level healthcare associate related courses)		57.5
HCMDE300	Communication for the Healthcare Professional	5.0
HCMDE310	Introduction to Management in Healthcare Organizations	5.0
HCM320	Ethics for the Healthcare Professional	5.0
HCMDE330	Introduction to Current Issues and Trends in Healthcare	5.0
HCM345	Economics in Healthcare Organizations	5.0
HCMDE350	Information Technology for the Healthcare Professional	5.0
BMDE305	Organizational Behavior	5.0
BMDE330	Marketing Management	5.0
BMDE340	Human Resources Management	5.0
BMDE350	Diversity Management	5.0
BM360	Finance	5.0
BM370	Accounting	5.0
BMDE425	Business Governance and Social Responsibility	5.0
BMDE430	Conflict and Change Management	5.0
BM440	Case Studies in Leadership and Management	5.0
BLMDE303	Quality Improvement in Healthcare	5.0
BLMDE420	Organizational Training and Development	5.0
BLMDE430	Operations Management	5.0
BLMDE440	Project Management	5.0
BLMDE490	Leadership Capstone Seminar	5.0

General Education Courses		Quarter Credits
Transfer Credits (100 / 200 level general education related courses)		22.5
SOCDE321	Organizational Sociology	5.0
ENGDE303	College Writing	5.0
STADE301	Statistics	5.0
HISDE323	History of Business Innovation	5.0
Program Total		**200**

Information Technology
(Associate of Science)

The Information Technology program is intended to provide useful job skills for graduates seeking an entry-level position in technology infrastructure design, implementation, support, or maintenance. To that end, the curriculum is broadly focused on two main areas: personal computer fundamentals (hardware, software, and operating systems), and networks (hardware, software, administration, security, and implementation) The intent is to provide graduates with a solid grasp of information technology fundamentals as well as preparing them to contribute immediately in technical tasks such as: personal computer setup, maintenance, administration, and repair, and network implementation, administration, daily operations, security, and programming.

Vocational Objective

Provide the student with the theory and skills to successfully pass industry-standard certification examinations.

Prepare the student to gain entry-level employment as an Information Technology professional.

Industry Occupations

Employment in the information technology field is diverse. Some positions may include cloud computing, the collection and storage of big data, more everyday items becoming connected to the Internet in what is commonly referred to as the "Internet of things," and the continued demand for mobile computing.

PLATT COLLEGE
HYBRID
PROGRAMS

Information Technology
(Associate of Science)

Associate of Science in Information Technology
1,200 Hours / 110.50 Quarter Credit Hours / Approximately 15 months

Upon successful completion of the program of instruction, the graduate will be awarded an Associate of Science in Information Technology provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0(C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
ITDE101	Computer Applications	4.5
ITDE102	Desktop Hardware and Software I	4.5
IT103	Desktop Hardware and Software II	4.5
ITDE104	Desktop Operating Systems	4.5
ITDE106	Linux Operating Systems	4.5
ITDE115	Introduction to Programming	4.5
ITDE120	Cloud Fundamentals	4.5
ITDE130	Technical Customer Support and Group Dynamics	4.5
IT140	Structured Cabling	4.5
ITDE200	Networking Essentials	4.5
IT205	Microsoft Client Server	4.5
ITDE213	Routing Protocols and Concepts	4.5
ITDE245	Introduction to Databases	4.5
ITDE220	LAN Technologies	4.5
ITDE221	WAN Technologies	4.5
IT225	Introduction to Microsoft Exchange and Web Services	4.5
ITDE235	Network Security	4.5
ITDE255	Introduction to Information Security	4.5
ITDE290	IT Capstone	4.5

General Education Courses		Quarter Credits
ENGDE101	English	5.0
SPC101	Speech	5.0
MTH101	College Algebra	5.0
SOCDE101	Sociology	5.0
PSYDE101	Psychology	5.0
Program Total		**110.5**

Medical Assisting
(Associate of Science)

Medical Assistants are multi-talented healthcare industry professionals. These individuals possess a broad scope of knowledge and skills that makes them ideal professionals for any clinical care setting. Medical Assistants are skilled in performing routine clinical, and administrative procedures for physician's offices, outpatient clinics and other healthcare facilities. Some of these clinical skills include venipuncture, injections, physical therapy, and electrocardiography among others. Medical administrative duties include billing, coding, scheduling, transcription, and many more administrative duties.

Vocational Objective

The intent of the Medical Assisting programs is to provide an enriched learning opportunity that will prepare the student for entry-level employment in the healthcare industry. Students in the Medical Assisting programs will graduate with a professional knowledge, skills, and practical experience in Medical Assisting acquired during their studies at Platt College. Employment opportunities open to the graduates of the Medical Assisting programs include Medical Assistant, Medical Administrative Assistant, Podiatric Medical Assistant, and Ophthalmic Medical Assistant. Industries that will be interested in these graduates include, but are not limited to, ambulatory settings such as medical offices, clinics and hospitals, nursing homes, medical supply companies, home health agencies, insurance companies, and pharmaceutical companies.

Industry Occupations

Most of these assistants work in physicians offices, hospitals, outpatient clinics, and other healthcare facilities.

PLATT COLLEGE
HYBRID
PROGRAMS

Medical Assisting
(Associate of Science)

Associate of Science in Medical Assisting
1260 Hours / 95 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science in Medical Assisting provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
IAHCDE101	Introduction to Allied Health Careers	4.0
MADE102	Patient Care and Ethics	4.0
MA105	Introduction to Microbiology / Surgical Asepsis & Medical Asepsis	4.0
MADE106	Clinical Pharmacology	4.0
MA107	First Aid / CPR and Nutrition	4.0
MA108	Cardiovascular Anatomy, Electrocardiography & Cardiopulmonary	8.0
MA153	Excretory and Reproductive Systems	4.0
MA155	Musculoskeletal System and Physical Therapy	4.0
MADE156	Advanced Medical Terminology	4.0
MA201	Laboratory Procedures	7.0
MA202	Medical Billing and Coding	7.0
MA203	Patient Examinations, Vital Signs and Sensory Systems	7.0
MADE250	Certification Preparation Seminar	4.0
MX251	Externship	5.0

General Education Courses		Quarter Credits
ENGDE101	English	5.0
SPC101	Speech	5.0
MTH101	College Algebra	5.0
SOCDE101	Sociology	5.0
PSYDE101	Psychology	5.0
Program Total		**95**

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Medical Administrative Specialist
(Associate of Science)

Medical Administrative Specialists perform a variety of tasks necessary to running a smooth, effective medical office. These individuals focus on many administrative procedures of medical offices, outpatient clinics, hospitals, and other healthcare facilities. Some of these skills include billing, coding, scheduling, transcription, office finance, human resources and computer skills. Medical Administrative Specialist students will learn the skills that may lead to becoming an office manager in a clinical setting.

Vocational Objective

The intent of the Medical Administrative Specialist programs is to provide an enriched learning opportunity that will prepare the student for entry-level employment in the healthcare industry. Students in the Medical Administrative Specialist programs will graduate with a professional knowledge, skills, and practical experience in the health services field acquired during their studies at Platt College. Employment opportunities open to the graduates of the Medical Administrative Specialist programs include Medical Administrative Assistant, Podiatric Medical Administrative Assistant, and Ophthalmic Medical Administrative Assistant. Industries that will be interested in these graduates include, but are not limited to, ambulatory settings such as medical offices, clinics, nursing homes, medical supply companies, home health agencies, insurance companies, pharmaceutical companies.

Industry Occupations

Perform secretarial duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.

PLATT COLLEGE
HYBRID
PROGRAMS

Medical Administrative Specialist
(Associate of Science)

Associate of Science in Medical Administrative Specialist
1210 Hours / 90 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded an Associate of Science; Medical Administrative Specialist provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
IAHCDE101	Introduction to Allied Health Careers	4.0
ITDE101	Computer Applications	4.5
MAS104	Introduction to Medical Transcription	3.5
MASDE105	Medical Terminology	3.5
MASDE106	Human Resources, Risk Management and Employability	4.0
MASDE107	Advanced EHR	3.5
MASDE110	Anatomy & Physiology	4.0
MAS140	Medical Billing and Coding – ICD-10	3.5
MAS142	Medical Billing and Coding – CPT	3.5
MAS144	Medical Billing and Coding – HCPCS	3.5
MASDE152	Medical Office Procedures	3.5
MASDE155	Medical Computerized Office	4.0
MAS159	Medical Accounting Procedures	3.5
MAS160	Tracing Delinquent Claims and Collections	3.5
MASDE162	Certification Preparation Seminar	4.0
MAS170	First Aid and CPR / Billing Claims Completion	4.0
MX251	Externship	5.0

General Education Courses		Quarter Credits
ENGDE101	English	5.0
SPC101	Speech	5.0
MTH101	College Algebra	5.0
SOCDE101	Sociology	5.0
PSYDE101	Psychology	5.0
Program Total		**90**

IX. Platt College Distance Education (DE)

Platt College offers its distance education programs through both the Alhambra and Anaheim campuses.

Platt College Alhambra Distance Education programs are licensed to offer the following programs by means of Distance Education (DE) by the Bureau for Private Postsecondary Education (BPPE).

Platt College – Alhambra and Platt College - Anaheim Distance Education programs are available for student enrollment in the following states:

- Arizona
- California
- Colorado
- Florida
- Idaho
- Nevada
- Utah

Alhambra DE programs:

- Certificate in Veterinary Technology Alternate Route - DE
- Associate of Science in Veterinary Technology - DE

Platt College Anaheim Distance Education programs are licensed to offer the following programs by means of Distance Education (DE) by the Bureau for Private Postsecondary Education (BPPE).

Platt College – Anaheim Distance Education programs are available for student enrollment in the following states:

- Arizona
- California
- Colorado
- Florida
- Idaho

ANA approved DE programs:

- Bachelor of Arts in Healthcare Administration - DE
- Bachelor of Science in Cybersecurity - DE
- Bachelor of Science in Respiratory Therapy – DE

If a student relocates to a state that Platt College is not licensed or accredited in, the student will be dropped from the program.

Distance Education Instructional Schedule:
The Distance Education environment is open 24/7. The school week is Monday through Sunday. The first week of the start may vary depending on the start date for the term. All postings and lecture material are available 24/7 via the Learning Management System, Canvas. Each faculty member will provide specific office hours that designate when they are available for questions or elaboration of material. This will be provided in addition to the two face to face sessions through the Canvas platform.

Distance Education Library
The Platt College Library / Learning Resource Center offers a comprehensive collection of resources made available to our students in various publication formats to support our academic programs. Our students have 24 hours access to our online resources on the home page of each course:
www.lirn.net

Technology System Requirements
All distance education students will be required to have a device that supports the following technology system requirements:

- ***Screen Size:***
  - A minimum of 1024 x 600
  - This is the average size of a netbook. If you want to view Canvas on a device with a smaller screen, you can use the Canvas mobile application. Please note that not all Canvas functions can be performed on the Canvas mobile application.

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- ***Operating Systems:***
  - Windows 10 or newer
  - Mac OSX 11 or newer
  - Linux – ChromeOS
  - Minimum Computer Speed and Processor:
  - Use of a computer greater than 5 years old is highly discouraged, use a newer computer when possible
  - 4 GB of RAM
  - 2 GHz processor
  - Internet requirements - You must have access to a minimum of 2Mbps Upload and Download bandwidth speeds. Some testing processes will not function on public networks, such as Libraries or Internet cafes. You will need to be able to have access to the internet on a private connection in testing situations. Internet hotspots or tethered cellphone connections are not supported.
  - Screen readers –
    - Mac – Voice over (latest version for Safari)
    - PC – JAWS (latest version for Edge) or NVDA (latest version for FireFox)
    - There is no screen reader support for Canvas in Chrome
- ***Mobile Operating System Native App Support:***
  - iOS 14 or newer
  - Android 2.3 or newer
- ***Students need to have access to a webcam with microphone built-in or external for a desktop or laptop. Chromebooks, tablets, and cell phones are not supported.***

Distance Education Resources

- **Tutoring**
  Students in need of academic assistance on-line may arrange for tutoring by calling or e-mailing their instructor, Program Director, Student Services or Dean. Tutoring is by appointment. There is no cost to the student for tutoring.

- **Placement Services**
  Distance Education services are supported by the Career Services Department located at the Alhambra campus, who are available via email, phone, and chat.

- **Distance Education Online Assessment**
  All potential distance education students will be required to complete a Distance Education Online Assessment prior to discussing programs with an Admissions Representative. The Distance Education Online Assessment is a tool used to help the Admissions Representative better understand the technical knowledge of a student and to better assist them with educational decisions.

Distance Education Admissions Process

Admissions Process and Procedure for Veterinary Technology – Associate of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format, and program.
   a. Admissions requirements include proof of a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process, essay requirements, and Program Director interview.
5. If student successfully passes the Wonderlic test, they are then scheduled for the Program Director interview and provided information for submitting the essay.
6. Program Director interview is completed.
7. Student is informed if they are accepted or not.

Admissions Process and Procedure for Veterinary Technician Alternate Route – Certificate

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admission requirements include proof that they are employed in the field and have a GED or high school diploma.
   b. Program information discussed is the program requirements, length of program, admission requirements.

Admissions Process and Procedure for Respiratory Therapy – Bachelor of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admission Requirements include an associate degree in respiratory therapy and proof of CRT / NBRCT exam passing rates.
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) or HESI 70%, essay requirements, and Program Director interview.
5. If student successfully passes the Wonderlic test, they are then scheduled for the Program Director interview and provided information for submitting the essay.
6. Program Director interview is completed.
7. Student is informed if they are accepted or not.

Admissions Process and Procedure for Healthcare Administration – Bachelor of Arts

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admission Requirements include an associate degree in healthcare
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process, and essay requirements.
5. If student successfully passes the Wonderlic test, they are provided information for submitting the essay.
6. Student is informed if they are accepted or not.

Admissions Process and Procedure for Cybersecurity – Bachelor of Science

1. Leads for potential students are received through various means.
2. Admissions representative contacts the potential student via telephone, text message or email.
3. Student completes the Distance Education Online Assessment Tool.
4. Admissions representative discusses Platt College, admission requirements, the distance education program and format.
   a. Admission Requirements include an associate degree in healthcare
   b. Program information discussed is the program requirements, length of program, Wonderlic testing (entrance exam) process, and essay requirements.
5. If student successfully passes the Wonderlic test, they are provided information for submitting the essay.
6. Student is informed if they are accepted or not.

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Distance Education Attendance and Late Assignment Policy

For distance education courses, attendance is based on submitting assignments through Platt College's learning management system, assessments, or exams, or weekly assigned discussion questions. Attendance is taken twice a week throughout a module. The first attendance period is 12:01 am Monday through 11:59 pm Wednesday, Pacific Standard Time (PST). The second attendance period is 12:01 am Thursday through 11:59 pm Sunday, Pacific Standard Time (PST). Students must submit a gradable item during each attendance period. New students are not required to post on the first day of a module start if the module starts on a Thursday or Sunday.

A gradable item includes, but is not limited to, the posting of a threaded discussion question, submission of any course assignment through the learning management system, submission of a quiz or exam, or any other course related activity that is graded. All assignments are graded throughout the course module and the grades are posted in the learning management system where students can track their progress throughout the module. All gradable items need to be submitted by the due date and are graded prior to the end of the grading period and will be reflected in the final grade for the course.

With the exception of the policies listed below, all of Platt College policies and procedures listed through the Academic Catalog apply to all Distance Education students.

All assignments must fully meet all requirements set by the instructor to be considered complete and submitted on time. Upon submission of a student's assignment, discussion post or other related course work, the instructor will provide feedback within 72 hours with consideration to holidays should they fall within that 72 hour.

Late assignment submittals may not be accepted depending on the course policy. As such, accepted late submittals may be subject to a reduction in grade. Late assignments submittals must be approved by the instructor and Academic Dean.

All late assignments submissions are up to the discretion of the instructor to accept them. An instructor has a right to refuse a late assignment submission for the following reasons:

- Student does not communicate with the instructor prior to the assignment deadline
- Student does not provide proper documentation of reason for assignment being late
- Student is habitually late in submitting assignments

Assignments, discussion questions and quizzes / exams are subject to the following deductions:

- 2% per day will be deducted for late assignments
- Late assignments submissions are at the discretion of the faculty member

Live lecture assignments in the distance education environment are a gradable item. Students must attend and participate a minimum of 50 minutes of a 60-minute session to receive credit. It is up to the discretion of the faculty on how the points are distributed.

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Veterinary Technology DE
(Associate of Science)

Veterinary Technicians assist Veterinarians in providing medical care to animals. The Veterinary Technician is a vital part of the animal-care team, performing critical tasks that assist in diagnosis and treatment. Samples duties include:

- Recording patient histories
- Preparing the patient for examination or surgery
- Providing vaccinations
- Administering medications
- Taking vital signs and blood samples
- Preparing tissue samples
- Expose and develop radiographs and assist with ultrasounds
- Performing laboratory procedures such as urinalysis and blood counts and taking blood samples
- Assisting in surgery
- Providing and assisting with anesthesia
- Providing post-operative care and nursing care to sick and injured animals

Veterinary technologists and technicians assisting small-animal practitioners usually care for small pets, such as cats and dogs, but can perform a variety of duties with mice, rats, sheep, pigs, cattle, monkeys, birds, fish, and frogs.

Besides working in private clinics and animal hospitals, some veterinary technicians work in research facilities under the guidance of veterinarians or physicians. In this role, they may administer medications; prepare samples for laboratory examinations, or record information on an animal's genealogy, diet, weight, medications, food intake, and clinical signs of pain and distress. Some may sterilize laboratory and surgical equipment and provide routine postoperative care.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- *Wonderlic (BST) minimum passing score of Verbal 285, Quantitative: 281*
- *Interview with the Program Director*
- *Submit a personal statement*
- Meet minimum physical requirements

Vocational Objective

The Veterinary Technology DE Program at Platt College is designed to prepare graduates for competency as entry-level Veterinary Technicians. On completion of the program, graduates will be able to demonstrate comprehension of relevant information and the ability to evaluate and apply this knowledge in their role as Veterinary Technicians. They will be able to demonstrate the technical skills necessary to fulfill the role of a Veterinary Technician and will demonstrate professionalism and personal behavior consistent with medical standards and employer expectations.

Industry Occupations

Veterinary technologists and technicians work in private clinics, laboratories, and animal hospitals. Their jobs may be physically or emotionally demanding. Many work evenings, weekends, or holidays.

PLATT COLLEGE
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Veterinary Technician Alternate Route DE
(Certificate)

Veterinary Technician Alternate Route DE
325 Hours / Approximately 6 months

Upon successful completion of the program of instruction, the graduate will be awarded a Veterinary Technician Certificate DE provided all obligations to the school have been met. Courses in the Certificate in Veterinary Technician Alternate Route DE program are pass / fail courses. To pass a course, a student must receive 70% or better.

Core Courses		Clock Hours
VTARDE110	Basic Sciences, Terminology, & Calculations for VT	65
VTARDE120	Laboratory Procedures, Pharmacology, Diseases, & Dentistry for VT	65
VTARDE130	Laboratory Procedures, Pharmacology, Diseases, & Parasitology for VT	65
VTARDE140	Anesthesia, Pain Management, Surgical Nursing, & Diagnostic Imaging for VT	65
VTARDE150	Emergency/Critical Care Nursing & License Exam Preparation for VT	65
Program Total		**325**

Veterinary Technology DE
(Associate of Science)

Associate of Science in Veterinary Technology DE
1773 Hours / 120 Quarter Credit Hours / Approximately 19 month

Upon successful completion of the program of instruction, the graduate will be awarded an Associate of Science in Veterinary Technology provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0(C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
VTDE101A	Introduction to Veterinary Technology	4.0
VTDE102A	Veterinary Medical Terminology	4.0
VTDE103A	Veterinary Anatomy & Physiology I	3.5
VTDE104C	Veterinary Anatomy & Physiology II / III	5.0
VTDE106A	Veterinary Pharmacology I	4.0
VTDE107A	Veterinary Pharmacology II	1.5
VTDE109B	Lab Animal Nursing and Exotic Animal Nursing	4.0
VTDE110A	Veterinary Clinical Pathology	3.5
VTDE 111A	Veterinary Parasitology	3.5
VTDE112A	Veterinary Clinical Pathology I	1.5
VTDE120A	Veterinary Clinical Techniques I	3.5
VTDE121B	Veterinary Clinical Techniques II / III	3.5
VTDE122A	Small Animal Nursing I	4.0
VTDE123A	Small Animal Nursing II	4.0
VTDE130A	Veterinary Anesthesia & Surgical Nursing I	3.5
VTDE 131A	Veterinary Anesthesia & Surgical Nursing II	3.5
VTDE141B	Veterinary Hospital Management & Client Communication & Customer Service	2.0
VTDE150A	Veterinary Diagnostic Imaging	3.5
VTDE160A	Animal Nutrition	3.5
VTDE171B	Equine and Large Animal Nursing	4.5
VTDE200A	Veterinary Clinical Externship I	4.0
VTDE200.B	Veterinary Technician Seminar	2.0
VTDE201	Veterinary Clinical Externship II	4.0
VTDE202	Veterinary Clinical Externship III	4.0
VTDE203B	Veterinary Technician License Preparation	3.5
VTDE250B	Veterinary Clinical Skills Seminar I / II / III	6.5
VTDE204	Medical Calculations	3.0

General Education Courses		Quarter Credits
BIODE103A	General Biology & Microbiology	5.0
CHMDE102	Chemistry	5.0
MTHDE101	College Algebra	5.0
ENGDE101	English	5.0
SPCDE105	Interpersonal Communication	3.0
Program Total		**120**

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Respiratory Therapy
(Bachelor of Science)

The Bachelor of Science in Respiratory Therapy is designed for applicants with an Academic Associate degree or above in Respiratory Therapy.

Respiratory Therapy or Respiratory Care is the treatment, management, control, diagnostic evaluation, and care of patients with deficiencies or abnormalities of the cardiopulmonary system, such as bronchitis, asthma, emphysema, and other forms of obstructive and restrictive diseases.

The Respiratory Care Practitioner is a vital part of the medical team. They are among the first persons called to give treatment and care in emergency situations. Practicing under the direction of a physician, respiratory therapists assume primary responsibility for all respiratory therapeutic and diagnostic procedures. They evaluate and treat all types of patients, ranging from premature infants whose lungs are not fully developed to elderly people whose lungs are diseased. In clinical practice, many of their daily duties include:

Assessing lung and breathing disorders and recommending treatment methods; interviewing patients and doing chest physical exams; obtaining sputum specimens for analysis; drawing and analyzing arterial blood specimens; performing pulmonary function tests; providing complex therapy requiring considerable independent judgment such as managing ventilators and artificial airway devices; giving emergency care to patients who are victims of a heart attack, stroke, drowning, or shock; and educating patients and families about lung disease.

Respiratory Therapists are experts in aiding the breathing process through the use of oxygen and medical gases, humidifiers, aerosols, ventilators/life support systems, chest physiotherapy, cardiopulmonary resuscitation, and artificial airways. They maintain, assemble, sterilize, and test all medical and auxiliary equipment in these functions. Respiratory Care Practitioners work with patients in the hospital surgical and medical wards, emergency rooms, outpatient department, intensive care units, neonatal nursery, and skilled nursing facilities and in-home care.

Admissions Alert: In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- HESI Minimum 70% or Wonderlic score of Verbal: 285 and Quantitative: 281
- Associates degree in Respiratory Therapy
- Currently licensed to practice Respiratory Therapy
- In-person interview with the Program Director
- Submit a personal statement (essay questions)
- Submit transcripts and GPA from previous educational experiences

Vocational Objective

Upon successful completion of the program, graduates may be employed as Respiratory Care Practitioners in acute care hospitals in areas such as: intensive care units, emergency rooms, newborn & pediatric units, and operating rooms. Nursing care facilities, doctor's offices, pulmonary rehabilitation facilities, home healthcare services, smoking cessation programs, asthma education programs, sales, and air transport are some of the areas of employment available to our graduates.

The Respiratory Therapy Bachelor's program is designed to prepare the practicing Respiratory Therapist for advancement into a supervisory or management position in the health-care field.

Industry Occupations

Most respiratory therapists work in hospitals.

PLATT COLLEGE
DISTANCE EDUCATION

Respiratory Therapy
(Bachelor of Science)

Bachelor of Science in Respiratory Therapy DE
2195 Hours /187 Quarter Credit Hours / Approximately 13 months

Upon successful completion of the program of instruction, the graduate will be awarded a Bachelor of Science in Respiratory Therapy degree provided that all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
TC – Transfer Credits (100 / 200 level RT AS related courses)		87.0
BMDE340	Human Resource Management	5.0
BMDE350	Diversity Management	5.0
BLMDE303	Quality Improvement in Healthcare	5.0
HCMDE300	Communication for the Healthcare Professional	5.0
HCMDE310	Introduction to Management in Healthcare Organizations	5.0
HCMDE330	Introduction to Current Issues and Trends in Healthcare	5.0
RTDE305	Rehabilitation and Disease Management	5.0
RTDE315	Home and Public Health	5.0
RTDE325	Disaster Preparedness	5.0
RTDE335	Advanced Cardiopulmonary Pharmacology	5.0
RTDE345	Advanced Pathophysiology	5.0
RTDE405	Polysomnography	5.0
RTDE415	Patient Information and Management	5.0
RTDE425	Adult Critical Care	5.0
RTDE435	Neonatal / Pediatric Care	5.0
RTDE455	Respiratory Therapy Capstone	5.0

General Education Courses		Quarter Credits
STADE301	Statistics	5.0
SOCDE321	Organizational Sociology	5.0
ENGDE303	College Writing	5.0
SOCDE302	Ethics	5.0
Program Total		**187**

PLATT COLLEGE
DISTANCE EDUCATION

Cybersecurity DE
(Bachelor of Science)

The Bachelor of Science in Cybersecurity DE program is intended to provide students with useful job skills for students seeking entry-level positions in cybersecurity or ethical hacking and penetration. The program focuses on providing the students with the skill set and knowledge in networking, digital forensics, incident response, cybersecurity and ethical hacking. Students need to have an Associate Degree in Information Technology as part of the admissions requirements.

Admissions Alert - In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- Wonderlic (BST) minimum passing score of Verbal: 205, Quantitative: 215, Total Overall Minimum Score: 500
- Submit transcripts and GPA from previous educational experiences
- Distance Education Online Assessment

Vocational Objective

The Bachelor of Science in Cybersecurity DE will prepare students for entry-level positions in a wide variety of areas in the technology field. Upon completion of the program, students will have acquired the technical knowledge and work skills necessary to serve employers as security specialists, security consultants, ethical hacker, penetration tester, homeland security specialist, cybersecurity specialist, computer forensics technician or cybersecurity analyst.

Industry Occupations

Most people work in a variety of organizations and companies or various sizes.

Cybersecurity DE
(Bachelor of Science)

Bachelor of Science in Cybersecurity DE
2537 Hours / 194.50 Quarter Credits / Approximately 13 months

Upon successful completion of the program of instruction, the graduate will be awarded a Bachelor of Science in Cybersecurity DE provided all obligations to the school have been met and a minimum grade point average has been attained. To graduate, a student must attain a minimum, cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
Transfer Credits from 100 / 200 level core courses of Associate		85.5
CITDE300	IT Fundamentals	4.0
CITDE310	Networking Fundamentals	4.0
CITDE320	Cybersecurity Fundamentals I	4.0
CITDE330	Linux Administration	4.0
CITDE340	Ethical Hacking I	4.0
CITDE350	Incident Response I	4.0
CITDE360	Wireless and Mobile Device Security	4.0
CITDE370	Cybersecurity Programs and Policies	4.0
CITDE380	Penetration Testing	4.0
CITDE400	Network Defense and Countermeasures	4.0
CITDE410	Risk Assessment and Analysis	4.0
CITDE420	Cybersecurity Fundamentals II	4.0
CITDE430	Linux Security	4.0
CITDE440	Ethical Hacking II	4.0
CITDE450	Incident Response II	4.0
CITDE460	Cybersecurity Capstone	4.0

General Education Courses		Quarter Credits
Transfer Credits from 100 / 200 level general education courses of Associate Program in field of study		25
POLDE305	American Government	5.0
SOCDE302	Ethics	5.0
STADE301	Statistics	5.0
ENGDE303	College Writing	5.0

Program Total	**194.5**

PLATT COLLEGE
DISTANCE EDUCATION

Healthcare Administration DE
(Bachelor of Arts)

The Platt College School of Medical Sciences Bachelor's program in Healthcare Administration helps students gain the skills they need to pursue managerial positions in the healthcare field. The Bachelor of Arts in Healthcare Administration is designed for applicants with an Academic associate degree or above.

The program is designed to broaden the healthcare administration skill set of individuals who have previously completed their Associate or Bachelor's degree in a related healthcare field. Our curriculum helps students:

- Improve their analytical, problem-solving, and critical thinking skills
- Develop a solid foundation in business fundamentals
- Gain familiarity with the theory and application of current healthcare management techniques
- Develop a better understanding of individual and group dynamics in a healthcare setting

Admissions Alert - In addition to meeting the eligibility criteria described elsewhere in this catalog, this program has additional requirements for admission which include:

- Wonderlic (BST) minimum passing score of Verbal: 205, Quantitative: 215, Total Overall Minimum Score: 500
- Submit a personal statement/essay
- Submit transcripts and GPA from previous educational experiences
- Distance Education Online Assessment

Vocational Objective

The Healthcare Administration program is designed to broaden the leadership skills of individuals who have previously completed their Academic associate degree in a health-related major for entry-level positions.

For students coming from a healthcare background, the program builds on clinical and administrative skills learned in healthcare Associate's programs.

Industry Occupations

Most medical and health services managers work in offices in healthcare facilities, including hospitals, and nursing homes, and group medical practices.

PLATT COLLEGE
DISTANCE EDUCATION

Healthcare Administration DE
(Bachelor of Arts)

Bachelor of Arts in Healthcare Administration DE
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Upon successful completion of a program of instruction, the graduate will be awarded a Bachelor of Arts degree in Healthcare Administration provided all obligations to the school have been met and a minimum grade point average has been maintained. To graduate, a student must attain a minimum cumulative grade point average of 2.0 (C) and meet all attendance requirements. In addition, all students must meet with Career Services and Financial Aid and complete and sign all documentation prior to being approved for commencement ceremony.

Core Courses		Quarter Credits
Transfer Credits (100 / 200 level healthcare associate related courses)		57.5
HCMDE300	Communication for the Healthcare Professional	5.0
HCMDE310	Introduction to Management in Healthcare Organizations	5.0
HCMDE320	Ethics for the Healthcare Professional	5.0
HCMDE330	Introduction to Current Issues and Trends in Healthcare	5.0
HCMDE345	Economics in Healthcare Organizations	5.0
HCMDE350	Information Technology for the Healthcare Professional	5.0
BMDE305	Organizational Behavior	5.0
BMDE330	Marketing Management	5.0
BMDE340	Human Resources Management	5.0
BMDE350	Diversity Management	5.0
BMDE360	Finance	5.0
BMDE370	Accounting	5.0
BMDE425	Business Governance and Social Responsibility	5.0
BMDE430	Conflict and Change Management	5.0
BMDE440	Case Studies in Leadership and Management	5.0
BLMDE303	Quality Improvement in Healthcare	5.0
BLMDE420	Organizational Training and Development	5.0
BLMDE430	Operations Management	5.0
BLMDE440	Project Management	5.0
BLMDE490	Leadership Capstone Seminar	5.0

General Education Courses		Quarter Credits
Transfer Credits (100 / 200 level general education related courses)		22.5
SOCDE321	Organizational Sociology	5.0
ENGDE303	College Writing	5.0
STADE301	Statistics	5.0
HISDE323	History of Business Innovation	5.0
Program Total		**200**

X. Academics and Student Services

Graduation Requirements

In Platt College's effort to provide students a balanced program of instruction, it allows for students to take a program that best fits their needs. The following is a list of programs and terminology that is associated with them to help students accomplish their educational goals.

- Bachelor of Science Degree = BS Degree
- Bachelor of Arts Degree = BA Degree
- Associate of Science Degree = AS Degree
- Associate of Arts Degree = AA Degree
- Diploma
- Certificate = Short Program non – TIV / financial aid eligible

Upon successful completion of their program of instruction, the graduate will be awarded one of the following documents of completion, provided all obligations to the school have been met. To graduate, a student must meet all attendance requirements and attain a minimum cumulative grade point average as required by their specific program. In addition, all students must meet with Career Services and Financial Aid and must complete and sign all pre-graduation documentation prior to being approved for commencement ceremony.

SCHOOL OF GRAPHIC DESIGN:

(For Graphic Design, and Visual Communication programs, a professional-quality portfolio must be presented, reviewed, and approved by a committee appointed by the Academic Dean or designee.)

Associate of Arts Degree in Graphic Design
1200 Hours/91.5 Quarter Credit Hours / Approximately 15 months

Bachelor of Arts in Visual Communication - 2D Print Specialization
2500 Hours / 189 Quarter Credit Hours / Approximately 31 months

SCHOOL OF BUSINESS AND LEGAL STUDIES:

Associate of Arts in Criminal Justice
1150 Hours / 103 Quarter Credit Hours / Approximately 15 months

Associate of Arts in Criminal Justice (Hybrid)
1150 Hours / 103 Quarter Credit Hours / Approximately 15 months

Bachelor of Arts in Criminal Justice
2350 Hours / 214 Quarter Credit Hours / Approximately 30 months

Associate of Arts in Business Management Program
1000 Hours / 100 Quarter Credit Hours / Approximately 13 months

Associate of Arts in Business Management Program (Hybrid)
1000 Hours / 100 Quarter Credit Hours / Approximately 13 months

Bachelor of Arts in Business Management Program Project Management Concentration
2000 Hours / 200 Quarter Credits / Approximately 25 months

SCHOOL OF MEDICAL SCIENCES:

Bachelor of Arts in Healthcare Administration
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Bachelor of Arts in Healthcare Administration (Hybrid)
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Bachelor of Arts in Healthcare Administration DE
2,290 Hours / 200 Quarter Credit Hours / Approximately 15 months

Associate of Science in Respiratory Therapy
1995 Hours / 135 Quarter Credit Hours / Approximately 20 months

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Bachelor of Science in Respiratory Therapy DE
2195 Hours / 187 Quarter Credit Hours / Approximately 13 months

Associate of Science in Diagnostic Medical Sonography
2060 Hours / 120 Quarter Credit Hours / Approximately 18 months

Bachelor of Science in Diagnostic Medical Sonography Healthcare Management
2860 Hours / 198 Quarter Credits / Approximately 28 months

Bachelor of Science in Diagnostic Medical Sonography Healthcare Management (Hybrid)
2860 Hours / 198 Quarter Credits / Approximately 28 months

Associate of Science in Medical Assisting
1260 Hours / 95 Quarter Credit Hours / Approximately 15 months

Associate of Science in Medical Assisting (Hybrid)
1260 Hours / 95 Quarter Credit Hours / Approximately 15 months

Associate of Science in Medical Administrative Specialist
1210 Hours / 90 Quarter Credit Hours / Approximately 15 months

Associate of Science in Medical Administrative Specialist (Hybrid)
1210 Hours / 90 Quarter Credit Hours / Approximately 15 months

Certificate for Certified Nurse Assistant
164 Hours / Approximately 2 Months

Associate of Science in Veterinary Technology
1681 Hours / 115 Quarter Credit Hours / Approximately 19 months

Associate of Science in Veterinary Technology DE Degree
1773 Hours / 120 Quarter Credit Hours / Approximately 19 months

Certificate in Veterinary Technician Alternate Route DE
325 Clock Hours / Approximately 6 months

Diploma in Vocational Nursing (Full-time program)
1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months

Diploma in Vocational Nursing (Part-time program)
1530 Hours / 95 Quarter Credit Hours / Approximately 20 months

Associate of Science in Vocational Nursing (Full-time program)
1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months

Associate of Science in Vocational Nursing (Part-time program)
1760 Hours / 118 Quarter Credit Hours / Approximately 23 months

Associate of Science in Occupational Therapy Assistant
1926 Hours / 131.50 Quarter Credits / Approximately 20 months

SCHOOL OF INFORMATION TECHNOLOGY:

Associate of Science in Information Technology
1,200 Hours / 110.50 Quarter Credit Hours / Approximately 15 months

Associate of Science in Information Technology (Hybrid)
1,200 Hours / 110.50 Quarter Credit Hours / Approximately 15 months

Bachelor of Science in Cybersecurity DE
2537 Hours / 194.50 Quarter Credits / Approximately 13 months

General Information

Facilities: In the Los Angeles area, all courses are taught at 1000 South Fremont Ave, Building A9-W, Alhambra, CA 91803. In Ontario, all courses are taught at 3700 Inland Empire Boulevard, Ontario, CA 91764. In Riverside, all courses are taught at 6465 Sycamore Canyon Blvd, Riverside, CA 92507. In Anaheim, all courses are taught at 1400 South Douglass Road, Suite 125, Anaheim, CA 92806.

The Los Angeles Campus occupies approximately 32,000 square feet on four floors in Building A-9 West at The Alhambra, a beautiful campus-like setting consisting of classic brick buildings built around a central courtyard landscaped with lush gardens and serene fountains. The Ontario Campus occupies 41,000 square feet in a one-story professional business park just north of the Ontario International Airport. The campus partially encircles a beautiful indoor atrium accessible to students, and is convenient to shopping, dining, and public transportation. The Riverside Campus occupies 31,000 square feet in a two-story building in a professional business park. The beautifully constructed, LEED certified building contains a dramatic fountain-centered lobby and glass throughout. The Anaheim Campus occupies 40,223 square feet. The facility has classrooms, computer, and medical labs, library, student lounge and administrative space.

Each campus includes classrooms, a library/learning resource center, offices, and other learning resources. The maximum number of students in a classroom, studio, or computer laboratory is 35. School equipment is typical of that used in the industry. Computers, servers, scanners, printers, drafting tables, and other peripheral equipment are in place and available for student use.

Student Records: Current official academic student files are maintained in fire-proof file cabinets or stored in rooms equipped with sprinklers. Platt College maintains all files on-site for a period of at least five years from the last date of attendance. Student transcripts and enrollment agreements are maintained permanently. Students should report a change of address or name change to the registrar immediately as they occur. It is important that students keep the college informed of any change of address during their enrollment as well as after graduation.

Events: Platt College hosts various events throughout the year for its students. Students can participate in career fairs, symposiums, lecture series, and museum visits. Students receive information from a variety of businesspeople who address various topics / issues related to graphic design, multimedia, information technology networking, and healthcare careers.

Community Services: Platt College students are committed to helping the community. Many of our programs incorporate community service into the curriculum. Platt College believes that students who participate in community outreach benefit personally from the experience and are more attractive to employers.

Library / Learning Resource Center: The Platt College Library/ Learning Resource Center offers a comprehensive collection of resources made available to our students in various publication formats (books, periodicals, etc.) to support our academic programs. Our campus information resources are available to students during class times and normal business hours, along with 24-hour access to our online resources. Borrowing privileges are available to all students interested in checking out circulating materials. The Librarian provides guidance on resources and accessing procedures for LIRN and Canvas to the student during orientation.

Scholarship Opportunities: Platt College participates in several scholarship opportunities for academically excellent students. For current scholarship information and applications, contact the financial aid department.

Advice and Guidance: Platt College attempts to develop close communication between the students and Administration. Students should feel free to contact the administrative staff for certain personal, vocational, and academic guidance. Platt College does not provide any form of psychological counseling but can confidentially refer students to appropriate agencies and/or providers, upon request.

Housing: Platt College does not assume responsibility for student housing, does not have dormitory facilities under its control, nor offers

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student housing assistance. According to rentals.com for Alhambra, CA rental properties start at approximately $1,850.00 per month. According to rentals.com for Ontario, CA rental properties start at approximately $1,750.00 per month. According to rentals.com for Riverside, CA rental properties start at approximately $1,650.00 per month. According to rentals.com for Anaheim, CA rental properties start at approximately $1,900.00 per month.

Termination: Students may be terminated for violation of any provision cited within this catalog or the Annual Security Report including failure to meet financial obligations to the school, or violations of the Student Code of Conduct and/or Program guidelines. Platt College reserves the right to terminate for other non-discriminatory reasons, such as noncompliance with satisfactory academic progress policies and excessive absences.

Students are responsible for all the information contained in the college catalog, in the Student and Employee Consumer Handbook, and Program policies and guidelines as applicable.

Revisions: Except as expressly provided in California Education Code Section 94898, Platt College reserves the right to modify policies, course schedules, curricula, or courses within reason due to exigent circumstances, program upgrades and/or content changes, and to cancel programs of study, modes of delivery, upcoming start dates or individual courses as it deems necessary. If a course or program is canceled, the school may schedule course completion later or refund all monies paid for the canceled course or program if the student does not wish to continue with the program at the later date. All Platt College programs are not available at all locations, please see an Admissions Representative for more information on specific enrollment information.

Academic Information and Policies

Instructional Schedule:
Training is offered Monday through Sunday for morning, afternoon, and evening classes according to the campus location and program.

Definition of a Unit or Credit: Platt College measures student progress in quarter credit hours. The definition of a quarter credit hour is as follows:

One quarter credit hour equals 30 units comprised of the following academic activities:

- One clock hour in a didactic learning environment = 2 units
- One clock hour in a supervised laboratory setting of instruction = 1.5 units
- One hour of externship = 1 unit
- One hour of out-of-class work and/or preparation for the didactic learning environment or supervised laboratory setting of instruction that are designed to measure the student's achieved competency relative to the required subject matter objectives = 0.5 unit

Satisfactory Academic Progress: To maintain satisfactory academic progress toward a degree, diploma, or certificate, a student must maintain a specified grade point average and proceed through the program at a specified minimum pace. For determining satisfactory academic progress (SAP), the programs are divided into ten (10) week terms or evaluation periods. Each term is comprised of two (2) five-week modules, except for the Vocational Nursing program. The Vocational Nursing program is comprised of one (1) ten week module.

Students who are at risk for not meeting SAP requirements that are eligible to recover their CGPA and/or completion rates will be required to follow the same process for advising and appealing. This includes students classified as Veterans Administration (VA) and/or non-Title IV eligible students eligible to recover their CGPA and/or completion rates.

At the end of each term or evaluation period, the student's cumulative grade point average (CGPA) will be determined. The student must achieve the minimum CGPA during each term or evaluation period. See chart below: Students receiving Veterans Administration benefits must Students

EVALUATION PERIOD	CGPA Must Be
First Term	1.5
2 Term (and beyond)	2.0

Passing grades may vary by program and students enrolled in the Occupational Therapy Assistant, Veterinary Technology, Diagnostic Medical Sonography, Respiratory Therapy, and Vocational Nursing programs must consult their program Handbooks for further information.

If the students' CGPA falls below the levels specified in the chart above, he or she will be placed on Academic Warning after the completed term in which the student fell below the required CGPA. Platt College shall notify the student that he or she is placed on Academic Warning but is still eligible to receive Federal Financial Aid. If the student does not meet SAP in the following consecutive term, the student will be placed on Academic Probation, and informed that he or she has lost eligibility for Federal Financial Aid and will be terminated from the program. A student has the right to appeal the Academic Probation (SAP decision), but only within 30 days of the final posting of grades following the term in which the student failed to meet the specified grade point average. If the student's Academic Appeal is approved by the Academic Dean, the student may continue to receive Federal Financial Aid for the next consecutive term. If the student doesn't meet the CGPA for the third consecutive term, the student will be terminated from the program.

See the following hypothetical situations:

Hypothetical Situations Concerning Satisfactory Academic Progress

Hypothetical Situation #1:

Term or Evaluation Period	Student's CGPA at End of Term or Evaluation Period	Result
08.16.2024 – 10.25.2024 (10-week period)	1.3	Student status changed to Academic Warning for duration of next Term or Evaluation Period. May continue to receive Financial Aid for the next Term or Evaluation Period.
10.28.2024 – 01.16.2025 (10-week period)	1.99 (or below)	Student status changed to Academic Probation and will be withdrawn from the program and Financial Aid will end. Student may appeal the Academic Probation.

Hypothetical Situation #2:

Term or Evaluation Period	Student's CGPA at End of Term or Evaluation Period	Result
08.16.2024 – 10.25.2024 (10-week period)	1.3	Student status changed to Academic Warning for duration of next Term or Evaluation Period. May continue to receive Financial Aid for the next Term or Evaluation Period.
10.28.2024 – 01.16.2025 (10-week period)	1.99 (or below)	Student status changed to Academic Probation and will be withdrawn from the program and Financial Aid will end. Student may appeal the Academic Probation.

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If a student's CGPA falls below 2.0 at any time during their tenure with the College, he or she will be in violation of the Satisfactory Academic Progress standards above and the student will be placed on Academic Warning. In this case, the evaluation process detailed above is repeated.

In cases where a class is repeated, both classes will appear on the student transcript. Only the make-up grade will be calculated in the student's CGPA. Platt College, on a case-by-case basis, reserves the right to accelerate the above policy on Satisfactory Academic Progress to include immediate termination of a student's enrollment if determined to be warranted by the College.

Required Completion Rate: In addition to maintaining the CGPA specified above, students must progress toward completion of the program within a specified timeframe.

A student's completion rate is measured at the end of a term or evaluation period. All credits attempted, including repeated courses, transfer credits, withdrawn courses, and remedial courses will be counted as credit hours attempted. The additional measurement calculates a student's academic progress by the percentage of credit hours earned to the total credit hours attempted in their program of study. A student must achieve a completion rate of 50% or higher at the completion of their first term of enrollment with the college. A completion rate of 67% is required throughout the remainder of the program to be considered in good standing.

It should be noted that students are expected to complete the requirements for their course of study in the scheduled time frame not to exceed 1.5 times (150%) the length of the program. Each individual case will be evaluated should the above standard be unattainable. The Vice President of Academic and Regulatory Affairs reserves the right to make final determinations based on the extenuating circumstances presented.

Students receiving Veterans Administration benefits must complete their program within the originally contracted length of time or number of units. Students receiving Veteran's Benefits who fail to achieve the required CGPA by the end of the probation period will have their Veteran's Benefits interrupted and the DVA will be notified.

Satisfactory Academic Progress Appeal Process: A student may appeal the determination of Satisfactory Academic Progress and the termination of Financial Aid to the Academic Dean based upon extenuating circumstances within 30 days of the event in question.

Re-Entry Policy: Students who fail to return after an approved Leave of Absence or are dismissed for failing to meet academic or financial requirements, may petition the Academic Dean for re-entry into their program, but must remedy the issue causing their dismissal prior to starting, and may only be allowed to restart on a space-available basis and for a probationary period to be determined by the Campus President and Academic Dean. All dropped students applying for readmission must wait 30 calendar days or 1 module, whichever is greater from their date of determination before they can re-enroll. This policy may be waived at the discretion of the Vice President of Academic and Regulatory Affairs.

Attendance Policy: Attendance in all scheduled courses is essential for academic achievement. Perfect attendance – no absences, tardies or early departures are encouraged. Strong attendance and punctuality develop a sense of responsibility that will have a positive impact upon the student's professional career. Attendance is taken each day at Platt College. Attendance is tracked by the quarter hour. These increments accumulate over the length of the module and are added together to determine the total number of hours a student is absent. Students are responsible for notifying their instructor, Registrar and/or the Academic Dean if they are going to be absent from school. Students are encouraged to make non-school personal appointments at times that will not conflict with their scheduled classes. Platt College does not have an excused/unexcused absence policy. Students are responsible to attend all scheduled class sessions.

Additional, program-specific attendance requirements are listed in the course syllabus and may also be found in the Veterinary Technology, Diagnostic Medical Sonography, Vocational Nursing and Respiratory Therapy Student Handbooks. These handbooks are available through their respective Program Directors.

100% attendance for clock hour program students is required. If a student misses anytime within the course, they are required to make it up prior to the course ending. Students need to work with the Academic Dean to make up their lost time.

Students that are absent from school for fourteen (14) consecutive calendar days (excluding scheduled campus wide breaks and holidays that fall on a Monday - Friday) will be discontinued from their program for non-attendance at the end of day 14. Students will receive the appropriate grade of an F or W in accordance with Platt College's F/W policy. Students receiving Veterans Administration benefits who violate any provision of the attendance policy will have their Veteran's Benefits interrupted and the VA will be notified.

The Vice President of Academic and Regulatory Affairs reserves the right to make final determinations based on the extenuating circumstances presented.

Attendance Probation: Platt College does not have an excused/unexcused absence policy. Students are responsible to attend all scheduled class sessions.

Cheating and Plagiarism: Cheating and plagiarism are both considered violations of the student code of conduct. Students are expected to conduct themselves in a manner that is ethical and professional.

Cheating means misleading, deceiving, or acting dishonestly on purpose, whether it be on a quiz, test or exam, assignments, essays, or general classwork. Cheating can be done in various forms, such as bringing notes into class to be used during a test, using the internet to answer questions on a test, using someone else's work, copying off another student when it is not group work or buying papers from the internet.

Platt College reserves the right to utilize outside proctoring services to assist in ensuring that students are not cheating on quizzes, tests, or exams. Students will be required to follow policies put in place by the faculty when taking quizzes, tests, or exams.

Plagiarism means using another person's work, writing, words, ideas, research, graphics, programs, music, pictures, data, and/or other creative expression without giving the other person full credit. Students must enclose another person's words in quotation marks, cite the appropriate source(s), and give citations when using the ideas of another person, even if those ideas are paraphrased. Platt College reserves the right to utilize outside anti-plagiarism resources to evaluate the originality of student work. Any student found guilty of plagiarism may be subject to disciplinary actions. Those disciplinary actions may include failing and repeating the course, suspension, and/or termination from the program. If a student must repeat a course, there may be financial implications.

Using words, ideas, computer code, or any work by someone else without giving proper credit is plagiarism. Any time information from a source is used, it must be cited.

Plagiarism and the Internet: The internet has become a very popular resource of information for student assignments. The same rules regarding plagiarism that apply to a printed source, also apply to resources found on the internet when a student refers to work, writing, words, ideas, and the like or quotes from an internet site, he or she must cite that source. Many of the same rules apply when using visual information from an internet site; the source of the visual information or graphic must be cited.

Useful Strategies to Avoid Plagiarizing another Person's Work:
If words, sentences, phrases, and the like are copied from a text, put what is copied in quotation marks. This is especially important when taking notes.

When paraphrasing, do not just rearrange or change a few words.
A useful technique is:

1. Read the area to be paraphrased carefully
2. Cover up the text or close the book or computer page so the words cannot be seen
3. Write out the idea in your own words without referring to the words
4. Check the attempt at paraphrasing against the original text to be sure the same phrases or words have not been used and that the information is accurate

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At times students accused of plagiarism claim that their plagiarism occurred without their knowledge or intent. Since lack of knowledge of this fundamental rule is not a reasonable defense, it is best to become thoroughly familiar with the various ways in which plagiarism can occur and ways to avoid plagiarizing someone's work. If there are any doubts or questions, take the responsibility to ask the instructor for clarification. You can also go to the library for additional resources on APA format, outlining resources and making citations.

If found guilty of cheating or plagiarizing, a student may be subject to disciplinary actions up to and including failing the assignment, failing the class, suspension, or termination from the program.

Grading
Letter Grades, Percentages and Grade Point Averages

Students are assigned letter grades (A through F) in their course work for each class attempted. The instructor uses a percentile breakdown and assigns final letter grades (see accompanying chart). Students may complete a class with a D – (.7). However, to graduate, a student must attain a minimum cumulative grade point average of 2.0 (C).

Additional, program-specific grading requirements may also be found in the Diagnostic Medical Sonography, Respiratory Therapy, Veterinary Technology, Occupational Therapy Assistant and Vocational Nursing student handbooks. These Handbooks are available through the respective Program Directors at each Campus Location.

A Grade Point Average (GPA) is calculated from the letter grade using the following values:

Letter Grade	Percentile Range	Percentile Earned	Grade Point Assigned
A	96-100	100	4.0
A-	90-95	95	3.7
B+	87-89	89	3.3
B	83-86	86	3.0
B-	80-82	82	2.7
C+	77-79	79	2.3
C*	73-76	76	**2.0**
C-	70-72	72	1.7
D+	67-69	69	1.3
D	63-66	66	1.0
D-**	60-62	62	**0.7**
F	<59.9	50	0.0
W	N/A	N/A	0
T/C	N/A	N/A	0

* Minimum cumulative grade point average for entire course for a student to qualify for graduation.

** Minimum grade to pass any course (although this may be higher for certain programs, see program specific Handbooks).

Expanded Grade Symbol Definitions:

A	**(Excellent)** Meeting course requirements with a superior level of performance.
B	**(Good)** Meeting course requirements with a high level of performance
C	**(Satisfactory)** Meeting course requirements with an acceptable level of performance.
D	**(Unsatisfactory)**
F	**(Failing) Repeat course.**
W	**Withdrawal**
T/C	**Transfer Credit**

Grade of Incomplete:
Platt College does not issue a grade of incomplete on the Student Progress Report or on the Student Transcripts.

Make-up Work:
All student work, assignments, quizzes, tests, or projects must be completed and submitted on or before the final day of any module. The acceptance of any late or make-up work is at the sole discretion of the instructor.

Final Grades:
Final grades will be available in the learning platform, Canvas, within 5 days of the module end date. Students who would like a printout of their grades, can request a copy from the Registrar at any time.

Grade Appeal Policy:
(This process may be different for certain programs, refer to program specific Handbooks for details.)
Grade appeals allow students the opportunity to appeal a grade if there is an error or additional time is being requested due to an extenuating circumstance. Supporting documentation is required to be attached to all requests. Students must have attended and completed a minimum of 50% of the course in order to apply for a grade appeal. Students may appeal a grade received in a class through the following steps:

a. The student must communicate their concerns with the faculty member that issued the grade, within 24 hours of the module end date.
b. If the faculty member denies the requested grade change, the student may appeal, in writing, to the Academic Dean (or designee) within 24 hours of the denial by the faculty member and attach supporting documentation to the request.
c. Within 24 hours of the receipt of the written appeal, the Academic Dean (or designee) will meet with the faculty member to discuss the student's appeal, and review the supporting documentation provided by the student.
d. The Academic Dean will then make a final recommendation, which may be confirmed by the faculty member.
e. If the Academic Dean does not receive the confirmation of the faculty member, then the final decision will be made by the Vice President of Academic and Regulatory Affairs or their designee.
f. Once approval has been granted, students will have 14 calendar days from the date the module ended to complete the requirements as outlined in the grade appeal approval.

Class Withdrawals:
A withdrawal ("W") is issued to any student who is withdrawn from a class voluntarily or involuntarily. A "W" is calculated for credits attempted but is not calculated in a student's grade point average (GPA). The Academic Dean, or designee, must approve all class withdrawals.

Withdrawing from any class after the first 20% of scheduled hours or after 2 class sessions, whichever is greater may result in a grade of "F". If a student is placed on leave of absence after the first 20% of scheduled hours, that student may also receive a grade of "F".

Course Repetition:
A student must repeat a course when the grade received was a failing grade or when the student received a W. In specialty allied health programs, students must refer to their handbooks for further information, and will be required to repeat a course. Students may only repeat a course once, thus students may only attempt any given course two times. If a student fails, withdraws or leaves a course to

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begin a LOA before completing and passing the course, these would all be considered attempts. The college does not charge for repeating a course according to policy. Please note that repeating a course may extend the original graduation date for the student. A student who must repeat a course will work with the Academic Dean to schedule the course.

If a course is repeated (due to failure) the first attempt will have asterisks "**" next to the course on the transcript and will not count in the calculation of the student's CGPA. The credits attempted in both courses will be considered calculated credit hours attempted for the purpose of determining Satisfactory Academic Progress (SAP).

Cumulative Grade Point Average Required for Graduation:
Graduation from Platt College requires a minimum cumulative grade point average of 2.0 (C). Complete graduation requirements are described in the Graduation Requirements section of this catalog.

Continuing Education Course Offerings:
The school does not offer courses on a continuing education basis that do not fall within the scope of ACCSC accreditation.

Leave of Absence Policy:
Platt College offers accelerated programs of study. As such, Leaves of Absence are discouraged, and are only granted for unusual mitigating circumstances. Written requests that are signed and dated and accompanied by all supporting documentation for the Leaves of Absence must be presented to the Academic Dean (or designee) prior to the end of the add / drop period of any term the student wishes to take a Leave of Absence from. Students requesting a leave of absence must meet with the Registrar, Academic Dean, Financial Aid Officer and Student Accounts Office before their request can be reviewed and considered for approval. A Leave of Absence may be granted for a maximum of 180 days in any 12-month period.

The commonly acceptable reasons for a Leave of Absence are:

- Medical emergency (including pregnancy)
- Family emergency
- Military service

During the leave of absence period, the student is obligated to continue to make their normally scheduled Platt College in-school student payments and maintain contact with campus staff. Students failing to return from a Leave of Absence as scheduled will be withdrawn from Platt College. Students must have successfully completed two modules and be making satisfactory academic progress to be eligible for a Leave of Absence. All requests made for a Leave of Absence after the add / drop period will be treated as a drop request and will be withdrawn from Platt College. The student will be required to re-apply for admission to the program when he / she is ready to return to Platt College.

Transferability of Credits

Transfer Credits: A Transfer Credit (TC) will appear on a student's transcript to indicate those courses for which the student has received college credit from another institution. Transfer Credits may be issued for Experiential Learning.
When reviewing transcripts to identify transferability of credits into Platt College degree programs, the following conditions must be met:

1. The courses were completed at an accredited college or university recognized by the United States Department of Education.
2. The core courses were completed within the previous 5 years of the program start date or re-entry date.
3. General Education courses are eligible for evaluation regardless of when completed.
4. The courses are equivalent in content and number of credit hours to those offered by Platt College.
5. Courses that do not meet the timeframe or are short in credit hours may be tested out of by following the Proficiency Exam policy.
6. The courses considered for transfer are at the appropriate college year:
    a. Freshman or sophomore year courses may be considered for waiver of Platt College Associate Degree level courses only.
    a. Junior or senior level courses may be considered for waiver of Platt College Associate Degree or Bachelor's degree level courses.
7. At no time may one transferred course be used to waive more than one Platt College course.
8. The student achieved a minimum grade of "C" or 2.0 for the courses considered for transfer. *Platt College courses are transferable between our locations regardless of grade benchmarks indicated.
9. Credits awarded with a letter grade of "CR" or "Pass" will need to be considered by the VP of Academic and Regulatory Affairs or designee.
10. Courses taken through the AP College Board can be considered for transfer credit, however, the official transcript from the AP College Board must be received to evaluate. Courses considered equivalent in content will need to achieve an exam score of 3 or higher to be eligible for possible credit. **AP credit that is listed on a high school transcript cannot be used to evaluate the credit.

To be accepted as waiver of Platt College courses, a student must submit official transcripts for transfer credit consideration. Without receipt of official transcripts, Platt College will not issue Transfer Credit for any of its courses.

Students wishing to transfer credits into Platt College for any program must deliver an official transcript to the Academic Dean, or academic designee, within **10 business days** before the start date of their program of choice. Students enrolling during the published add/drop period will have until 14th calendar day from the module start date to provide official transcripts.

Students MUST not attend or be scheduled for any class or classes that they are requesting a transfer credit. Once attendance has been posted a TC credit CANNOT be applied.

Exceptions to any provision within are considered on an individual basis by the Vice President of Academic and Regulatory Affairs.

Transfer Credits are not calculated into the student's cumulative grade point average.

Foreign Evaluation Transcripts: Students who want to have their transfer credit evaluated that attended an institution that is outside the United States (US) will need to have their credits evaluated and translated by an evaluation service that is approved by the National Association of Credential Evaluation Services (NACES). The evaluation must confirm the following to be considered for possible transfer credit:

1. Coursework was completed at an institution that is considered equivalent to an accredited US institution.
2. A course and credit analysis must be performed that outlines what courses were completed, semester/quarter units awarded, and the final grade, as well as what the course is considered equivalent to. Prospective students are responsible for the cost associated with this process.
3. The most current list of NACES members can be found here: https://www.naces.org/members

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Experiential Learning: An applicant with the appropriate amount of industry experience may be qualified for waiver of Platt College courses by Experiential Learning. Experiential Learning will be evaluated based on a review of documented work experience and successful completion of relevant standardized tests.

The following criteria must be met for an applicant to qualify for Experiential Learning:

- Submit a resume detailing a minimum of two (2) years of industry experience.
- Submit a minimum of two (2) letters of professional reference.
- Depending upon the course the applicant wishes to waive, a professional portfolio must be submitted and reviewed by the Academic Dean or designee.
- Complete and pass with a grade of 3.7 or above (A- or above), the final examination for the course the applicant wishes to waive.

A grade of TC will appear on the student's transcript once the waiver of the course through Experiential Learning is approved.

Application for waiver of Platt College courses through Experiential Learning must be submitted to the Academic Dean or designee within 10 business days before the start date of their program of choice. Students enrolling during the published add/drop period will have until 14th calendar day from the module start date to provide official transcripts.

Maximum Number of Transfer Credits Allowed: The number of Platt College credits waived through the transfer of college course credits from previously attended schools towards a

- diploma, certificate or associate's degree cannot exceed 50% of the programs total quarter credits
- bachelor's degree cannot exceed 75% of the programs total quarter credits.
- or through Experiential Learning cannot exceed 50% of the programs total quarter credits

Exceptions to any provision above may be considered on an individual basis with the Vice President of Academic and Regulatory Affairs.

Transfer Credit Policy – Veteran's Administration (VA) Students
Platt College is required to evaluate transfer credit for all students who qualify for Department of Veteran's Affairs (VA) education benefits. The student must follow the process outlined above Transfer Credits. This process is mandatory for all students receiving Veteran's benefits, even if the student only has military training and no prior college credits.
The College will maintain a record of transfer credit evaluation in the student's record. The student's eligibility for Veteran's benefits may be reduced if the student receives transfer credit.

Directed Study:
Some classes at Platt College may be assigned as Directed Study courses. This assignment will be at the discretion of the Academic Dean or Campus President with the written consent of the Vice President of Academic and Regulatory Affairs.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:
The transferability of credits you earn at Platt College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree, diploma, or certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Platt College to determine if your credits or degree, diploma or certificate will transfer.

Career Services

The goal of Platt College is to assist all graduates in their job search in the field for which they have been trained. The school maintains an active career education program for qualified graduates. Graduates are given the opportunity to pursue job referrals generated by Career Services. Most of our graduates who seek employment find positions in the field for which they are trained. **However, the school cannot guarantee employment.**

Career Services strives to see that each graduate understands the job search process. Placement begins on orientation day at which time the importance of the student's attendance and productivity in class is stressed. During training, the Career Services staff meets with each student to become familiar with his or her special skills, background, and goals. Additionally, students participate in the following:

1. Writing résumés and letters of application.
2. Researching and contacting potential employers.
3. Interviewing skills workshops.
4. Portfolio preparation.

Students are expected to cooperate with and stay in contact with the Platt College Career Services department during their Academic Program and immediately following their Program completion.

Student Code of Conduct

Complete student roles and responsibilities are outlined within the Platt College Student and Employee Consumer Handbook.

Student Code of Conduct Policy:
Students are expected to conduct themselves in a manner conducive to learning and one which also promotes the learning of others. Platt College operates in an office park environment. Under no circumstances will any behavior be tolerated that interferes or disrupts the business activities of the neighboring tenants. The following Code of Conduct is expected to be upheld by all students, and those who violate these provisions are subject to disciplinary measures including suspension and possibly termination from the Program:

1. Not to act in such a manner as to bring unfavorable criticism upon the school, staff, or any fellow student.
2. Never to enter or attempt to enter or be upon any school property or to engage in any school, function while under the influence of alcohol, drugs, or narcotics of any kind.
3. To cooperate fully with the school's staff and instructors, so as to successfully conclude the selected program or course within the scheduled training program.
4. Not to sell or offer to sell to any student any commodities or services without written permission of the school administration.
5. Not to interfere with the learning process of other students, classroom presentation, or individual instruction being conducted in any class or session of the school and to refrain from any form of cheating, plagiarism or unprofessional conduct.
6. To comply with the requests of the instructor relating to student conduct and the student dress code as stated in the student and consumer handbook.
7. To comply with all safety and health requirements of the school, local, state, and federal laws.
8. Not to remove from the school any supplies, textbooks, equipment or property of the school without written permission from one of the school's administrators.
9. To refrain from using profane or abusive language while on the school premises or during any school function.
10. To refrain from bringing any weapon on school premises. A weapon includes any type of firearm, knife, switchblade, bomb, or incendiary devices.
11. To refrain from any disorderly, indecent, or obscene conduct or expression of sexual harassment.
12. To refrain from any type of rioting including aiding, abetting, or inciting riot.
13. Physical abuse, verbal threats, bullying, or intimidation directed toward other students, staff, or campus visitors.
14. Obstruction of pedestrian or vehicular traffic on college premises.
15. Any activity involving Platt College campus computing resources which knowingly interferes with someone else's academic freedom or rights to privacy, the institution's goals and policies, local state, or federal laws.

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16. Falsification, distortion, or misrepresentation of information before a college official or judiciary body or during the grievance procedure.
17. Misuse of safety equipment, false bomb or fire alarms, or misinforming safety or security personnel.
18. Furnishing false information or academic credentials with the intent to deceive or mislead college officials in making admissions, scholarship, and financial aid determinations on the student's behalf.

Drug Free Schools & Communities Act:

Platt College is committed to the Drug Free Schools and Communities Act Amendments of 1989 (Public Law 101-226, 20 U.S.C. §1145g).

Drug-Free Campus:
It is the policy of Platt College to maintain a drug-free living and learning environment and workplace. As a result, the College does not tolerate and strictly prohibits the possession, use, and/or distribution of alcohol, drugs, and/or drug paraphernalia by any member of the Platt College community, including students and guests of its community. Disregard of this policy will subject offenders to disciplinary action up to and including dismissal from the College.

Additionally, some academic programs may require strict drug testing policies. Platt College reserves the right to administer a random drug test prior to students attending their first clinical rotation in these programs, and at random times during the remainder of their time at Platt. If a student refuses to submit to drug testing either at Platt or at their assigned clinical site, the student may be subject to withdrawal from the program. Additional information on program-specific drug testing is available from the Program Director.

The College's interest in disciplining offenders is not punitive, but rather to establish clear limits of conduct for members of the campus community. Therefore, the College subscribes to a disciplinary process that could subject the violator to disciplinary action including termination from the program.

Honor Code:
Each student is honor bound to report to school officials any violation of the Student Code of Conduct by any person on the campus.

Violation of the Student Code of Conduct is grounds for dismissal. All reports shall be submitted in writing, signed, and dated by the student. Submission of a false report shall be grounds for dismissal.

Non-Discrimination/Anti-Harassment Policy:
The College intends to provide a work and school environment free of unlawful harassment, sexual violence, or discrimination. The College prohibits harassment or discrimination based on race, religion, creed, color, national origin, ancestry, sex, military or veteran status, part- or full-time status, physical or mental disability, medical condition, age, sexual orientation, gender, gender identity or expression, genetic information or any other basis protected by the federal, state, or local law. In accordance with Title IX of the Education Amendments of 1972, the College prohibits discrimination based on sex, sexual harassment, and sexual violence, which includes sexual assault, domestic violence, dating violence and stalking (collectively referred to as "sexual misconduct") and the College has jurisdiction over Title IX complaints.

Students who have any questions regarding this policy, or who wish to complain of harassment, should contact the Campus President. Complaints alleging harassment will be treated as confidentially as possible.

Statement of Non-Discrimination:
Platt College (the "College") is committed to providing a work and educational environment free of unlawful discrimination, harassment and retaliation. The College does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. Discrimination on the basis of sex includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity. Sex-based harassment is a form of sex discrimination.

Inquiries about Title IX may be referred to the College's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The College's Title IX Coordinator is Megan Clifton – Vice President of Academic and Regulatory Affairs, 6465 Sycamore Canyon Blvd. Suite 100 Riverside, CA 92507, mclifton@plattcollege.edu , (951)572-4300.

The College's nondiscrimination policy and grievance procedures can be found at https://plattcollege.edu/disclosures/ .

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the College's Title IX Policy, https://plattcollege.edu/disclosures/ .

Parenting and Pregnant Students:
The College does not discriminate in its education program or activity against any student based on the student's current, potential, or past pregnancy or related conditions. The College does not engage in prohibited discrimination when it allows a student, based on pregnancy or related conditions, to voluntarily participate in a separate portion of its education program or activity. The College ensures that the separate portion is comparable to that offered to students who are not pregnant and do not have related conditions.

When a student, or a person who has a legal right to act on behalf of the student, informs any employee of the College of the student's pregnancy or related conditions, unless the employee reasonably believes that the Title IX Coordinator has been notified, the employee promptly provides that person with the Title IX Coordinator's contact information and informs that person that the Title IX Coordinator can coordinate specific actions to prevent sex discrimination and ensure the student's equal access to education programs or activities. The College does not require supporting documentation unless the documentation is necessary and reasonable for the College to determine the reasonable modifications for the qualifying student.

For more information, please contact:
Isabel Cuen, Coordinator of Student and Academic Affairs,
1400 South Douglass Rd, Suite 125, Anaheim CA, 92806, (714)333-9606; icuen@plattcollege.edu

Dress Code:
Platt College is in a business park environment; therefore, appropriate attire is necessary. A student's appearance should never disrupt or distract from the classroom objective. Any student not complying with these requirements may be asked to leave class, which may result in an absence for the class session. Continued non-compliance may lead to dismissal.

Students enrolled in Platt College's Allied Health programs are required to wear medical attire as specified during the enrollment process.

General Complaint/Grievance Procedure

Students have the right to present problems and complaints. This includes, but is not limited to, charges of discrimination. (It should be noted that a filed complaint would have no adverse impact on a student's status.) The final authority in all cases rests with the Campus President.

Informal Complaint/Grievance Procedure
Students are encouraged to follow the listed procedure when addressing CLASS-related complaints:

1. Discuss the issue with your instructor. If you are not satisfied with the resolution within 3 school days, then.
2. Discuss the issue with the Academic Dean. The Academic Dean will advise you immediately of whether they can resolve the issue, or whether you need to escalate the issue to the Campus President. If the issue requires the involvement of the Campus President, please follow the Formal Grievance Procedure explained below.

Students are encouraged to follow the procedures listed below when addressing NON-CLASS-related complaints (school administration issues such as the facility, parking, Financial Aid, Student Accounts, or other Platt College staff or policies):

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Formal Grievance Procedure

Step 1:
Within fifteen (15) school days of the date of the event generating the complaint, a student will either:
a. file a written notice with the Campus President, or
b. file any complaints to Feedback@PlattCollege.edu
The Student Grievance Form may be obtained from the Campus President or Academic Dean. The student's written notice will identify the cause of the complaint, individuals involved (if applicable), the date(s) of occurrence and expected outcomes. The process below will be followed when a written complaint is received.

Step 2:
The Campus President (or his designee) shall respond in writing within five (5) school days regarding the process followed, persons involved, and steps taken to try and resolve the grievance.

Step 3:
If the student is not satisfied with the proposed solution, the student may appeal in writing to the Vice President of Academic and Regulatory Affairs. The Vice President of Academic and Regulatory Affairs will have five (5) school days upon receipt of the grievance to review the action(s) taken up to that point. The Vice President of Academic and Regulatory Affairs will either concur with the action taken by the Campus President or offer an additional solution in writing to the student.

Step 4:
c. In the event the student is not satisfied with the action taken up to this point in the grievance process or upon completion of Step 3, the student may file a complaint 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 site www.bppe.ca.gov

A student may withdraw a complaint at any time during the process by completing the Student Grievance Withdrawal Form that is attached.

Student Complaint / Formal Grievance Procedure

Schools accredited by the Accrediting Commission of Career Schools and Colleges must have a procedure and operational plan for handling student complaints. If a student does not feel that the school has adequately addressed a complaint or concern, the student may consider contacting the Accrediting Commission. All complaints reviewed by the Commission must be in written form and should grant permission for the Commission to forward a copy of the complaint to the school for a response. This can be accomplished by filing the ACCSC Complaint Form. The complainant(s) will be kept informed as to the status of the complaint as well as the final resolution by the Commission.
Please direct all inquiries to:

Accrediting Commission of Career Schools & Colleges
2101 Wilson Boulevard, Suite 302
Arlington, VA 22201
(703) 247-4212
www.accsc.org | complaints@accsc.org

A copy of the ACCSC Complaint Form is available at the school and may be obtained by contacting
complaints@accsc.org
or at
https://www.accsc.org/StudentCorner/Complaints.aspx

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888)370-7589, option #5 or by visiting osar.bppe.ca.gov.

Platt College Policy for Students with Disabilities

This policy is to ensure that Platt College does not discriminate against any applicant or student based on disability. The purpose of this Policy is to set forth Platt College's policy against discrimination (including harassment) on the basis of disability, to set reasonable standards for documentation of a disability, to outline reasonable procedures for requesting academic accommodations, to provide for an interactive process for determining appropriate academic accommodations, to specify procedures for appealing determinations related to disability services, and to identify the campus Section 504 coordinator with responsibility for campus compliance with Section 504.

Students enrolled in Academic Programs at Platt College should complete the steps listed below well in advance of the anticipated need for services and accommodations. Students should allow for a reasonable period for the proper evaluation of requests and the implementation of approved requests:

1. Students must meet admissions eligibility requirements for their intended Academic Program before requesting accommodations.
2. Prospective students requiring accommodations should first contact the Academic Dean. Documentation of disabilities and needs may be required and subject to verification, who can provide complete information. Existing students requiring accommodations should contact the Academic Dean.
3. Platt College will make a case-by-case determination of the student's need for any requested auxiliary aids, accommodations, or special services determined to be necessary.
4. The Academic Dean will address all accommodations which affect the physical structure, furnishings, or equipment in coordination with the Campus President.

Documentation of Disability: Any student with a disability who wishes to receive academic accommodations must provide current verification of the disability in the form of assessments done by a certified and/or licensed professional trained in the related disability. The documentation must generally be within the last three (3) years (or sooner at the discretion of the ADA Committee) and it must describe the disability.

Documentation used to assess the need and establish appropriate academic accommodations are outlined on the ADA accommodation application available from the Academic Dean, who can also answer any questions you may have about the criteria.

In some circumstances where the disability is obvious, Platt College may provide academic accommodations while the student is in the process of obtaining and gathering the documentation of a disability.

Reasonable Academic Accommodations:
Reasonable academic accommodations are made under the guidance and provisions of Section 504 of the Rehabilitation Act of 1973 and Title I of the ADA. The college is not required to provide accommodations if they will "fundamentally alter" the nature of the academic program being offered.

Procedures for Requesting and Determining Academic Accommodations:
The Campus Academic Dean is the designated Campus Disability Coordinator for compliance with Section 504.
To request academic accommodations, a student with a disability must contact the Campus Disability Coordinator. All requests for academic accommodations must be made to the Campus Disability Coordinator. Making a request and/or disclosing a disability to a faculty or staff member will not be treated as a request for academic accommodations. If a student informs faculty or staff member that he or she has a disability, the faculty or staff member must refer the student to the Campus Disability Coordinator. The Academic Dean and the student will promptly discuss the appropriate documentation needed to establish the student's disability and the need for academic accommodations. The student will also complete and submit a "Disability Accommodations Request Form." The Academic Dean will discuss the Accommodation Request form with the student and ensure all necessary documentation has been provided for the college to decide. The Disability Coordinator will notify the student in writing within ten (10) business days with a decision from the ADA Committee regarding the approved academic accommodations. If the Committee has denied any request for academic accommodation, the denial must

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be in writing and must include a reason for the denial and must be discussed with the student. The Academic Dean will provide written notice of the approved academic accommodations to faculty members and other individuals with responsibility for providing the academic accommodations; however, this information is to remain confidential and secure.

Students who disagree with the determinations made by the ADA Committee with respect to disability-related services may file an appeal using the appeals process outlined below (see "Appeals Procedure").

Implementation of Approved Academic Accommodations:
Except for a significant health or safety concern, instructors are required to provide all approved academic accommodations. If an instructor has questions about the approved academic accommodations, the instructor should immediately contact the Campus Disability Coordinator. Instructors may not unilaterally decide as to whether the student has a disability, the extent of the student's disability, or the appropriateness of an approved academic accommodation.

Appeals Procedure: If a student is dissatisfied with the determination or provision of any disability related services, the student may file an appeal. Dissatisfaction may include, without limitation, a determination that the student is not disabled, a denial of the student's request for disability related services (such as a request for academic accommodations), delay in the provision of an approved academic accommodation, or the non-provision of an approved academic accommodation by an instructor or staff member.

Appeals should be made in writing and directed to the Campus President at the student's home campus. The appeal should include a statement of the steps taken to date, the results obtained (if any), and the basis for the student's dissatisfaction.

The Campus President will then attempt to resolve the issue(s). The student will be provided with a written decision regarding the appeal within fifteen (15) business days after the appeal is received by the Campus President. If a student is dissatisfied with the written decision of the Campus President, the student may file for a second-stage appeal, in writing, to the Vice President of Academic and Regulatory Affairs by e-mailing **Regulatory@plattcollege.edu**. This written appeal may include a request for a meeting with the Vice President of Academic and Regulatory Affairs, which may take place either in-person or by other means, at the discretion of Platt College. This second-stage appeal must be filed within ten (10) business days of receiving the written decision of the Campus President. Upon receipt, the Vice President of Academic and Regulatory Affairs will review the appeal and will issue a written decision to the student, and all interested parties within ten (10) business days of the conclusion of the investigation.

Grievance Procedure: Platt College is committed to a policy of nondiscrimination based on race/color, national origin/ancestry, sex (including gender identity), religion, age, mental or physical disability, veteran status, medical condition, marital status, sexual orientation, or pregnancy. Any allegations of discrimination will be promptly, and fully investigated, and appropriate action will be taken in a timely manner. Any student, employee, or guest of Platt College may file an anonymous complaint at **Feedback@PlattCollege.edu**

Any student or employee who believes that Platt College has discriminated against him or her may file a grievance using the grievance procedure stated in the Platt College Catalog. This policy may also be found in the Platt College Student and Employee Consumer Handbook, which can be accessed online at www.plattcollege.edu.

In addition, students may be able to file a complaint with the United States Department of Education, Office for Civil Rights. They can contact the Office for Civil Rights for more information at the following:

United States Department of Education
Office for Civil Rights
50 Beale Street, Suite 7200 • San Francisco, CA 94105
(415) 486-5555 • **www.ed.gov/ocr**

Religious Reasonable Accommodation Policy:
Students who are unable to meet the College's policies or procedures due to a sincerely-held religious belief should contact their Academic Dean or Isabel Cuen, Coordinator Student and Academic Affairs icuen@plattcollege.edu and ask for a Request for Religious Reasonable Accommodation Form. Students will be asked to provide documentation from their religious organization substantiating the student's religious belief and identifying how the belief affects the student's ability to meet a College policy or procedure. The College will grant a request for reasonable accommodation so long as doing so does not fundamentally alter the program and the student is able to meet the program requirements with or without the reasonable accommodation. Students are strongly encouraged to submit a Request Form prior to the start of the term. Generally, the College will provide a written response within 14 days of receiving your completed Request Form and supporting documentation.

Campus Safety

Safety from accidents is the responsibility of everyone. The school strives to offer a safe environment for students, employees, and visitors to the campus and encourages you to comply with all safety standards including:

1. Smoking is restricted to the designated outside areas.
2. Food, drink, and their containers are restricted to designated break areas and are always prohibited from all classrooms and labs.
3. Lab equipment may be used only with an instructor's knowledge, permission, and supervision.
4. Parking is limited to designated areas with the expectation that students will demonstrate safe and courteous driving. Failure to comply may lead to termination from school.

If you are injured, are aware of injury to another student or are aware of a safety hazard on campus, please report this information to your instructor, the Academic Dean or the Campus President immediately.

Campus Safety information is covered during New Student Orientation, and by the course instructor on the first day of class.

FULL CAMPUS EMERGENCY PREPAREDNESS INFORMATION, EMERGENCY NOTIFICATION DETAILS, AND CAMPUS SAFETY GUIDELINES ARE AVAILABLE IN THE STUDENT AND CONSUMER HANDBOOK.

Campus Security Cameras: As part of its ongoing effort to maintain a safe learning environment for students, faculty, and staff, Platt College uses security cameras in classrooms and common areas.

Campus Crime Statistics: In compliance with P.L. 102-226, campus crime statistics are maintained for public and student review and distribution at each Platt College campus on or before October 01 of every year and are available in the Student and Employee Consumer Handbook. All students, staff, vendors, and guests of the campus are required to report any crime they believe to have occurred on the campus-controlled property immediately. This report can be made anonymously to any campus staff, or electronically by emailing **Feedback@PlattCollege.edu**. The only individuals that are exempt from this reporting are those that have confidential counseling as their primary profession, such as Religious or Pastoral Counselors, and Mental Health professionals. The reported crime statistics are updated annually and reflect the most recent reporting period from the U.S. Department of Education's OPE Campus Security Statistics website at **http://ope.ed.gov/security**. In addition, the campus crime statistics are available at the Platt College website at **www.plattcollege.edu.**

Title IX: In compliance with Title IX of the Education Amendments of 1972 (Title IX), which prohibits sex discrimination in education programs and activities Platt College has designated theVice President of Academic and Regulatory Affairs as the Title IX coordinator. The Vice President of Academic and Regulatory Affairs can be reached via email at **Regulatory@plattcollege.edu** or by mail at 6465 Sycamore Canyon Blvd, Suite 100, Riverside CA 92507.

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in education programs and activities. This prohibition includes discrimination against pregnant students, extending to childbirth. To ensure access to educational programs, when necessary, Platt College will make reasonable adjustments for pregnant students. A student in need of an educational adjustment should submit a request to the Title IX Coordinator. Medical information may be required.

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School Calendar

Expected graduation dates may be influenced by a one-week annual winter break or similar academic interruptions, which may include a leave of absence, a repeated course, intentional breaks between consecutive terms / quarters, or a change of program. Please refer to the Catalog Addendum for specific start dates for upcoming modules. Modules are five (5) weeks long and run successively throughout the year.

XI. Tuition and Fees

Current Pricing for each Program's Tuition, Fees, and Books are available in the College Catalog Addendum.

Tuition Payment Policy

Each Program's tuition and book charges are billed by term throughout the program.

- All charges are due within 7 calendar days of the start of the payment period and/or term.
- Tuition and charges may vary by term.
- Students may request a copy of their student ledger card from Student Accounts to view and review all current and previous charges and payments that have been made to their account.
- Students are responsible for repaying the loan amounts, plus any interest that have been incurred as of the date of withdrawal.

Student Tuition Recovery Fund (STRF)

Student Tuition Recovery Fund Disclosures

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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.

You are not eligible for protection from the STRF, and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school.

Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd. Suite 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss because of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, 94924 and 94925, Education Code.

XII. Course Descriptions

APH101 — Anatomy & Physiology
Comprehensive knowledge of Anatomy and Physiology is a fundamental prerequisite to medical sciences. Upon completion of this subject, the student will have practical knowledge about the structural levels of organization, anatomical components, and physiology. The student will also learn about Medical Terminology and relationships related to various body organs and anatomical directions, planes, and body cavities. The student will have a clear understanding of the anatomy and physiology of a typical cell, tissues, organs, systems of the human body and homeostasis and its importance in the human body.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

ART111 — Introduction to Design Concepts
At the conclusion of this course, students will be able to identify and apply basic design principles and identify and utilize the design processes necessary to successfully solve design problems using metrics provided. Students learn to apply the basic principles of layout, color theory, deductive and strategic thinking. Students will gain experience using markers, colored pencils, and graphite as rendering tools to create comprehensives beginning with thumbnails. Teamwork, brainstorming, concept development and presentation skills are emphasized.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

ART112 — Typography
This course covers typographic terminology and the application of type as a communication tool. Deductive and strategic thinking processes are taught and applied as tools for problem solving. The history of typography, major type families, the study of basic letter forms and typographic contrast are examined for skill building towards the understanding of type as a visual language.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

ART114 — Fundamentals of Drawing
This course is an introduction to basic drawing and composition. The course will include the study of value, texture, form, and perspective. Students will have a working knowledge of terminology, the history of drawing and various drawing techniques.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

BIO103B – General Biology & Microbiology
This course is designed to provide the student with a foundation in basic biology and basic microbiology. The student will gain a basic understanding of the foundations of life, classifications of species, and animal cell and tissue function. The student will gain a basic understanding of the various characteristics of microorganisms in general and the specific characteristics of pathogenic bacteria, viruses, fungi, and protozoa.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BIODE103A – General Biology & Microbiology
This course is designed to provide the student with a foundation in basic biology and basic microbiology. The student will gain a basic understanding of the foundations of life, classifications of species, and animal cell and tissue function. The student will gain a basic understanding of the various characteristics of microorganisms in general and the specific characteristics of pathogenic bacteria, viruses, fungi, and protozoa.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM303 — Quality Improvement in Healthcare
Assessment of specific interventions and initiatives to improve the quality and cost-efficiency of healthcare from the perspectives of providers and patients. Analysis of the structures in place to enhance the quality of healthcare delivery and political and economic influences that affect quality improvement programs in both the public and private sectors.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

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COURSE
DESCRIPTIONS

BLM400 — Theories, Practices, and Ethics of Leadership
This course is designed to provide students with a comprehensive understanding of leadership as phenomenon and its impact on the organizational behavior of individuals. Major theories of leadership will be examined, and leadership will be integrated into the various internal and external organizational and situational factors. An emphasis will be placed upon developing a personal, ethical leadership style that is applicable in the daily operations of today's organizations.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM410 — Leading Diverse Groups and Teams
This course will examine the principles of building and sustaining highly effective teams through the application of leadership theory to groups that are diverse in gender, ethnicity, education, and functional expertise. Special emphasis will be placed upon the role of the leader in establishing effective collaboration among the members, comprehensive understanding of the nature of teams, their functioning and impact on individual and group behavior.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM420 — Organizational Training and Development
This course provides essential managerial-level comprehension of training theory and its practical applications in the business and management environment. Students learn how to design instructional training programs beginning with the needs assessment and continuing through the evaluation phase. Special emphasis will be placed on the current trends and issues in training and development to include the rapid changes in technology and job design, along with the increasing importance of learning — and knowledge — based organizations.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLMDE420 — Organizational Training and Development
This course provides essential managerial-level comprehension of training theory and its practical applications in the business and management environment. Students learn how to design instructional training programs beginning with the needs assessment and continuing through the evaluation phase. Special emphasis will be placed on the current trends and issues in training and development to include the rapid changes in technology and job design, along with the increasing importance of learning — and knowledge — based organizations.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM430 — Operations Management
This course provides essential managerial-level comprehension of operations management and its practical applications in the business environment. Students learn how processes, products and services interact in operations management. The course also touches on project management. Students will also develop comprehension of resource management, quality management and quality improvement.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM440 — Project Management
This course provides an overview of the concepts, procedures, and fundamental processes of project management for working professionals. Students are introduced to the principles, tools, and techniques of project management within an integrative framework. The course emphasizes that, for most organizations, projects are the primary means for implementing strategic initiatives. This course uses real-world examples and identifies common mistakes and pitfalls in project management. The nine areas of the Project Management Institute's Project Management Body of Knowledge (PMBOK) are incorporated.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BLM490 — Leadership Capstone Seminar
The capstone course is designed to be the culminating work for the bachelor's degree in Leadership and Management. Under the guidance of the instructor, students will design a project to demonstrate their mastery of leadership theories, application, and frameworks. Students will include scholarly research, attention to ethical awareness, and demonstrate critical analysis in their project.
Prerequisites: All Leadership and Management Core Courses
50 Hours **5.0 Quarter Credits**

BLMDE490 — Leadership Capstone Seminar
The capstone course is designed to be the culminating work for the bachelor's degree in Leadership and Management. Under the guidance of the instructor, students will design a project to demonstrate their mastery of leadership theories, application, and frameworks. Students will include scholarly research, attention to ethical awareness, and demonstrate critical analysis in their project.
Prerequisites: All Leadership and Management Core Courses
50 Hours 5.0 Quarter Credits

BLMDE303 — Quality Improvement in Healthcare
Assessment of specific interventions and initiatives to improve the quality and cost-efficiency of healthcare from the perspectives of providers and patients. Analysis of the structures in place to enhance the quality of healthcare delivery and political and economic influences that affect quality improvement programs in both the public and private sectors.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BLMDE400 — Theories, Practices, and Ethics of Leadership
This course is designed to provide students with a comprehensive understanding of leadership as phenomenon and its impact on the organizational behavior of individuals. Major theories of leadership will be examined, and leadership will be integrated into the various internal and external organizational and situational factors. An emphasis will be placed upon developing a personal, ethical leadership style that is applicable in the daily operations of today's organizations.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BLMDE410 — Leading Diverse Groups and Teams
This course will examine the principles of building and sustaining highly effective teams through the application of leadership theory to groups that are diverse in gender, ethnicity, education, and functional expertise. Special emphasis will be placed upon the role of the leader in establishing effective collaboration among the members, comprehensive understanding of the nature of teams, their functioning and impact on individual and group behavior.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BLMDE430 — Operations Management
This course provides essential managerial-level comprehension of operations management and its practical applications in the business environment. Students learn how processes, products and services interact in operations management. The course also touches on project management. Students will also develop comprehension of resource management, quality management and quality improvement.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BLMDE440 — Project Management
This course provides an overview of the concepts, procedures and fundamental processes of project management for working professionals. Students are introduced to the principles, tools, and techniques of project management within an integrative framework. The course emphasizes that, for most organizations, projects are the primary means for implementing strategic initiatives. This course uses real-world examples and identifies common mistakes and pitfalls in project management. The nine areas of the Project Management Institute's Project Management Body of Knowledge (PMBOK) are incorporated.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM100 – Business Management
This course introduces the student to the basic business management concepts and techniques used in organizing and maintaining an effectively run business or department. An overview of personnel management, budgeting, staffing, and evaluation of workflow will be discussed.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BMDE100 – Business Management
This course introduces the student to the basic business management concepts and techniques used in organizing and maintaining an effectively run business or department. An overview of personnel management, budgeting, staffing, and evaluation of workflow will be discussed.
Prerequisite: None 50 Hours 5.0 Quarter Credits

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BM105 – Business Applications 1 (documents and presentations)
This course introduces the student to the basics of word processing and presentation development. It will demonstrate how to create presentation of material for the purposes of disseminating information and communicating to individuals or groups. The student will create a variety of documents and presentation formats. The information taught in this course will allow for the student to sit for certification in presentations.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM110 – Business Applications 2 (spreadsheets and databasees)
This course introduces the student to skills associated with spreadsheet creation and use. It will introduce the student to the basic principles and techniques required for database design. The skills learned will be applied to the development of tables, forms, reports, templates, and custom form letters. The information taught in this course will allow for the student to sit for certification in spreadsheets.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM115 – Business Math
This course is designed to provide students with the ability to apply mathematical applications in business practices. It includes a review of basic business math skills with particular emphasis on fractions, percentages, bank reconciliations, equations, discounts, interest, taxes, and financial statements.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM120 – Business Communications
This course is designed to introduce practical communication skills, including the mechanics and principles of effective business writing and research methods and compiling reports. Focus is on an understanding of writing styles appropriate to the business world and on speaking and presentation styles appropriate to the key activities in the business world.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM125 – Introduction to Accounting
This course is designed to introduce an understanding of accounting principles along with a working knowledge of GAAP and the accounting process. Students learn to work with financial statements, reconciliation, and balance sheets.
Prerequisite: BM115 - Business Math 50 Hours 5.0 Quarter Credits

BM130 – Electronic Accounting
This course is designed to provide students with a working knowledge of accounting software through numerous practical exercises. Students will become familiar with the basic bookkeeping fundamentals for managing both a personal / service-type business and a merchandising business.
Prerequisite: BM125 – Introduction to Accounting
50 Hours 5.0 Quarter Credits

BM135 – Ethics and Professionalism
This course is designed to provide students with an understanding of ethics and professionalism in the workplace. Students will cover the relationship between management, employees, and customers within the workplace. Techniques on how to encourage and maintain ethics and professionalism in the workplace will be covered.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM200 – Business Law
This course is designed to provide the student with information on the essentials of the nature of law and the functions of the judicial system in the business environment. An overview of legal characteristics of a sole proprietorship, partnerships, limited liability companies and corporations are discussed.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM205 – Human Resource Management
This course is designed to introduce students to the various topics covered by human resources management. The primary topics are the functions of human resources such as job analysis and planning, recruiting, staffing, orientation and training, performance appraisal, career planning, compensating, and motivating. A wide variety of secondary topics will also be covered in this course to include learning principles, human resource development interventions, employee orientation and socialization, performance management, coaching, diversity, and employee counseling.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM210 – Business Operations
This course is designed to provide students with concepts, techniques, and tools to design, analyze, and improve business operations. The course will cover topics such as forecasting, product design, quality control, inventory, and management.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM215 – Business Finance
This course is designed to provide students with the foundations of finance and financial reporting with emphasis on business corporations. Topics include criteria for making investment decisions, valuation of financial assets and liabilities, relationships between risk and return, market efficiency, and the valuation of derivative securities.
Prerequisite: BM115 – Business Math 50 Hours 5.0 Quarter Credits

BM220 – Business Marketing and eMarketing
This course is designed to provide students with an introduction to contemporary marketing theories and eMarketing theories and implementation. Topics covered will include identifying market opportunity, product development, promotion planning, pricing decisions and channels of distribution.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM221 – Critical Thinking and Decision Making
This course is designed to examine the process of critical thinking and how it is linked to decision making in the workplace. Students will learn various concepts of critical thinking and decision making.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM225 – International Management
This course is designed to provide students with an introduction to international management. The topics will cover the major theories of multinational and international management. Other topics include influences on ethics, social responsibility, strategic planning, and managerial styles.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM226 – Consumer Finance
This course is designed to provide students with an overview of credit, investment, and transactions. It will provide students with the opportunity to make help them make financial decisions and understand the consumer finance market.
Prerequisite: None 50 Hours 5.5 Quarter Credits

BM230 – Business Management Capstone
This course is designed to provide students with the opportunity to develop a business plan that will apply theories and techniques taught throughout the program.
Prerequisite: BM100 through BM225 courses
50 Hours 5.0 Quarter Credits

BM300 – Economics
This course is designed to provide students with an introduction to economics. Topics to be covered include economic theories, methods, and principles of economics.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM305 – Organizational Behavior
This course is designed to provide students with an overview of organizational theory. Topics to be covered will be individual and team behavior with an emphasis on developing team-building skills, structure, size, technology, power relationships and how organizations survive, decline, grow and change.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM315 – Strategic Operations Management
This course is designed to provide students with techniques of strategic management. The focus will be on the strategies that management can use to make informed decisions regarding operations, marketing, human resources, accounting, and information systems.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM325 – Critical Thinking and Decision Making
This course is designed to focus on analysis, synthesis, prescription, and application of critical thinking and decision making within the organization. Students learn how managers deal clearly, rationally, and creatively within a diverse and dynamic workplace. This course equips students with skills in critical thinking and decision making that allows them to identify and solve organizational problems, as well as provide strategic direction.
Prerequisite: None 50 Hours 5.0 Quarter Credits

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BM330 – Marketing Management
This course is designed to provide students with the knowledge to apply principles and strategies for marketing products and services to industrial, commercial, and governmental entities. Students will understand the strategic role of marketing and develop the ability to define and analyze the marketing problems dealt with by mangers. In addition, course discusses ways in which market information and product life cycle affect product and production design; forecasting techniques; interdependencies between marketing and operations functions.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM340 – Human Resource Management
This course is designed to further the students' knowledge on human resource management. It will provide the students with legal and ethical aspects of employment and human resource management. The course will cover some of the basic functions of a human resource manager.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM350 – Diversity Management
Diversity and inclusion is a key part of the workforce in the global era. Students will learn the key aspects of divert and the importance of inclusion for any organization. Students will explore the impact of culture in the workplace.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM360 – Finance
This course is designed to provide students with an introduction to corporate finance. Topics cover includes financial management, valuation of assets, capital budgeting, capital structure, and financial statement analysis.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BMDE360 – Finance
This course is designed to provide students with an introduction to corporate finance. Topics cover includes financial management, valuation of assets, capital budgeting, capital structure, and financial statement analysis.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM370 – Accounting
This course is designed to provide students with the concepts of managerial accounting. Topics covered include cost accumulation, decision-making and control. Students will learn to think about accounting issues from a managerial point of view.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BMDE370 – Accounting
This course is designed to provide students with the concepts of managerial accounting. Topics covered include cost accumulation, decision-making and control. Students will learn to think about accounting issues from a managerial point of view.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM400 – Consulting Management
This course is designed to provide students with the fundamentals of management consulting. Topics cover the consulting process, skills for project, team, and client management, the ethics of consulting, careers in consulting, key models and theories used to understand management consultancy work practice areas in the consulting industry, and issues surrounding effective use of consultants.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM415 – Negotiation and Contract Management
This course is designed to provide the students with the knowledge for negotiation management. Topics covered will help student know how to apply strategies, tactics, and counter-tactics to achieve success in contract negotiations. Contract terminology and contract expectations will also be discussed. Students will understand the difference between federal governmental and commercial contracts and negotiations. It introduces students to the consulting process, skills for project, team, and client management, the ethics of consulting, careers in consulting, key models and theories used to understand management consultancy work practice areas in the consulting industry, and issues surrounding effective use of consultants.
Prerequisite: None 50 Hours 5.0 Quarter Credits

BM425 – Business Governance and Social Responsibility
This course is designed to provide students with the necessary knowledge to understand business governance and social responsibility. Topics to be covered are business ethics and its influence on economic, financial, managerial, and environmental aspects of business.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BM430 – Conflict and Change Management
This course is designed to provide students with the knowledge to examine workplace conflict and its relationship to organizational change. It explores the causes of conflict and identifies strategies for management and improvement. Topics to be covered are skills for managing change; the theory underlying the creation of integrated conflict management systems in organizations; the nature of such systems and how they are developed, designed, and evaluated.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BM440 – Case Studies in Leadership and Management
This course is designed to provide the students the exposure to various topics that they will face in the role of leaders and managers. Students will review case studies and complete a case brief and analysis. Students will discuss topics such as leadership, organizational change, planning and managing change in an organization.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BM445 – Business Analytics
This course is designed to provide students with an introduction to business analytics. Business analytics uses data, methods and fact-based management to support and improve decision making. Students will review the various types of data and models used in business analytics. The course will also cover the benefits of employing analytics and a structured approach to problem –solving in management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BM106 – Managing Diversity in the Workplace
Students will explore the impact diversity as on the workplace. Students will learn the importance of managing diversity and how it can be beneficial in the workplace.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE106 – Managing Diversity in the Workplace
Students will explore the impact diversity as on the workplace. Students will learn the importance of managing diversity and how it can be beneficial in the workplace.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE111 – Entrepreneurship in the eCommerce Age
This course is designed to introduce students to the concept of entrepreneurship and the eCommerce world. Students will research the various opportunities available.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE120 – Business Communications
This course explores in further detail the organization of current healthcare delivery systems in the United States and introduces basic management principles as they apply to the delivery of services provided by health science disciplines. Issues addressed include information systems, leadership, team building, fiscal management, human resource management, quality improvement, and management of conflict and change.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE135 – Ethics and Professionalism
This course is designed to provide students with an understanding of ethics and professionalism in the workplace. Students will cover the relationship between management, employees, and customers within the workplace. Techniques on how to encourage and maintain ethics and professionalism in the workplace will be covered.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE200 – Business Law
This course is designed to provide the student with information on the essentials of the nature of law and the functions of the judicial system in the business environment. An overview of legal characteristics of a sole proprietorship, partnerships, limited liability companies and corporations are discussed.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

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BMDE210 – Business Operations
This course is designed to provide students with concepts, techniques, and tools to design, analyze, and improve business operations. The course will cover topics such as forecasting, product design, quality control, inventory, and management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE230 – Business Management Capstone
This course is designed to provide students with the opportunity to develop a business plan that will apply theories and techniques taught throughout the program.
Prerequisite: BM100 through BMDE225 courses
50 Hours **5.0 Quarter Credits**

BMDE305 – Organizational Behavior
This course is designed to provide students with an overview of organizational theory. Topics to be covered will be individual and team behavior with an emphasis on developing team-building skills, structure, size, technology, power relationships and how organizations survive, decline, grow and change.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE330 – Marketing Management
This course is designed to provide students with the knowledge to apply principles and strategies for marketing products and services to industrial, commercial, and governmental entities. Students will understand the strategic role of marketing and develop the ability to define and analyze the marketing problems dealt with by mangers. In addition, course discusses ways in which market information and product life cycle affect product and production design; forecasting techniques; interdependencies between marketing and operations functions.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE340 - Human Resource Management
This course is designed to further the students' knowledge of human resource management. It will provide the students with legal and ethical aspects of employment and human resource management. The course will cover some of the basic functions of a human resource manager.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

BMDE350 – Diversity Management
Diversity and inclusion are a key part of the workforce in the global era. Students will learn the key aspects of divert and the importance of inclusion for any organization. Students will explore the impact of culture in the workplace.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE425 – Business Governance and Social Responsibility
This course is designed to provide students with the necessary knowledge to understand business governance and social responsibility. Topics to be covered are business ethics and its influence on economic, financial, managerial, and environmental aspects of business.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE430 – Conflict and Change Management
This course is designed to provide students with the knowledge to examine workplace conflict and its relationship to organizational change. It explores the causes of conflict and identifies strategies for management and improvement. Topics to be covered are skills for managing change; the theory underlying the creation of integrated conflict management systems in organizations; the nature of such systems and how they are developed, designed, and evaluated.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BMDE440 – Case Studies in Leadership & Management
This course is designed to provide the students the exposure to various topics that they will face in the role of leaders and managers. Students will review case studies and complete a case brief and analysis. Students will discuss topics such as leadership, organizational change, planning and managing change in an organization.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPM300 – Intermediate Project Management
This course is designated to provide students with a more in-depth overview of project management in the context of people, processes, tools, and procedures. It addresses the following areas: definition of a project management, the project life cycle models, project management processes (process mapping, process flow diagrams, project management documents), project stakeholders and groups.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPM305 – Advanced Project Management
This course is designed to provide students with the scope for a project and developing a complete project overview statement. Developing a work breakdown structure (WBS) and the fundamentals of scheduling, including a review of the three constraints (Scope, Time, Cost) related to quality are included. It addresses the following areas: Project Integration Management, Project Scope Management, Project Time Management, Project Cost Management, and Project Quality Management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPM310 – Project Planning and Evaluation
This course is designed to provide students with a review of control and tracking steps to ensure a project's successful closure on time and within budget. Discussion on managing scope, change and identify variances that require action. It addresses the following areas: project human resource management, project communication management, project risk management, and project procurement management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPM450 – Project Management Capstone
This course is designed for students to complete a final project that will utilize all the knowledge that they have obtained throughout the program. It will allow students to demonstrate mastery of the various course competencies in the project management concentration.
Prerequisite: Completion of all Business Management and Project Management courses
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPMDE300 – Intermediate Project Management
This course is designated to provide students with a more in-depth overview of project management in the context of people, processes, tools and procedures. It addresses the following areas: definition of a project management, the project life cycle models, project management processes (process mapping, process flow diagrams, project management documents), project stakeholders and groups.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPMDE305 – Advanced Project Management
This course is designed to provide students with the scope for a project and developing a complete project overview statement. Developing a work breakdown structure (WBS) and the fundamentals of scheduling, including a review of the three constraints (Scope, Time, Cost) related to quality are included. It addresses the following areas: Project Integration Management, Project Scope Management, Project Time Management, Project Cost Management, and Project Quality Management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPMDE310 – Project Management Execution & Control
This course is designed to provide students with a review of control and tracking steps to ensure a project's successful closure on time and within budget. Discussion on managing scope, change and identify variances that require action. It addresses the following areas: project human resource management, project communication management, project risk management, and project procurement management.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

BPMDE450 – Project Management Capstone
This course is designed for students to complete a final project that will utilize all of the knowledge that they have obtained throughout the program. It will allow students to demonstrate mastery of the various course competencies in the project management concentration.
Prerequisite: completion of all Business Management and Project Management courses **50 Hours** **5.0 Quarter Credits**

PLATT COLLEGE
COURSE DESCRIPTIONS

CHM102 – Chemistry
This course introduces the principles of chemistry, including inorganic chemistry, organic chemistry, and biochemistry. Topics covered include atomic structure, bonding and nomenclature, gas laws, solutions, acids and bases, pH and equilibrium, organic and biochemical structure and reactions, and nuclear chemistry.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

CHMDE102 – Chemistry
This course introduces the principles of chemistry, including inorganic chemistry, organic chemistry, and biochemistry. Topics covered include atomic structure, bonding and nomenclature, gas laws, solutions, acids and bases, pH and equilibrium, organic and biochemical structure and reactions, and nuclear chemistry.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

CITDE300 – IT Fundamentals
This course prepares students to work as computer support and bench technicians by teaching the fundamentals of PC and peripheral hardware and software selection, installation, maintenance, and troubleshooting.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE310 – Networking Fundamentals I
This course prepares students to design, configure, install, manage, and troubleshoot network hardware and software.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE320 – Cybersecurity Fundamentals I
This course prepares students to manage security issues as an IT professional by teaching the fundamentals of cybersecurity.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE330 – Linux Administration
This course prepares students to use the Linux operating system in a variety of settings and scenarios.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE340 – Ethical Hacking I
This course prepares students to work as computer security professional by teaching the fundamentals of ethical hacking.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE350 – Incident Response I
This course covers the lifecycle of incident response, including preparation, data collection, data analysis and remediation. Provides a thorough hands-on understanding of security operations, cyber defense, analysis, cyber defense infrastructure support, how to respond to and manage incidents of breach and effectively assess and manage current and future vulnerabilities.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE360 – Wireless and Mobile Device Security
This course familiarizes students with skills and best practices for computer forensics investigation and analysis. Students will learn how to gather and analyze digital evidence and use critical thinking skills to solve computer-based crimes.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE370 – Cybersecurity Programs and Policies
This course familiarizes students with skills and best practices for developing and implementing effective cybersecurity policies within an organization-wide cybersecurity framework.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE380 – Penetration Testing
This course provides a guide to operating as a penetration testing professional. It includes standards and best practices, specific hacking techniques, test design, and report-writing.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE400 – Network Defense and Countermeasures
This course prepares students to defend networks against attacks by implementing proactive protection measures and by responding to active and potential threats. It covers multiple techniques for network defense, including firewalls, intrusion-detection systems, VPNs, encryption, and system hardening.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE410 – Risk Assessment and Analysis
The course prepares students to understand the importance of risk assessment and analysis in the world of cybersecurity. Students will learn the fundamentals of risk management and assessment, threats, vulnerabilities, and exploits, as well as what is involved in the analysis and development of plans for businesses.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE420 – Cybersecurity Fundamentals II
This course prepares students to manage security issues as an IT professional by teaching the fundamentals of cybersecurity.
Prerequisites: CIDE320 – Cybersecurity Fundamentals I
50 hours **4.0 Quarter Credits**

CITDE430 – Linux Security
This course familiarizes students with Linux operating system fundamentals, with a focus on security. It covers a full range of command-line and shell activities, including managing accounts, developing account security policies, setting file permissions, and managing storage. It also looks at scripting and automation, networking configuration, and a variety of security issues such as software management security policies, foot printing, firewalls, and intrusion detection.
Prerequisites: none **50 hours** **4.0 Quarter Credits**

CITDE440 – Ethical Hacking II
This course prepares students to work as computer security professional by teaching the fundamentals of ethical hacking.
Prerequisites: CTDE340 – Ethical Hacking
50 hours **4.0 Quarter Credits**

CITDE450 – Incident Response II
This course prepares students to work as computer security professional by teaching the fundamentals of cybersecurity.
Prerequisites: Incident Response I **50 hours** **4.0 Quarter Credits**

CITDE460 – Cybersecurity Capstone
This course reviews all the content from the programs and prepares the students for a future in cybersecurity. It brings together all of the skills and knowledge required to be successful in various cybersecurity positions.
Prerequisites: all program courses **50 hours** **4.0 Quarter Credits**

CJ140—Introduction to Report Writing
This course examines the role of report writing as it relates to police work. Students will gain an objective look at all aspects of investigations and how they are documented in various report forms. Students will actively participate in discussions and role play situations with the goal of investigating a situation and documenting it on the proper police forms. Interview and interrogation techniques will be explained, and students will demonstrate their ability to differentiate between these two types of police practices.
Co-requisite: None **50 Hours** **4.0 Quarter Credits**

CJ140A—Introduction to Report Writing
This course examines the role of report writing as it relates to police work. Students will gain an objective look at all aspects of investigations and how they are documented in various report forms. Students will actively participate in discussions and role play situations with the goal of investigating a situation and documenting it on the proper police forms. Interview and interrogation techniques will be explained, and students will demonstrate their ability to differentiate between these two types of police practices.
Co-requisite: None **50 Hours** **4.5 Quarter Credits**

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CJ145—Corrections 1
This course will examine the historical development and present philosophies in the handling of those adjudged to be law violators. Federal, state, and local correctional systems will be studied, including prison/jail architecture and its impact on safety and prison organization. Various sentencing/presentencing/release aspects such as--the bail process and bail schedules, probation and intermediate sanctions, parole, and prisoner reentry--are examined. A study is then made of the various clients within, and the differences between, the adult and juvenile correctional systems.
Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ155—Private Security 1
This course coincides with the California State Bureau of Security and Investigative Services mandated security officer training curriculum including Powers to Arrest, Terrorism/Weapons of Mass Destruction, Public Relations, Observation and Documentation, Officer Safety, Crime Scene preservation, Communication, Legal Aspects, Courtroom Demeanor, and Introduction to Security Supervision. Successful completion of this course should result in the subject mastery required to sit for the State of California Guard Card test.
Prerequisite: none **50 Hours** **4.0 Quarter Credits**

CJ155A—Private Security 1
This course coincides with the California State Bureau of Security and Investigative Services mandated security officer training curriculum including Powers to Arrest, Terrorism/Weapons of Mass Destruction, Public Relations, Observation and Documentation, Officer Safety, Crime Scene preservation, Communication, Legal Aspects, Courtroom Demeanor, and Introduction to Security Supervision. Successful completion of this course should result in the subject mastery required to sit for the State of California Guard Card test.
Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ165—Introduction to Criminal Law
This course will be an overview of the criminal justice system in America, with an emphasis on criminal procedures and California statutes including: a basic study of laws of arrest, relevant Constitutional amendments, the federal and state court systems, basic pre-trial procedures and motions, the elements of a crime/corpus delicti, initial and felony arraignments, search and seizure applications and exceptions, Miranda admonition and waivers, grand jury indictment/true Bill, confessions and Beheler admonitions, felony preliminary hearings, as well as a study of Murder which covers 1st and 2nd degree homicide, voluntary and involuntary manslaughter, and Watson Murder as it applies to DUI cases.
Prerequisite: none **50 Hours** **4.0 Quarter Credits**

CJ165A—Introduction to Criminal Law
This course will be an overview of the criminal justice system in America, with an emphasis on criminal procedures and California statutes including: a basic study of laws of arrest, relevant Constitutional amendments, the federal and state court systems, basic pre-trial procedures and motions, the elements of a crime/corpus delicti, initial and felony arraignments, search and seizure applications and exceptions, Miranda admonition and waivers, grand jury indictment/true Bill, confessions and Beheler admonitions, felony preliminary hearings, as well as a study of Murder which covers 1st and 2nd degree homicide, voluntary and involuntary manslaughter, and Watson Murder as it applies to DUI cases.
Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ175—Criminology 1
This course will define criminology; describe the roles, duties, and impact of criminologists on the criminal justice system; define the basics of an antisocial personality; compare the classical, biological, psychological, psychiatric, social structure, social process, and social development theories of criminology; consider methods of applying scientific study to criminal activity; and relate criminology theory and practice to careers in law enforcement. Where criminology theories come from will also be studied, as will how various theories interact and/or cancel each other out—as well as evaluating the central theme and question of free will versus determinism as the primary causal factor of criminal behavior.
Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ185—Criminal Investigation

This course will provide an introduction to criminal investigation, including crime scene protection and processing procedures, inductive and deductive reasoning, identification and collection of evidence, case preparation, interview/interrogation strategies and tactics, criminal intelligence and surveillance operations, undercover operations and confidential informant management, death investigations, and basic preliminary investigation of crimes against property and crimes against persons with consideration of identifying suspects, establishing elements of specific crimes, and then connecting suspects to those crimes. Legal issues affecting criminal investigation will also be studied with an emphasis on search warrant preparation.

Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ200—Corrections 2

This course examines the handling of special offenders, including drug addicted, mentally ill, aging, sex offender, HIV/AIDS infected, and violent offenders within the various Federal, state, and local correctional systems. The daily routine, responsibilities, and duties of correctional officers will be studied--as well as the unique concerns of correctional managers as they relate to inmates and prison staff. The everyday prison life of inmates is addressed, including rehabilitation/educational opportunities, discipline, prison gangs, and interaction with vocational prison staff. In addition, Constitutional cases affecting issues of capital punishment, cruel and unusual punishment, and prisoner rights are presented.

Prerequisite: CJ145 – Corrections 1 **50 Hours** **4.5 Quarter Credits**

CJ205—Private Security 2

This course will examine the various business models and environments of the private security industry such as uniformed private security officer, fixed post versus mobile foot or vehicular patrol techniques, corporate uniformed security and corporate investigative security functions, corporate and retail shrinkage due to internal and external theft, sub rosa / undercover security operations for varied clients, cyber security for corporate and retail, and consulting opportunities as they relate to physical security. Students will also learn and hone basic job interviewing, and soft skills required in the security industry.

Prerequisite: CJ155 – Private Security 1 **50 Hours** **4.0 Quarter Credits**

CJ210—Intermediate Criminal Law

This course is an overview of the criminal justice system in America, with an emphasis on California criminal procedures and statutes including crimes against persons such as assault with a deadly weapon and sex crimes, property crimes such as burglary and grand theft auto, social crimes such as narcotics offenses and prostitution, crimes of treason such as sedition and espionage, and crimes against the state such as perjury and obstruction of justice. Available criminal defenses insanity, duress, and mistake of law/fact are also considered.

Prerequisite: CJ165 – Introduction to Criminal Law
50 Hours **4.5 Quarter Credits**

CJ215—Introduction to Juvenile Justice

This course examines prevalent patterns of juvenile delinquency, relates these patterns to theories of child and adolescent development, and considers various theories regarding the cause of juvenile criminal behavior. In addition, this course surveys the roles of the police, courts, and juvenile probation regarding California's balanced and restorative justice system. California Welfare and Institution 330 dependent child, 601 status offender, and 602 delinquent offender Codes are also studied—as well as Dennis H juvenile detention hearings, Gladys R delinquency hearings for offenders under 14 years of age, and Edsel P fitness hearings to determine waiver of serious juvenile offenders to adult court. Court cases pertinent to the areas of the juvenile justice system that are covered are also discussed.

Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ220—Criminology 2

This course will initially examine social conflict theories of criminology such as critical, left-realist, feminist criminology, postmodern, peacemaking, and convict criminology, comparing them to previously learned criminology theories. The course emphasis then shifts to applying the many criminology theories to a variety of crimes and the individuals who commit them. The irony of crimes committed by persons ranging from the affluent to the deprived is related by typologies of murder, gangs-related crime, robbery, burglary, auto theft, arson, sexual offenses, narcotics offenses, crimes against children, fraud, computer crimes, embezzlement, receiving stolen property, terrorism, corporate/white collar crime, insider trading, gambling, prostitution, money laundering, and public corruption.

Prerequisite: CJ175 – Criminology 1 **50 Hours** **4.5 Quarter Credits**

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CJ226—Contemporary Terrorism 1

This course will examine the influence and impact of international and domestic terrorism on the criminal justice system—and to a lesser degree the impact of contemporary legal, civic, and political issues. A comparison of several terrorism definitions will be explored as they relate to violence as the terrorists' operational mechanism, the desire for publicity, asymmetrical tactics, and ideological/religious/cultural relevance. A post World War II history of international terrorism culminates in the 9/11 attack and the failure of U.S. intelligence to "connect the dots." A partial worldwide geopolitical study of terrorist groups, their methods, and histories will be examined—ending in Europe.

Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ230—Advanced Report Writing

This course will teach proper law enforcement report writing and field note taking and the role each plays in effective, successful criminal prosecutions. The preparation of clear, concise, and accurate reports will be stressed with an emphasis on elements of composition, syntax, grammar, punctuation, spelling, and knowledge of law enforcement abbreviations. Crimes against property and crimes against persons will be covered including robbery, burglary, auto theft, and assault with a deadly weapon—as well as narcotics offenses, sexual offenses, white collar crimes, and criminal gang injunctions. Practice in arrest and crime report writing is emphasized and proficiency must be demonstrated, as well as an understanding of the importance exemplary report preparation.

Prerequisite: CJ140 – Introduction to Report Writing
50 Hours **4.0 Quarter Credits**

CJ235—Advanced Juvenile Justice

This course initially explores the various duties and responsibilities of juvenile probation including initial juvenile intake, social study reports and rehabilitation reports/recommendations to the juvenile court, and detention responsibilities both short and long term. The numerous non-incarcerative community-based programs and options available for juveniles are studied, as are the many treatment technologies available. Juvenile institutionalization is also examined, including legacy versus best practice juvenile facility design, staff/client span of control, in custody educational practices, and institutional rehabilitation opportunities. Juvenile gang history, organization, demographics, recruitment, impact on all facets of the juvenile justice system, and involvement in narcotics trafficking are discussed. Court cases pertinent to the subject matters covered are also examined.

Prerequisite: CJ215 – Introduction to Juvenile Justice
50 Hours **4.0 Quarter Credits**

CJ240—Contemporary Terrorism 2

This course continues the worldwide geopolitical study of terrorist groups, their methods, and histories in North Africa and the Middle East; the Persian Gulf; Northeast, Central and Southern Africa; Southern and Southeast Asia; the Pacific Rim; and Latin America and South America. An additional examination of counterterrorism agencies, methods, hostage rescue techniques, risk analysis, impact of The Patriot Act, aviation security, cyber security, impact of the Patriot Act—as well as state-of-the-art weaponry and technology and personal protection techniques—will also occur. Students will also learn how the Intelligence Community--partnered with cutting edge intelligence gathering techniques such as metadata, open-source intelligence, and mathematics-based crime forecasting—hopes to identify and project terrorist threats deep into the future.

Prerequisite: CJ226 – Contemporary Terrorism 1
50 Hours **4.0 Quarter Credits**

CJ245—Introduction to Forensics

This course applies scientific methodology to crime scene investigation and crime solving, including an analysis of crime scene investigation, securing and protection of a crime scene, keeping a homicide log, the initial walk through of a homicide scene, crime scene photography, crime scene reconstruction, physical evidence collection and packaging, autopsy methodology, rigor mortis and livor mortis, maintaining the chain of custody, fingerprint collection and identification techniques, tool mark identification, ballistic/firearms evidence identification and collection, gunpowder residue, and castings of tires and shoeprints. Several of these forensic techniques will be practiced until proficiency is demonstrated.

Prerequisite: none **50 Hours** **4.0 Quarter Credits**

CJ245A—Introduction to Forensics

This course applies scientific methodology to crime scene investigation and crime solving, including an analysis of crime scene investigation, securing and protection of a crime scene, keeping a homicide log, the initial walk through of a homicide scene, crime scene photography, crime scene reconstruction, physical evidence collection and packaging, autopsy methodology, rigor mortis and livor mortis, maintaining the chain of custody, fingerprint collection and identification techniques, tool mark identification, ballistic/firearms evidence identification and collection, gunpowder residue, and castings of tires and shoeprints. Several of these forensic techniques will be practiced until proficiency is demonstrated.

Prerequisite: none **50 Hours** **4.5 Quarter Credits**

CJ250—Advanced Forensics

This course will continue the application of scientific methodology to crime scene investigation and crime solving, including blood spatter analysis techniques and documentation, a study of illicit drug types and tests, metabolism and absorption of drugs and alcohol, trace evidence identification and collection, arson and explosives investigation, toxicology and blood analysis, poison absorption rates, document examination and questioned document investigation. DNA analysis techniques are also studied, including mitochondrial DNA, familial DNA, and biological stain analysis—as well as DNA application to sexual crime investigations. Several of these techniques will be practiced until proficiency is demonstrated. Additionally, using the forensics techniques mastered in Introduction to Forensics and Advanced Forensics, the students will respond to and process a homicide scene as if they were actual law enforcement personnel.

Prerequisite: CJ245 – Introduction to Forensics

50 Hours **4.0 Quarter Credits**

CJ305—Introduction to Criminal Behavior

This course will focus on an overview of criminal behavior. Students will learn what criminal behavior is, why we study it, and how it relates to their careers as criminal justice professionals. Specifically, the course will cover the definition of criminal behavior; the theories of criminal behavior; and the origins of criminal behavior including developmental risk factors, biological factors, and learning/situational factors. Human aggression, violence, and their causal models will also be studied--especially how they relate and are addressed by the criminal justice system. Juvenile delinquency, as well as its causes and effects, are also considered. Students will finish with an emphasis upon criminal psychopathy and mental disorders, as they relate to law enforcement and the criminal justice system.

Prerequisite: LAW101 – Introduction to Law

50 Hours **4.5 Quarter Credits**

CJ310—Community Corrections 1

This course will deal with the various aspects of community-based corrections and the effects of evidence-based practices upon the prisoner and the community at large. The history and development of probation and parole will be considered as well as a variety of non-incarcerative options. Students will study the methodology probation officers follow to process and access offenders including pretrial supervision, conducting the presentence investigation and report, classification and supervision of probationers, community supervision for offenders with special needs, and the modification and/or revocation of probation. AB109 release procedures from state prisons to county probation departments will also be examined.

Prerequisite: LAW101 – Introduction to Law

50 Hours **4.0 Quarter Credits**

CJ330--Constitutional Law 1

This course is an introduction to United States constitutional law with an emphasis on key US Supreme Court Decisions. The history of the constitution's creation will be examined as well as key concepts including rule of law, judicial review, separation of powers/checks and balances, and federalism in relation to states' rights. The organization and constitutional powers/limitations of the congress will be studied, as will the organization and constitutional powers/limitations of the president and the executive branch. The organization and roles and limitations of the judiciary are considered, as well as historical Supreme Court eras and various Constitutional interpretations. The creation, delegation of powers, and limitations of federal administrative agencies also discussed.

Prerequisite: LAW101 – Introduction to Law

50 Hours **5.0 Quarter Credits**

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CJ335—Introduction to Trial Procedures

This course is an introduction examining the goals and structures of the criminal justice system as well as considering issues such as the rule of law, court structures, venue, and jurisdiction. Additionally, areas that impact the pretrial process such as search and seizure, expectation of privacy zone, Fourth Amendment exceptions, inspections and regulatory searches, probable cause, search warrants, the exclusionary rule, arrests with or without warrants, reasonable force to effect an arrest, the Miranda Admonition, booking, stop and frisk, cursory weapons search, privilege against compulsory self-incrimination, arraignment, preliminary hearing, criminal complaint versus grand jury indictment, and right to counsel during the criminal legal process are studied.

Prerequisites: LAW101 – Introduction to Law

50 Hours **5.0 Quarter Credits**

CJ355—Laws of Evidence 1

This course is designed as an introductory level evidence course. Topics covered will be the history and development of evidence law including trial by ordeal, trial by combat, and the advent of the modern adversary system, as well as a comparison of various legal systems around the globe. Federal and other state evidence law will also be compared with the California Evidence Code. Different burden of proof levels are examined, as are presumptions and inference in criminal and civil court, types and forms of evidence, chain of custody, identification and authentication of evidence, best evidence, the balancing test, 1538.5 P.C. motions to suppress evidence and other pretrial motions, objections during trials, relevancy, methods of proving character and the admissibility or inadmissibility of prior bad acts and/or crimes. The elements of witness competency are also studied, including personal knowledge, duty to tell the truth, capacity to communicate, and the competency of children as witnesses.

Prerequisites: LAW101 – Introduction to Law

50 Hours **5.0 Quarter Credits**

CJ360—Immigration

This course will explore the legal, historical, and policy perspectives that shape U.S. law governing immigration and citizenship. Topics covered include the roles of the congress in making immigration law, the president in enforcing immigration law, and the federal judiciary in interpreting immigration law, as well as the immigration appeal process and process to become a naturalized U.S. citizen. Types of immigration visas, the process to obtain them, and their effects upon immigrant employment, academic study, and the gaining of legal permanent resident status are examined. The operations and cooperation of Immigration and Customs Enforcement (ICE), Customs and Border Enforcement (CBP), and local law enforcement pertaining to the enforcement of border security, immigration law, marriage fraud, document fraud, visa overstay, and drug interdiction and illegal drug cartel activity are also considered. Anti-terrorism efforts by federal, state, and local law enforcement is also studied--as it applies to immigration threat assessment, interagency cooperation, and evolving national priorities.

Prerequisites: LAW101 – Introduction to Law

50 Hours **5.0 Quarter Credits**

CJ370—Issues in Public and Private Security

This course overviews the public and private security fields including basic security functions in varied communities, laws concerning security; the role of public and private security in protecting vital infrastructure, industry, transportation, corporations, and the security doctrines of major commercial endeavors. Risk/threat assessment, hard targeting defenses and solutions, biometric technologies, sub rosa investigations, current cyber security trends, preparing an emergency plan and/or disaster response, security related legal liability and mitigation strategies, current counterterrorism doctrine and methods, and government security contracting will be examined--as well as contemporary career opportunities in the far-reaching public and private security fields. Additionally, case security studies will be considered, as well as the required steps to create a security business.

Prerequisite: LAW101 – Introduction to Law

50 Hours **4.0 Quarter Credits**

CJ375—Management in Security Industry
This course demonstrates the role security supervision, middle management, and upper management play in the smooth, successful operation of a modern private security force. Basic security management skills will be taught including leadership, administration, planning and budgeting, employee recruitment, hiring, retention, and motivation. Methods of training are also considered, as are security officer performance evaluation, the promotional process, laws affecting human resources administration, strategies for productive/effective relationships with law enforcement, the disciplinary process, and various methods for enhancing workplace productivity.
Prerequisites: LAW101 – Introduction to Law
50 Hours 4.5 Quarter Credits

CJ380—Modern Policing 1
This course deals with the advancements in technology and how law enforcement is using them. Students will learn technological areas including computer basics and information networks, wireless communications, the internet and open-source intelligence, and geographic information--such as cartography basics, automatic vehicle location, and Navstar/global positioning technology. A history of technology and its law enforcement applications will also be examined--as will the configuration of and technologies used within various law enforcement computer-aided communications dispatch centers. Computer and information systems available within individual law enforcement agencies, the external data systems available to most law enforcement agencies, and the ability for interoperability and information/resource sharing between law enforcement agencies is also studied.
Prerequisites: LAW101 – Introduction to Law
50 Hours 4.5 Quarter Credits

CJ385—Police Administration and Management 1
This course introduces issues in police administration including organizational and management theory, historical perspective on the evolution of the police role and operations, the uniqueness of the law enforcement environment, police-community relations--as well as police relations with the media. The role of local law enforcement in combating terrorism is considered as it relates to homeland security, threat assessment, safeguarding critical infrastructure, response to terrorist incidents, and intelligence gathering/dissemination. Police leadership theories and styles, team building, macro and micro political environments, and career paths to the top of a police organization are examined. Factors effecting motivation are also discussed including police culture, dynamics of group behavior, and various motivational theories.
Prerequisite: LAW101 – Introduction to Law
50 Hours 4.0 Quarter Credits

CJ390—Narcotics 1
This course deals with the various aspects of drugs in our society including the enforcement of laws barring illegal drugs, understanding the global and U.S. drug problems, the history of U.S. drug use and drug-control policy, drug delivery methods, and the fundamentals and theoretical perspectives of drug-taking behavior. Students will study the relationship between drugs, crime, and law enforcement such as systemic crime, drug-related crime, psychopharmacological crime, economically compulsive crime, the Goldstein tripartite model of drugs and violence, drugs and delinquency, the freelance model versus the business model of drug sales, crop eradication, U.S. certification, drug interdiction, CBP and U.S. Coast Guard enforcement efforts, street level drug enforcement, major violator drug enforcement, HIDTA, RICO enforcement, reverse sting, buy-bust, buy-walk, undercover operations, controlled buys, search warrant preparation and service, and asset forfeiture operations.
Prerequisites: LAW101 – Introduction to Law
50 Hours 4.0 Quarter Credits

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CJ395—Ethics in Law Enforcement
This course focuses on an overview of ethical dilemmas which face our law enforcement personnel and criminal justice system. Students will understand what constitutes moral behavior and what standards must apply to our criminal justice professionals. Topics including necessary versus excessive use-of-force, use of deadly force/Tennessee versus Garner, gratuities, corruption, racial profiling, conduct unbecoming an officer, neglect of duty, discourtesy, violations of law committed by law enforcement personnel, sexual misconduct, confidential informant operations, perjury and false police reports, Brady versus Maryland, the bunker mentality/law enforcement code of silence, acquiescing, and the law enforcement misconduct investigatory system will be studied and applied to federal, state, and local law enforcement and corrections.
Prerequisites: LAW101 – Introduction to Law
50 Hours 4.0 Quarter Credits

CJ405—Advanced Criminal Behavior
This course takes the fundamentals presented in Introduction to Criminal Behavior and applies them to numerous criminal activities. Students learn the definitions, demographic factors and psychological aspects of criminal homicide, assault, and family violence—as well as the violence provoking dynamic cascade/snowballing effect. The investigative psychology regarding serial killers, mass and spree killers-- as well as perpetrators of school and workplace violence are considered. Terrorists' motivations, the radicalization/cognitive restructuring processes, and the rationalization of terrorism and violence are studied. The many facets of sexual crimes, including vulnerability factors, classification of rape patterns, offender models and typologies, and sexual assaults upon children and youth are examined. The typologies and psychology of property crime offenders, violent economic crime offenders, crimes of intimidation as well as substance abusers is considered in depth.
Prerequisites: CJ305 – Introduction to Criminal Behavior
50 Hours 4.5 Quarter Credits

CJ410—Community Corrections 2
This course examines the various non-incarcerative options available within community-based corrections such as residential community supervision programs. Nonresidential graduated sanctions including house arrest and day reporting centers, electronic monitoring and radio frequency and global positioning systems, current monitoring trends, and the impact of GPS systems on criminal investigations and public safety are studied as well. Students will also consider the usage of economic and restorative justice reparations such as community service/labor, fines, and direct restitution to crime victims, victim-offender mediation, conferencing, sentencing circles, victim impact panels, and reparation boards. The parole process will also be discussed, as will prisoner reentry, collateral consequences, and mandatory release. Career opportunities and pathways in community corrections are considered, as is the impact of non-incarcerative options upon juvenile offenders and the juvenile justice system.
Prerequisites: CJ310 – Community Corrections 1
50 Hours 4.0 Quarter Credits

CJ430—Constitutional Law 2
This course continues the study of Constitutional Law by considering the state and federal relationship, dual sovereignty, preemption, interpretations of the commerce clause, compacts, and interstate comity. The Bill of Rights is examined as it applies to individual rights, incorporation of the amendments, penumbras, and to whom the Bill of Rights applies. Narrow versus wide interpretation of rights pertaining to freedoms of expression, association, the press, and free exercise of religion are discussed. Due process, reproductive liberties, privacy, and economic liberties are also studied. Equal protection under the Constitution is examined through study of the 14th Amendment, the equal protection clause, a history of discrimination and major pertinent Supreme Court decisions, and current day discrimination tests and remedies. Civil liberties are also discussed as they apply to the criminal justice system including arrest and detention, search and seizure both warrantless and with warrant, border searches, school searches, and exceptions to search and seizure limitations.
Prerequisites: CJ330 – Constitutional Law 1
50 Hours 5.0 Quarter Credits

CJ435—Advanced Trial Procedures

This course initially continues the study of trial procedures by considering pretrial right to discovery and motions to suppress evidence and/or dismiss charges, as well as motions for continuance, to sever offenses or sever defendants' cases, and to determine competency. Students also learn courtroom evidence rules for relevancy, hearsay, and hearsay exceptions. The jury selection process is covered as it pertains to voir dire, peremptory challenges and challenges for cause, alternate juror selection, jury sequestration, and jury instructions. Trial procedures including opening and closing statements, reasonable doubt, subpoenas, witness examination through direct and cross examination, case strategy and tactics, presenting the prosecution case, presenting the defense case, prosecution rebuttal, the defense's hypothesis of innocence, verdicts, hung juries, refiling of cases by the prosecution, types of sentencing and sentences, the death penalty, the appeal process, habeas corpus hearings, and collateral proceedings and writs are also examined.

Prerequisites: CJ335 – Introduction to Trial Procedures

50 Hours 5.0 Quarter Credits

CJ455—Laws of Evidence 2

This course continues the study of evidence law through mode and order of witness examination, how witness credibility is tested and ensured as per direct and cross examination, witness preparation techniques, types of oaths, exclusion of other witnesses, impeachment for credibility or bias, the criminal defendant as witness, and the no comment rule. The many facets of opinion and expert testimony are considered including what lay witnesses can testify to, opinions as they apply to expert witnesses, the admissibility of scientific evidence, the general acceptance test, the relevancy test, the Daubert Standard, experts who are not scientists, and the judge's role as gatekeeper of scientific evidence and all other evidence types. Hearsay is also explored, and the many hearsay exceptions, as well the current use of privileges such as attorney-client, priest-penitent, marital privilege, and the future trends of evidence law.

Prerequisites: CJ355 – Laws of Evidence 1

50 Hours 5.0 Quarter Credits

CJ480—Modern Policing 2

This course builds upon the basics of modern police technology by examining improvements in tactical communications, the basic process of crime analysis, the impact of modern crime analysis methods upon patrol tactics and deployment of resources, and use of computerized crime mapping. Additional applications of current technology to investigations are studied including DNA evidence and data banks, digital photography, advances in fingerprint technology and fingerprint data banks, geographic information systems, automatic license plate readers, mobile digital computers in police vehicles, the role of software applications in wiretap court orders, body wires, night vision devices, video evidence, vehicle tracking technologies, tracking of electronic/cell phone communications and cell phone pinging, training of personnel on new technologies, less lethal technologies/use-of-force, body armor advances, drones, predictive policing, and emerging and future technologies.

Prerequisites: CJ380 – Modern Policing 1

50 Hours 4.5 Quarter Credits

CJ485—Police Administration and Management 2

This course continues the study of police administration by considering aspects of communications, negotiation, and conflict resolution such as the types of communication, barriers to communication, concepts for effective communication, and sources of conflict. Conflict resolution strategies are also considered as are various negotiation tools and ways to implement the negotiation process. Stress and fatigue management strategies are examined including identifying and controlling sources of police stress, police career stages, critical incident management, and wellness programs, Police human resources management is also studied, as is labor relations, the collective bargaining process, the grievance process, control and the law enforcement disciplinary process and investigation of personnel complaints, productivity measurement and control, accountability, the budgeting process, short to long-range planning, personnel deployment and scheduling, and the changing law enforcement environment.

Prerequisites: CJ385 – Police Administration and Management 1

50 Hours 5.0 Quarter Credits

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CJ490—Narcotics 2

This course examines the relationship between drugs, the court system, and corrections by considering the structure and elements of federal and California drug statutes, prosecutions of drug offenses such as possession, possession for sales and sales and transportation, court adjudication, sentencing, parole and non-incarcerative options, drug court alternatives, drug supply versus demand, deterrence versus punishment, the impact of drug addicted inmates on the correctional system--as well as drug rehabilitation efforts within the correctional system. Students will also study the origin, history, acute/chronic effects on mind and body drugs, patterns of abuse, lethality and potential for addiction and treatment options for various illegal psychoactive substances such as opioids, heroin and prescription analgesics, cocaine and methamphetamine, LSD and other hallucinogens, marijuana and hashish, performance-enhancing drugs such as anabolic steroids, and depressants such as barbiturates and inhalants. Additionally, the topics of drug legalization/criminalization, abuse of legal substances such as alcohol, prescription drugs, and nicotine, and future of substance abuse prevention and treatment are considered.

Prerequisites: CJ390 – Narcotics 1 50 Hours 4.5 Quarter Credits

CJDE200—Corrections 2

This course examines the handling of special offenders, including drug addicted, mentally ill, aging, sex offender, HIV/AIDS infected, and violent offenders within the various Federal, state, and local correctional systems. The daily routine, responsibilities, and duties of correctional officers will be studied--as well as the unique concerns of correctional managers as they relate to inmates and prison staff. The everyday prison life of inmates is addressed, including rehabilitation/educational opportunities, discipline, prison gangs, and interaction with vocational prison staff. In addition, Constitutional cases affecting issues of capital punishment, cruel and unusual punishment, and prisoner rights are presented.

Prerequisite: CJDE145 – Corrections 1

50 Hours 4.5 Quarter Credits

CJDE205—Private Security 2

This course will examine the various business models and environments of the private security industry such as uniformed private security officer, fixed post versus mobile foot or vehicular patrol techniques, corporate uniformed security and corporate investigative security functions, corporate and retail shrinkage due to internal and external theft, sub rosa/undercover security operations for varied clients, cyber security for corporate and retail, and consulting opportunities as they relate to physical security. Students will also learn and hone basic job interviewing, and soft skills required in the security industry.

Prerequisite: CJDE155 – Private Security 2

50 Hours 4.0 Quarter Credits

CJDE215—Introduction to Juvenile Justice

This course examines prevalent patterns of juvenile delinquency, relates these patterns to theories of child and adolescent development, and considers various theories regarding the cause of juvenile criminal behavior. In addition, this course surveys the roles of the police, courts, and juvenile probation regarding California's balanced and restorative justice system. California Welfare and Institution 330 dependent child, 601 status offender, and 602 delinquent offender Codes are also studied—as well as Dennis H juvenile detention hearings, Gladys R delinquency hearings for offenders under 14 years of age, and Edsel P fitness hearings to determine waiver of serious juvenile offenders to adult court. Court cases pertinent to the areas of the juvenile justice system that are covered are also discussed.

Co-requisite: LAWDE101 – Introduction to Law

50 Hours 4.5 Quarter Credits

CJDE220—Criminology 2
This course will initially examine social conflict theories of criminology such as critical, left-realist, feminist criminology, postmodern, peacemaking, and convict criminology, comparing them to previously learned criminology theories. The course emphasis then shifts to applying the many criminology theories to a variety of crimes and the individuals who commit them. The irony of crimes committed by persons ranging from the affluent to the deprived is related by typologies of murder, gangs-related crime, robbery, burglary, auto theft, arson, sexual offenses, narcotics offenses, crimes against children, fraud, computer crimes, embezzlement, receiving stolen property, terrorism, corporate/white collar crime, insider trading, gambling, prostitution, money laundering, and public corruption.
Prerequisite: CJDE175 – Criminology 1
50 Hours 4.5 Quarter Credits

CJDE226—Contemporary Terrorism 1
This course will examine the influence and impact of international and domestic terrorism on the criminal justice system—and to a lesser degree the impact of contemporary legal, civic, and political issues. A comparison of several terrorism definitions will be explored as they relate to violence as the terrorists' operational mechanism, the desire for publicity, asymmetrical tactics, and ideological/religious/cultural relevance. A post World War II history of international terrorism culminates in the 9/11 attack and the failure of U.S. intelligence to "connect the dots." A partial worldwide geopolitical study of terrorist groups, their methods, and histories will be examined—ending in Europe.
Co-requisite: LAWDE101 – Introduction to Law
50 Hours 4.5 Quarter Credits

CJDE240—Contemporary Terrorism 2
This course continues the worldwide geopolitical study of terrorist groups, their methods, and histories in North Africa and the Middle East; the Persian Gulf; Northeast, Central and Southern Africa; Southern and Southeast Asia; the Pacific Rim; and Latin America and South America. An additional examination of counterterrorism agencies, methods, hostage rescue techniques, risk analysis, impact of The Patriot Act, aviation security, cyber security, impact of the Patriot Act—as well as state-of-the-art weaponry and technology and personal protection techniques—will also occur. Students will also learn how the Intelligence Community--partnered with cutting edge intelligence gathering techniques such as metadata, open-source intelligence, and mathematics-based crime forecasting—hopes to identify and project terrorist threats deep into the future.
Prerequisite: CJDE226 – Contemporary Terrorism 1
50 Hours 4.0 Quarter Credits

CNA100 – Certified Nurse Assistant
This course is designed to teach the skills and clinical rotation necessary to assume the role and responsibilities as a Certified Nurse Assistant. The course will focus on effective communication, infection control, safety, resident's rights as well as basic nursing skills. The clinical rotation experience provides the student with the opportunity to practice the skills that have been taught. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare team. This hands-on experience gives the student on-the-job training.
Prerequisite: None 164 hours

DMS101 — Introduction to Sonography
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, body planes, orientation, patient positions, scanning planes and normal cross-sectional anatomy and physiology of the abdominal aorta and inferior vena cava. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The student will learn how to use and operate the ultrasound machine.
Prerequisite: APH101 60 Hours 3.0 Quarter Credits

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DMS102 — Introduction to Sonography 2
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, orientation, patient positions, scanning planes and basic anatomy of the liver and Gallbladder. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The laboratory component will also focus upon development of skills pertinent to patient-sonographer interaction.
Prerequisites: DMS101 60 Hours 3.0 Quarter Credits

DMS103 — Introduction to Sonography 3
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, orientation, patient positions, scanning planes and basic anatomy of the Pancreas, Spleen and Renal. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The student will learn to apply sonographic terminologies.
Prerequisites: DMS102 60 Hours 3.0 Quarter Credits

DMS104 — Introduction to Sonography 4
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, body planes, orientation, patient positions, scanning planes and basic anatomy of the organs of the thyroid, breast, male pelvic, neurosonography and GI. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The laboratory component will also focus upon development of skills pertinent to patient-sonographer interaction.
Prerequisites: DMS103 60 Hours 3.0 Quarter Credits

DMS105 — Introduction to Sonography 5
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, orientation, patient positions, scanning planes and basic anatomy of the female pelvic. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The laboratory component will also focus upon development of skills pertinent to patient-sonographer interaction.
Prerequisites: DMS104 60 Hours 3.0 Quarter Credits

DMS106 — Introduction to Sonography 6
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, orientation, patient positions, scanning planes and basic anatomy of the first and second trimester obstetrics scanning. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The laboratory component will also focus upon development of skills pertinent to patient-sonographer interaction.
Prerequisites: none 60 Hours 3.0 Quarter Credits

DMS107 — Introduction to Sonography 7
The course provides the basic need-to-know information required for the beginning student in the Diagnostic Medical Sonography Program. This course will provide the DMS student with the anatomical, orientation, patient positions, scanning planes and basic anatomy related to vascular examinations. The student will learn and practice proper ultrasound scanning techniques for imaging, identifying normal sonographic protocols and preparation of the necessary information for an initial written or oral presentation to the radiologist. The student will learn to apply sonographic terminologies. The laboratory component will also focus upon development of skills pertinent to patient-sonographer interaction.
Prerequisites: none **60 Hours** **3.0 Quarter Credits**

DMS111 — Ultrasound Physics 1
Introduction to basic acoustic physical principles and the way ultrasound waves react in human tissue. Emphasis on sound acoustic variable and interference, describe and understand the features of a sound wave and the relationship of the parameters in the interaction of the sound source and medium. Differentiate and relate the parameters of continuous sound and pulse sound. Understand the relation between the distance to a reflector (range) and the time it takes for the sound to return to its point of origin.
Prerequisite: None **30 Hours** **3.0 Quarter Credits**

DMS112 — Ultrasound Physics 2
Introduces concepts for the factors involved with diagnostic ultrasound principles and instruments. Emphasis will be placed on ultrasound physics, transducer construction, operation and characteristics, adjustable physics parameters. Topics include ultrasound transducers, imaging instruments, ultrasound machine adjustable parameters, real-time imaging, image storage and display, resolution of the sound beam.
Prerequisite: DMS111 **30 Hours** **3.0 Quarter Credits**

DMS113 — Ultrasound Physics 3
This course is a continuance introduction to concepts of factors involved with diagnostic ultrasound dynamic range, images processing and emphasis placed on hemodynamics, Doppler ultrasound, image artifacts, bio-effects, safety, and quality assurance. Advanced instrumentation will also be presented. This course is a continuation of Ultrasound Physics 2 (DMS112).
Prerequisite: DMS111 — DMS112 **30 Hours** **3.0 Quarter Credits**

DMS114 — Ultrasound Physics Review and Exam Preparation
Review of Ultrasound Physics sequence (DMS111 — DMS113), with an emphasis on preparing the student for the SPI portion of the ARDMS examination.
Prerequisite: DMS113 **30 Hours** **3.0 Quarter Credits**

DMS121 — Patient Care
Sonography students will learn to assess clinical history, current medical conditions, provide high quality patient care, respond to emergency situations, demonstrate awareness of infection control techniques, and provide a safe environment for both the patient and healthcare team. Students will also learn that oral, written, and non-verbal communication must adhere to the prescribed professional standards. Patient transfer and immobilization techniques with consideration of patient and practitioner safety, use and care for intravenous lines, catheters, percutaneous drains, and oxygen administration devices, transducer preparation, insertion, and disinfectant techniques, importance of infection control will also be covered.
Prerequisite: None **30 Hours** **3.0 Quarter Credits**

DMS122 — Medical Terminology 1
Sonography students will learn to apply appropriate terminology to point of references on the human body and apply medical terminology as the language of medicine. The student will learn to understand medical terms by breaking them into their component parts and will understand the meaning of parts. This word building strategy enables the student to build a repertoire of medical terms. Emphasis will be placed on the integumentary, skeletal, muscular, digestive, and cardiovascular systems.
Prerequisite: none **30 Hours** **3.0 Quarter Credits**

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DMS211 — Abdomen and Superficial Structures 1
Upon completion of this course the student will have the basic knowledge of the normal Cross-sectional anatomy, physiology and pathological conditions affecting the abdominal organs and small parts. It also includes role of differential diagnosis in ultrasound examinations. Emphasis will be placed on the liver, gallbladder, and biliary tree.
Prerequisite: DMS101 — DMS122 **30 Hours** **3.0 Quarter Credits**

DMS212 — Abdomen and Superficial Structures 2
Upon completion of this course the student will have the basic knowledge of the normal Cross-sectional anatomy, physiology and pathological conditions affecting the abdominal organs and small parts. It also includes role of differential diagnosis in ultrasound examinations. Emphasis will be placed on recognition of normal anatomy of the pancreas, spleen, kidneys and urinary system, Adrenal glands, and Retroperitoneum.
Prerequisite: DMS211 **30 Hours** **3.0 Quarter Credits**

DMS213 — Abdomen and Superficial Structures 3
Upon completion of this course the student will have the basic knowledge of the normal Cross-sectional anatomy, physiology and pathological conditions affecting the breast, thyroid, parathyroid, testes, and prostate. It also includes role of differential diagnosis in ultrasound examinations. Emphasis will be placed on breast, thyroid, parathyroid, testes, and prostate.
Prerequisite: DMS 212 **30 Hours** **3.0 Quarter Credits**

DMS221 — Obstetrics & Gynecology Sonography 1
On completion of this course, students will understand accurate assessment and performance of gynecologic/female pelvic sonograms by assembling a comprehensive knowledge of the anatomy, physiology, pathophysiology, and sonographic appearances of the female reproductive system, an understanding of the embryologic development, premenarchal, menarchal, and postmenopausal female reproductive systems. Emphasis will be on the female pelvic organs.
Prerequisite: DMS107 **30 Hours** **3.0 Quarter Credits**

DMS222 — Obstetrics & Gynecology Sonography 2
This course will prepare the student to perform sonograms of the pregnant female pelvis. The student will learn normal and abnormal processes of the first second and third trimester. The students learn medical terminology related to obstetrics. The students learn to correlate clinical presentation with sonographic findings, differentiate the normal and abnormal appearances of a first trimester pregnancy, complications of first trimester, sonographic findings associated with ectopic pregnancy, types and sonographic appearances of abortion, clinical and sonographic findings associated with gestational trophoblastic disease.
Prerequisite: none **30 Hours** **3.0 Quarter Credits**

DMS223 — Obstetrics & Gynecology Sonography 3
This course will provide the student with an understanding of the abnormalities that may occur throughout the pregnancy. Emphasis is given to etiology and significance of the abnormality as well as its sonographic appearance. Maternal diseases associated with pregnancy also be included. Emphasis will be placed on the abnormalities of the fetal abdomen, urogenital system, fetal skeleton placenta and, IUGR.
Prerequisite: none **30 Hours** **3.0 Quarter Credits**

DMS231 — Introduction to Vascular Sonography 1
Overview of normal and pathological sonographic data of the abdominal vasculature. Covers the basics of hemodynamics, the physical principles and instrumentation techniques of pulsed wave spectral analysis and Color Doppler. Normal vascular anatomy will be contrasted and compared with pathophysiology of the vascular system.
Prerequisite: none **30 Hours** **3.0 Quarter Credits**

DMS232 — Introduction to Vascular Sonography 2
Overview of normal and pathological sonographic data of the cerebrovascular and peripheral vascular systems covers the basics of hemodynamics for the cerebrovascular and peripheral vascular systems. The physical principles and instrumentation techniques of pulsed wave spectral analysis and Color Doppler. Normal vascular anatomy will be contrasted and compared with pathophysiology of the vascular system.
Prerequisite: none **30 Hours** **3.0 Quarter Credits**

DMS255 — Pre-Clinical Seminar
This course is designed for students to perfect their scanning techniques before their clinical assignment. This course help to obtain the technical expertise with emphasis on mastery of skills, and abilities required performing sonographic studies and procedures. The emphasis is on abdominal, small parts, gynecological and obstetrical examinations to demonstrate proficiency in clinical scanning.
Prerequisite: DMS231 **30 Hours** **3.0 Quarter Credits**

DMS305 – Management And Trends for DMS Services
This course will look at how to manage the various services that can be found in a Diagnostic Medical Sonography office or clinic. It will also explore different trends that occur in the field. Students will be exposed to various reports, protocols, and means to train staff
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

DMS301 — Specialty Topics in Sonography 1
This course covers advanced specialty topics in sonography, including Adult Cardiac Ultrasound and Vascular Sonography. Cardiovascular measurement in standard sonographic modes is introduced and practiced. Topics on cardiac sonography are covered including Cardiac Anatomy, Physiology and Hemodynamics, Echocardiographic measurements using M-Mode, 2D, 3D and Doppler modalities.
Prerequisite: none **60 Hours** **5.0 Quarter Credits**

DMS310 — Abdominal Sonography Registry Review
This is a comprehensive review course which covers the necessary topics and key points preparing students for the Abdomen and Superficial structures ARDMS certifying examination. Topics covered include Ultrasound of the Liver, Gallbladder, Spleen, Pancreas, Urinary System, Prostate, Testicular, Thyroid and Superficial Structures, abdominal wall and retro-peritoneal anatomy and related pathologies. The course also includes ultrasound studies of neonatal head, hip and adrenal gland.
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

DMS315 — OBGYN Sonography Registry Review
This is a comprehensive review course which covers the necessary topics and the key points preparing students for Obstetrics and Gynecology ARDMS certifying examination. Topics covered in this module includes Complete review of Embryology, General Anatomy and physiology of the female reproductive system, Abnormalities of the Uterus and Ovaries, Infertility treatment and contraception, normal First 2nd / 3rd Trimester Assessment, complications of pregnancy as well as Fetal Anomalies and prenatal screening.
Prerequisite: none **30 Hours** **2.5 Quarter Credits**

DMS400 – Test Prep
This course is designed to help students prepare for the ARDMS specialty exams. The course will review content for the certification exams as well as testing techniques to help students prepare for the exams.
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

DMSDE400 – Test Prep
This course is designed to help students prepare for the ARDMS specialty exams. The course will review content for the certification exams as well as testing techniques to help students prepare for the exams.
Prerequisite: none
50 Hours **5.0 Quarter Credits**

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DMSX271 — Clinical Practicum 1
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with onsite visits being performed.
Prerequisite: DMS255 **160 Hours** **5.0 Quarter Credits**

DMSX272 — Clinical Practicum 2
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with onsite visits being performed.
Prerequisite: DMS255 **200 Hours** **6.5 Quarter Credits**

DMSX273 — Clinical Practicum 3
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with onsite visits being performed.
Prerequisite: DMS255 **200 Hours** **6.5 Quarter Credits**

DMSX274 — Clinical Practicum 4
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with onsite visits being performed.
Prerequisite: DMS255 **200 Hours** **6.5 Quarter Credits**

DMSX275 — Clinical Practicum 5
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with onsite visits being performed.
Prerequisite: DMS255 **200 Hours** **6.5 Quarter Credits**

EM151 — Publishing Design and Layout
Introduction focused on the basic tools and commands necessary to design and layout files in the industry standard publishing software. Preparation of files for use in the industry printing process. Continued development of sketching and drawing skills.
Prerequisite: ART112 **100 Hours** **7.0 Quarter Credits**

EM152 — Photo Manipulation
Introduction to raster-based image manipulation: Beginning Photoshop. Apply and develop beginning design and production skills in a raster-based photo manipulation, culminating in the completion of at least two portfolio design pieces. Preparation of files for use in the industry printing process. Continued development of sketching and illustration skills.
Prerequisite: ART111 **100 Hours** **7.0 Quarter Credits**

EM153 — Digital Illustration
Introduction to vector-based illustration: Intermediate Illustrator and beginning Flash. Apply and develop intermediate design and production skills in vector-based illustration, culminating in the completion of portfolio pieces, and an introduction to vector-based animation. Preparation of files for use in the industry printing process. Continued development of sketching and drawing skills.
Prerequisite: ART114 **100 Hours** **7.0 Quarter Credits**

EM251 — Introductory Web Design
This course introduces many basic concepts, issues and techniques related to designing, developing, and deploying web sites. Emphasis is placed on the importance of organizing and preparing graphics and content for the web. Students will the learn the fundamentals of HTML, and Cascading Style Sheets (CSS). Design principles, typography and grid systems will be presented as foundations for effective site development. Students will also build their understanding of print design by creating an editorial layout for both print and web.
Prerequisite: EM151 **100 Hours** **7.0 Quarter Credits**

EM252 — Advanced Photo Manipulation
At the conclusion of this course, students will be able to identify and apply advanced techniques in photo editing, scanning, image compositing, file formats, selections, and masks. They will incorporate the use of color theory and design principles and demonstrate their abilities by creating three portfolio pieces. Optimizing files for the web and preparing files for output to a printer and business skills are emphasized. Continued development of sketching and illustration skills.
Prerequisite: EM152 **100 Hours** **7.0 Quarter Credits**

EM253 — Advanced Digital Illustration
Advanced vector-based illustration: Advanced Illustrator and intermediate Flash. Apply and develop advanced design and production skills in vector-based illustration, culminating in the completion of two portfolio design pieces. More vector-based animation will be explored with continued emphasis on key frames and the timeline in Flash. Preparation of files for use in the industry printing process will continue to be emphasized on all projects. Continued development of sketching and illustration skills.
Prerequisite: EM153 **100 Hours** **7.0 Quarter Credits**

EM255 — Figure Drawing
Continuing to develop the various drawing skills from the first drawing course, students will focus on depicting gesture and motion, capturing the essence of movement and form in space, and creating compositions based on the three basic lighting situations.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

ENG101 — English
Students will learn effective college-level essay writing skills with a focus on structure and development, including organization and coherence with special attention to persuasive writing. In addition, a targeted review of sentence mechanics, grammar and punctuation will be covered through a combination of lecture and directed exercises.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

ENG303 — College Writing
This section presents an advanced study of expository and argumentative techniques, including attendant critical thinking skills. The course is designed to make writers aware of the process and techniques of effective writing. By focusing on how the writer observes, explains, evaluates, and persuades, the assignments will draw upon and sharpen fundamental writing skills. In the course, students will be expected to write often and respond critically to writings by other classmates, to study published works, and to discuss how weak writing fails and how strong writing succeeds. The types of writings that will be considered include memoirs, biographies, news reporting, and essays. Major topics include invention, style, persona, audience analysis, arrangement, and revision.
Prerequisite: ENG 101 **50 Hours** **5.0 Quarter Credits**

ENGDE101 — English
Students will learn effective college-level essay writing skills with a focus on structure and development, including organization and coherence with special attention to persuasive writing. In addition, a targeted review of sentence mechanics, grammar and punctuation will be covered through a combination of lecture and directed exercises.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

ENGDE303 — College Writing
This section presents an advanced study of expository and argumentative techniques, including attendant critical thinking skills. The course is designed to make writers aware of the process and techniques of effective writing. By focusing on how the writer observes, explains, evaluates, and persuades, the assignments will draw upon and sharpen fundamental writing skills. In the course, students will be expected to write often and respond critically to writings by other classmates, to study published works, and to discuss how weak writing fails and how strong writing succeeds. The types of writings that will be considered include memoirs, biographies, news reporting, and essays. Major topics include invention, style, persona, audience analysis, arrangement, and revision.
Prerequisite: ENG 101 **50 Hours** **5.0 Quarter Credits**

ENGDE305 – Advanced Composition
Students will strengthen their own writing skills by developing a clear understanding of the writing process. Students will also learn how to become reliable critics and editors of their own work. Through the course students will understand the importance of writing in the workplace as well as in their own lives.
Prerequisite: ENG 102 **60 Hours** **6.0 Quarter Credits**

HCM300 – Communication for the Healthcare Professional
This course is designed to develop and strengthen oral and written communication skills for leaders. Students will apply the critical fundamentals of business communication protocols for business letters, memoranda, electronic mail, business messages, instructions, as well as formal reports and proposals. In addition, there will be instruction in oral presentation and in-depth practice on both an individual and a collaborative basis understand the importance of becoming an effective business communicator in today's changing organizations.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCM310 – Introduction to Management in Healthcare Organizations
This course presents a thorough and systematic coverage of management and organizational theory and practice. It will focus on the basic roles, skills, and functions of management with special attention to managerial responsibility for effective and efficient achievement of goals. Additionally, students will be introduced to social responsibility, managerial ethics, and the ever-increasing importance of the current demand in organizations that their managers understand the concepts of strategic and tactical organizational planning and design.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCM320 – Ethics for the Healthcare Professional
The course provides a comprehensive inquiry into the major components of social responsibility and a study of moral and ethical issues that relate to problems in business. Focus will be on the economic, legal, political, ethical, and societal issues involving the interaction of business, government, and society.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCMDE320 – Ethics for the Healthcare Professional
The course provides a comprehensive inquiry into the major components of social responsibility and a study of moral and ethical issues that relate to problems in business. Focus will be on the economic, legal, political, ethical, and societal issues involving the interaction of business, government, and society.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCM330 – Introduction to Current Issues and Trends in Healthcare
Examination of new technologies, healthcare delivery models, and the phenomenon of sophisticated consumers. Healthcare reimbursement and potential changes in payment structures are explored. Assessment of the impact of science, technology, ethics, and government on the provision of healthcare.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

HCM345 — Economics in Healthcare Organizations
This course examines the major topics in healthcare economics, such as the production of health, demand for medical care and health insurance, the physician firm, the hospital market, and government provided healthcare. The course also focuses on the demand for, and supply of healthcare services and emphasizes the efficiency and equity characteristics of the system.
Prerequisites: None **50 Hours** **5.0 Quarter Credits**

HCM350 – Information Technology for the Healthcare Professional
This course introduces the business applications of information technology and evaluates the operating characteristics and organizational implications of business information systems from the viewpoint of management. Emphasis will be placed on the discussion of strategic information planning, organizational change, systems-based decision making, social, legal, and ethical awareness in the study of technology integration will also be analyzed.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCMDE300 – Communication for the Healthcare Professional
This course is designed to develop and strengthen oral and written communication skills for leaders. Students will apply the critical fundamentals of business communication protocols for business letters, memoranda, electronic mail, business messages, instructions, as well as formal reports and proposals. In addition, there will be instruction in oral presentation and in-depth practice on both an individual and a collaborative basis understand the importance of becoming an effective business communicator in today's changing organizations.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCMDE310 – Introduction to Management in Healthcare Organizations
This course presents a thorough and systematic coverage of management and organizational theory and practice. It will focus on the basic roles, skills, and functions of management with special attention to managerial responsibility for effective and efficient achievement of goals. Additionally, students will be introduced to social responsibility, managerial ethics, and the ever-increasing importance of the current demand in organizations that their managers understand the concepts of strategic and tactical organizational planning and design.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HCMDE330 – Introduction to Current Issues and Trends in Healthcare
Examination of new technologies, healthcare delivery models, and the phenomenon of sophisticated consumers. Healthcare reimbursement and potential changes in payment structures are explored. Assessment of the impact of science, technology, ethics, and government on the provision of healthcare.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

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HCMDE345 — Economics in Healthcare Organizations
This course examines the major topics in healthcare economics, such as the production of health, demand for medical care and health insurance, the physician firm, the hospital market, and government provided healthcare. The course also focuses on the demand for, and supply of healthcare services and emphasizes the efficiency and equity characteristics of the system.
Prerequisites: None **50 Hours** **4.0 Quarter Credits**

HCMDE350 – Information Technology for the Healthcare Professional
This course introduces the business applications of information technology and evaluates the operating characteristics and organizational implications of business information systems from the viewpoint of management. Emphasis will be placed on the discussion of strategic information planning, organizational change, systems-based decision making, social, legal, and ethical awareness in the study of technology integration will also be analyzed.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HIS323 — History of Business Innovation
This course presents a survey of the history of innovative business techniques in the 20th and 21st centuries. Students will examine production development and techniques, as well as the business practices that were used to foster creativity and innovation in an organizational setting. The students will also consider the different categories of business innovation (e.g., product, process, and management innovation).
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

HISDE323 — History of Business Innovation
This course presents a survey of the history of innovative business techniques in the 20th and 21st centuries. Students will examine production development and techniques, as well as the business practices that were used to foster creativity and innovation in an organizational setting. The students will also consider the different categories of business innovation (e.g., product, process, and management innovation).
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

IAHC101 — Introduction to Allied Health Careers
This introductory course provides an essential foundation for students beginning their course of study in the Allied Health Field. Students will gain familiarity with key medical terminology concepts and learn the use of prefixes, suffixes, and word roots to build their medical vocabulary. Students will also learn the basics of human anatomy and physiology, including the fundamental organization of the human body and it's ten body systems. Key principles of professionalism, responsibilities, ethics, scope of practice, and legal implications of working in the healthcare field will be discussed. Finally, students will be introduced to the current principles of HIPAA policies and regulations.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

IAHCDE101 — Introduction to Allied Health Careers
This introductory course provides an essential foundation for students beginning their course of study in the Allied Health Field. Students will gain familiarity with key medical terminology concepts and learn the use of prefixes, suffixes, and word roots to build their medical vocabulary. Students will also learn the basics of human anatomy and physiology, including the fundamental organization of the human body and it's ten body systems. Key principles of professionalism, responsibilities, ethics, scope of practice, and legal implications of working in the healthcare field will be discussed. Finally, students will be introduced to the current principles of HIPAA policies and regulations.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

IT101 – Computer Applications
This course is designed to increase proficiency in the use of basic computer use, common word processing, spreadsheet, and presentation application software. Topics include the production of business documents, reports, and presentations. Upon successful completion of this course, students will be able to identify basic components of a computer, and prepare documents using word processing, spreadsheets, and presentation software.
Prerequisite: None **50 hours** **4.5 Quarter Credits**

ITDE101 – Computer Applications
This course is designed to increase proficiency in the use of basic computer use, common word processing, spreadsheet, and presentation application software. Topics include the production of business documents, reports, and presentations. Upon successful completion of this course, students will be able to identify basic components of a computer, and prepare documents using word processing, spreadsheets, and presentation software.
Prerequisite: None **50 hours** **4.5 Quarter Credits**

IT102 – Desktop Hardware and Software I
This course provides an overview of computer hardware and terminology. Topics include hardware architecture, component installation, and troubleshooting methodologies. Upon successful completion of this course, students should be able to identify and install various computer components and perform basic troubleshooting skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE102 – Desktop Hardware and Software I
This course provides an overview of computer hardware and terminology. Topics include hardware architecture, component installation, and troubleshooting methodologies. Upon successful completion of this course, students should be able to identify and install various computer components and perform basic troubleshooting skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT103 – Desktop Hardware and Software II
This course provides a more in-depth view of computer hardware and terminology. Topics include hardware architecture, component installation, and troubleshooting methodologies. Upon successful completion of this course, students should be able to identify and install various computer components, disassemble, and build a working computer, identify PC power components and constraints, and perform basic troubleshooting skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT104 – Desktop Operating Systems
This course provides an overview of common desktop operating systems. Topics include operating system installation, architecture, functions, and features of various operating systems. Upon successful completion of this course, students will be able to install, configure, and support desktop operating systems, and perform basic troubleshooting skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE104 – Desktop Operating Systems
This course provides an overview of common desktop operating systems. Topics include operating system installation, architecture, functions, and features of various operating systems. Upon successful completion of this course, students will be able to install, configure, and support desktop operating systems, and perform basic troubleshooting skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT106 – Linux Operating Systems
This course introduces basic concepts of the Linux operating systems. Topics include Installation, configuration, and user administration. Focus will be on functions that resemble the UNIX environment. Directory and file management, user account management and certain device management (such as drives, printers, interface cards, etc.) will be discussed. Upon successful completion of this course, students will be able to install a Linux operating system, log onto a UNIX style system, navigate the file structure, control processes, manage users, files and directories.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

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ITDE106 – Linux Operating Systems
This course introduces basic concepts of the Linux operating systems. Topics include Installation, configuration, and user administration. Focus will be on functions that resemble the UNIX environment. Directory and file management, user account management and certain device management (such as drives, printers, interface cards, etc.) will be discussed. Upon successful completion of this course, students will be able to install a Linux operating system, log onto a UNIX style system, navigate the file structure, control processes, manage users, files and directories.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT115 - Introduction to Programming
This course serves as a foundation for understanding the logical function and process of computer programming in each language environment. Basic computer programming knowledge and skills in logic and syntax will be covered. Coding conventions and relevant procedures will be discussed within the given programming language environment.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE115 - Introduction to Programming
This course serves as a foundation for understanding the logical function and process of computer programming in each language environment. Basic computer programming knowledge and skills in logic and syntax will be covered. Coding conventions and relevant procedures will be discussed within the given programming language environment.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT120 - Cloud Fundamentals
This course provides an overview of cloud computing and virtualization concepts. Topics include characteristics of cloud services, the business value of cloud computing, technical perspectives, and cloud types. Successful completion of this course provides the student with the ability to accomplish technical tasks such as understanding the cloud; enabling Microsoft cloud services and supporting cloud users.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE120 - Cloud Fundamentals
This course provides an overview of cloud computing and virtualization concepts. Topics include characteristics of cloud services, the business value of cloud computing, technical perspectives, and cloud types. Successful completion of this course provides the student with the ability to accomplish technical tasks such as understanding the cloud; enabling Microsoft cloud services and supporting cloud users.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT130 - Technical Customer Support and Group Dynamics
In this course, students examine elements of successful teams and small decision-making groups. Emphasis is on communication, critical thinking, and group process techniques. The course also explores working with customer technology and support requirements, development of interpersonal skills to resolve field support problems, analytical and problem-solving skills, good communication skills, time management and organizational skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE130 - Technical Customer Support and Group Dynamics
In this course, students examine elements of successful teams and small decision-making groups. Emphasis is on communication, critical thinking, and group process techniques. The course also explores working with customer technology and support requirements, development of interpersonal skills to resolve field support problems, analytical and problem-solving skills, good communication skills, time management and organizational skills.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT140- Structured Cabling
This course provides the student with knowledge of the industry standards and practices involved in wiring and transmitting data through a computer network, including media and protocol specifications, connection topologies, installation, testing and troubleshooting.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT200 – Networking Essentials
This course serves as a foundation for the study of computer networking technologies. Concepts in data communications, such as signaling, coding, and decoding, multiplexing, circuit switching and packet switching, OSI and TCP/IP models, LAN/WAN protocols, network devices and their functions, topologies and capabilities are discussed. Industry standards and the development of networking technologies are surveyed in conjunction with a basic awareness of software and hardware components used in typical networking and internetworking environments.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE200 – Networking Essentials
This course serves as a foundation for the study of computer networking technologies. Concepts in data communications, such as signaling, coding, and decoding, multiplexing, circuit switching and packet switching, OSI and TCP/IP models, LAN/WAN protocols, network devices and their functions, topologies and capabilities are discussed. Industry standards and the development of networking technologies are surveyed in conjunction with a basic awareness of software and hardware components used in typical networking and internetworking environments.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT205 Microsoft Client Server
This course introduces operating principles for the client-server-based networking systems. Students will examine processes and procedures involving the installation, configuration, maintenance, troubleshooting and routine administrative tasks of popular server operating system(s) for standalone and network client computers, and related aspects of typical network server functions.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE205 Microsoft Client Server
This course introduces operating principles for the client-server-based networking systems. Students will examine processes and procedures involving the installation, configuration, maintenance, troubleshooting and routine administrative tasks of popular server operating system(s) for standalone and network client computers, and related aspects of typical network server functions.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT213 – Routing Protocols and Concepts
This course describes the architecture, components, and operation of basic LAN/WAN configurations including the configuration and implementation of switches and routers. Upon successful completion of this course, students will be able to, conduct basic configuration of routing protocols, and implement basic security measures.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE213 – Routing Protocols and Concepts
This course describes the architecture, components, and operation of basic LAN/WAN configurations including the configuration and implementation of switches and routers. Upon successful completion of this course, students will be able to, conduct basic configuration of routing protocols, and implement basic security measures.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT215 - Introduction to Mobile Devices
This course introduces mobile technology and wireless communications and their practical applications. Topics include wireless communications systems, mobile devices, and mobile networking.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

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IT220 – LAN Technologies
This course focuses on how network switches operate and are implemented in a LAN environment for small through large networks. Topics include LAN switch operation, VLAN (Virtual Local Area Network) implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and network operations. Upon successful completion of this course, students will be able to analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and networks in general.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE220 – LAN Technologies
This course focuses on how network switches operate and are implemented in a LAN environment for small through large networks. Topics include LAN switch operation, VLAN (Virtual Local Area Network) implementation, Rapid Spanning Tree Protocol (RSTP), VLAN Trunking Protocol (VTP), Inter-VLAN routing, and network operations. Upon successful completion of this course, students will be able to analyze, configure, verify, and troubleshoot VLANs, RSTP, VTP, and networks in general.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT221 – WAN Technologies
This course introduces network user access technologies and devices. Topics include the implementation and configuration of Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay with traffic control and access lists. WAN (Wide Area Networks) security concepts, tunneling, and VPN basics are introduced, along with a discussion of the special network services required by converged applications and an introduction to quality of service (QoS). Upon successful completion of this course, students will be able to install and configure WAN technologies.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE221 – WAN Technologies
This course introduces network user access technologies and devices. Topics include the implementation and configuration of Point-to-Point Protocol (PPP), Point-to-Point Protocol over Ethernet (PPPoE), DSL, and Frame Relay with traffic control and access lists. WAN (Wide Area Networks) security concepts, tunneling, and VPN basics are introduced, along with a discussion of the special network services required by converged applications and an introduction to quality of service (QoS). Upon successful completion of this course, students will be able to install and configure WAN technologies.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT225 - Introduction to Microsoft Exchange and Web Services
This course explores common network-based services such as Web services, email, and FTP in each server operating systems environment. Related security issues will also be studied.
Prerequisites: none **50 hours** **4.5 Quarter Credits**

IT235 – Network Security
This course provides an introduction into network security threats and the tools necessary to mitigate these threats. Topics include modern network security threats, securing network devices, authentication, authorization, and accounting, implementing firewall technologies and intrusion prevention, and securing the local area network. Upon successful completion of this course, students will be able to design and support a basic network security.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE235 – Network Security
This course provides an introduction into network security threats and the tools necessary to mitigate these threats. Topics include modern network security threats, securing network devices, authentication, authorization, and accounting, implementing firewall technologies and intrusion prevention, and securing the local area network. Upon successful completion of this course, students will be able to design and support a basic network security.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT245 - Introduction to Databases
This course introduces relational database concepts and the role of databases in both Windows and Web applications. The course introduces basic data modeling and normalization concepts.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE245 - Introduction to Databases
This course introduces relational database concepts and the role of databases in both Windows and Web applications. The course introduces basic data modeling and normalization concepts.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

IT250 – IT Capstone
This course reviews the content in the program and prepares the students for a future in Information Technology. It brings together the skills and knowledge required to be successful in various Information Technology positions.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE250 – IT Capstone
This course reviews the content in the program and prepares the students for a future in Information Technology. It brings together the skills and knowledge required to be successful in various Information Technology positions.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

ITDE255 – Introduction to Information Security
This course prepares the students to identify and manage basic security issues as an IT professional by teaching the introductory fundamentals of Information security.
Prerequisite: none **50 hours** **4.5 Quarter Credits**

LAW101—Introduction to Law
This is an introductory course in criminal justice studies. This course introduces students to basic legal concepts/terms, principles, and procedures in the study of law. It will provide an in-depth understanding of the structure of the U.S. legal system, both federal and state courts. The course will further explore the role and functions of the three branches of government namely: legislative, executive, and judicial branches, and the concepts of federalism and separation of powers. Students will be able to use and understand simple legal vocabulary and knowledge of various legal theories or schools. Students will be introduced to legal reasoning, case analysis and the IRAC method. Students will acquire knowledge areas of law such as: criminal law, constitutional law and freedom, torts and contract law. Ethical considerations for legal professionals and duties are discussed throughout the course.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

LAWDE101—Introduction to Law
This is an introductory course in criminal justice studies. This course introduces students to basic legal concepts/terms, principles, and procedures in the study of law. It will provide an in-depth understanding of the structure of the U.S. legal system, both federal and state courts. The course will further explore the role and functions of the three branches of government namely: legislative, executive, and judicial branches, and the concepts of federalism and separation of powers. Students will be able to use and understand simple legal vocabulary and knowledge of various legal theories or schools. Students will be introduced to legal reasoning, case analysis and the IRAC method. Students will acquire knowledge areas of law such as: criminal law, constitutional law and freedom, torts, and contract law. Ethical considerations for legal professionals and duties are discussed throughout the course.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

LVN100 – Foundations of Nursing
This course offers students a comprehensive introduction to the field of Vocational Nursing, providing them with a deep understanding of its practical science. Students are introduced to the nursing process, legal and ethical considerations, client rights and privacy, as well as the importance of growth and development in relation to a client's therapeutic self-care demands. It emphasizes the nursing process as a problem-solving approach, guiding students in gathering data, assessing the capacities and needs of the human adaptive system, selecting appropriate nursing care approaches, and evaluating the outcomes of their interventions. The course integrates the nursing process with standardized nursing language, ensuring a consistent and effective approach to client care. Throughout the course, client-centered and evidence-based care are emphasized, ensuring that students prioritize the well-being and individual needs of their clients.

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Additionally, students learn about the importance of safety measures and proper documentation in delivering client care, thus instilling good practices from the outset.
Prerequisite: None **56 Hours** **5.5 Quarter Credits**

LVN100L – Foundations of Nursing Skills Lab
The skills lab component of this course offers students a valuable opportunity to learn and apply fundamental nursing principles and procedures, specifically focused on meeting the daily needs of clients. The lab sessions are designed to develop students' knowledge, skills, and attitude necessary for the safe delivery of client-centered care.
During the skills lab, students will acquire and practice various nursing skills, including implementing aseptic techniques, gathering data related to head-to-toe assessments, monitoring vital signs, performing wound care, inserting naso-gastric tubes, performing Foley catheter insertions, and providing suctioning and tracheostomy. In addition to these fundamental skills, students will also learn and practice other important aspects of client care, such as client hygiene, changing linens, assisting with client nutrition and elimination, providing support for activities of daily living, and promoting self-care for dependent clients. These skills are essential for meeting the immediate needs of clients and ensuring their well-being.
The skills lab sessions serve as a practical application of the theoretical concepts covered in LVN 100. Students will spend dedicated time in the lab to reinforce and refine the skills they have learned in the theory portion of the course.
Prerequisite: None **104 Hours** **7.0 Quarter Credits**

LVN115 – Anatomy & Physiology
This course provides the student with a working understanding of the structure and function of the human body and the mechanisms for maintaining homeostasis within it. The course includes the study of cells, tissues, and organs of the Integumentary, Skeletal, Muscular, Nervous, Sensory, Endocrine, Cardiac, Respiratory, Digestive, Urinary, and Reproductive systems.
Prerequisite: None **45 Hours** **4.5 Quarter Credits**

LVN125 – Growth & Development
This course introduces the student to the concepts of LifeSpan Development; while exploring how cultural considerations influence health and wellness across the human lifespan.
Prerequisite: None **15 Hours** **2.5 Quarter Credits**

LVN130 – Medical / Surgical Nursing 1
This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, assessment, and diagnostics. The curriculum places emphasis on hematology/oncology, integumentary health, and immune conditions allowing students to develop the ability to identify disease processes through definition, assessment, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN130CP – Clinical Practice 1
Clinical Practice I is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their health status. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
Prerequisite: None **104 Hours 7.0 Quarter Credits**

LVN145 – Nutrition
This course introduces the student to basic concepts of nutrition, including fats, carbohydrates, and proteins and how they are utilized by the body. Therapeutic diets will be discussed as well as how to assist the client to adapt to changes in diet as required due to disease processes.
Prerequisite: None **14 Hours 1.5 Quarter Credits**

LVN150 – Pharmacology
Pharmacology introduces students to the fundamental principles of pharmacology, the legal aspects of medication administration, and the role of Licensed Vocational Nurses (VN) in delivering medications as part of the nursing process. The course emphasizes the importance of client teaching to ensure safe and effective medication administration. Throughout the course, students will actively consider safety, legal and ethical aspects, as well as the educational needs of clients when administering medications. The focus is on developing a thorough understanding of dosages, applications, side effects, and toxicity of specific drugs. Additionally, students will explore the laboratory tests performed to monitor the actions and effects of these drugs. To facilitate accurate medication administration, the course covers the metric system, the apothecary system, and the conversion between these measurement systems. Students will also be introduced to dosage calculations, providing them with the necessary skills to accurately determine and administer appropriate medication dosages.
Prerequisite: None **54 Hours 5.5 Quarter Credits**

LVN170 – Medical / Surgical Nursing 2
This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care, complementary and alternative therapies of care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology and diagnostics. The curriculum places emphasis on cardiovascular and respiratory conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.
Prerequisite: None **90 Hours 9.0 Quarter Credits**

LVN170CP – Clinical Practice 2
Clinical Practice 2 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their cardiovascular and respiratory systems. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
Prerequisite: None **183 Hours 9.0 Quarter Credits**

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LVN205 – Community & Mental Health Nursing
The Community/Mental Health course is designed to provide students with the knowledge required to provide nursing care within the community and mental health settings. Students will develop an understanding of the unique challenges and opportunities that arise when caring for individuals in community-based healthcare settings. Throughout this course, students will explore the intricacies of mental health disorders, examining their etiology, symptoms, and diagnostic criteria. The course will provide a thorough understanding of evidence-based treatment modalities, interventions, and management strategies employed in mental health nursing practice.
Prerequisite: None **15 Hours 1.5 Quarter Credits**

LVN210 – Medical / Surgical Nursing 3
This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on gastrointestinal and genitourinary conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.
Prerequisite: None **58 Hours 5.5 Quarter Credits**

LVN210CP – Clinical Practice 3
Clinical Practice 3 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their gastrointestinal and genitourinary systems. Clinical Practice III also includes care for clients with a variety of psychiatric disorders and students will utilize the nursing process to assist with the development and implementation of care plans for the psychiatric client. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
Prerequisite: None **203 Hours 7.5 Quarter Credits**

LVN235 – Maternal & Newborn Nursing
This course offers an in-depth introduction to nursing care practices for expectant mothers, newborns, and postpartum women. Students will develop the ability to compare and contrast normal body functions with pathological variations, identify disease processes through assessment and diagnostics, and assist in formulating care plans using the nursing process tailored for obstetric client populations. Additionally, students will engage in client and family education, explore the components of the health-illness continuum, and assess prevalent obstetric conditions affecting women during their childbearing years and their families, including care for normal newborns
Prerequisite – None **16 hours 1.5 Quarter Credits**

LVN240 – Medical / Surgical Nursing 4
This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on endocrine and reproductive conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.
Prerequisite: None **72 Hours 7.0 Quarter Credit**

LVN240CP – Clinical Practical 4

Clinical Practice IV is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their reproductive and endocrine systems. Clinical Practice IV also includes care for clients during the prenatal, antepartum, intrapartum, and postpartum periods, including care for newborn populations. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.

Prerequisite: None **192 Hours** **7.0 Quarter Credits**

LVN265 – Pediatric Nursing

This course provides a comprehensive overview of nursing care for infants, children, and adolescents. Students will gain theoretical knowledge and understanding of utilizing the nursing process to provide client-centered, evidence-based nursing care. The course will cover the growth and development of pediatric clients, as well as health deviations related to cardiovascular, respiratory, sensorimotor, gastrointestinal, and genitourinary disorders, physical regulation, and sexuality. Students will develop the ability to identify disease processes through assessment and diagnostics, and assist in formulating care plans for pediatric client populations.

Prerequisite: None **16 Hours** **1.5 Quarter Credits**

LVN275– Leadership

This course is designed to prepare vocational nursing students for leadership roles within the healthcare system and to foster their professional development as licensed vocational nurses (LVNs). Students will cultivate essential leadership skills, including effective communication, collaboration, delegation, and advocacy, while adhering to ethical principles and legal standards that govern the nursing profession. Through self-assessment and reflection, students will identify personal strengths and areas for improvement, fostering a commitment to lifelong learning. The course will emphasize interdisciplinary cooperation, appropriate delegation of tasks, client advocacy, and contributing to quality improvement initiatives. By the end of this course, students will be well-equipped to assume leadership positions, advocate for their patients, and positively impact the nursing profession as LVNs

Prerequisite: None **15 Hours** **1.5 Quarter Credits**

LVN280 – Medical / Surgical Nursing 5

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **24 Hours** **2.0 Quarter Credits**

LVN280CP – Clinical Practice 5

Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric and leadership clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.

Prerequisite: None **168 Hours** **6.0 Quarter Credits**

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LVN290 – NCLEX Review

This course prepares vocational nursing students for success on the NCLEX-PN (National Council Licensure Examination for Practical Nurses) by ensuring they demonstrate a thorough understanding of essential nursing concepts, principles, and clinical reasoning skills. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance. By the end of this course, students will possess the knowledge, skills, and confidence necessary to successfully navigate the NCLEX-PN examination and transition into the role of a licensed practical nurse, ready to provide safe, competent, and evidence-based nursing care.

Prerequisite: None **36 Hours** **3.5 Quarter Credits**

MA102 — Patient Care and Ethics

Students focus on learning how to create environments of care in their workplace. This course provides scenarios that give the students an understanding of healthcare ethics, factors of how patients respond to change including chronic or terminal illness, and issues pertaining to sexuality and confidentiality. Students are introduced to multicultural perspectives and practice the recognition of patient attitudes, beliefs and values while understanding family needs, roles and responsibilities. The basic principles of psychology along with developmental stages of the life cycle, cultural, hereditary and environmental influences on behavior are covered in this module. Students will also discuss and define professionalism, ethics, and scope of practice and legal implications of working in the healthcare field.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MADE102 — Patient Care and Ethics

Students focus on learning how to create environments of care in their workplace. This course provides scenarios that give the students an understanding of healthcare ethics, factors of how patients respond to change including chronic or terminal illness, and issues pertaining to sexuality and confidentiality. Students are introduced to multicultural perspectives and practice the recognition of patient attitudes, beliefs and values while understanding family needs, roles and responsibilities. The basic principles of psychology along with developmental stages of the life cycle, cultural, hereditary and environmental influences on behavior are covered in this module. Students will also discuss and define professionalism, ethics, and scope of practice and legal implications of working in the healthcare field.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA105 — Introduction to Microbiology, Surgical & Medical Asepsis

The world of micro-organisms is introduced. Pathogenic and non-pathogenic bacteria including viruses, fungi, protozoa, helminths, and rickettsia are related to common diseases and infections. The chain of infection is identified and defined. Defense mechanisms and the inflammatory response that occurs are discussed. Surgical asepsis is defined and discussed. Clinical Lab skills include sanitization, disinfection, and sterilization procedures. Common instruments are identified. Surgical aseptic technique is developed including gloving, tray preparation, working with a sterile field, and changing dressings and wound care is discussed. Medical asepsis is defined and discussed including Universal Blood and Body Fluid Precautions, OSHA requirements, and appropriate use and disposal of barriers.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA106 — Clinical Pharmacology
This course introduces basic pharmacology concepts. General mathematical concepts are reviewed. Mathematical theories and formulas for conversion and administration of medication are demonstrated. Common medications, complications of medication administration, and principles of IV therapy are discussed. Students will learn about pediatric patient care, administration and importance of immunizations and formulas for the conversions of pediatric weights and heights as well as drug calculations. Students will also be introduced to the writing of a prescription and the legal considerations of Pharmacology.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MADE106 — Clinical Pharmacology
This course introduces basic pharmacology concepts. General mathematical concepts are reviewed. Mathematical theories and formulas for conversion and administration of medication are demonstrated. Common medications, complications of medication administration, and principles of IV therapy are discussed. Students will learn about pediatric patient care, administration and importance of immunizations and formulas for the conversions of pediatric weights and heights as well as drug calculations. Students will also be introduced to the writing of a prescription and the legal considerations of Pharmacology.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA107 — First Aid / CPR & Nutrition
The role of the medical assistant in emergency situations is discussed including bandaging techniques. Students will practice clinical skills including vital signs, venipunctures, and injections. CPR (AED BLS-C card) and basic first aid procedures are presented. Maintenance of emergency office supplies and equipment is discussed. Students will learn the Occupational Safety and Health Administration (OSHA) standards. Discussion of basic nutrition, metabolism, and diet therapy and its relation to these body systems are also included. Emphasis is placed on patient education and assisting the patient in the development of skills necessary to make informed and responsible health decisions.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA108 — Cardiovascular Anatomy, Electrocardiography and Cardiopulmonary
The circulatory and respiratory system will be reviewed as well as various abnormalities that may occur during electrocardiography. Students will learn about electrical pathways of the heart muscle in preparation to learn electrocardiography (ECG or EKG) including lead placement, identification of artifacts and arrhythmias and recording a multi-lead electrocardiogram. Students are introduced to basic normal and abnormal anatomy and physiology as well as the diagnostic/treatment modalities of the cardiovascular system. Students will practice clinical skills including vital signs and performing ECG or EKGs.
Prerequisite: None **100 Hours** **8.0 Quarter Credits**

MA153 — Excretory and Reproductive Systems
Students are introduced to the basic normal and abnormal anatomy and physiology of the respiratory, urinary, and reproductive systems. Discussion of fluids, electrolytes, acid-base balance, and basic life sciences are included. This module also identifies common pathology/diseases and diagnostic/treatment modalities of the Excretory and Reproductive systems. Students learn to perform urine analysis to dedicate metabolic changes, physical differences, and microscopic abnormalities.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA155 — Musculoskeletal Systems and Physical Therapy
Students will learn the basic normal and abnormal anatomy and physiology of the musculoskeletal system. Students will practice memorization of the muscle groups and functions through software exercises. The basic physiological reactions and treatment of common injuries using hot and cold packs, ultrasound, hydrotherapy, and ultraviolet lamps will be discussed. Range of motion exercises, ambulating aids, and patient wheelchair transfers are demonstrated.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

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MA156 — Advanced Medical Terminology
Students will apply understanding of basic medical terminology and will add to their breadth of knowledge through software-based exercises and the expectation in the classroom to refer to all terms by their proper medical signifier. This course provides the students with opportunity to apply and practice terminology in a mocked medical environment. Students will master the spelling, usage, and application of medical terminology by applying their medical vocabulary to charting, rooming, and following supervisory instruction.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MADE156 — Advanced Medical Terminology
Students will apply understanding of basic medical terminology and will add to their breadth of knowledge through software-based exercises and the expectation in the classroom to refer to all terms by their proper medical signifier. This course provides the students with opportunity to apply and practice terminology in a mocked medical environment. Students will master the spelling, usage, and application of medical terminology by applying their medical vocabulary to charting, rooming, and following supervisory instruction.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MA201 — Laboratory Procedures
Specimen collection and handling, venipunctures, capillary puncture, diagnostic testing, and laboratory testing procedures of common office laboratory examinations are demonstrated and practiced in this course. Quality assurance and safety guidelines are stressed. Clinical lab skills include vital signs, venipunctures and injections will be checked for proficiency.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

MA202 — Medical Billing and Coding
This course is designed to introduce students to coding and classification systems and nomenclatures, indexes, registers, and registries as well as the basic principles and uses of each. In-depth coding techniques using the International Classification of Diseases, Clinical Modification (ICD-10-CM), the CPT coding manual, the standard data set, the HCFA insurance form, and current procedural terminology are taught. The course will cover the development of an insurance claim beginning with the completion of an encounter form, transferring the information to a ledger card, to the creation of a written and electronic claim form and claim follow-up to include Explanation of Benefits. The student will also have a basic understanding of the following insurance programs: Blue Cross/Blue Shield Plans, Medicare/Medicaid, Tricare, Workers' Compensation, and disability compensation programs. Students will utilize the media resource center regularly to complete research projects, write essays and improve learning through computer exercises.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

MA203 — Patient Examination, Vital Signs & Sensory Systems
Students learn how to perform and/or assist with examinations including auditory and visual examinations that are performed in a variety of medical offices. Study includes positioning, draping, equipment preparation, examinations and procedures related to the eyes and ears, and anticipating patient and physician needs. Students learn the procedures for obtaining blood pressure, pulse, respirations, temperature, height, and weight. Normal and abnormal findings are discussed. Students will learn to prepare examination trays for various clinical settings.
Prerequisite: None **100 Hours** **7.0 Quarter Credits**

MA250 — Certification Preparation Seminar
Students will prepare for the national certification exam in the following areas of competence: administrative procedures, clinical procedures including fundamental principles of aseptic technique and infection control, diagnostic orders, patient care, professionalism, communication, and legal concepts. Exam topics will be reviewed in depth including general medical assisting knowledge comprised of anatomy physiology, terminology and abbreviations, medical law and ethics, pharmacology, and office business procedures and management.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MADE250 — Certification Preparation Seminar
Students will prepare for the national certification exam in the following areas of competence: administrative procedures, clinical procedures including fundamental principles of aseptic technique and infection control, diagnostic orders, patient care, professionalism, communication, and legal concepts. Exam topics will be reviewed in depth including general medical assisting knowledge comprised of anatomy physiology, terminology and abbreviations, medical law and ethics, pharmacology, and office business procedures and management.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MAS104 — Introduction to Medical Transcription
This course introduces the student to medical transcription and training in the various types and styles of equipment, report formats, dictation, and the standards of operation within the transcription field. Medical terminology and the need for accuracy will be stressed. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS105 —Medical Terminology
This course introduces the student to pharmaceutical and medical billing terms, pharmaceutical abbreviations, and procedures. Students will receive the knowledge necessary to communicate information between pharmacists and physicians regarding prescription medications. The major emphasis is on the classifications, spelling, and pronunciation of the most ordered prescription medications. The study of symbols and systems of measurement used in prescriptions will also be covered. Course includes more detailed and advanced study of the derivatives of medical terms, symbols, and signs. Presents an in-depth study of the correlation between medical vocabulary and the application of those terms to the anatomy and physiology of the body, related diseases, conditions, and treatment. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS106 — Human Resources, Risk Management and Employability
This course introduces the student to human resources and risk management in the medical environment. Students will be introduced to basic human resource functions including classifying and reclassifying existing positions, interviewing, and hiring employees, counseling employees, benefits, work hours and overtime. Students will learn to identify the sources of liability in an office based medical practice, specify strategies to reduce exposure to office liability, discuss various methods to address compliance issues related to an office based medical practice and describe liability issues related to employment in the office based medical practice. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MAS107 – Advanced EHR
This course will cover advanced topics in the field of electronic records. Such topics may include, but are not limited to health data structure, standards across the board and various types of data collection methods. Students will also learn the importance of electronic health record maintenance, privacy, security, and confidentiality. They will discuss the financial management side of insurance and billing.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS110 – Anatomy and Physiology
Upon completion of this subject, the student will have practical knowledge about the structural levels of organization, anatomical components, and physiology. The student will also learn about Medical Terminology and relationships related to various body organs and anatomical directions, planes, and body cavities. The student will have a clear understanding of the anatomy and physiology of a typical cell, tissues, organs, systems of the human body and homeostasis and its importance in the human body.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

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MAS140 – Medical Billing and Coding – ICD-10
This course will cover topics to provide students with an understanding of managed care plans and private plans, such as, but not limited to Medicare, Medicaid, HMOs, and PPOs. Students will become familiar with the processes needed for prior authorization. This course will focus on ICD-10.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS142 – Medical Billing and Coding – CPT
This course will cover topics to provide students with an understanding of managed care plans and private plans, such as, but not limited to Medicare, Medicaid, HMOs, and PPOs. Students will become familiar with the processes needed for prior authorization. This course will focus on CPT.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS144 – Medical Billing and Coding – HCPCS
This course will cover topics to provide students with an understanding of managed care plans and private plans, such as, but not limited to Medicare, Medicaid, HMOs, and PPOs. Students will become familiar with the processes needed for prior authorization. This course will focus on HCPCS.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS152 — Medical Office Procedures
General administrative procedures are introduced. Areas of study include receptionist duties, appointment scheduling, records management, financial arrangements, communications, telephone procedures, and correspondence management. This course addresses basic principles, terms and concepts of business structure including those in the medical field. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS155 — Medical Computerized Office
Students develop skills in entering, editing, analyzing, and retrieving patient data using specialized medical software. This course also includes hands-on use of the software for insurance billing, coding of diseases, medical records, and related medical information. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MAS159 — Medical Accounting Procedures
The introduction of the accounting cycle with emphasis on accounting procedures typical in the merchandising and service business. Students will prepare financial statements, work with journals and ledgers, prepare payroll and banking statements, account receivables and payables, and develop skill in the use of standard spreadsheet software. Bookkeeping principles are identified and applied. Students will utilize the media resource center regularly in order to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS160 — Tracing Delinquent Claims and Collections
Students will learn how to trace and handle delinquent claims. Students will learn the collection process including collections letters, telephone calls and collection servicing agencies. Legal Implications of the collection process will be identified. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MAS162 — Certification Preparation Seminar
Students will prepare for the national certification exam in the following areas of competence: medical insurance and billing procedures, terminology, the claims process, CPT coding, ICD-10-CM and HCPCS Level II Coding. Exam topics will be reviewed in depth including CMS-1500 claims forms, confidentiality and ethics, blue plans, disability, HIPSS, Medicaid and Medicare, OSHA, and TRICARE.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MAS170 – First Aid and CPR / Billing Claims
This course will provide students with the experience in the billing claims areas. Students will understand the process for submitting claims, managing accounts and balances. Students will also be trained in first aid and CPR.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MASDE105 —Medical Terminology
This course introduces the student to pharmaceutical and medical billing terms, pharmaceutical abbreviations, and procedures. Students will receive the knowledge necessary to communicate information between pharmacists and physicians regarding prescription medications. The major emphasis is on the classifications, spelling, and pronunciation of the most ordered prescription medications. The study of symbols and systems of measurement used in prescriptions will also be covered. Course includes more detailed and advanced study of the derivatives of medical terms, symbols, and signs. Presents an in-depth study of the correlation between medical vocabulary and the application of those terms to the anatomy and physiology of the body, related diseases, conditions, and treatment. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MASDE106 — Human Resources, Risk Management and Employability
This course introduces the student to human resources and risk management in the medical environment. Students will be introduced to basic human resource functions including classifying and reclassifying existing positions, interviewing, and hiring employees, counseling employees, benefits, work hours and overtime. Students will learn to identify the sources of liability in an office based medical practice, specify strategies to reduce exposure to office liability, discuss various methods to address compliance issues related to an office based medical practice and describe liability issues related to employment in the office based medical practice. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MASDE107 – Advanced EHR
This course will cover advanced topics in the field of electronic records. Such topics may include, but are not limited to health data structure, standards across the board and various types of data collection methods. Students will also learn the importance of electronic health record maintenance, privacy, security, and confidentiality. They will discuss the financial management side of insurance and billing.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MASDE110 – Anatomy and Physiology
Upon completion of this subject, the student will have practical knowledge about the structural levels of organization, anatomical components, and physiology. The student will also learn about Medical Terminology and relationships related to various body organs and anatomical directions, planes, and body cavities. The student will have a clear understanding of the anatomy and physiology of a typical cell, tissues, organs, systems of the human body and homeostasis and its importance in the human body.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

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MASDE152 — Medical Office Procedures
General administrative procedures are introduced. Areas of study include receptionist duties, appointment scheduling, records management, financial arrangements, communications, telephone procedures, and correspondence management. This course addresses basic principles, terms and concepts of business structure including those in the medical field. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

MASDE155 — Medical Computerized Office
Students develop skills in entering, editing, analyzing, and retrieving patient data using specialized medical software. This course also includes hands-on use of the software for insurance billing, coding of diseases, medical records, and related medical information. Students will utilize the media resource center regularly to develop speed, accuracy and proficiency in abstracting data, data entry, billing and coding, transcription and form preparation in addition to rooming skills and vital signs.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MASDE162 — Certification Preparation Seminar
Students will prepare for the national certification exam in the following areas of competence: medical insurance and billing procedures, terminology, the claims process, CPT coding, ICD-9-CM and HCPCS Level II Coding. Exam topics will be reviewed in depth including CMS-1500 claims forms, confidentiality and ethics, blue plans, disability, HIPSS, Medicaid and Medicare, OSHA, and TRICARE.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

MM301 — Storyboarding
Students will learn how to interpret a story, via script form, and draw the story into storyboard panels. The course will cover history, terminology, camera direction, scene interpretation, composition, symbology, and types of storyboarding (such as feature film, animation and commercial).
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253
50 Hours **3.5 Quarter Credits**

MM302 — Digital Video/Motion Graphics
Adobe After Effects and Final Cut Pro — This class covers the digital video editing programs most frequently used in the multimedia design industry. Students develop the necessary skills required to enter the field of digital video and can define and utilize the appropriate time base, compiling, animation, editing, and compression and output skills used in creating motion graphics.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253 **50 Hours** **3.5 Quarter Credits**

MM303 — Introduction to Website and Mobile Development
In this course, students will learn the fundamentals of Web Design using HTML, and CSS and Basic Mobile App Development using LiveCode Authoring software. Topics will span the history of HyperText Markup Languages, Internet Publishing, and Object-Oriented Programming and User-Interface/User-Experience (UI/UX) Design trends. Emphasis will be placed on the key concepts of Coding using Markup Languages, Integrated Development Environments/Authoring System, and User-Friendly Interface Design. Students will publish their multimedia portfolio as both a standards-compliant HTML/CSS website coded by hand as well as an App Store-compatible application created with LiveCode Community.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253 **100 Hours** **7.0 Quarter Credits**

MM304 — Digital Motion Graphics
This course covers the basics of 2D animation. Students will learn about the walk cycle, logo animation, the process for an advertising campaign for a product as well as 3D photo manipulation.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253 **100 Hours** **7.0 Quarter Credits**

MM305 — Social Media and Marketing
This course covers the fundamentals of social media platforms, content creation, strategy development, analytics, and advertising. This course teaches the skills necessary in order to craft effective social media marketing campaigns and measure their success. Social media marketing strategies and tools in real-time business include Blog, Facebook, Twitter, Instagram, Pinterest, and YouTube.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253 **100 Hours** **7.0 Quarter Credits**

MM306 — Figure Drawing 2
This course is a continuation of Figure Drawing with emphasis on the gesture using live models. The student will learn anatomy, muscle and bone structure of the human body. The student will develop skills in using the following media: Conte crayon, pencil, and charcoal. At the end of the course, the student will have executed a fully rendered drawing.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253

50 Hours 3.5 Quarter Credits

MM307 — eCommerce
This course covers the essential aspects of setting up and running an online store, digital marketing strategies, and analytics. The course teaches skills needed to successfully launch and manage an e-commerce business.
Prerequisite: Associate of Arts in Graphic Design or satisfactory completion of courses ART111 — EM253

50 Hours 3.5 Quarter Credits

MM350 — Portfolio Preparation
Interactive course focusing on the individual student's needs dealing with preparing oneself for the job market. Interviewing techniques, resume production, personal letterhead, professional business practices, portfolio development, self-marketing tools, appropriate methods for contacting potential employers, personal dress, and attitudes related to the interview process will be covered.
Prerequisite: All proceeding Multimedia courses

100 Hours 7.0 Quarter Credits

MTH101 — College Algebra
College Algebra focuses on the use of rational and irrational numbers in Algebra. Students will become proficient in computing with integers, fractions, decimals, the order of operations, and basic radical expressions. The topic areas in Algebra include, but are not limited to, basic set theory, the classification of the real number system, the addition, subtraction, and multiplication of polynomials, solving linear equations, solving linear inequalities, ratios, rates, and proportional reasoning. College Algebra includes the application of dimensional analysis to perform unit conversions in both the English and SI units of measurement within a problem-solving context.
Prerequisite: None **50 Hours 5.0 Quarter Credits**

MTH301 — College Algebra Principles
This course will provide students with the basic College Algebra applications that will be applicable throughout their chosen field. Topics covered, but not limited to will include probability, statistics, graph theory. These topics will be used to analyze concepts and applications from business, social sciences, and the physical sciences.
Prerequisite: None **50 Hours 5.0 Quarter Credits**

MTHDE101 — College Algebra
College Algebra focuses on the use of rational and irrational numbers in Algebra. Students will become proficient in computing with integers, fractions, decimals, the order of operations, and basic radical expressions. The topic areas in Algebra include, but are not limited to, basic set theory, the classification of the real number system, the addition, subtraction, and multiplication of polynomials, solving linear equations, solving linear inequalities, ratios, rates, and proportional reasoning. College Algebra includes the application of dimensional analysis to perform unit conversions in both the English and SI units of measurement within a problem-solving context.
Prerequisite: None **50 Hours 5.0 Quarter Credits**

MX251 — Externship
The Externship experience provides the student with the opportunity to practice the skills they have been taught in school. It is a real-world scenario in which the student will work with patients, doctors, and other members of the healthcare delivery team. This hands-on experience gives the student on-the-job training that would be impossible to provide in a classroom setting. The Externship Site Supervisor will complete weekly evaluations tracking the student's progress, as well as a final evaluation at the completion of the student's hours. The Externship Coordinator will monitor the student's progress, along with the Externship Site Supervisor, with on-site visits being performed.
Prerequisite: Completion of all coursework with a cumulative 2.0 GPA.

160 Hours 5.0 Quarter Credits

OTA100 – Anatomy & Physiology for Occupational Therapy Assistants
This course provides the student with a working knowledge of the structure and function of the human body and mechanisms for maintaining homeostasis within it. The course includes the study of the Integumentary, Skeletal, Muscular, Nervous, Cardiac, and Respiratory systems.
Prerequisites: none **50 hours 3.5 Quarter Credits**

OTA110 – Kinesiology I
This is the first of two courses in kinesiology and builds upon previously learned information from anatomy and physiology. This course identifies joint types and positions and analyzes muscle function and biomechanics. This course creates understanding the functional movement of the neck, trunk, and lower extremity.
Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants

50 hours 3.5 Quarter Credits

OTA120 – Neuroscience
This is an introductory course on neuroscience. It explores the relationship between the functions of the brain and human behavior. The effects of heredity and experience to shape nervous system responses and adaptations are examined. Students are introduced to medical conditions which are caused by or influenced by neurological pathologies or malformation.
Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants

50 hours 5.0 Quarter Credits

OTA130 – Medical Terminology & Conditions
This is an introductory course on medical conditions and terminology. Students acquire medical vocabulary needed to understand medical charts and professional literature. Medical conditions which affect occupational performance and are likely to be treated by occupational therapy practitioners are presented. Students gain a basic understanding of conditions' symptoms, causes, prognoses, and impact on occupation.
Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience

50 hours 5.0 Quarter Credits

OTA140 – Activity Analysis

This course teaches students to analyze a task, activity, or occupation by breaking it down into its component parts. The analysis consists of the task, activity, or occupation itself as well as analysis of the person performing it. Students learn to analyze the client factors and performance skills required to perform the action. They also learn how to grade, modify, or adapt the task, activity, or occupation to increase occupational performance as well as to select interventions to promote health, establish or restore skills, maintain skills, compensate for skill loss, and prevent disability. Objective, descriptive language utilizing the Occupational Therapy Practice Framework III, to support occupational therapy documentation is emphasized.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA210 – Kinesiology II

50 hours 5.0 Quarter Credits

OTA150 – Foundations of Occupational Therapy

This course introduces students to the history and current practice of occupational therapy. Content includes the historical, scientific, philosophical, and sociopolitical forces affecting the evolution of occupational therapy practice. Theories and frames of reference used in the occupational therapy process are covered. Students learn the role of the occupational therapy assistant during the occupational therapy process and as part of the interprofessional team in traditional or emerging practice areas.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA210 – Kinesiology II

50 hours 5.0 Quarter Credits

OTA160 – Pediatrics Conditions I

This course introduces students to pediatric occupational therapy conditions. Topics include child development, common neurodevelopmental disorders, and mental health. Students learn the clinical presentation of genetic, heritable, and developmental conditions. Applied learning, based on compensation, remediation, prevention, and health promotion, is stressed through case studies and practical experiences. A variety of frames of reference are applied including developmental, biomechanical, rehabilitation, Dunn's model of sensory processing, operant conditioning, motor learning, and CO-OP. The PEOP model as an overarching model is used to ensure clinical reasoning is occupation based. Skills with assistive technology, data collection, assessments, and documentation are reviewed and built upon.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 4.0 Quarter Credits

OTA170 – Theory in a Practice Profession

This course provides instruction in the theories, practice models, and frames of reference used in occupational therapy practice. Students learn to apply the PEOP model as an overarching theoretical basis of practice in conjunction with various frames of reference. The course emphasizes occupation--based clinical reasoning using a top-down systems approach to promote health, wellness, and participation.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 5.0 Quarter Credits

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OTA180 – Assistive Technology & Environmental Adaptation

This is an introductory course in assistive technology, and environmental adaptation and modification. Students learn to select and apply low and high technology assistive technology to promote independence, performance, safety, and participation, and to compensate for deficits. Environmental adaptation and modification are made via understanding the principles of Universal Design, activity analysis, the Americans with Disabilities Act (ADA), and the PEOP model. Functional mobility and community mobility, access, and participation is promoted.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA170 – Theory in a Practice Profession, OTA190 – Data Collections, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 5.0 Quarter Credits

OTA190 – Data Collections

This course introduces students to the process of collecting clinically relevant data as part of the COTA's role in the occupational therapy process. Principles of evidence-based therapy including formulating clinical questions, database searching, and ranking evidence are covered. Students also learn to collect and report on clinical data gathered from standardized assessments, clinical observations, and outcome measures. Aspects of ethical and legal practice related to supervision and billing are explored.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 4.0 Quarter Credits

OTA200 – Psychosocial Health

This course introduces students to the treatment of psychosocial health in occupational therapy. It prepares the learner to engage in health promotion and prevention of symptoms of dysfunction, as well as creating interventions for those with mental illness as psychosocial dysfunction. Learners develop competency with data collection, applying evidence, and utilizing frames of reference to promote improved occupational performance for individuals, groups, and populations. Learners consider how environmental adaptations and assistive technology affect health. The PEOP model is used an overarching model to ensure clinical reasoning occupation based. Ethical treatment and client rights are discussed and explored. Applied learning is stressed through case studies and simulation. Data collection, cognitive and fall assessments, and documentation are reviewed.

Prerequisites: OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA170 – Theory in a Practice Profession, OTA190 – Data Collections, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 4.0 Quarter Credits

OTA210 – Kinesiology II

This is the second course in kinesiology and builds upon previously learned information. This course focuses on understanding the functional movement of the upper extremity. Motor Learning principles are introduced so the student can effectively apply kinesiology principles to affect change in clients.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience

50 hours 3.5 Quarter Credits

OTA220 – Hand & Upper Extremity Conditions

This course introduces students to the treatment of orthopedic, muscular, and neurological hand and upper extremity injuries typically addressed in the outpatient setting. Students learn assessment of clinical signs and symptoms including proactive testing. Biomechanical interventions including soft tissue mobilization, joint ranging, splinting, and application of physical agent modalities are learned and practiced. Ergonomic principles to prevent musculoskeletal disorders are learned and practiced. Applied learning is stressed through case studies and simulation. The PEOP model is used an overarching model to ensure clinical reasoning occupation based. Data collection, assessments, and documentation are reviewed.

Prerequisites: OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA230 – Neurological Conditions

50 hours 3.5 Quarter Credits

OTA230 – Neurological Conditions

This course introduces students to the treatment of neurological insults typically addressed in the hospital, skilled nursing, and home health settings. Students learn clinical presentations of cerebral vascular accidents, traumatic brain injury, and spinal cord injury. Applied learning, based on compensation and remediation, is stressed through case studies and simulation. Learners consider the evidence and benefits of employing emerging technologies and strategies, and the ethics of providing interventions which are not supported by evidence. Motor interventions consistent with dynamic systems theory are applied. The PEOP model is used an overarching model to ensure clinical reasoning occupation based. Data collection, assessments, and documentation are reviewed.

Prerequisites: OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA140 – Activity Analysis, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 3.5 Quarter Credits

OTA240 – Cognitive & Neurodegenerative Conditions

This course introduces students to the treatment of neurodegenerative conditions as well as treatment of the cognitive, visual perceptual, and praxis impairments secondary to neurological conditions and insults. Students learn the clinical presentations of various hereditary and acquired neurological conditions. Applied learning, based on compensation, remediation, and health promotion, is stressed through case studies and simulation. Evidence-based interventions, strategies, and technologies are learned using the PEOP model as an overarching model to ensure clinical reasoning is occupation based. Data collection, cognitive and fall assessments, and documentation are reviewed.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions

50 hours 4.0 Quarter Credits

OTA250 – Interprofessional Collaboration & Fieldwork I

This course explores the effects of culture on the practice of occupational therapy. Students acquire increased skill in effectively working with clients from varied backgrounds in an interprofessional setting. In addition to didactic learning students also participate in a Level I Fieldwork experience.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA160 – Pediatrics Conditions I, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions, OTA240 – Cognitive & Neurodegenerative Conditions

86 hours 5.0 Quarter Credits

OTA260 – Pediatrics Conditions II

This is the second course on pediatric conditions and builds on information from the initial course. Topics include play, positioning, oral motor skills, orthotics, early intervention, and school-based therapy. Students learn the clinical presentations of a variety of lower incident genetic, developmental, and heritable disorders. The importance of client centered therapy in the natural environment is emphasized. Applied learning, based on compensation, remediation, prevention, and health promotion, is stressed through case studies and practical experiences. A variety of frames of reference and models are applied including developmental, biomechanical, rehabilitation, Dunn's model of sensory processing, operant conditioning, mindfulness, motor learning, constraint induced movement therapy, the Educational Framework for Child Success, and CO-OP. The PEOP model as an overarching model is used to ensure clinical reasoning is occupation based. Skills with assistive technology, data collection, assessments, and documentation are reviewed and built upon.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA160 – Pediatrics Conditions I, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions, OTA240 – Cognitive & Neurodegenerative Conditions

50 hours 4.0 Quarter Credits

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OTA270 – Community-Based Wellness and Access

This course is designed for the learner to explore service delivery outside of the traditional hospital or medical clinical setting. Approaches to intervention include health promotion, maintenance of health, modification, and prevention. Therapy outcomes emphasize prevention, health and wellness, quality of life, participation, and well-being. Students apply previously acquired knowledge to consider how to serve populations and systems, as well as how to advocate for the power of occupational therapy. Justice, access, and ethical provision of services are explored. Leadership, business, and academic skills are incorporated to prepare students for future professional roles.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA160 – Pediatrics Conditions I, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions, OTA240 – Cognitive & Neurodegenerative Conditions, OTA250 – Interprofessional Collaboration & Fieldwork I, OTA260 – Pediatrics Conditions II

50 hours 5.0 Quarter Credits

OTA275 – Occupational Therapy Interventions

This course provides students the opportunity to practice the occupational therapy process on multiple clients across the lifespan. Learners use case studies and simulations to refine theory and apply skills learned in previous coursework. Clinical skills, data collection, documentation, therapeutic use of self, and professionalism skills are strengthened and refined. An emphasis is building the pace of the simulations to what would be expected in a real-world clinic.

Prerequisites: OTA100 – Anatomy & Physiology for Occupational Therapy Assistants, OTA110 – Kinesiology I, OTA120 – Neuroscience, OTA130 – Medical Terminology & Conditions, OTA160 – Pediatrics Conditions I, OTA170 – Theory in a Practice Profession, OTA180 – Assistive Technology & Environmental Adaptation, OTA190 – Data Collections, OTA200 – Psychosocial Health, OTA210 – Kinesiology II, OTA220 – Hand & Upper Extremity Conditions, OTA230 – Neurological Conditions, OTA240 – Cognitive & Neurodegenerative Conditions, OTA250 – Interprofessional Collaboration & Fieldwork I, OTA260 – Pediatrics Conditions II

50 hours 5.0 Quarter Credits

OTA280 – Level II Fieldwork A-1

This course provides students the ability to practice skills in a professional setting. Students are supervised by a licensed occupational therapy practitioner in a practice setting. Students provide occupational therapy services for clients beginning with highly structured supervision and close monitoring and gradually moving towards the level of structure and monitoring expected of a new graduate.

Prerequisites: all program core courses

165 hours 5.5 Quarter Credits

OTA285 – Level II Fieldwork A-2

This course provides students the ability to practice skills in a professional setting. Students are supervised by a licensed occupational therapy practitioner in a practice setting. Students provide occupational therapy services for clients beginning with highly structured supervision and close monitoring and gradually moving towards the level of structure and monitoring expected of a new graduate.

Prerequisites: all program core courses

180 hours 6.5 Quarter Credits

OTA290 – Level II Fieldwork B-1

This course provides students the ability to practice skills in a professional setting. Students are supervised by a licensed occupational therapy practitioner in a practice setting. Students provide occupational therapy services for clients beginning with highly structured supervision and close monitoring and gradually moving towards the level of structure and monitoring expected of a new graduate.

Prerequisites: all program core courses

165 hours 5.5 Quarter Credits

OTA295 – Level II Fieldwork B-2

This course provides students the ability to practice skills in a professional setting. Students are supervised by a licensed occupational therapy practitioner in a practice setting. Students provide occupational therapy services for clients beginning with highly structured supervision and close monitoring and gradually moving towards the level of structure and monitoring expected of a new graduate.

Prerequisites: all program core courses

180 hours 6.5 Quarter Credits

PHS101 — Physics
Physics 101 is an introductory class designed to provide a foundational knowledge in a variety of topic areas in Physics. The course contains a comprehensive study of measurement, density, an introduction to Newton's laws of motion, gravity, the conservations of energy, work, power, and momentum. The course additionally includes topics in heat and temperature, electricity, sound, and light. All topics studied include an emphasis on problem solving, dimensional analysis, and the application of mathematics in each topic area.
Co-requisite: MTH 101 or Equivalent 50 Hours 5.0 Quarter Credits

POL305 — American Government
A study of American government and its constitutional basis, how it operates, and the influence of American institutions on the national and state legislative body. A daily student lead review of current events and how they affect our perception of the government.
Prerequisite: None 50 Hours 5.0 Quarter Credits

POLDE305 — American Government
A study of American government and its constitutional basis, how it operates, and the influence of American institutions on the national and state legislative body. A daily student lead review of current events and how they affect our perception of the government.
Prerequisite: None 50 Hours 5.0 Quarter Credits

PSY101 — Psychology
This survey course covers a broad spectrum of major psychological theories and theorists. Topics covered include but are not limited to the biological basis of behavior, states of consciousness, personality, stress, psychological disorders, and social psychology. Students participate through student led reviews of current research, self-evaluations, and other in-class projects.
Prerequisite: None 50 Hours 5.0 Quarter Credits

PSYDE101 — Psychology
This survey course covers a broad spectrum of major psychological theories and theorists. Topics covered include but are not limited to the biological basis of behavior, states of consciousness, personality, stress, psychological disorders, and social psychology. Students participate through student led reviews of current research, self-evaluations, and other in-class projects.
Prerequisite: None 50 Hours 5.0 Quarter Credits

RT100 - Introduction to Respiratory Therapy
The student will receive an introduction to the profession of respiratory therapy. The student will learn the history and scope of practice of respiratory care. An in-depth examination of the cardiovascular and pulmonary systems will be given, including the physical principles governing those systems. Students will also learn basic medical terminology.
Prerequisite: None 40 hours 3.5 Quarter Credits

RT105 - Pulmonary Pathophysiology I
The student will learn about the physical gas laws and how they relate to gas flow within the pulmonary system.
Prerequisite: None 40 hours 3.5 Quarter Credits

RT110 - Cardiovascular Anatomy and Physiology
Students will learn the anatomy and physiology of the cardiovascular system. Disorders of the cardiovascular system will be discussed as well as the common pharmacological agents that are used to treat the disorders. The students will be certified in Basic Life Support.
Prerequisite: None 40 hours 3.5 Quarter Credits

RT115 – Pulmonary Pathophysiology II
The student will be introduced to the principles of ventilation and gas exchange within the pulmonary and cardiac systems.
Prerequisite: None 40 hours 3.0 Quarter Credits

RT120 – Blood Gas Interpretation
The student will learn to calculate blood gas parameters, interpret those parameters, and evaluate the patient need for oxygen therapy.
Prerequisite: None 35 hours 3.0 Quarter Credits

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RT125 – Pathophysiology
The student will receive an introduction to the common pathophysiological disorders affecting the respiratory system.
Prerequisite: None 50 hours 4.0 Quarter Credits

RT130 – Pharmacology RT
The student will learn the medications commonly used in the treatment of pulmonary disorders, their actions, indications, contraindications, and hazards.
Prerequisite: None 35 hours 3.0 Quarter Credits

RT135 – Patient Assessment
This course will introduce the theory of the hospital experience. The student will learn the physical methods of patient assessment.
Prerequisite: None 35 hours 3.0 Quarter Credits

RT140 - Airway Management
The student will be introduced to techniques in airway management including artificial airways, tracheostomy tubes, postural drainage, and secretion mobilization techniques.
Prerequisite: None 50 hours 4.0 Quarter Credits

RT145 – Medical Gas Therapy
The student will be introduced to medical gas systems, use of bulk and tank oxygen, gas mixtures, and regulators. The student will learn about the use of medical gasses on patients and their indications, contraindications, and hazards.
Prerequisite: None 35 hours 2.5 Quarter Credits

RT150 – Humidity and Aerosol Therapy
The student will be introduced to humidification of medical gasses and the delivery of aerosols along with their indications, contraindications, and hazards.
Prerequisite: None 35 hours 3.0 Quarter Credits

RT155 - Lung Expansion Therapy
The student will receive an overview of pulmonary diseases that cause atelectasis and learn about the devices used for lung expansion therapy. The student will practice infection control techniques and learn sterile processing procedures.
Prerequisite: None 55 hours 4.0 Quarter Credits

RT160 - Clinical Rotation I
This course is an intern module in which the student will be assigned to a clinical site. There, under preceptorship, the student will begin the practice of the therapies mastered in the laboratory. Case studies and simulations of the patients treated will be presented to the class for review and critique on a weekly basis.
Prerequisite: None 150 hours 6.0 Quarter Credits

RT200 – Introduction of Ventilatory Support
The pathophysiology of respiratory failure will be discussed. Methods of providing ventilatory support to the patient in respiratory failure, including the various modes of mechanical ventilation, and the monitoring and management of patients receiving ventilatory support will be presented. Students will receive certification in Advanced Cardiac Life Support according to American Heart Association guidelines.
Prerequisite: None 60 hours 4.5 Quarter Credits

RT205 – Modes of Ventilatory Support
The student will be introduced to modes of mechanical ventilation used to treat various disease states, surgical interventions, and trauma.
Prerequisite: None 60 hours 5.0 Quarter Credits

RT210 – Monitoring of Ventilatory Support
This course instructs the student on the basic methods of monitoring mechanically ventilated patients, discusses the normal parameters for intubation and extubating of patients and the use of monitoring devices.
Prerequisite: None 60 hours 4.5 Quarter Credits

RT215 – Management of Ventilatory Support
This course will familiarize the student with methods and factors used to determine a patient's ability to be weaned from mechanical ventilation along with the parameters used to place and discontinue patients on Non-Invasive Positive Pressure Ventilation. The student will also be trained in Advanced Cardiac Life Support thru the American Heart Association methods.
Prerequisite: None **60 hours** **4.5 Quarter Credits**

RT220 - Clinical Rotation II
This course is a continuation of RT215, in which the students will be assigned to a clinical site. There, under preceptorship, the student will practice the initiation, management, and discontinuation of ventilatory support that were mastered in the laboratory. Case studies and simulations of the patients receiving ventilatory support will be presented to the class for review and critique on a weekly basis.
Prerequisite: None **150 hours** **6.0 Quarter Credits**

RT225 - Clinical Rotation III
This course is a continuation of RT215, in which the students will be assigned to a clinical site. There, under preceptorship, the student will practice the initiation, management, and discontinuation of ventilatory support that were mastered in the laboratory. Case studies and simulations of the patients receiving ventilatory support will be presented to the class for review and critique on a weekly basis.
Prerequisite: None **150 hours** **6.0 Quarter Credits**

RT230 – Pre-Natal Development and Birth
The development of the embryo and fetus will be reviewed. The process of labor and delivery and the resuscitation of the newborn in the delivery room will be studied. The unique pathophysiological states associated with the newborn and the modes of therapy to treat those states will be discussed. Laboratory practice of the modalities will be included. Common pathophysiological disorders of the pediatric patient will be presented. Modes of treatment of these disorders will be discussed and practiced in the laboratory setting. Students will receive certification for Neonatal-Pediatric Resuscitation certification and Pediatric Advanced Life Support according to the guidelines of the American Academy of Pediatrics.
Prerequisite: None **40 hours** **3.5 Quarter Credits**

RT235 – Neonatal Respiratory Care
The student will learn about the ventilatory, and oxygenation needs of neonates, there indications, contraindications, and hazards.
Prerequisite: None **30 hours** **2.5 Quarter Credits**

RT240 – Pediatric Respiratory Care
In this course, the student will learn about the common disease processes associated with pediatric development, acute trauma, and their associated therapies.
Prerequisite: None **30 hours** **2.5 Quarter Credits**

RT245 - Clinical Rotation IV
This course is a continuation of RT240, in which the students will be assigned to a clinical site. There, under preceptorship, the student will practice those procedures and modalities mastered in the laboratory setting. Case studies and simulations of the patients receiving care will be presented for review and critique on a weekly basis.
Prerequisite: None **150 hours** **6.0 Quarter Credits**

RT250 - Non-Acute Care Respiratory Therapy
The student will be introduced to the concepts of pulmonary rehabilitation and disease management. The various philosophies of improving both pulmonary function and stamina in the activities of daily living for patients with pulmonary disease will be presented.
Prerequisite: None **75 hours** **5.0 Quarter Credits**

RT255 - Clinical Rotation V
This course is a continuation of RT250, in which the student will be given a clinical assignment. There, under preceptorship, the student will observe and practice those procedures and techniques discussed previously. Case studies and simulations of the patients receiving care will be presented for review and critique on a weekly basis. This rotation can be based on previously learned/unlearned procedures as required by the school given site availability.
Prerequisite: None **58 hours** **2.0 Quarter Credits**

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RT260 - Clinical Rotation VI
The students will complete 72 hours of clinical experience while under the supervision of a clinical preceptor. Students will need to complete 15 hours in the classroom setting to review their clinical experience.
Prerequisite: None **87 hours** **3.0 Quarter Credits**

RT265 – Final Review
Students will be preparing for the post-graduate examinations of the National Board for Respiratory Care.
Prerequisite: None **50 hours** **4.5 Quarter Credits**

RTDE305 - Rehabilitation and Disease Management
Students will gain a comprehensive understanding of the role of the Respiratory Therapist in managing respiratory care in both the home and public health settings. Students will explore the unique challenges and considerations involved in providing respiratory therapy services outside of traditional clinical environments.
Prerequisite: None **50 hours** **5.0 Quarter Credits**

RTDE315 - Home and Public Health
Students will gain a comprehensive understanding of the role of the Respiratory Therapist in managing respiratory care in both the home and public health settings. Students will explore the unique challenges and considerations involved in providing respiratory therapy services outside of traditional clinical environments.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE325 - Disaster Preparedness
Students will gain the knowledge and skills necessary to effectively respond to and manage respiratory care during various types of disasters. This course explores the unique challenges and considerations Respiratory Therapist face in emergency situations and provides practical strategies for disaster preparedness and response.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE335 - Advanced Cardiopulmonary Pharmacology
Students will build upon the foundational knowledge of basic pharmacology and focus specifically on the advanced concepts and applications in the field of cardiopulmonary medicine. This course is designed to provide in-depth knowledge and understanding of the pharmacological principles and therapeutic interventions related to cardiovascular and respiratory systems.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE345 - Advanced Pathophysiology
Students will study the current perspectives in pathophysiology as they relate to the pulmonary diseases commonly encountered in the intensive care setting. Students will study the underlying mechanisms and processes involved in pulmonary disease development and progression. This course builds upon the fundamental concepts learned in basic pulmonary pathophysiology and explores advanced topics to develop a higher level of clinical reasoning and critical thinking skills. This course is designed to provide current approaches to management of critically ill patients, including pharmacological and ventilatory management.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE405 – Polysomnography
Students will gain an in-depth understanding of the principles and procedures involved in performing and interpreting polysomnographic studies. Students will explore the anatomy and physiology of sleep, as well as the various sleep stages and their characteristics. Students will learn about common sleep disorders, including obstructive sleep apnea, central sleep apnea, narcolepsy, and insomnia, and the role of polysomnography in their diagnosis and management. This course is designed specifically for Respiratory Therapists seeking to develop a strong foundation in polysomnography techniques and their application in the field of respiratory care.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE415 - Patient Information and Management
Students will gain a comprehensive understanding of collecting, analyzing, and managing patient information. Students will study the crucial role of accurate patient information in facilitating effective respiratory therapy interventions and optimizing patient outcomes. Students will develop the necessary skills to gather relevant information, interpret data, and use it to make informed clinical decisions.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE425 - Adult Critical Care
Students will study the assessment of critically ill patients. The hemodynamic, ventilatory, and nutritional monitoring of the patient will be included along with strategies for correction of instability in these areas. Students will also study specialized areas within the critical care setting. These include stabilization and transport of the critically ill patient.
Students will be provided with the foundations to help prepare them to sit for the National Board for Respiratory Care (NBRC) Adult Critical Care Specialty (ACCS) Examination.
Prerequisite: none **50 hours** **5.0 Quarter Credits**

RTDE435 - Neonatal / Pediatric Care
Students will study the assessment of the critically ill neonatal and pediatric patient. The hemodynamic, ventilatory, and nutritional monitoring of the neonatal and pediatric patient will be included along with strategies for correction of instability in these areas. Students will also study specialized areas within the critical care setting. These include stabilization and transport of the neonatal and pediatric critically ill patient.
Students will be provided with the foundations to help prepare them to sit for the National Board for Respiratory Care (NBRC) Neonatal/Pediatric Respiratory Care Specialty (NPS) Examination.
Co -Prerequisite: all program courses **50 hours** **5.0 Quarter Credits**

RTDE455 - Respiratory Therapy Capstone
The Respiratory Therapy Capstone is a culmination of the knowledge gained in BSRT program. The objective of the approved projects is to improve healthcare outcomes in the clinical setting. These evidence-based projects may address necessary changes in the healthcare delivery system, modification procedures to aid the quality improvement processes, healthcare organizational changes, and ways of improving the state of healthcare delivery at the local, regional and national level. The project will include approval of the following, overview of the project, the problem statement and background information, project objectives and expected outcomes, and evaluation plan with methodology and measures included will be evaluated.
Co-Prerequisite: all program courses **50 hours** **5.0 Quarter Credits**

SOC101 – Sociology
This class provides an overview of sociology and its application to everyday life. Emphasis is placed on understanding the major theories, concepts, and terminology. Students will explore topics such as culture, inequality, social structure, deviance, and social institutions.
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

SOC302 — Ethics
A brief overview of the major Ethical theories and philosophies is provided as groundwork for discussing relevant ethical issues. These issues may include, but are not limited to Business Ethics, Media Ethics, Death and Dying, and Love and Relationships. Lecture will be supplemented with student led discussions, appropriate media, and special projects.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

SOC321 — Organizational Sociology
This course examines organizational behavior, through a study of the origins and operations of formal bureaucratic organizations. The organization's place in modern society; and its relations to other organizations and to individuals is also considered. Topics include key issues in the sociology of organizations, major organizational theories, leadership, and authority.
Prerequisite: Completion of 25.0 Quarter Credits of lower-division general education **50 Hours** **5.0 Quarter Credits**

SOCDE101 – Sociology
This class provides an overview of sociology and its application to everyday life. Emphasis is placed on understanding the major theories, concepts, and terminology. Students will explore topics such as culture, inequality, social structure, deviance, and social institutions.
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

SOCDE302 — Ethics
A brief overview of the major Ethical theories and philosophies is provided as groundwork for discussing relevant ethical issues. These issues may include, but are not limited to Business Ethics, Media Ethics, Death and Dying, and Love and Relationships. Lecture will be supplemented with student led discussions, appropriate media, and special projects.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

SOCDE321 — Organizational Sociology
This course examines organizational behavior, through a study of the origins and operations of formal bureaucratic organizations. The organization's place in modern society; and its relations to other organizations and to individuals is also considered. Topics include key issues in the sociology of organizations, major organizational theories, leadership, and authority.
Prerequisite: Completion of 25.0 Quarter Credits of lower-division general education **50 Hours** **5.0 Quarter Credits**

SPC101 — Speech
Students learn to apply professional speaking techniques to deliver impromptu, extemporaneous, and rehearsed speeches. Attention is focused on speaking skills, listening skills, preparation and organization skills, and the importance of non-verbal communication. Special attention is paid to Informative and Persuasive Speaking.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

SPC105 — Interpersonal Communications
Students learn the various theories and techniques of interpersonal communications. Topics include process and functions of communication, relationship development, communication strategies, interpersonal language skills, listening and response skills and managing conflict.
Prerequisite: None **30 Hours** **3.0 Quarter Credits**

SPCDE101 — Speech
Students learn to apply professional speaking techniques to deliver impromptu, extemporaneous, and rehearsed speeches. Attention is focused on speaking skills, listening skills, preparation and organization skills, and the importance of non-verbal communication. Special attention is paid to Informative and Persuasive Speaking.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

SPCDE105 — Interpersonal Communications
Students learn the various theories and techniques of interpersonal communications. Topics include process and functions of communication, relationship development, communication strategies, interpersonal language skills, listening and response skills and managing conflict.
Prerequisite: None **30 Hours** **3.0 Quarter Credits**

STA301 – Statistics
STA301 is a foundational course in statistics that includes topics such as data types, elements of experimental design, central tendency, frequency distributions, dot plots, stem and leaf plots, histograms, and pie charts. STA301 includes counting principles, basic probability, conditional probability, and probability distributions. The course contains an emphasis on computing the variance and standard deviation of data sets and probability distributions along with computing expected values and confidence intervals. Various descriptive and inferential techniques are developed and applied with the aid of appropriate technology tools.
Prerequisite: None **50 Hours** **5.0 Quarter Credits**

STADE301 – Statistics
STADE301 is a foundational course in statistics that includes topics such as data types, elements of experimental design, central tendency, frequency distributions, dot plots, stem and leaf plots, histograms, and pie charts. STADE301 includes counting principles, basic probability, conditional probability, and probability distributions. The course contains an emphasis on computing the variance and standard deviation of data sets and probability distributions along with computing expected values and confidence intervals. Various descriptive and inferential techniques are developed and applied with the aid of appropriate technology tools.
Prerequisite: none **50 Hours** **5.0 Quarter Credits**

VCG302 — History of Graphic Design and Advertising
Advertising is a creative industry that has transformed many commercial works into cultural touchstones; graphic design combined with marketing is a powerful tool that can both promote products and corporations, as well as embed icons in world consciousness. Any good student of graphic design needs to know their history; it is both a rich resource and a basis for evolution in design.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG303 — Commercial Illustration and Life Drawing
Students will learn illustration that encompasses advertising, and editorial needs, including adapting work for the limitations of printing processes.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG304 — Advanced Typography and Font Creation
This class furthers the students' knowledge of typographic principles begun in introductory Typography. The investigation of typography in product design to communicate with and have an impact on an audience, as well as information hierarchy, is emphasized through typographic design using font creation software.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG305 — Branding, Logos, and Packaging
A company's brand may be its most valuable asset. Keeping up with marketplace trends in branding is essential for a company's survival and a designer's relevance and marketability. Logos are key to popularizing a brand. Package design is an equally important tool in a designer's arsenal, vital for the products of many companies, and is one area that will remain central to print graphics.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG351 — Marketing Dynamics and Strategies
A coherent marketing strategy defines the marketability of a product and the differentiating features of its brand and deliverables. In this class students will learn how to professionally define a product's unique marketing strategy, and create deliverables for its implementation, as well as reflect on the marketing of their own design firms.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG352 — Prepress and Business Ethics
Traditional printing techniques are discussed in detail, including an analysis of current and next-generation digital layout and print production processes. From concept and planning through digital workflow, color management, font, and image usage, to file formats, proofing, paper selection, signatures and extent, printing techniques, finishes, postproduction, and distribution are addressed. Further, issues such as pricing, legal rights and ethics in relation to the work of graphic artists are discussed.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG353 — Art Direction and Team Projects
Students will learn the duties and obligations involved as an art director in a design firm, including design, delegation, and people management. Included projects will be team efforts, under the direction of an art director for each creation.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG354 — Photography and Videography
Members of design teams may be required to design, manage, and direct photo shoots as well as video elements for clients' commercial needs. This course helps prepare students for running such shoots, including visual design, lighting elements, and communicating with photographers.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

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VCG405 — Advanced Project
Each student will design a long-form project, a commercial representation of a product or corporation, and design all materials and peripherals for the project and corporation. Student will alternatively work as an extern in a design firm of their own discovery, to learn the structure, processes, and workflow of a business environment.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VCG406 — 2D Print Portfolio Development
In this course students create an interactive portfolio demonstrating the students' skills at design. Focus in this course will be on presentation of student work and other knowledge needed in order to get a job within the design industry.
Prerequisite: Associate in Graphic Design or equivalent
50 Hours 3.5 Quarter Credits

VT101A — Introduction to Veterinary Technology
Orientation to the program, and a survey of the role of the veterinary technician in the workplace. Survey of employment opportunities and areas of specialization. Ethics and professionalism. Laws and regulations governing veterinary technicians. Introduction to basic animal care skills and clinical procedures. Visit to local veterinary clinic or hospital to familiarize students with future work environment.
Prerequisite: None 50 Hours 4.0 Quarter Credits

VT102A — Veterinary Medical Terminology
This course covers word parts, directional terminology, and analysis of common veterinary terms.
Prerequisite: None 50 Hours 4.0 Quarter Credits

VT102C — Veterinary Medical Calculations
This course reviews mathematics required as part of clinical medical calculations utilized in preparation and administration of drugs, dosage determinations, intravenous fluid infusion, and prescription dispensing. Subjects covered include review of calculations involving fractions, decimals, ratios and proportions, unit conversions, and algebraic equations.
Prerequisite: None 30 Hours 3.0 Quarter Credits

VT103A — Veterinary Anatomy & Physiology I
Comparative veterinary anatomy and physiology for veterinary technicians. This course covers the clinically relevant veterinary anatomy and physiology including a discussion of the similarities and differences among the major domestic species. Emphasis is placed on the normal structure and function of the major organ systems as the foundation for understanding pathology and the pathophysiology of disease.
Prerequisite: None 50 Hours 3.5 Quarter Credits

VT104B — Veterinary Anatomy & Physiology II
Comparative anatomy and physiology for veterinary technicians. This course covers the clinically relevant anatomy and physiology of the major domestic animals and includes a discussion of the similarities and differences among the species. Emphasis is placed on the normal structure and function of the major organ systems as the foundation for understanding pathology and pathophysiology of disease.
Prerequisite: VT103A 50 Hours 3.5 Quarter Credits

VT105B – Veterinary Anatomy and Physiology III
Comparative anatomy and physiology for veterinary technicians. This course covers the clinically relevant anatomy and physiology of the major domestic animals and includes a discussion of the similarities and differences among the species. Emphasis is placed on the normal structure and function of the major organ systems as the foundation for understanding pathology and pathophysiology of disease.
Prerequisite: VT104A 25 Hours 1.5 Quarter Credits

VT106B — Veterinary Pharmacology
This course introduces the basic principles of veterinary pharmacology. Preparation and dispensing of medications. Overview of the actions and interactions of the major classes of drugs, with emphasis on common veterinary uses of specific drugs.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VT107B – Veterinary Pharmacology II
This course continues to introduce students to the basic principles of veterinary pharmacology. Preparation and dispensing of medications. Overview of the actions and interactions of the major classes of drugs, with emphasis on common veterinary uses of specific drugs.
Prerequisite: VT101A, VT105B, VT106B
25 Hours **1.5 Quarter Credits**

VT 108B – Equine Nursing
Introduction to the equine species will be given in this course. Review of basic anatomy, physiology will be done. Identifying different breeds, nutrition and husbandry will be presented. Various clinical techniques and restraint techniques will be taught and demonstrated by the students. Equine parasitology and diseases will also be covered.
Prerequisite: None **33 Hours** **2.5 Quarter Credits**

VT 109A – Lab Animal Nursing
An orientation to the use of animals in research and to the role of the veterinary technician and the biotechnologist in a biomedical research animal facility. Regulations affecting the use of animals in research will be discussed, including the Animal Welfare Act, USDA, FDA, and IACUC requirements. Proper methods of restraint, husbandry, nursing techniques, and housing needs for the common species of laboratory animals. Appropriate anesthesia, analgesia and euthanasia methods are discussed.
Prerequisite: None **28 Hours** **2.0 Quarter Credits**

VT110A — Veterinary Clinical Pathology
This course provides the fundamental studies of laboratory techniques and procedures involved in evaluating veterinary clinical samples. Areas of study include hematology, urinalysis, hemostasis, blood biochemistry and enzymology, serology, and cytology. The veterinary technician's role in sample collection, sample storage and handling, and performance of analytic procedures will be emphasized. Skills are developed in the use of laboratory equipment, laboratory safety and management, and quality control.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VT111A — Veterinary Parasitology
Study of animal parasites. This course focuses on life cycle, vectors, and methods of transmission, identification, and prevention and treatment of parasitic disease in animals.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VT 112A – Veterinary Clinical Pathology II
This course continues to provide the fundamental study of laboratory techniques and procedures involved in evaluating veterinary clinical samples. Areas of study include hematology, urinalysis, hemostasis, blood biochemistry and enzymology, serology, and cytology. The veterinary technician's role in sample collection, sample storage and handling, and performance of analytic procedures will be emphasized. Skills are developed in the use of laboratory equipment, laboratory safety and management, and quality control.
Prerequisite: None **25 Hours** **1.5 Quarter Credits**

VT120 — Veterinary Clinical Techniques I
This course begins the student's clinical training. Students are introduced to principles of husbandry and medical care of common animal species, including physical examination, grooming, injections, feeding, housing, and restraint. The course includes a hands-on component focusing on the practical application of animal care skills and principles of animal care and management using techniques and knowledge learned in the veterinary technology classroom.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

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VT121 — Veterinary Clinical Techniques II
This course continues the student's clinical training. Hands-on experience performing and assisting with routine clinical diagnostic and therapeutic procedures, including dermatologic and ophthalmologic procedures, blood and urine collection and other routine veterinary clinical procedures.
Prerequisite: VT120 **50 Hours** **3.5 Quarter Credits**

VT122B — Small Animal Nursing I
This course covers a case and disease-based approach to nursing technique and procedure in the small animal patient. Students will learn how to effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Additional advanced clinical skills will be covered.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VT123B — Small Animal Nursing II
This course continues to cover a case and disease-based approach to nursing technique and procedure in the small animal patient. Students will learn how to effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Additional advanced clinical skills will be covered.
Prerequisite: VT122B **50 Hours** **4.0 Quarter Credits**

VT125 – Veterinary Clinical Techniques III
This course completes the pre-clinical training of the veterinary technology student, covering both large and small animals. Topics covered include venipuncture and blood collection techniques, catheterization, fluid therapy, physical examination, basic dental care procedures, wound management, and emergency care. Hands-on experience performing and assisting with routine clinical diagnostic and therapeutic procedures, including dermatologic and ophthalmologic procedures, blood and urine collection and other routine veterinary clinical procedures.
Prerequisite: VT121 **25 Hours** **1.5 Quarter Credits**

VT130B — Veterinary Anesthesia and Surgical Nursing I
This course covers all aspects of surgical nursing including surgical assistance, aseptic technique and patient preparation, operating room procedures, surgical instrument use and care, suturing techniques, and sterilization procedures. Pain assessment, scoring, and interventions, in addition to bandaging techniques will also be covered. Also covered: Principles and practice of veterinary anesthesia. This course covers the physiology of the respiratory, cardiovascular, and nervous systems as they are relevant to anesthesia. The pharmacology and uses of common pre-anesthetic and anesthetic agents. The veterinary technician's role in patient preparation, induction and maintenance of anesthesia, and post-anesthetic nursing is practiced in the laboratory.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VT131B — Veterinary Anesthesia and Surgical Nursing II
This course covers all aspects of surgical nursing including surgical assistance, aseptic technique and patient preparation, operating room procedures, surgical instrument use and care, suturing techniques, and sterilization procedures. Pain assessment, scoring, and interventions, in addition to bandaging techniques will also be covered. Also covered: Principles and practice of veterinary anesthesia. This course covers the physiology of the respiratory, cardiovascular and nervous systems as they are relevant to anesthesia. The pharmacology and uses of common pre-anesthetic and anesthetic agents. The veterinary technician's role in patient preparation, induction and maintenance of anesthesia, and post-anesthetic nursing is practiced in the laboratory.
Prerequisite: VT130B **50 Hours** **3.5 Quarter Credits**

VT142A — Veterinary Hospital Management and Client Communication

Principles and practice of veterinary office management for veterinary technology students. Client relations, receptionist skills, telephone techniques and personnel management. Generation and maintenance of correspondence, medical records, legal forms, and hospital logs. Basic bookkeeping, accounting, and financial management principles. Marketing and public relations. Professional ethics and professionalism. Use of computers for data entry, patient record management and inventory control. Use of practice management software. State and federal laws as they apply to the veterinary practice. The objective of this course is to provide the student with critical client communication and customer service skills. These skills complement the technical learning provided in the program and are essential to becoming a member of a client-facing healthcare delivery team. The course emphasizes experiential learning and focuses on providing the student with experience handling common client interaction situations such as explanation of technical knowledge to a client, working with a concerned client, conflict resolution, and answering questions on commonly requested medications and treatments.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

VT150B — Veterinary Diagnostic Imaging

Introduction to the principles of veterinary radiography for veterinary technician students, including radiographic terminology, physics of X-ray production and interaction with matter, occupational safety and radiation protection, radiographic exposure factors and patient positioning required for production of diagnostic films, processing of radiographic film. Discussion of equipment materials and special radiographic studies common in veterinary practice. Basic ultrasound procedures are also presented.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VT160A — Animal Nutrition

Fundamentals of energy and non-energy producing nutrients and their sources and functions. Integration of concepts including digestion, absorption, and metabolism with application to normal and therapeutic nutritional needs.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VT170C — Exotic Animal Nursing

Basic understanding of the care, husbandry, clinical procedures, and medical concerns of rabbits, ferrets, guinea pigs, chinchillas, small rodents, birds, snakes, lizards, turtles. Emphasis on clinically relevant materials and activities.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

VT171A — Large Animal Nursing

The Large Animal Nursing course provides focused study of large animal nursing skills including physical exam, clinical procedures, husbandry requirements, reproduction, and preventive care. The technician's role in food animal medicine. Species covered include bovine, ovine, porcine, caprine and camelid.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

VT200A — Veterinary Clinical Externship I

Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians. The site of the preceptorship is approved by the veterinary technology program in consultation with the student and the veterinary professionals Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team. The course includes a weekly seminar in which the externship experience is reviewed, and skills are reinforced. Concurrent enrollment in VT200b required.

Prerequisite: VT101A – VT171A **120 Hours** **4.0 Quarter Credits**

VT200.B – Veterinary Technician Seminar

This seminar course will serve as an on-campus addition to the students' first off-campus externship in VT200a. Students will discuss their experiences and challenges of working in a clinic. Concepts and skills will be reviewed and reinforced. Weekly objectives will be assessed in accordance with AVMA requirements.

Prerequisite: VT200A **25 Hours** **2.0 Quarter Credits**

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VT201A — Veterinary Clinical Externship II

Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team.

Prerequisite: VT200.B **120 Hours** **4.0 Quarter Credits**

VT202A — Veterinary Clinical Externship III

Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians. Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team.

Prerequisite: VT201A **120 Hours** **4.0 Quarter Credits**

VT203.B — Veterinary Technician License Preparation

Review of pertinent information and content that will prepare the students to sit for the VTNE exam.

Prerequisite: VT202A **50 Hours** **3.5 Quarter Credits**

VTARDE110 - Basic Sciences, Terminology, & Calculations for VT

An introductory course covering fundamentals in biology, microbiology, chemistry, basic math, and animal anatomy and physiology. Lectures will cover basic cell biology, mathematical equations, and beginning algebra, chemical equations, reactions, the periodic table, microbial identification, basics of animal disease, and anatomy and physiology of major organ systems in higher mammals. The course also covers an introduction to word parts, directional terminology, and an analysis of common veterinary terms. Additional topics include mathematics required as part of clinical medical calculations utilized in the preparation and administration of drugs, dosage determinations, intravenous fluid infusion, and prescription dispensing. Subjects covered include a review of calculations involving fractions, decimals, ratios and proportions, unit conversions, and algebraic equations.

Prerequisite: None **65 Clock Hours**

VTARDE120 - Laboratory Procedures, Pharmacology, Diseases, & Dentistry for VT

his course covers a case and disease-based approach to nursing techniques and procedures in small animal patients. Students will effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Disease processes commonly seen in small animal patients will be broken up into various anatomical systems. This course outlines the clinical samples and pharmacology used in the diagnosis and treatment of feline and canine infectious diseases, dermatologic diseases, gastrointestinal diseases, and urinary diseases. Zoonotic diseases will be discussed. The course will outline small animal dental anatomy and dental formulas, dental pathology, charting, and prophylaxis procedures will be covered as well as basic, simple extraction techniques and instrumentation.

Prerequisite: VTARDE110 **65 Clock Hours**

VTARDE130 - Laboratory Procedures, Pharmacology, Diseases, & Parasitology for VT

This course covers a case and disease-based approach to nursing techniques and procedures in small animal patients. Students will effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Disease processes commonly seen in small animal patients will be broken up into various anatomical systems. This course outlines the clinical samples and pharmacology used in the diagnosis and treatment of neurologic diseases, endocrine diseases, reproductive diseases, cardiovascular diseases, and pulmonary diseases. Zoonotic diseases will be discussed. The review of animal parasites and life cycles, vectors, methods of transmission, identification, prevention, and treatment of parasitic diseases is covered.

Prerequisite: VTARDE110 **65 Clock Hours**

VTARDE140 - Anesthesia, Pain Management, Surgical Nursing, & Diagnostic Imaging for VT

This course outlines the physiology of the respiratory, cardiovascular, and nervous systems as they are relevant to anesthesia. The pharmacology and uses of common pre-anesthetic and anesthetic agents will be covered. The veterinary technician's role in patient preparation, induction and maintenance of anesthesia, and post-anesthetic nursing will be discussed. An overview of anesthetic monitoring, anesthetic instrumentation, and recovery will be covered. Surgical assistance, aseptic technique and patient preparation, operating room procedures, surgical instrument use and care, suturing techniques, sterilization procedures, and application of bandages, splints, and cast techniques. Pain assessment, scoring, and interventions will be discussed. A review of the principles of veterinary radiography, including terminology, x-ray production, occupational safety, radiation protection, radiographic exposure factors, and patient positioning required for the production of diagnostic images, and processing of radiographic film. Discussion of special radiographic studies common in veterinary practice and basic ultrasound procedures.

Prerequisite: VTARDE110 **65 Clock Hours**

VTARDE150 - Emergency/Critical Care Nursing & License Exam Preparation for VT

A review of disease processes (including zoonotic), laboratory techniques, parasitology, radiology, pharmacology, and anesthesia/surgical nursing concepts will be reviewed as they pertain to exotic, laboratory, and large animal species. Reviews of dental anatomy and dental formulas for these species will be discussed. Common diseases seen in small animal emergency practice will be discussed as well as advanced clinical procedures such as IV catheter placement, relief hole procedure for IV placement, and CPR and advanced life support techniques. Review of pertinent subject matter in preparation for the Veterinary Technician National Examination may include access to multiple timed practice tests.

Prerequisite: VTARDE110 through VTARDE140 **65 Clock Hours**

VTDE101A — Introduction to Veterinary Technology

Orientation to the program, and a survey of the role of the veterinary technician in the workplace. Survey of employment opportunities and areas of specialization. Ethics and professionalism. Laws and regulations governing veterinary technicians. Introduction to basic animal care skills and clinical procedures.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VTDE102A — Veterinary Medical Terminology

This course covers word parts, directional terminology, and analysis of common veterinary terms.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VTDE103A — Veterinary Anatomy & Physiology I

Comparative veterinary anatomy and physiology for veterinary technicians. This course covers the clinically relevant veterinary anatomy and physiology including a discussion of the similarities and differences among the major domestic species. Emphasis is placed on the normal structure and function of the major organ systems as the foundation for understanding pathology and the pathophysiology of disease.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE104C — Veterinary Anatomy & Physiology II / III

Comparative anatomy and physiology for veterinary technicians. This course covers the clinically relevant anatomy and physiology of the major domestic animals and includes a discussion of the similarities and differences among the species. Emphasis is placed on the normal structure and function of the major organ systems as the foundation for understanding pathology and pathophysiology of disease.

Prerequisite: VTDE103 **75 Hours** **5.0 Quarter Credits**

VTDE106A — Veterinary Pharmacology I

This course introduces the basic principles of veterinary pharmacology. Preparation and dispensing of medications. Overview of the actions and interactions of the major classes of drugs, with emphasis on common veterinary uses of specific drugs.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

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VTDE107A – Veterinary Pharmacology II

Part 2 of a 2-part course introducing the basic principles of veterinary pharmacology. Preparation and dispensing of medications. Overview of the actions and interactions of the major classes of drugs, with emphasis on common veterinary uses of specific drugs.

Prerequisite: VTDE106 **25 Hours** **1.5 Quarter Credits**

VTDE109B – Lab Animal and Exotic Animal Nursing

An orientation to the use of animals in research and to the role of the veterinary technician and the biotechnologist in a biomedical research animal facility. Regulations affecting the use of animals in research will be discussed, including the Animal Welfare Act, USDA, FDA, and IACUC requirements. Proper methods of restraint, husbandry, nursing techniques, and housing needs for the common species of laboratory animals. Appropriate anesthesia, analgesia and euthanasia methods are discussed. Basic understanding of the care, husbandry, clinical procedures, and medical concerns of rabbits, ferrets, guinea pigs, chinchillas, small rodents, birds, snakes, lizards, turtles. Emphasis on clinically relevant materials and activities.

Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VTDE110A — Veterinary Clinical Pathology

This course provides the fundamental studies of laboratory techniques and procedures involved in evaluating veterinary clinical samples. Areas of study include hematology, urinalysis, hemostasis, blood biochemistry and enzymology, serology, and cytology. The veterinary technician's role in sample collection, sample storage and handling, and performance of analytic procedures will be emphasized. Skills are developed in the use of laboratory equipment, laboratory safety and management, and quality control.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE111A — Veterinary Parasitology

Study of animal parasites. This course focuses on life cycle, vectors, and methods of transmission, identification, and prevention and treatment of parasitic disease in animals.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE112A – Veterinary Clinical Pathology II

This course continues to provide the fundamental study of laboratory techniques and procedures involved in evaluating veterinary clinical samples. Areas of study include hematology, urinalysis, hemostasis, blood biochemistry and enzymology, serology, and cytology. The veterinary technician's role in sample collection, sample storage and handling, and performance of analytic procedures will be emphasized. Skills are developed in the use of laboratory equipment, laboratory safety and management, and quality control.

Prerequisite: VTDE110 **25 Hours** **1.5 Quarter Credits**

VTDE120A — Veterinary Clinical Techniques I

This course begins the student's clinical training. Students are introduced to principles of husbandry and medical care of common animal species, including physical examination, grooming, injections, feeding, housing, and restraint. The course includes a hands-on component focusing on the practical application of animal care skills and principles of animal care and management using techniques and knowledge learned in the veterinary technology classroom.

Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE121B — Veterinary Clinical Techniques II / III

This course continues the student's clinical training. Hands-on experience performing and assisting with routine clinical diagnostic and therapeutic procedures, including dermatologic and ophthalmologic procedures, blood and urine collection and other routine veterinary clinical procedures. This course completes the pre-clinical training of the veterinary technology student, covering both large and small animals. Topics covered include venipuncture and blood collection techniques, catheterization, fluid therapy, physical examination, basic dental care procedures, wound management, and emergency care. Hands-on experience performing and assisting with routine clinical diagnostic and therapeutic procedures, including dermatologic and ophthalmologic procedures, blood and urine collection and other routine veterinary clinical procedures.

Prerequisite: VTDE120 **50 Hours** **3.5 Quarter Credits**

VTDE122A — Small Animal Nursing I
This course covers a case and disease-based approach to nursing technique and procedure in the small animal patient. Students will learn how to effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Additional advanced clinical skills will be covered.
Prerequisite: None **50 Hours** **4.0 Quarter Credits**

VTDE123A — Small Animal Nursing II
This course continues to cover a case and disease-based approach to nursing technique and procedure in the small animal patient. Students will learn how to effectively apply critical thinking skills, nursing interventions, and clinical procedures to affect a positive outcome in animal patients. Additional advanced clinical skills will be covered.
Prerequisite: VTDE122 **50 Hours** **4.0 Quarter Credits**

VTDE130A — Veterinary Anesthesia and Surgical Nursing I
This course covers all aspects of surgical nursing including surgical assistance, aseptic technique and patient preparation, operating room procedures, surgical instrument use and care, suturing techniques, and sterilization procedures. Pain assessment, scoring, and interventions, in addition to bandaging techniques will also be covered. Also covered: Principles and practice of veterinary anesthesia. This course covers the physiology of the respiratory, cardiovascular, and nervous systems as they are relevant to anesthesia. The pharmacology and uses of common pre-anesthetic and anesthetic agents. The veterinary technician's role in patient preparation, induction and maintenance of anesthesia, and post-anesthetic nursing is practiced in the laboratory.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE131A — Veterinary Anesthesia and Surgical Nursing II
This course covers all aspects of surgical nursing including surgical assistance, aseptic technique and patient preparation, operating room procedures, surgical instrument use and care, suturing techniques, and sterilization procedures. Pain assessment, scoring, and interventions, in addition to bandaging techniques will also be covered. Also covered: Principles and practice of veterinary anesthesia. This course covers the physiology of the respiratory, cardiovascular, and nervous systems as they are relevant to anesthesia. The pharmacology and uses of common pre-anesthetic and anesthetic agents. The veterinary technician's role in patient preparation, induction and maintenance of anesthesia, and post-anesthetic nursing is practiced in the laboratory.
Prerequisite: VTDE130 **50 Hours** **3.5 Quarter Credits**

VTDE141B — Veterinary Hospital Management and Client Communication and Customer Service
Principles and practice of veterinary office management for veterinary technology students. Client relations, receptionist skills, telephone techniques and personnel management. Generation and maintenance of correspondence, medical records, legal forms and hospital logs. Basic bookkeeping, accounting, and financial management principles. Marketing and public relations. Professional ethics and professionalism. Use of computers for data entry, patient record management and inventory control. Use of practice management software. State and federal laws as they apply to the veterinary practice. The objective of this course is to provide the student with critical client communication and customer service skills. These skills complement the technical learning provided in the program and are essential to becoming a member of a client-facing healthcare delivery team. The course emphasizes experiential learning and focuses on providing the student with experience handling common client interaction situations such as explanation of technical knowledge to a client, working with a concerned client, conflict resolution, and answering questions on commonly requested medications and treatments.
Prerequisite: None **25 Hours** **2.0 Quarter Credits**

VTDE150A — Veterinary Diagnostic Imaging
Introduction to the principles of veterinary radiography for veterinary technician students, including radiographic terminology, physics of X-ray production and interaction with matter, occupational safety and radiation protection, radiographic exposure factors and patient positioning required for production of diagnostic films, processing of radiographic film. Discussion of equipment materials and special radiographic studies common in veterinary practice. Basic ultrasound procedures are also presented.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

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VTDE160A — Animal Nutrition
Fundamentals of energy and non-energy producing nutrients and their sources and functions. Integration of concepts including digestion, absorption, and metabolism with application to normal and therapeutic nutritional needs.
Prerequisite: None **50 Hours** **3.5 Quarter Credits**

VTDE171B – Equine and Large Animal Nursing
Introduction to the equine species will be given in this course. Review of basic anatomy, physiology will be done. Identifying different breeds, nutrition and husbandry will be presented. Various clinical techniques and restraint techniques will be taught and demonstrated by the students. Equine parasitology and diseases will also be covered. The Large Animal Nursing course provides focused study of large animal nursing skills including physical exam, clinical procedures, husbandry requirements, reproduction, and preventive care. The technician's role in food animal medicine. Species covered include bovine, ovine, porcine, caprine and camelid.
Prerequisite: None **58 Hours** **4.5 Quarter Credits**

VTDE200A — Veterinary Clinical Externship I
Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians. The site of the preceptorship is approved by the veterinary technology program in consultation with the student and the veterinary professionals Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team. The course includes a weekly seminar in which the externship experience is reviewed, and skills are reinforced. Concurrent enrollment in VTDE200B required.
Prerequisite: VTDE101 **120 Hours** **4.0 Quarter Credits**

VTDE200.B – Veterinary Technician Seminar
This seminar course will serve as an on-campus addition to the students' first off-campus externship in VT200a. Students will discuss their experiences and challenges of working in a clinic. Concepts and skills will be reviewed and reinforced. Weekly objectives will be assessed in accordance with AVMA requirements.
Prerequisite: VTDE101 **25 Hours** **2.0 Quarter Credits**

VTDE201 — Veterinary Clinical Externship II
Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team.
Prerequisite: VTDE101 – VTDE171A, VTDE200A & VTDE200B
120 Hours **4.0 Quarter Credits**

VTDE202 — Veterinary Clinical Externship III
Formal, structured off-campus clinical experience in licensed veterinary facilities, which serve as a means of instructing the student in practical, hands-on, clinical skills in all aspects of veterinary assisting. The student is under the direct supervision of one or more licensed veterinarians and/or credentialed veterinary technicians. Opportunity for learning and practical application of the knowledge, skills and attitudes required of a veterinary assistant. Exposure to varied methodologies and practice philosophies in a variety of clinical settings. Emphasis is on the role of the veterinary technician in the veterinary healthcare team.
Prerequisite: VTDE101 – VTDE201 **120 Hours** **4.0 Quarter Credits**

VTDE203B — Veterinary Technician License Preparation
Review of pertinent subject matter in preparation for the California State and National Veterinary Technician Examination. Includes lecture, group study, and laboratory components.
Prerequisite: VTDE101 — VTDE201 50 Hours 3.5 Quarter Credits

VTDE204 – Medical Calculations
This course reviews mathematics required as part of clinical medical calculations utilized in preparation and administration of drugs, dosage determinations, intravenous fluid infusion, and prescription dispensing. Subjects covered include review of calculations involving fractions, decimals, ratios and proportions, unit conversions, and algebraic equations.
Prerequisite: VTDE101 30 Hours 3.0 Quarter Credits

VTDE250B – Veterinary Clinical Skills Seminar (On-site)
This course completes the pre-clinical training of the veterinary technology student, covering both large and small animals. Hands-on experience including: husbandry and medical care of common animal species, physical examination, grooming, injections, feeding, housing and restraint, performing and assisting with routine clinical diagnostic and therapeutic procedures, including dermatologic and ophthalmologic procedures, blood and urine collection, catheterization, fluid therapy, anesthesia, physical examination, basic dental care procedures, wound management, and emergency care and other routine veterinary clinical procedures. Part one of a three-part course.
Prerequisite: VTDE101 – VTDE171A 120 Hours 6.5 Quarter Credits



Los Angeles Campus
1000 S. Fremont Ave., A9 West
Alhambra, CA 91803
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3700 Inland Empire Blvd., Suite 400
Ontario, CA 91764
(909) 941-9410



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OPEN	Financial Aid Advisor		Marco Guerrero	Director of Career Services
Melissa Canul	Financial Aid Advisor		Celeste Navarro	Career Services Advisor
Amanda Lopez	Receptionist		Juliana Rincon	Career Services Advisor
Alexis Sanchez	Receptionist		Jennifer Berganza	Career Services Advisor
Vanessa De Jesus	Receptionist		Eric Zakem	Librarian
Distance Education				
Roger Ramirez	Academic Supervisor		Mekenna Alvarez	Lead VT Faculty
			David Kitchen	Admissions Representative
Allied Health Certificate Programs Staff (NDS)				
Arely De Jesus	Allied Health Program - Administrative Assistant			

Class Sessions

Classes meet Monday through Friday and are completed in five-week modules.

Morning Classes	7:45 am -12:45 pm		Afternoon Classes (DMS)	2:00 pm – 8:00 pm
Morning Classes (DMS/ RT/ VT/ LVN)	7:45 am – 1:45 pm		Afternoon Classes (VT)	1:00 pm – 6:00 pm
			Evening Classes	5:45 pm – 10:45 pm
For Vocational Nursing core courses only – classes meet Monday through Friday and are completed in 10-week modules. Times may vary based on clinical site hours.				

Student and Faculty Holidays

Please reference Canvas - New Student Orientation course for dates
*Martin Luther King, Jr. Day * Memorial Day *Independence Day * Labor Day * Thanksgiving * Winter Break * New Years*

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Business Management (hybrid)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	RIV	ANA,ONT	ALH
Business Management (residential)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	-	ANA, RIV, ONT	ALH
Business Management	Bachelor of Arts (BA)	25 months	2000	200	$47,192.00	$3,575.00	$0	**$50,767.00**	RIV	-	ALH, ONT, ANA
Certified Nurse Assistant (not available for Title IV funding)	Certificate	2 months	164	-	$1,805.00	$225.00	$0	**$2,030.00**	-	ALH, ANA	ONT, RIV
Criminal Justice (hybrid)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	ONT, RIV	-	ALH, ANA
Criminal Justice (residential)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	-	ONT, RIV	ALH, ANA
Criminal Justice	Bachelor of Arts (BA)	30 months	2350	214	$51,149.00	$3,575.00	$0	**$54,724.00**	RIV	ONT	ALH, ANA
Cybersecurity DE	Bachelor of Science (BS)	13 months	2537	194.5	$25,785.00	$2,045.00	$0	**$27,830.00**	ANA	-	ALH, ONT, RIV
Diagnostic Medical Sonography	Associate of Science (AS)	18 months	2060	120	$41,898.00	$2,900.00	$0	**$44,798.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (hybrid)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (residential)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	-	ALH, ANA, RIV, ONT	-
Graphic Design	Associate of Arts (AA)	15 months	1200	91.5	$35,766.00	$2,530.00	$0	**$38,296.00**	ONT	-	ALH, ANA, RIV
Healthcare Administration (residential)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ALH, ANA, RIV, ONT	-
Healthcare Administration DE	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ANA	ALH, ONT, RIV
Healthcare Administration (hybrid)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	ALH, ANA RIV, ONT	-	-
Information Technology (residential)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	-	ANA, ONT, RIV	ALH
Information Technology (hybrid)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	ANA, ONT, RIV	-	ALH

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Medical Assisting (residential)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Medical Assisting (hybrid)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (hybrid)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (residential)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Occupational Therapy Assistant	Associate of Science (AS)	20 months	1926	131.5	$47,881.00	$3,075.00	$0	**$50,956.00**	ANA	-	ALH, ONT, RIV
Respiratory Therapy	Associate of Science (AS)	20 months	1995	135	$47,735.00	$3,630.00	$0	**$51,365.00**	ALH, ONT	-	ANA, RIV
Respiratory Therapy DE	Bachelor of Science (BS)	13 months	2195	187	$12,524.00	$1,400.00	$0	**$13,924.00**	ANA	-	ALH, ONT, RIV
Veterinary Technology	Associate of Science (AS)	19 months	1681	115	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH, ANA, ONT, RIV	-	-
Veterinary Technology DE	Associate of Science (AS)	19 months	1773	120	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH	-	ANA, ONT, RIV
Veterinary Technology Alternate Route DE (not available for Title IV funding)	Certificate	6 months	325	-	$4,761.00	$225.00	$0	**$4,986.00**	ALH	-	ANA, ONT, RIV
Visual Communications	Bachelor of Arts (BA)	31 months	2500	189	$54,113.00	$4,700.00	$0	**$58,813.00**	ONT	-	ALH, ANA, RIV
Vocational Nursing (full time)	Associate of Science (AS)	18 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Associate of Science (AS)	23 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	RIV	-	ALH, ANA, ONT
Vocational Nursing (full time)	Diploma	15 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Diploma	20 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	RIV	-	ALH, ANA, ONT

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved

Note:

· The following Bachelor degree programs require an earned Associate's degree. The combined minimum credits should total 180 credit hours. Credit hours may be earned through this program and the completion of programs prior to enrollment, typically through an Associate's degree program which is a prerequisite for entry.

· Tuition - Estimated charges for the period of attendance and the entire program

· Books & Supplies - In select courses, textbooks and/or supplies are classroom copies, which must be returned in good condition at the end of the course. Additional fees will be assessed for failure to return these books and/or supplies.

· Additional Fees as applicable are: $25.00 return check fee; $5.00 replacement ID card fee; $10.00 replacement parking card fee (Alhambra only); $10.00 Official Transcript and/or Diploma reprint fee

DISCLAIMER: Except as expressly provided in California Education Code Section 94898, Platt College reserves the right to modify policies, course schedules, curricula or courses within reason due to exigent circumstances, program upgrades and/or content changes, and to cancel programs of study, modes of delivery, upcoming start dates or individual c courses as it deems necessary. If a course or program is canceled the school may schedule course completion at a later date or refund all monies paid for the canceled course or program if the student does not wish to continue with the program at the later date. All Platt College programs are not available at all locations, please see an Admissions Representative for more information on specific enrollment information.

Program Title	Tuition	Books & Supplies	STRF	Program Total Charges for First Period of Attendance
Business Management, Associate of Arts (residential/ hybrid)	$6,481.00	$421.00	$0	$6,902.00
Business Management, Bachelor of Arts	$4,720.00	$358.00	$0	$5,078.00
Certified Nurse Assistant, Certificate	$1,805.00	$225.00	$0	$2,030.00
Criminal Justice, Associate of Arts (residential/ hybrid)	$5,381.00	$351.00	$0	$5,732.00
Criminal Justice, Bachelor of Arts	$4,630.00	$344.00	$0	$4,974.00
Diagnostic Medical Sonography, Associate of Science	$7,296.00	$580.00	$0	$7,876.00
Diagnostic Medical Sonography, Bachelor of Science (hybrid)	$5,258.00	$386.00	$0	$5,644.00
Graphic Design, Associate of Arts	$5,961.00	$422.00	$0	$6,383.00
Healthcare Administration, Bachelor of Arts (residential / DE/ hybrid)	$4,293.00	$258.00	$0	$4,551.00
Information Technology, Associate of Science (residential/ hybrid)	$6,113.00	$435.00	$0	$6,548.00
Cybersecurity DE, Bachelor of Science	$5,157.00	$409.00	$0	$5,566.00
Medical Administrative Specialist, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Medical Assisting, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Occupational Therapy Assistant, AS	$5,986.00	$385.00	$0	$6,371.00
Respiratory Therapy, Associate of Science	$5,967.00	$454.00	$0	$6,421.00
Respiratory Therapy DE, Bachelor of Science	$2,505.00	$280.00	$0	$2,785.00
Veterinary Technology, Associate of Science (residential / DE)	$5,042.00	$511.00	$0	$5,553.00
Veterinary Technology Alternate Route, Certificate (DE)	$4,761.00	$225.00	$0	$4,986.00
Visual Communications, Bachelor of Arts	$4,329.00	$416.00	$0	$4,745.00

Vocational Nursing, Diploma (full-time program)	$5,409.00	$425.00	$0	$5,834.00
Vocational Nursing, Associate of Science (full-time program)	$6,027.00	$505.00	$0	$6,532.00
Vocational Nursing, Diploma (part-time program)	$2,705.00	$213.00	$0	$2,918.00
Vocational Nursing, Associate of Science (part-time program)	$2,726.00	$237.00	$0	$2,963.00

Tuition Payment Policy
Each Program's tuition and book charges are billed by term throughout the program.

- All charges are due within 7 calendar days of the start of the payment period and/or term.
- Tuition and charges may vary by term.
- Students may request a copy of their student ledger card from Student Accounts to view and review all current and previous charges and payments that have been made to their account.
- Students are responsible for repaying the loan amounts, plus any interest that have been incurred as of the date of withdrawal.

Student Tuition Recovery Fund (STRF):
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.
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
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party

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

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

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

Any questions a student may have regarding this catalog addendum that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Platt College reserves the right to update and modify the Catalog and Catalog Addendum as needed. In addition, Platt College will update the Catalog and Catalog Addendum annually..

PROFESSIONAL LICENSURE DISCLOSURE
For the following programs offered at Platt College we have determined that our curriculum meets the state of California educational requirements for licensure or certification. These programs are designed to lead to professional licensure or certification in the state of California.
Respiratory Therapy, Associate of Science (Offered at Platt College Ontario and Platt College Alhambra ONLY)
Occupational Therapy Assistant, Associate of Science (Offered at Platt College Anaheim ONLY)
Vocational Nursing, Diploma (Offered at Platt College Alhambra ONLY)
Vocational Nursing, Associate of Science (Offered at Platt College Alhambra ONLY)
Certified Nurse Assistant, Certificate (Offered at Platt College Anaheim and Platt College Alhambra ONLY)

Not all programs are offered at all locations. Please check with the Platt College Admissions team regarding program availability.

Platt College has not yet made a determination as to whether our program curriculum meets educational requirements for the following states: Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming.

Tracking Student Location

At the time of enrollment all enrolling students provide their current address which includes the state they reside in as part of completing the Enrollment Agreement. All students are required to notify the school immediately should their address, phone number or email address change. Students should contact their Academic Dean or the campus Registrar to update this information. Updates to such information is entered in the Campus Nexus, the student database system. Campus Nexus tracks both the previous contact information and the new contact information.

Platt College - Alhambra is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho ● Nevada ● Utah	Platt College - Anaheim is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho

Platt College - Completion and Graduation Rates by Campus

Completion /Graduation Rates:

The completion and graduation rates listed below represent a cohort of certificate or degree seeking, first-time, full-time undergraduate students who entered Platt College for the first time September 1, 2018 - August 31, 2019. These rates are calculated at 150% of normal time for completion and match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
COMPLETION/GRADUATION RATE OVERALL	63%	58%	58%	64%
TRANSFER OUT RATE	0%	0%	0%	0%
MALE COMPLETION/GRADUATION RATE	64%	59%	51%	61%
FEMALE COMPLETION/GRADUATION RATE	63%	58%	59%	66%
HISPANIC/LATINO	63%	59%	62%	63%
AMERICAN INDIAN OR ALASKA NATIVE	0%	67%	0%	100%
ASIAN	74%	100%	100%	68%
BLACK OR AFRICAN AMERICAN	43%	50%	40%	40%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	100%	0%	100%	0%
WHITE	58%	55%	53%	65%
TWO OR MORE RACES	79%	50%	50%	60%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	75%	0%	100%	67%
RECIPIENT OF FEDERAL PELL GRANT	51%	62%	55%	52%
RECIPIENT OF DIRECT SUBSIDIZED LOAN, WHO DID NOT RECEIVE A PELL GRANT	72%	64%	61%	43%
DID NOT RECEIVE EITHER A PELL OR DIRECT SUBSIDIZED LOAN	0%	0%	0%	0%

Platt College – Student Body Diversity

Student Body Diversity Rates:

The student body diversity rates listed below represents the Undergraduate Student Enrollment and Characteristics for all certificate or degree seeking undergraduate students as reported in the Fall 2024 Enrollment Survey. These rates match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
MALE	14%	14%	15%	13%
FEMALE	86%	86%	85%	87%
HISPANIC/LATINO	66%	74%	71%	67%
AMERICAN INDIAN OR ALASKA NATIVE	0%	0%	1%	1%
ASIAN	9%	4%	1%	11%
BLACK OR AFRICAN AMERICAN	5%	7%	7%	3%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	1%	1%	0%	1%
WHITE	15%	10%	13%	13%
TWO OR MORE RACES	4%	0%	3%	4%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	1%	0%	3%	1%
FEDERAL PELL GRANT RECIPIENTS	62%	65%	60%	59%

United States Department of Labor's Standard Occupational Classification codes (SOC) for Platt College Placements

Program Name	Degree Level	CIP Code	SOC Codes	SOC Job Titles
Business Management	AA	52.0201	11-1021	General Operations Managers
			11-2022	Sales Managers
			11-3011	Administrative Services and Facilities Managers
			11-9199	**Managers, All Other**
			43-3031	Bookkeeping, Accounting, and Auditing Clerks
			43-9199	**Office and Administrative Support Workers, All Other**
Business Management - Project Management	BA	52.0211	13-1000	Business Operations Specialist
			11-1021	General and Operations Managers
			11-3051	Industrial Production Managers
			11-9021	Construction Managers
			11-9199	**Managers, All Other**
Certified Nurse Assistant	Certificate	51.3902	31-1010	Nursing, Psychiatric, and Home Health Aides
			31-1011	Home Health and Personal Care Aides
			31-1014	Nurse Assistant
Criminal Justice	AA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers

			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Criminal Justice	BA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers
			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Cybersecurity	BS	11.1003	15-1299	Computer Occupations, All Other

			15-1212	Information Security Analysts
			11-3021	Computer and Information Systems Managers
			15-1211	Computer Systems Analysts
			15-1244	Network and Computer Systems Administrators
Diagnostic Medical Sonography	AS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Diagnostic Medical Sonography	BS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Graphic Design	AA	50.0409	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Multimedia Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Healthcare Administration	BA	51.0701	11-9111	Medical and Health Services Managers
			31-0000	**Healthcare Support Occupations**
			31-9000	**Other Healthcare Support Occupations**
			31-9099	**Healthcare Support Workers, All Other**

Information Technology	AS	11.0103	15-1151	Computer User Support Specialists
			15-1152	Computer Network Support Specialists
			15-1142	Network and Computer Systems Administrators
			15-1141	Database Administrators
Medical Administrative Specialist	AS	51.0710	43-9040	Insurance Claims and Policy Processing Clerks
			29-2070	Medical Records Specialists
			29-2099	**Health Technologist and Technicians, All Other**
Medical Assisting	AS	51.0801	31-9000	Other Healthcare Support Occupations
			31-9090	**Miscellaneous Healthcare Support Occupations**
			31-9092	Medical Assistants
			31-9097	Phlebotomists
			31-9099	**Healthcare Support Workers, All Other**
Occupational Therapy Assistant	AS	51.0803	31-2011	Occupational Therapy Assistants
Respiratory Therapy	AS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Respiratory Therapy	BS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Veterinary Technician Alternate Route.	Certificate	01.8301	29-2050	Health Practitioner Support Technologists and Technicians

			29-2056	Veterinary Technologist and Technicians
Veterinary Technology	AS	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Visual Communications	BA	50.0401	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Special Effects Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Vocational Nursing	AS	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses
Vocational Nursing	Diploma	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses

All SOC Job Titles in bold require review and approval from the Director of Student and Academic Affairs or the Director of Accreditation and Regulatory Affairs.
Not all programs are offered at all locations. Not all programs are offered in all delivery modes. See an Admissions Representative for more information.

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Business Management, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Business Management, BA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Certified Nursing Assistant, Certificate	Required	N/A	Minimum passing score of 12	NA	NA	NA	NA
Criminal Justice, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Criminal Justice, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Cybersecurity DE, BS	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Completion of an AS in IT (transfer over 100 / 200 level courses) Distance Education Online Assessment
Diagnostic Medical Sonography, AS	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check
Diagnostic Medical Sonography, BS (hybrid)	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check (Rollover graduates requires an earned SPI) Hybrid - Distance Education Online Assessment
Graphic Design, AA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Healthcare Administration, BA (residential / DE/ hybrid)	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	Yes	Associates Degree in related healthcare field or bachelor's degree DE/ Hybrid - Distance Education Online Assessment
Information Technology, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Assisting, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Medical Administrative Specialist, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Occupational Therapy Assistant, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy DE, BS	Required	Verbal: 285 Quantitative: 280 or HESI	N/A	Minimum 70% or Wonderlic	Yes - Program Director or designee	Yes	RRT & RCP licensed. Submit transcripts and GPA, Distance Education Online Assessment
Veterinary Technology, AS (residential & DE)	Required	Verbal: 285 Quantitative: 280	N/A	NA	Yes - Program Director or designee	Yes.	Background Check DE-Distance Education Online Assessment
Veterinary Technology Alternate Route DE, Certificate	Required	NA	N/A	NA	NA	NA	Distance Education Online Assessment
Visual Communication, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Vocational Nursing, (AS /Diploma)	Required	N/A	N/A	Math – 65% Reading – 65% Vocabulary – 60% Overall – 70%	Yes - Program Director or designee	Yes	Background Check

* Due to the COVID-19 Pandemic students enrolling in the following programs: Occupational Therapy- AS, Diagnostic Medical Sonography- AS, Diagnostic Medical Sonography- BS, Respiratory Therapy- AS, and Respiratory Therapy DE- BS between the start dates of April 20, 2020 – November 22, 2021 were required to complete the Wonderlic (BST) entrance exam and achieve a minimum score of 278 Verbal and 292 Quantitative with an overall minimum total score of 680. During the COVID-19 Pandemic students were not required to complete the HESI entrance exam. Therefore, students re-entering their original program that tested under the COVID-19 Pandemic entrance test requirements will not be required to retest and their original test scores will remain valid through December 31, 2024. After December 31, 2024 COVID-19 Pandemic test scores will no longer remain valid and any student applying to re-enter will be required to retest.

Vaccination Policy

Vaccinations may be required prior to the start of a clinical assignment or off-campus clinical instruction exercise. Students will be notified in advance if a particular course or clinical assignment will require any specific immunizations. Students will be responsible for obtaining all immunizations. The following programs have vaccination requirements:

Program	Vaccination	Required By
Respiratory Therapy	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation
Diagnostic Medical Sonography	Hep B MMR Varicella (Chickenpox) T-DAP Influenza TB COVID-19 (maybe dependent on-site placement)	3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 6 months prior to Clinical Rotation
Medical Assisting	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Medical Administrative Specialist	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Vocational Nursing	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation
Certified Nurse Assistant	TB Influenza COVID-19 (maybe dependent on-site placement)	Prior to Extern Prior to Extern
Veterinary Technology	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Beginning Core Coursework Prior to Core Courses
Veterinary Technology DE	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Module 12 Prior to Core Courses
Occupational Therapy Assistant	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation

Campus Faculty include Full-Time and Adjunct Faculty

General Education Department

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Scott Greene	Speech English	BA, Art History and Philosophy - Emory University MA, Film Production (1989) University of Southern California	2002
Reuben Roque	Psychology and Sociology	Associates of Arts Transfer Degree, Psychology (2014) – East Los Angeles College, Los Angeles Bachelor of Arts in Psychology (2014) – California State University, Los Angeles, CA Master of Science in Counseling (2019) – California State University, Los Angeles	2021
Dean Schansinger	Psychology	Bachelor of Arts in Psychology (2021) - Rutgers University, New Brunswick, NJ Master in Arts Education and Human Development (2023) - George Washington University, Washington, D.C.	2024
Selina Gonzalez	Psychology and Sociology	MA Education, California Baptist University (2017)	2019
Benjamin Harte	Physics	Master of Science in Engineering Management, Purdue University (2023) Bachelor of Science in Physics, Saint Mary's College of California (2021)	2024
Ana Blazquez Medela	Biology, Chemistry, Anatomy & Physiology	Master in Science in Biochemistry (2005) - University of Salamanca, Spain PhD in Physiology (2012) - University of Salamanca, Spain	2024
Natalie CongHuyen	Chemistry Math	Master of Science in Applied Mathematics (2019) California State University Long Beach Bachelor of Science in Chemical Engineering (2015) California State University Long Beach	2024
Nicholas Hisoire	Biology, Chemistry, Anatomy & Physiology	MS in Applied Life Sciences (2019) California State University Los Angeles PhD in Medicine (2023) St. George's University - Hired in 2024	2024
Ryan Marder	Biology, Mathematics, Anatomy & Physiology, Chemistry	BS in Biology from California Lutheran University (2013) MS in Biology from San Francisco State University (2016)	2025

Medical Assisting and Medical Administrative Specialist Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Carmen D. Sanders	All MA and MAS courses	Diploma (1990) James Madison High Medical Assistant, 22 yrs. of experience National Education Center, Bryman	2011
Evelinda Gaeta	All MAS courses	Associate of Science, Medical Administrative Specialist (2020) – Platt College, Alhambra, CA Bachelor of Arts in Healthcare Administration (2022) - Platt College, Alhambra	2021
Elisabetta Panzica	All MA and MAS courses	AA in Liberal Arts (2019) Saddleback College Diploma in Nursing (2017) Stanbridge	2022

Healthcare Administration Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Charnese Felix	All HCM courses	BS, Business Administration (2003) Medialle College MA, Organizational Leadership (2005) Medialle College DOE, Health Sciences/Policy (2012) D'Youville College	2016

Business Management Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Mary Holmes	All Management courses Ethics American Government, Sociology & English	BA, Social Science (1975) Southwestern University MBA, (1999) Pepperdine University	2012

Veterinary Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Kristy Veltri, BS, RVT Program Director	All VT courses	AS, Veterinary Technology, Pierce College, 2007 BS, Business Administration, Argosy University, 2013	2012
Christian Andres, Clinical Director, DVM	All VT courses	AA General Science, Santa Monica College, 1995 BA, Zoology, UC Santa Barbara, 2007 DVM, Ross University School of Veterinary Medicine, 1999	2013
Odelia Yalovsky, BA, RVT Externship Coordinator	All VT Externship courses	BA, Jewish Philosophy, University of Judaism, 1996 AS, Veterinary Technology, Platt College, 2015	2017
Laura Kirschbaum	All VT courses	AS Animal Science, Pierce College (2015)	2024
Albert Taylor, RVT	All VT courses	AAS Veterinary Technology, Pima Medical Institute, 2014	2019
Cassidy Abrahamson, RVT	All VT courses	AS Veterinary Technology, Platt College, 2018	2022
Ariel Gerdts	All VT Courses	Bachelors of Science in Animal Health Science (2017) - California State Polytechnic University, Pomona, CA	2021
Jocelyn Guevara	All VT Courses	A.S. in Veterinary Technology from Pierce College, 2010 A.S. in Health Science from Los Angeles Mission College, 2018 B.S. in Accounting and Information Systems from CSUN, 2022	2025

Respiratory Therapy Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Nichole C. McZeal, CRT, RRT - Program Director	All RT program courses	AA, Social and Behavioral sciences (1996) Citrus College Certificate in Certified Respiratory Therapy (1996) Concorde Career College Certificate in Registered Respiratory Therapy (1999) Concorde Career College BS, Human services (2005) University of Phoenix MS, Health Administration/Education (2011) University of Phoenix	2011

Charles Miller	All RT program courses	MBA (2019)Western Governors University BA, Healthcare Management (2018) Western Governors University AS, Respiratory Therapy (2014) Concorde Career College	2023
Charlie Tsang, CRT, RRT	All RT program courses	BS, Respiratory Therapy (2012) AS, Respiratory Therapy (2001) East Los Angeles College	2018
Aprilyn Valerio – Clinical Director	All RT program courses	BS in Management – University of West Florida (1985) AS in Respiratory Therapy – East Los Angeles College (2002)	2018
David Terrazas, RRT-ACCS, RCP	All RT program courses	BS, Health Sciences, Grand Canyon University, Phoenix, AZ, 2022 AS, Respiratory Therapy, Platt College, Alhambra, CA 2013	2022
Tony Fang, RRT	All RT program courses	BS in Biology, University of California Riverside (2010) AS Respiratory Therapy, Platt College (2014)	2024
John Kang, RRT	All RT program courses	AS Respiratory Therapy, Platt College (2021)	2021
Dayton Jung, CRT, RRT	All RT program courses	Bachelor of Science Degree in Kinesiology, California State University of Fullerton(2020) Associate of Science in Respiratory Therapy, San Joaquin Valley College (2013)	2024
Noel Navarro, RRT	All RT program courses	Associate of Science in Respiratory Therapy, San Joaquin Valley College (2015)	2024
Cyrille Aquino	All RT program courses	A.O.S in Respiratory Therapy from American Career College in 2016	2025

Diagnostic Medical Sonography Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Heather Heywood, Program Director	All DMS courses	Associate of Arts - Kaplan Ultrasound Program, North Hollywood, CA (2007) BS in Psychology, University of Alabama (2022)	2023
Adrianna Thind Rodriguez, Clinical Director	All DMS courses	Associates of Science Degree in Diagnostic Medical Sonography, Orange Coast College (2012)	2024
Oscar Sirit Silva	All DMS courses	Registered Diagnostic Medical Sonographer Obstetrics & Gynecology (OB/GYN) - November 11, 2021) Los Angeles, California.	2023

		Registered Diagnostic Medical Sonographer Abdomen (Ab) (November 4, 2021) Los Angeles, California. Academic Associate of Science in Diagnostic Medical Sonography (DMS). West Coast Ultrasound Institute, School of Medical Imaging and Nursing (September 24, 2021) Los Angeles, California.	
Robertson Cabrales	All DMS courses	AS in Diagnostic Medical Sonography – Platt College – (2020) DMS Diploma - Modern School of X-Ray (1995) ARDMS – Abdomen and Small Parts ARDMS – OB/GYN ARDMS – Vascular	2020
Judith Lugo de Sirit	DMS Lab	AS, Diagnostic Medical Sonography, West Coast Ultrasound Institute, Los Angeles 2021 Doctor of Medicine, Central University of Venezuela, Caracas, Venezuela, 1990	2023
Alex Sanchez	All DMS Courses	AS in Diagnostic Medical Sonography (2016) Platt College, Alhambra, CA BS in Business Finance (2011) California State University, Los Angeles, CA	2024
Feby Ibrahim	All DMS Courses	A.A.S. in Diagnostic Medical Sonography from Eastern International College, 2012	2025

Vocational Nursing Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Kisha Alvarado, Director of Nursing	all Vocational Nursing courses	Vocational Nursing Certification, Casa Loma College, 1995 Associate of Science in Nursing, College of the Canyons, 2003 Bachelor of Science in Nursing, Western Governors University, 2011 Master of Science in Nursing, Western Governors University, 2014	2022
Esther Van Treese	All Vocational Nursing courses	Bachelor of Science in Nursing (1999) – University of Idaho, Boise AAS- RN (1992) – Jamestown Community College	2019
Patricia Tager	All Vocational Nursing courses	BS, Nursing (2023) Chamberlain University	2023
Paul Meza	All Vocational Nursing courses	Bachelor of Science in Nursing, West Coast University (2018)	2024
Rachel Uribe	All Vocational Nursing courses	M. Ed. in Education from Pepperdine University, 2005; B.S.N. from Mt. Saint Mary's University, 2012	2025

Information Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Damian Lai	All information Technology Courses	BS, Computer Science (1989) California State University Los Angeles MS, Applied Math (1993) Cal State University Los Angeles MA, Instructional Technology (1996) California State University Los Angeles	2015

Distance Education Campus Faculty include Full-Time and Adjunct Faculty

Veterinary Technology / Alternate Route – Distance Education

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Kristy Veltri, BS, RVT Program Director	All VT courses	AS, Veterinary Technology, Pierce College, 2007 BS, Business Administration, Argosy University, 2013	2012
Odelia Yalovsky, BA, RVT Externship Coordinator	All VT Externship courses	BA, Jewish Philosophy, University of Judaism, 1996 AS, Veterinary Technology, Platt College, 2015	2017
Naeiri Roberts, RVT	All VT courses	AAS, Veterinary Technology, Bel-Rea Institute of Animal Technology, 2008	2018
Vanessa Padilla, RVTg	All VT courses	BS, Animal Health Science. California State Polytechnic University Pomona, 2006	2018
Debra Olmedo, RVT	All VT courses	BA, Anthropology, California State University Los Angeles, 2013	2018
Neeka Firoozbakht, RVT	All VT courses	AS, Veterinary Technology, Carrington College, 2020	2022
Monica Wander Burnett, RVT	All VT courses	AAS, Veterinary Technology, Portland Community College, 2008	2021
Mekenna Alvarez, RVT Lead Veterinary Technology Instructor	All VT courses	AS, Veterinary Technology, Platt College, 2014	2020
Claire Deutsch	All VT courses	AS Veterinary Technology - Carrington College (2018)	2023

General Education – Distance Education

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Damian Lai	Mathematics Statistics	BS, Computer Science (1989) California State University Los Angeles MS, Applied Math (1993) Cal State University Los Angeles MA, Instructional Technology (1996) Cal State University Los Angeles	2015
Vaness Crook	Biology	BA Biology (2015) – University of La Verne MS Environmental Studies (2017) – California State University, Fullerton	2021

Healthcare Management – Distance Education

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Alane Sanchez	All BM Courses	Master's in business administration with a specialization in Finance - 2019 BACHELOR OF ARTS IN ORGANIZATIONAL LEADERSHIP, CAL BAPTIST UNIVERSITY - 2016	2019
Charnese Felix	All HCM courses	BS, Business Administration (2003) Medialle College MA, Organizational Leadership (2005) Medialle College DOE, Health Sciences/Policy (2012) D'Youville College	2016

Hybrid Learning Faculty

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Jose Soto-Leyva	All CJ Courses	B.S. Public Administration with an Emphasis in Criminal Justice, California A.S. GENERAL EDUCATION	2022
Melvin Merrill	All Business Management courses	Bachelor of Science, Business University of Phoenix 2012 Master of Science, Organizational Leadership National University 2014	2016
Kimberly O'Hara Nunez	All English Courses Speech All Ethics Courses American Government History of Business Psychology	Master of Art in History from Cal Poly Pomona (2003) BA in Speech Communication from Emerson College (1994)	2005
Lindsey Thomas	All English Courses	Master of Arts - English (2010) Cal State Poly Pomona	2016

		Bachelor of Arts – English (2008) UC Santa Barbara	

Updates Effective as of 02/6/2024

- Platt College - Alhambra received Provisional Approval from Board of Vocational Nursing and Psychiatric Technicians (BVNPT)
  From January 2022 to present, the Program had eight consecutive quarters in which the NCLEX-PN® average annual pass rates were below 10 percentage points of the state's average annual pass rates. These pass rate results are non-compliant with California Code of Regulations (CCR), Section 2530(l), Title 16, which states: The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of approved vocational nursing schools for the same period.

Update Effective as of 2/24/25

- Platt College – Alhambra and Anaheim Distance Education program enrolls prospective students throughout the year. The Distance Education enrollment process is conducted exclusively online and via phone conversations. All enrollment requirements for Distance Education programs match the enrollment requirements for Platt College ground programs. All prospective distance education students take the Distance Education Online Assessment prior to being accepted to Platt College.
- As of January 31, 2025, the Department of Education has officially removed the 2024 Title IX regulations and reinstated the 2020 regulations. This change impacts the processes and procedures related to the handling of Title IX matters, including modifications for pregnant and parenting students. The 2020 regulations aim to balance the rights of both complainants and respondents while ensuring a fair, transparent, and consistent approach to Title IX compliance in cases of sexual harassment and assault.

Update Effective as of 3/20/25

- New Chief Executive Officer - Josh Zuckerwise
- Changes to Program Offering Table

Update Effective as of 5/12/25

- The required Wonderlic Quantitative score is adjusted to 280 for the following programs:
  - Diagnostic Medical Sonography (AS)
  - Diagnostic Medical Sonography (BS)
  - Veterinary Technology (AS – Ground and Distance Education)
  - Respiratory Therapy (BS – Distance Education)
- Anaheim Campus Change Program Offering of Information Technology AS (Hybrid) to "Approved - Not Offered"
- Respiratory Therapy DE, BS - removed Background Check requirement
- Vocational Nursing Part Time Program Update
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 23 Months
    Core Courses

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits

LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**

  1530 Hours / 95 Quarter Credit Hours / Approximately 20 Months

Core Courses	
LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits

LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN275CP - Clinical Practice 6**
  Clinical Practice 6 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with leadership clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **40 Hours** **1.0 Quarter Credits**
- **LVN281CP – Clinical Practice 5**
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **128 Hours** **5.0 Quarter Credits**

Update Effective as of 6/27/25

The AVMA CVTEA has decided to restore programs on Probationary Accreditation solely due to deficiencies with Standard 11d to their previous accreditation status of either Initial Accreditation or Full Accreditation. For programs that have completed their initial accreditation period, but were found out of compliance only with Standard 11d during a comprehensive site visit and Report of Evaluation, will be moved to Full Accreditation.

Update Effective as of 9/29/25

- Occupational Therapy Assistant Update
  - **Associate of Science in Occupational Therapy Assistant**
    1926 Hours / 131.50 Quarter Credits / Approximately 20 months
    Core Course

OTA100 – Anatomy & Physiology for Occupational Therapy Assistants	3.5 Quarter Credits
OTA110 – Kinesiology I	3.5 Quarter Credits
OTA120 – Neuroscience	5.0 Quarter Credits
OTA130 – Medical Terminology & Conditions	5.0 Quarter Credits
OTA140 – Activity Analysis	5.0 Quarter Credits
OTA150 – Foundations of Occupational Therapy	5.0 Quarter Credits
OTA160 – Pediatrics Conditions I	4.0 Quarter Credits
OTA170 – Theory in a Practice Profession	5.0 Quarter Credits

OTA180 – Assistive Technology & Environmental Adaptation	5.0 Quarter Credits
OTA190 – Data Collections	4.0 Quarter Credits
OTA200 – Psychosocial Health	4.0 Quarter Credits
OTA210 – Kinesiology II	3.5 Quarter Credits
OTA220 – Hand & Upper Extremity Conditions	3.5 Quarter Credits
OTA230 – Neurological Conditions	3.5 Quarter Credits
OTA240 – Cognitive & Neurodegenerative Conditions	4.0 Quarter Credits
OTA250 – Interprofessional Collaboration & Fieldwork I	4.0 Quarter Credits
OTA255 – NBCOT Test Prep	1.0 Quarter Credits
OTA260 – Pediatrics Conditions II	4.0 Quarter Credits
OTA270 – Community-Based Wellness and Access	5.0 Quarter Credits
OTA275 – Occupational Therapy Interventions	5.0 Quarter Credits
OTA280 – Level II Fieldwork A-1	5.5 Quarter Credits
OTA285 – Level II Fieldwork A-2	6.5 Quarter Credits
OTA290 – Level II Fieldwork B-1	5.5 Quarter Credits
OTA295 – Level II Fieldwork B-2	6.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 - Psychology	5.0 Quarter Credits
SOC101 - Sociology	5.0 Quarter Credits
SPC101 –Speech	5.0 Quarter Credits
Program Total	**131.5 Quarter Credits**

OTA250 – Interprofessional Collaboration & Fieldwork I
This course explores the effects of culture on the practice of occupational therapy. Students acquire increased skill in effectively working with clients from varied backgrounds in an interprofessional setting. In addition to didactic learning students also participate in a Level I Fieldwork experience.
Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240
64 hours – 4.0 Quarter Credit

OTA255 – NBCOT Test Prep
Course Description: This course is designed to prepare students for the NBCOT COTA exam. The student engages in an individualized study plan based on assessed areas of strength and weakness. The course builds competency in exam strategies, question analysis, study skills, and focused concentration. Assignments, exams, individualized study plans, and simulation are employed to prepare students to sit for the NBCOT COTA exam.
Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240, OTA250, OTA260
Co-Requisite: OTA270, OTA275 **22 hours – 1.0 Quarter Credit**

Update Effective as of 10/2/25

- Changes to Program Offering Table
  - Criminal Justice (Bachelors of Arts) is now Approved - Not Offered for Ontario Campus

Update Effective as of 10/30/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits

LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN285 – Medical / Surgical Nursing 5**
  This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.
  Prerequisite: None **60 Hours** **5.5 Quarter Credits**

  LVN285CP – Clinical Practice 5
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **168 Hours** **6.0 Quarter Credits**

Update Effective as of 12/8/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits

LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
Program Total	**95 Quarter Credits**

LVN126 – Growth & Development

This course introduces the student to the concepts of LifeSpan Development; while exploring how cultural considerations influence health and wellness across the human lifespan

Prerequisite: None **25 Hours** **3.0 Quarter Credits**

LVN146 – Nutrition

This course introduces the student to basic concepts of nutrition, including fats, carbohydrates, and proteins and how they are utilized by the body. Therapeutic diets will be discussed as well as how to assist the client to adapt to changes in diet as required due to disease processes.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

LVN171 – Medical / Surgical Nursing 2

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and selfcare, complementary and alternative therapies of care. Students will also acquire kills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology and diagnostics. The curriculum places emphasis on cardiovascular and respiratory conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **6.0 Quarter Credits**

LVN206 – Community & Mental Health Nursing

The Community/Mental Health course is designed to provide students with the knowledge required to provide nursing care within the community and mental health settings. Students will develop an understanding of the unique challenges and opportunities that arise when caring for individuals in community-based healthcare settings. Throughout this course, students will explore the intricacies of mental health disorders, examining their etiology, symptoms, and diagnostic

criteria. The course will provide a thorough understanding of evidence-based treatment modalities, interventions, and management strategies employed in mental health nursing practice

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN211 – Medical / Surgical Nursing 3

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on gastrointestinal and genitourinary conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN236 – Maternal & Newborn Nursing

This course offers an in-depth introduction to nursing care practices for expectant mothers, newborns, and postpartum women. Students will develop the ability to compare and contrast normal body functions with pathological variations, identify disease processes through assessment and diagnostics, and assist in formulating care plans using the nursing process tailored for obstetric client populations. Additionally, students will engage in client and family education, explore the components of the health-illness continuum, and assess prevalent obstetric conditions affecting women during their childbearing years and their families, including care for normal newborns

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN241 – Medical / Surgical Nursing 4

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomology, and diagnostics. The curriculum places emphasis on endocrine and reproductive conditions allowing students to develop the ability to identify disease processes through definition, symptomology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **5.5 Quarter Credits**

LVN266 – Pediatrics Nursing

This course provides a comprehensive overview of nursing care for infants, children, and adolescents. Students will gain theoretical knowledge and understanding of utilizing the nursing process to provide client-centered, evidence-based nursing care. The course will cover the growth and development of pediatric clients, as well as health deviations related to cardiovascular, respiratory, sensorimotor, gastrointestinal, and genitourinary disorders, physical regulation, and sexuality. Students will develop the ability to identify disease processes through assessment and diagnostics, and assist in formulating care plans for pediatric client populations.

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN286 – Medical / Surgical Nursing 5

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN291 - Transition to Practice

LVN291 is a comprehensive course designed to prepare Vocational Nursing students for the NCLEX-PN while strengthening essential leadership and management skills needed for entry-level nursing practice. The course integrates structured NCLEX review, clinical judgment development, test-taking strategies, and performance analysis with key leadership concepts such as delegation, supervision, communication, prioritization, teamwork, and the LVN's role within the interdisciplinary healthcare team. Through targeted content reinforcement and application-based learning, students refine their readiness for licensure and transition into professional practice.

Prerequisite: None **40 Hours** **3.0 Quarter Credits**

Platt College Catalog Addendum

Anaheim Campus – 1400 Douglass Road, Suite 125, Anaheim, CA 92806
714-333-9606 * Toll Free: 1-888-577-5288 * www.plattcollege.edu

Campus Staff			Admissions Staff	
Brad Janis	Campus President		Andy Gulati	Director of Admissions
Jordan Dooley	Campus Administrative Coordinator		Lisa Rhodes	Admissions Representative
Dr. Thomas Leveillee	Academic Dean		Melissa Medina	Admissions Representative
Jessica Rodriguez	Registrar		Lila Reggans	Admissions Representative
Nathalie Varquez	Student Accounts Representative		Jason Pesigan	Admissions Representative
Jason Monzon	Director of Financial Aid			
Leslie Solis	Financial Aid Advisor		Berenice Vega Solis	Director of Career Services
Ashley Pimentel	Financial Aid Advisor		Howard Rogan	Career Services Advisor
Terence Freedman	Librarian		Daytona Klink	Career Services Advisor
Ashley Perez	Receptionist			
OPEN	Receptionist			
Distance Education				
Roger Ramirez	Academic Supervisor		David Kitchen	Admissions Representative
Linda Espinoza	Financial Aid Officer		Bryanna Charles-Ochoa	Career Services Advisor

Class Sessions

Classes meet Monday through Friday and are completed in five-week modules.

Morning Classes	7:45 am -12:45 pm		Afternoon Classes (VT)	1:30 pm – 6:30 pm
Morning Classes (DMS / VT)	7:45 am – 1:45 pm		Afternoon Classes (DMS)	2:00 pm – 8:00 pm
			Evening Classes	5:45 pm – 10:45 pm

Student and Faculty Holidays

Please reference Canvas - New Student Orientation course for dates

*Martin Luther King, Jr. Day * Memorial Day *Independence Day * Labor Day * Thanksgiving * Winter Break * New Years*

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Business Management (hybrid)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	RIV	ANA,ONT	ALH
Business Management (residential)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	-	ANA, RIV, ONT	ALH
Business Management	Bachelor of Arts (BA)	25 months	2000	200	$47,192.00	$3,575.00	$0	**$50,767.00**	RIV	-	ALH, ONT, ANA
Certified Nurse Assistant (not available for Title IV funding)	Certificate	2 months	164	-	$1,805.00	$225.00	$0	**$2,030.00**	-	ALH, ANA	ONT, RIV
Criminal Justice (hybrid)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	ONT, RIV	-	ALH, ANA
Criminal Justice (residential)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	-	ONT, RIV	ALH, ANA
Criminal Justice	Bachelor of Arts (BA)	30 months	2350	214	$51,149.00	$3,575.00	$0	**$54,724.00**	RIV	ONT	ALH, ANA
Cybersecurity DE	Bachelor of Science (BS)	13 months	2537	194.5	$25,785.00	$2,045.00	$0	**$27,830.00**	ANA	-	ALH, ONT, RIV
Diagnostic Medical Sonography	Associate of Science (AS)	18 months	2060	120	$41,898.00	$2,900.00	$0	**$44,798.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (hybrid)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (residential)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	-	ALH, ANA, RIV, ONT	-
Graphic Design	Associate of Arts (AA)	15 months	1200	91.5	$35,766.00	$2,530.00	$0	**$38,296.00**	ONT	-	ALH, ANA, RIV
Healthcare Administration (residential)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ALH, ANA, RIV, ONT	-
Healthcare Administration DE	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ANA	ALH, ONT, RIV
Healthcare Administration (hybrid)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	ALH, ANA RIV, ONT	-	-
Information Technology (residential)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	-	ANA, ONT, RIV	ALH
Information Technology (hybrid)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	ANA, ONT, RIV	-	ALH

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Medical Assisting (residential)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Medical Assisting (hybrid)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (hybrid)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (residential)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Occupational Therapy Assistant	Associate of Science (AS)	20 months	1926	131.5	$47,881.00	$3,075.00	$0	**$50,956.00**	ANA	-	ALH, ONT, RIV
Respiratory Therapy	Associate of Science (AS)	20 months	1995	135	$47,735.00	$3,630.00	$0	**$51,365.00**	ALH, ONT	-	ANA, RIV
Respiratory Therapy DE	Bachelor of Science (BS)	13 months	2195	187	$12,524.00	$1,400.00	$0	**$13,924.00**	ANA	-	ALH, ONT, RIV
Veterinary Technology	Associate of Science (AS)	19 months	1681	115	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH, ANA, ONT, RIV	-	-
Veterinary Technology DE	Associate of Science (AS)	19 months	1773	120	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH	-	ANA, ONT, RIV
Veterinary Technology Alternate Route DE (not available for Title IV funding)	Certificate	6 months	325	-	$4,761.00	$225.00	$0	**$4,986.00**	ALH	-	ANA, ONT, RIV
Visual Communications	Bachelor of Arts (BA)	31 months	2500	189	$54,113.00	$4,700.00	$0	**$58,813.00**	ONT	-	ALH, ANA, RIV
Vocational Nursing (full time)	Associate of Science (AS)	18 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Associate of Science (AS)	23 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	RIV	-	ALH, ANA, ONT
Vocational Nursing (full time)	Diploma	15 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Diploma	20 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	RIV	-	ALH, ANA, ONT

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved- Offered	Approved - Not Offered	Not Approved

Note:

· The following Bachelor degree programs require an earned Associate's degree. The combined minimum credits should total 180 credit hours. Credit hours may be earned through this program and the completion of programs prior to enrollment, typically through an Associate's degree program which is a prerequisite for entry.

· Tuition - Estimated charges for the period of attendance and the entire program

· Books & Supplies - In select courses, textbooks and/or supplies are classroom copies, which must be returned in good condition at the end of the course. Additional fees will be assessed for failure to return these books and/or supplies.

· Additional Fees as applicable are: $25.00 return check fee; $5.00 replacement ID card fee; $10.00 replacement parking card fee (Alhambra only); $10.00 Official Transcript and/or Diploma reprint fee

DISCLAIMER: Except as expressly provided in California Education Code Section 94898, Platt College reserves the right to modify policies, course schedules, curricula or courses within reason due to exigent circumstances, program upgrades and/or content changes, and to cancel programs of study, modes of delivery, upcoming start dates or individual c courses as it deems necessary. If a course or program is canceled the school may schedule course completion at a later date or refund all monies paid for the canceled course or program if the student does not wish to continue with the program at the later date. All Platt College programs are not available at all locations, please see an Admissions Representative for more information on specific enrollment information.

Program Title	Tuition	Books & Supplies	STRF	Program Total Charges for First Period of Attendance
Business Management, Associate of Arts (residential/ hybrid)	$6,481.00	$421.00	$0	$6,902.00
Business Management, Bachelor of Arts	$4,720.00	$358.00	$0	$5,078.00
Certified Nurse Assistant, Certificate	$1,805.00	$225.00	$0	$2,030.00
Criminal Justice, Associate of Arts (residential/ hybrid)	$5,381.00	$351.00	$0	$5,732.00
Criminal Justice, Bachelor of Arts	$4,630.00	$344.00	$0	$4,974.00
Diagnostic Medical Sonography, Associate of Science	$7,296.00	$580.00	$0	$7,876.00
Diagnostic Medical Sonography, Bachelor of Science (hybrid)	$5,258.00	$386.00	$0	$5,644.00
Graphic Design, Associate of Arts	$5,961.00	$422.00	$0	$6,383.00
Healthcare Administration, Bachelor of Arts (residential / DE/ hybrid)	$4,293.00	$258.00	$0	$4,551.00
Information Technology, Associate of Science (residential/ hybrid)	$6,113.00	$435.00	$0	$6,548.00
Cybersecurity DE, Bachelor of Science	$5,157.00	$409.00	$0	$5,566.00
Medical Administrative Specialist, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Medical Assisting, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Occupational Therapy Assistant, AS	$5,986.00	$385.00	$0	$6,371.00
Respiratory Therapy, Associate of Science	$5,967.00	$454.00	$0	$6,421.00
Respiratory Therapy DE, Bachelor of Science	$2,505.00	$280.00	$0	$2,785.00
Veterinary Technology, Associate of Science (residential / DE)	$5,042.00	$511.00	$0	$5,553.00
Veterinary Technology Alternate Route, Certificate (DE)	$4,761.00	$225.00	$0	$4,986.00
Visual Communications, Bachelor of Arts	$4,329.00	$416.00	$0	$4,745.00

Vocational Nursing, Diploma (full-time program)	$5,409.00	$425.00	$0	$5,834.00
Vocational Nursing, Associate of Science (full-time program)	$6,027.00	$505.00	$0	$6,532.00
Vocational Nursing, Diploma (part-time program)	$2,705.00	$213.00	$0	$2,918.00
Vocational Nursing, Associate of Science (part-time program)	$2,726.00	$237.00	$0	$2,963.00

Tuition Payment Policy
Each Program's tuition and book charges are billed by term throughout the program.

- All charges are due within 7 calendar days of the start of the payment period and/or term.
- Tuition and charges may vary by term.
- Students may request a copy of their student ledger card from Student Accounts to view and review all current and previous charges and payments that have been made to their account.
- Students are responsible for repaying the loan amounts, plus any interest that have been incurred as of the date of withdrawal.

Student Tuition Recovery Fund (STRF):
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.
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
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party

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

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

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

Any questions a student may have regarding this catalog addendum that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Platt College reserves the right to update and modify the Catalog and Catalog Addendum as needed. In addition, Platt College will update the Catalog and Catalog Addendum annually, each summer.

PROFESSIONAL LICENSURE DISCLOSURE
For the following programs offered at Platt College we have determined that our curriculum meets the state of California educational requirements for licensure or certification. These programs are designed to lead to professional licensure or certification in the state of California.
Respiratory Therapy, Associate of Science (Offered at Platt College Ontario and Platt College Alhambra ONLY)
Occupational Therapy Assistant, Associate of Science (Offered at Platt College Anaheim ONLY)
Vocational Nursing, Diploma (Offered at Platt College Alhambra ONLY)
Vocational Nursing, Associate of Science (Offered at Platt College Alhambra ONLY)
Certified Nurse Assistant, Certificate (Offered at Platt College Anaheim and Platt College Alhambra ONLY)

Not all programs are offered at all locations. Please check with the Platt College Admissions team regarding program availability.

Platt College has not yet made a determination as to whether our program curriculum meets educational requirements for the following states: Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming.

Tracking Student Location

At the time of enrollment all enrolling students provide their current address which includes the state they reside in as part of completing the Enrollment Agreement. All students are required to notify the school immediately should their address, phone number or email address change. Students should contact their Academic Dean or the campus Registrar to update this information. Updates to such information is entered in the Campus Nexus, the student database system. Campus Nexus tracks both the previous contact information and the new contact information.

Platt College - Alhambra is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho ● Nevada ● Utah	Platt College - Anaheim is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho

Platt College - Completion and Graduation Rates by Campus

Completion /Graduation Rates:

The completion and graduation rates listed below represent a cohort of certificate or degree seeking, first-time, full-time undergraduate students who entered Platt College for the first time September 1, 2018- August 31, 2019. These rates are calculated at 150% of normal time for completion and match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
COMPLETION/GRADUATION RATE OVERALL	63%	58%	58%	64%
TRANSFER OUT RATE	0%	0%	0%	0%
MALE COMPLETION/GRADUATION RATE	64%	59%	51%	61%
FEMALE COMPLETION/GRADUATION RATE	63%	58%	59%	66%
HISPANIC/LATINO	63%	59%	62%	63%
AMERICAN INDIAN OR ALASKA NATIVE	0%	67%	0%	100%
ASIAN	74%	100%	100%	68%
BLACK OR AFRICAN AMERICAN	43%	50%	40%	40%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	100%	0%	100%	0%
WHITE	58%	55%	53%	65%
TWO OR MORE RACES	79%	50%	50%	60%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	75%	0%	100%	67%
RECIPIENT OF FEDERAL PELL GRANT	51%	62%	55%	52%
RECIPIENT OF DIRECT SUBSIDIZED LOAN, WHO DID NOT RECEIVE A PELL GRANT	72%	64%	61%	43%
DID NOT RECEIVE EITHER A PELL OR DIRECT SUBSIDIZED LOAN	0%	0%	0%	0%

Platt College – Student Body Diversity

Student Body Diversity Rates:

The student body diversity rates listed below represents the Undergraduate Student Enrollment and Characteristics for all certificate or degree seeking undergraduate students as reported in the Fall 2024 Enrollment Survey. These rates match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
MALE	14%	14%	15%	13%
FEMALE	86%	86%	85%	87%
HISPANIC/LATINO	66%	74%	71%	67%
AMERICAN INDIAN OR ALASKA NATIVE	0%	0%	1%	1%
ASIAN	9%	4%	1%	11%
BLACK OR AFRICAN AMERICAN	5%	7%	7%	3%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	1%	1%	0%	1%
WHITE	15%	10%	13%	13%
TWO OR MORE RACES	4%	0%	3%	4%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	1%	0%	3%	1%
FEDERAL PELL GRANT RECIPIENTS	62%	65%	60%	59%

United States Department of Labor's Standard Occupational Classification codes (SOC) for Platt College Placements

Program Name	Degree Level	CIP Code	SOC Codes	SOC Job Titles
Business Management	AA	52.0201	11-1021	General Operations Managers
			11-2022	Sales Managers
			11-3011	Administrative Services and Facilities Managers
			11-9199	**Managers, All Other**
			43-3031	Bookkeeping, Accounting, and Auditing Clerks
			43-9199	**Office and Administrative Support Workers, All Other**
Business Management - Project Management	BA	52.0211	13-1000	Business Operations Specialist
			11-1021	General and Operations Managers
			11-3051	Industrial Production Managers
			11-9021	Construction Managers
			11-9199	**Managers, All Other**
Certified Nurse Assistant	Certificate	51.3902	31-1010	Nursing, Psychiatric, and Home Health Aides
			31-1011	Home Health and Personal Care Aides
			31-1014	Nurse Assistant
Criminal Justice	AA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens

			33-3040	Parking Enforcement Workers
			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Criminal Justice	BA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers
			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other

			13-2099	Financial Specialists, All Other
Cybersecurity	BS	11.1003	15-1299	Computer Occupations, All Other
			15-1212	Information Security Analysts
			11-3021	Computer and Information Systems Managers
			15-1211	Computer Systems Analysts
			15-1244	Network and Computer Systems Administrators
Diagnostic Medical Sonography	AS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Diagnostic Medical Sonography	BS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Graphic Design	AA	50.0409	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Multimedia Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Healthcare Administration	BA	51.0701	11-9111	Medical and Health Services Managers
			31-0000	**Healthcare Support Occupations**

			31-9000	**Other Healthcare Support Occupations**
			31-9099	**Healthcare Support Workers, All Other**
Information Technology	AS	11.0103	15-1151	Computer User Support Specialists
			15-1152	Computer Network Support Specialists
			15-1142	Network and Computer Systems Administrators
			15-1141	Database Administrators
Medical Administrative Specialist	AS	51.0710	43-9040	Insurance Claims and Policy Processing Clerks
			29-2070	Medical Records Specialists
			29-2099	**Health Technologist and Technicians, All Other**
Medical Assisting	AS	51.0801	31-9000	Other Healthcare Support Occupations
			31-9090	**Miscellaneous Healthcare Support Occupations**
			31-9092	Medical Assistants
			31-9097	Phlebotomists
			31-9099	**Healthcare Support Workers, All Other**
Occupational Therapy Assistant	AS	51.0803	31-2011	Occupational Therapy Assistants
Respiratory Therapy	AS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Respiratory Therapy	BS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**

			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Veterinary Technician Alt Rte.	Certificate	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Veterinary Technology	AS	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Visual Communications	BA	50.0401	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Special Effects Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Vocational Nursing	AS	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses
Vocational Nursing	Diploma	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses

All SOC Job Titles in bold require review and approval from the Coordinator of Student and Academic Affairs or the VP of Accreditation and Regulatory Affairs.

Not all programs are offered at all locations. Not all programs are offered in all delivery modes. See an Admissions Representative for more information.

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Business Management, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Business Management, BA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Certified Nursing Assistant, Certificate	Required	N/A	Minimum passing score of 12	NA	NA	NA	NA
Criminal Justice, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Criminal Justice, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Cybersecurity DE, BS	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Completion of an AS in IT (transfer over 100 / 200 level courses) Distance Education Online Assessment
Diagnostic Medical Sonography, AS	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check
Diagnostic Medical Sonography, BS (hybrid)	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check (Rollover graduates requires an earned SPI) Hybrid - Distance Education Online Assessment
Graphic Design, AA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Healthcare Administration, BA (residential / DE/ hybrid)	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	Yes	Associates Degree in related healthcare field or bachelor's degree DE/ hybrid - Distance Education Online Assessment
Information Technology, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Assisting, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Administrative Specialist, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Occupational Therapy Assistant, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy DE, BS	Required	Verbal: 285 Quantitative: 280 or HESI	N/A	Minimum 70% or Wonderlic	Yes - Program Director or designee	Yes	RRT & RCP licensed. Submit transcripts and GPA, Distance Education Online Assessment
Veterinary Technology, AS (residential & DE)	Required	Verbal: 285 Quantitative: 280	N/A	NA	Yes - Program Director or designee	Yes.	Background Check DE-Distance Education Online Assessment
Veterinary Technology Alternate Route DE, Certificate	Required	NA	N/A	NA	NA	NA	Distance Education Online Assessment
Visual Communication, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Vocational Nursing, (AS /Diploma)	Required	N/A	N/A	Math – 65% Reading – 65% Vocabulary – 60% Overall – 70%	Yes - Program Director or designee	Yes	Background Check

* Due to the COVID-19 Pandemic students enrolling in the following programs: Occupational Therapy- AS, Diagnostic Medical Sonography- AS, Diagnostic Medical Sonography- BS, Respiratory Therapy- AS, and Respiratory Therapy DE- BS between the start dates of April 20, 2020 – November 22, 2021 were required to complete the Wonderlic (BST) entrance exam and achieve a minimum score of 278 Verbal and 292 Quantitative with an overall minimum total score of 680. During the COVID-19 Pandemic students were not required to complete the HESI entrance exam. Therefore, students re-entering their original program that tested under the COVID-19 Pandemic entrance test requirements will not be required to retest and their original test scores will remain valid through December 31, 2024. After December 31, 2024 COVID-19 Pandemic test scores will no longer remain valid and any student applying to re-enter will be required to retest.

Vaccination Policy

Vaccinations may be required prior to the start of a clinical assignment or off-campus clinical instruction exercise. Students will be notified in advance if a particular course or clinical assignment will require any specific immunizations. Students will be responsible for obtaining all immunizations. The following programs have vaccination requirements:

Program	Vaccination	Required By
Respiratory Therapy	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation
Diagnostic Medical Sonography	Hep B MMR Varicella (Chickenpox) T-DAP Influenza TB COVID-19 (maybe dependent on-site placement)	3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 6 months prior to Clinical Rotation
Medical Assisting	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Medical Administrative Specialist	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Vocational Nursing	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation
Certified Nurse Assistant	TB Influenza COVID-19 (maybe dependent on-site placement)	Prior to Extern Prior to Extern
Veterinary Technology	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Beginning Core Coursework Prior to Core Courses
Veterinary Technology DE	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Module 12 Prior to Core Courses
Occupational Therapy Assistant	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation

Campus Faculty include Full-Time and Adjunct Faculty

General Education Department

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Edward Ussery	Math Physics Anatomy and Physiology Chemistry Microbiology	Master of Medical Science – Harvard Medical School (2008) BS – Mechanical Engineering – University of California, Los Angeles (1989)	2015
Amir Navab Irani	All Math, Algebra, Physics courses	Masters Mathematics, University of Hertfordshire (2016) Masters Nuclear Engineering, University of Missouri (1983)	2018
Cynthony Higgs	English	Master's in arts in English - National University (2018) BA in Liberal Arts - Brandman University (2016)	2021
Brian Snorgrass	English- ENG101,ENG103	MA in English - California State Polytechnic University (2016) BA in English - California State Polytechnic University (2013 AA in Liberal Arts -Chaffey College (2010)	2023
Tayler Frausto	PYS101 and SOC101	MA in Psychology - CAL State University (2023) BA in Psychology in Sociology - CAL State University (2020)	2023
Mona Yousef	Anatomy and Physiology Chemistry Microbiology	Doctor of Medicine, Ain Shams University (1989)	2018
Natalie Ramp	English, Speech	MA in Communications Grand Union University College (2022) BA in Communication and Public Relations Pace University (2018)	2024
Latoya Vickers	Speech	Master in Communications Howard University (2005) BA in Communications North Carolina A & T State University (2022)	2025

La'Maiyah Lyles	Speech	Master in Counseling National University (2023) BA in Human Communications Studies CAL State University (2021) Associates of Arts in Communications Irvine College (2018)	2025

Medical Assisting and Medical Administrative Specialist Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Jeanine Lopez	All MA and MAS Courses	Associate of Science Medical Assisting (2016), Platt College	2017
Shirin Aminzadeh	All MA	Doctor of Medicine, Shahid Beheshti University (1990)	2020
Mona Yousef	All MA and MAS Courses	Doctor of Medicine, Ain Shams University (1989)	2018

Business Management Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Kevin McDaniel	All Business Courses	Bachelor of Science, Business Management – Brigham Young University (1985)	2017
Mark Christenson	Business Management	MBA Claremont Graduate School 1985 BS in BA CAL State Polytechnic University 1976	2022
Andrew Davila	Business management	MBA University of the Redlands 2022 BA in Business Administration 2017	2022

Veterinary Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Beth Hennessey	All Veterinary Technology core coursework	Associate in Science, Animal Health Technology, San Diego Mesa College (1990)	2021
Shawn Chojnacki-Nelson	All Veterinary Technology core coursework	Bachelor of Science in General Biology and Zoology, Humboldt State University (1999) AAS, Veterinary Technology, Bel-Rea Institute of Animal Technology (2000)	2017

Vicky Gary	All Veterinary Technology core coursework	AS, Animal Science, Mt. San Antonio College (1996) AS, Business, Citrus College (1991) Credential, Career and Technical Education Teaching, UC Riverside (2010)	2017
Rebecca Rosenberg, DVM	All Veterinary Technology core coursework	Doctor Veterinary Medicine Cornell University 2008 BS Molecular and Cellular Biology University of California 2004	2022
Christina Lebo	All VT courses	Bachelor of Science, Animal Health Science, Cal Polytechnic University (2010)	2025

Diagnostic Medical Sonography Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Oscar Bautista DMS Program Director	All DMS Courses	Doctor of Medicine – Centros De Estudios – México (1989) Ultrasound Technology Certification – Newbridge (1999)	2019
Mili Mehta	All DMS courses	MS – Education / Secondary Teacher Education (2013) BS – Business Management Diploma – DMS	2016
Margarita Licon	All DMS Courses	AS, Liberal Studies - Fullerton College (1992) Certificate, Diagnostic Medical Sonography - Orange Coast College (1997)	2015
Brian Bell DMS Clinical Director	All DMS Courses	AAS, Allied Health Career with a major in Diagnostic Medical Sonography – Volunteer State Community College, Gallatin, TN (2002)	2019

Information Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Saad Irfan	All IT courses	Bachelor of Science, Computer Science -CAL State University (2025) Associates in Science in Computer Science- Norco College (2023)	2024
Andy Portillo	All IT and CYBER Courses	Master in Science in Information Assurance and Cybersecurity- Capella University (2018) Bachelor of Science, in Information Systems and Cybersecurity -ITT Tech Institute (2013) Associates of Science, Computer Network Systems -ITT Tech Institute (2011)	2025
Michael Thompson	All IT courses	Associates of Science, Computer Information Systems -El Camino College (2016)	2025

Healthcare Management/Healthcare Administration Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Andrea Cook	HCM classes	Master's in Healthcare Administration West Coast College (2020) BS in Healthcare Administration California State University (2000)	2021
Michael Bravo	All HCA classes	MS Heacthcare Administration - California State University (2015) BA in Health Science - California State University (2011)	2023
Cynthia Gonzalez	All HCA classes	AS in Medical Administrative Specialist from Platt College (2022) BA Healthcare Management from Platt College (2024)	2024
Angelica Santillan	All HCA classes	Master in Health Administration University of LeVerne (2022) BA in Sociology CA State Polytechnic University (2006)	2024
Tamekia Mosley	All HCA classes	Masters in Public Policy Administration CAL State University (2003) BS in Health Science CAL State University (2002)	2024
Sachi Morillo	All HCA classes	Master in Health Services Administration Xavier University (2013) BS in Industrial Management University of Cincinnati (2009)	2025

Occupational Therapy Assistant Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Dr. Natalie Ang – Program Director	All OTA program courses	MA Occupational Therapy - University of Southern CA, Los Angeles CA (1997) (Post Professional) Occupational Therapy Doctorate, Pediatric Science - Rocky Mountain University of Health Professions, Provo Utah (2013)	2018
Laura Ly – OTA Fieldwork Coordinator	All OTA courses	MS Occupational Therapy, San Jose State University 1998 BA in Psychology, University of California 1991	2023
Tina Kim	All OTA Courses	Doctor Of Occupational Therapy |University Of St. Augustine For Health Sciences, August 2022 Master Of Science In Occupational Therapy| California State University Dominguez Hills | May 2013 Master Of Education In School Counseling |University Of Southern California, May 2009 Bachelor Of Arts In Psychology And Social Behavior University Of California, Irvine, Irvine, Ca, June 2005	2023

Hybrid Learning Faculty

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Melvin Merrill	All Business Management courses	Bachelor of Science, Business University of Phoenix 2012 Master of Science, Organizational Leadership National University 2014	2016
Kimberly O'Hara Nunez	All English Courses Speech All Ethics Courses American Government History of Business Psychology	Master of Art in History from Cal Poly Pomona (2003) BA in Speech Communication from Emerson College (1994)	2005
Alane Sanchez	All BM Courses	Master's in business administration with a specialization in Finance - 2019 BACHELOR OF ARTS IN ORGANIZATIONAL LEADERSHIP, CAL BAPTIST UNIVERSITY - 2016	2019
Yamila Vera	All MA and MAS courses	Bachelors in Healthcare Administration (2018) Associate of Science - Medical Administrative Assistant/Medical Billing (2006)	2020
Jessica Gonzalez	All MA / MAS Courses	Associate of Arts – Healthcare Administration (2011) – University of Phoenix	2011
Selina Gonzalez	Psychology and Sociology	MA Education, California Baptist University (2017)	2019

Distance Education Campus Faculty include Full-Time and Adjunct Faculty

General Education – Distance Education

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Damian Lai	Mathematics Statistics	BS, Computer Science (1989) California State University Los Angeles MS, Applied Math (1993) Cal State University Los Angeles MA, Instructional Technology (1996) Cal State University Los Angeles	2015
Vaness Crook	Biology	BA Biology (2015) – University of La Verne MS Environmental Studies (2017) – California State University, Fullerton	2021

Respiratory Therapy – Distance Education

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Frederick Reyes	All Respiratory Therapy courses	Masters in education technology/ with Graduate Certificate in Online Teaching (2016) Boise State University BS in Respiratory Therapy (2016) Boise State University AS in Respiratory Therapy (1985) Mt. San Antonio College	2020
Stephanie Freeman	All RT BA courses	Master is Management and Leadership Western Governors University (2023) BA in Respiratory Therapy San Joaquin Valley College 2019-Associates in Respiratory Therapy, Grossmont College (2014)	2025

Update Effective as of 2/24/25

- Platt College – Alhambra and Anaheim Distance Education program enrolls prospective students throughout the year. The Distance Education enrollment process is conducted exclusively online and via phone conversations. All enrollment requirements for Distance Education programs match the enrollment requirements for Platt College ground programs. All prospective distance education students take the Distance Education Online Assessment prior to being accepted to Platt College.
- As of January 31, 2025, the Department of Education has officially removed the 2024 Title IX regulations and reinstated the 2020 regulations. This change impacts the processes and procedures related to the handling of Title IX matters, including modifications for pregnant and parenting students. The 2020 regulations aim to balance the rights of both complainants and respondents while ensuring a fair, transparent, and consistent approach to Title IX compliance in cases of sexual harassment and assault.

Update Effective as of 3/20/25

- New Chief Executive Officer - Josh Zuckerwise
- Changes to Program Offering Table

Update Effective as of 5/12/25

- The required Wonderlic Quantitative score is adjusted to 280 for the following programs:
  - Diagnostic Medical Sonography (AS)
  - Diagnostic Medical Sonography (BS)
  - Veterinary Technology (AS – Ground and Distance Education)
  - Respiratory Therapy (BS – Distance Education)
- Anaheim Campus Change Program Offering of Information Technology AS (Hybrid) to "Approved - Not Offered"
- Respiratory Therapy DE, BS - removed Background Check requirement
- Vocational Nursing Part Time Program Update
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 23 Months
    Core Courses

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits

LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**

  1530 Hours / 95 Quarter Credit Hours / Approximately 20 Months

Core Courses	
LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits

LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN275CP - Clinical Practice 6**
  Clinical Practice 6 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with leadership clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **40 Hours** **1.0 Quarter Credits**
- **LVN281CP – Clinical Practice 5**
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **128 Hours** **5.0 Quarter Credits**

Update Effective as of 6/27/25

The AVMA CVTEA has decided to restore programs on Probationary Accreditation solely due to deficiencies with Standard 11d to their previous accreditation status of either Initial Accreditation or Full Accreditation. For programs that have completed their initial accreditation period, but were found out of compliance only with Standard 11d during a comprehensive site visit and Report of Evaluation, will be moved to Full Accreditation.

Update Effective as of 9/29/25

- Occupational Therapy Assistant Update
  - **Associate of Science in Occupational Therapy Assistant**
    1926 Hours / 131.50 Quarter Credits / Approximately 20 months
    Core Course

OTA100 – Anatomy & Physiology for Occupational Therapy Assistants	3.5 Quarter Credits
OTA110 – Kinesiology I	3.5 Quarter Credits
OTA120 – Neuroscience	5.0 Quarter Credits
OTA130 – Medical Terminology & Conditions	5.0 Quarter Credits
OTA140 – Activity Analysis	5.0 Quarter Credits
OTA150 – Foundations of Occupational Therapy	5.0 Quarter Credits
OTA160 – Pediatrics Conditions I	4.0 Quarter Credits
OTA170 – Theory in a Practice Profession	5.0 Quarter Credits
OTA180 – Assistive Technology & Environmental Adaptation	5.0 Quarter Credits

OTA190 – Data Collections	4.0 Quarter Credits
OTA200 – Psychosocial Health	4.0 Quarter Credits
OTA210 – Kinesiology II	3.5 Quarter Credits
OTA220 – Hand & Upper Extremity Conditions	3.5 Quarter Credits
OTA230 – Neurological Conditions	3.5 Quarter Credits
OTA240 – Cognitive & Neurodegenerative Conditions	4.0 Quarter Credits
OTA250 – Interprofessional Collaboration & Fieldwork I	4.0 Quarter Credits
OTA255 – NBCOT Test Prep	1.0 Quarter Credits
OTA260 – Pediatrics Conditions II	4.0 Quarter Credits
OTA270 – Community-Based Wellness and Access	5.0 Quarter Credits
OTA275 – Occupational Therapy Interventions	5.0 Quarter Credits
OTA280 – Level II Fieldwork A-1	5.5 Quarter Credits
OTA285 – Level II Fieldwork A-2	6.5 Quarter Credits
OTA290 – Level II Fieldwork B-1	5.5 Quarter Credits
OTA295 – Level II Fieldwork B-2	6.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 - Psychology	5.0 Quarter Credits
SOC101 - Sociology	5.0 Quarter Credits
SPC101 –Speech	5.0 Quarter Credits
Program Total	**131.5 Quarter Credits**

OTA250 – Interprofessional Collaboration & Fieldwork I

This course explores the effects of culture on the practice of occupational therapy. Students acquire increased skill in effectively working with clients from varied backgrounds in an interprofessional setting. In addition to didactic learning students also participate in a Level I Fieldwork experience.

Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240

64 hours – 4.0 Quarter Credit

OTA255 – NBCOT Test Prep

Course Description: This course is designed to prepare students for the NBCOT COTA exam. The student engages in an individualized study plan based on assessed areas of strength and weakness. The course builds competency in exam strategies, question analysis, study skills, and focused concentration. Assignments, exams, individualized study plans, and simulation are employed to prepare students to sit for the NBCOT COTA exam.

Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240, OTA250, OTA260

Co-Requisite: OTA270, OTA275 **22 hours – 1.0 Quarter Credit**

Update Effective as of 10/2/25

- Changes to Program Offering Table
  - Criminal Justice (Bachelors of Arts) is now Approved - Not Offered for Ontario Campus

Update Effective as of 10/30/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**

1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months

- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**

1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months

- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits

LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN285 – Medical / Surgical Nursing 5**
  This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.
  Prerequisite: None **60 Hours** **5.5 Quarter Credits**

  LVN285CP – Clinical Practice 5
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **168 Hours** **6.0 Quarter Credits**

Update Effective as of 12/8/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits

LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
Program Total	**95 Quarter Credits**

LVN126 – Growth & Development

This course introduces the student to the concepts of LifeSpan Development; while exploring how cultural considerations influence health and wellness across the human lifespan

Prerequisite: None **25 Hours** **3.0 Quarter Credits**

LVN146 – Nutrition

This course introduces the student to basic concepts of nutrition, including fats, carbohydrates, and proteins and how they are utilized by the body. Therapeutic diets will be discussed as well as how to assist the client to adapt to changes in diet as required due to disease processes.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

LVN171 – Medical / Surgical Nursing 2

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and selfcare, complementary and alternative therapies of care. Students will also acquire kills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology and diagnostics. The curriculum places emphasis on cardiovascular and respiratory conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **6.0 Quarter Credits**

LVN206 – Community & Mental Health Nursing

The Community/Mental Health course is designed to provide students with the knowledge required to provide nursing care within the community and mental health settings. Students will develop an understanding of the unique challenges and opportunities that arise when caring for individuals in community-based healthcare settings. Throughout this course, students will explore the intricacies of mental health disorders, examining their etiology, symptoms, and diagnostic criteria. The course will provide a thorough understanding of evidence-based treatment modalities, interventions, and management strategies employed in mental health nursing practice

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN211 – Medical / Surgical Nursing 3

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review

topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on gastrointestinal and genitourinary conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN236 – Maternal & Newborn Nursing

This course offers an in-depth introduction to nursing care practices for expectant mothers, newborns, and postpartum women. Students will develop the ability to compare and contrast normal body functions with pathological variations, identify disease processes through assessment and diagnostics, and assist in formulating care plans using the nursing process tailored for obstetric client populations. Additionally, students will engage in client and family education, explore the components of the health-illness continuum, and assess prevalent obstetric conditions affecting women during their childbearing years and their families, including care for normal newborns

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN241 – Medical / Surgical Nursing 4

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomology, and diagnostics. The curriculum places emphasis on endocrine and reproductive conditions allowing students to develop the ability to identify disease processes through definition, symptomology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **5.5 Quarter Credits**

LVN266 – Pediatrics Nursing

This course provides a comprehensive overview of nursing care for infants, children, and adolescents. Students will gain theoretical knowledge and understanding of utilizing the nursing process to provide client-centered, evidence-based nursing care. The course will cover the growth and development of pediatric clients, as well as health deviations related to cardiovascular, respiratory, sensorimotor, gastrointestinal, and genitourinary disorders, physical regulation, and sexuality. Students will develop the ability to identify disease processes through assessment and diagnostics, and assist in formulating care plans for pediatric client populations.

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN286 – Medical / Surgical Nursing 5

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to

identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN291 - Transition to Practice

LVN291 is a comprehensive course designed to prepare Vocational Nursing students for the NCLEX-PN while strengthening essential leadership and management skills needed for entry-level nursing practice. The course integrates structured NCLEX review, clinical judgment development, test-taking strategies, and performance analysis with key leadership concepts such as delegation, supervision, communication, prioritization, teamwork, and the LVN's role within the interdisciplinary healthcare team. Through targeted content reinforcement and application-based learning, students refine their readiness for licensure and transition into professional practice.

Prerequisite: None **40 Hours** **3.0 Quarter Credits**

Platt College Catalog Addendum

Ontario Campus – 3700 Inland Empire Blvd, Suite 400, Ontario, CA 91764
909-941-9410 * Toll Free: 1-888-577-5288 * www.plattcollege.edu

Campus Staff			Admissions Staff	
Martin Jiunta	Campus President		Omar Meza	Director of Admissions
Sussan Jimenez	Campus Administrative Coordinator		Anthony Nguyen	Admissions Representative
Dr. Kimi Garcia	Lead Academic Dean		OPEN	Admissions Representative
Norma Lopez	Registrar		Edna Advincula	Admissions Representative
Michelle Attalla	Student Accounts		April Ojeda	Admissions Representative
Cindy Arguelles	Director of Financial Aid		Debbie Price	Community Relations
Daniel De La Torre	Financial Aid Advisor		John Rubi	Lead Director of Career Services
Gina Cardenas	Financial Aid Advisor		Genae Valdez	Career Services Advisor
Marisol Villega - Romero	Receptionist		Daysi Romero	Career Services Advisor
Leilani Garcia	Receptionist		Kathy Lulofs	Librarian

Class Sessions

Classes meet Monday through Friday and are completed in five-week modules.

Morning Classes	7:45 am -12:45 pm		Afternoon Classes (RT) Afternoon Classes (VT)	2:30 pm – 8:30 pm 1 pm – 6 pm
Morning Classes (DMS / RT / VT)	7:45 am – 1:45 pm		Evening Classes	5:45 pm – 10:45 pm

Student and Faculty Holidays

Please reference Canvas - New Student Orientation course for dates

*Martin Luther King, Jr. Day * Memorial Day *Independence Day * Labor Day * Thanksgiving * Winter Break * New Years*

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Business Management (hybrid)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	RIV	ANA,ONT	ALH
Business Management (residential)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	-	ANA, RIV, ONT	ALH
Business Management	Bachelor of Arts (BA)	25 months	2000	200	$47,192.00	$3,575.00	$0	**$50,767.00**	RIV	-	ALH, ONT, ANA
Certified Nurse Assistant (not available for Title IV funding)	Certificate	2 months	164	-	$1,805.00	$225.00	$0	**$2,030.00**	-	ALH, ANA	ONT, RIV
Criminal Justice (hybrid)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	ONT, RIV	-	ALH, ANA
Criminal Justice (residential)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	-	ONT, RIV	ALH, ANA
Criminal Justice	Bachelor of Arts (BA)	30 months	2350	214	$51,149.00	$3,575.00	$0	**$54,724.00**	RIV	ONT	ALH, ANA
Cybersecurity DE	Bachelor of Science (BS)	13 months	2537	194.5	$25,785.00	$2,045.00	$0	**$27,830.00**	ANA	-	ALH, ONT, RIV
Diagnostic Medical Sonography	Associate of Science (AS)	18 months	2060	120	$41,898.00	$2,900.00	$0	**$44,798.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (hybrid)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (residential)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	-	ALH, ANA, RIV, ONT	-
Graphic Design	Associate of Arts (AA)	15 months	1200	91.5	$35,766.00	$2,530.00	$0	**$38,296.00**	ONT	-	ALH, ANA, RIV
Healthcare Administration (residential)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ALH, ANA, RIV, ONT	-
Healthcare Administration DE	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ANA	ALH, ONT, RIV
Healthcare Administration (hybrid)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	ALH, ANA RIV, ONT	-	-
Information Technology (residential)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	-	ANA, ONT, RIV	ALH
Information Technology (hybrid)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	ANA, ONT, RIV	-	ALH

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Medical Assisting (residential)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Medical Assisting (hybrid)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (hybrid)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (residential)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Occupational Therapy Assistant	Associate of Science (AS)	20 months	1926	131.5	$47,881.00	$3,075.00	$0	**$50,956.00**	ANA	-	ALH, ONT, RIV
Respiratory Therapy	Associate of Science (AS)	20 months	1995	135	$47,735.00	$3,630.00	$0	**$51,365.00**	ALH, ONT	-	ANA, RIV
Respiratory Therapy DE	Bachelor of Science (BS)	13 months	2195	187	$12,524.00	$1,400.00	$0	**$13,924.00**	ANA	-	ALH, ONT, RIV
Veterinary Technology	Associate of Science (AS)	19 months	1681	115	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH, ANA, ONT, RIV	-	-
Veterinary Technology DE	Associate of Science (AS)	19 months	1773	120	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH	-	ANA, ONT, RIV
Veterinary Technology Alternate Route DE (not available for Title IV funding)	Certificate	6 months	325	-	$4,761.00	$225.00	$0	**$4,986.00**	ALH	-	ANA, ONT, RIV
Visual Communications	Bachelor of Arts (BA)	31 months	2500	189	$54,113.00	$4,700.00	$0	**$58,813.00**	ONT	-	ALH, ANA, RIV
Vocational Nursing (full time)	Associate of Science (AS)	18 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Associate of Science (AS)	23 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	RIV	-	ALH, ANA, ONT
Vocational Nursing (full time)	Diploma	15 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Diploma	20 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	RIV	-	ALH, ANA, ONT

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved

Note:

· The following Bachelor degree programs require an earned Associate's degree. The combined minimum credits should total 180 credit hours. Credit hours may be earned through this program and the completion of programs prior to enrollment, typically through an Associate's degree program which is a prerequisite for entry.

· Tuition - Estimated charges for the period of attendance and the entire program

· Books & Supplies - In select courses, textbooks and/or supplies are classroom copies, which must be returned in good condition at the end of the course. Additional fees will be assessed for failure to return these books and/or supplies.

· Additional Fees as applicable are: $25.00 return check fee; $5.00 replacement ID card fee; $10.00 replacement parking card fee (Alhambra only); $10.00 Official Transcript and/or Diploma reprint fee

DISCLAIMER: Except as expressly provided in California Education Code Section 94898, Platt College reserves the right to modify policies, course schedules, curricula or courses within reason due to exigent circumstances, program upgrades and/or content changes, and to cancel programs of study, modes of delivery, upcoming start dates or individual c courses as it deems necessary. If a course or program is canceled the school may schedule course completion at a later date or refund all monies paid for the canceled course or program if the student does not wish to continue with the program at the later date. All Platt College programs are not available at all locations, please see an Admissions Representative for more information on specific enrollment information.

Program Title	Tuition	Books & Supplies	STRF	Program Total Charges for First Period of Attendance
Business Management, Associate of Arts (residential/ hybrid)	$6,481.00	$421.00	$0	$6,902.00
Business Management, Bachelor of Arts	$4,720.00	$358.00	$0	$5,078.00
Certified Nurse Assistant, Certificate	$1,805.00	$225.00	$0	$2,030.00
Criminal Justice, Associate of Arts (residential/ hybrid)	$5,381.00	$351.00	$0	$5,732.00
Criminal Justice, Bachelor of Arts	$4,630.00	$344.00	$0	$4,974.00
Diagnostic Medical Sonography, Associate of Science	$7,296.00	$580.00	$0	$7,876.00
Diagnostic Medical Sonography, Bachelor of Science (hybrid)	$5,258.00	$386.00	$0	$5,644.00
Graphic Design, Associate of Arts	$5,961.00	$422.00	$0	$6,383.00
Healthcare Administration, Bachelor of Arts (residential / DE/ hybrid)	$4,293.00	$258.00	$0	$4,551.00
Information Technology, Associate of Science (residential/ hybrid)	$6,113.00	$435.00	$0	$6,548.00
Cybersecurity DE, Bachelor of Science	$5,157.00	$409.00	$0	$5,566.00
Medical Administrative Specialist, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Medical Assisting, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Occupational Therapy Assistant, AS	$5,986.00	$385.00	$0	$6,371.00
Respiratory Therapy, Associate of Science	$5,967.00	$454.00	$0	$6,421.00
Respiratory Therapy DE, Bachelor of Science	$2,505.00	$280.00	$0	$2,785.00
Veterinary Technology, Associate of Science (residential / DE)	$5,042.00	$511.00	$0	$5,553.00
Veterinary Technology Alternate Route, Certificate (DE)	$4,761.00	$225.00	$0	$4,986.00
Visual Communications, Bachelor of Arts	$4,329.00	$416.00	$0	$4,745.00

Vocational Nursing, Diploma (full-time program)	$5,409.00	$425.00	$0	$5,834.00
Vocational Nursing, Associate of Science (full-time program)	$6,027.00	$505.00	$0	$6,532.00
Vocational Nursing, Diploma (part-time program)	$2,705.00	$213.00	$0	$2,918.00
Vocational Nursing, Associate of Science (part-time program)	$2,726.00	$237.00	$0	$2,963.00

Tuition Payment Policy
Each Program's tuition and book charges are billed by term throughout the program.

- All charges are due within 7 calendar days of the start of the payment period and/or term.
- Tuition and charges may vary by term.
- Students may request a copy of their student ledger card from Student Accounts to view and review all current and previous charges and payments that have been made to their account.
- Students are responsible for repaying the loan amounts, plus any interest that have been incurred as of the date of withdrawal.

Student Tuition Recovery Fund (STRF):
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.
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
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party

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

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

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

Any questions a student may have regarding this catalog addendum that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Platt College reserves the right to update and modify the Catalog and Catalog Addendum as needed. In addition, Platt College will update the Catalog and Catalog Addendum annually, each summer.

PROFESSIONAL LICENSURE DISCLOSURE
For the following programs offered at Platt College we have determined that our curriculum meets the state of California educational requirements for licensure or certification. These programs are designed to lead to professional licensure or certification in the state of California.
Respiratory Therapy, Associate of Science (Offered at Platt College Ontario and Platt College Alhambra ONLY)
Occupational Therapy Assistant, Associate of Science (Offered at Platt College Anaheim ONLY)
Vocational Nursing, Diploma (Offered at Platt College Alhambra ONLY)
Vocational Nursing, Associate of Science (Offered at Platt College Alhambra ONLY)
Certified Nurse Assistant, Certificate (Offered at Platt College Anaheim and Platt College Alhambra ONLY)

Not all programs are offered at all locations. Please check with the Platt College Admissions team regarding program availability.

Platt College has not yet made a determination as to whether our program curriculum meets educational requirements for the following states: Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming.

Tracking Student Location

At the time of enrollment all enrolling students provide their current address which includes the state they reside in as part of completing the Enrollment Agreement. All students are required to notify the school immediately should their address, phone number or email address change. Students should contact their Academic Dean or the campus Registrar to update this information. Updates to such information is entered in the Campus Nexus, the student database system. Campus Nexus tracks both the previous contact information and the new contact information.

Platt College - Alhambra is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho ● Nevada ● Utah	Platt College - Anaheim is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho

Platt College - Completion and Graduation Rates by Campus

Completion /Graduation Rates:

The completion and graduation rates listed below represent a cohort of certificate or degree seeking, first-time, full-time undergraduate students who entered Platt College for the first time September 1, 2018 - August 31, 2019. These rates are calculated at 150% of normal time for completion and match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
COMPLETION/GRADUATION RATE OVERALL	63%	58%	58%	64%
TRANSFER OUT RATE	0%	0%	0%	0%
MALE COMPLETION/GRADUATION RATE	64%	59%	51%	61%
FEMALE COMPLETION/GRADUATION RATE	63%	58%	59%	66%
HISPANIC/LATINO	63%	59%	62%	63%
AMERICAN INDIAN OR ALASKA NATIVE	0%	67%	0%	100%
ASIAN	74%	100%	100%	68%
BLACK OR AFRICAN AMERICAN	43%	50%	40%	40%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	100%	0%	100%	0%
WHITE	58%	55%	53%	65%
TWO OR MORE RACES	79%	50%	50%	60%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	75%	0%	100%	67%
RECIPIENT OF FEDERAL PELL GRANT	51%	62%	55%	52%
RECIPIENT OF DIRECT SUBSIDIZED LOAN, WHO DID NOT RECEIVE A PELL GRANT	72%	64%	61%	43%
DID NOT RECEIVE EITHER A PELL OR DIRECT SUBSIDIZED LOAN	0%	0%	0%	0%

Platt College – Student Body Diversity

Student Body Diversity Rates:

The student body diversity rates listed below represents the Undergraduate Student Enrollment and Characteristics for all certificate or degree seeking undergraduate students as reported in the Fall 2024 Enrollment Survey. These rates match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
MALE	14%	14%	15%	13%
FEMALE	86%	86%	85%	87%
HISPANIC/LATINO	66%	74%	71%	67%
AMERICAN INDIAN OR ALASKA NATIVE	0%	0%	1%	1%
ASIAN	9%	4%	1%	11%
BLACK OR AFRICAN AMERICAN	5%	7%	7%	3%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	1%	1%	0%	1%
WHITE	15%	10%	13%	13%
TWO OR MORE RACES	4%	0%	3%	4%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	1%	0%	3%	1%
FEDERAL PELL GRANT RECIPIENTS	62%	65%	60%	59%

United States Department of Labor's Standard Occupational Classification codes (SOC) for Platt College Placements

Program Name	Degree Level	CIP Code	SOC Codes	SOC Job Titles
Business Management	AA	52.0201	11-1021	General Operations Managers
			11-2022	Sales Managers
			11-3011	Administrative Services and Facilities Managers
			11-9199	**Managers, All Other**
			43-3031	Bookkeeping, Accounting, and Auditing Clerks
			43-9199	**Office and Administrative Support Workers, All Other**
Business Management - Project Management	BA	52.0211	13-1000	Business Operations Specialist
			11-1021	General and Operations Managers
			11-3051	Industrial Production Managers
			11-9021	Construction Managers
			11-9199	**Managers, All Other**
Certified Nurse Assistant	Certificate	51.3902	31-1010	Nursing, Psychiatric, and Home Health Aides
			31-1011	Home Health and Personal Care Aides
			31-1014	Nurse Assistant
Criminal Justice	AA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers

			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Criminal Justice	BA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers
			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Cybersecurity	BS	11.1003	15-1299	Computer Occupations, All Other

			15-1212	Information Security Analysts
			11-3021	Computer and Information Systems Managers
			15-1211	Computer Systems Analysts
			15-1244	Network and Computer Systems Administrators
Diagnostic Medical Sonography	AS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Diagnostic Medical Sonography	BS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Graphic Design	AA	50.0409	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Multimedia Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Healthcare Administration	BA	51.0701	11-9111	Medical and Health Services Managers
			31-0000	**Healthcare Support Occupations**
			31-9000	**Other Healthcare Support Occupations**
			31-9099	**Healthcare Support Workers, All Other**

Information Technology	AS	11.0103	15-1151	Computer User Support Specialists
			15-1152	Computer Network Support Specialists
			15-1142	Network and Computer Systems Administrators
			15-1141	Database Administrators
Medical Administrative Specialist	AS	51.0710	43-9040	Insurance Claims and Policy Processing Clerks
			29-2070	Medical Records Specialists
			29-2099	**Health Technologist and Technicians, All Other**
Medical Assisting	AS	51.0801	31-9000	Other Healthcare Support Occupations
			31-9090	**Miscellaneous Healthcare Support Occupations**
			31-9092	Medical Assistants
			31-9097	Phlebotomists
			31-9099	**Healthcare Support Workers, All Other**
Occupational Therapy Assistant	AS	51.0803	31-2011	Occupational Therapy Assistants
Respiratory Therapy	AS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Respiratory Therapy	BS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Veterinary Technician Alt Rte.	Certificate	01.8301	29-2050	Health Practitioner Support Technologists and Technicians

			29-2056	Veterinary Technologist and Technicians
Veterinary Technology	AS	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Visual Communications	BA	50.0401	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Special Effects Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Vocational Nursing	AS	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses
Vocational Nursing	Diploma	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses

All SOC Job Titles in bold require review and approval from the Coordinator of Student and Academic Affairs or the VP of Accreditation and Regulatory Affairs.

Not all programs are offered at all locations. Not all programs are offered in all delivery modes. See an Admissions Representative for more information.

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Business Management, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Business Management, BA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Certified Nursing Assistant, Certificate	Required	N/A	Minimum passing score of 12	NA	NA	NA	NA
Criminal Justice, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Criminal Justice, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Cybersecurity DE, BS	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Completion of an AS in IT (transfer over 100 / 200 level courses) Distance Education Online Assessment
Diagnostic Medical Sonography, AS	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check
Diagnostic Medical Sonography, BS (hybrid)	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check (Rollover graduates requires an earned SPI) Hybrid - Distance Education Online Assessment
Graphic Design, AA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Healthcare Administration, BA (residential / DE/ hybrid)	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	Yes	Associates Degree in related healthcare field or bachelor's degree DE/ hybrid - Distance Education Online Assessment
Information Technology, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Assisting, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Medical Administrative Specialist, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Occupational Therapy Assistant, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy DE, BS	Required	Verbal: 285 Quantitative: 280 or HESI	N/A	Minimum 70% or Wonderlic	Yes - Program Director or designee	Yes	RRT & RCP licensed. Submit transcripts and GPA, Distance Education Online Assessment
Veterinary Technology, AS (residential & DE)	Required	Verbal: 285 Quantitative: 280	N/A	NA	Yes - Program Director or designee	Yes.	Background Check DE-Distance Education Online Assessment
Veterinary Technology Alternate Route DE, Certificate	Required	NA	N/A	NA	NA	NA	Distance Education Online Assessment
Visual Communication, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Vocational Nursing, (AS /Diploma)	Required	N/A	N/A	Math – 65% Reading – 65% Vocabulary – 60% Overall – 70%	Yes - Program Director or designee	Yes	Background Check

* Due to the COVID-19 Pandemic students enrolling in the following programs: Occupational Therapy- AS, Diagnostic Medical Sonography- AS, Diagnostic Medical Sonography- BS, Respiratory Therapy- AS, and Respiratory Therapy DE- BS between the start dates of April 20, 2020 – November 22, 2021 were required to complete the Wonderlic (BST) entrance exam and achieve a minimum score of 278 Verbal and 292 Quantitative with an overall minimum total score of 680. During the COVID-19 Pandemic students were not required to complete the HESI entrance exam. Therefore, students re-entering their original program that tested under the COVID-19 Pandemic entrance test requirements will not be required to retest and their original test scores will remain valid through December 31, 2024. After December 31, 2024 COVID-19 Pandemic test scores will no longer remain valid and any student applying to re-enter will be required to retest.

Vaccination Policy

Vaccinations may be required prior to the start of a clinical assignment or off-campus clinical instruction exercise. Students will be notified in advance if a particular course or clinical assignment will require any specific immunizations. Students will be responsible for obtaining all immunizations. The following programs have vaccination requirements:

Program	Vaccination	Required By
Respiratory Therapy	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation
Diagnostic Medical Sonography	Hep B MMR Varicella (Chickenpox) T-DAP Influenza TB COVID-19 (maybe dependent on-site placement)	3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 6 months prior to Clinical Rotation
Medical Assisting	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Medical Administrative Specialist	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Vocational Nursing	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation
Certified Nurse Assistant	TB Influenza COVID-19 (maybe dependent on-site placement)	Prior to Extern Prior to Extern
Veterinary Technology	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Beginning Core Coursework Prior to Core Courses
Veterinary Technology DE	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Module 12 Prior to Core Courses
Occupational Therapy Assistant	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation

Campus Faculty include Full-Time and Adjunct Faculty

General Education Department

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
LeDell, John	All Ethics courses All Sociology courses History of Art	Master of Art in Art History, Cal State Northridge, 2003 Bachelor of Art in Religious Studies, Cal State Northridge, 2001 Bachelor of Art in Art, Cal State Northridge, 1999	2004
Marlow, Dr. Hal	Anatomy and Physiology Microbiology Chemistry	Doctor of Philosophy in Biology, Loma Linda University, 2006 Master of Science in Environmental Science, Rice University, 1991 Bachelor of Science in Zoology, Weber State University, 1986	2010
Nguyen, Cassandra	Psychology	Ph.D. in Clinical Psychology, California School of Professional Psychology, 2003 Master of Science, California School of Professional Psychology, 1995 Bachelor of Science in Psychology, University of Houston, 1992	2007
O'Hara Nunez, Kimberly	All English Courses Speech All Ethics Courses American Government History of Business Psychology	Master of Art in History, Cal Poly Pomona, 2003 Bachelor of Arts in Speech Communication, Emerson College, 1994	2005
Richardson, Stephen	College Math College Math Principles College Algebra and Geometry Physics	Master of Arts in Mathematics Education, Cal State San Bernardino, 2011 Bachelor of Arts in Mathematics, Cal State San Bernardino, 2000	2007
Trisciuzzi, Jared	Math, Chemistry, Physics, Speech	Bachelor of Science in Chemistry, Cal Poly Pomona, 2013 Master of Science in Chemistry, University of California, Riverside, 2015	2016

Graphic Design Programs

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Collins, Stephen	Web Courses Multimedia Courses Illustration	Bachelor of Science in Computer Science, Cal State San Bernardino, 2003	2005

Denys, Patti	Typography and Advanced Typography Introduction to Design Concepts Fundamentals of Drawing Art History History of Graphic Design and Advertising Commercial Illustration Life Drawing Branding, Logos, and Packaging Marketing Dynamics and Strategies Art Direction and Team Projects	Master of Fine Arts, Vermont College, 2003 Bachelor of Fine Arts, University of Texas, 1975	2008
Kawa, Karlie	Foundation Studies Computer Graphics Life Drawing	Bachelor of Art in Illustration, Rowan University of New Jersey, 1984	1994

Medical Assisting and Medical Administrative Specialist Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Gonzalez, Jessica	All MA / MAS Courses	Associate of Arts in Healthcare Administration, University of Phoenix, 2011 Bachelor of Science in Healthcare Administration, University of Phoenix, 2014	2011
Gonzales, Nicole	All MA Courses	Associate of Science in Vocational Nursing, Riverside Community College, 2008	2019
McDowell, Rita	All MA Courses	Bachelor of Art in Healthcare Management, Platt College, 2012 Associate of Science in Medical Assisting, Platt College, 2008	2009

Healthcare Management Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Gonzalez, Jessica	All Healthcare Management Courses	Associate of Arts Healthcare Administration, University of Phoenix, 2011 Bachelor of Science in Healthcare Administration, University of Phoenix, 2014	2014
McDowell, Rita	All Healthcare Management Courses	Bachelor of Art in Healthcare Management, Platt College, 2012 Associate of Science in Medical Assisting, Platt College, 2008	2009
Sacdalan, Julian	All Healthcare Management Courses	Master of Public Health, California State University of San Bernardino, 2018 Master of Business Administration, California State University of San Bernardino, 2008	2022

Information Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Ku, Paul	All Information Technology Courses	Bachelor of Arts in Liberal Arts, The University of the State of New York, 1990	2017

Criminal Justice Programs

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Ferguson, Brent	All Criminal Justice Courses	Associate of Science, Long Beach Community College, 1976	2010
Wills, Jack	All Criminal Justice Courses	Bachelor of Arts in Psychology, Cal State Northridge, 1994 Master of Public Administration, University of La Verne, 2001	2017

Veterinary Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Barraza, Tiffany	All VT Courses	Associate of Science in Registered Veterinary Technology. Mt. SAC, 2010	2013
Folger, Dr. Jennifer, Clinical Director	All VT Courses	Doctorate in Veterinary Medical Science, Western University of Health Sciences, 2015 MA Secondary Teaching, University of Nebraska – Lincoln, 2003 Bachelor of Arts in English, University of Nebraska – Lincoln, 1999	2018
Harman, Eric	All VT Courses	Associate of Science in Registered Veterinary Technology, Mt. SAC, 2020	2022
Heredia, Mayan	All VT Courses	Associate of Science in Registered Veterinary Technology, Mt. SAC, 2017	2022
Raines, Dean, Program Director	All VT Courses	Associate of Science in Veterinary Technology, Platt College, 2015	2013
White, Kristen	All VT Courses	Bachelor of Arts in Animal Health Science, Cal Poly Pomona, 2009	2015

Diagnostic Medical Sonography Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Eng, Sarah	All DMS Courses	Bachelor of Science, Radiologic Science Midwestern, State University, 2018 Associate of Science, Diagnostic Medical Sonography, Cypress College, 2014	2025
Flake, Angie, Program Director	All DMS Courses	Associates of Science in Diagnostic Medical Sonography, Platt College, 2014 Bachelor of Science in Diagnostic Medical Sonography, Platt College, 2015	2022
Ibold, Jazmine, Clinical Director	All DMS Courses	Bachelor of Science in Diagnostic Medical Sonography, Platt College, 2019	2025
Ibrahim, Dr. Suzanne	All DMS Courses	Master in Pediatrics, Ain-Shams University, 1988 Bachelor in Medicine & Surgery, Ain-Shams University, 1980	2017
Neusse, Char	DMS AS Courses	Certificate in Diagnostic Medical Sonography, Infix, 1988	2025
Reyes, Yajaira	All DMS AS Courses	Associate of Science in Diagnostic Medical Sonography, Platt College, 2017 Bachelor of Science in Diagnostic Medical Sonography, Platt College, 2018	2025
Virk, Manuneet	DMS AS Courses	Bachelor of Art degree, CHD India, 1998 Diploma in Diagnostic Medical Sonography, American Career College, 2007	2011

Respiratory Therapy Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Choi, Dan	All RT Courses	Associate of Science, Respiratory Therapy, Concorde Career College Bachelor of Science in Respiratory Therapy, San Joaquin Valley College	2021
Garcia, Melanie	All RT Courses	Associate of Science, Respiratory Therapy, Victor Valley College, 2010 Bachelor of Science, Respiratory Care, Boise State University, 2024	2025
Gauthier, Sierra, Clinical Director	All RT Courses	Bachelor of Science, Respiratory Therapy, Boise State University, 2024 Associate of Science, Respiratory Therapy Victor Valley Community College 2018	2024
Huynh, Tommy	All RT Courses	Associate of Science, Respiratory Therapy, Mt. SAC, 2013	2022
Kim, Bag Gi (Sam)	All RT Courses	Associate of Art in Kinesiology, Mt. SAC, 2019 Associate of Science in Respiratory Therapy, East Los Angeles College, 2021 Bachelor of Science in Business Administration, Cal State Poly, 2014	2025
Lora, Fabian	All RT Courses	Associate of Science, Respiratory Therapy, SJVC, 2006 Bachelor of Science, Emergency Medical Care, Loma Linda University, 2016	2025

		Master of Science in Respiratory Care, Loma Linda University, 2021	
Molina, Cristian	All RT Courses	Associate of Science in Respiratory Therapy, Victor Valley College, 2019 Associate of Science in Math/Science, Victor Valley College, 2019	2025
Monsale, Jose	All RT Courses	Associate of Science in Respiratory Care, Crafton Hills Community College, 2000	2011
Monsale, Rex	All RT Courses	Associate of Science in Respiratory Care, Crafton Hills Community College, 2005	2025
Paez, Ryan	All RT Courses	Associate of Science in Respiratory Therapy, SJVC, 2019	2025
Patlan, Allen	All RT Courses	Associate of Science in Respiratory Therapy, Concorde Career College, 2009	2023
Readman, Robert	All RT Courses	Associate of Arts in Liberal Arts, Valley College, 2001 Associate of Science in Respiratory Therapy, SJVC, 2016 Bachelor of Science in Kinesiology, Cal State University, San Bernardino, 2005	2025
Salazar, Maria	All RT Courses	Bachelor of Science in Health Administration, Cal State University, Northridge, 2014 Associate of Science in Respiratory Therapy, Los Angeles Community College, 2004 Associate of Arts in Library Arts, Los Angeles Community College, 2002	2013
Shelton, Michael	All RT Courses	Associate of Science in Respiratory Therapy, SJVC, 2019	2025
Tostada, Alfred	All RT Courses	Certificate in Respiratory Therapy, East Los Angeles, 1977 Associate of Science – 1997	2017
Vasquez, Erick	All RT Courses	Associate of Science in Respiratory Therapy, Concorde Career Colleges, 2016	2023
Ynami, John, Program Director	All RT Courses	Master of Business Administration, Healthcare Management, California Coast University, 2020 Bachelor degree of Science in Healthcare Management, California Coast University, 2016 Associate of Science in Respiratory Therapy, El Camino College, 1995	2011
Zamora, Kimberly	All RT Courses	Associate of Science, Respiratory Therapy, Mt. SAC, 2015	2023

Update Effective as of 2/24/25

- Platt College – Alhambra and Anaheim Distance Education program enrolls prospective students throughout the year. The Distance Education enrollment process is conducted exclusively online and via phone conversations. All enrollment requirements for Distance Education programs match the enrollment requirements

for Platt College ground programs. All prospective distance education students take the Distance Education Online Assessment prior to being accepted to Platt College.

- As of January 31, 2025, the Department of Education has officially removed the 2024 Title IX regulations and reinstated the 2020 regulations. This change impacts the processes and procedures related to the handling of Title IX matters, including modifications for pregnant and parenting students. The 2020 regulations aim to balance the rights of both complainants and respondents while ensuring a fair, transparent, and consistent approach to Title IX compliance in cases of sexual harassment and assault.

Update Effective as of 3/20/25

- New Chief Executive Officer - Josh Zuckerwise
- Changes to Program Offering Table

Update Effective as of 5/12/25

- The required Wonderlic Quantitative score is adjusted to 280 for the following programs:
  - Diagnostic Medical Sonography (AS)
  - Diagnostic Medical Sonography (BS)
  - Veterinary Technology (AS – Ground and Distance Education)
  - Respiratory Therapy (BS – Distance Education)
- Anaheim Campus Change Program Offering of Information Technology AS (Hybrid) to "Approved - Not Offered"
- Respiratory Therapy DE, BS - removed Background Check requirement
- Vocational Nursing Part Time Program Update
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 23 Months

    Core Courses

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits

LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 20 Months

Core Courses	
LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN275CP - Clinical Practice 6**
  Clinical Practice 6 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with leadership clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.

Prerequisite: None **40 Hours**

1.0 Quarter Credits

- **LVN281CP – Clinical Practice 5**
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **128 Hours** **5.0 Quarter Credits**

Update Effective as of 6/27/25

The AVMA CVTEA has decided to restore programs on Probationary Accreditation solely due to deficiencies with Standard 11d to their previous accreditation status of either Initial Accreditation or Full Accreditation. For programs that have completed their initial accreditation period, but were found out of compliance only with Standard 11d during a comprehensive site visit and Report of Evaluation, will be moved to Full Accreditation.

Update Effective as of 9/29/25

- Occupational Therapy Assistant Update
  - **Associate of Science in Occupational Therapy Assistant**
    1926 Hours / 131.50 Quarter Credits / Approximately 20 months
    Core Course

OTA100 – Anatomy & Physiology for Occupational Therapy Assistants	3.5 Quarter Credits
OTA110 – Kinesiology I	3.5 Quarter Credits
OTA120 – Neuroscience	5.0 Quarter Credits
OTA130 – Medical Terminology & Conditions	5.0 Quarter Credits
OTA140 – Activity Analysis	5.0 Quarter Credits
OTA150 – Foundations of Occupational Therapy	5.0 Quarter Credits
OTA160 – Pediatrics Conditions I	4.0 Quarter Credits
OTA170 – Theory in a Practice Profession	5.0 Quarter Credits
OTA180 – Assistive Technology & Environmental Adaptation	5.0 Quarter Credits
OTA190 – Data Collections	4.0 Quarter Credits
OTA200 – Psychosocial Health	4.0 Quarter Credits
OTA210 – Kinesiology II	3.5 Quarter Credits
OTA220 – Hand & Upper Extremity Conditions	3.5 Quarter Credits
OTA230 – Neurological Conditions	3.5 Quarter Credits
OTA240 – Cognitive & Neurodegenerative Conditions	4.0 Quarter Credits
OTA250 – Interprofessional Collaboration & Fieldwork I	4.0 Quarter Credits
OTA255 – NBCOT Test Prep	1.0 Quarter Credits
OTA260 – Pediatrics Conditions II	4.0 Quarter Credits
OTA270 – Community-Based Wellness and Access	5.0 Quarter Credits
OTA275 – Occupational Therapy Interventions	5.0 Quarter Credits

OTA280 – Level II Fieldwork A-1	5.5 Quarter Credits
OTA285 – Level II Fieldwork A-2	6.5 Quarter Credits
OTA290 – Level II Fieldwork B-1	5.5 Quarter Credits
OTA295 – Level II Fieldwork B-2	6.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 - Psychology	5.0 Quarter Credits
SOC101 - Sociology	5.0 Quarter Credits
SPC101 –Speech	5.0 Quarter Credits
Program Total	**131.5 Quarter Credits**

OTA250 – Interprofessional Collaboration & Fieldwork I
This course explores the effects of culture on the practice of occupational therapy. Students acquire increased skill in effectively working with clients from varied backgrounds in an interprofessional setting. In addition to didactic learning students also participate in a Level I Fieldwork experience.
Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240
64 hours – 4.0 Quarter Credit

OTA255 – NBCOT Test Prep
Course Description: This course is designed to prepare students for the NBCOT COTA exam. The student engages in an individualized study plan based on assessed areas of strength and weakness. The course builds competency in exam strategies, question analysis, study skills, and focused concentration. Assignments, exams, individualized study plans, and simulation are employed to prepare students to sit for the NBCOT COTA exam.
Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240, OTA250, OTA260
Co-Requisite: OTA270, OTA275 **22 hours – 1.0 Quarter Credit**

Update Effective as of 10/2/25

- Changes to Program Offering Table
  - Criminal Justice (Bachelors of Arts) is now Approved - Not Offered for Ontario Campus

Update Effective as of 10/30/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits

LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN285 – Medical / Surgical Nursing 5**
  This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.
  Prerequisite: None **60 Hours** **5.5 Quarter Credits**

  LVN285CP – Clinical Practice 5
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **168 Hours** **6.0 Quarter Credits**

Update Effective as of 12/8/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **<u>Core Courses</u>**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits

LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
Program Total	**95 Quarter Credits**

LVN126 – Growth & Development

This course introduces the student to the concepts of LifeSpan Development; while exploring how cultural considerations influence health and wellness across the human lifespan

Prerequisite: None **25 Hours** **3.0 Quarter Credits**

LVN146 – Nutrition

This course introduces the student to basic concepts of nutrition, including fats, carbohydrates, and proteins and how they are utilized by the body. Therapeutic diets will be discussed as well as how to assist the client to adapt to changes in diet as required due to disease processes.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

LVN171 – Medical / Surgical Nursing 2

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and selfcare, complementary and alternative therapies of care. Students will also acquire kills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology and diagnostics. The curriculum places emphasis on cardiovascular and respiratory conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **6.0 Quarter Credits**

LVN206 – Community & Mental Health Nursing

The Community/Mental Health course is designed to provide students with the knowledge required to provide nursing care within the community and mental health settings. Students will develop an understanding of the unique challenges and opportunities that arise when caring for individuals in community-based healthcare settings. Throughout this course, students will explore the intricacies of mental health disorders, examining their etiology, symptoms, and diagnostic criteria. The course will provide a thorough understanding of evidence-based treatment modalities, interventions, and management strategies employed in mental health nursing practice

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN211 – Medical / Surgical Nursing 3

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on gastrointestinal and genitourinary conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN236 – Maternal & Newborn Nursing

This course offers an in-depth introduction to nursing care practices for expectant mothers, newborns, and postpartum women. Students will develop the ability to compare and contrast normal body functions with pathological variations, identify disease processes through assessment and diagnostics, and assist in formulating care plans using the nursing process tailored for obstetric client populations. Additionally, students will engage in client and family education, explore the components of the health-illness continuum, and assess prevalent obstetric conditions affecting women during their childbearing years and their families, including care for normal newborns

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN241 – Medical / Surgical Nursing 4

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomology, and diagnostics. The curriculum places emphasis on endocrine and reproductive conditions allowing students to develop the ability to identify disease processes through definition, symptomology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **5.5 Quarter Credits**

LVN266 – Pediatrics Nursing

This course provides a comprehensive overview of nursing care for infants, children, and adolescents. Students will gain theoretical knowledge and understanding of utilizing the nursing process to provide client-centered, evidence-based nursing care. The course will cover the growth and development of pediatric clients, as well as health deviations related to cardiovascular, respiratory, sensorimotor, gastrointestinal, and genitourinary disorders, physical regulation, and sexuality. Students will develop the ability to identify disease processes through assessment and diagnostics, and assist in formulating care plans for pediatric client populations.

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN286 – Medical / Surgical Nursing 5

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN291 - Transition to Practice

LVN291 is a comprehensive course designed to prepare Vocational Nursing students for the NCLEX-PN while strengthening essential leadership and management skills needed for entry-level nursing practice. The course integrates structured NCLEX review, clinical judgment development, test-taking strategies, and performance analysis with key leadership concepts such as delegation, supervision, communication, prioritization, teamwork, and the LVN's role within the interdisciplinary healthcare team. Through targeted content reinforcement and application-based learning, students refine their readiness for licensure and transition into professional practice.

Prerequisite: None **40 Hours** **3.0 Quarter Credits**

Platt College Catalog Addendum

Riverside Campus – 6465 Sycamore Canyon Blvd, Suite 100, Riverside, CA 92507
951-572-4300 * Toll Free: 1-888-577-5288 * www.plattcollege.edu

Campus Staff			Admissions Staff	
Steven Broyles	Campus President		Luis Sanchez	Director of Admissions
Lorena Torres	Campus Administrative Coordinator		Veronica Herrera	Admissions Representative
Adrian Scozzari	Academic Dean		Yadira Orozco	Admissions Representative
Kaely Urias-Roberts	Registrar		Vanessa Curiel	Admissions Representative
Libby Taylor	Student Accounts		Jamie Azelton	Admissions Representative
Allison Chelette	Director of Financial Aid		Mark Anthony Cortez	Admissions Representative
Danielle Chavez	Financial Aid Advisor		Niki Hanna	Director of Career Services
Diana Osorio Ramirez	Financial Aid Advisor		Lenett Bautista	Career Services Advisor
Cynthia Garcia	Receptionist		Christy Grohowsky	Career Services Advisor
Marina Camarillo	Receptionist		Melissa Lea de Paz	Career Services Advisor
			Meghan Kennedy	Librarian

Class Sessions

Classes meet Monday through Friday and are completed in five-week modules.

Morning Classes	7:45 am -12:45 pm		Afternoon Classes (VT)	1:30 pm – 6:30 pm
Morning Classes (DMS)	7:45 am – 1:45 pm		Afternoon Classes (DMS)	4:00 pm – 10:00 pm
			Evening Classes	5:45 pm – 10:45 pm
For Vocational Nursing core courses only – classes meet a minimum of Monday / Wednesday or Tuesday / Thursday and Saturday and or Sunday and are completed in 10-week modules. Times may vary based on clinical site hours.				

Student and Faculty Holidays

Please reference Canvas - New Student Orientation course for dates
*Martin Luther King, Jr. Day * Memorial Day *Independence Day * Labor Day * Thanksgiving * Winter Break * New Yea*

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Business Management (hybrid)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	RIV	ANA,ONT	ALH
Business Management (residential)	Associate of Arts (AA)	13 months	1000	100	$32,405.00	$2,105.00	$0	**$34,510.00**	-	ANA, RIV, ONT	ALH
Business Management	Bachelor of Arts (BA)	25 months	2000	200	$47,192.00	$3,575.00	$0	**$50,767.00**	RIV	-	ALH, ONT, ANA
Certified Nurse Assistant (not available for Title IV funding)	Certificate	2 months	164	-	$1,805.00	$225.00	$0	**$2,030.00**	-	ALH, ANA	ONT, RIV
Criminal Justice (hybrid)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	ONT, RIV	-	ALH, ANA
Criminal Justice (residential)	Associate of Arts (AA)	15 months	1150	103	$32,284.00	$2,105.00	$0	**$34,389.00**	-	ONT, RIV	ALH, ANA
Criminal Justice	Bachelor of Arts (BA)	30 months	2350	214	$51,149.00	$3,575.00	$0	**$54,724.00**	RIV	ONT	ALH, ANA
Cybersecurity DE	Bachelor of Science (BS)	13 months	2537	194.5	$25,785.00	$2,045.00	$0	**$27,830.00**	ANA	-	ALH, ONT, RIV
Diagnostic Medical Sonography	Associate of Science (AS)	18 months	2060	120	$41,898.00	$2,900.00	$0	**$44,798.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (hybrid)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	ALH, ANA, RIV, ONT	-	-
Diagnostic Medical Sonography Health Care Management (residential)	Bachelor of Science (BS)	28 months	2860	198	$60,556.00	$3,925.00	$0	**$64,481.00**	-	ALH, ANA, RIV, ONT	-
Graphic Design	Associate of Arts (AA)	15 months	1200	91.5	$35,766.00	$2,530.00	$0	**$38,296.00**	ONT	-	ALH, ANA, RIV
Healthcare Administration (residential)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ALH, ANA, RIV, ONT	-
Healthcare Administration DE	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	-	ANA	ALH, ONT, RIV
Healthcare Administration (hybrid)	Bachelor of Arts (BA)	15 months	2290	200	$25,758.00	$1,545.00	$0	**$27,303.00**	ALH, ANA RIV, ONT	-	-
Information Technology (residential)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	-	ANA, ONT, RIV	ALH
Information Technology (hybrid)	Associate of Science (AS)	15 months	1200	110.5	$36,674.00	$2,605.00	$0	**$39,279.00**	ANA, ONT, RIV	-	ALH

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved
Medical Assisting (residential)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Medical Assisting (hybrid)	Associate of Science (AS)	15 months	1260	95	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (hybrid)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	ALH, ANA, ONT, RIV	-	-
Medical Administrative Specialist (residential)	Associate of Science (AS)	15 months	1210	90	$28,824.00	$1,600.00	$0	**$30,424.00**	-	ALH, ANA, ONT, RIV	-
Occupational Therapy Assistant	Associate of Science (AS)	20 months	1926	131.5	$47,881.00	$3,075.00	$0	**$50,956.00**	ANA	-	ALH, ONT, RIV
Respiratory Therapy	Associate of Science (AS)	20 months	1995	135	$47,735.00	$3,630.00	$0	**$51,365.00**	ALH, ONT	-	ANA, RIV
Respiratory Therapy DE	Bachelor of Science (BS)	13 months	2195	187	$12,524.00	$1,400.00	$0	**$13,924.00**	ANA	-	ALH, ONT, RIV
Veterinary Technology	Associate of Science (AS)	19 months	1681	115	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH, ANA, ONT, RIV	-	-
Veterinary Technology DE	Associate of Science (AS)	19 months	1773	120	$37,644.00	$3,875.00	$0	**$41,519.00**	ALH	-	ANA, ONT, RIV
Veterinary Technology Alternate Route DE (not available for Title IV funding)	Certificate	6 months	325	-	$4,761.00	$225.00	$0	**$4,986.00**	ALH	-	ANA, ONT, RIV
Visual Communications	Bachelor of Arts (BA)	31 months	2500	189	$54,113.00	$4,700.00	$0	**$58,813.00**	ONT	-	ALH, ANA, RIV
Vocational Nursing (full time)	Associate of Science (AS)	18 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Associate of Science (AS)	23 months	1760	118	$35,435.00	$3,075.00	$0	**$38,510.00**	RIV	-	ALH, ANA, ONT
Vocational Nursing (full time)	Diploma	15 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	ALH, RIV	-	ANA, ONT
Vocational Nursing (part time)	Diploma	20 months	1530	95	$32,453.00	$2,545.00	$0	**$34,998.00**	RIV	-	ALH, ANA, ONT

Program	Degree Type	Approx. Length	Clock Hours	Quarter Credit Hours	Tuition	Books & Supplies	STRF Fee	Program Total	Approved-Offered	Approved - Not Offered	Not Approved

Note:

· The following Bachelor degree programs require an earned Associate's degree. The combined minimum credits should total 180 credit hours. Credit hours may be earned through this program and the completion of programs prior to enrollment, typically through an Associate's degree program which is a prerequisite for entry.

· Tuition - Estimated charges for the period of attendance and the entire program

· Books & Supplies - In select courses, textbooks and/or supplies are classroom copies, which must be returned in good condition at the end of the course. Additional fees will be assessed for failure to return these books and/or supplies.

· Additional Fees as applicable are: $25.00 return check fee; $5.00 replacement ID card fee; $10.00 replacement parking card fee (Alhambra only); $10.00 Official Transcript and/or Diploma reprint fee

DISCLAIMER: Except as expressly provided in California Education Code Section 94898, Platt College reserves the right to modify policies, course schedules, curricula or courses within reason due to exigent circumstances, program upgrades and/or content changes, and to cancel programs of study, modes of delivery, upcoming start dates or individual c courses as it deems necessary. If a course or program is canceled the school may schedule course completion at a later date or refund all monies paid for the canceled course or program if the student does not wish to continue with the program at the later date. All Platt College programs are not available at all locations, please see an Admissions Representative for more information on specific enrollment information.

Program Title	Tuition	Books & Supplies	STRF	Program Total Charges for First Period of Attendance
Business Management, Associate of Arts (residential/ hybrid)	$6,481.00	$421.00	$0	$6,902.00
Business Management, Bachelor of Arts	$4,720.00	$358.00	$0	$5,078.00
Certified Nurse Assistant, Certificate	$1,805.00	$225.00	$0	$2,030.00
Criminal Justice, Associate of Arts (residential/ hybrid)	$5,381.00	$351.00	$0	$5,732.00
Criminal Justice, Bachelor of Arts	$4,630.00	$344.00	$0	$4,974.00
Diagnostic Medical Sonography, Associate of Science	$7,296.00	$580.00	$0	$7,876.00
Diagnostic Medical Sonography, Bachelor of Science (hybrid)	$5,258.00	$386.00	$0	$5,644.00
Graphic Design, Associate of Arts	$5,961.00	$422.00	$0	$6,383.00
Healthcare Administration, Bachelor of Arts (residential / DE/ hybrid)	$4,293.00	$258.00	$0	$4,551.00
Information Technology, Associate of Science (residential/ hybrid)	$6,113.00	$435.00	$0	$6,548.00
Cybersecurity DE, Bachelor of Science	$5,157.00	$409.00	$0	$5,566.00
Medical Administrative Specialist, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Medical Assisting, Associate of Science (residential/ hybrid)	$4,804.00	$267.00	$0	$5,071.00
Occupational Therapy Assistant, AS	$5,986.00	$385.00	$0	$6,371.00
Respiratory Therapy, Associate of Science	$5,967.00	$454.00	$0	$6,421.00
Respiratory Therapy DE, Bachelor of Science	$2,505.00	$280.00	$0	$2,785.00
Veterinary Technology, Associate of Science (residential / DE)	$5,042.00	$511.00	$0	$5,553.00
Veterinary Technology Alternate Route, Certificate (DE)	$4,761.00	$225.00	$0	$4,986.00
Visual Communications, Bachelor of Arts	$4,329.00	$416.00	$0	$4,745.00
Vocational Nursing, Diploma (full-time program)	$5,409.00	$425.00	$0	$5,834.00

Vocational Nursing, Associate of Science (full-time program)	$6,027.00	$505.00	$0	$6,532.00
Vocational Nursing, Diploma (part-time program)	$2,705.00	$213.00	$0	$2,918.00
Vocational Nursing, Associate of Science (part-time program)	$2,726.00	$237.00	$0	$2,963.00

Tuition Payment Policy
Each Program's tuition and book charges are billed by term throughout the program.

- All charges are due within 7 calendar days of the start of the payment period and/or term.
- Tuition and charges may vary by term.
- Students may request a copy of their student ledger card from Student Accounts to view and review all current and previous charges and payments that have been made to their account.
- Students are responsible for repaying the loan amounts, plus any interest that have been incurred as of the date of withdrawal.

Student Tuition Recovery Fund (STRF):
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.
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
2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party

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

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

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

Any questions a student may have regarding this catalog addendum that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market Blvd, Suite 225, Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Platt College reserves the right to update and modify the Catalog and Catalog Addendum as needed. In addition, Platt College will update the Catalog and Catalog Addendum annually, each summer.

PROFESSIONAL LICENSURE DISCLOSURE
For the following programs offered at Platt College we have determined that our curriculum meets the state of California educational requirements for licensure or certification. These programs are designed to lead to professional licensure or certification in the state of California.
Respiratory Therapy, Associate of Science (Offered at Platt College Ontario and Platt College Alhambra ONLY)
Occupational Therapy Assistant, Associate of Science (Offered at Platt College Anaheim ONLY)
Vocational Nursing, Diploma (Offered at Platt College Alhambra ONLY)
Vocational Nursing, Associate of Science (Offered at Platt College Alhambra ONLY)
Certified Nurse Assistant, Certificate (Offered at Platt College Anaheim and Platt College Alhambra ONLY)

Not all programs are offered at all locations. Please check with the Platt College Admissions team regarding program availability.

Platt College has not yet made a determination as to whether our program curriculum meets educational requirements for the following states: Alabama, Alaska, Arizona, Arkansas, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming.

Tracking Student Location

At the time of enrollment all enrolling students provide their current address which includes the state they reside in as part of completing the Enrollment Agreement. All students are required to notify the school immediately should their address, phone number or email address change. Students should contact their Academic Dean or the campus Registrar to update this information. Updates to such information is entered in the Campus Nexus, the student database system. Campus Nexus tracks both the previous contact information and the new contact information.

Platt College - Alhambra is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho ● Nevada ● Utah	Platt College - Anaheim is approved to offer distance education in the following states: ● Arizona ● California ● Colorado ● Florida ● Idaho

Platt College - Completion and Graduation Rates by Campus

Completion /Graduation Rates:

The completion and graduation rates listed below represent a cohort of certificate or degree seeking, first-time, full-time undergraduate students who entered Platt College for the first time September 1, 2018 - August 31, 2019. These rates are calculated at 150% of normal time for completion and match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
COMPLETION/GRADUATION RATE OVERALL	63%	58%	58%	64%
TRANSFER OUT RATE	0%	0%	0%	0%
MALE COMPLETION/GRADUATION RATE	64%	59%	51%	61%
FEMALE COMPLETION/GRADUATION RATE	63%	58%	59%	66%
HISPANIC/LATINO	63%	59%	62%	63%
AMERICAN INDIAN OR ALASKA NATIVE	0%	67%	0%	100%
ASIAN	74%	100%	100%	68%
BLACK OR AFRICAN AMERICAN	43%	50%	40%	40%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	100%	0%	100%	0%
WHITE	58%	55%	53%	65%
TWO OR MORE RACES	79%	50%	50%	60%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	75%	0%	100%	67%
RECIPIENT OF FEDERAL PELL GRANT	51%	62%	55%	52%
RECIPIENT OF DIRECT SUBSIDIZED LOAN, WHO DID NOT RECEIVE A PELL GRANT	72%	64%	61%	43%
DID NOT RECEIVE EITHER A PELL OR DIRECT SUBSIDIZED LOAN	0%	0%	0%	0%

Platt College – Student Body Diversity

Student Body Diversity Rates:

The student body diversity rates listed below represents the Undergraduate Student Enrollment and Characteristics for all certificate or degree seeking undergraduate students as reported in the Fall 2024 Enrollment Survey. These rates match the data provided to the National Center for Education Statistics' IPEDS surveys.

PLATT COLLEGE CAMPUSES	ALHAMBRA	ONTARIO	RIVERSIDE	ANAHEIM
MALE	14%	14%	15%	13%
FEMALE	86%	86%	85%	87%
HISPANIC/LATINO	66%	74%	71%	67%
AMERICAN INDIAN OR ALASKA NATIVE	0%	0%	1%	1%
ASIAN	9%	4%	1%	11%
BLACK OR AFRICAN AMERICAN	5%	7%	7%	3%
NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER	1%	1%	0%	1%
WHITE	15%	10%	13%	13%
TWO OR MORE RACES	4%	0%	3%	4%
NONRESIDENT ALIEN	NA	NA	NA	NA
RACE AND ETHNICITY UNKNOWN	1%	0%	3%	1%
FEDERAL PELL GRANT RECIPIENTS	62%	65%	60%	59%

United States Department of Labor's Standard Occupational Classification codes (SOC) for Platt College Placements

Program Name	Degree Level	CIP Code	SOC Codes	SOC Job Titles
Business Management	AA	52.0201	11-1021	General Operations Managers
			11-2022	Sales Managers
			11-3011	Administrative Services and Facilities Managers
			11-9199	**Managers, All Other**
			43-3031	Bookkeeping, Accounting, and Auditing Clerks
			43-9199	**Office and Administrative Support Workers, All Other**
Business Management - Project Management	BA	52.0211	13-1000	Business Operations Specialist
			11-1021	General and Operations Managers
			11-3051	Industrial Production Managers
			11-9021	Construction Managers
			11-9199	**Managers, All Other**
Certified Nurse Assistant	Certificate	51.3902	31-1010	Nursing, Psychiatric, and Home Health Aides
			31-1011	Home Health and Personal Care Aides
			31-1014	Nurse Assistant
Criminal Justice	AA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers
			33-3050	Police Officers
			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Criminal Justice	BA	43.0104	33-3000	Law Enforcement Workers
			33-3010	Bailiffs, Correctional Officers, and Jailers
			33-3020	Detectives and Criminal Investigators
			33-3030	Fish and Game Wardens
			33-3040	Parking Enforcement Workers
			33-3050	Police Officers

			33-9010	Animal Control Workers
			33-9020	Private Detectives and Investigators
			33-9030	Security Guards and Gaming Surveillance Officers
			21-1092	Probation Officers and Correctional Treatment Specialists
			33-9099	Protective Service Workers, All Other
			13-2099	Financial Specialists, All Other
Cybersecurity	BS	11.1003	15-1299	Computer Occupations, All Other
			15-1212	Information Security Analysts
			11-3021	Computer and Information Systems Managers
			15-1211	Computer Systems Analysts
			15-1244	Network and Computer Systems Administrators
Diagnostic Medical Sonography	AS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Diagnostic Medical Sonography	BS	51.0910	29-2030	Diagnostic Related Technologists and Technicians
			29-2032	Diagnostic Medical Sonographers
Graphic Design	AA	50.0409	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Multimedia Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Healthcare Administration	BA	51.0701	11-9111	Medical and Health Services Managers
			31-0000	**Healthcare Support Occupations**
			31-9000	**Other Healthcare Support Occupations**
			31-9099	**Healthcare Support Workers, All Other**
Information Technology	AS	11.0103	15-1151	Computer User Support Specialists
			15-1152	Computer Network Support Specialists
			15-1142	Network and Computer Systems Administrators
			15-1141	Database Administrators
Medical Administrative Specialist	AS	51.0710	43-9040	Insurance Claims and Policy Processing Clerks
			29-2070	Medical Records Specialists

			29-2099	**Health Technologist and Technicians, All Other**
Medical Assisting	AS	51.0801	31-9000	Other Healthcare Support Occupations
			31-9090	**Miscellaneous Healthcare Support Occupations**
			31-9092	Medical Assistants
			31-9097	Phlebotomists
			31-9099	**Healthcare Support Workers, All Other**
Occupational Therapy Assistant	AS	51.0803	31-2011	Occupational Therapy Assistants
Respiratory Therapy	AS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Respiratory Therapy	BS	51.0908	29-2050	**Health Practitioner Support Technologists and Technicians**
			29-1126	Respiratory Therapists
			29-2054	Respiratory Therapy Technicians
Veterinary Technician Alt Rte.	Certificate	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Veterinary Technology	AS	01.8301	29-2050	Health Practitioner Support Technologists and Technicians
			29-2056	Veterinary Technologist and Technicians
Visual Communications	BA	50.0401	27-1021	Commercial and Industrial Designers
			27-1024	Graphic Designers
			24-1027	Set and Exhibit Designers
			27-1029	**Designers, All Other**
			27-1010	Artists and Related Workers
			27-1014	Special Effects Artists and Animators
			27-1019	**Artists and Related Workers, All Other**
			27-4021	Photographers
			27-4032	Film and Video Editors
Vocational Nursing	AS	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses
Vocational Nursing	Diploma	51.3901	29-2061	Licensed Practical and Licensed Vocational Nurses

All SOC Job Titles in bold require review and approval from the Coordinator of Student and Academic Affairs or the VP of Accreditation and Regulatory Affairs.
Not all programs are offered at all locations. Not all programs are offered in all delivery modes. See an Admissions Representative for more information.

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Business Management, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Business Management, BA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Certified Nursing Assistant, Certificate	Required	N/A	Minimum passing score of 12	NA	NA	NA	NA
Criminal Justice, AA (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Criminal Justice, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Cybersecurity DE, BS	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Completion of an AS in IT (transfer over 100 / 200 level courses) Distance Education Online Assessment
Diagnostic Medical Sonography, AS	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check
Diagnostic Medical Sonography, BS (hybrid)	Required	Verbal: 285 Quantitative: 280	N/A	Math Minimum – 65% Overall HESI – 70%	Yes - Program Director or designee	Yes	Background Check (Rollover graduates requires an earned SPI) Hybrid - Distance Education Online Assessment
Graphic Design, AA	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	NA
Healthcare Administration, BA (residential / DE/ hybrid)	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	Yes	Associates Degree in related healthcare field or bachelor's degree DE/ hybrid - Distance Education Online Assessment
Information Technology, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Assisting, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment
Medical Administrative Specialist, AS (residential / hybrid)	Required	Verbal: 205 Quantitative: 215	N/A	NA	NA	NA	Hybrid - Distance Education Online Assessment

Program	High School Diploma or Equivalent	Wonderlic (BST)	Wonderlic (SLE)	HESI	Interview	Essay	Other
Occupational Therapy Assistant, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy, AS	Required	N/A	N/A	Minimum 70%	Yes - Program Director or designee	Yes	Background Check
Respiratory Therapy DE, BS	Required	Verbal: 285 Quantitative: 280 or HESI	N/A	Minimum 70% or Wonderlic	Yes - Program Director or designee	Yes	RRT & RCP licensed. Submit transcripts and GPA, Distance Education Online Assessment
Veterinary Technology, AS (residential & DE)	Required	Verbal: 285 Quantitative: 280	N/A	NA	Yes - Program Director or designee	Yes.	Background Check DE-Distance Education Online Assessment
Veterinary Technology Alternate Route DE, Certificate	Required	NA	N/A	NA	NA	NA	Distance Education Online Assessment
Visual Communication, BA	Required	Verbal: 205 Quantitative: 215 **Total Overall** Minimum: 500	N/A	NA	NA	NA	NA
Vocational Nursing, (AS /Diploma)	Required	N/A	N/A	Math – 65% Reading – 65% Vocabulary – 60% Overall – 70%	Yes - Program Director or designee	Yes	Background Check

* Due to the COVID-19 Pandemic students enrolling in the following programs: Occupational Therapy- AS, Diagnostic Medical Sonography- AS, Diagnostic Medical Sonography- BS, Respiratory Therapy- AS, and Respiratory Therapy DE- BS between the start dates of April 20, 2020 – November 22, 2021 were required to complete the Wonderlic (BST) entrance exam and achieve a minimum score of 278 Verbal and 292 Quantitative with an overall minimum total score of 680. During the COVID-19 Pandemic students were not required to complete the HESI entrance exam. Therefore, students re-entering their original program that tested under the COVID-19 Pandemic entrance test requirements will not be required to retest and their original test scores will remain valid through December 31, 2024. After December 31, 2024 COVID-19 Pandemic test scores will no longer remain valid and any student applying to re-enter will be required to retest.

Vaccination Policy

Vaccinations may be required prior to the start of a clinical assignment or off-campus clinical instruction exercise. Students will be notified in advance if a particular course or clinical assignment will require any specific immunizations. Students will be responsible for obtaining all immunizations. The following programs have vaccination requirements:

Program	Vaccination	Required By
Respiratory Therapy	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation 1 – 3 month(s) prior to Clinical Rotation
Diagnostic Medical Sonography	Hep B MMR Varicella (Chickenpox) T-DAP Influenza TB COVID-19 (maybe dependent on-site placement)	3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 3 months prior to Clinical Rotation 6 months prior to Clinical Rotation
Medical Assisting	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Medical Administrative Specialist	Hepatitis B TB COVID-19 (maybe dependent on-site placement)	6 months prior to Extern 1 – 3 months prior to Extern
Vocational Nursing	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation
Certified Nurse Assistant	TB Influenza COVID-19 (maybe dependent on-site placement)	Prior to Extern Prior to Extern
Veterinary Technology	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Beginning Core Coursework Prior to Core Courses
Veterinary Technology DE	T-DAP COVID-19 (maybe dependent on-site placement) Rabies	Module 12 Prior to Core Courses
Occupational Therapy Assistant	MMR Varicella (Chickenpox) Hep B TB Influenza T-DAP COVID-19 (maybe dependent on-site placement)	1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation 1 month prior to Clinical Rotation

Campus Faculty include Full-Time and Adjunct Faculty

General Education Department

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Burge, Carolyn	Psychology, Sociology	Master of Arts in Human Resource Management, National University, 2015 Master of Arts in Organizational Management, Ashford University, 2011 Bachelor of Arts in Psychology, California State University, San Bernardino, 2008	2019
Gonzalez, Selina	Psychology, Sociology	Master of Science in Education, 2017, CBU Bachelor of Arts in Humanities, Arts, and Social Science, 2013, UCR Associate of Arts in Social and Behavioral Studies, 2011, RCCD	2019
Kopitch, Mitchell	English, Speech	Master of Fine Arts, University of Washington, 2018 Bachelor of Arts in English and Writing, Azusa Pacific University, 2015	2022
Morales, Ivonne	Anatomy & Physiology, Biology, Chemistry, Math, Physics	Master of Biomedical Sciences, Cal Baptist University, 2020 Bachelor of Science in Biology, UC San Diego, 2019 Associate of Arts in Social and Behavioral Studies, Riverside Community College, 2016	2021
Rocha, Sarah	Math, Statistics	Master of Science in Mathematics, Claremont Graduate University, 2015 Bachelor of Science in Mathematics and a Minor in Computer Science, University of Redlands, 2014	2023
Zamora, Erick	Psychology, Sociology	Master of Science in Applied Psychology, Sacred Heart University, 2017 Bachelor of Science in Psychology, University of Phoenix, 2015	2022

Medical Assisting and Medical Administrative Specialist Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Barillas, Flory	All MA and MAS Courses	Bachelor of Science in Applied Management, Everest College, 2014 Associates of Arts in Liberal Arts and Sciences, Chaffey College, 2007 Medical Assistant Diploma, Corinthian Colleges, 1990	2015
Camacho, Maria	All MAS Courses	Associate of Science in Medical Administrative Specialist, Platt College, 2017 Medical Assistant Diploma, Career Networks Institute, 2001	2022
Jackson, Zina	MAS Courses	Associate of Science in Medical Administrative Specialist, Platt College, 2017	2008

King, Megan	All MA and MAS Courses	Associate of Arts in Liberal Arts and Biological and Physical Sciences, San Bernardino Valley College, 2017 Certificate in Medical Assisting, Concorde Career College, 2009	2019
Paialii, Nikki	All MA and MAS Courses	Medical Assistant Certificate, Concorde Career College, 1998	2024
Padilla, Christina	All MA and MAS Courses	Bachelor of Science in Healthcare Administration, University of Phoenix, 2012 Medical Assistant Diploma, United Education Institute, 2008	2022
Vera, Yamila	All MAS Courses	Bachelor of Science in Healthcare Administration, Purdue University Global, 2018 Medical Administrative Assistant, Concorde Career College, 2006	2023

Healthcare Administration Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Barillas, Flory	All HCA Courses	Bachelor of Science in Applied Management, Everest College, 2014 Associates of Arts in Liberal Arts and Sciences, Chaffey College, 2007 Medical Assistant Diploma, Corinthian Colleges, 1990	2015
Cooper, Stacy	All HCA Courses	Master of Health Administration, University of Phoenix, 2022 Bachelor of Science in Health Administration, University of Phoenix, 2019	2023
Padilla, Christina	All HCA Courses	Bachelor of Science in Healthcare Administration, University of Phoenix, 2012 Medical Assistant Diploma, United Education Institute, 2008	2022
Sanchez, Alane	All HCA Courses	Master of Science in Business Administration and Finance, Aspen University, 2019 Bachelor of Arts in Organizational Leadership, California Baptist University, 2016	2019
Vera, Yamila	All HCA Courses	Bachelor of Science in Healthcare Administration, Purdue University Global, 2018 Medical Administrative Assistant, Concorde Career College, 2006	2023

Criminal Justice Programs

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Barr, Jose	All CJ Courses	Master of Business Administration, Universitas Regisiana Societatis Jesu, 2009 Bachelor of Science in Criminal Justice Administration, University of Phoenix, 2006	2019
Harris, Timothy	All CJ Courses	Master of Science, Organizational Leadership, National University, 2007 Bachelor of Science in Public Administration Criminal Justice, California State University, Dominguez Hills, 1990 Associates of Arts in Criminal Justice, Los Angeles Southwest Junior College, 1985	2016

Business Management Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Burge, Carolyn	All BM Courses	Master of Arts in Human Resource Management, National University, 2015 Master of Arts in Organizational Management, Ashford University, 2011 Bachelor of Arts in Psychology, California State University, San Bernardino, 2008	2019
Bennawan, Viko	All BM Courses	Bachelor of Business Human Resource Management, DeVry University, 2021	2023
Cummings, Terri	All BM Courses	Master of Science in Organizational Management, University of LaVerne, 1991 Bachelor of Arts in Business Management and Organizational Behavior, University of LaVerne, 1988	2022
Gonzales, Carlos	All BM Courses	Master of Business Administration, Western Governors University, 2021 Bachelor of Science in Electrical Engineering Technology, ITT, 1999	2024
Merrill, Melvin	All BM Courses	Master of Science, Organizational Leadership, National University, 2014 Bachelor of Science in Business, University of Phoenix, 2012	2016
Sanchez, Alane	All BM Courses	Master of Science in Business Administration and Finance, Aspen University, 2019 Bachelor of Arts in Organizational Leadership, California Baptist University, 2016	2019

Veterinary Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Acosta, Emeri	All VT Courses	Bachelor of Science, Concentration in Animal Health Science, California State Polytechnic University, 2016	2020
Golub-Sowers, Dr. Trudy, Clinical Director	All VT Courses	Doctor of Veterinary Medicine, Western University of Health Sciences, 2009 Bachelor of Science in Biology, Cal Polytechnic University, 1991	2021

Loper, Therese	All VT Courses	Bachelor of Science in Animal Health Science, California Polytechnic University, Pomona, 2013 Associate of Science in Natural Sciences, Riverside Community College, 2005 Associate of Arts in Humanities, Riverside Community College, 2004	2023
Perez, Sonya	All VT Courses	Associate of Science in Registered Vet Technology, Mt. San Antonio College, 2013	2020
Urrutia, David	All VT Courses	Bachelor of Science in Animal Health Science, California State Polytechnic University, 2013	2022
Wallin, Jaime Program Director	All VT Courses	Associate of Science in Registered Vet Technology, Mt. San Antonio College , 2008	2016

Diagnostic Medical Sonography Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Balderrama, Larry	AS DMS Courses Only	Certificate in Diagnostic Medical Sonography, Modern Technology, 2022	2021
Hill, Tricia	AS DMS Courses Only	Associate in Science in Radiologic Technology, Mt. San Antonio College, 1998	2021
Ibrahim, Dr. Suzanne	All DMS Courses	Master in Pediatrics, Ain-Shams University, 1988 Bachelor in Medicine & Surgery, Ain-Shams University, 1980	2017
Keith, Amy	AS DMS Courses Only	Associate in Science in Medical Radiology, Loma Linda University, 2004 Certificate in Diagnostic Medical Sonography, Loma Linda University, 2006	2024
Keplinger, Benjamin	All DMS Courses	Bachelor of Science in Computer Information Systems, Chapman University, 2005 Associate of Arts in Radiologic Technology, Community College of the Air Force, 1996	2017
Meraj, Dr. Bushra	All DMS Courses	Bachelor of Medicine and Bachelor of Surgery University of Karachi, 1996	2017
Shah, Dr. Syed	All DMS Courses	Bachelor of Science, University of Punjab, 1994	2013
Thewes, Kristine Program Director	All DMS Courses	Associate of Science in Diagnostic Medical Sonography, WCUI School of Medical Imaging, 2012 Associate of Arts in Business, University of Phoenix, 2010	2023

Information Technology Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Gray, Deborah	All IT Courses	Master of Science in Information Systems and Technology Management, Capella University, 2012 Bachelor of Science in Information Technology, ITT, 2004	2019

		Associate of Science in Information Technology, ITT, 2002	
Ochoa, Saul	All IT Courses	Associate of Arts in Computer Technology, Los Angeles Community College, 1985	2018

Vocational Nursing Program

Instructor Name	Courses Taught	Degree Earned and Year	Year Hired at Platt College
Alvarado, Kisha Director of Nursing	All VN Courses	Master of Science in Nursing, Western Governors University, 2014 Bachelor of Science in Nursing, Western Governors University, 2011 Associate of Science in Nursing, College of the Canyons, 2003 Vocational Nursing Certification, Casa Loma College, 1995	2022
Copp, Deborah	All VN Courses	Associate of Science in Nursing, Wilcox College of Nursing, 1994 Bachelor of Science in Elementary Education, Eastern Connecticut State University, 1988	2023
Flores, Lianna	All VN Courses	Bachelor of Science in Nursing, West Coast University, 2018	2024
Rodriguez, Ian	All VN Courses	Bachelor of Science in Nursing, West Coast University, 2018	2022
Shah, Maria	All VN Courses	Associate of Arts in Science, SUNY Erie Community College, 1999 Bachelor of Science in Nursing, University of Phoenix, 2022	2023

Update Effective as of 2/24/25

- Platt College – Alhambra and Anaheim Distance Education program enrolls prospective students throughout the year. The Distance Education enrollment process is conducted exclusively online and via phone conversations. All enrollment requirements for Distance Education programs match the enrollment requirements for Platt College ground programs. All prospective distance education students take the Distance Education Online Assessment prior to being accepted to Platt College.
- As of January 31, 2025, the Department of Education has officially removed the 2024 Title IX regulations and reinstated the 2020 regulations. This change impacts the processes and procedures related to the handling of Title IX matters, including modifications for pregnant and parenting students. The 2020 regulations aim to balance the rights of both complainants and respondents while ensuring a fair, transparent, and consistent approach to Title IX compliance in cases of sexual harassment and assault.

Update Effective as of 3/20/25

- New Chief Executive Officer - Josh Zuckerwise
- Changes to Program Offering Table

Update Effective as of 5/12/25

- The required Wonderlic Quantitative score is adjusted to 280 for the following programs:
    - Diagnostic Medical Sonography (AS)

- Diagnostic Medical Sonography (BS)
- Veterinary Technology (AS – Ground and Distance Education)
- Respiratory Therapy (BS – Distance Education)

- Anaheim Campus Change Program Offering of Information Technology AS (Hybrid) to "Approved - Not Offered"
- Respiratory Therapy DE, BS - removed Background Check requirement
- Vocational Nursing Part Time Program Update
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 23 Months
    Core Courses

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

  - **Diploma in Vocational Nursing**
    1530 Hours / 95 Quarter Credit Hours / Approximately 20 Months
    Core Courses

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN275CP - Clinical Practice 6	1.0 Quarter Credits
LVN280 – Medical / Surgical Nursing 5	2.0 Quarter Credits
LVN281CP – Clinical Practice 5	5.0 Quarter Credits
LVN290 – NCLEX Review	3.5 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN275CP - Clinical Practice 6**
  Clinical Practice 6 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with leadership clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **40 Hours** **1.0 Quarter Credits**

- **LVN281CP – Clinical Practice 5**
  Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.
  Prerequisite: None **128 Hours** **5.0 Quarter Credits**

Update Effective as of 6/27/25

The AVMA CVTEA has decided to restore programs on Probationary Accreditation solely due to deficiencies with Standard 11d to their previous accreditation status of either Initial Accreditation or Full Accreditation. For programs that have completed their initial accreditation period, but were found out of compliance only with Standard 11d during a comprehensive site visit and Report of Evaluation, will be moved to Full Accreditation.

Update Effective as of 9/29/25

- Occupational Therapy Assistant Update
  - **Associate of Science in Occupational Therapy Assistant**
    1926 Hours / 131.50 Quarter Credits / Approximately 20 months

Core Course	
OTA100 – Anatomy & Physiology for Occupational Therapy Assistants	3.5 Quarter Credits
OTA110 – Kinesiology I	3.5 Quarter Credits
OTA120 – Neuroscience	5.0 Quarter Credits
OTA130 – Medical Terminology & Conditions	5.0 Quarter Credits
OTA140 – Activity Analysis	5.0 Quarter Credits
OTA150 – Foundations of Occupational Therapy	5.0 Quarter Credits
OTA160 – Pediatrics Conditions I	4.0 Quarter Credits
OTA170 – Theory in a Practice Profession	5.0 Quarter Credits
OTA180 – Assistive Technology & Environmental Adaptation	5.0 Quarter Credits
OTA190 – Data Collections	4.0 Quarter Credits
OTA200 – Psychosocial Health	4.0 Quarter Credits
OTA210 – Kinesiology II	3.5 Quarter Credits
OTA220 – Hand & Upper Extremity Conditions	3.5 Quarter Credits
OTA230 – Neurological Conditions	3.5 Quarter Credits
OTA240 – Cognitive & Neurodegenerative Conditions	4.0 Quarter Credits
OTA250 – Interprofessional Collaboration & Fieldwork I	4.0 Quarter Credits
OTA255 – NBCOT Test Prep	1.0 Quarter Credits
OTA260 – Pediatrics Conditions II	4.0 Quarter Credits
OTA270 – Community-Based Wellness and Access	5.0 Quarter Credits
OTA275 – Occupational Therapy Interventions	5.0 Quarter Credits
OTA280 – Level II Fieldwork A-1	5.5 Quarter Credits
OTA285 – Level II Fieldwork A-2	6.5 Quarter Credits
OTA290 – Level II Fieldwork B-1	5.5 Quarter Credits
OTA295 – Level II Fieldwork B-2	6.5 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits
MTH101 – College Math	5.0 Quarter Credits
PSY101 - Psychology	5.0 Quarter Credits
SOC101 - Sociology	5.0 Quarter Credits
SPC101 –Speech	5.0 Quarter Credits
Program Total	**131.5 Quarter Credits**

OTA250 – Interprofessional Collaboration & Fieldwork I

This course explores the effects of culture on the practice of occupational therapy. Students acquire increased skill in effectively working with clients from varied backgrounds in an interprofessional setting. In addition to didactic learning students also participate in a Level I Fieldwork experience.

Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240

64 hours – 4.0 Quarter Credit

OTA255 – NBCOT Test Prep

Course Description: This course is designed to prepare students for the NBCOT COTA exam. The student engages in an individualized study plan based on assessed areas of strength and weakness. The course builds competency in exam strategies, question analysis, study skills, and focused concentration. Assignments, exams, individualized study plans, and simulation are employed to prepare students to sit for the NBCOT COTA exam.

Prerequisites: OTA100, OTA110, OTA120, OTA130, OTA160, OTA170, OTA180, OTA190, OTA200, OTA210, OTA220, OTA230, OTA240, OTA250, OTA260

Co-Requisite: OTA270, OTA275 **22 hours – 1.0 Quarter Credit**

Update Effective as of 10/2/25

- Changes to Program Offering Table
  - Criminal Justice (Bachelors of Arts) is now Approved - Not Offered for Ontario Campus

Update Effective as of 10/30/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits

General Education Courses

ENG101 – English	5.0 Quarter Credits
MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **<u>Core Courses</u>**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN125 – Growth & Development	2.5 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN145 – Nutrition	1.5 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN170 – Medical / Surgical Nursing 2	9.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN205 – Community & Mental Health Nursing	1.5 Quarter Credits
LVN210 – Medical / Surgical Nursing 3	5.5 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN235 – Maternal & Newborn Nursing	1.5 Quarter Credits
LVN240 – Medical / Surgical Nursing 4	7.0 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN265 – Pediatrics Nursing	1.5 Quarter Credits
LVN275 – Leadership	1.5 Quarter Credits
LVN285 – Medical / Surgical Nursing 5	5.5 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
Program Total	**95 Quarter Credits**

- **LVN285 – Medical / Surgical Nursing 5**
  This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate

competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.

Prerequisite: None **60 Hours** **5.5 Quarter Credits**

LVN285CP – Clinical Practice 5

Clinical Practice 5 is a course that provides students the valuable opportunity to directly engage with clients in diverse healthcare settings, who are dealing with common medical/surgical disorders, while being supervised by a Registered Nurse (RN) or a Licensed Vocational Nurse (LVN) instructor. By utilizing the nursing process, critical thinking skills, and clinical reasoning, students will be able to administer safe, client-centered, and evidence-based therapeutic care to adult clients. Throughout the course, students will primarily focus on providing care to clients who have experienced alterations in their neurological and musculoskeletal systems. Additionally, students will be provided with pediatric clinical opportunities. It is important to note that the practice of nursing in this course will build upon previously learned concepts and clinical experiences.

Prerequisite: None **168 Hours** **6.0 Quarter Credits**

Update Effective as of 12/8/25

- Changes to Vocational Nursing program
  - **Associate of Science in Vocational Nursing**
    1760 Hours / 118 Quarter Credit Hours / Approximately 18 Months
- **Core Courses**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
General Education Courses	
ENG101 – English	5.0 Quarter Credits

MTH101 – College Algebra	5.0 Quarter Credits
PSY101 – Psychology	5.0 Quarter Credits
SOC101 – Sociology	5.0 Quarter Credits
SPC105 – Interpersonal Communication	3.0 Quarter Credits
Program Total	**118 Quarter Credits**

- **Diploma in Vocational Nursing**
  1530 Hours / 95 Quarter Credit Hours / Approximately 15 Months
- **<u>Core Courses</u>**

LVN100 – Foundations of Nursing	5.5 Quarter Credits
LVN100L – Foundations of Nursing Lab	6.5 Quarter Credits
LVN115 – Anatomy & Physiology	4.5 Quarter Credits
LVN126 – Growth & Development	3.0 Quarter Credits
LVN130 – Medical / Surgical Nursing 1	5.0 Quarter Credits
LVN146 – Nutrition	2.0 Quarter Credits
LVN150 – Pharmacology	5.0 Quarter Credits
LVN130CP – Clinical Practice 1	4.0 Quarter Credits
LVN171 – Medical / Surgical Nursing 2	6.0 Quarter Credits
LVN170CP – Clinical Practice 2	7.0 Quarter Credits
LVN206 – Community & Mental Health Nursing	2.5 Quarter Credits
LVN211 – Medical / Surgical Nursing 3	5.0 Quarter Credits
LVN210CP – Clinical Practice 3	7.5 Quarter Credits
LVN236 – Maternal & Newborn Nursing	2.5 Quarter Credits
LVN241 – Medical / Surgical Nursing 4	5.5 Quarter Credits
LVN240CP – Clinical Practice 4	7.0 Quarter Credits
LVN266 – Pediatrics Nursing	2.5 Quarter Credits
LVN286 – Medical / Surgical Nursing 5	5.0 Quarter Credits
LVN285CP – Clinical Practice 5	6.0 Quarter Credits
LVN291 - Transition to Practice	3.0 Quarter Credits
Program Total	**95 Quarter Credits**

LVN126 – Growth & Development

This course introduces the student to the concepts of LifeSpan Development; while exploring how cultural considerations influence health and wellness across the human lifespan

Prerequisite: None **25 Hours** **3.0 Quarter Credits**

LVN146 – Nutrition

This course introduces the student to basic concepts of nutrition, including fats, carbohydrates, and proteins and how they are utilized by the body. Therapeutic diets will be discussed as well as how to assist the client to adapt to changes in diet as required due to disease processes.

Prerequisite: None **25 Hours** **2.0 Quarter Credits**

LVN171 – Medical / Surgical Nursing 2

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and selfcare, complementary and alternative therapies of care. Students will also acquire kills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology and diagnostics. The curriculum places emphasis on cardiovascular and respiratory conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **6.0 Quarter Credits**

LVN206 – Community & Mental Health Nursing

The Community/Mental Health course is designed to provide students with the knowledge required to provide nursing care within the community and mental health settings. Students will develop an understanding of the unique challenges and opportunities that arise when caring for individuals in community-based healthcare settings. Throughout this course, students will explore the intricacies of mental health disorders, examining their etiology, symptoms, and diagnostic criteria. The course will provide a thorough understanding of evidence-based treatment modalities, interventions, and management strategies employed in mental health nursing practice

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN211 – Medical / Surgical Nursing 3

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on gastrointestinal and genitourinary conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN236 – Maternal & Newborn Nursing

This course offers an in-depth introduction to nursing care practices for expectant mothers, newborns, and postpartum women. Students will develop the ability to compare and contrast normal body functions with pathological variations, identify disease processes through assessment and diagnostics, and assist in formulating care plans using the nursing process tailored for obstetric client populations. Additionally, students will engage in client and family education, explore the components of the health-illness continuum, and assess prevalent obstetric conditions affecting women during their childbearing years and their families, including care for normal newborns

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN241 – Medical / Surgical Nursing 4

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as

medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomology, and diagnostics. The curriculum places emphasis on endocrine and reproductive conditions allowing students to develop the ability to identify disease processes through definition, symptomology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions.

Prerequisite: None **50 Hours** **5.5 Quarter Credits**

LVN266 – Pediatrics Nursing

This course provides a comprehensive overview of nursing care for infants, children, and adolescents. Students will gain theoretical knowledge and understanding of utilizing the nursing process to provide client-centered, evidence-based nursing care. The course will cover the growth and development of pediatric clients, as well as health deviations related to cardiovascular, respiratory, sensorimotor, gastrointestinal, and genitourinary disorders, physical regulation, and sexuality. Students will develop the ability to identify disease processes through assessment and diagnostics, and assist in formulating care plans for pediatric client populations.

Prerequisite: None **27 Hours** **2.5 Quarter Credits**

LVN286 – Medical / Surgical Nursing 5

This course provides an overview of various aspects in medical-surgical nursing by comparing normal body functions to pathological variations. Students will review topics such as human physiology, basic pathophysiology, causes of illness, communicable disease, and disease prevention. The course also covers concepts such as medication administration and self-care. Students will also acquire skills to effectively educate clients and their families, gain an understanding of the health-illness continuum, and assess prevalent medical-surgical conditions that affect adult clients as well as develop the ability to identify disease processes through definition, symptomatology, and diagnostics. The curriculum places emphasis on neurological and musculoskeletal conditions allowing students to develop the ability to identify disease processes through definition, symptomatology, and diagnostics. Through the refinement of their clinical reasoning and nursing process skills, students will become proficient in providing safe and effective care for clients with these conditions. Students will apply critical thinking and clinical reasoning to analyze complex healthcare scenarios, integrate knowledge from various nursing courses to understand the professional nurse's role, and demonstrate competence in the Quality and Safety Education for Nurses (QSEN) competencies. Emphasis is placed on comprehensive content review, practice questions, effective test-taking strategies, and the development of productive study and time management skills to optimize learning and academic performance.

Prerequisite: None **50 Hours** **5.0 Quarter Credits**

LVN291 - Transition to Practice

LVN291 is a comprehensive course designed to prepare Vocational Nursing students for the NCLEX-PN while strengthening essential leadership and management skills needed for entry-level nursing practice. The course integrates structured NCLEX review, clinical judgment development, test-taking strategies, and performance analysis with key leadership concepts such as delegation, supervision, communication, prioritization, teamwork, and the LVN's role within the interdisciplinary healthcare team. Through targeted content reinforcement and application-based learning, students refine their readiness for licensure and transition into professional practice.

Prerequisite: None **40 Hours** **3.0 Quarter Credits**