

FIVE BRANCHES UNIVERSITY

Graduate School of Traditional Chinese Medicine



EXTENSION PROGRAM CATALOG 2014

SANTA CRUZ, CALIFORNIA

200 7th Avenue Santa Cruz CA 95062
(831) 476-9424 • scextension@fivebranches.edu

∞

SAN JOSE, CALIFORNIA

3031 Tisch Way, Ste 507, San Jose CA 95128
(408) 260-0208 • sjextension@fivebranches.edu

www.fivebranches.edu

Welcome to Five Branches University

Extension Programs

Dear Prospective Students:

This is an exciting time to be involved in the field of Traditional Chinese Medicine (TCM), specifically medical massage and qigong. Recognizing the historical growth of TCM as one of the oldest and most broad medical systems in the world, we have now expanded the University through our Extension Programs, offering specialty certificate programs in Asian bodywork and Medical Qigong.

Our Extension Programs offer courses for both beginners and experienced practitioners, and are designed with the intention of connecting students to the Asian roots of bodywork and Qigong through:

- A curriculum meeting the highest standards for massage therapy and clinical bodywork.
- Seminars with master teachers from throughout the United States and Asia.
- Advanced study abroad opportunities in Asia.

Celebrating a 5,000-year-old test of time, Traditional Chinese Medicine encompasses the following five distinct branches for maintaining and restoring the individual with the harmony of nature:

- Acupuncture
- Herbal Medicine
- Medical Massage and Bodywork
- Energetics (Qigong and Tai Ji)
- Nutrition and Dietetics

Today, Five Branches University continues its commitment to offering the highest level of training Traditional Chinese Medicine through our Extension Programs. 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 is provided to you prior to signing an enrollment agreement. Whether you are just beginning or are an advanced practitioner, I hope that you'll join us on this rewarding journey.

Sincerely,

Sumedha Goh
Extension Program Director
San Jose

Table of Contents

<u>WELCOME TO FIVE BRANCHES UNIVERSITY EXTENSION PROGRAMS</u>	<u>2</u>
<u>TABLE OF CONTENTS</u>	<u>3</u>
<u>THE UNIVERSITY</u>	<u>4</u>
<u>ACCREDITATION & APPROVALS</u>	<u>6</u>
<u>COMMUNITY</u>	<u>8</u>
<u>STUDENT SERVICES</u>	<u>10</u>
<u>EXTENSION FACULTY</u>	<u>12</u>
<u>EXTENSION PROGRAMS</u>	<u>24</u>
<u>COURSE DESCRIPTIONS</u>	<u>32</u>
<u>ADMISSIONS</u>	<u>50</u>
<u>TRANSFER CREDIT</u>	<u>53</u>
<u>BECOMING LICENSED</u>	<u>54</u>
<u>TUITION, FEES AND FINANCIAL AID - 2014</u>	<u>57</u>
<u>ACADEMIC POLICIES AND STUDENT RIGHTS</u>	<u>60</u>
<u>CONTACT US</u>	<u>68</u>

The University

Mission Statement

Five Branches University's Extension Programs aims to deliver intensive didactic training and supervised clinical practice, coupled with assessment, business, and self-care skills, which are essential for a successful professional career in any medical setting.

Purpose

The purpose of the Five Branches Extension Program is to:

- Provide exceptional clinical training in Asian bodywork and Qigong
- Develop highly-successful professional practitioners through a supportive environment that fosters self-care for growth, health and longevity
- Create a bridge between Asian and Western bodywork approaches by integrating these methodologies in supervised clinical practice
- Enable students to learn directly from highly skilled instructors from throughout the United States and Asia, and from a core faculty that integrates Asian healing arts and Western clinical assessment skills

Objectives

After completion of the Asian Bodywork & Qigong program, the student will be able to:

- Understand basic Western and Asian theory applied to health and prevention of disease
- Assess energetic imbalances through the paradigm of Traditional Chinese Medicine
- Conduct clinical assessments for Asian bodywork and/or Medical Qigong that encompass both Eastern and Western perspectives
- Assess orthopedic and neuromuscular conditions
- Provide skills in self-care education for clients
- Develop self-care techniques and grow as a professional in performance and longevity
- Utilize techniques to promote health and restoration of many energetic and physical imbalances
- Understand the foundations of Asian forms of bodywork
- Demonstrate skills necessary to perform various styles of Asian bodywork

Our Vision

Our goal is to help students cultivate internal awareness with practical bodywork or Medical Qigong skills that facilitate healing, growth and transformation. We maintain a supportive environment where students can learn the essential life skills that help fuel the Three Treasures—vitality, energy, and spirit.

About Five Branches

Five Branches University offers eleven programs related to Traditional Chinese and Integrative Medicine at its two California campuses in Santa Cruz and San Jose.

Past and Present

In 1984, Five Branches University became one of the first Traditional Chinese Medicine (TCM) colleges in the United States. Today, we are recognized as one of the nation's top TCM schools providing the highest level of professional education in Traditional Chinese Medicine and integrative medicine in the U.S. and internationally.

Programs

Our nationally accredited Master of Traditional Chinese Medicine (MTCM) and Doctor of Acupuncture and Oriental Medicine (DAOM) programs provide a strong foundation in TCM diagnosis, acupuncture and Chinese herbal medicine, the latest TCM research, extensive clinical training and a comprehensive integrative medical education. Our Extension Programs offer professional development opportunities through Continuing Education and certification in Asian Massage and Bodywork and Medical Qigong.

Faculty

Our dedicated faculty play a significant role in our growth and in establishing our reputation as a leader in Traditional Chinese medicine education and patient care. Our faculty is a diverse community of practitioners, teachers, doctors, international lecturers and published authors, many of whom have been core faculty members for over 20 years.

Health Centers

The Five Branches University Health Centers located in Santa Cruz and San Jose, California provide the best of TCM healthcare. Treating over 160 patients each day, our health centers are the ideal place for students to gain experience in a clinical environment and for TCM clinicians and doctors to provide exceptional healthcare to their patients. Our staff includes specialists in neurology, internal medicine, gynecology, pediatrics, oncology, dermatology, immune-deficiency, ophthalmology, pain management, gastroenterology, and cardiology.

Accreditation & Approvals

Institutional Accreditation

Five Branches University is institutionally accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for freestanding institutions and colleges of acupuncture or Oriental medicine that offer such programs. Five Branches University is a private institution that is approved to operate by the Bureau of Private Postsecondary Education.

Doctor of Acupuncture and Oriental Medicine (DAOM) Program Accreditation

The Doctor of Acupuncture and Oriental Medicine degree program of Five Branches University is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for programs preparing acupuncture and Oriental medicine practitioners.

Master of Traditional Chinese Medicine (MTCM) Program Accreditation

The Master of Traditional Chinese Medicine degree program of Five Branches University is accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at 8941 Aztec Drive, Eden Prairie, MN 55347; phone (952) 212-2434; fax (952) 657-7068; website: www.acaom.org.

Extension Programs

The Extension Programs of Five Branches University are approved by the Bureau for Private Postsecondary Education (www.bppe.ca.gov), but are not accredited.

National and State Approvals

Five Branches University is recognized, approved by, or is a member of the following National and State associations:

- Bureau for Private Postsecondary Education, California State Department of Consumer Affairs, www.bppe.ca.gov.
- California State Acupuncture Board, California State Department of Consumer Affairs
- National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM)
- Council of Colleges of Acupuncture and Oriental Medicine (CCAOM)

- California Massage Therapy Council (CAMTC)
- Department of Education
- Title IV Federal Student Financial Aid Program, U.S. (MTCM & DAOM programs)
- U.S. Citizenship and Immigration Services (USCIS) (MTCM & DAOM programs)
- U.S. Department of Homeland Security approval for foreign students (MTCM & DAOM programs)
- Veterans Education, U.S. Department of Veterans Affairs

Community

Two California Campuses

The Santa Cruz Campus

Located along California's scenic Central Coast, renowned for its beautiful beaches and redwood forests, Santa Cruz has the cosmopolitan appeal of a college town combined with the ambiance of a small coastal California city. Our Santa Cruz campus is located in a beautiful residential community one block from the beach on the Monterey Bay and close to the Santa Cruz Yacht Harbor. At the heart of the campus is the Five Branches health center, which has provided exceptional healthcare to patients since 1984.

The San Jose Campus

In the heart of Silicon Valley, our San Jose campus is part of a contemporary, high-tech metropolis, home to major players in the world of technology including Google, eBay, Twitter and Facebook. The San Jose campus resides in a modern high-rise office building, a short commute from San Francisco and the beaches of Monterey Bay, and within walking distance of the prestigious Santana Row. A welcoming courtyard leads you to the entrance of both the health center and the University, where our Extension, English, Chinese and Korean Master's, and our prestigious Doctoral programs reside.

Here is a list of amenities our campuses have to offer:

Health Center

Patients await their treatments in a beautifully designed reception area, while practitioners treat over 160 patients each day in our busy health centers. With a combined 38 treatment rooms, herbal pharmacies containing over 500 medicinal products, and expert patient care and clinical instruction, our health centers are the ideal place to gain experience in a clinical environment and to learn how to provide exceptional healthcare to your patients.

Classrooms

Spacious classrooms and small class sizes provide the optimal environment for dynamic discussion and meaningful teacher-student interaction. Classrooms may be used for continuing education seminars, workshops, and special presentations in fields related to Traditional Chinese Medicine.

Library and Learning Resources

The Santa Cruz and San Jose library collections contain a broad selection of over 6,000 books and 40 journals on Traditional Chinese Medicine, Western medicine,

and related topics. The collection includes texts and journals in English, Chinese and Korean. The library has a modern web-based site detailing its holdings, offering extensive guidelines for research, and a wide variety of medical software and TCM study and testing programs. The library provides wireless Internet, copy and laser print services, and a professional librarian and staff to assist you. Library hours include evenings and weekends. For students working on patient cases or preparing for exams, the library is a quiet haven for research and study.

Students may use the library during its hours of operation and may check out library resource materials using Five Branches Student ID card. Library hours are posted at the beginning of each semester; hours vary by campus and semester.

For detailed information regarding library procedures and policies please refer to the Five Branches University website under Library and Research:

<http://www.fivebranches.edu/student-life/108>

Administrative Offices

The open, friendly and accessible administrative team considers students their top priority. Whether you need assistance to plan your class schedule or to voice your concerns, our administrative staff is available to assist you.

Parking

Both of our campuses have free, ample parking to accommodate the needs of students that commute.

Transportation

Transporting yourself to the Santa Cruz campus is easy with two designated free parking areas, numerous bike racks, and a bus stop directly in front of the student lounge. To obtain information on the bus routes in the Santa Cruz area, go to <http://www.scmttd.com>.

The San Jose campus is conveniently located at the major freeway intersection of Highway 280 and Highway 880, making your commute to and from school a breeze. To obtain information on public transportation in the San Jose area, go to www.511.org

Housing

Five Branches University's programs are non-residential and student dormitories or other housing is not provided. Students in need of housing should arrive in Santa Cruz or San Jose six weeks before the beginning of the semester. The distance between the two campuses is 35 miles, a 40-minute drive. While it is possible to commute, students may wish to find housing closer to their home campus. The Five Branches website: <http://www.fivebranches.edu/student-life/on-campus/546>, provides a list of resources to aid in your housing search.

Student Services

The University provides a wide array of services to make your experience at Five Branches both rewarding and successful. Our student services include:

- Academic Advising
- Registration
- Online Bookstore
- Health Services
- Career Development
- Communications

Academic Advising

The University administration offers academic advising to assist student in the planning and completion of their program requirements. From first semester through graduation and beyond, the administrative team will support students to complete their certificate programs, to become a certified massage practitioner, a certified massage therapist, or a medical qigong therapist and to select classes according to their interest.

Registration

The registrar's office ensures that determining students' class schedule and registering for classes flows smoothly. During registration student may enroll in specialized elective courses and receive updates regarding changes in programs, campus facilities and support services.

Health Services

The Five Branches Health Centers are a flourishing environment for both student education and quality healthcare. As a prospective student, you may receive a free acupuncture treatment during your tour of the campus

Career Development

While the university does not provide placement services, the university offers on-going courses in practice management and marketing to assist students in their development as a successful Massage practitioner. Five Branches supports the alumni association and promotes the exchange of ideas to foster professional development. Graduates are invited to share their expertise with students during on-campus lectures. Professional vacancies in the field of Massage are posted regularly on the Five Branches website: www.fivebranches.edu, under Student Life /

Career Development / Positions Available.

Communications

The University maintains Internet and data platforms to facilitate effective administration, student and alumni interaction. Communications include direct email, the university's web and blog sites, and the Five Branches email and social platforms such as Facebook, LinkedIn and Twitter.

Campus Safety and Security

The Clery/Campus Security Act of 1990 (Title II of Public Law 101-542) requires that all colleges and universities provide annual statistics on several specific categories of crime. This report is published by October 1st of each year on the Five Branches University website at: <http://www.fivebranches.edu/five-branches-university/4095>.

Any crime occurring on campus or on streets and sidewalks directly adjacent to the campus must be reported to the Student Services Director at your affiliate campus in Santa Cruz: (831) 476-9424 or San Jose: (408) 260-0208.

Extension Faculty

Jillian Aronstam

CMT

Instructor

Faculty Since 2012

In 1980, after completing a Master of Science degree in Clinical Community Psychology from San Jose State University, I felt incomplete. I realized that "talking" therapy could only take a person to a certain level of transformation. I was feeling an intuitive need to include the physical body as well in the therapeutic process. Through a series of meaningful synchronicities, I began studying an Acupressure method known as "Jin Shin Do" (The Way of the Compassionate Spirit). My teacher, Aminah Raheem Ph.D, had trained with Iona Teegarden, the founder of Jin Shin Do. She held the missing link, teaching a way of working with an individual known as "Process- oriented Acupressure". This method was what I was seeking, "A truly holistic approach to healing where the body, mind, emotions and spirit are all acknowledged and honored simultaneously." I have worked with this system of health and healing for over 30 years. The power and gift of this process continues to amaze, delight and instruct me.

For the past five years I have been a Massage Therapy instructor at Everest College in Campbell, California. I prepare students for certification and teach nine different Bodywork and Massage modalities. I am excited and honored to teach at Five Branches University.

Samson Cheung

Ph.D.

Instructor

Faculty Since 2012

Samson Cheung has been studying the I-Ching since 1986. From years of studying the Chinese Classics, he gained a profound understanding of Chinese metaphysics, Feng Shui, and Confucianism. In 2007, he helped established a nonprofit organization called the School of Yimutology where he teaches I-Ching and related subjects. Samson promotes I-Ching culture, Chinese philosophy and Confucianism by incorporating these Chinese theories and teachings into modern city life.

Samson graduated from the University of California, Davis with a Ph.D in Applied Mathematics. He received a Master of Arts in Applied Mathematics, Mathematical Physics, and a Bachelor of Science in Mathematics-Physics from the University of Maryland. After his employment at Boeing and Intel as a computer engineer, he joined the Application Performance & Productivity (APP) Group in the NAS Division

at the NASA Ames Research Center to develop Earth Science Modeling Framework (ESMF) and create parallel computational code for tropical cyclones study.

Thomas Dicklin

L.Ac.

Instructor

Faculty Since 2012

Thomas Dicklin is a licensed acupuncturist with a Masters degree in Traditional Chinese Medicine from Five Branches University. He received Medical Qigong training with Dr. Jerry Alan Johnson. Thomas is a partner and acupuncturist at Communi-Qi Acupuncture in Santa Cruz, California, and has been a faculty member of Five Branches University's Extension program since 2012.

Jim Gallas

CMT

Instructor

Faculty Since 2008

Jim Gallas is a certified massage therapist (CMT), a certified hypnotherapist, a certified yoga instructor, and a Chi Kung and Shiatsu massage teacher. He has been leading inspiring, informative, and fun workshops since 1992. Jim teaches at Five Branches University, Esalen Institute, Twin Lakes College, and the University of California. He has taught seniors, children, high risk teenagers, the chronically ill, the vibrantly healthy, corporate hot shots in Silicon Valley, and villagers in foreign countries.

Jim is currently working on a series of instructional videos, is a member of a theater improv troupe, a published photographer, and the past owner of a successful vegetarian restaurant in New Zealand.

Berget Jelane

MFT

Instructor

Faculty Since 2013

Berget Jelane is a California licensed Marriage Family Therapist (MFT). She received a Bachelor of Science in Nursing, and a Master of Science in Marriage, Family and Child Counseling from San Jose State University in California.

Berget has been practicing meditation since 1986 and is a student of Gil Fronsdal. She coordinates the San Jose Insight Meditation Sangha and regularly teaches there. She is a graduate of Spirit Rock's Community Dharma Leader program and Sati Center's Chaplaincy Training. As a Buddhist Chaplain she also performs weddings.

She teaches meditation weekly at Elmwood Women's Correctional Center in Milpitas. As a psychotherapist in private practice, she incorporates mindfulness and the understandings of Buddhist practice into her work with clients.

Jessica Jing Lao

L.Ac.

Instructor

Faculty Since 2013

Jessica Jing Lao has been a TCM skin rejuvenation specialist since 1995. She was a lecturer and Director for the Teaching Management Department at Zhejiang College of Traditional Chinese Medicine. Since 2010, she has taught TCM skin rejuvenation, basic theory of TCM, TCM diagnosis, herbs, food therapy, and Tai Chi to both local and foreign students at Zhejiang Chinese Medical University. Jessica's specialties include TCM facials, facial massage, facial acupoints massage, acne treatment with acupuncture and herbs, Chloasma treatment with acupuncture and herbs, weight loss treatment with acupuncture and herbs, beauty herbs, and beauty foods. Jessica's publications include: "Dermatitis Treatment Using Herbs," "Good Looking Breasts Exercise," and a thesis on "TCM Treatment for Acne."

Jessica completed her Masters degree in TCM at Five Branches University in 2012. She graduated from Zhejiang Chinese Medical University with a specialty in Traditional Chinese Medicine (TCM) in 2004, and completed her Master Course of skin care at Huadou Beauty College of Hong Kong in 1994. She is a member of the TCM Beauty Committee, a branch of the National Traditional Chinese Medicine Association in China.

Emma Lee

D.O.

Instructor

Faculty Since 2014

Emma Lee holds a Doctor of Osteopathic degree from Western University of Health Sciences in California. After internships in Pediatrics and Family Practice at Newark Beth Israel Children's Hospital in New Jersey and Northridge Medical Center in California, Emma practiced at a community health clinic in her hometown. She has taught for the American Red Cross and AmeriCorps. Her passion for osteopathic medicine led her to expand her education in Traditional Chinese Medicine at Five Branches University. In her free time, Emma enjoys illustrating, yoga, and rock climbing.

Lolida Lee

L.Ac.

Instructor

Faculty Since 2012

Lolida Lee is a nationally certified and licensed acupuncturist. She received a Master of Science in Acupuncture and Oriental Medicine from South Baylo University in 2010.

Lolida specializes in Qi-Gong Acupressure, Tai-Ji Tuina Gin-Luo Acupressure, and the treatment of headache, neck and shoulder pain, back pain, sciatica, pyriformis syndrome release, hypertension, stress, and helps individuals to quit smoking.

Thomas Leichardt

L.Ac.

Instructor

Faculty Since 2008

Thomas has great passion for the inner alchemy practices found in Daoism and other eastern traditions, both as a vehicle for self transformation as well as a means to promote healing ranging from the physical to the spiritual. After completing massage certification, Thomas found energetic medicine to be his passion, and by 1999 he was deeply moved to the study and practice of medical qigong. By 2006, he completed the highest level of training and certification available from the International Institute of Medical Qigong and Henan University of TCM. While studying in China on five separate occasions, Thomas received lineage into the Dragon Gate sect of Daoism at Qingchengshan (青城山) in Sichuan. Through these experiences, and his deep commitment to the practices, Thomas has absorbed and embodied the essence of energy medicine and transformation. Thomas is also a licensed acupuncturist. He received his Master of Traditional Chinese Medicine degree from Five Branches University in 2012.

In addition to Thomas's study and practice of Daoist medicine and healing, he also has a very close association with the great Indian saint Mata Amritanandamayi, better known as Amma, or the hugging saint. He serves on staff for her tours in North America and abroad, absorbing her deep wisdom and compassion for the human condition. Thomas currently teaches medical qigong, energetic medicine, and core mysticism, while offering energetic healing sessions to his students and clients. For more information about Thomas go to: www.inneralchemycenter.com. Thomas Leichardt teaches for the Medical Qigong Program.

Dan Lobash

L.Ac.

Instructor

Faculty Since 2011

Dan Lobash was certified to teach Korean Hand Therapy, KHT, during a two year training program (1997-2000), by the founder of KHT, Dr. Tae Woo Yoo. After 10 years of clinical KHT practice, he now travels extensively teaching KHT throughout the U.S., Mexico & Canada. Dan teaches at colleges, hospitals, professional conferences and privately sponsored seminars and webinars.

Dan received a Masters degree in TCM from Five Branches University and is a graduate of the University of Minnesota, United States International University and the California Institute for Human Science. He lived, practiced and studied for one year with TCM doctors and interned at the TCM Traditional Medicine Hospital in Xiaman, China. He is published in the California Journal of Oriental Medicine; Pain Management: a Practical Guide for Clinicians, 6th Edition as well as Acupuncture Today.

Rang Nguyen Ly

L.Ac., DAOM

Instructor

Faculty Since 2012

Rang Nguyen Ly is a California State licensed Acupuncturist (L.Ac.), and is National Board Certified in Acupuncture and Oriental Medicine (NCCAOM). She received a Master's degree in Traditional Chinese Medicine, and a Doctor of Acupuncture and Oriental Medicine from Five Branches University. Rang worked as a Hardware and Firmware Engineer in the computer industry for over twenty years.

Rang strongly believes that palpation leads to accurate diagnosis and treatment. For over ten years, Rang has pursued extensive training with: Doctor Li Chun Huang, the founder of Auricular Medicine; Doctor Wei-Chieh, the student of Master Tung; Doctor Richard Tan, an expert in Meridian Balancing; Will Morris, Ph.D., Pulse Diagnosis; Kiiko, Palpation Based Acupuncture, David Euler, Professor at Harvard Medical School; Fukushin of Kampo, abdominal palpation for herbs; and Nigel Dawes, a teacher of Fukushin and Shiatsu. As a nature loving person, Rang enjoys outdoor activities such as planting, admiring living art, hiking with friends and taking photographs of natural landscapes. Practicing yoga is her favorite exercise to maintain health.

Mojgan Bina Moghaddam

L.Ac., DAOM

Associate Professor

Faculty Since 2009

Bina Moghaddam received a Master's of Science degree in Traditional Chinese Medicine in 1996 from the Academy of Chinese Culture and Health Sciences in Oakland, California, and a DAOM degree in 2008 from Five Branches University. She

has had extensive apprenticeships with several masters of Traditional Chinese Medicine including Dr. Miriam Lee. She practices her own unique style of acupuncture treatment combining the trainings she obtained from her mentors, and treats a broad spectrum of ailments, including general internal and preventive medicine, pain management, gynecological diseases, weight management, and cosmetic and facial rejuvenation acupuncture.

Bina has worked at Kaiser Permanente, San Jose for the past 12 years, is a consultant for the Osher Center for Integrative Medicine, UCSF, and has worked at Stanford as part of a research team studying the impact of acupuncture. She also has a private practice at Healthstyle; an integrative medical center in Campbell. She has many years of experience as a clinician, lecturer, and researcher in the field of Chinese Medicine. Her lifelong passion is to help others through compassionate healing to achieve their optimum state of health and well-being.

Luca Moschini

Dipl. ABT (NCCAOM)

Instructor

Faculty Since 2009

Luca Moschini, Dipl. ABT (Asian Bodywork Therapy) is the founder and head instructor of DaShenSM Foundation of Acupressure and Qigong Training. He carries on the tradition he was taught by his teachers, Janet Oliver and Brian O'Dea, who studied with highly advanced Tai Chi, Qigong and Jin Shin Jyutsu masters. These masters include: Sifu Tsuei, Cheng Man Ching, Kiko Matsumoto, Simu Ou Yang Min, and Mary Burmeister. Luca travels extensively to share the teachings of Acupressure and is currently a faculty member of Five Branches University. He has a private practice in California and Oregon and is nationally certified through the NCCAOM (National Commission Certification of Acupuncture and Oriental Medicine).

Brian O'Dea

L. Ac., Dipl. Ac. (NCCAOM), Dipl. ABT

Instructor

Faculty Since 2014

Brian O'Dea has over 40 years of martial arts, meditation, and health care experience. He graduated from the Acupressure Institute, and received a Master of Science in Traditional Chinese Medicine from the Academy of Chinese Culture and Health Sciences in California. Brian has studied Jin Shin Jyutsu with Mary Burmeister and Patricia Meador, and Qi Gong with Simu Ou Yang Min for over 25 years. He studied Yang style Tai Chi Chuan with Prof. Cheng Man Ching, Aikido with Lou Kleinsmith, and Qi Gong, Tai Chi, Acupuncture, and Tui Na with Sifu Tsuei Wei for many years. His private practice in Oakland, California integrates Tui Na Massage, Jin Shin Jyutsu, acupressure, Chinese herbs, and acupuncture.

Janet Oliver

L. Ac., Dipl. Ac. (NCCAOM), Dipl. ABT
Instructor
Faculty Since 2014

Janet Oliver has practiced and taught Acupressure and Traditional Chinese Medicine for over 30 years. She began her teaching career in Asian Bodywork Therapy in 1982 at the Acupressure Institute, serving as a Senior Instructor for over 20 years. Janet has taught at various acupuncture and bodywork schools throughout California, where she developed the curriculum for her 500-hour Acupressure Therapy Program and wrote four textbooks.

Janet studied Qi Gong with Simu Ou Yang Min for ten years, and apprenticed with Dr. Alex Feng in Acupuncture and Chinese medicine for several years. She studied Jin Shin Jyutsu intensively over two decades with Mary Burmeister, began teaching Jin Shin Jyutsu in 1993, and now teaches throughout the United States and internationally. Janet received a Master of Science in Traditional Chinese Medicine from the Academy of Chinese Culture and Health Sciences in California.

Janet is delighted to return to Five Branches University Extension, where she taught previously from 2007-2009. She brings a wealth of joy, education, and experience into the classroom. She practices and teaches Acupressure, due to the joy, nurturing qualities, and effectiveness she finds in this modality. Janet has maintained a full-time private practice in Berkeley since 1982.

Heerei Park

R.N., L.Ac., DAOM
Assistant Professor
Faculty Since 2006

Heerei Park received a Master's in Traditional Chinese Medicine and a Doctorate in Acupuncture and Oriental Medicine from Five Branches University. She graduated from Seoul National University College of Nursing, Korea in 1977 and worked at Dominican Hospital in Santa Cruz, California on the oncology and med-surgical units. Heerei is a licensed acupuncturist specializing in pain management, women's health and internal medicine. In her free time she enjoys traveling, cooking and gardening.

Fa Jun Christopher Real

CMT
Instructor
Faculty Since 2009

Rev. Fa Jun Christopher Real has been practicing Qigong since 1994. He is a certified bodyworker specializing in Asian Bodywork, received the highest level of training in Medical Qigong, and is a certified yoga instructor. His main teacher is Sifu Steven Baugh through the Lohan Spiritual and Cultural Center, who has transmitted lineages in Taijiquan (yang and chen style), Shaolin Kung Fu, Qigong, QuanZhen Daoism, and Cha'n Buddhism. He is also an associate instructor in the Universal Healing Dao system.

Fa Jun's teaching style is a fusion of traditional training with modern methodology to enable one to feel and work with their inner energy quickly and effectively. Fa Jun Christopher Real teaches in the Masters Department of Complementary Studies and for the Extension program.

Eleonor Seiff-Mendelson

L.Ac., DAOM

Assistant Professor

Faculty Since 2008

Eleonor Mendelson received her Master's Degree in TCM from Five Branches University and then continued her studies to earn her doctorate degree, with an emphasis on pain management and endocrinology. Prior to enrolling at Five Branches University, Eleonor worked for over a decade as a physical therapist in hospitals, out-patient clinics and in-home care in her home country, Israel. She was also a lecturer on behalf of the health education department.

Since graduating from Five Branches University in 2000, she has worked as the Admissions Director and is also in private practice at the Five Branches Santa Cruz Health Center. Eleonor joined the Five Branches faculty in 2008 and currently teaches in the Department of Acupuncture. Beyond her professional duties, Eleonor is a wife and mother to two daughters. She enjoys cooking, taking care of her bonsai plants, making jewelry, and dancing Zumba.

Shawn Shangpeng Si

L.Ac., DAOM Fellow

Instructor

Faculty Since 2014

Shawn Shangpeng Si began teaching Tuina Massage for the Five Branches University Masters program in 2013. He received a Bachelor of Medicine in Traditional Chinese Medicine (2007), and a Master of Medicine in Clinical Medicine (2009) from Shandong University of Traditional Chinese Medicine in China. From 2011-2013, he served as a physician at the Healthy Service Center of Anzhen Community in Beijing, and from 2009-2011 he served as a physician at Qingdao Orthopedic Hospital of Shandong Province. Shawn served as the President of the Tai Chi Chuan Association

of Shandong University of Traditional Chinese Medicine from 2002-2004. Shawn is currently enrolled in the Five Branches University DAOM program. His hobbies include Tai Chi Chuan, music, photography, calligraphy and badminton.

Anthony Su

M.D. (China), Ph.D.
Professor
Faculty Since 2002

Dr. Anthony Su became a medical doctor after graduating from the Fourth Military Medical University in Xi'an China in 1965. He received a Ph.D. in Medicine and Pathology from the Royal Postgraduate Medical School, University of London in 1987. Dr. Su followed his Ph.D. with postdoctoral work at the Bristol University Medical School in England.

Dr. Su has taught and researched in biomedical sciences in China, Sweden (Uppsala University), Denmark (Aarhus University), Austria (Pathological Anatomy Institute in Salzburg), Antigua (Antigua Medical School), and the United States (Texas University). He is the former President of The Chinese Histochemistry and Cytochemistry Society.

Dr. Anthony Su teaches for the Five Branches Master's program in the Department of Western Medicine, and is a faculty member of the Doctoral program.

Takashi Tamasu

L.Ac., DAOM Fellow
Instructor
Faculty Since 2012

Takashi Tamasu received a Bachelor of Arts in Physics from UC Berkeley in 1983, and a Bachelor of Arts in Computer Science from San Jose State University in 1985. He earned a Masters in Traditional Chinese Medicine degree from Five Branches University, and received the highest level of training in Medical Qigong from Hunan University. Takashi is currently a doctoral fellow in the DAOM program at Five Branches University.

Takashi holds a third degree black belt in Aikido, studying the martial art since 1980, and has a black belt in Iaido (sword drawing). He has received EMT certification and is certified to teach CPR and first aid for the Red Cross. Takashi is a licensed acupuncturist and a certified massage therapist with over 10 years of experience.

Jacquelyn VanDeusen-Byrd

L.Ac., Dipl. O.M. (NCCAOM)

Instructor
Faculty Since 2011

Jacquelyn VanDeusen-Byrd is a licensed acupuncturist and herbalist in California (L.Ac.) and a Diplomate of Oriental Medicine, certified by the NCCAOM. She received a Master's Degree in Traditional Chinese Medicine from Five Branches University in 2010, and a Bachelor of Science in Business Administration from California State East Bay, Hayward in 1988.

Corrine Wang

N.D.
Instructor
Faculty Since 2012

Dr. Corrine Wang is a licensed Naturopathic Doctor currently practicing at Pacific Naturopathic in Mountain View. She is originally from the Bay Area and worked previously in San Jose as a product engineer for a semiconductor company. Being drawn to the health field, Dr. Wang decided to pursue her interests in holistic medicine, receiving her Naturopathic medicine degree from Bastyr University in Seattle, Washington. As a Naturopathic doctor, she is committed to assisting others to achieve balance and wellness in their lives. She believes in treating the whole person and supports each individual's healing process with the most effective, least invasive methods possible.

Dr. Wang provides alternative, natural solutions to a variety of conditions including anxiety and depression, fatigue, digestive disorders, allergies and asthma, thyroid disorders, diabetes, cardiovascular disease, and women's issues. The therapies she uses include clinical nutrition and dietary therapy, herbal and nutritional supplements, homeopathy, detoxification, and craniosacral therapy. Dr. Wang believes in mind-body medicine and supporting mental health along with physical health. She has experience with biofeedback, meditation, and other counseling techniques. To learn more about Dr. Wang, please visit her website at www.drcorrinewang.com.

Dina Woo

L.Ac., DAOM
Instructor
Faculty Since 2014

Dina Woo has practiced Chinese Traditional Massage for over 36 years. She received massage training in China and Hong Kong and after many years of practice developed strong hands and gained extensive experience in treating headaches, shoulder, neck, and sciatic pain. In practice since 1987, she finds painful

acupressure points and relieves pain through special techniques on the affected meridians.

In 2002, Dina was invited to give several lectures to massage therapists at the American Massage Therapy Association (AMTA) in California. However, she found herself inadequate in speaking English massage-related vocabulary. She decided to return to school and completed two years of study at the City College of San Francisco, taking courses such as anatomy and physiology. In 2003, she enrolled in acupuncture school with the desire to enhance her knowledge. She received a Master of Science in Traditional Chinese Medicine from the Academy of Chinese Culture and Health Sciences in California (2006), and a Doctor of Acupuncture and Oriental Medicine from Five Branches University in 2009. Her graduating thesis was: Chinese Acupuncture and Massage for Migraines.

Now, Dina Woo is getting close to her retirement, even though she is still very strong and capable. She wants to take time off from her busy clinic and share her many years of experience with others who are willing to learn.

Danling Zhang

L.Ac., M.D. (China), DAOM

Professor

Faculty Since 2002

Danling Zhang was educated and trained in both Western and Chinese medicine in China. She was deeply influenced by her family who believed in Chinese medicine. After graduating from Liaoning University of Traditional Chinese Medicine in 1991, she became a physician acupuncturist and instructor at the university's affiliated hospital. She finished her two-year residency at Dandong Women's and Children's Hospital before she entered her three-year Master's program, doing acupuncture research on thyroid diseases. After receiving her Master's degree, she was appointed as an instructor and supervisor at the affiliated hospital of the college. Danling received her Doctor of Acupuncture and Oriental Medicine degree from Five Branches University.

Danling has published numerous papers on eye acupuncture, muscle channel theory and thyroid diseases. She practices at the Integrative and Sports Medicine Center with Frank He in Sunnyvale and teaches in the Masters department at Five Branches University. For more information go to: www.HeCares.net.

Joanna Zhao

L.Ac., Dipl.Ac. (NCCAOM), DAOM

Senior Professor

Vice President & Academic Dean since 1984

Joanna Zhao is the Vice President, Academic Dean and Senior Professor at Five Branches University since 1984. She taught TCM and interpreted (Chinese-English) lectures in international programs at diverse Shanghai hospitals from 1975-1980. Dr. Zhao's education includes: the DAOM program at Five Branches University (2006); Advanced Studies in TCM at Zhejiang College of TCM, Hangzhou, China (1994); Shuguang Hospital of Shanghai University of TCM (1992); Advanced Anatomy at UCSF and CCAA, San Francisco (1985-86); Nursing & Music at College of San Mateo (1981-84); Chinese Literature and TCM History in Huadong Normal University, Shanghai, China (1974-76); and Acupuncture and Integrated Medicine Program in Shanghai University of Traditional Chinese Medicine.

Harry Zuohong Ding

L.Ac., DAOM Fellow

Instructor

Faculty Since 2014

Harry Zuohong Ding is a licensed acupuncturist in both Florida and California. He is the fifth generation of Menghe Medicine lineage- a traditional school of thought that originated from the Ming and Qing Dynasties, uniting diverse traditions of medical learning theories into one integrated medicine system based on ancient principles of practice. Harry received a Master of Oriental Medicine degree from the Atlantic Institute of Oriental Medicine in Florida, a Bachelor degree in Traditional Chinese Medicine from Shanghai University of TCM in China, and is currently a DAOM Fellow at Five Branches University. He worked in the Department of Rheumatism in Longhua Hospital in 2010, specializing in the treatment of rheumatism, rheumatoid arthritis and other related diseases. Harry currently teaches Review and Assessment for the Masters program at Five Branches University.

Extension Programs

Overview

Hands-On Clinical Training with TCM and Western Masters

The Five Branches Extension Program directly immerses students at all levels of training in hands-on clinical work. The Asian Bodywork Clinician level of certification offers the highest level of clinical bodywork training available. Both TCM and Western faculty help students integrate both Eastern and Western approaches to the body into a successful system of bodywork and Qigong for the promotion of optimal health care.

Integration between Traditional Asian and Western Medical Theory

The instructors in the Extension Program are experienced in both traditional Asian medical theory and Western anatomy and physiology. Students have a unique and exceptional opportunity to learn how the systems work together as one, and integrate these systems into the development of their own personal style of therapy. Ancient philosophy and energy medicine have an increasingly recognized scientific basis. The Five Branches' Extension Program integrates Chinese and Western anatomy and physiology in courses such as Orthopedic Tuina, Internal Organs and Points Description, and Applied Kinesiology courses.

Development of Self-Care and Professional Growth Skills

Five Branches strives to create a place where everyone can grow. Our branches of Asian Bodywork and Qigong have been rooted for thousands of years in China, Japan, and Thailand. Today, these branches extend into our community and offer a cooling shade to a hectic life. Our goal is to help students cultivate internal awareness with practical bodywork skills that facilitate healing, growth and transformation. We maintain a supportive environment where students can learn the essential life skills that help fuel vital energy and health.

Development of Internal Awareness with Qigong Practice

The Chinese view of life is based on the principles of harmony and balance. Chinese medicine and its theory provides a deep look into the human body. The fundamental principle of this perspective is the notion of Qi, the miraculous life energy that animates all living things. The way Qi flows through energetic channels defines the state of health within the body. The practice of Qigong plays an important role in all of our bodywork programs. Qigong empowers students to practice energetic forms of therapy. We encourage students to explore the cultivation of Qi and to enhance their sensitivity of energy for internal balance and healing.

Asian Bodywork Certification

Three Levels

The Extension Program is specially designed to prepare students for State and National massage certification and to accomplish certain goals at each of the three levels.

Level I: Asian Bodywork Practitioner

The 250-hour Asian Bodywork Practitioner Certificate meets the requirement to practice in many municipalities throughout the Bay Area, including San Jose and Santa Cruz, California. This level qualifies you to apply for the California State Certified Massage Practitioner (CMP) license through the California Massage Therapy Council (CAMTC), which will allow you to practice anywhere in California

Prerequisite: High school diploma, GED or equivalent

Required Courses	Hours
ECT 100: Theory of Traditional Chinese Medicine I	30 hrs
EEL 100/EQG 100: Qigong I	15 hrs
EWM 100: Anatomy	45 hrs
EWM 200: Physiology	45 hrs
ECL 100: Professional Ethics & Business Management	15 hrs
Bodywork Courses	100 hrs
Total Hours	250hrs

Level II: Asian Bodywork Therapist

The 500-hour Asian Bodywork Therapist Certificate leads to national certification

and is ideal for the student who wants to focus on a single style of Asian bodywork. This certificate is offered in three specialties: Tuina, Shiatsu and Thai bodywork styles. Students must complete 160 hours of bodywork training within one style to receive certification.

Prerequisite: Completion of the 250 Hour Asian Bodywork Practitioner Certificate program

Required Courses	Hours
ECT 200: Theory of Traditional Chinese Medicine II	30 hrs
EQG 200: Qigong II	15 hrs
EWM 300: Pathology	45 hrs
ECL 600: Supervised Clinical Practice	60 hrs
Bodywork Courses	100 hrs
Total Hours	250hrs

Level III: Asian Bodywork Clinician

The 650-hour Asian Bodywork Clinician Certificate leads to national certification and meets the requirement of the student who wants to take the National Certification Exam (NCE) held by the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB). This certification is ideal for the therapist who wants to establish their bodywork practice within a clinical setting.

Prerequisite: Completion of the 500-Hour Asian Bodywork Therapist Certificate Program

Required Courses	Hours
EWM 400: Biomechanics/Kinesiology	45hrs

Advanced Bodywork Courses	50hrs
ECL 600: Clinical Practice	55 hrs
Total Hours	150hrs

Specialized Acupressure Tuina Certificate Program

150 Hour Acupressure Tuina Certificate Program

The 150 Hour Acupressure Tuina Certificate program, offered at the San Jose campus, is comprised of six courses, which cover the foundational material of Traditional Chinese Medicine (TCM) applied to the field of bodywork. The modalities taught in this program are Acupressure and Tuina (Chinese massage).

In this program you will learn a yang and active form of Qigong massage, called Tuina, which utilizes a large variety of strokes, hand manipulations, rocking, and stretching, and a yin and more quiet style of Acupressure, where the practitioner holds points and connects meridians, almost similar to acupuncture. You will learn a large variety of Chinese massage techniques, the 12 main meridians and the eight extraordinary vessels, acupressure point locations and usage, physical and psychological functions of the internal organs, as well as pulse and tongue assessment. This program offers a great balance between theory and practice. Qigong exercises are part of every class and are taught daily.

Required Courses	Hours
EAC 101: The Twelve Officials	25hrs
EAC 102: Acupressure/Tuina Massage I	25hrs
EAC 103: Acupressure/Tuina Massage II	25hrs
EAC 201: The Four Pillars of Assessment	25hrs
EAC 202: Internal Organs and Points	25hrs

Descriptions	
EAC 203: The Eight Extraordinary Vessels	25hrs
Total Hours	150hrs

100-Hour Five Element Acupressure Certificate Program

The 100 Hour Five Element Acupressure Certificate program, offered at the San Jose campus, is an advanced program comprised of four courses in Five Element theory applied to the field of bodywork. The modalities taught in this program are Acupressure and Tuina (Chinese massage).

Five Element Acupressure is an ancient healing system that emphasizes the uniqueness and strengths of each individual. The Five Element model addresses the person at the level of the spirit, restores balance and stimulates the person's emotional and spiritual ability to heal. In this program you will learn techniques for transferring energy between the elements using the laws of creating and controlling cycles as well as identifying and removing blockages that prevent circulation of energy. Five element assessment tools and five archetypes identifications are included with location, functions and usage of the sinews channels, ethics, contraindications and much more. This program offers a great balance between theory and practice. Qigong exercises are part of every class and are taught daily.

Required Courses	Hours
EAC 301: Five Element Acupressure Prerequisites: EAC 101 & EAC 102	25hrs
EAC 302: Five Element Constitutional Assessment	25hrs
EAC 303: Energy Transfer and Blockages Identification	25hrs
EAC 304: Sinews Channels and Cutaneous Regions	25hrs
Total Hours	100hrs

Medical Qigong Certificate Program

Five Branches University is the first accredited acupuncture school in the U.S. to pioneer a comprehensive Medical Qigong (also known as Qi Gong, Chi Gong, or Chi Kung) Certificate Program. We offer two sequential Medical Qigong Certificates: Self Cultivation and Medical Qigong Therapist (MQT) Certificates.

Level I: Self Cultivation Certificate

The Self Cultivation 64-hours Certificate program, available at both the San Jose and Santa Cruz campuses, is a two-course qigong training program designed to enhance your awareness of energy within and around yourself. You will learn esoteric Medical Qigong terminology, energetic anatomy and physiology, and how external and internal pathogenic factors can affect health. Dynamic instructor guidance with purifying qigong exercises, energizing standing meditations and exploration into the nuances of Qi offer detailed structure on how to practice Medical Qigong exercises for personal health benefits.

Required Medical Qigong Courses	Hours
EMQ 310: Medical Qigong 1: Self-Cultivation	32hrs
EMQ 320: Medical Qigong 2: Shengong Skills	32hrs
Total Hours	64hrs

Level II: Medical Qigong Therapist (MQT) Certificate

The Medical Qigong Therapist (MQT) 650-hour Certificate program, offered at Five Branches University's San Jose campus, is a powerful journey through deep self-healing as a means to awaken your ability to help others heal. The journey begins with self cultivation, all of which is a basis for developing and unveiling your innate ability to invoke, direct, and modulate universal and biological energy in medical qigong treatment. You will gain a profound inner awareness, as well as sensitivity to read and assess your patient's energetic matrix. You will learn how to direct energy for healing through purging, tonifying, and regulating techniques and will know which qigong exercises to teach your patients or clients based on their particular needs and patterns of disharmony.

Upon completing the MQT certificate, you will be proficient in:

- Self cultivation and profound inner awareness
- Daoist and traditional Chinese medicine theory
- Energetic sensitivity, assessment, projection, and modulation
- Medical qigong treatment for a wide variety of conditions
- Prescription of qigong exercises specific to a patient's needs and condition

Required Core Classes	Hours
EWM 100: Anatomy	45hrs
EWM 200: Physiology	45hrs
ECT 100: Theory of Traditional Chinese Medicine I	30hrs
ECT 200: Theory of Traditional Chinese Medicine II	30hrs
ECT 300: TCM Diagnosis	68hrs
ECS 200: Professional Ethics & Business Management	16hrs
Required Medical Qigong Courses	Hours
EMQ 310: Medical Qigong 1: Self-Cultivation	32hrs
EMQ 320: Medical Qigong 2: Shengong Skills	32hrs
EMQ 330: Medical Qigong 3: Clinical Foundations of Medical Qigong Therapy	32hrs
EMQ 340: Medical Qigong 4: Advanced Theory and Clinical Application	32hrs
EMQ 410: Medical Qigong 5: Sensory, Intuitive, and Perceptual Diagnosis	32hrs

EMQ 420: Medical Qigong 6: Medical Qigong Dao Yin Therapy and Rectifying Qi Deviations	32hrs
EMQ 430: Medical Qigong 7: Intro to Medical Qigong Therapy for Special Conditions	32hrs
EMQ 440: Medical Qigong 8: Energetic Anatomy and Physiology	32hrs
EEL: Elective *	32hrs
ECL: Clinic	128hrs
Total Hours	650hrs

***Elective:** You can select from a varieties of classes including:

- Medical Qigong Retreat to China
- The Twelve Officials
- Meditation
- Acupressure/Tuina Massage I
- Tai Chi
- Acupressure/Tuina Massage II
- TCM Qi from I-Ching Perspective
- Other bodywork classes
- Reiki
- Medical Spanish

Course Descriptions

Theory

TCM Theory 1

ECT 100/ ATH 110 30 Hours

This course is designed to introduce the theories that form the foundation of traditional Chinese medicine. These include yin and yang, the five elements, the concept of Qi, the vital substances, and meridian theory. Students will learn the anatomical location of the meridians as well as the locations and functions of important acupuncture points.

Prerequisite: None

TCM Theory II

ECT 200/ ATH 210 30 Hours

In this course students will learn the functions of the internal organs as viewed from the traditional Chinese medical perspective. This will include a thorough investigation into the functions and typical signs of imbalance of the Zang (yin organs) and Fu (yang organs). Students will become familiar with specific evaluation skills including but not limited to San Jiao theory, the Eight Principles, the Four Levels, and the external and internal causes of disease.

Prerequisite: TCM Theory I

TCM Diagnosis /Lab

ECT 300/ ATH 310 68 Hours

In this course, students will learn the four diagnostic methods: inspection, inquiring, auscultation/olfaction and palpation. These methods are the backbone of TCM diagnosis and are used to collect and organize patient's signs and symptoms. Among them, complexion, pulse, and tongue diagnosis are unique methods in TCM. The course continues with in-depth instruction on methods of pattern identification, one of the most important characteristics of TCM. The lab focuses on assisting students in acquiring skills, accuracy and confidence in performing a patient history and physical exam using TCM assessment methods. In this class, students will solidify and put the information learned in Theory I and II into practice.

Prerequisite: TCM Theory I & II

Western Science

Anatomy

EWM 100/ AWS 110 45 Hours

This course is designed to give students practical hands-on experience in locating, palpating, and defining the location of various muscles and anatomical landmarks. Students will learn the structure and function of the skeletal and muscular systems including the origins and insertions of the major muscles. This class explores anatomy through the perspective of TCM. Students will learn the theory of the channels including their functions, and pathologies. They will develop their meridian and point location skills through in depth palpation and anatomical location.

Prerequisite: None

Physiology

EWM 200/AWS 220 45 Hours

This course examines the principles of human physiology, general properties and functions of the living cell and the internal environment. The course will systematically cover the nervous, cardiovascular, respiratory, and endocrine system; with an emphasis placed these organ systems have effect on the musculoskeletal system. It is designed to meet the specialized needs of massage students as well as understanding the physiological effects that massage has on the body.

Prerequisite: Anatomy

Pathology

EWM 300/ AWS 310 45 Hours

Students will study the processes underlying disease and the forms of common dysfunctions. Students will identify the structural and functional changes in soft tissues and the internal organs that underlie the disease.

Prerequisite: Anatomy & Physiology

Biomechanics/Kinesiology

EWM 400/ATH 320 45 Hours

Students will learn how to assess movement patterns in the human body. Students will learn to analyze problems associated with the musculoskeletal system, and the relationship between the quality of movement and overall human health as it is applied to massage therapy.

Prerequisite: Anatomy & Physiology

Complementary Studies

Professional Ethics & Business Management for Massage Practitioners

ECS 100/APS 110 15 Hours

This course covers communication skills, business practices, ethical behavior, and marketing skills for the professional body worker. Topics include proper medical intake using SOAP notes, client-centered communication skills, building and enhancing listening skills, creating and maintaining professional boundaries & self-care. General business regulations, electronic and paper medical record keeping, job opportunities in the field and professional marketing are included. Upon completion of this course, students will be thoroughly aware of the professional, ethical, and legal responsibilities as a massage practitioner and the basic knowledge to start and manage a massage business.

Professional Ethics & Business Management for Medical Qigong Practitioners

ECS 200/APS 110 16 Hours

This module covers the diverse aspects of starting, growing, and managing a medical qigong clinic. Topics covered include legal considerations, promotion and marketing, maintaining clinical records, and financial responsibility. This course also examines the various ethical considerations unique to a medical qigong clinical setting. This includes reviewing and expanding upon ethical topics already introduced in our level 2 course. Students will gain confidence in the initial start up phase of their clinical practice, as well as its growth, development, and management.

Bodywork Courses

Chinese Bodywork

Tuina I

ACH 110 16 Hours

Massage and manipulation, or Tuina, make up one of the traditional five branches of TCM. This course introduces the students to the traditional Chinese therapeutic massage system, Tuina. Emphasis in class is on using specific clinical evaluations to formulate specific therapeutic massage treatments that may become a part of clinical practice.

Tuina II

ACH 210 16 Hours

This course will explore the principles of Chinese Medical Massage (Tui Na) as it is used in the treatment of injuries, chronic musculo-skeletal issues, and for sports and training. Our first day will cover hand techniques, and protocols for the lumbar and cervical spine. In the second day we will utilize the principles we learned to design therapeutic treatments for the joints of the extremities. Students will learn, hand techniques, relevant anatomy, stretches and joint mobilizations, and meridian energetics for orthopedic treatment.

Tuina III

ACH 220 16 Hours

Students will learn to apply Tuina for pediatric conditions. On completion of this course, students will know the special techniques of pediatric Tuina and how to use them in the treatment of common childhood illnesses.

Qi Nei Zang

ATH 410 16 Hours

Chi Nei Tsang is a system of Chinese massage that integrates the Western and traditional Chinese medical perspectives. By stimulating the energy flow of the vascular, lymphatic, and nervous systems, as well as the acupuncture meridians of the body, one is able to clear obstructions in the abdominal area and increase the energy flow to specific organs. This is achieved through massaging a series of points around the navel.

Chinese Five Element Medical Massage

CCM 100 8 Hours

This approach provides the deepest and more likely lasting effect in this series of Chinese Medical Massage. We provide a summary review of symptoms typically associated from experience with each of the five elements: wood, water, earth fire and metal, Then the practitioner may identify the major source(s) of the client's conditions and treat accordingly.

Chinese Medical Massage for Everyone

CCM 130 16 Hours

This weekend class will make available Chinese medical massage techniques to be used for self-therapy or within the family, as well as for professionals in their practice. Understanding the cause of the conditions treated will be circumscribed by experience as well as by the Five Elements Theory.

The variety of conditions will include: allergies, colds, asthma, insomnia, ulcers, constipation, diarrhea, PMS, menstrual problems, diabetes, impotence, poor

circulation, digestive problems, high blood pressure, deteriorating vision, deteriorating hearing, sciatica, stiffness and more! Very easy-to-follow handouts will be available for these conditions.

Chinese Medical Massage for Overall Well Being

CCM 110 8 Hours

This protocol is not based on a particular health assessment (medical or otherwise). It is an overall healing routine designed to address a wide range of typical health problems and provide people with an overall balancing effect. We emphasize improved blood circulation overall as well as to the vital organs and learn manipulation techniques suited to various parts of the body. People may experience unexpected healings from it.

We will also cover basic principles of the acupuncture meridians and points based on the study by the French Kleber nuclear medicine hospital on acupuncture meridians.

Japanese Bodywork

Table Shiatsu – Prone

AES 150 16 Hours

Zen Tai Shiatsu is an adaptation of the traditional Japanese healing art. The sessions are done with the client comfortably clothed on a standard massage table. Pressure is applied along meridian pathways and to specific acu-points to facilitate the smooth flow of qi for healing and profound relaxation. Techniques using fists, forearms and elbows will be emphasized for the ease and longevity of the practitioner. Focus on correct body mechanics is an integral part of this course. Qigong and meditation will be practiced to prepare students for giving Shiatsu and for self-care. Zen Tai Shiatsu can easily be integrated with acupuncture and other massage modalities.

Table Shiatsu – Supine

AES 250 16 Hours

Zen Tai Shiatsu is an adaptation of the traditional Japanese healing art. The sessions are done with the client comfortably clothed on a standard massage table. Pressure is applied along meridian pathways and to specific acu-points to facilitate the smooth flow of qi for healing and profound relaxation. Techniques using fists, forearms and elbows will be emphasized for the ease and longevity of the practitioner. Focus on correct body mechanics is an integral part of this course. Qigong and meditation will be practiced to prepare students for giving Shiatsu and for self-care. Zen Tai Shiatsu can easily be integrated with acupuncture and other massage modalities.

Barefoot Shiatsu

AES 300 16 Hours

Learn to work the entire back of the body with your feet! Gentle and deeper more sustained techniques with the heel and ball of the foot will be taught for the Bladder meridian, the gluteal area, the shoulders, the arms and feet. On the front of the body we will use palms, fists and thumbs to open and energize the Yin channels. Stretching in both prone and spine positions is an important part of the sequence. There will be close attention given to the proper body mechanics, and Qigong will be taught for self. This is a fun class that will enable practitioners to do a full body Shiatsu session. The work can also be integrated into any other floor modality.

Thai Bodywork

Thai I

THM 110 16 Hours

In this course, you will learn the history and philosophy of Thai Massage, the basic principles and techniques of Thai Massage, and a one-hour prone and supine Thai Massage form

Thai II

THM 210 16 Hours

Thai Massage II will begin with an exploration of three major positions of Thai massage – Side Lying, Seated, and Inverted. The “inverted” position is where some of the most unique and beautiful stretches that Thai massage is known for come into play. Massage sequences will be shown for all three positions. During the second day, we will also explore advanced yogic stretches in the supine and prone position, and talk about what stretches might be used for what kind of clients. Finally, students will be introduced to the concept of “Sen Lines” – the meridians of Thai medicine, and the Ayurvedic roots of this powerful system of healing.

Thai III

THM 310 16 Hours

Students will learn advanced Thai techniques and how to work more effectively with Sen lines of energy. Students will learn Thai acupressure and more comprehensive yoga stretches, and will gain a working knowledge of Thai medical philosophy and theory. Practitioners will learn more advanced restorative postures, and begin to customize a session for specific ailments.

Acupressure

Acupressure and the Twelve Officials

EAC 101 25 Hours

This three day Acupressure course focuses on the 12 Organ Systems and Meridian theory of TCM. The Twelve Officials is a very popular course, which covers the history of Acupressure, TCM theory, 100+ points and basic Qigong massage. Students learn location and usage of 100+ acupressure points and 12 meridian pathways as well as a series of Qigong exercises to influence the circulation of Qi (Life Force) within the meridians, to restore and maintain health of body, mind and spirit.

Prerequisite: None

Acupressure/Tuina Massage I

EAC 102 25 Hours

This three-day Acupressure course focuses on Qigong massage (also known as Tuina), a very dynamic and unique course, which covers TCM theory and 16 different Tuina massage techniques. This unique form of clothes-on bodywork combines a variety of powerful hand manipulations, gentle stretching, and rhythmic rocking to relax the muscles, loosen up the joints and regulate the circulation of Qi (Life Force) in the body. Students also learn Dao Yin self massage and a series of Tai Chi exercises. By the end of the course, beginning students will be able to give a basic full-body Qigong massage, and professionals will be able to integrate the information they have received into their current bodywork/acupuncture practice.

Prerequisite: None

Acupressure/Tuina Massage II

EAC 103 25 Hours

This three-day course covers additional Tuina Qigong massage techniques based on the Five Element theory and the Eight Directions. Students will learn to use various combinations of points such as transporting, back shu, source, alarm, and xi cleft to make their acupressure treatment dynamic, effective and relaxing. This class also includes new hand manipulation and stretches, working with the eight gates (the joints) to influence and benefit major areas of the body, such as low back, hips, and shoulders. There will be ample time for supervised application and practice through this course.

Prerequisite: Acupressure/Tuina Massage I

The Four Pillars of Assessment

EAC 201 25 Hours

This three day Acupressure course focuses on classical TCM assessment. This course uses the information that students have learned in "The Twelve Officials", and adds assessment tools to make each acupressure session effective, specific and unique in addressing people's individual needs. Students learn assessment tools such as pulse listening, tongue and face reading, palpation of specific points, and assessment and treatment of different types of headache. We will practice the same set of Qigong exercises learned previously in class.

Prerequisite: Acupressure and the Twelve Officials

Internal Organs and Points Description

EAC 202 25 Hours

This three day Acupressure course focuses on anatomy, physiology and pathology of the internal organs from a Western medicine point of view. Students also learn name description and emotional usage of the major points learned in "The Twelve Officials". Students will have the chance to practice assessment and application of the material learned in previous Foundation of Acupressure courses ("The Twelve Officials", "The Four Pillars of Assessment", "The Eight Extraordinary Vessels", "Qigong Massage 1"). The same set of Qigong exercises learned previously are performed in class."

Prerequisite: Acupressure and the Twelve Officials, The Four Pillars of Assessment

Acupressure and the Eight Extraordinary Vessels

EAC 203 25 Hours

This three day Acupressure course focuses on the Eight Extraordinary Vessels, a unique course, which covers TCM theory, and basic Qigong massage. Students learn location and usage of 80+ acupressure points, four pairs of energy pathways, and assessment related to the Extraordinary Vessels, as well as a series of Qigong exercises to influence the circulation of Qi (Life Force) to restore and maintain health of body, mind and spirit.

Prerequisite: None

Five Element Acupressure

EAC 301 25 Hours

"This three day Acupressure course builds upon and enhances previous Acupressure training. This course focuses on the 12 Organ Systems learned in "The Twelve Officials" using the Law of the Five Elements, of Phases (Water, Wood, Fire, Earth and Metal), a theory developed by master Taoists more than 2500 years ago. Students learn to use the Five Elements in relationship with the 12 Organ Systems and meridian pathways, as well as a series of Five Phases Qigong exercises. Students will learn to identify imbalances and to restore harmony amongst the Elements using unique patterns of Acupressure point combinations. Five Element

Acupressure emphasizes the uniqueness and strengths of each individual. It stimulates healing and restores balance using the person's emotional and spiritual ability to heal."

Prerequisite: Acupressure and the Twelve Officials, Acupressure/Tuina Massage I

Five Element Constitutional Assessment

EAC 302 25 Hours

This 3-day course focuses on Five Element Assessments through color, sound, odor, emotion, pulse-listening and body type reading. Students will learn to read and identify causative factors and the dominant phase within each person that influences the emotional, physical and spiritual strengths and weaknesses of each individual.

Prerequisite: Five Element Acupressure

Five Element Energy Transfer and Blockages Identification

EAC 303 25 Hours

This three day Acupressure course focuses on identifying and transforming energetic blockages present within the Elements (Husband/Wife imbalances, Entry/Exit blocks and Aggressive Energy). Students learn to recognize and remove these blockages using specific point combinations as well as energy transfer techniques to re-establish balance amongst the Elements. This class is integrated and well supported with Five Element case studies, pulse listening assessment tools and supervised hand-on practice.

Prerequisite: Five Element Acupressure

Sinews Channels and Cutaneous Regions

EAC 304 25 Hours

This three day course provides information about the Sinews Channels, which are the superficial layer of channels most commonly affected from physical injuries. Students learn anatomy of the skeletal-muscular system, the pathways related to the Sinews Channel, and the points, the muscles and the cutaneous regions associated with them.

Prerequisite: Acupressure/Tuina Massage I

Elective Bodywork

Ayurveda Abhyanga Massage

AAM 100 16 Hours

Abhyanga is a brisk, light massage and oleation technique, designed specifically for nourishing the skin, lubrication of the tissues & joints and balancing the nervous

system. It is designed to help calm & balance the subtle energies of Vata (movement) and aid the body's release of Ama (stagnant, sticky toxins) from the Dhatus (tissues). It can be performed by one therapist or in tandem by two therapists.

Cranial Unwinding I

AEC 110 16 Hours

The class offers an introduction to the craniosacral rhythm, concepts and motion. The focus is on honoring the intelligence of life and learning to listen and palpate the primary Respiratory Rhythm of the body as stored in the Craniosacral System. This experiential class teaches a thorough palpation of the connective tissue system throughout the body.

Cranial Unwinding II

AEC 210 16 Hours

This class teaches deep listening to the core of the craniosacral system. Focusing on the facial structures within and surrounding the spine and cranial vault, students will learn the art of following the body to where it wants to go. Taking the work deeper, students will learn to release the major bones of the cranium to restore the fluidic nature of the system.

Polarity I

AEP 110 16 Hours

Polarity Therapy relates to and opens the subtle energy body. Based on Hermetic, Ayurvedic, Chinese and Western scientific traditions, Polarity seeks to restore health and balance. The General Session taught in this class is a culmination of the modality in an easy to use protocol that may be integrated into other modalities.

Reflexology I

ARX 110 16 Hours

Reflexology is the art of treating the body through reflex zones on the hand, foot, or ear. Reflexology I will study the art of foot reflexology from an Asian Bodywork perspective. Students are introduced to the history, philosophy, and major figures in the development of reflexology, as well as its ancient and modern roots in traditional and modern medicine. Students are introduced to the art of the herbal foot soak to warm the client's tissue and prepare for deeper work. A traditional Thai sequence for energy lines the foot and leg and will be practiced, as well as practical interventions for the zones relating to specific organs and illnesses.

Energetics

Qigong I

EQG 100/ AQG 110 15 Hours

Qigong is an essential element of TCM. Combining movement, meditation and breath regulation into a series of gentle and focused exercises, Qigong encourages the beneficial qi to flow smoothly throughout the meridian pathways. Through regular practice, students will develop methods of Qi cultivation and sensitivity as well as a personal Qigong routine for self-healing.

Prerequisite: None

Qi Gong II

EQG 200/ AQG 210 15 Hours

This is the second part of the ongoing series of *Qigong* classes. Students will continue with movement, meditation and breath regulation exercises in order to develop their personal *Qigong* routines and enhance their bodywork skills.

Prerequisite: Qigong I

Medical Qigong I: Self Cultivation

EMQ 310 32 Hours

In this Medical Qigong 1 course, students are led through a progressive series of Qigong (Energy Skill) exercises and meditations. Basic applications of Medical Qigong Purgation, Tonification and Regulation energetic skills are experienced. Each class includes lecture, demonstration of exercises and personal practice of this energetic medicine. Students are also taught specific Medical Qigong prescription exercises and meditations, and learn how and when to apply them in clinic (e.g., purging excess conditions, tonifying deficiencies, dispersing stagnations and regulating Qi, Blood and Body Fluids). There is also an introduction to energetic psychology, which includes discharging toxic emotions and how to safely handle the emotional discharges or toxic energetic releases coming from their patients.

Prerequisite: None

Medical Qigong II: Shengong Skills

EMQ 320 32 Hours

In Medical Qigong Level II, students are led through a progressive series of advanced Shengong (Spirit Skill) meditations and exercises. These exercises and meditations are specifically used for developing advanced intuitive diagnostic skills. The students also learn basic Medical Qigong treatment protocols and begin the initial phase of their Medical Qigong clinical experience by performing basic treatments on their fellow classmates. The basics learned in this class include using

Medical Qigong for diagnosis and then using purging, tonifying and regulating techniques in the subsequent treatment.

Prerequisite: Medical Qigong I

Medical Qigong III: Clinical Foundations of Medical Qigong Theory

EMQ 330 32 Hours

In the third module, students will further develop their energetic assessment and treatment skills. New treatment modalities will be introduced and integrated with those already learned in the second module. Students experience a broadening and deepening of energetic theory, and a greater comprehension of the human energetic matrix and the various causes of disharmony and disease.

Prerequisite: Medical Qigong I & II

Medical Qigong IV: Advanced Theory and Clinical Application

EMQ 340 32 Hours

In Medical Qigong IV, students are introduced to various organ disharmonies and how they may be addressed with medical qigong treatment and prescription exercises. Students deepen their understanding of energetic imbalances within the framework of medical qigong as well as traditional and Daoist Chinese medicine, with emphasis on how to address each pattern and restore balance to the patient. At the end of the course, students will gain confidence in recognizing and addressing various organ disharmonies using medical qigong therapy.

Prerequisite: Medical Qigong I & II

Medical Qigong V: Sensory, Intuitive, and Perceptual Diagnosis

EMQ 410 32 Hours

The fifth module broadens understanding in the use of intuitive and perceptual diagnostic and evaluation skills. Students will be trained in various sensory, intuitive, and perceptual skills used in the medical qigong clinic. A variety of assessment methods as well as auxiliary medial qigong healing modalities will be covered.

Prerequisite: Medical Qigong I & II

Medical Qigong VI: Medical Qigong Dao Yin Therapy & Rectifying Qi Deviations

EMQ 420 32 Hours

In the sixth module, students deepen their understanding of the positive impact of posture, breath, and intent on a person's total energy dynamic. Postural, respiratory, and mental Dao Yin training methodologies will be covered, with emphasis on their

transformative qualities, as well as an exploration of potential hazards due to incorrect training. Methods will be covered which correct qi deviations resulting from inappropriate practice.

Prerequisite: Medical Qigong I & II

Medical Qigong VII: Intro to Medical Qigong Therapy for Special Conditions

EMQ 430 32 Hours

The seventh module is an introduction to energetic treatment modalities for special conditions and circumstances. Some of the topics covered include qigong prescriptions for and treatment of children, the elderly, menopausal symptoms, menstrual complications, gynecological disorders, stroke, Bells palsy, as well as mental and emotional disorders. Students will be exposed to specialized treatment protocols, and will deepen their understanding of managing a person's emotional, mental, and spiritual states.

Prerequisite: Medical Qigong I & II

Medical Qigong VIII: Energetic Anatomy and Physiology

EMQ 440 32 Hours

The eight modules introduce students to TCM theory from the perspective of medical qigong. Various aspects of energetic anatomy will be covered, some of which include the three dantians and the center taiji pole, the twelve primary channels and related organs, the eight extraordinary channels and their functions, as well as the extraordinarily organs. Students will gain a much deeper appreciation and comprehension of the multidimensional nature of human life, and the various levels at which disease can be addressed and treated.

Prerequisite: Medical Qigong I & II

Clinical Training

Bodywork Supervised Clinical Practice

ECL 600/ ACP 210 60 - 115 Hours

In the school's clinic, students have the opportunity to refine their massage techniques and practice what they have learned under the supervision of senior practitioners. They will be able to integrate Eastern and Western assessment strategies, maintain accurate client records, and develop integral communication and professional skills with a variety of clients.

Prerequisite: 100 Hours Bodywork Courses

Medical Qigong Intern Rounds Clinic

ECL 400 24 Hours

Students begin their medical qigong clinical training with intern rounds, where the instructor observes each treatment, and is available at all times to answer questions, make corrections, and suggestions. The instructor may demonstrate treatments at the beginning of the training session until students feel confident in treating. Students will perform the basic treatment protocol learned in medical qigong level 2, and apply any techniques and protocols learned in levels 3 and 4, followed by any pertinent exercises learned in level 1. Students will gain confidence in client interview, energetic assessment, and treatment, followed by the prescription of exercises specific to the client's energetic condition.

Prerequisite: Medical Qigong I & II, TCM Theory I & II, TCM Diagnosis/Lab

Medical Qigong Internship Clinic

ECL 610 48 - 104 Hours

Students continue their medical qigong clinical training with internship, where students treat their clients without the instructor's presence in the treatment room. Students begin treating in pairs, and then individually. The instructor will be on hand to answer any questions, provide guidance and suggestions. Students will perform the basic treatment protocol learned in medical qigong level 2, and apply any techniques and protocols learned in levels 3 and 4, followed by any pertinent exercises learned in level 1. Students will gain confidence in client interview, energetic assessment, and treatment, followed by the prescription of exercises specific to the client's energetic condition.

Prerequisite: Medical Qigong I & II, TCM Theory I & II, TCM Diagnosis/Lab

Elective Courses

Herbal First Aid Workshop

EEL 200 8 Hours

In this course, students gain insight into the herbal histories of China, India, American Indians, the Amazon, and the West. Students will be taught guiding principles of first aid herbology, with an emphasis on safety and dosage. First Aid scenarios will be covered, along with specific herbals and homeopathic remedies to address ailments including: frostbite, sunburn, dehydration, hypothermia, injury/wounds, insect bites, animal bites, snake bites, food poisoning, diarrhea, vomiting, allergic reactions, asthmatic attack, low blood sugar, shock, loss of consciousness, infection, and fever. Students will learn to make herbal preparations including: herb-infused oils, herbal salves, and herbal tinctures.

Prerequisite: None

Therapeutic Use of Essential Oils

EEL 210 8 Hours

This 2 day class will provide a comprehensive overview of the therapeutic use of botanical aromatics (Essential Oils). Students will have hands on experience on how to utilize these "Healing Allies" for personal self-care and for use within the treatment room with patients/clients. The History, Properties, Application, Common Usage, Extraction methods, Plant Constituents and relevant research in this field will be covered. Students will each receive a wide range of Samples of pure grade therapeutic Oils that will be taken home for personal use and exploration. There is a \$25 material fee for this class to cover these Samples. Students should bring a small jar of ground coffee beans to neutralize the olfactory system if need be.

Prerequisite: None

Korean Hand Therapy for Instant Pain Relief and Functional Problems

EEL 240 15 Hours

Korean Hand Therapy (KHT) is a complete energetic medicine system located on the hands. Each hand embodies a hologram of the entire body. The hands also reflect, like a mirror, the current condition of the body. If there is pain or dysfunction anywhere in the body, there will be corresponding points on the hands. Find the point, treat the points, and resolve the problem. This is a HANDS ON workshop teaching: - mapping the body on the hands - location of points for every bodily pain and problem - learn treatment methods and how to use devices to correct problems - much, much more.

Prerequisite: None

TCM & Weight Management

EEL 250 8 Hours

This course will cover topics on Weight Loss through theory and practice. The instructor will explain the process of weight management, syndromes, weight loss abdominal massage manipulation, and the approach of acupuncture to weight management for the whole body and local fat. There will be both demonstration and practice session with massage manipulation and acupuncture for two hours in the morning and afternoon. Additionally, ear points and nutrition will be explained in this class.

Prerequisite: None

TCM Skin Rejuvenation

EEL 260 8 Hours

This course will cover topics on how to maintain beautiful, nice and healthy skin

using food, herbs, acupuncture points and facial massage. Students will be first introduced to the relationship between health preservation and skin condition. This involves cultivating the mind by developing and maintaining a tranquil, optimistic and happy mental state. Students will learn to pay attention to their daily food intake, the relationships between food and skin condition, and how to adjust their diet accordingly for beautiful skin. Students also learn about the relationships between good skin and physical training and exercise. Secondly and most importantly, students will learn how to do TCM facial and rejuvenation by themselves and for others. Acupuncture points, facial massage, and different herbal and food masks will be taught in this class. Students will have the chance to practice on each other to master those techniques. Additionally, the key methods for skin daily care will be discussed during this lecture as well. The class topics include TCM Health Preservation with Skin, Introduce Beauty Herbs, Introduce Beauty Food, TCM Facial Beauty Manipulation, Demo and Practice: TCM Facial Techniques & Key Points of Daily Skin Care.

Prerequisite: None

TCM Qi from I-Ching Perspective

EEL 270 16 Hours

This two days course explores the definition of Tradition Chinese Medicine (TCM) qi from the perspective of Chinese classics, *I-Ching* and *Nei Jing*. We will first introduce the basic theory behind the *I-Ching* and explain the definition of TCM qi by giving supporting statements from the *Nei Jing* and examples of TCM qi. Applying the concepts of the trigrams (Ba Gua), we will explain the relationships between jing, qi shen and how they interact with each other based on *I-Ching* terminology. Using similar concepts with Four Images and Ba Gua, we will also compare and contrast Wei qi and Ying qi and examine how they relate to the five organs. Next, we will study how yin and yang of blood and qi affect the physiology of pulse and channels using examples of modern science. Finally, students will be taken on a journey to explore the Qi in Chinese Culture and its application to TCM. At the end of the class, students will be able to understand the basic meaning of I-Ching trigrams and their relationship with TCM through which the abstract meanings of TCM Qi can be defined, symbolized, and understood with the aid of the supportive statements from the *Nei Jing*.

Prerequisite: None

I-Ching: The Book of Change

EEL 280 16 Hours

This two days course introduces the application and cultural aspects of the Chinese classic, *I-Ching: Book of Change*. Students will be taken on a journey to explore the fundamentals of I-Ching, from a book of oracle to a compendium and a classic ancient text of cosmic principle that are infused into all aspects of the Chinese

culture; including medicine, arts, music, natural science, architecture, and many more. Specifically, we will explore how yin-yang and 4-image apply to the 12 channels meridian flow, and the connections of the 5-elements of those Channels to the Earlier Heaven BaGua arrangement. We will also use the He-Tu (River Map) Theory to explain why the “well” point in the 5 Shu-points is metal in the Yang Channels, but it is wood in the Yin Channels. In addition, we will explain how the Earthly Branches (Chinese clock), which represent by a hexagram, related to herbs, our body organs and the four directions (Ascending, Descending, Floating, Sinking). Finally, we will uncover the precipium of I-Ching and look at the philosophical, mathematical and image features of the I-Ching and how the educated Confucian elites in China interpreted the Book as guidance of their personal virtues. We will see how much I-Ching is integrated into our daily life.

Prerequisite: None

Medical Spanish

EEL 300 8 Hours

In this course, students learn basic and advanced Medical Spanish terminology, verb selection / conjugation, questioning, detailed intake (TCM, western), enabling effective and accurate communication with Spanish-speaking patients. Learn anatomy and the physical systems of the body, key pain terminology, and detailed terminology and common conditions for: headache, orthopedics / neurology, gynecology, digestion, cardiovascular, and respiratory. Class will be conducted primarily in English, and will include practice drills for students (time permitting). Hand-outs will be available. Students will be to purchase an audio-practice CD and TCM Medical Spanish reference handbook suitable for clinic.

Reiki I

EEL 400 8 Hours

In Reiki I, participants will be attuned to the Reiki energy and learn about Reiki principles, history, benefits and basic hand positions of Reiki. Upon completion, participants will be able to use Reiki for self treatment and for treating others.

Prerequisite: None

Reiki II

EEL 410 8 Hours

In Reiki II, participants learn three sacred symbols to strengthen the flow of Reiki energy, how to give distance sessions, facilitate mental clearing and affirmation, and apply Reiki to animals, plants and for energy release.

Prerequisite: Reiki I

Insight Meditation

EEL 450 4 Hours

Insight Meditation is the art of being present, paying attention and learning to see things clearly as they really are. In this class, student begin by focusing on the breath; then move to the body doing a body scan to help our awareness of the body; then focusing on emotions and, finally working with our thoughts and the thinking process. Student will learn to focus and concentrate on the breath for brief periods, become familiar with the wandering mind or “monkey mind”, and learn how to be with emotions without either grasping or resisting and pushing them away.

Prerequisite: None

Medical Qigong Retreat to Qingcheng Mountain, China

EMQ 700 32 Hours

Our medical qigong instructor will lead a group of adventurers to Qingcheng Mountain, a magical place where both the inner and outer journey initiates powerful transformation and change. Joyful exploration of inner alchemy practices, along with the splendid beauty of luscious mountain terrain will carry each participant to new heights and depths of self awareness and inner alignment with pure positive Source energy. Qingcheng Mountain is one of the sacred mountains of China, a cradle of Daoist philosophy and cultivation. Special opportunity to cultivate and reflect in this environment will provide the perfect backdrop for a deep and joyous journey into the heart of Daoist practices, and our own inner alignment with source energy.

Prerequisite: All are welcome. Prior experience with qigong is highly beneficial.

Admissions

Five Branches University seeks highly motivated applicants who wish to enhance their professional development, careers, and practice in Asian bodywork and Qigong.

Five Branches University's Extension Program certificate programs and seminars are open to anyone interested in learning about Asian bodywork and Qigong with a minimum education requirement of a high school diploma or GED.

Certificate Seeking Applicants

Five Branches University's Extension Program certificates, seminars, and classes are open to anyone with at least a high school diploma or GED who is interested in learning about healing through Asian bodywork and qigong.

Prospective students who seek enrollment in Certificate Programs are requested to submit application materials listed in the application checklist. Certificate seeking applicants are reviewed and accepted or rejected on an ongoing basis, with preference given to early applications. We request that applications be received at least a month before the program(s) start date(s) to allow for processing time. Applications received on or before the first due date will be reviewed first and given priority. Entering classes are formed twice a year.

Recommended application due dates are:

Fall entrance:

- 1st due date: July 1st
- 2nd due date: August 1st

Spring/Summer entrance:

- 1st due date: November 15th
- 2nd due date: December 15th

To apply, an applicant must complete the following application checklist:

- Complete the application form and submit with:
 - Statement of purpose
 - \$25 non-refundable application fee
 - Resume
 - One letter of reference sent directly to the Admissions Office
 - Copy of your high school diploma or GED certificate.
 - Transcripts sent from the college(s)/university(ies) you have attended are only necessary if you wish to be granted transfer credit for equivalent

courses already taken, in lieu of coursework in the extension curriculum.

Part-time Students

Students who cannot commit to the full-time Extension Program and plan to complete the program in more than program time are considered part-time students. Part-time students must complete the program within 150% the normal time and meet with the program advisor to plan their program of study (i.e. if full time completion is 2 years, part time students must complete the program in 3 years).

Non-Certificate Seeking Applicants

Students may register for an individual course or seminar. Courses and seminars may also be taken by certified practitioners for continuing education, or as electives by students in other certificate programs. Seminars are taught throughout the year by respected experts in the fields of Asian bodywork and Qigong. Classes taken within the Seminar Series can be applied as electives to the Asian Bodywork Therapist, Asian Bodywork Clinician, and Medical Qigong Therapist certificates. This allows students to specialize in a bodywork style of interest.

Non-certificate seeking applications are only required to complete the Enrollment Agreement form and submit it with the tuition for each course. The additional materials requested in the checklist are not required.

English Language Requirements

Program Languages Offered

Five Branches University's Extension Program certificates are taught in three languages: English, Chinese, and Korean.

Required Language Proficiencies

Non-native English speakers are encouraged to enroll in Chinese or Korean language certificate programs, if applicable to their native language. Applicants for the English language certificate programs must be comfortable reading, writing, and speaking English. Though no TOEFL score is required, proof of high school diploma or GED in the United States is sufficient verification of English mastery.

Program Enrollment Agreements and Information Guides

Enrollment agreements and program information guides shall be written in language that is easily understood. If English is not the student's primary language, and the student is unable to understand the terms and conditions of the enrollment agreement, the student shall have the right to obtain a clear explanation of the terms and conditions and all cancellation and refund policies in his or her primary language.

Advanced Study Abroad Program Applicants

Five Branches University's Extension Programs allow students to continue training in Asian bodywork where these modalities originated and are commonly practiced. This is a unique, once-in-a-lifetime opportunity to study directly with teachers who are distinguished authorities in Asian bodywork and Qigong outside the United States. After completion of the 500-hour or 650-hour Asian bodywork program, students may participate in study-abroad programs. Study and practice in China, Thailand and Japan puts students into direct contact with the ancient roots of Asian bodywork and Qigong.

Transfer Credit

Limited transfer credit may be awarded for coursework from an accredited institution that supports the Extension Program's objectives and meets the standards for completion of the Extension Program. No more than one-third of the credits for the Extension Program may be transferred. Transfer credit is subject to 15% of the current Extension Program tuition charge per transferred course.

Transfer credit applies only to course work taken prior to enrollment at the University, within the last seven years. No credit is awarded for life or work experience, challenge examinations or achievement tests, or courses in which a grade of less than C was earned. Courses are evaluated for transfer and credit awarded prior to the start of a Student's first term of enrollment.

If courses completed prior to enrollment were not evaluated or credit not awarded prior to the start of the first term, the Student may complete a Transfer Credit Request form and submit it, along with all official/pertinent documentation, to the Extension Program Director for evaluation. The Director, in coordination with the appropriate department faculty member, will make the determination as to whether to award transfer credit. If credit is not awarded, a written appeal of the decision may be made to the Academic Dean, whose decision on the matter is final.

Five Branches University does not currently have any articulation or transfer agreements with any colleges or University.

Questions regarding transfer credit should be referred to the Extension Program Director

Questions

Please call the Extension Admissions Directors for more information and to schedule a campus tour:

- In San Jose - Sumedha Goh, (408) 260-0208
Email sjextension@fivebranches.edu
- In Santa Cruz - Ali Polk, (831) 476-9424
Email scextension@fivebranches.edu

Becoming Licensed

Massage Licensure

Students who complete the Asian Bodywork Certification(s) through our Extension Programs are eligible for California licensure as a Certified Massage Practitioner or Certified Massage Therapist through the California Massage Therapy Council, and may be eligible for State or National licensure depending on applicable law. Regulations and requirements may vary in each state (see section on National Massage Licensure below).

California Massage Licensure

Voluntary certification is available for students wishing to practice massage in California. Students may obtain one of two levels of licensure in California: Certified Massage Practitioner (CMP) and Certified Massage Therapist (CMT). All program required coursework must be successfully completed to be eligible to apply for licensing in California. All accounts with the administration, clinic, and library must be clear. Students must notify the administration of their intention to apply for a massage license, allowing adequate time for processing of paperwork to the California Massage Therapy Council.

For the latest information about California Massage licensing in California contact:

California Massage Therapy Council

One Capitol Mall, Suite 320
Sacramento, CA 95814

Phone: (916) 669-5336

Fax: (916) 669-5337

Email: acupuncture@dca.ca.gov

<https://www.camtc.org/>

National Licensure

Depending on your area of interest, expertise and the requirements of your individual state, you may need to take the MBLEx (Massage & Bodywork Licensing Examination), NCETM (National Certification Examination for Therapeutic Massage), or NCETMB (National Certification Examination for Therapeutic Massage & Bodywork). At least one of these exams--plus any additional state exams or requirements--may be used to become a licensed massage therapist.

For the latest information concerning national exams, contact:

MBLEx

Federation of State Massage Therapy Boards

Massage & Bodywork Licensing Exam Office

150 4th Avenue North, Suite 800, Nashville, TN 37219

Phone: 866.962.3926

Email: mblex@fsmtb.org

<https://www.fsmtb.org/content/?id=60>

NCETCM & NCETMB

National Certification Board for Therapeutic Massage & Bodywork (NCBTMB)

1901 South Meyers Road, Suite 240

Oakbrook Terrace, IL 60181

<http://www.ncbtmb.org/licensure/licensing>

Additional Licensure Information

For additional information on state licensure requirements and contact information for the regulatory agency for massage and bodywork located in each state go to:

<http://www.massagetherapy.com/content/careers/MTreg.pdf>.

Certificates may not be recognized for some employment positions, including, but not limited to, positions with the State of California.

Medical Qigong Licensure

The practice of Medical Qigong is not regulated within the United States. Our students are encouraged to check their applicable State regulations on the practice of any health profession, including laws on diagnosing and treating patients.

Tuition, Fees and Financial Aid - 2014

Asian Bodywork Certifications

LEVEL I 250 hour Asian Bodywork Practitioner \$3,000	LEVEL II 500 hour Asian Bodywork Therapist \$6,000	LEVEL III 650 hour Asian Bodywork Clinician \$7,800	Specialized Certificate 150 hour Acupressure Tuina \$2,250	Specialized Certificate 100 hour Five Element Acupressure \$1,500	Specialized Certificate 250 hour TCM Tuina Technician \$3,000
---	---	--	---	--	--

Energetics Certifications

LEVEL I 64 hour Medical Qigong Self-Cultivation \$1140	LEVEL II 650 hour Medical Qigong Therapist (MQT) \$10,600
---	--

Applicable Program Fees:

APPLICATION FEE (\$25)
STUDENT TUITION RECOVERY FUND (.0005 X Tuition Subtotal)
MAKE-UP EXAM (QUIZ \$25, MIDTERM \$50, FINAL \$75)
OFFICIAL TRANSCRIPT (\$10)
TRANSFER CREDIT (.15 X COURSE TUITION)

*Tuition does not include the cost of books or additional fees. Required books are estimated to cost approximately \$100. Elective courses are not included in the total cost of program tuition. All institutional fees are non-refundable.

Tuition Payment

Registration takes place on an ongoing basis: in November for the Spring and Summer terms, and in April for the Fall semester. Students pay for the total number of units they register for each semester, which is due in full two weeks prior to the beginning of the semester. For entering students, tuition is due at registration. Tuition and fees for international students are the same as for U.S. citizens and residents. Five Branches University reserves the right to change tuition and fees as necessary.

If you are unable to pay in full at registration, an extended payment plan can be arranged whereby 50% of tuition costs are due two weeks prior to the start of the semester, with the balance due six weeks into the semester.

State and Federal Financial Aid

Title IV funding is not available for the Extension Programs at Five Branches University, as Federal financial aid is not available for non-accredited programs.

Other Sources of Financial Aid

Students seeking tuition assistance for Five Branches University's Extension Programs may be eligible to participate in one or more programs offered through the State of California. Please refer to the following for more information:

Workforce Investment Act

(http://www.edd.ca.gov/jobs_and_training/Workforce_Investment_Act.htm)

Department of Rehabilitation

(<http://www.rehab.cahwnet.gov/>)

If a student chooses to obtain a private loan outside of Five Branches University to pay for an educational program, that student will have to repay the full amount of the loan according to the policies set by the lender.

Institutional Financial Status (BPPE Requirement)

Five Branches University does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition for bankruptcy within the preceding five years, nor has a petition in bankruptcy been filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy code

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

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

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

Payment Options

For students entering individual courses and/or a seminar series of classes, tuition is due in full at the time of registration. For students entering full certificate programs, students may pay in full at the time of registration or enroll in one of two flexible payment options available for students unable to pay in full at the time of registration. Students entering full certificate programs may either pay in up to four (4) payment installments in a 16 week period, or pay at the start of each course enrolled in for completion of the certificate program.

When registering, state law requires that all students sign a contract that protects their rights and specifies the enrollment and financial agreement with Five Branches University.

Academic Policies and Student Rights

Professionalism

The Five Branches Handbook and Clinic Manual contain specific regulations regarding professionalism in the University and clinic. Students need to maintain appropriate professional standards and appearance. Violations of professionalism may result in disciplinary action, including counseling from the advisor, academic probation, temporary academic suspension pending corrective action, and final termination from the program.

Academic and Clinical Course Attendance

Extension students are required to attend all scheduled classes, and are required to take all Examinations on the dates they are scheduled, including the clinical training in the program. If a student must miss a class due to an emergency situation, the student is responsible for obtaining all information for the missed class and must meet with the instructor to arrange make-up assignments.

If circumstances occur that cause absences of up to 12% of a course (i.e. 2 hours of a 16 hour course), the Student is responsible to meet with the instructor to determine if a makeup assignment will be required due to the absences.

Missing 18% or more of a course (i.e. 3 hours of a 16 hour course) will require that the student must retake the course in order to receive full credit. When missing 18% or more of a course, makeup work is not allowed to cover the lost time, nor may the lost time be made up in the next term.

Please note that instructors may have their own attendance policies that are stricter than the University policy.

Lateness

Arriving late for course meetings or clinical training, returning late from a break or leaving early is disruptive for classmates and instructors. Please arrive on time for academic and clinical courses and return from breaks in a timely manner.

Attendance is recorded as hours present in class. Three late arrivals will be counted as one absence. Frequent tardiness and/or continued absences that interfere with a Student's academic work are grounds for review by the Extension Administration.

Class Breaks

The schedule of class breaks is subject to the discretion of the instructor, with 5 minutes of break accrued per hour.

Grading System and Assessment Method

Grades are an assessment of student progress relative to achieving the educational goals and objectives listed in course syllabi and in accordance with the policies of the University. Five Branches University uses the letter grading system (A, B, C, F) for all didactic courses and the grades of credit/no credit (CR/NC) for all bodywork and clinic hours. The methods of assessing a student's academic achievement include: 1) written quizzes and exams, 2) participation and attendance in class and clinic, and 3) homework projects.

Letter Grades

Letter grades (A,B,C,F) are given for all courses except clinic courses. These grades correspond to grade points and are calculated into the Student's grade point average (GPA). Should a Student wish to receive credit for a course in which a grade of F was received, the Student must repeat the course. Should a Student receive a grade of F in a course that is a prerequisite for another course, the Student must repeat the course with a passing grade prior to enrollment in the course for which it is a prerequisite.

A failed course can only be repeated once. Once the course is completed with a passing grade the F grade will no longer calculate into the GPA.

An instructor may choose to give + and - grades for courses. However, such grade notations will not affect the GPA calculation.

Grade	Grade Points
A	4.0
B	3.0
C	2.0
F	0.0

Credit/No Credit

Credit/No Credit (CR, NC) grades apply to clinic courses only, with attendance and written instructor evaluation serving as the primary means of assessing Student performance. These grades have no corresponding grade points and are not calculated into the Student's GPA.

When a grade of NC is received, no clinical hours are awarded for the course.

Grade	Explanation
CR	Credit
NC	No Credit

Other Grade Notations

These grades have no corresponding grade points and are not calculated into the Student's GPA.

Audit

Audit (AUD) is given as a grade only when a non-clinic course previously taken and passed by a Student is being repeated for no units/hours of credit.

Transfer Credit

Transfer Credit courses are awarded the letter grade that was received from the transferring institution.

In Progress

In Progress (IP) signifies current enrollment in courses in an ongoing term.

Withdrawn

Students who drop a course when less than 80% of the course remains will receive a grade of W (withdraw) for didactic courses, and a grade of NC (no credit) for practical and clinical courses.

Incomplete

Incomplete (I) signifies that a portion of the required work for an academic course has not been completed.

Should a Student wish to receive credit for a course in which an incomplete grade (I) has been converted to an F, the Student must repeat the course. A failed course can only be repeated once.

Once the course is completed with a passing grade the F grade will no longer calculate into the GPA.

Grade	Explanation
AUD	Audit
TC	Transfer Credit Letter Grade
IP	In Progress
W	Withdrawn
I	Incomplete

Academic Probation and Dismissal

Extension students must maintain a Semester GPA of 2.50 or better to be in good academic standing. If they do not meet these requirements, students are placed on academic probation. Failure to achieve good academic standing in the following 6-month period results in academic suspension. The Extension advisor supervises this process. Extension students who do not maintain good academic standing are required to meet with the Extension advisor and devise a plan to improve academic performance.

Academic Probation

Students who are placed on Probationary status will be notified of this action by letter. The reason for Academic Probation will be explained in the letter. Students who fail to meet their Warning term requirement(s) by the end of the Warning term, will be placed on Academic Probation for the ensuing term. Students must successfully appeal the Probation in order to enroll for future courses. Students are placed on Academic Probation for a period no longer than two (2) terms. Failure to return to good academic and/or professional standing will result in dismissal from the program.

Appeals

- Appeals must be made in writing to the Extension Program Director.
- An appeal must describe any extenuating or mitigating circumstances that prevented compliance with the Progress Policy (i.e. death of a relative, an injury or illness)

- An appeal must explain what has since changed in the student's situation and the precise steps (Academic Plan) the student will take or is taking to gain good academic standing.
- The Extension Program Director is responsible for reviewing and approving appeals. An approved appeal by the Extension Program Director restores enrollment status to the student during the Probationary term. The Extension Program Director may require a meeting and/or further developed Academic Plan to ensure satisfactory academic progress requirements are met by a specific term. An Academic Plan is an agreement between the student and University. Any changes to an agreed upon Academic Plan must be made by an additional appeal.

Academic Dismissal

Academic dismissal is termination of enrollment at the University for continued failure to meet academic or professional standards.

Failure to comply with the requirements set forth by the Academic Policy for remediation of a Probationary status will result in Academic Dismissal. Students may appeal this action through the appeal process outlined above. Students whose Probationary or Dismissal appeals are denied by the Extension Program Director are not eligible to enroll at the University. An appeal denied by the Extension Program Director may be appealed to the President; decisions made by this Office are final.

Re-Application after Academic Dismissal

The University will not consider applications from Students who have had their enrollment terminated at the University through academic dismissal for at least one year. A dismissed Student who wishes to re-apply for admittance will be required to submit a new application, statement of purpose, application fee, letters of recommendation and transcripts. Upon returning the Student will be required to complete the program of study that is in place in the term in which they return. All re-admission is subject to approval.

Time Limit for Certificate Completion

Each level of certification in the Extension Program must be completed within two years. After completion of one level of certification, students may return for a higher level of certification and apply the cumulative hours of the previous level within seven years. After seven years, the coursework is considered outdated and must be repeated in order to apply it towards the next level of certification.

Leave of Absence

Students may take a leave of absence due to extenuating circumstances in their lives. Students need to meet with the Extension Program Director to coordinate

their leave of absence, and planned return to complete their program.

Withdrawal From The Program

Withdrawal from the program requires written notice on a Withdrawal form and submitted to the Extension Program Director.

Re-Admission after Withdrawal

There are requirements for re-enrollment at Five Branches University after having withdrawn from the program. The Student will be required to submit a letter to the Extension Program Director stating the request to re-enroll. The Student may be required to complete a new application for admission. If returning after an absence of one year or more, upon returning the Student will be required to complete the program of study that is in place in the term in which they return. All re-admission is subject to approval.

Re-Admission after Withdrawal on Academic Probation

Students who have withdrawn from their studies before the end of a term in which they are on Academic Probation are automatically subject to Academic Dismissal and will need to meet with the Extension Program Director to verify his/her academic standing and to work out an academic plan for completion of the program prior to re-entry. The Student will be required to submit a letter to the Extension Program Director stating the request to re-enroll. The Student may be required to complete a new application for admission and will be applying for the program of study that is currently in place. All re-admission is subject to approval.

Notice Concerning Transferability of Credits and Credentials Earned at Five Branches University

The transferability of credits you earn at Five Branches University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Extension Program certificate(s) you earn in Five Branches University is also at the complete discretion of the institution to which you may seek to transfer. If the Extension Program certificate(s) that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your 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 Five Branches University to determine if your Extension Program certificate(s) will transfer.

Student Rights yo Cancel

Program Withdrawal

ENROLLMENT CANCELLATION – FULL REFUND

Students have the right to cancel their contract for enrollment at Five Branches University and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment. To do so they must obtain a Withdrawal form from the Extension Office. If they are unable to do so, a letter, e-mail or fax addressed to the Extension Director with the Student's signature stating your cancellation of enrollment will be accepted.

If enrollment is canceled by the stipulated deadline, the University will refund the student any tuition monies paid, less a registration or administration fee not to exceed \$250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

Withdrawal form and letter of resignation should be sent to: Five Branches University, Attn: Extension, 200 Seventh Avenue, Santa Cruz, CA 95062. Fax [\(831\) 476-8928](tel:831476-8928).

ENROLLMENT CANCELLATION – PRO-RATED REFUND

A Student wishing to terminate enrollment must state this in writing on a Withdrawal Form to the Extension Director. The effective date of cancellation is the date postmarked or turned in to the Director. Students who cancel enrollment after classes have begun will be given tuition refunds that are prorated according to the percentage of the class time remaining in all courses in which the Student was registered.

Students may withdraw after instruction has started and receive a prorated refund for the unused portion of the tuition and other refundable charges if the Student has completed 60% or less of the enrollment period. For example, if the Student completes only 150 hours of a 250-hour certificate program and paid \$3000 tuition, the Student would receive a refund of \$1200.00 for the 100 hours of class time not attended.

$\$3000 \text{ paid} \times 100 \text{ hours not attended} / 250 \text{ hours total} = \$1,200.00 \text{ Refund}$

If the University cancels or discontinues a course or educational program, the school will make a full refund of all charges.

Course Withdrawal

CHANGE IN ENROLLMENT STATUS – DROPPED COURSE(S)

In order to receive a full refund, Students must cancel their registration for a course one week prior to the course start date. Courses dropped after this date will receive

a 50% refund. Students who do not drop or do not show up for a registered course will be charged the full course registration fee.

If the University cancels or discontinues a course, the school will make a full refund of all charges. Credited amounts can either be applied to the following term's tuition, or refunded upon request.

Non-discrimination Policy

Five Branches University is an equal opportunity institution and does not discriminate on the basis of age, race, color, religion, national origin, ethnicity, gender, or sexual orientation. The University abides by Title II of the Americans with Disabilities Act, which prohibits discrimination against any “qualified individual with a disability.”

Graduation and Granting of Certificates

Extension Program students are eligible for certification after satisfactory completion of all didactic and clinical coursework within each level of certification.

Records Maintenance

The University maintains all records required by the California Reform Act at its primary administrative location for at least 20 years.

Grievance Procedure

Students who have complaints concerning administrative or academic policy may submit the grievance in writing to the Extension Program Director. The Director will review the complaint and gather all relevant information prior to making a decision.

If the complainant is dissatisfied with the decision of the Director, s/he may submit a written appeal with all relevant documentation to the Academic Dean and the President. Following this, the matter may be given to the Board of Directors for further review. The Board will then make one of two determinations: (1) The issue is not appropriate for the Board to consider, in which case, the decision of the Director is final, or (2) the Board may decide to consider the grievance, confirming or overturning the decision of the Director. In either case, the decision of the Board of Directors will be final.

If the complainant has made full recourse of the University's grievance process, including the Board of Directors, and believes that the University did not address and assist with their complaint, a student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website www.bppe.ca.gov.

Contact Us

University Administration

Presidency

Ron Zaidman, President and CEO (831) 476-9424, ext 38
president@fivebranches.edu

Academic Affairs

Joanna Zhao, Academic Dean and Clinic Director (831) 476-9424, ext 42
dean@fivebranches.edu

University Health Centers

Santa Cruz Health Center
(831) 476-8211 clinic@fivebranches.edu

San Jose Health Center
(408) 260-0208 sjclinic@fivebranches.edu

Extension Program Administration

www.fivebranches.edu

San Jose Extension Administration

Five Branches University
3031 Tisch Way, Ste 309
San Jose, CA 95128

Sumedha Goh, Extension Program
Director

sjextension@fivebranches.edu

Tel (408) 260-0208

Fax (408) 261-3166

Santa Cruz Extension Administration

Five Branches University
200 7th Avenue
Santa Cruz, CA 95060

Ali Polk, Extension Program Co-
Manager

scextension@fivebranches.edu

Tel (831) 476-9424

Fax (831) 476-8928

Catalog Policies

This Extension Catalog was published in January 1, 2014, is valid through December 1, 2014, and is subject to change without notice.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or P.O. Box 980818, West Sacramento, CA 95798-0818, Tel (916) 431-6959 or (888) 370-7589 • Fax (916) 263-1897 • Web Address www.bppe.ca.gov.