

灸药疗推拿功  
针中食推气

# Doctor of Acupuncture and Oriental Medicine



中醫之寶  
學無止境

Traditional Chinese  
Medicine Treasure

Endless Learning  
Without Boundaries

C A T A L O G 2 0 2 1



**FIVE  
BRANCHES  
UNIVERSITY**

Graduate School of Traditional Chinese Medicine

[www.fivebranches.edu](http://www.fivebranches.edu)

## Welcome

Five Branches University launched its postgraduate Doctor of Acupuncture and Oriental Medicine (DAOM) program in September 2006, and its Chinese DAOM program in October 2008. Since its inception, we have enrolled over 400 doctoral students. During this time, the significant contributions of faculty, staff and students have allowed us to realize our vision: enriching the practice of TCM through lively, thought-provoking, in-depth training with masters from Asia, the U.S. and Europe.

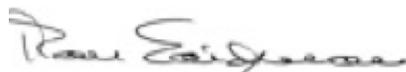
The DAOM is the highest level terminal degree in America. The program is designed to bring your TCM practice to the highest level. Expert TCM practitioners, clinical specialists and Western MD's present a stimulating and rigorous curriculum. Through extensive clinical training, exposure to research, and in-depth-instruction in a specialty of your choice you can bring your knowledge, skills and practice to a new level of expertise. Hospitals such as Kaiser Permanente and Highland Hospital, research centers such as NIH, and universities such as Stanford, already recognize and seek DAOM graduates.

We believe that Traditional Chinese Medicine will continue to play a growing and central role in healthcare and integrative medicine. Already, the U.S. Army the NIH and hospitals require the postgraduate DAOM. Our goal is to serve and we are devoted to the transmission of this profound body of knowledge to practitioners and patients throughout the US and internationally.

We invite you to visit our beautiful San Jose campus in the center of Silicon Valley to preview this exceptional program, and to take our courses online. In a personal preview or information session you will have the opportunity to evaluate the program curriculum first-hand and discern its potential impact on your current practice. Meanwhile, visit our website at [www.fivebranches.edu](http://www.fivebranches.edu) to download the DAOM catalog and application for admission, or call us directly to request a printed catalog. Our admissions staff is available to answer your questions and to arrange a personal tour.

Thank you for your interest in the Five Branches University postgraduate Doctor of Acupuncture and Oriental Medicine (DAOM) program.

Sincerely,



Ron Zaidman President & CEO

# Table of Contents

<b>Welcome</b>	<b>1</b>
<b>Table of Contents</b>	<b>2</b>
<b>DAOM Program Highlights</b>	<b>3</b>
<b>The University</b>	<b>5</b>
<b>Silicon Valley</b>	<b>11</b>
<b>Student Services</b>	<b>15</b>
<b>Board of Directors</b>	<b>17</b>
<b>Administration</b>	<b>17</b>
<b>University Health Centers</b>	<b>17</b>
<b>Faculty</b>	<b>18</b>
<b>DAOM Program</b>	<b>25</b>
<b>Mission and Purpose</b>	<b>27</b>
<b>Program Learning Outcomes (Educational Objectives)</b>	<b>27</b>
<b>DAOM Program Overview</b>	<b>28</b>
<b>Academic Calendar</b>	<b>30</b>
<b>DAOM Program Course Descriptions</b>	<b>30</b>
<b>Admissions</b>	<b>44</b>
<b>Financial Aid</b>	<b>52</b>
<b>Tuition and Fees</b>	<b>58</b>
<b>Academic Policies</b>	<b>63</b>
<b>Contact Us:</b>	<b>68</b>
<b>Publication Information</b>	<b>68</b>

# DAOM Program Highlights

## A Modern Integrative Medical Curriculum

Our modern integrative medical curriculum bridges the gap between TCM and biomedicine approaches, promoting cross-referrals and inter-disciplinary medicine. The program covers both the TCM and Western medicine perspective of a core TCM practice and each medical subspecialty of family medicine.

## Clinical Training with TCM and Western Medicine Experts

Receive extensive clinical training from renowned senior TCM practitioners and biomedicine experts from China, the U.S., and Europe in the following clinic environments: the Five Branches health centers, local community clinics and hospitals, and major hospitals affiliated with our sister colleges in China.

## Medical Specialization

The DAOM curriculum emphasizes advanced clinical TCM with broad exposure to family medicine (the core of a LAc.'s practice) and the option to specialize in:

- Chinese Medical Psychology and Trauma
- Neuromuscular Medicine and Pain Management
- Women's Health and Endocrinology
- Tibetan Medicine
- Auricular Medicine

## Earn a Ph.D. in China

Upon completion of the program, you will be awarded a Doctor of Acupuncture and Oriental Medicine degree by Five Branches University. With an additional year of study, partially in China, you may earn a Ph.D. degree awarded by one of our sister colleges: Zhejiang Chinese Medical University, Tianjin University of Traditional Chinese Medicine, Fujian University of Traditional Chinese Medicine and Liaoning University of Traditional Chinese Medicine. The Ph.D. degree is acknowledged by foreign credentials review agencies as equivalent to a Ph.D. in the U.S.

## Research and Capstone Project

Learn how to assess evidence-based medicine, review new trends in TCM research and enhance your TCM scientific thinking skills. The capstone, an extensive research project in the final phase of the program, will allow you to demonstrate mastery in formal presentation, clinical evaluation and practice, and research capability. The capstone project, focused on your chosen field of specialization, will require quantitative and qualitative analyses as well as inductive and deductive research methods.

## **Meets California and National CEU Requirements**

Almost all DAOM courses offered throughout the program fulfill both California and national CEU requirements.

## **Flexible 4-Day Module Designed For Working Professionals**

The two-year 56.8-unit / 1280-hour DAOM program is presented in monthly hybrid modular format of three to four-day weekend intensives. The program is 49% online with classes meeting in person every other month. This hybrid didactic schedule and flexible clinical training schedule, allows you to earn a doctorate degree in as little as 24 months while maintaining your private practice.

## **Trimester Admissions**

Applications for admission are reviewed throughout the year. New entering students are accepted on a trimester basis, in September, January, and May.

## **Federal Financial Aid Available**

Five Branches University is an accredited institution of higher education approved to participate in federal financial aid programs. Our financial aid programs can assist you with the financial costs of a DAOM education, including tuition, fees, books, supplies, and the cost to attend the program 3–4 days each month. Students who are enrolled in the DAOM program for a minimum of three units each trimester are eligible for in-school deferment for their Federal Stafford Loans or Consolidated Federal Loans.

## **Distance Education**

The University offers 49% of the DAOM courses online. The online courses, designed by professional instructional designers, provide students the convenience of studying from home and not having to travel to campus. The University's distance education program is approved by its accreditor, ACAOM.

For distance education courses, the institute will provide students evaluation of their submitted assignments within two weeks.

# The University

## Two Campuses

Five Branches University opened its first campus and health center in Santa Cruz, California in 1984, offering Traditional Chinese Medicine education and healthcare to the residents of this thriving, coastal Northern California town. In 2005, our main objective for opening the San Jose campus, located in the heart of Silicon Valley, was twofold: to provide the best of Traditional Chinese Medicine education and healthcare to this growing high-tech area; and to have a campus located in close vicinity to important university medical programs and hospitals such as Stanford Medical School and Kaiser Hospital.

## Eight Programs

Five Branches University offers five degree programs, two extension programs and a completion program related to Traditional Chinese and Integrative Medicine at its two California campuses. The majority of the classes and clinical trainings of the programs are held at the two campuses except clinical externships that are offered locally and in Asia, and the completion program which is offered fully online.

### Santa Cruz Campus Programs

- Dual-Degree Doctor and Master of Traditional Chinese Medicine
- Master of Traditional Chinese Medicine
- Dual-Degree Doctor and Master of Acupuncture
- Master of Acupuncture
- DTCM/DAC Bridge Program (completion track for LAc's with a Master's degree)
- Asian Bodywork and Qigong (Extension)
- Medical Qigong Practitioner (Extension)

### San Jose Campus Programs

- Dual-Degree Doctor and Master of Traditional Chinese Medicine (English and Bilingual)
- Master of Traditional Chinese Medicine (English and Bilingual)
- Dual-Degree Doctor and Master of Acupuncture (English and Bilingual)
- Master of Acupuncture (English and Bilingual)
- DTCM/DAC Bridge Program (English and Bilingual) (completion track for LAc's with a Master's degree)
- Postgraduate Doctor of Acupuncture and Oriental Medicine (English and Chinese)
- Asian Bodywork and Qigong (Extension)
- Medical Qigong Practitioner (Extension)

This catalog describes the Postgraduate Doctor of Acupuncture and Oriental Medicine

(DAOM) program. Separate publications describe the Graduate Doctor and Master of Traditional Chinese Medicine and Graduate Doctor and Master of Acupuncture degrees, and the two Extension programs.

## **Mission and Purpose**

Five Branches University, a Graduate School of Traditional Chinese Medicine, is dedicated to educating students to become exceptional practitioners, educators and researchers.

Five Branches University is dedicated to:

- Provide the highest level of professional education in Traditional Chinese Medicine and integrative medicine in the U.S. and internationally.
- Develop highly skilled TCM clinical practitioners, educators and researchers.
- Advance the practice of TCM as an independent medical modality through clinical practice, education and research.
- Encourage professional collaboration among TCM practitioners, faculty, patients, and other medical providers to transform the worldview of healthcare; to recognize TCM as a significant component of world medicine.
- Support an international and diverse cultural community by offering our programs in three languages, and providing students the opportunity to study abroad.
- Foster a professional environment for faculty, staff and students to promote academic excellence as well as personal growth and development.
- Provide exceptional TCM and integrative medicine patient care to the community through the Five Branches University health centers
- Educate the general public about the significant benefits of TCM healthcare through continuing education programs and community lectures.

## **Vision and Values**

Over the next 30 years, Five Branches University will evolve into an international university, teaching high-level TCM education in English and Chinese, and offering TCM healthcare in an integrative medicine environment throughout the U.S. and worldwide.

TCM philosophy views medicine as a compassionate response to human suffering. We will embrace this philosophy by encouraging supportive and humanistic academic and healthcare environments. We will support equality and oppose discriminations in any form including race, color, gender, sexual orientation or ethnicity. Our faculty members will be chosen based not only on academic excellence but also on the passion they emanate while teaching and mentoring students. Our students will be chosen for academic competence as well as their compassion and commitment to serve others.

Four trends will influence our vision over the next 30 years:

An increasing number of patients will continue to seek highly qualified TCM practitioners as primary healthcare providers. TCM schools will continue to improve their programs to provide highly skilled TCM clinical practitioners to meet this growing demand.

TCM universities in China and medical experts in the U.S. will continue to collaborate and share their expertise in TCM and Western medicine, a vital component for the advanced development of TCM doctoral programs and research.

Scientists, researchers and medical institutions will continue to research the depth and efficacy of TCM, resulting in greater acceptance of Chinese medicine among medical professionals and medical schools in the U.S.

A greater demand for integrative healthcare will evolve as healthcare professionals join together to address the population's full health needs by educating one another about their work and collaborating to provide effective treatment, prevent disease and promote optimal well-being for patients. We will continue to work to achieve equal recognition and compensation for TCM services in the health care profession.

### **Center for International Medicine and Education**

After eighteen years of educational and medical relations with China, Five Branches University formally established its Center for International Medicine and Education. With a mission to promote cultural and professional exchange, the Center brings experts and students from the U.S. and China together to participate in international conferences and programs in Traditional Chinese Medicine (TCM), integrative medicine, medical administration, and language.

The Center's most continuous activity is its Study Abroad program which offers Five Branches students and TCM practitioners the opportunity to travel to Asia to receive specialized TCM and integrative medicine training in an affiliated hospital and out-patient center at one of our five sister schools in China, Taiwan or Korea: Zhejiang Chinese Medical University, Liaoning University of TCM, Tianjin University of TCM, China Medical University, and Daejeon University. After training in the hospital, many participants make time to travel throughout China and Asia.

In April 2004, the Center for International Medicine and Education, in partnership with Zhejiang Chinese Medical University, hosted their first international conference, *Treating Difficult Cases with Integrated Medicine*. Six representatives from Five Branches University, including eminent doctors of both Western and Traditional Chinese Medicine, traveled to Hangzhou, China to present three research papers on TCM and integrative medicine.

The Center invited leading doctors from Stanford University and the University of California, San Francisco to attend the conference, along with other medical professionals from Europe and China.

Also in 2004, the Center, along with the Director of the Center for Education in Family and Community Medicine at Stanford University, organized a series of seminars on modern hospital administration. The seminars were presented to leaders of hospitals in Foshan, Chongqing and Shantou, China.

In Fall of 2008, Five Branches inaugurated two specialized medical centers: a Diabetes Center with Dr. Gan Ma of the Zhejiang Chinese Medical University Diabetes Center, and a Head Acupuncture Institute with Dr. Shunfa Jiao, the developer of Head Acupuncture in China.

In 2012, Five Branches, in partnership with Dr. Shi Xuemin, inaugurated the new Stroke and Rehabilitation Center at both of our campuses in Santa Cruz and San Jose, California.

From 2008 through 2014, the Center invited several renowned practitioners from China to teach in the Doctoral program and practice at the Five Branches health centers.

## History of Five Branches

Five Branches University was founded on an auspicious day: February 4, 1984, on Chinese New Year in the Year of the Mouse, at the beginning of a 60-year cycle. We had one classroom, a clinic with three treatment rooms, five teachers, 18 dedicated students, one patient a day, and one typewriter. Today we have two campuses, 14 classrooms, 38 treatment rooms, 200 teachers,

450 dedicated students, 1500 alumni, and we see 160 patients a day. We have grown.

From the beginning, it was our intention to invite Traditional Chinese Medicine practitioners to the West, to teach and transmit their precious knowledge of Chinese medicine and to share their subtle yet powerful ways of practicing medicine. The history of Five Branches began when several of these extraordinary yet humble practitioners of TCM accepted our invitation.

The essence of our success has been the quality and dedication of our faculty/practitioners. Jeffrey Pang, L.Ac., Joanna Zhao, L.Ac., and Lucy Hu, L.Ac., have been with us for over 30 years. Today, our faculty number over 200 distinguished members.

The most meaningful events of our history, however, are the memories of the hug and warm smile a patient gives one of our faculty members when they meet outside the clinic, the practitioner who shares how Chinese medicine saved their patient's life, and the heartfelt gratitude expressed by a graduate at their graduation for the gifts received from faculty during their time of study and training at Five Branches.

It is our comprehensive academic programs, the quality of teaching in both the classroom and clinic and the deep and sincere dedication of faculty, staff and students that have contributed significantly to the transmission of this incredible medicine into our communities and throughout the West.

## History Highlights

### *1984-1992*

- Five Branches Institute is founded on February 4, 1984
- Five Branches enrolls its first class of 18 students
- Approved as degree-granting school by the California Council of Education
- Five Branches builds a modern seven-room clinic
- The first graduating classes achieve unprecedented 100% passing rate on licensing exam
- Five Branches students travel to China for the annual Study Abroad program
- The Medical Qigong program is established

### **1993-2001**

- Five Branches Institute receives national accreditation
- Five Branches expands the library, clinic and classrooms
- Externship clinic programs with community clinics are established
- The Sports Medicine program is established
- Five Branches expands clinic to 18 treatment rooms
- Five Branches and Zhejiang College of TCM begin to develop joint Doctoral/Ph.D. program

### **2002-2010**

- Five Branches co-hosts the first International Conference on Integrated Medicine with Zhejiang Chinese Medical University in China
- Five Branches establishes the San Jose campus, offering the TCM Master's degree
- Stanford doctors and staff explore cooperative education with Five Branches
- The postgraduate Doctor of Acupuncture and Oriental Medicine program is established
- The Chinese TCM Master's degree program is established at the San Jose campus

### **2011-2020**

- Five Branches celebrates its 30-year anniversary
- Five Branches students travel to Taiwan and Vietnam for the annual Study Abroad program
- Five Branches receives the maximum of 7 years institutional, Master's and Professional Doctorate degree programs re-accreditation
- The postgraduate DAOM program receives full accreditation
- The Stroke and Rehabilitation Center is inaugurated
- Five Branches co-hosts the 10th World Federation of Chinese Medicine Societies conference in Santa Clara, California with 800 participants from around the world
- The University is accredited for distance education and launches the fully online asynchronous DTCM/DAC Bridge Program.

## **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 and Oriental medicine that offer such programs.

## **Doctor of Acupuncture and Oriental Medicine (DAOM) Program**

The postgraduate Doctor of Acupuncture and Oriental Medicine (DAOM) degree program of

Five Branches University, in English and Chinese, is approved by the California Bureau for Private Postsecondary Education, and accredited under applicable doctoral degree standards, by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), the recognized accrediting agency for programs preparing acupuncture and Oriental medicine practitioners.

### **Doctor of Traditional Chinese Medicine (DTCM)**

The Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) granted Five Branches University's Professional Doctorate programs in Oriental Medicine initial accreditation for a period of seven (7) years, effective 11 August 2018. Accreditation status and notes may be viewed at: <http://acaom.org/directory-menu/directory/>.

For professional licensure and other purposes, graduates of the DTCM / MTCM dual-degree program rely on the Master's degree designation to sit for National certification and State licensure. This is because the DTCM is a new program in the profession.

### **Master of Traditional Chinese Medicine (MTCM)**

The Master of Traditional Chinese Medicine degree program, in English and Chinese, of Five Branches University is approved by the California Bureau for Private Postsecondary Education and 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.

### **Doctor of Acupuncture (DAc)**

The Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) granted Five Branches University's Professional Doctorate programs in Acupuncture initial accreditation for a period of seven (7) years, effective 11 August 2018. Accreditation status and notes may be viewed at: <http://acaom.org/directory-menu/directory/>.

### **Master of Acupuncture (MAc) Program**

The Master of Acupuncture degree program of Five Branches University is approved by the California Bureau for Private Postsecondary Education, and 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](http://www.acaom.org)

### **National and State Approvals**

Five Branches University is a private institution recognized, approved by, or is a member of the following national and state associations:

- National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM)
- Council of Colleges of Acupuncture and Oriental Medicine (CCAOM)

- Title IV Federal Student Financial Aid Program, U.S. Department of Education
- U.S. Citizenship and Immigration Services (USCIS)
- U.S. Department of Homeland Security approval for foreign students
- Veterans Education, U.S. Department of Veterans Affairs
- California State Acupuncture Board, California State Department of Consumer Affairs
- California Bureau for Private Postsecondary Education, website [www.bppe.ca.gov](http://www.bppe.ca.gov).

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

### **The Bureau for Private Postsecondary Education**

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  
 1747 North Market Blvd., Suite 225  
 Sacramento, CA 95834

Or P.O. Box 980818, West Sacramento, CA 95798-0818

Phone: (888) 370-7589 and (916) 574-8900

Fax (916) 263-1897

[www.bppe.ca.gov](http://www.bppe.ca.gov)

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet website:

[www.bppe.ca.gov](http://www.bppe.ca.gov).

### **BPPE Required Disclosure**

Five Branches University does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec 1101 et seq.).

## **Silicon Valley**

Silicon Valley, the mecca of high tech, is a contemporary, high-tech metropolis, home to major players in the world of technology including Google, eBay, Twitter and Facebook. San Jose is the largest city in Northern California, with a population over one million. Attracted by mild Mediterranean weather and high wages, people from around the world have made their home in San Jose, creating the most ethnically diverse city in the nation.

Add a low crime rate and a spacious, wide-open feeling and you have one of the most livable, family-friendly locations in the west. The San Jose International Airport makes travel easy and proximity to San Francisco, Santa Cruz, and the wine country provide wonderful day trip destination getaways.

### **Outdoors and Athletics**

With 300 days of sunshine per year, you can imagine San Joseans take good advantage of their parks and open spaces. Many walking and biking trails within the city limits provide glimpses of nature during your green commute. Local sport fans are proud of their NHL hockey team the San Jose Sharks, as well as the major soccer league team the San Jose Earthquakes. These pro games are events you won't want to miss.

### **Food and Local Agriculture**

Once known more for apricots, plums and grapes than silicon, the fertile Santa Clara valley supplies a rich harvest of produce that can be seen on display at many area farmers' markets. As one of the oldest wine producing regions in California, Santa Clara valley has many wineries offering tours and tastings daily. Replete with international cuisine and fine restaurants, the quality and variety of dining experiences in San Jose are something to savor.

### **Arts and Culture**

Thanks to a special city ordinance, public art is on the rise in San Jose and many pieces can be seen throughout the city in parks and downtown areas. The celebration of art and culture continues with many community events, performance companies, galleries and museums, including the renowned contemporary San Jose Museum of Art. One of the busiest venues in the world, the HP Pavilion hosts major musical acts, sporting events and conferences. The cosmopolitan Santana Row district combines shopping, dining, living and relaxing all in a beautiful tree-lined atmosphere.

### **Technology**

Silicon Valley slowly replaced the agriculture food companies that gave San Jose its initial nickname, "The Valley of the Heart's Delight." With a population of close to four million, Silicon Valley sits in the South Bay portion of the San Francisco Bay area. Home to many of the world's largest technology corporations, it continues to be the leading hub for high-tech innovation and development.

### **Silicon Valley Campus**

The Silicon Valley campus of Five Branches University resides in a wing of a modern two-story building, a short commute from San Francisco and the beaches of Monterey Bay.

Surrounded by a pond, the entrance leads you to the modern health center and the University, where our graduate English and Bilingual Doctoral/Master's programs and our prestigious postgraduate Doctoral program reside.

Here is a list of amenities our campus has to offer:

#### **Health Center**

Patients await their treatments in a beautifully designed reception area, while practitioners treat over 60 patients each day in our busy, modern health center. With 14 treatment rooms,

an herbal pharmacy containing over 500 medicinal products, and expert patient care and clinical instruction, our health center is the ideal place to gain experience in a clinical environment and to learn how to provide exceptional healthcare to your patients.

### **Herb Room**

The herb room is a fragrant experience. Walls lined with wooden drawers full of Chinese herbs emanate earthy aromas, as practitioners prepare herbal remedies for their patients in the traditional way. In the herb room you will meet with practitioners to learn firsthand how to use herbal medicines to effectively treat your patients.

### **Classrooms**

Spacious classrooms and small class sizes provide the optimal environment for dynamic discussion and meaningful teacher-student interaction. The Silicon Valley campus has five fully furnished and equipped classrooms, providing ample instruction and meeting space to both faculty and students. Classrooms may be used for continuing education seminars and special presentations in fields related to Traditional Chinese Medicine.

### **Equipment and Materials**

Standard teaching equipment is provided in every classroom including: tables and chairs, white boards, computer and overhead projectors, video equipment, anatomical models, acupuncture charts, and treatment tables for acupuncture training demonstrations. Classrooms used for clinical training are supplied with necessary acupuncture supplies such as treatment tables, sterile disposal acupuncture needles, heat lamps, electric stimulation machines, an herbal dispensary, and TCM reference texts.

### **Student Lounge**

A place to rest, nourish yourself and socialize, the student lounge is fitted with comfortable seating, tables for study, a kitchen to prepare meals, wireless internet, and a bulletin board to check out current campus events.

### **Library and Learning Resources**

For students working on patient cases or preparing for exams, the library is a quiet haven for research and study. You may use the library during its posted hours of operation and may check out library resource materials using your Five Branches Student ID card.

Library resources include computer labs, wireless Internet, an online catalog, and other available learning resources. Upon your first visit to the library, you will be provided with a set of instructions and regulations for library use. For detailed information regarding library procedures and policies, please refer to the student handbook or the Library and Research section of our website: [www.fivebranches.edu/student-life/108](http://www.fivebranches.edu/student-life/108).

### **Administrative Offices**

The open, friendly and accessible administrative team considers DAOM students their top priority. Whether you need assistance to review the curriculum, secure financial aid or to voice your concerns, our administrative staff is available to assist you.

### **Conference Rooms**

Students, faculty and staff may reserve the conference rooms for confidential consultations

and meetings.

### **Parking**

The San Jose Campus has a large parking lot dotted with shady trees offering more than sufficient parking for students, faculty and staff. Visitors and patients have reserved parking area that is convenient for reaching the ground-floor clinic and administrative offices.

### **Local Favorites**

The Silicon Valley campus has a bountiful supply of restaurant choices. The campus is located within walking distance of five shopping malls, which offer food from around the globe. If you happen to be at the Santa Cruz campus for clinical training, you might have time to enjoy one of the many restaurants within walking distance, and with great views of the ocean.

### **Transportation**

The Silicon Valley campus is conveniently located near the major freeways of Highway 680 and Highway 880 and easily accessible to the San Jose Airport. To obtain information on public transportation in the San Jose area, go to [www.511.org](http://www.511.org).

### **Accommodations**

Students in need of accommodations for the weekend can find a list of hotels on our website at [www.fivebranches.edu/five-branches-university/campuses/91](http://www.fivebranches.edu/five-branches-university/campuses/91). If you plan to attend clinical training in Santa Cruz please keep in mind that the distance between the two campuses is 39 miles.

### **Housing**

The Five Branches University's programs are non-residential and student dormitories or other housing is not provided. There are many available housing options in the area, from rooms available in a household to three bedroom-plus homes. Rentals costs range from \$1200 to \$3000 per month based on size and location.

Five Branches University does not provide housing search assistance to students. If you are in need of housing we recommend you arrive in San Jose six weeks before the beginning of the semester. Go to [www.fivebranches.edu/student-life/on-campus/549](http://www.fivebranches.edu/student-life/on-campus/549) for a list of resources to aid you in your housing search.

### **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-branchesuniversity/4095>.

Any crime occurring on campus or on streets and sidewalks directly adjacent to the campus must be reported to the Student Services Director (408) 260-0208.

## 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
- Health Services
- Library
- Communications
- Externships/Health Fairs
- Student Employment
- Career Development/Placement Assistance

### Academic Advising

The DAOM administration team offers academic advising to assist you in the planning and completion of your degree requirements. From enrollment through graduation, the administrative team will support you in your advanced studies as a Doctoral and/or PhD student.

### Registration

The DAOM office ensures that registering for the DAOM program flows smoothly. During registration you may talk to our staff regarding our annual China externship, learn more about the PhD opportunity, find out if you qualify for federal financial aid, 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. Enrolled students receive healthcare services at the clinic with significant discounts.

### Library

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 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.

## **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 forum platform.

## **Externships/Health Fairs**

Community externships and health fairs offer you the valuable opportunity to network with experienced practitioners and gain clinical experience in a broad range of settings. By volunteering at health fairs, you get a chance to work with other medical modalities and may have an opportunity to introduce TCM to the public by offering trial treatments. The annual China externship program is a coveted international externship, allowing you to travel to Asia to gain clinical experience at leading hospitals in China, Taiwan, and Korea.

## **Student Employment**

Students who qualify for need-based financial aid are eligible to earn money through the Federal Work Study program. Eligibility is awarded on the basis of financial need and is earned money that does not have to be repaid.

## **Placement Assistance**

Five Branches corresponds with medical professionals who may be looking for qualified TCM graduates and regularly posts professional vacancies in the field of acupuncture and TCM on the Five Branches University website under TCM Careers.

Five Branches University and Clinic receive referral requests nationwide for competent, qualified, licensed acupuncturists. If Five Branches alumni are located within the requested area, patients are referred to these practitioners. Alumni referral information is available on the Five Branches University website under Alumni Practitioner Directory: [www.fivebranches.edu/welcome/alumni/788](http://www.fivebranches.edu/welcome/alumni/788). Five Branches University provides placement assistance for licensed graduates whenever possible.

## **Career Opportunities**

The DAOM program enhances graduates' careers in the field of TCM as practitioners, educators and researchers. These are detailed by the US Department of Labor as SOC codes 29-1291 (Acupuncture), 29-9099 (Traditional Chinese Herbalist), and 25-1071, 25-1191, 25-3011 (Instructor).

## Board of Directors

*Board Chair: Angela Tu, LAc*

TCM Practitioner, Walnut Creek, California

President, National Federation of Traditional Chinese Medicine Organizations, USA Vice Chair, World Federation of Chinese Medicine Societies

Ex-commissioner of: Accreditation Commission for Acupuncture and Oriental Medicine; California Acupuncture Board; National Certification Commission for Acupuncture and Oriental Medicine

**Lar Short**

Director, Grace Essence Mandala, Taos, New Mexico

**Steven Vaccaro**

Entrepreneur, Toronto, Canada

**Ron Zaidman**, MBA, MTCM, Doctoral Fellow

President, CEO, Co-founder Five Branches University

**Joanna Zhao**, LAc, Doctoral Fellow

Vice-President, Academic Dean, Clinic Director, Co-founder Five Branches University

## Administration

*DAOM Program Director – Robyn Sodders, DAOM*

daom@fivebranches.edu

*DAOM Associate Director – Debbie Cheng, LAc, DAOM*

[associatedirector@fivebranches.edu](mailto:associatedirector@fivebranches.edu)

*DAOM Clinic Director – Joanna Zhao, LAc, DAOM Fellow*

dean@fivebranches.edu

*PhD and Foreign Affairs Director – Jessica Lao, LAc*

jessicalao@fivebranches.edu

*Financial Aid Director – Daryl Cullen*

sjfinaid@fivebranches.edu

## University Health Centers

**Santa Cruz Health Center: (831) 476-8211 / [clinic@fivebranches.edu](mailto:clinic@fivebranches.edu)**

**San Jose Health Center: (408) 260-8868 / [sjclinic@fivebranches.edu](mailto:sjclinic@fivebranches.edu)**

## Faculty

The faculty members of the Doctoral program have been carefully selected from the many renowned Traditional Chinese Medicine (TCM) teachers in the United States, China, and Europe. Many of our faculty descend from a lineage of TCM Masters in China and have over 40 years experience practicing and teaching TCM. Several have trained in China's most prestigious TCM universities and hospitals, such as Shanghai University of TCM, Beijing University of Chinese Medicine, Guangzhou University of TCM, Liaoning University of TCM, Tianjin University of TCM, Fujian University of TCM, and Zhejiang Chinese Medical University. DAOM faculty also includes seasoned medical doctors who teach Western Medicine classes. Most of our instructors are fluent in English; Chinese-speaking faculty are accompanied by competent translators. All of our DAOM faculty are experienced and successful, teacher-practitioners, and demonstrate a dedication to TCM and a passion for healing.

Anderson, John	L.Ac., DAOM Specialization Gu Syndrome
Chang, Chi-Jen	Master, National Taiwan University, Taiwan, Apprentice of Master Zhang Guoyang, Specialized in Shang Han Lun pulse diagnosis.
Chen, Jing	Doctoral Guest professor, Five Branches University, California Specialized in Orthopedics
Chen, Qiumei	Master of Medicine, Tianjin University of Traditional Chinese Medicine, Tianjin, China PhD from Tokyo University, Tokyo, Japan
Chen, Zelin	MD, Professor, Master's Advisor, Tianjin University of Traditional Chinese Medicine Department of Acupuncture, Tianjin, China Specialized in Standardization of Acupuncture, Bleeding and Cupping.
Cheung, Samson	Founder of School of Yimutology, Oakland, CA Specialty: I-Ching
Chi, David	Professor, DAOM Advisor, Five Branches University, California Specialties in pain management, anti-aging, Alzheimer's prevention, and Parkinson's disease.
Chung, Michael	PhD in TCM, Tianjin University of Traditional Chinese Medicine, Tianjin, China Chairman of British Columbia Acupuncture Board, Canada Expert in Master Tung's Acupuncture
Collins, Marie France	L.Ac., MSTOM Professor and clinician
Fang, Benzhen	Doctoral Professor, Five Branches University, California Expert in Fang's scalp acupuncture

Feng, Baolan	Guest Professor, Guangxi University of Traditional Chinese Medicine, Nanning, China Specialized in traditional acupuncture methods, such as Scalp Acupuncture, Abdominal Acupuncture, and Umbilical Acupuncture.
Feng, Duxiong	Chief Physician, Shanghai First People's Hospital Department of TCM Gynecology, Shanghai, China Specialized in Gynecology
Feng, Ninghan	Specialist, TCM clinic of Zhejiang University of Traditional Chinese Medicine Specialized in Nine-Palace Acupuncture.
Fu, Puying	Professor and Doctor Advisor, Five Branches University, California Specialized in herbal medicine.
Fu, Xingguo	OMD, Graduate School of China Academy of Chinese Medical Sciences, California Specialty: Infertility of Men & Women
Grieve, Rick	PhD (dept. lead) – Professor and research
Guo, Jianan	Professor and Doctoral advisor, Five Branches University, California Specialized in Orthopedics.
Hao, Wanshan	Professor, Chief Physician and Doctoral Advisor, Beijing University of Chinese Medicine, Beijing, China Specialized in treatments of refractory symptoms of the respiratory system, digestive system, cardiovascular system and depression.
He, Frank	Master of Medicine, Liaoning University of Traditional Chinese Medicine, Shenyang, China Specialized in Orthopedics, Pain management and Sports medicine.
He, Yongshen	Chief Physician, Master Advisor, Department of Nephrology at First Teaching Hospital of Tianjin University of Traditional Chinese Medicine, Tianjin, China Specialized in Nephrology
Hu, Lucy	Professor, Doctoral Advisor and Chief of TCM Pediatrics Department, Five Branches University, California
Hu, Yuefen	Professor and doctoral advisor, Five Branches University, California Specialized in Gynecology, Infertility.
Huang, Huang	Professor, Doctoral Advisor, Nanjing University of Traditional Chinese Medicine, Nanjing, China Chair of Jingfang Herbal Institute
Huang, Jinchang	Professor and doctoral advisor, Beijing University of Traditional Chinese Medicine, Beijing, China Director of the Acupuncture and Oncology Department, Third Affiliated Hospital of Beijing University of Chinese Medicine, Beijing, China Expert in Oncology.

Huang, Lichun	President, Auricular Medicine International Research & Training Center (AMIRTC) Professor, Florida College of Oriental Medicine Expert in Auricular Medicine.
Jiang, Weiming	Editor of Guangming Journal of Chinese Medicine Specialized in Classic Herbal Formulas.
Jiao, Daniel	Dean of American College of Traditional Chinese Medicine Department of Chinese Medicine, San Francisco; Doctoral Advisor
Jiao, Shunfa	Professor & Doctoral Advisor, Five Branches University, California Chairman of the Professional Committee of the World Federation of Traditional Chinese Medicine Jiao's head acupuncture Inventor
Kalzang, Yangdron	L.Ac., DAOM, Menpa (Tibet) Specialization Tibetan Medicine
Lan, Fengli	Professor and Doctoral Advisor, Five Branches University, California PhD, Shanghai University of Traditional Chinese Medicine, Shanghai, China Postdoctoral, Shanghai Jiaotong University, Shanghai, China
Lao, Jessica	Professor and doctoral advisor, Five Branches University, California Specialty: TCM Cosmetology
Lee, Taya	Adjunct faculty, Chinese herbal studies in Maryland University of Integrative Health Guest lecturer, Johns Hopkins University School of Nursing
Li, Candong	Doctoral advisor, Vice President, Fujian University of Chinese Medicine, Fuzhou, China Specialized in herbal medicine.
Li, Juan	Professor and doctoral advisor, Five Branches University, California Specialty: TCM Internal medicine.
Li, Rui	MD, Professor, Master's Advisor, Beijing University of Chinese Medicine Department of Acupuncture, Beijing, China Committed to inheriting the essence of traditional theories, especially with a systematic and in-depth study and experience of the specific acupoint theory and clinical evidence.
Liou, Dingming	MD, China Medical University, Taiwan Professor and Doctoral Advisor, Five Branches University, California Specialized in classic acupuncture.
Liu, Wei	MD, Tianjin University of Traditional Chinese Medicine, Tianjin, China Guest Professor, Guangzhou University of Traditional Chinese Medicine, Guangzhou, China Specialized in classic acupuncture
Magarelli, Paul	M.D. PhD. Specialization Women's Health and Fertility

Mao, Xiaomei	Guest Professor, Hunan University of Traditional Chinese Medicine, Hunan, China President of World Federation of Chinese Medicine YUNQI Societies
Marshall, Anita Chen	Adjunct Faculty at American College of Traditional Chinese Medicine at CIIS (ACTCM), San Francisco, CA; Bastyr University, Seattle, WA; Yo San University, Santa Monica, CA Specialized in Pharmacology and Herbal Medicine
Miller, David	M.D., L.Ac., MSTCM Specialty Integrative Physiology and Pediatrics
Pan, Nien-Tsung	Doctoral Guest professor, Five Branches University, California, Clinical Professor, Seattle Naturopathic Medical University, Washington, Guest Professor, Guangzhou University of Chinese Medicine, Guangzhou, China specialized in breast cancer
Pan, Xiufen Sophia	PhD, China Medical University, Taiwan Professor, Five Branches University, California Specialized in Shang Han Lun pulse diagnosis and herbal medicine.
Pang, Jeffery	Professor, Doctoral Advisor and Chief of Herbal Medicine Department, Five Branches University, California Specialized in Herbal Medicine
Park, Kunhye	L.Ac., DAOM Speciliazation Dietetics
Rochat de la Vallee, Elisabeth	Master is Classics and Philosophy Specialization in Chinese classics, translation and Professor
Rosenberg, Z'ev	L.Ac. MTOM Author on TCM Classical theory, Professor, Clinician
Ross, Tim	L.Ac., DAOM Specialty Herbal Theories
Rozenn, Maureen	L.Ac., DAOM Specialty Women's Health and Fertility
Shen, Xiaofen Susanna	Professor, Five Branches University, California Specialized in using Chinese herbal medicine to treat chronic fatigue and depression, TCM Cosmetology, TCM Gynecology and TCM Internal Medicine.
Shen, Xiaoxiong	Ph.D, Nippon Medical School, Tokyo, Japan. Postdoctoral, Tokyo University School of Medicine in Japan and Vanderbilt University School of Medicine TN. Specialized in Gynecology
Shiue, Horng-Sheng	Assistant Professor, Department of Chinese Medicine, Chang Gung University, Taiwan Assistant Professor, Ministry of Education, Taiwan Specialized in acupuncture and classic acupuncture techniques

Sodders, Mark	L.Ac., DAOM Specialization NIH funded Researcher, Professor
Sodders, Robyn	DAOM Specialization Pedagogy
Stickley, Brandt	L.Ac., MSTCM Specialization Chinese Medical Psychology and Trauma (dept. Lead), Classical theory
Sun, Waizhu	Guest professor, Hong Kong Chinese University, Hongkong, China Specialized in acupuncture.
Tan, Xinggui	Professor, Hunan University of Traditional Chinese Medicine, Hunan, China Expert of Chinese Herbal Medicine Dietetics
Wang, Douglas	Professor, Doctoral Advisor and Chief of TCM Internal Medicine Department, Five Branches University, California Specialized in neuropsychiatry
Wang, Huimin	Professor, Hong Kong University and Hong Kong Chinese University School of Chinese Medicine, Hongkong, China Specialized in Gynecology.
Wang, Sanhu	Director, Professor, Chief Physician and MD, Medicine of Liuzhou Hospital of Traditional Chinese Medicine First Division of Oncology, Liuzhou, China Director, Liuzhou Institute of Traditional Chinese Medicine Oncology, Liuzhou, China Mater's Advisor of Guangxi University of Traditional Chinese Medicine, Nanning, China
Wen, Chung-Kai	Doctoral Guest Professor, Doctoral Advisor, Five Branches University, California Inventor of Wen's Modern Acupuncture
Wu, Qi Andrew	Professor, Doctoral Advisor, Academic Director and Vice president, Five Branches University, California Specialized in Scalp Acupuncture and treating Immune Disorders.
Wu, Xiongzhi	Doctoral Advisor of oncology, Tianjin Medical University, Tianjin, China Specialty: TCM immunology
Yang, Guanhu	Chair Professor, US-China Joint Institute for Acupuncture & Rehabilitation Medicine at Wenzhou Medical University Clinical Assistant Professor, Ohio University Expert in TCM internal medicine
Yang, Joseph	Professor, Emperor's College of Traditional Oriental Medicine and YOSAN University of Traditional Chinese Medicine Medical PhD, Kobe University, Japan, Specialty: psychology and neuroscience

Yang, Tonghua	Professor and Doctoral Advisor, Five Branches University, California Specialized in Neurology and Sports Medicine.
Yang, Zhen	Associate Professor, Deputy Chief Physician and Academic Advisor of Graduate Students, Beijing University of Chinese Medicine School of Basic Medicine Science, Beijing, China Specialized in Geriatrics, Respiratory, Gastroenterology, Gynecology, and Immunology.
Yao, Robert	Professor, Five Branches University and Nanjing University of Traditional Chinese Medicine. Apprentice of Chinese Medicine Master Wang Qi and Master of Medicine Huang Huang.
Yen, Johanna Chu	MD (China) President of Atlantic Institute of Oriental Medicine, Florida
Young, Wei-Chieh	PhD in TCM, Beijing University of Chinese Medicine, Beijing, China Expert in Master Tung's Acupuncture
Yu, Guojun	Famous Chinese Medicine Practitioner in Sichuan, China Specialized in clinical diagnosis and herbal prescription.
Yu, Jun	Doctoral Professor, Five Branches University, California Author of "Review Book of Spirit Turtle Method, Feiteng Method and Najia Method"
Yue, Jinhuan	Doctor of Acupuncture, Heilongjiang University of Chinese Medicine, Haerbin, China Specialized in treating Stroke sequelae.
Zhang, Ji	Graduated from the Department of Traditional Chinese Medicine of Nanjing University of Traditional Chinese Medicine. Specialized in geriatric disease, spleen and stomach disease, hepatobiliary disease, gynecological disease, skin disease.
Zhao, William	Doctoral Guest Professor, Five Branches University, California Specialized in Orthopedics and Spinal diseases.
Zhao, Zhongzhen	Associate Dean, School of Chinese Medicine Hong Kong Baptist University, Hongkong, China Specialized in Herbal Medicine.
Zhou, Joy	Licensed Obstetrician and Gynecologist, Top 100 Gynecology TCM Doctor in the bay area.
Zhou, Jun	Associate Chief Physician, Yueyang Hospital of Integrated Traditional Chinese and Western Medicine Department of Gynecology, Shanghai, China Associate Professor, Graduate School of Shanghai University of Traditional Chinese Medicine, Shanghai, China Secretary, Shanghai Collaborative Center of Chinese Medicine and Gynecology, Shanghai, China

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Zhu, Kangmei	Associate Dean, Shuguang Hospital, Shanghai, China Specialized in treating cardiovascular disease, digestive tract disease and women's menopause syndrome.
Zhu, Wenying Julie	Professor, Doctoral Advisor and Chief of Acupuncture Department, Five Branches University, California Specialized in Gynecology and Pain Management.
Zhu, Yanzhong Kevin	Professor and Doctoral Advisor, Five Branches University, California Specialized in theory and clinical application of TCM classics.

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## DAOM Program

The Doctor of Acupuncture and Oriental Medicine (DAOM) program is designed for licensed acupuncturists interested in developing advanced TCM knowledge and skills, achieving a medical specialization, and gaining valuable experience in research and teaching.

As a DAOM student you will:

- Expand and refine your knowledge and expertise in TCM patient care
- Gain the clinical treatment skills needed to work in an integrative medical setting
- Build professional relationships with TCM clinicians and other healthcare providers
- Develop yourself as a leader in the field of TCM as a practitioner, educator or researcher

Taught by renowned TCM experts, clinical specialists, and M.D.'s, this innovative and comprehensive program provides rigorous training in advanced concepts of TCM and biomedical theory. Integrating Western medicine and TCM knowledge, you will become skilled in diagnosis of disease as well as the pattern differentiation techniques practiced in TCM.

The DAOM program is offered at the San Jose campus in both English and Chinese.

### A Modern Integrative Medical Curriculum

Our modern integrative medical curriculum bridges the gap between TCM and biomedicine approaches, promoting cross-referrals and inter-disciplinary medicine. The program covers both the TCM and Western medicine perspective of a core TCM practice and each medical subspecialty of family medicine.

### Clinical Training with TCM and Western Medicine Experts

Receive extensive clinical training from renowned senior TCM practitioners and biomedicine experts from China, the U.S., and Europe in the following clinic environments: the Five Branches health centers, local community clinics and hospitals, and major hospitals affiliated with our sister colleges in China.

### Medical Specialization

The DAOM curriculum emphasizes advanced clinical TCM with broad exposure to family medicine (the core of a LAc.'s practice) and the option to specialize in:

- Chinese Medical Psychology and Trauma
- Neuromuscular Medicine and Pain Management
- Women's Health and Endocrinology
- Tibetan Medicine
- Auricular Medicine

## **Research and Capstone Project**

Learn how to assess evidence-based medicine, review new trends in TCM research and enhance your TCM scientific thinking skills. The capstone, an extensive research project in the final phase of the program, will allow you to demonstrate mastery in formal presentation, clinical evaluation and practice, and research capability. The capstone project, focused on your chosen field of specialization, will require quantitative and qualitative analyses as well as inductive and deductive research methods.

## **Earn a Ph.D. in China**

Upon completion of the program, you will be awarded a Doctor of Acupuncture and Oriental Medicine degree by Five Branches University. With an additional year of study, partially in China, you may earn a Ph.D. degree awarded by one of our sister colleges: Zhejiang Chinese Medical University, Tianjin University of Traditional Chinese Medicine, Liaoning University of Traditional Chinese Medicine, and Fujian University of Traditional Chinese Medicine. The Ph.D. degree is acknowledged by foreign credentials review agencies as equivalent to a Ph.D. in the U.S.

## **Meets California and National CEU Requirements**

Almost all DAOM courses offered throughout the program fulfill both California and national CEU requirements.

## Mission and Purpose

The Doctor of Acupuncture and Oriental Medicine (DAOM) program aims to develop highly skilled TCM clinical practitioners, educators and researchers, to advance the practice of TCM as an independent and self-sufficient medical modality, and to promote integrated and collaborative clinical practice, education and research.

## Program Learning Outcomes (Educational Objectives)

The program learning outcomes, or educational objectives, of the DAOM program provide guidelines for the development and teaching of the curriculum, and the assessment of student learning outcomes.

Upon completion of the program DAOM graduates will be able to:

- Create effective advanced treatment plans that address underlying illness and promote wellness
- Determine when to refer patients to outside practitioners
- Develop modern treatment plans by researching the classics
- Develop treatment plans for complex cases using specialized TCM skills
- Educate patients on the TCM theories of specific specialties.
- Evaluate the quality of published research based on industry guidelines
- Write a doctoral level capstone that includes research using the PRISMA guidelines and successfully defend the findings in an oral presentation.
- Relate TCM theories and biomedicine diagnoses to enhance patients' care
- Promote continuity of patient care through collaboration with other health care practitioners.

## DAOM Program Overview

MODULES/COURSES	UNITS			HOURS		
	DIDACTIC	CLINICAL	TOTAL	DIDACTIC	CLINICAL	TOTAL
<b><i>FOUNDATION MODULES</i></b>	<b>4.27</b>	<b>1.07</b>	<b>5.34</b>	<b>64</b>	<b>32</b>	<b>96</b>
Case Management and Presentation	0.53	0.13	0.66	8	4	12
Pedagogy	0.53	0.13	0.66	8	4	12
Scientific Foundation of Acupuncture	1.07	0.27	1.34	16	8	24
Co-management of Herbs, Formulas and Pharmaceuticals	1.07	0	1.07	16	0	16
TCM Classics and Contemporary Applications	1.07	0.53	1.60	16	16	32
<b><i>RESEARCH METHODOLOGY MODULES</i></b>	<b>4.27</b>	<b>0</b>	<b>4.27</b>	<b>64</b>	<b>0</b>	<b>64</b>
Research Methodology I	1.07	0	1.07	16	0	16
Research Methodology II	1.07	0	1.07	16	0	16
Research Methodology III	1.07	0	1.07	16	0	16
Research Methodology IV	1.07	0	1.07	16	0	16
<b><i>CLINICAL MEDICINE MODULES*</i></b>	<b>18.13</b>	<b>3.20</b>	<b>21.33</b>	<b>272</b>	<b>96</b>	<b>368</b>
Orthopedic Medicine and Pain Management	0.80	0.13	0.93	12	4	16
Dermatology and External Diseases	0.80	0.13	0.93	12	4	16
EENT	0.80	0.13	0.93	12	4	16
Endocrinology and Diabetes	1.60	0.27	1.87	24	8	32
Tung's Acupuncture in Pain Management	1.07	0.27	1.34	16	8	24
Gastroenterology	0.80	0.13	0.93	12	4	16
Clinical Applications of Shang Han Lun	1.07	0.27	1.34	16	8	24
Neurology	1.60	0.27	1.87	24	8	32
Abdominal Acupuncture	1.60	0.27	1.87	24	8	32

Cardiovascular Diseases	0.80	0.13	0.93	12	4	16
Gynecology and Obstetrics	1.60	0.27	1.87	24	8	32
Pediatrics	0.80	0.13	0.93	12	4	16
Allergy and Immunology	0.80	0.13	0.93	12	4	16
Special Topics with Volker Scheid	1.60	0.27	1.87	24	8	32
Psychiatry and Psychotherapy	1.60	0.27	1.87	24	8	32
Thyroid Disease	0.80	0.13	0.93	12	4	16
<b>SPECIALIZATION MODULES (choose two specializations)</b>	<b>9.60</b>	<b>1.60</b>	<b>11.20</b>	<b>144</b>	<b>48</b>	<b>192</b>
Women's Health and Endocrinology I, II, III	4.80	0.80	5.60	72	24	96
Neuromuscular Medicine & Pain Management I, II, III	4.80	0.80	5.60	72	24	96
Cerebro- and Cardio-vascular Diseases (opt)	4.80	0.80	5.60	72	24	96
Chinese Herbal Pharmacy (optional)	4.80	0.80	5.60	72	24	96
Auricular Medicine (optional)	4.80	0.80	5.60	72	24	96
<b>PRACTICUM TRAINING</b>	<b>0</b>	<b>11.34</b>	<b>11.34</b>	<b>0</b>	<b>510</b>	<b>510</b>
Clinical Practicum	0	5.00	5.00	0	225	225
Specialization Practicum	0	3.56	3.56	0	160	160
Professional Practicum	0	2.78	2.78	0	125	125
<b>CAPSTONE PROJECT</b>	<b>3.33</b>	<b>0</b>	<b>3.33</b>	<b>50</b>	<b>0</b>	<b>50</b>
Proposal Presentation	0.80	0	0.80	12	0	12
Capstone Project Presentation and Defense	2.53	0	2.53	38	0	38
<b>TOTAL</b>	<b>39.6</b>	<b>17.2</b>	<b>56.8</b>	<b>594</b>	<b>686</b>	<b>1280</b>

\* Clinical Medicine Modules course scheduling and course hour allocations are subject to faculty availability. The above is a sample listing of Clinical Medicine courses that may be offered during the academic year.

## Academic Calendar

The reader is referred to Five Branches University web site for the most up-to-date DAOM calendar.

## DAOM Program Course Descriptions

The Doctor of Acupuncture and Oriental Medicine (DAOM) program is 1280 hours, 56.8 units in length, comprising 594 hours / 39.6 units didactic courses; and 686 hours 17.2 units clinical courses. DAOM courses are offered in a monthly modular format of three- to four-day weekend intensives, with a flexible clinical training schedule. This format allows you to earn a doctorate degree in as little as 24 months while maintaining a full-time practice.

The DAOM program includes 24 modules: 22 modules in Foundation, Clinical Medicine, and Specialization, and two modules in Research Methodology.

### Foundation Modules

Enhance your clinical reasoning skills and gain a deeper understanding of the classics, the theories and techniques of case management, and modern acupuncture and TCM research. The Foundation modules include non-clinical advanced skill courses appropriate for the DAOM program.

#### *Case Management and Presentation DFR 101*

This course opens new horizons in the communication between Western medicine and TCM practitioners, and teaches the steps required for proper management of patients' cases. You will learn how to review medical literature on a particular condition or disease and gather information for presentation and discussion. Upon completion of this course, you will be able to make a presentation of medical cases in terms acceptable to the scientific community.

Through the extensive review of medical literature on a certain condition, you will become well educated on the topic you present.

*Prerequisite:* Master level courses

#### *Pedagogy DFR 201*

This course covers basic modern techniques of teaching in both classroom and clinical settings, enabling you to transmit your knowledge and experience in an educational environment. Upon completion of this course, you will have gained the skills necessary to become a classroom teacher of TCM as well as a clinical training supervisor.

*Prerequisite:* Master level courses

#### *Scientific Foundation of Acupuncture DFR 301*

This course introduces the effects of acupuncture on common medical conditions based on ongoing evidence-based research from well-established integrative medicine research centers. You will learn basic research on the mechanisms of acupuncture, and will critique acupuncture literature for its credibility and design. You will be introduced to experimental and clinical acupuncture studies enabling you to evaluate and utilize information from these

studies in the

future. Upon completion of this course, you will have gained understanding of the scientific background and mechanisms of acupuncture in common medical conditions such as cardiovascular disease, women's health issues, pain, etc.

Prerequisite: Master level courses

## **Co-management of Herbs, Formulas, and Pharmaceuticals**

### ***Herb-Drug Interaction DFR 401***

As a result of cooperation between Chinese and Western medical modalities, the potential interactions between Chinese herbs/formulas and pharmaceutical drugs have become a growing topic of concern. This course addresses the different aspects of herb/formula/drug interactions, ranging from complementary to toxic. Upon completion of this course, you will understand the pharmacological nature of medicinal herbs/formulas, and demonstrate awareness of potential interactions between medicinal herbs and pharmaceutical drugs.

*Prerequisite:* Master level herbology and formula courses

### ***Herbal Alternatives to Drugs DFR 402***

The practice of medicine is now at a crossroads: countless patients are taking prescription drugs yet prefer to be treated by a more natural approach. This course will address the most commonly prescribed medications, their actions, side effects, and herbal alternatives. Proper protocols for time frames and herbal dosages will be discussed, leading to the safe reduction of pharmaceutical usage. Upon completion of this course, you will be able to describe the indications, mechanisms of action, pharmacokinetics and side effects of drugs and herbs. You will recognize herbs with functions similar to drugs, according to clinical research, and will be able to differentiate the advantages and disadvantages of both herb and drug therapy. You will be able to distinguish situations when drugs are superior to herbs and when herbs can be used as an alternative to drugs for similar or better therapeutic results, and/or with fewer side effects.

*Prerequisite:* Master level herbology and formula courses

### ***TCM Classics and Contemporary Applications Clinical Applications of Shang Han Lun and Jin Gui Yao Lue DFR 501/DFC 501***

This course is an in-depth study of *Shang Han Lun* and *Jin Gui Yao Lue* theories and formulas. In both classics, the theories and formulas are discussed with emphasis on their relevance to modern uses, contemporary research, and clinical applications. Upon completion of this course, you will have a greater knowledge of the history, development, and theories of TCM, an understanding of these two classical texts at a more scholarly level, and will be skilled in applying and modifying classical formulas according to patient conditions.

*Prerequisite:* Master level classics and clinical courses

### ***Clinical Applications of Lingshu DFR 502/DFC 502***

This course relates modern acupuncture practices and protocols with ancient wisdom found in the *Lingshu* classic. The theory behind acupuncture practices, pattern differentiation, pathology of channels, complications of pathology of channels, treatment protocols, and

acupuncture techniques will be covered. New ideas on treating common but complex disorders, such as stroke, will be introduced. These new treatment ideas will have roots in the *Lingshu* classic, normally undergoing decades of laboratory and clinical research in China, yet have proven to yield very good results from evidence based medicine. Upon completion of this module, you will learn how the wisdom in ancient TCM classics can be practiced in today's clinic and how to apply new treatment principles rooted from the *Lingshu* classic in your practice.

*Prerequisite:* Master level classics and clinical courses

### ***Clinical Applications of Neijing DFE 505/DFC 505***

The classics of Traditional Chinese Medicine have shaped the profession into what it is today. The classics present the original basis for the theory, diagnosis, pattern differentiation, and treatment formulation of TCM. This course is a survey of *Huang Di Neijing*, covering the historical background and philosophical perspective of *Neijing*, especially the preface of Wang Bing, who restored *Su Wen* in 751, offering a better understanding of the concepts in *Neijing*. In this course, the classics' channel syndromes and treatment are discussed with emphasis on their relevance to modern use, contemporary research, and clinical applications. Upon completion of this course, you will have a deeper understanding of the history, development, and theories of TCM and will have learned how to select the best points and meridians to treat patients according to ancient wisdom revealed by the *Neijing*.

*Prerequisite:* Master level classics and clinical courses

### **Research Methodology**

Learn how to assess evidence-based medicine, review new trends in TCM research and enhance your TCM scientific thinking skills. Research Methodology courses provide you with the knowledge and skills to complete the research pre-proposal, proposal and capstone project to

fulfill graduation requirements, and to perform research of publishing quality.

### ***Research Methodology I-IV DRR 101-401***

This module introduces evidence-based medicine for clinical research and provides the knowledge required for writing and presenting the capstone project. Protocol design, hypothesis development, and gathering of evidence, including decision analysis will be discussed. The most common statistical methods will be reviewed as well as the design of clinical trials, human subject issues, and adverse effects. Peer-reviewed journals will be examined in detail and with practicality. Module IV of the series will introduce current TCM research in the

U.S. Upon completion of this module, you will be able to design, direct and implement TCM clinical research projects, and critique professional publications to assess useful articles and journals.

*Prerequisite:* Master level research courses

## **Clinical Medicine Modules**

Clinical Medicine Modules cover the most relevant health conditions seen in a modern day clinic. Classroom lectures are designed to be clinic-oriented, with close relation to actual cases. Clinical Medicine modules present an in-depth discussion of clinical medical fields to deepen the student's theoretical understanding and therapeutic skills in TCM Clinical Medicine. The clinical application of classical TCM texts, modern integrative medicine approaches, and current research in both Chinese and Western clinical medicine is critically reviewed.

\*Clinical Medicine courses and course hour allocation are subject to change according to faculty availability.

### ***Orthopedic Medicine and Pain Management DCE/DCC 101***

This module provides an advanced presentation of the etiology, differential diagnosis, and treatment of various diseases of the musculoskeletal system and orthopedic disorders as well as pain management as it relates to orthopedic conditions. TCM theories related to musculoskeletal conditions as well as international scientific differential diagnosis will be discussed. Faculty will share their personal clinical experience in treating physical injuries, orthopedic conditions, and pain management.

Upon completion of this module, you will have general skills to perform orthopedic examinations, and to use imaging technology to aid in the diagnosis and determination of the most effective treatment protocols.

*Prerequisite:* Master level clinical courses

### ***Dermatology and External Diseases DCE/DCC 201***

This module covers the etiology, pathogenesis, syndrome differentiation, treatment principles and treatment therapies of the most common dermatological disorders. These disorders include viral dermatitis, herpes simplex, herpes zoster, hives, and eczema. A TCM clinic demonstration on treating dermatologic disorders is included, enabling you to have practical hands-on experience.

Upon completion of this module, you will be able to perform basic diagnosis and pattern differentiation on the most common dermatologic disorders and give corresponding treatments, viewing the most common dermatologic disorders from both a TCM and Western medicine perspective.

*Prerequisite:* Master level clinical courses

### ***EENT DCE/DCC 202***

This module will familiarize you with the etiology, pattern differentiation, and treatment principles of common disorders of the eyes, ears, nose, and throat (EENT). An integrative approach to common conditions such as myopia, hordeolum, tinnitus and deafness, otopyorrhea, rhinitis, toothache, laryngitis and pharyngitis will be discussed in-depth. You will also learn to recognize red flags that might suggest a more serious pathology, requiring referral.

Upon completion of this module, you will have gained an in-depth understanding of how to perform an EENT-related physical exam, assess and diagnose EENT conditions from both a

TCM and Western medicine perspective, and treat these conditions with acupuncture and herbs.

*Prerequisite:* Master level clinical courses

### ***Diabetes DCE/DCC 301***

This module is designed to acquaint you with the presentation, evaluation, and management of patients with Type 1 and Type 2 diabetes. This module reviews the body's control mechanisms for insulin production and how insulin acts to maintain metabolic homeostasis. Faculty will present case studies illustrating abnormalities in the function of the endocrine system, particularly insulin production.

Upon completion of this module, you will have the knowledge to diagnose diabetes from a TCM and Western medicine perspective, identify its TCM patterns, formulate treatment plans, and prescribe both herbal and acupuncture treatments.

*Prerequisite:* Master level clinical courses

### ***Gastroenterology DCE/DCC 302***

This module reviews diagnosis of pathologies of the digestive tract, liver and pancreas. Topics are presented through an integrative approach, where differential diagnosis is performed based on both symptomatic and pathological viewpoints. The symptomatic viewpoint will include signs and symptoms such as vomiting, hiccup, diarrhea/constipation, and gastric/abdominal pain while the pathologic approach will be disease oriented (IBS, hernia, etc).

Upon completion of this module, you will be able to recognize red flags and make necessary referrals, perform disease diagnosis of gastro-intestinal conditions through Eastern/Western integrative approaches, identify their patterns, devise treatment plans, and administer appropriate herbal and acupuncture treatments.

*Prerequisite:* Master level clinical courses

### ***Cardiovascular Diseases DCE/DCC 304***

This module gives a general overview and evaluates recent advances in cardiovascular medicine as well as differential diagnosis of TCM patterns. You will become familiar with the use of various cardiovascular imaging modalities (echo, nuclear, catheterization, CT, MRI).

Emphasis will be given to the pathophysiology of cardiac illness, physical diagnosis, electrocardiography (EKG reports) and patient management. Topics include: valvular heart disease, infective endocarditis, pulmonary hypertension, coronary artery disease: acute and chronic, the electrical system of the heart, myocardial, pericardial and vascular diseases, congenital heart disease, and heart failure.

Upon completion of this module, you will be able to recognize coronary red flags and risk factors, diagnose cardiovascular conditions according to disease and pattern differentiation, and treat them with acupuncture and herbs.

*Prerequisite:* Master level clinical courses

### ***Neurology DCE/DCC 305***

This module introduces a method for integrating the patient interview and neurological examination with an analytical approach to neurological diagnosis and management. Cases are presented and discussed in terms of both TCM and Western medicine approaches. This module is designed to provide further understanding of the basic principles of neurological diagnosis, including the evaluation of neurological signs and symptoms and laboratory procedures for conditions such as insomnia, epilepsy, facial paralysis, wind stroke, headache (including trigeminal neuralgia), Alzheimer's disease, Parkinson's disease, and wei syndrome.

Upon completion of this course, you will demonstrate a general knowledge of the evaluation of neurological disorders and able to determine the most effective treatment protocol using acupuncture and herbal formulas.

*Prerequisite:* Master level clinical courses

### ***Allergy and Immunology DCE/DCC 307***

Proper function and malfunction of the immune system will be reviewed from both Western and Chinese medical points of view. Allergy and asthma, irritable bowel syndrome as well as the more complex autoimmune disorders such as lupus and other rheumatic pathologies will be discussed.

Upon completion of this module, you will have gained an in-depth understanding of how biomedicine and Chinese medicine view the function and malfunction of the immune system. You will also be able to apply treatments for the allergy and immunology conditions taught in class and analyze similar conditions based on materials presented.

### ***Gynecology and Obstetrics DCE/DCC 401***

This module provides in-depth knowledge and skills to diagnose gynecological diseases from TCM and Western medicine perspectives, identify disease patterns, devise treatment plans, and administer appropriate herbal and acupuncture treatments. Faculty will share valuable clinical experiences in the treatment of pre/postmenstrual conditions, dysmenorrheal conditions, infertility, and pre/post-partum care.

Upon completion of this module, you will have gained competency in reading and evaluating lab reports, and improvement in gynecology and obstetrics clinical performance

*Prerequisite:* Master level clinical courses

### ***Pediatrics DCE/DCC 501***

This module presents the interrelation between the child's environmental, social, and educational factors and his/her growth and development. It emphasizes the unique socio-behavioral aspects of interacting with the pediatric-family population. You will be exposed to management of common pediatric diseases such as immunity and allergic conditions, gastrointestinal tract disorders and respiratory diseases, and psychiatric disorders. Other conditions such as enuresis and ear infection will be discussed as well as the use of pediatric tuina and acupuncture needling techniques.

Upon completion of this module, you will acquire understanding of the factors involved in the normal physical and mental evaluation of a child from birth to adolescence, and will be

able to recognize and understand common childhood diseases, their diagnosis, treatment, and prevention.

*Prerequisite:* Master level clinical courses

### ***Psychiatry and Psychotherapy DCE/DCC 601***

This module presents an overview of psychopathology and psychotherapy techniques. It examines the development of human behavior across the life span. Within a developmental context, you will explore the dynamics of human behavior as determined by intrapersonal systems, interpersonal connections, societal patterns, and cultural influences and as altered by significant life events. Topics such as applied psychotherapy techniques, and depth psychotherapy techniques for manic-depressive syndrome will be discussed. Lectures and clinical training will be from both TCM and Western medicine perspectives to allow you to have a more comprehensive understanding of this fast growing field.

Upon completion of this module, you will be able to practice basic psychotherapy techniques in clinic, confidently handle patients with psychological complaints, and select appropriate herbal and acupuncture treatments.

### ***Tung's Acupuncture in Pain Management DCE/DCC 801***

This module provides a comprehensive discussion on how pain is treated using principles of Master Tung's acupuncture. Starting from an overview of the foundation principles of Tung's acupuncture, the module gradually enters into the more specific pains. Tung's principles in the treatment of pain are introduced in a systematic way to guide you into the deeper and practical use of these points. The features of Tung's extra points and pattern differentiation are discussed as an overview to the theoretical foundation of Tung's extra points. The specific pains in different parts of the body, including those caused by viscera diseases, follows the overview.

Clinic demonstrations on how to practically use the principles and technique will enable you to have practical hands-on experience.

Upon completion of this module, you will have learned the basic principles and academic thought of Master Tung's acupuncture, allowing you to practice these techniques in your clinic to treat various pain conditions.

*Prerequisite:* Master level clinical courses

### ***Five Element Acupuncture DCE/DCC 802***

In this module, you will learn to apply the Five Elements to diagnose and treat the qi that underlies our inner nature. You will explore the elements in greater depth in terms of Jungian archetypal models, the eight trigrams of the I Ching, and their corresponding family of the Twelve Officials. There will be multiple practical exercises to bring these concepts into their clinical applications. This module will cover how imbalances in the Officials express themselves in the patients' physical, mental, emotional, and spiritual lives. You will explore how imbalances in one Official affect the associated elemental pair, its Ko cycle pair, and the creative Shen cycle.

Upon completion of this module, you will have gained a deeper understanding of the relationships between Five Element theory and other classical Western and Eastern models, especially addressing emotional issues and spiritual levels. Your skills in choosing points

will be increased, which will support the patient's psychological and spiritual well being. You will also develop a more personal relationship with the Officials, which will enhance your ability to recognize and treat the Officials directly.

*Prerequisite:* Master level clinical courses

### ***Abdominal Acupuncture DCE/DCC 807***

This module is a practical introduction to Abdominal Acupuncture, a unique therapeutic system created by Prof. Zhi-yun Bo based upon over thirty years of clinical research and his discovery of the prenatal channel system, the Shen Que. Abdominal Acupuncture integrates Western medicine diagnosis with Zangfu pattern identification, using disease-specific point formulas with a manualized treatment procedure protocol. These characteristics improve clinical results, enable reproducibility for clinical research, and make it safe and virtually painless. It is ideal for harmonizing organ qi and blood and treating chronic disease.

The Abdominal Acupuncture module focuses on the treatment of chronic musculoskeletal pain, and diseases of the neck, back and upper and lower extremities. You will learn the basic theory of this therapeutic system, related to its clinical application, point location techniques, point functions, and the treatment application protocol. Point formulas for common but complex neurological and orthopedic disorders such as stiff neck, cervical spondylosis, lumbar vertebral disease, degenerative bone and joint disease of the knee, and sciatica will be discussed. Evaluation techniques for these issues will also be reviewed in detail.

*Prerequisite:* Master level clinical courses

### ***Special Topics With Volker Scheid - Qi Physiology Treatment Strategies DCE/DCC 901***

In the works of many physicians of Chinese medicine, qi dynamic and qi transformation constitute central aspects of physiology, pathology and therapeutics. In modern TCM, the physiology and pathology of qi is often reduced to the function of a single organ—the liver—significantly reducing the scope of a more complex understanding of life, reducing therapeutic effectiveness. This module will deepen your understanding of qi physiology through the study of classical sources. These sources will relate directly to classical and modern case studies, making them relevant to everyday clinical practice. Topics covered are: qi transformation and the qi dynamic, the physiology and pathology of different types of qi, and acupuncture and herbal medicine treatment strategies for qi pathologies.

Upon completion of this course, you will be able to improve your knowledge and skills by gaining a deeper understanding of qi and its physiology and pathology, experiencing different types of qi in your own body and in your patients, and learning how to diagnose, differentiate and treat different types of qi pathology.

*Prerequisite:* Master level clinical courses

### ***Integrating Chinese Medicine into Contemporary Healthcare DCE/DCC 902***

This course consists of two presentations followed by discussion and debate, to engage students to become more self-reflective on issues of the Chinese medicine research process, to open new avenues for how clinical research in Chinese medicine might be conducted. These two presentations center on controversial issues surrounding TCM research in an evidence-based healthcare setting: (1) From hierarchies to process in Chinese medicine research, and (2) Emergent versus enforced consensus: interdisciplinary action research as

new model for Chinese medicine research.

Upon completion of this module, you will have gained an understanding of research in relation to Chinese medicine in a manner that is both theoretically meaningful and clinically relevant to your own practice. Using the research on menopause as an example, you will learn an interdisciplinary research program that places the need of practitioners and patients first.

*Prerequisite:* Master level clinical courses

### ***Treatment Strategies for Internal Organs DCE/DCC 903***

In this module, you will review 16 strategies for treating the Spleen, emphasizing the influence of the “Yishui current” of Zhang Yuansu and his student Li Dongyuan, the continuation of their ideas in the doctrines of the “warm supplementation current” associated with physicians such as a Zhang Jiebin and Zhao Xianke, and their later critics such as Ye Tianshi.

Upon completion of this module, you will be able to treat Spleen disorders more effectively, using the 16 strategies, and will have gained an in-depth understanding on the transformation of ideas from the “Yishui current” to “Warm Supplementation current” through history.

*Prerequisite:* Master level clinical courses

### ***Constraints and Emotion-Related Disorders DCE/DCC 904***

Today, Traditional Chinese medicine (TCM) is practiced worldwide, rivaling biomedicine in terms of its globalization. One of the most common TCM diagnoses is “Liver qi constraint,” commonly treated by an herbal formula dating back to the 10th century. In everyday TCM, biomedical disease categories such as depression or anxiety, and popular disease categories such as stress are often conflated with the Chinese medical notion of constraint. Medical anthropologists, meanwhile, argue that constraint reveals to us a distinctive aesthetics of constructing body/persons in Chinese culture, while psychologists seek to define constraint as a distinctive psychiatric disorder distinctive from depression and anxiety. All of these actors agree in defining constraint as a concept dating back two thousand years to the very origins of Chinese medicine. This module disassembles the articulations by means of which these different facts about constraint are constructed. It shows how ideas about constraint as a disorder caused by the penetration of external pathogens into the body were gradually transformed from the eleventh century onward into constraint as an emotion-related disorder, while treatment strategies were adjusted to match perceptions about body/self that developed among the gentry elite of southeast China in late imperial China.

Upon completion of this module, you will understand how constraint as a disorder, caused by the penetration of external pathogens into the body, were gradually transformed from the eleventh century onward into constraint as an emotion-related disorder.

*Prerequisite:* Master level clinical courses

## **Specialization Modules**

Specialization modules provide you with the opportunity for advanced academic and clinical training in a chosen field of expertise. You will choose two specializations in which to perform in-depth study through advanced lectures in TCM and Western medicine. You will

observe leading practitioners with decades of experience treating patients in a clinical setting and consult with expert faculty when dealing with complicated cases. This extensive training provides an Eastern/ Western integrative approach to improve your ability to practice TCM as an independent and self-sufficient medical modality.

Auricular Medicine and Cerebro and Cardiovascular Diseases modules are offered based on faculty availability.

### ***Women's Health and Endocrinology I-III DSE/DSC 101-301***

TCM has a unique approach to treating disease related to women's health. Although both TCM and Western medicine understand the importance of homeostasis for proper bodily function and health maintenance, they have different ways of reaching this objective. TCM treatments, whether herbal or acupuncture, are aimed at restoring the body's inherent balance, while Western medicine often utilizes hormonal replacement therapies.

In this series, an integrative approach to complicated issues in women's health and endocrinology such as infertility, pre/post-menopausal syndromes, gynecological benign tumors, polycystic ovarian syndrome, pregnancy disorders, diabetes, thyroid dysfunction, etc. will be reviewed extensively. Upon completion of this specialization series, you will have gained the knowledge to diagnose and treat gynecological and endocrinal complex conditions with increased confidence.

*Prerequisite:* Master level courses

### ***Neuromuscular Medicine and Pain Management I-III DSE/DSC 102-302***

In this specialization series, you will be introduced to the concept of physical medicine and rehabilitation, learning to manage patients with orthopedic and neurological conditions from the diagnosis, handling, support, and treatment point of view. Emphasis is placed on pain management as it relates to post-traumatic orthopedic care, degenerative conditions, and entrapment neuropathies, including discussion on the evaluation and treatment of neurodegenerative and post stroke conditions.

Clinical training offered by leading practitioners in the field of neuromuscular medicine will provide you with invaluable experience to deliver comprehensive care, utilizing both acupuncture and other treatment modalities, to patients with neurological and orthopedic disorders. Upon completion of this specialization series, you will be able to advance your clinical practice of neuromuscular medicine and pain management to a higher level.

*Prerequisite:* Master level courses

### ***Auricular Medicine I-III (optional) DSE/DSC 103-303***

Auricular medicine is a scientific medical practice which can diagnose and treat disease solely through the ears. More than 200 diseases and symptoms of past and present medical history can be diagnosed by studying the ear; future diseases and symptoms can also be predicted. This specialization series provides in-depth knowledge of auricular medicine as taught by Dr. Lichun Huang ([www.earmedicine.us](http://www.earmedicine.us)) beginning with fundamental concepts and building into advanced practices in auricular medicine.

Upon completion of this specialization series, you will have a deeper understanding of the theoretical and clinical application of auricular medicine, from basic concepts and specific auricular points to diagnostic and treatment methods. You will be skilled in the identification

and location of auricular points, methods of diagnosing disorders, as well as how to use auricular medicine in your clinical practice. This series must be taken in order of sequence.

*Prerequisite:* Master level courses

### ***Cerebrovascular and Cardiovascular Diseases I-III (optional) DSE/DSC 106-306***

Cerebrovascular and cardiovascular disease is among the leading cause of death and disability in today's world. Although Western medicine has its merits in dealing with these conditions, TCM has its own unique advantages in helping patients recover from its devastating effects.

This specialization series discusses cerebrovascular and cardiovascular disease from an integrative perspective, emphasizing the advantages and disadvantages of both TCM and Western medicine in dealing with these disorders and their long-term sequelae. The concept of "Awakening the Brain and Opening the Orifices" in treating post-stroke patients will be discussed in the classroom while extensive practice of treatment techniques will be performed in clinic.

Upon completion of this specialization series, you will be able to master the different approaches TCM and Western medicine take in treating patients with cerebro and cardiovascular disease, and will develop the mastery of "Awakening the Brain and Opening the Orifices" clinical techniques to treat post-stroke patients

*Prerequisite:* Master level courses

## **Practicum Training**

Practicum training provides you with the opportunity to practice what has been learned throughout the DAOM program. Clinical and Specialization Practicum allows you to practice clinical techniques and protocols under the guidance of a faculty member or specialist in the clinic, a hospital in China, or in your own practice. Professional Practicum provides training in other valuable skills cultivated by the DAOM program such as teaching, clinical supervision, and research.

### ***Clinical Practicum DTC 101***

In Clinical Practicum, you will spend 150–300 hours in the clinic treating patients, applying what you previously learned in the Clinical Medicine modules. Clinical practicum hours can be completed through training under a preceptor, in Doctoral Grand Rounds, with Five Branches faculty, in a China externship, or in independent study. Specific details and restrictions are outlined in the Clinical Practicum section of the program catalog.

*Prerequisite:* Master level clinical courses

### ***Specialization Practicum DTC 201***

In Specialization Practicum, you will spend an additional 160 hours in clinical training, practicing the techniques and treatment protocols of your chosen specialization. Specialization practicum hours can be completed through training under a preceptor, in Doctoral Grand

Rounds, with Five Branches faculty, in a China externship, or in independent study. Specific

details and restrictions are outlined in the Specialty Practicum section of the program catalog.

*Prerequisite:* Master level clinical courses

### ***Professional Practicum DTC 301***

In Professional Practicum, you will have the opportunity to put the skills and knowledge you learned in the Foundation modules into practice. You will fulfill

50–200 hours teaching in the classroom, supervising in the clinic, in the role of administrative services, providing quality assurance, and through clinical research activities. Specific details and restrictions are outlined in the Professional Practicum section of the program catalog.

*Prerequisite:* Master level clinical courses

## **Capstone Project**

In the final phase of the program you will complete an extensive research project to demonstrate mastery and synthesis of the knowledge and skills acquired in presentation, clinical evaluation and practice as well as research capability. The capstone project is implemented using quantitative and/or qualitative analyses as well as inductive and/or deductive research methods. You will apply evidence-based knowledge of preventive, therapeutic and rehabilitative interventions to individuals, families and/or population groups. The capstone project is a comprehensive evaluation and assessment of your achievements in the Doctoral Program

### ***Capstone Proposal Presentation DRR 701***

The Capstone Proposal Presentation is one of the first steps to help you articulate your research project. You will be asked to propose a project topic of your interest including: why this topic is important to you, your plans for implementation, and the results you expect. You will present this project in its preliminary proposal stage and receive feedback from the panel and audience consisting of fellow students in class.

*Prerequisite:* Submission of capstone pre-proposal

### ***Capstone Project Paper, Presentation and Defense DRR 501, 601***

After your capstone proposal presentation has been reviewed and approved, you will perform extensive research and literature review on your chosen topic. You are expected to analyze your research from both TCM and Western clinical medicine perspectives. The Capstone Project Paper/Presentation and Defense will allow you to demonstrate the ability to comprehensively synthesize the skills and knowledge acquired from all the modules you have taken in the program, culminating in the presentation and defense of your research in front of a panel of

faculty and class.

*Prerequisite:* Capstone pre-proposal, capstone proposal, capstone proposal presentation

## **Earn a PhD in China**

Five Branches University offers a joint DAOM/PhD program for students who wish to earn a

PhD at one of our four sister colleges in China: Zhejiang Chinese Medical University, Tianjin University of Traditional Chinese Medicine, Liaoning University of Traditional Chinese

Medicine, and Fujian University of Traditional Chinese Medicine.

Studies completed in the DAOM program are transferable to the PhD program in China, allowing you to earn a PhD from a China TCM University with only one additional year of study. This PhD degree is recognized by the Chinese government and U.S. foreign credential review agencies as equivalent to a PhD degree in the U.S. The PhD credential may offer doctoral graduates the opportunity to obtain grants and teaching positions in American universities.

### **Admissions Process**

You must indicate your interest in enrollment in the China PhD program at time of enrollment in the DAOM program. To apply please submit the following documents to Five Branches University:

- Photocopy of the picture page of your passport
- Completed PhD Application form
- Passport style photos
- Resume or CV
- Recommendation letters
- Health examination form
- Non-refundable application fee

The list of application documents required vary slightly depending on the China PhD program you apply to. Please consult with the Five Branches University Director of Foreign Affairs before sending in your application package. Applications need to be submitted within the first six months of entering the DAOM program.

According to regulations of the Chinese Department of Education, the China PhD program is only available to non-Chinese citizens. Those who hold a passport from Mainland China, Taiwan, Hong Kong, and Macau are not eligible for the DAOM/PhD joint program.

### **Specialization Opportunities**

You may choose from a wide range of specializations offered by our Chinese sister colleges. Once you designate a specialty you will work closely with Five Branches personnel, the Chinese university, and a supervisor knowledgeable in your chosen specialty. For details on specialization requirements contact the DAOM administration.

### **Period of Study**

The minimum amount of time to complete a China PhD program is three years. You will need to choose a Chinese university, your specialization, and apply within the first six months of enrolling in the DAOM program. The first two years of coursework completed in the Five Branches DAOM program also applies to the coursework for the China PhD program. Each

Chinese university has different requirements for their PhD program ranging from: requiring additional coursework, needing to reside in China for six months, and/or visiting the supervisor for one month every year. You are required to complete the China PhD program within six years.

### **Tuition**

The tuition for the China PhD program varies from \$10,000 to \$21,000 depending on the university chosen. Tuition is payable yearly and covers classroom study, research expenses, PhD advisor fees, and clinical training. Once you have applied for the China PhD program you can withdraw your application at the completion of any year if necessary. U.S. federal financial aid is not available for the PhD program.

## Admissions

Five Branches is interested in enrolling students into the DAOM program who are dedicated to offering exceptional healthcare to the public and who have a strong desire to expand and enhance the field of TCM. If you are a licensed acupuncturist interested in: developing advanced TCM knowledge and skills, learning how to integrate Western medicine with TCM, contributing in the field of TCM research, and/or serving as a teacher to the next generation of Traditional Chinese Medicine students, you are strongly encouraged to apply.

The DAOM program is offered at the Five Branches University San Jose Campus, located in the heart of Silicon Valley. Easily accessible by highway or air, the San Jose campus is just minutes away from the San Jose Airport. San Jose is a multicultural environment offering you fertile ground for the exploration of TCM and inter-disciplinary medicine.

Courses in the DAOM program are offered once a month during three to four-day long weekends to allow you to earn a doctorate in as little as 24 months, while maintaining a full-time practice. Clinical training is flexible and is scheduled apart from the weekend intensives. Almost all modules of the DAOM program fulfill both California and National CEU requirements.

### Visit Five Branches

The best way to experience Five Branches University is to visit. We invite you to meet the individuals who are the essence of our community and to immerse yourself in the environment of our classrooms and health centers, rich in the beauty and culture of Chinese medicine.

The San Jose campus resides in a modern high-rise office building located across from the prestigious Santana Row, within walking distance of sidewalk cafes, luxury shops and beautiful fountains. A welcoming courtyard leads you to the Health Center and University where our doctoral program provides licensed acupuncturists the opportunity to train with TCM and Western medicine experts from China and the U.S.

#### *Campus Visit*

A campus visit is the most effective way to get an up close and personal look at the Five Branches community. Enjoy a personal tour to explore how comfortable the facilities and environment feels to you. Experience a free treatment in our clinic, observe our classes and clinical training, and meet the DAOM faculty, staff and students of Five Branches. This is an excellent opportunity to learn more about the DAOM program, the admissions process, financial aid, and to gain the information necessary to assist you with your decision to attend Five Branches University.

#### *Info Sessions*

Schedule a time to speak with DAOM staff to gain a better understanding of the program as well as the social community you will enjoy at Five Branches. Video meetings can be scheduled to discuss how different aspects of the program will relate to you. Contact us to schedule a campus visit or to sign-up for an info session.

### *Request Information*

If your schedule does not allow you to visit at this time and you would like to receive more detailed information about the DAOM program, please call or email our admissions staff. We are happy to answer any questions you may have.

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

## **Applying to Five Branches**

Once you have made the decision to enroll in the Doctor of Acupuncture and Oriental Medicine program you are now ready to begin the application process.

### *Trimester Admissions*

Applications are reviewed throughout the year. New entering students are accepted on a trimester basis, in September, January, and May. Completed applications and supporting documents must be received two weeks before the entrance date to allow time for processing.

### *Application Due Dates and Entrance Dates*

The Spring, Summer and Fall trimesters start in January, May and September respectively, and admissions applications are due at least one month before the beginning of the trimester.

The exact application due dates and entrance dates are detailed on the University's web site, [www.fivebranches.edu](http://www.fivebranches.edu) under DAOM.

## **Standard Admissions**

Applicants who have a Master's degree (or Master's level diploma) in TCM or Oriental Medicine from an ACAOM-accredited or ACAOM-candidate program, with at least 2800 hours, will be considered for admission to the DAOM program.

## **Special Admissions**

Applicants with the following educational background may be considered for special admission to the DAOM program:

- Master's degree (or Master's level diploma) in TCM or Oriental Medicine with less than 2800 hours from an ACAOM-accredited or ACAOM-candidate program
- Master's degree (or Master's level diploma) in Acupuncture from an ACAOM-accredited or ACAOM-candidate program
- Apprenticeship route licensed practitioners with at least five years of documented full-time clinical experience
- Applicants who do not otherwise meet the criteria for standard admission with proper demonstration of experience equivalency.

Applications indicating a deficiency in education hours will be evaluated based on formal education hours and clinical experience. Applicants who fall under the Special Admissions category may be required to take a challenge exam to complete educational requirements for

the DAOM program. Applicants with a Master's degree (or Master's level diploma) in Acupuncture are required to satisfactorily complete the ACAOM's Master's core curriculum requirements for herbal training through an ACAOM accredited Oriental medicine program.

## **Non-Matriculating Students**

The admissions procedure and entrance requirements for non-matriculating applicants are the same as for degree-seeking applicants. Non-matriculating students need to request a change of status to become degree-seeking students after the first year of studies.

## **Part-time Students**

Students who cannot commit to the full-time DAOM program and plan on completing the program in more than two years are considered part-time students. Part-time students must meet with the Program Coordinator to plan their program of study, and complete the program within four years.

## **Transfer Credit**

Limited transfer credit may be awarded for coursework from an accredited institution that supports the Doctoral program's objectives and meets the standards for completion of the Doctoral program. No more than one-third of the credits beyond the Master's level program can be transferred. Transfer credit is subject to 15% of the current DAOM tuition charge per transferred module.

Five Branches University does not currently have any articulation or transfer agreements with any colleges or University. At the same time, the admissions office provides a list of courses offered by neighboring colleges that are accepted for transfer into the degree programs.

The University does not offer an Ability-to-Benefit plan.

## **Transfer Credit Earned through Challenge Examination or Achievement Tests**

Credit earned through assessment or achievement examinations at other Traditional Chinese Medicine schools are non-transferable. Transfer credit is not available for work, experiential learning or life experience.

## **Completing the Application for Admission**

To be considered for admission to Five Branches University, the following items are required:

1. Application Form: use your full legal name on all admission documents
2. Passport-style photograph: recently taken
3. Statement of Purpose: one-page typewritten
4. Resume: updated to present
5. Two Letters of Recommendation sent directly to Five Branches University
6. Official transcripts from all AOM and healthcare related college/university

- coursework in university-sealed envelopes
7. Copy of Master's level diploma in TCM, Oriental Medicine, or Acupuncture
  8. Copies of California L.Ac. pocket license, state license or national certifications (if applicable)
  9. Copy of valid malpractice insurance (if applicable)
  10. Non-refundable \$65 application fee, payable in check or money order to Five

Branches University Additional documents are required for international applicants. For more detailed information refer to the Five Branches University website:  
<http://www.fivebranches.edu/doctorate-daom/doctorate-admissions/49>

## **The Admissions Process**

### **Admission Interview**

Once your application package and all supporting documents have been received, a phone interview will be scheduled, or you will be invited to Five Branches University for a personal interview with members of the admissions committee. The admissions interview is a mutually beneficial process, allowing you the opportunity to acquire additional information not gained in previous interactions with Five Branches, while the admissions committee can get to know you on a more personal basis.

### **Application Review**

After your interview, your file will be reviewed by the admissions committee. In evaluating applicants, the committee takes into consideration many factors including academic achievement, professional experience, recommendations, accomplishments, personal character and future potential.

### **Admissions Decision**

You will be notified in writing once a decision has been made by the admissions committee, within two weeks after your application review.

### **Deposit**

Upon notification of acceptance you will be asked to reserve your space with an enrollment deposit of \$300. The deposit is non-refundable and will apply to your first tuition payment.

### **Waiting list**

If there is not available space in the upcoming DAOM entrance term, applicants may be placed on a waiting list. We will inform you of your position on the waiting list and will notify you if space becomes available. If space is not available, those on the waiting list can elect to have their application brought forward to the next entrance term.

## **International Applicants**

Five Branches University welcomes international applicants from all over the world. We support a multicultural and multilingual environment, offering our Doctorate program in English and Chinese, and our Doctor and Master of Traditional Chinese Medicine and Doctor

and Master of Acupuncture in English and Bilingual (English/Chinese).

Five Branches defines an international applicant as someone who is a citizen or permanent resident of a country other than the United States who wishes to pursue a Master's or Doctorate degree at our university. Five Branches University is authorized under federal law to enroll non-immigrant alien students and complies with all federal guidelines and directives of the U.S. Citizenship and Immigration Services (USCIS).

International applicants follow the same application and admissions procedures as required of resident students, in addition to meeting the international application requirements. We recommend international applicants begin the admissions process six months to one year prior to the desired enrollment date. International students are not eligible for U.S. federal financial aid.

## **International Application Requirements**

If you are an international applicant applying for an F-1 student visa through Five Branches University, you must submit the following documents along with the completed application. It is important to write your name (as it appears on your passport) on your application and all supplemental documents.

1. A photocopy of the name and picture page of your passport
2. Transcript evaluation
3. Test of English as a Foreign Language (TOEFL) and International English Language Testing System (IELTS)
4. Financial Statement
5. Health Insurance

Upon admission, the University will provide international students with the I-20 form that confirms your student status and allows you to process your visa application in your home country. The University does not pay for or process visas.

## **Transcript Evaluation**

If you have completed previous TCM education in another country, you must have your transcripts reviewed by a credential evaluation agency that is a member of the National Association of Credential Evaluation Services, Inc. Transcripts need to be evaluated on a course-by-course basis. The evaluation, containing the total number of earned credits and cumulative GPA, should be sent directly to Five Branches University by the evaluating agency. We recommend World Educational Services (WES), [www.wes.org](http://www.wes.org).

## **English Language Requirements – Test of English as a Foreign Language (TOEFL) and International English Language Testing System (IELTS)**

If you are an international applicant and have completed at least a two year (60 semester credit or 90 quarter credit) baccalaureate level education from an institution accredited by an agency recognized by the U.S. Secretary of Education or from an equivalent English language institution in another country, the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) may not be required.

### ***DAOM Program in English or Chinese***

If you do not meet the minimum English language proficiency requirements prior to enrollment, you may be conditionally admitted with the understanding that you will study English and meet the TOEFL or IELTS requirements before the end of the 12th month in the program.

If you are applying for the English or Chinese DAOM degree program, you are required to complete the Test of English as a Foreign Language (TOEFL) internet-based test (iBT) or the International English Language Testing System (IELTS) exam.

The minimum scores to achieve on these tests are as follows:

<b><i>TOEFL</i></b>	
iBT	Speaking
80	26
<b><i>IELTS</i></b>	
Total	Speaking
6.5	8.0

If you do not meet the minimum English language proficiency requirements prior to enrollment, you may be conditionally admitted with the understanding that you will study English and meet the TOEFL or IELTS requirements before you enter clinical internship.

When taking the TOEFL, please enter the appropriate Five Branches University assigned code on the Score Report Request Form - code: 5881

### **Financial Statement**

A financial statement, certified by a financial institution, verifying the availability of at least \$35,000 in U.S. dollars. This amount should cover your education and living expenses for one academic year. If you need the university to issue an I-20 for your dependents, you will need to calculate an additional \$4,000 for each dependent. In addition, you may want to consider having additional funds for off-campus months and miscellaneous expenses. We recommend having approximately \$7,000 for this purpose. If your tuition or living expenses are going to be partially or fully paid by a sponsor, the financial statement must be signed by your sponsor, stating they assume financial responsibility for the designated amount.

### **Health Insurance**

International students must provide proof of health insurance coverage prior to student registration. Due to the high costs of medical insurance in the United States it may be advantageous to purchase health insurance coverage in your home country. We recommend you purchase a healthcare policy for yourself and any dependents, with a minimum coverage of \$250,000 per incident, and a deductible of no more than \$500 per person per year.

Prior to your arrival into the United States, we recommend you obtain from your primary physician medical records for you and your dependents. These should include a medical

history describing previous illnesses, surgeries, and records of all immunizations, including those received in childhood. In addition, since dental costs in the United States tend to be considerably higher than most other countries, you are advised to have any necessary dental work completed in your home country prior to your arrival in the U.S.

### **International Applicants Currently Studying in the U.S.**

If you are an international student who is currently on an F-1 student visa, enrolled at another college or university in the U.S., you must submit the following documents along with your application materials:

1. A photocopy of your visa, contained in your passport
2. A photocopy of your I-20 Form

Once you have been accepted to Five Branches University, a Transfer Release Form must be signed by your current school's admissions office, verifying you have maintained your visa status and are eligible for transfer. Please contact the Five Branches University admissions office to receive a copy of this form.

If you have any questions or need additional information regarding international application requirements, our admissions staff is available to assist you.

### **Transfer Students**

If you are a student enrolled in another DAOM Program and are considering transferring to Five Branches, you can apply for our DAOM program as a transfer student. Five Branches University offers one of the best TCM educational programs in the United States. Our transfer policies ensure that a transfer student's training from another school will meet the high standards of our DAOM program.

Five Branches accepts transfer students who will be completing at least 2/3 of their DAOM degree at the University.

### **Transfer Student Application Procedure and Requirements**

Transfer students follow the same application and admissions procedures as required of new students, in addition to meeting the transfer student requirements as listed below. If you are a transfer student, transferring to Five Branches University from another TCM college, you must submit the following documents along with the completed application:

1. Cover letter stating your reasons for seeking a transfer from another DAOM program, and a list of the courses you wish to transfer.
2. Letter of recommendation from a previous TCM/Acupuncture instructor, located at the DAOM program you attended.
3. Official transcripts from your previous DAOM program
4. Catalog from your previous DAOM program, stating its approval agencies and accreditation.
5. Syllabus outlining the course content for each course you wish to transfer.

You must submit your admission application by the application due dates (two weeks before

the start of each trimester) to allow ample time for review.

Upon acceptance to Five Branches, you will be informed of your placement in the DAOM program, and an evaluation of your transfer credits will be completed by the admissions office. Only coursework completed at the doctoral level prior to enrollment at Five Branches, from an ACAOM-accredited or ACAOM candidate school is transferable.

### **Transferring TCM Courses**

Transfer credit will be accepted for TCM courses taken from an ACAOM-accredited or ACAOM-candidate DAOM Program, if the courses are equivalent in content to Five Branches DAOM program courses.

### **Transferring Western Medicine Courses**

Only western medicine courses taken at the doctoral level prior to enrollment at Five Branches may be transferred to fulfill part or the entire DAOM Western medicine requirement. Western medicine courses are transferable only from regionally accredited, degree granting colleges, universities, or TCM schools at the doctoral level. Courses taken in a Doctor of Medicine program at a nationally accredited or candidate university may be transferable.

### **Transfer Fees**

A transfer fee will apply to the evaluation of all courses transferred into the DAOM program. The transfer fee is 15% of the current tuition, per unit, up to a maximum of \$200.

If you have any questions or need additional information regarding the transfer student application requirements, our admissions staff is available to assist you.

### **Transfer Planning Services**

Five Branches University has not entered into an articulation or transfer agreement with any other college or university.

## Financial Aid

Five Branches University is an accredited institution of higher education approved to participate in Federal financial aid programs. Our financial aid programs assist approximately 70% of our students in meeting the financial costs of their education.

Federal financial aid programs provide financial assistance to students who, without such assistance, would be unable to meet educational costs at the University. Financial Aid for the DAOM program includes educational costs: tuition, fees, books and supplies, and a reasonable allowance for living during the academic year.

The financial aid office can assist you in finding the sources of financial aid that best suit your educational needs. We understand that furthering your education requires a significant investment of your time, energy and resources and deciding how to fund your education involves solid information and careful planning. We recommend that you determine your financial plan as early as possible so you can focus on your academic responsibilities once the DAOM program begins.

Students who believe they will need financial assistance to attend Five Branches University and who meet the eligibility requirements are encouraged to apply for financial aid. Financial aid awards are made for one academic year at a time and must be reapplied for each academic year.

To receive financial aid from Five Branches, the applicant must meet the following eligibility criteria:

1. Be accepted for enrollment as a matriculated student
2. Be a U.S citizen or eligible non-citizen
3. Maintain measurable satisfactory academic progress according to the standards and practices established by Five Branches while enrolled.
4. Not owe a refund on or be in default of any Title IV loan previously received for attendance at any postsecondary institution.
5. Be in compliance with Selective Service

### Applying for Financial Aid

Please follow the steps below to apply for financial aid at Five Branches University:

1. Completing the Free Application for Federal Student Aid (FAFSA) is the first step in applying for financial aid. The FAFSA needs to be completed each academic year and is available online at: [www.fafsa.ed.gov](http://www.fafsa.ed.gov). When completing the FAFSA, use the Five Branches Federal School Code: 03131300. You will need an FSA ID- a username and password to electronically sign Federal Student Aid documents.
2. Once the FAFSA is submitted you are required to complete the 2020-2021 DAOM Supplemental Financial Aid Form available online at: <https://www.fivebranches.edu/doctorate-daom/daom-financial-aid/4294>
3. The Department of Education randomly selects students for Verification, a federally mandated process designed to verify the accuracy of information reported on the FAFSA.

If you are selected for verification, you will be required to complete a Verification Worksheet along with other supporting documentation. You may also be required to provide IRS tax return transcripts.

To obtain an IRS tax return transcript go to: [www.irs.gov](http://www.irs.gov). Click on the “Order a Return or Account Transcript” link. Make sure to request the “IRS tax return transcript” and not the “IRS tax account transcript.” You will need your social security number, date of birth, and the address on file with the IRS (normally this will be the address used on your 2018 IRS tax return). It takes up to two weeks for IRS income information to be available for electronic IRS tax returns, and up to eight weeks for paper IRS tax returns. If you are married and you and your spouse filed separate 2019 tax returns, you must both submit tax return transcripts. You can also call to request an IRS tax return transcript at 1-800-908-9946.

It is important to return the requested information as soon as possible so the disbursement of your financial aid will not be delayed. To download Verification forms please go to: <https://www.fivebranches.edu/doctorate-daom/daom-financial-aid/4294>. For more information regarding verification, refer to: [www.finaid.org/fafsa/verification.phtml](http://www.finaid.org/fafsa/verification.phtml)

1. If the Department of Education is unable to confirm your citizenship status, then you will need to provide the financial aid office with documents proving citizenship. Citizenship documents that are acceptable are:
  - a. Copy of current United States Passport
  - b. Copy of current Alien Registration Card (Eligible Non-Citizen) For more information go to: [www.us-immigration.com](http://www.us-immigration.com).
2. If you are a Male (any person assigned the sex of male at birth), age 18-25, you are required to register with the Selective Service System (SSS). This requirement covers all males residing in the United States who are U.S. citizens or noncitizens. If the Department of Education is unable to verify proper registration with the Selective Service, then you are required to provide the financial aid office with verification that you have successfully registered or are exempt from registration. Please refer to the Selective Service web page for more information: [www.sss.gov](http://www.sss.gov).

Once you are successfully admitted to Five Branches University you will be notified by email and sent a Financial Aid Award Letter in the mail along with supporting documents. For more detailed information on applying for financial aid refer to the Frequently Asked Questions (FAQs) section of our website <https://www.fivebranches.edu/doctorate-daom/daom-financial-aid/4290>

### **Federal Work Study**

Federal Work-Study (FWS) is funded by the federal government, with some matching Five Branches funds. FWS enables students to earn part of their financial aid award through part-time employment on campus. Except for certain community-service jobs, FWS employment is limited to on-campus jobs. To participate in the FWS program, a student must be eligible for and be awarded a FWS award as part of their financial aid package. If you are interested in the FWS program contact the Financial Aid Office.

### **Direct Loan Program**

The Direct Stafford Loan Program consists of low-interest, unsubsidized loans funded by the

federal government. Loans are available to graduate and professional students who are U.S. citizens or permanent residents. Loan repayments begin six months after graduation or after a student drops below half-time enrollment. Direct loans are loans and must be repaid.

Graduate students may receive up to \$20,500 per academic year in Federal Direct Unsubsidized Stafford Loans, depending on remaining aggregate eligibility. Federal Direct Unsubsidized Stafford Loans have a six-month grace period (following graduation) before principal payments are due; however interest begins accruing upon the disbursement of the loan. Students can elect to pay the interest while enrolled in the DAOM program, or allow it to accrue and be capitalized (added to the principal).

Federal Direct Graduate PLUS Loans are available to graduate students with a good credit history, determined in the credit pre-approval process. The Federal Direct Graduate PLUS Loan is available to students who have received the aggregate maximum amount of Stafford loans. The amount a graduate student can borrow is the difference between the cost of attendance and other financial aid received. Graduate PLUS Loans have a six-month post-enrollment deferment period, following graduation (or if you are no longer enrolled on at least a half-time basis), before principal payments are due; however, interest begins accruing upon the disbursement of the loan. Students can elect to pay the interest while enrolled in the DAOM program, or allow it to accrue and be capitalized (added to the principal) at repayment.

**Please Note:** Students who receive federal loans must participate in Entrance Loan Counseling prior to the disbursement of their loan. Students are also required to complete Exit Loan Counseling prior to graduation.

Students at Five Branches University that are participating in the Direct Unsubsidized Stafford Loan Program will have their funds sent by the Department of Education by EFT (Electronic Funds Transfer). Direct Loans Servicing Center will mail your loan disclosure statement to you. Five Branches University will deduct tuition and fees from your loan funds and will issue you a credit balance check for any remaining loan funds. ■

### **Loan Repayment**

If a student obtains a loan to pay for an educational program, the student is responsible for repaying the full amount of the loan, plus interest, less the amount of any refund in the case of a student's withdrawal. If a student obtains Federal Financial Aid and chooses to pay tuition and fees using financial aid monies, the student is entitled to a refund of any applicable charges that were previously paid out of pocket. For more detailed information on loan repayment refer to the Frequently Asked Questions (FAQs) section of our website: <https://www.fivebranches.edu/doctorate-daom/daom-financial-aid/4290>

### **Financial Aid Policies**

Students who receive federal financial aid while attending Five Branches University will be subject to the Financial Aid Satisfactory Academic Progress Policy as well as the College Academic Progress Policy.

### **Satisfactory Academic Progress**

Federal regulations require that academic progress be monitored using qualitative and quantitative measurements. These standard measurements apply to all students. Academic

progress is reviewed after every term. If at any point it is clear the student will not be able to meet qualitative and/or quantitative standards for **timely** completion of degree, the student becomes ineligible for financial aid.

1. Masters students must maintain a cumulative and term GPA of 2.75 or above.
2. Completion of 67% of all units attempted in any incremental period.
3. MTCM / DTCM / DAc / MAc students must maintain at least half-time enrollment status.
4. DAOM students must maintain a full-time enrollment status.
5. MTCM / DTCM / DAc / MAc students must pass all courses with an A, B or C letter grade and are not permitted to exceed one Incomplete (I) grade per term.
6. DAOM must not exceed two unsatisfactory grades per year (NC, NP, I, W). DAOM must maintain a passing grade P (Pass) Satisfactory of all required coursework.
7. Maximum program timeframe:
  - a. May not exceed the time limits for coursework as described in syllabi and course descriptions.
  - b. Master/Doctor of Traditional Chinese Medicine – 12 terms (Spring, Summer, Fall)
  - c. Master of Acupuncture – 10 terms (Spring, Summer, Fall)
  - d. Doctor of Acupuncture and Oriental Medicine – 6 terms (Spring, Summer, Fall)

<b>Financial Aid Warning Reason</b>	<b>SAP Requirement</b>
Term / Cumulative GPA less than 2.75	Complete subsequent term with 2.75 GPA or above and with grades sufficient to raise cumulative GPA to 2.75
MTCM / DTCM students must pass all courses with an A, B or C letter grade and are not permitted to exceed one Incomplete (I) per term.	Complete affected course work with a passing letter grade in the following term.
DAOM students must not exceed two unsatisfactory grades per year (NC, NP, I, W)	Complete affected course work with a passing letter grade.
Incremental Unit/Pace Requirement(s) not met	Complete more than 67% of attempted units in following term.
Breach in professionalism	Requirement contingent upon SPRC review
Exceed maximum program time frame	Requirement contingent upon SPRC review

## Academic and Financial Aid Warning

- Students who fail to meet the Qualitative and/or Quantitative progress requirements in any term will be placed on Academic and Financial Aid Warning for the following term of enrollment.
- Students are placed on Warning status for a period no longer than one (1) term.
- **During the Financial Aid Warning term, students may receive financial aid and must meet all SAP requirements.**
- A letter will notify students when they placed are on Academic and Financial Aid Warning. The reason(s) for the Financial Aid Warning and SAP Requirements for the following term will be explained in the letter.

If you receive federal financial aid and withdraw from Five Branches University after classes have begun, you will be subject to the Federal Return of Title IV Funds Regulations and must notify the school according to school policy. The Return of Title IV Funds Regulations will be applied first, after which the school's refund policy will be applied. Both the Federal Aid Satisfactory Academic Progress Policy and the Return of Title IV Funds Policy are described in the student handbook.

During registration, state law requires all students to sign a contract to protect their student rights and specify their enrollment and financial agreement with Five Branches University.

## Return of Title IV Funds

According to federal guidelines (Section 668.22 of the Higher Education Amendments of 1998), withdrawing students who have received Title IV financial aid will have their financial aid recalculated according to the following guidelines:

- Only the amount of financial aid that has been earned (disbursed or could have been disbursed) based on the prorated amount of time the student has been in school for the semester will be retained on the student's behalf. Any aid that is not earned (based on the prorated amount of time) must be returned to the appropriate federal account/lender.  
For example, if a student receiving \$10,141 in federal aid completes 20% of the trimester, he/she would have earned that percentage and the approved federal aid (\$2,028) therefore, 80% (\$8,113) of the disbursed aid remains "unearned" and must be returned to the federal programs. The college would refund 80% of the tuition charges (i.e if tuition charges of \$4,200, the refund would be \$3,360) to the appropriate federal program. No tuition refund would be disbursed to the student until Title IV (federal loans/grants) funds are repaid. A student withdrawing after the 60% point has earned 100% of the disbursed federal aid. Any unearned funds disbursed to the student in the federal loan programs would be repaid based on the terms of the borrower's promissory note.
- The date of withdrawal is the date the University receives notification (e.g., submitting a withdrawal request form) from the student on his/her intent to withdraw.
- The amount of refundable institutional charges (tuition and fees) will be set by school policy. The University's treatment of tuition and other fees related to student withdrawal may be found in the student handbook. If there is a balance due resulting

from the calculation of unearned aid, the student may be responsible for payment.

- For students who have received federal financial aid, any refundable portion of tuition and fee costs that has been covered by a Federal Stafford Loan will be refunded directly to the lender, who will credit it against the student's outstanding balance.
- The Financial Aid Office determines specific amounts according to applicable federal regulations. If the calculation shows that the student had eligibility for aid that had not yet been disbursed, the student will be given the option of receiving those funds. The applicable tuition and fees are listed in the student handbook. Non-mandatory and fees for professional organizations are not included in the refund calculation.

Five Branches University refund policy will then be applied. This states that there is a prorated refund for the unused portion of the tuition if the student has completed 60% or less of the course. There is no refund for courses after 60% of the course has been completed. This means that you will be billed for any funds returned in the Title IV Return of Funds that do not warrant a refund according to the stated school refund policy.

Return of Title IV Funds states that a student who withdraws after completing more than 60% of the semester is determined to have earned 100% of his/her aid. This means that Five Branches University will not be returning any aid paid for tuition and fees to Title IV Funds.

Students who have received Federal Title IV Funds and withdraw from Five Branches University are required to notify the Director of Financial Aid and complete the Exit Counseling online at [www.studentloans.gov](http://www.studentloans.gov) to receive an official Transcript from the school.

## Tuition and Fees

### DAOM Program Tuition (2021 Academic Year)

The total tuition for the 1280-hour / 56.8-unit DAOM program is \$25,000, to be paid over a period of two years.

### DAOM Program Fees (2021 Academic Year)

1. Malpractice insurance: \$180/year
  - a. Students can choose to either purchase malpractice insurance through the Five Branches University DAOM Program or add Five Branches University DAOM Program as an additional insured on their own existing malpractice insurance.
  - b. This fee is collected in full at the beginning of trimesters 1 and 4.
2. Transfer fee: 15% of current tuition up to a maximum of \$200.
3. Transcript request: \$10
4. Extra copy of diploma: \$50
5. Application fee: \$65 (US students); \$365 (international students)
6. China externship administration fee: \$350
7. International student service fee: \$2,500
8. I-20 handling fee (applies to international students only): \$120
9. Installment payment fee: \$15.00 per month for tuition paid by month
10. Credit card payment convenience fee: 3% of payment
11. Late fee: \$30 per month

### DAOM Program (2021 Academic Year)

#### Tuition and Fees per Year and Total

<b>Year</b>	<b>First Year</b>	<b>Second Year</b>	<b>Total</b>
Tuition	\$12,500.00	\$12,500.00	\$25,000
Total	\$12,500.00	\$12,500.00	\$25,000

## Tuition and Fees per Trimester

Trimester	1	2	3	4	5	6
Tuition	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67
Total	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67	\$4,166.67

Please note: Tuition for each year and trimester is based on enrollment in required courses as indicated by the program.

## Doctoral CEU Course Discounts

Early Registration: 10%

FBU Alumni: 20%

## Deposit

Upon notification of acceptance to the DAOM program, you will be asked to reserve your space with a \$300 non-refundable deposit, due within two weeks from the date of acceptance. The deposit will be applied towards the first tuition payment.

## Tuition Payment

Tuition may be paid on an annual, trimester, or monthly basis. The annual tuition payment is due in full two weeks prior to the beginning of each year. An installment fee of \$15/month is charged for monthly payment plans. Tuition for international students is the same as for U.S. citizens and residents.

The assigning of credit for all courses and clinical training occurs only after all financial obligations have been met. Five Branches University reserves the right to change tuition and fees as necessary.

## Returning Alumni Discount

Five Branches University Alumni who return to the school to study the DAOM program are eligible for a discount of 20% savings on your DAOM tuition. This discount only applies if you have attended and graduated Five Branches University and if you have been accepted into the DAOM program.

## Student Right to Cancel, Withdrawal and Refund

### Drop / Withdraw Course(s) and Tuition Refund

Students not attending a class in which they are enrolled must drop or request to withdraw

from the class; failure to do so will result in a failing grade on the student's record.

**Full Refund:**

To obtain a full refund, a student must submit a drop form/request no later than the seventh (7) day after Term begins. If a student is unable to do so an e-mail from university issued account to the Registrar stating your request will be accepted. The deadline to drop course(s) and obtain a full-refund is specified in the Enrollment Agreement. A \$50 drop fee will apply for each course that is dropped after the deadline.

**Pro rata Refund:**

If a student chooses to drop a course after seventh (7) day after Term begins, a student may obtain a pro rata refund for the unused portion of the tuition without receiving W grade if 20% or less of the course time has lapsed.

A Student wishing to withdraw course(s) after 20% of the course time has lapsed. A withdraw course form is required to be submitted and Withdrawal (W) grade will be issued. A Student must state in writing on a Withdraw course form or an e-mail from university issued account to the Registrar. The effective date of withdrawal is the date emailed, postmarked or turned in to the Registrar. A student will receive a pro rata refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the enrollment period.

Please note that there is no refund for course absence(s) of any period during a term or session, or for dropping a course after 60% of the course time has lapsed. If the University cancels or discontinues a course, the school will make a full refund of all charges.

The amount refunded for a student who has received Title IV Financial Aid will be returned to the direct loan program to reduce the Student’s federal direct loan debt. If the University cancels or discontinues a course or educational program, the school will make a full refund of all charges.

**Tuition Refund Schedule**

	% Completed	Tuition Refund	Drop Fee/Course	Grade Assigned
Week 1	6.6%	100%	\$0	-
Week 2	13.3%	86.7%	\$50	-
Week 3	20%	80%	\$50	-
Week 4	26.7%	73.3%	\$50	W
Week 5	33.3%	66.7%	\$50	W
Week 6	40%	60%	\$50	W
Week 7	46.7%	53.3%	\$50	W
Week 8	53.3%	46.7%	\$50	W
Week 9	60%	40%	\$50	W

Week 10-12	No Refund	W
Week 13-15	Dropping courses not permitted	

### **Withdrawal from the University**

Students have the right to withdraw from Five Branches University. To do so they must obtain a Withdrawal form from the Registrar’s Office. If they are unable to do so, a letter, e-mail or fax addressed to the Registrar with the Student’s signature stating your cancellation of enrollment will be accepted.

#### ***Full Refund***

If enrollment is canceled by the seventh day after Term begins, 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. The deadline to cancel program enrollment and obtain a full-refund is detailed in the Enrollment Agreement.

#### ***Pro rata Refund***

Students may withdraw from the program after instruction has started and receive a pro rata refund for the unused portion of the tuition and other refundable charges if the Student has completed 60% or less of the enrollment period.

Withdrawal forms or Letter of Withdrawal should be sent to:

Five Branches University, Attn: Registrar.

San Jose Campus: 1885 Lundy Avenue, Suite 108, San Jose, CA 95131 / Fax (408) 261-3166 / email: sjadmin@fivebranches.edu

The amount refunded for a student who has received Title IV Financial Aid will be returned to the direct loan program to reduce the Student’s federal direct loan debt.

### **Financial Aid**

Federal financial aid is available for the Doctoral program. For detailed information about DAOM financial aid, see the above section on Financial Aid.

### **Student Tuition Recovery Fund**

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

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

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Ste 400, Sacramento CA 95833, (916)431-6959 or (888) 370-7589.

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

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

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

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

# Academic Policies

## Student Handbook

The academic policies of Five Branches University are detailed in the Student Handbook which is given to students during registration. To assist new students, the handbook describes student services, administrative policies, and guidelines such as grading, attendance, examinations, and leave of absence. The student handbook is edited regularly to reflect updated policies.

## Part Time Studies—Four Year Limit

DAOM students must complete the program requirements for graduation within four years of initial enrollment, abiding by the average DAOM curriculum schedule of 32 academic hours or four eight-hour days per month. Five Branches University policies for the doctoral program stipulate that full-time enrollment is a minimum of 10 units and part-time enrollment is a minimum of five units. Only full-time students may receive financial aid.

## Units/Hours

One credit unit is granted: for each 15 hours of academic course time; for each 30 hours of supervised laboratory or clinical instruction; and for each 45 hours of clinical externship or independent study.

## Academic and Clinic Class Size

Because the knowledge and skills shared by the leading TCM and Western faculty invited to the DAOM program is both rare and highly valued, there are no limits to the size of academic courses. Doctoral Clinical Theatre is limited to 40 students and Doctoral Grand Rounds is limited to 20 students. The program requires that all participants reflect the highest levels of professionalism and respect in class and in the clinic. The University reserves the right to cancel any scheduled academic or clinic course, or change faculty as necessary.

## Attendance

DAOM students must attend all scheduled classes and clinical training as required by the program. If a DAOM student misses a class due to an emergency, he/she is responsible for obtaining the notes for the class lecture. It is recommended that in an event of a foreseen absence, the student notify the DAOM administration. Students who have more than a 45-day gap in attendance or miss more than 16 hours per term may be subject to a Return of Title IV not meet the criteria for an in-school deferment status. Students who have not attended academic or clinic classes for four consecutive months without prior notice to the DAOM administration will automatically be withdrawn from the program. For more detailed information on attendance policies please refer to the student handbook.

## Leave Of Absence

The purpose of a LOA is to provide the students with the opportunity to leave the college for an extended period of time without withdrawing or affecting their SAP calculations. A student in good standing who has successfully completed at least one (1) term may apply for a LOA not to exceed 180 calendar days. The student must complete a Leave of Absence form and submit it to the Registrar's Office for approval. The effective date for the LOA must be at the beginning of the term the student is requesting the leave and comply with appropriate requirements. All loans and other sources of funding for the term of an approved LOA will be returned to the appropriate parties. If a student was scheduled to be on Academic Probation for the term the LOA is effective, the conditions of the Academic Probation will be effective the term the

student returns from the LOA. If a student does not return from an approved LOA, the grace period for applicable federal loans will begin with the last date of attendance the student was enrolled in the program for at least a part-time study status. Students, who do not return from a LOA to resume courses on or before the approved return date, will be automatically withdrawn from the program. Excluding the time taken for leave, students must complete the program within the maximum program time frame. International Students must speak with the International Student Designated School Officer if they wish to go on leave.

## Withdrawal from the Program

Withdrawal from the program requires the submission of a Withdrawal form and an exit interview with the program director. If you have received financial aid, you will be required to complete an exit interview with the financial aid director. Following withdrawal from the program, if you wish to reapply you are required to complete a new application for admission. Upon readmission, after an absence of one year or more, you will be required to complete the program of study that is in place in the term in which you return. All re-admission is subject to approval.

## Grading Policy

Grades are awarded as an assessment of the student's progress in achieving the educational goals of each module according to the syllabus and the policies of the University. Five Branches University uses a letter grading system of credit/no credit (CR/NC) for all didactic courses and clinic courses.

The methods of assessing a student's academic achievement include:

- Monthly journal submissions
- Portfolio: Research papers and clinical studies
- Pre-proposal, proposal, capstone paper and capstone defense
- Practicum self-assessment and preceptor assessment

Progress will be determined by the student's performance on the assessment methods above, participation in class, and attendance.

## **Review Process**

Students are required to be in good academic standing and maintain standards of professionalism at all times. Any student who does not meet the established criteria for normal academic progress and professionalism will be referred to the DAOM Academic Committee.

## **DAOM Academic Committee**

The DAOM Academic Committee (DAC) reviews academic progress of students to ensure their success in the program. Students who need assistance to maintain good academic standing are required to meet with the DAC to devise a plan to improve their academic performance.

Students may ask the DAC for help in finding tutors and/or other resources to assist with successful completion of the program.

The DAOM Academic Committee is responsible for ensuring a fair and impartial disciplinary process for students who breach standards of professionalism. Most cases are resolved in ways that serve to foster the ethical development and personal integrity of students, and to provide a safe and comfortable campus environment.

## **Standards of Professionalism**

The standards of professionalism policies are intended to protect the rights of all students, faculty, staff and patients at Five Branches University while on campus and at all sponsored events. Five Branches University may impose discipline for violation of these standards of professionalism including, but not limited to, dishonesty, disrespect, disrupting a professional atmosphere, substance abuse, and sexual harassment. For detailed information about the standards of professionalism policies, refer to the student handbook.

## **Academic Warning and Probation**

Students unable to maintain good academic or professional standing are placed on academic warning or probation. Students will be notified by letter of the reasons that led to this action and an explanation of the corresponding satisfactory academic progress requirements for the ensuing term. Student enrollment is subject to review until the student returns to good academic or professional standing. For detailed information regarding the academic warning and probation policy refer to the student handbook.

## **Academic Dismissal**

Academic dismissal is termination of enrollment at the University for the inability to meet academic or professional standards. Failure to comply with the requirements set forth by the DAOM Academic Committee for remediation of a probationary status will result in academic dismissal. Students may appeal this action through the academic appeal process outlined in detail in the student handbook.

## **Academic Appeal**

The DAOM Academic Committee (DAC) is responsible for reviewing and approving appeals. Appeals must be submitted to the DAC in writing, describing any extenuating or mitigating circumstances that prevented compliance with Five Branches University policies. An appeal must explain what has changed in the student's situation, and the precise steps the student will take or is taking to regain good academic standing. For detailed information regarding the academic appeal process refer to the student handbook.

## **Grievance Procedure**

Students who have complaints concerning administrative or academic policy may submit the grievance in writing to the DAOM Academic Committee (DAC). The DAC will review the complaint and gather all relevant information prior to making a decision. If the complainant is dissatisfied with the decision of the DAC, she/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 final review.

If the complainant has made full recourse of the University's grievance procedure, and believes the University did not address their complaint, the student may contact the Accreditation Commission for Acupuncture and Oriental Medicine at 8941 Aztec Drive, Eden Prairie, MN 55347; phone (952) 212-2434; website [www.acaom.org](http://www.acaom.org). For detailed information regarding the grievance procedure, refer to the student handbook.

## **Student Records**

In compliance with the Family Education Right to Privacy Act (FERPA), student academic records are maintained by the office of the registrar. A student record contains all documents relating to a student's activities at Five Branches including, but not limited to: admissions, grade reports and transcripts, registration, tuition payments, correspondence, and health documents.

The University does not release school records or any other information about a student to any third party without the consent of the student, except as allowed by law. Students may obtain an unofficial copy of their transcript or request an official copy by submitting a transcript request form to the registrar's office.

The University permanently maintains records of academic progress including transcripts.

## **Notice Concerning Transferability of Credits and Credentials Earned at Our Institution**

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 DAOM degree you earn at Five Branches University is also at the complete discretion of the institution to which you may seek to transfer. If the DAOM degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals.

This may include contacting an institution to which you may seek to transfer after attending Five Branches University to determine if your DAOM degree will transfer.

### **Graduation and Granting of Degree**

A DAOM candidate is eligible for graduation when he or she has satisfactorily completed all didactic and clinical courses, submitted all requirements, and obtained a passing mark at the final Capstone Project/Oral Defense. Upon graduation, students will be awarded a doctoral (DAOM) degree.

### **Licensure**

The DAOM degree does not lead to licensure.

### **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, in the administration of admission, educational policies or employment. The University abides by Title II of the Americans with Disabilities Act, which prohibits discrimination against any “qualified individual with a disability.”

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## Publication Information

This Catalog is a publication of:

**Five Branches University  
Graduate School of Traditional Chinese Medicine**

200 7th Avenue, Santa Cruz, California 95062 | (831) 476-9424  
and  
1885 Lundy Ave, Suite 108, San Jose, California 95131 | (408) 260 0208  
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This catalog covers the  
Postgraduate Doctor of Acupuncture and Oriental Medicine (DAOM) Program.  
Classes of the DAOM program are offered at the San Jose campus:  
Five Branches University, 1885 Lundy Ave, San Jose, CA 95131

The catalog was published on April 1, 2021, is effective through December 31, 2021, is updated annually or as needed, and is subject to change without notice.