

UEWM

Asian Bodywork School Catalog



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Message from the President

Traditional Chinese Medicine, with its emphasis on natural treatments, minimal side-effects, and the remarkable ability to treat many acute and chronic diseases, has won more and more approval by people all over the world and has become widely recognized and globally sought-after as an effective treatment approach.

Today many Americans have become aware of the benefits of the Traditional Chinese

Medicine and prefer Chinese Medicine as their main healthcare source. The U. S. Government and many insurance companies have also taken measures to satisfy this growing demand. In the same spirit, the University is ready to provide you an accredited degree-granting program, integrating classroom lectures and clinical internships, which will equip students to become qualified Chinese Medicine practitioners in the 21st century.

The program borrows treasures from the rich heritage of China as well as from modern Western medical sciences. The curriculum of the University, including the Asian Bodywork Therapy Program, integrates traditional and modern medicine as well as the modern developments in Chinese Medicine, with a balance between theory and practice.

We encourage you to make a wise decision-- becoming an honorable well-respected, highly demanded healthcare provider. We are looking for students with a deep personal commitment to study hard in pursuing a purposeful education in medicine. You will be taking part in cultivating a true environment of open, bi-cultural exchange. The University is dedicated to assisting you in building your career as a practitioner of Asian Bodywork Therapy, for yourself, and for society.

We invite you to join us in the educational and professional experience of this magnificent healing art and science. A wise decision today, translates to a bright future tomorrow.

We wish you the best of luck on your first step in your pursuit of education to become an expert in Asian Bodywork. We're committed to helping you realize your dream of healing and helping others, -- your educational and

professional goals -- and ultimately to make a crucial impact on all you serve in the future.



Ying Qiu Wang, L.Ac., M.D.(China)
Founder and President
University of East-West Medicine



Mission Statement and Goals

The mission of the University of East-West Medicine's Asian Bodywork Therapy Program is to provide quality training in Asian Bodywork systems to enable graduates to embark on a career that applies alternative healing bodywork methods to improve the health and well being of clients. UEWM's Asian Bodywork Therapy Program will allow graduates to exhibit effective and caring skills in the application of professional therapeutic massage and bodywork.

Students will be prepared for a career as alternative healthcare providers in the community through the acquiring of the various vocational bodywork skills taught in the classes within this program. Graduates will demonstrate appropriate assessment and evaluation to clients to provide the most appropriate bodywork treatments for each individual. Students will also utilize proper self-care, ethically manage their clients,

and effectively manage their practice as a successful business.

This program will provide the academic environment and practicum necessary for faculty, students and graduates to excel in their respective fields.

Educational Objectives

The University of East-West Medicine's Asian Bodywork Therapy Program will provide its graduates with the knowledge and abilities required:

- To provide competent and professional health care while utilizing the bodywork treatment modalities which fall within the scope of practice for licensure of Massage Therapists throughout California and many other states.
- To determine and formulate proper treatment strategies for each client.
- To provide clients quality care given with respect, compassion, dignity and the highest standards of professional ethics, conduct, and confidentiality at all times.
- To communicate effectively with clients and the public in order to better serve the healthcare consumers with quality health care services.

History of the University

The University of East-West Medicine (UEWM) has a strong foundation upon which we have built an exemplary educational institution.

UEWM founder, Dr. Ying Qiu Wang, began the groundwork for the University of East-West Medicine in Oakland, California, by establishing the World Center for Health in March of 1990. The goal of the World Center for Health is to promote Traditional Chinese Medicine as a respected and useful medical field in which techniques, research, and patient management are based upon the theories of Yin-Yang, the Five Transformative Phases, Qi Circulation, the Meridian System (Channels and Collaterals), and the Organ Systems (Viscera/Zang-fu).

In March of 1994, Dr. Ying Qiu Wang organized the International Institute for Health and Healing in Sunnyvale, California, which was the cornerstone for the development of the University of East-West Medicine. The Institute combined Eastern Traditional Chinese Medicine with Western medical sciences, creating the "Vital Core Medical System," which is based upon 30 years of clinical practice and research by President Wang.

In October of 1997, the University of East-West Medicine (UEWM) was founded in Sunnyvale, California.

In 1999 the University of East-West Medicine was approved by California Bureau for Private and Postsecondary and Vocational Education (BPPVE) to offer a master of science in Traditional Chinese Medicine. This was the first TCM program approved in Silicon Valley.

In 2000, the University's Master of Science in Traditional Chinese Medicine (MSTCM) was approved by the California Acupuncture Board. Students who completed the MSTCM program at the University of East-West Medicine are eligible to take the California Licensing Exam.

In 2001 the President and staff decided it was time to seek accreditation for the school's program to receive due recognition for the hard work of the instructional staff and dedication of our students. In June of 2003 Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) granted the University candidate status. In June of 2005 the University was granted full accreditation.

In 2003 the University of East-West Medicine was approved by the Department of Homeland Security to oversee and approve foreign students attending the UEWM's MSTCM program by issuing the I-20 Visa.

In 2003 the University became the first TCM program in Silicon Valley to be recognized by the National Certification Commission for Acupuncture and Oriental Medicine (NCCAOM), which allows the University of East-West Medicine's students to take the national certificate exams.

In 2003 the University was approved by both BPPVE and ACAOM to open our new and innovative three level Massage Programs.

In October 2005 the US Department of Education granted the University the right to administer Title 4 funding. Under the Higher Education Act of 1965, the University is able to help students receive Federal Student Aid, thus allowing students that might not be able to afford to attend the University the opportunity to succeed.

In 2007 BPPVE and ACAOM approved UEWM's new Master of Tai Chi program that prepares people to teach Tai Chi at schools and colleges as well as running major events. The BPPE approved the University to offer a Doctor of Acupuncture and Oriental Medicine Degree.

In April 2009 ACAOM approved the Master of TCM to be offered in the Korean Language and June of 2009 ACAOM approved the UEWM to begin its first DAOM program. UEWM started its first DAOM program with 13 students in December 2009. The first three graduates who successfully defended their dissertations and graduated were in October of 2011. In September 2011 ACAOM approved the UEWM to begin offering its DAOM in the Mandarin Language.

In March 2011 UEWM moved to its new building on Lawrence Expressway in Sunnyvale California.

The University's goal is to serve society and to educate people in the Eastern and Western medical fields.

Bureau of Citizenship and Immigration Services (BCIS)

The University of East-West Medicine is approved under the Department of Homeland Security to enroll non-immigrant alien students for attendance by non-immigrant international students (I-20).

Bureau for Private Postsecondary Education (BPPE)

The California Bureau for Private Post-secondary Education has granted the University of East-West Medicine formal approval to award the Asian Bodywork Therapist, Asian Bodywork Therapy Professional, Asian Bodywork Therapy Specialist diplomas upon successful completion of their respective programs. The University of East-West Medicine is a

private institution and is approved to operate the school in California.

US Department of Education

The University of East-West Medicine is approved to operate the Master of Science Degree in Traditional Chinese Medicine under the High Education Act (HEA) of 1965 by the US Department of Education.

Federal Student Aid

The Federal Government has approved the University of East-West Medicine to issue Federal Student Aid in the form of PELL and FESOG Grants, Federal Work Study, Stafford Federal Subsidized, Unsubsidized and PLUS Loans under Title 4 of the HEA to eligible students for the Master of Science in Traditional Chinese Medicine ONLY. The Asian Body Work Program is NOT eligible for Federal Student Aid.

Test of English as a Foreign Language (TOEFL); Graduate Record Examinations (GRE)

The University is an approved TOEFL and GRE test site. We try to provide a comfortable test site for our students and others. It is our hope that our students will be more successful in their testing by having a convenient and familiar setting in which to take their examinations.

The University's facilities and equipment are in compliance with all local, state and federal regulations, including OSHA requirements.

THE UNIVERSITY

Board of Regents

Natalia Radovilsky, M.S.

Shelly Fang, CPA

Rong Zhang, PhD

David Yao, JD

Melvin Hsu, DC

Ying Q. Wang, L.Ac., M.D (China)

Jerry Y. Wang, MSTCM

The University of East-West Medicine or its owners have never filed for Bankruptcy. (This statement is required by the BPPE. Education Code 94909(a)(12))

Campus Facilities

The UEWM campus and newly equipped classrooms accommodate a rapidly growing student body. The spacious 33,000 square foot two story building houses the school with 21 classrooms, clinic, library and administrative offices. A large clinic with three examination rooms and 14 treatment rooms, medical supplies store and herbal pharmacy are on the campus. A spacious library with quiet study areas gives the students ample space for study and research. Word processing and wireless Internet access are available throughout the building and in the computer lab. The Medical clinic and herbal pharmacy and intern lounge are located at the rear of the facility. Clinic staff and students have planted a Chinese herbal garden at the rear of the facility facing the western sun. There are video projectors and skeletal models in most of the rooms and a computer room on the second floor. Parking is on site surrounding the building with over 120 parking spaces. Our old site is still approved and available for overflow clinic and classroom usage at 970 El Camino Real in Sunnyvale.

UEWM Clinic

Clinic Training offers an array of clinical opportunities for students, faculty, and practitioners to serve the population of the South Bay area. Clinical services within the UEWM Clinic also include acupuncture, Asian Bodywork, herbal preparations, cupping, and moxibustion. The UEWM Clinic operates seven days a week, including some evenings. Clinic fees are kept low to attract a broad cross-section of the community and increase the educational opportunities for our students. UEWM students and senior citizens can receive acupuncture and massage care at discounted rates.

The herbal pharmacy stocks more than 300 Chinese herbs and many commonly used herbal formulas. During clinical training, students in the Master's program learn to prepare herbal formulas for patients and, at the same time, become proficient in the use of herbs and herbal formulas. A discount is available to students purchasing herbs from the herbal pharmacy.

Library

All students enrolled in the University have access to the libraries in the City of Sunnyvale, City of San Jose, San Jose State University and Stanford University along with the University's library of over 3000 volumes, journals, electronic eBooks, and audiovisual equipment. Each library is sizable with numerous quiet study booths and small group study areas. All the libraries are equipped with computer stations to provide students and faculty access to electronic databases and the Internet. Numerous acupuncture human models are available for detailed study of anatomy and point locations in the classrooms and University Library. A great number of reading materials and textbooks in English and Chinese concerning the disciplines of Acupuncture, Herbology and Traditional Chinese Medicine as well as Western Medicine and associated health care fields can be found in the library. Periodicals, professional journals, and magazines are located near the library's front desk. The collection is updated regularly.

Computer stations allow students access to current information on the Internet and educational CD-ROM resources in health care and medicine. The library is open daily during the week for student and faculty use.

Parking

There is ample free parking within the commercial complex parking lot, for use by students, faculty, patients and visitors.

Location and Environment

UEWM is located at 595 Lawrence Expressway, Sunnyvale, California, 94085. It is right off US Highway 101 on Lawrence Expressway at the corner of Duane and Lawrence Expressway.

Location and Driving Directions

1. **101 from San Jose:** Take 101 North to the Lawrence Expressway exit; go South on Lawrence expressway; proceed 2 lights, and the campus will be on your right.

2. **101 from San Francisco:** Take 101 South to the Lawrence Expressway exit; go South on Lawrence expressway; proceed 1 light, and the campus will be on your right.
3. **237 from Milpitas:** Take 237 West; Take the exit 5 for Lawrence Expressway. The campus will be on your right.



PROGRAM OF STUDY

Asian Bodywork Therapy Program

The University of East-West Medicine provides high-quality education that supports each student's professional and personal goals in a setting that encourages communication, respect, confidentiality, and safety for everyone.

UEWM's Asian Bodywork (ABT) Program will prepare aspiring students to embark on a fulfilling career in Asian Bodywork or Therapeutic Massage. Employment opportunities include working in hospitals or medical clinics; working closely with Licensed Acupuncturists (LAc's), Physical Therapists (PT's), or Chiropractors (DC's); or opening a private practice.

Graduates of the ABT Program may also meet many out-of-state licensing requirements that will allow employment in resorts, spas, and cruise ships. Although UEWM is not responsible for graduate job placement, many clinics and medical centers contact UEWM for graduate referrals. Massage employment opportunities are posted on the UEWM bulletin board.

Graduates of the ABT Program may also be qualified to join or become nationally certified with major professional bodywork associations to allow many student/professional benefits, including referrals and listings. Some states, and California cities, may even require bodyworkers to hold certification from one of these national organizations for state registration.

The goals and objectives of the UEWM ABT Program are to provide quality training in Asian Bodywork Therapy systems and enable graduates to embark on a career that applies alternative healing bodywork methods to improve the health and well-being of clients.

The mission and the long-term plans of this program are to provide the community with competent and qualified massage therapists. The community requires healthcare maintenance workers who can provide a convenient alternative healthcare service that is both affordable and readily available.

UEWM's ABT classes may be taken as Continuing Education Units (CEUs) by Certified Massage Therapists (CMTs), RNs, LAc's, DCs, and PTs to enhance their existing practice or by students wishing to enter specialty classes to begin their career in massage right away. (See "Area Massage Requirement by Local Cities" below). Classes are also offered as Adult Education for community interest.

Upon graduation, students will be trained as massage therapists and alternative healthcare practitioners, possessing the competencies and skills needed to assess and provide clients with the most appropriate bodywork treatment for each session. Students will also have a sound mastery of basic anatomy, physiology, and ethics relating to the practice of the profession.

Depending upon city requirements, students may be eligible to apply for a permit or business license for the municipality or county for which they choose to do business. Because California is an "unregulated state", there are no statewide standards--each city or county has its own massage licensing requirements and the codes sometimes are changed. Please refer to our partial listing of Area Massage Requirements by Local Cities in this catalog in order to legally practice therapeutic massage in the different cities of the South Bay Area.

Please note that new California State legislation has been signed by the Governor to require all CMTs (Certified Massage Therapists) to show proof of 250 hours of ABT training by the year 2010 and 500 hours by the year 2012.

Diplomas

250-Hour Asian Bodywork Therapist

The 250-Hour Asian Bodywork Training diploma requires a basic Asian Bodywork Therapy core class of Acupressure, Shiatsu, Thai Massage, or Tuina. Other requirements: Anatomy/Physiology I, Massage Safety, Relaxation and Stress Relief, Ethics/Business Management, CPR/First Aid, and 50 hours of ABT Electives. Upon completion, the student is eligible to practice unique Asian Bodywork in those municipalities requiring 250 hours or less of massage training and can legally charge a fee for sessions.

600-Hour Asian Bodywork Therapy Professional

The 600-Hour Asian Bodywork Therapy Professional Diploma requires an additional 350 hours of training beyond the 250-Hour Asian Bodywork Training Certificate, including 200 hours of core ABT classes, 50 hours of Anatomy/Physiology II, 100 hours of TCM Theory and Application I, and 50 hours of ABT electives. This diploma fulfills all local and state requirements of 600 hours or less and currently meets requirements of most national and professional associations as well as current requirements in over 30 states. This program increases practitioners' proficiency, allows more custom services to clients, and may allow graduates to teach in massage schools and college massage programs.

1000-Hour Asian Bodywork Therapy Specialist

The 1,000-Hour Asian Bodywork Therapy Specialist Diploma requires an additional 300 hours of non-repeated, advanced ABT core classes courses beyond the 600-Hour Asian Bodywork Therapist Diploma. Other requirements include 50 hours in TMC Theory and Application II, and 50 hours of any non-repeated ABT Electives. The 1000-Hour Asian Bodywork Specialist will be proficient in the many specialized aspects of Asian Bodywork practice in order to formulate a more discriminating protocol for medical massage in private practice or with other health care practitioners in every state. This in-depth program will also qualify graduates to create and instruct programs at

massage schools, colleges, and universities, as long as other requirements are met.

**Program Requirements
250-Hour Asian Bodywork Therapist
(ABT Diploma)**

Required:	Hours:
Asian Bodywork Core Class (Any 100-hour class of Acupressure, Chi Nei Tsang, Shiatsu, Thai Massage, or Tuina)	100
Anatomy/Physiology I	50
Massage Safety	17
Relaxation and Stress Relief	15
Ethics/Business Management	10
CPR/First Aid	8
+ Any Asian Bodywork Electives/CEUs	50
TOTAL HOURS:	250 Hours

**600-Hour Asian Bodywork Therapy
Professional (ABTP Diploma)**

Required:	Hours:		
CODE	CLASS	HOURS/UNITS	FEES
AB10	Acupressure I	100	\$ 600
AB12	Acupressure II	100	600
AB14	Acupressure III	100	600
AB16	Acupressure for Facial Beauty	15	90
AB18	Anatomy/Physiology I	50	300
AB20	Anatomy/Physiology II	50	300
AB22	Aromatherapy for Health	15	90
AB24	Cardio Tai Chi	30	300
AB26	Chair Shiatsu	15	90
AB28	Chi Nei Tsang (Visceral Massage)	100	600
AB30	Chinese Food Therapy (Shi Liao)	15	90
AB32	CPR Certification	4	24
AB34	Cupping Treatment for Home Use	4	24
AB36	Ethics/Business Management	10	60
AB38	First Aid Certification	4	24
AB40	Feng Shui	30	180

(ABT) Diploma	250
2 Additional Core ABT Classes	200
TCM Theory & Application I	50
Anatomy/Physiology II	50
+ Asian Bodywork Electives/CEUs	50
(Electives cannot be repeated for credit)	

TOTAL HOURS: 600 Hours

**1000-Hour Asian Bodywork Therapy
Specialist (ABTS Diploma)**

Required:	Hours:
(ABTP) Diploma	600
3 Additional Core ABT Classes	300
TCM Theory & Application II	50
+ Asian Bodywork Electives	50
(Electives cannot be repeated for credit)	

TOTAL HOURS: 1000 Hours

AB42	Gua Sha (Skin Scraping De-Tox)	15	90
AB44	Head, Hand, and Foot Massage	30	180
AB46	Hot Stone Therapy	15	90
AB48	Jin Shin Acupressure	100	600
AB50	Oil Shiatsu	100	600
AB52	Qigong for Bodyworkers	30	180
AB54	Reading the Body	10	60
AB56	Relaxation & Stress Relief	15	90
AB58	Shiatsu I	100	600
AB60	Shiatsu II	100	600
AB62	TCM Theory & Application I	50	300
AB64	TCM Theory & Application II	50	300
AB66	TCM/Western Nutrition	30	180
AB68	Thai Massage I	100	600
AB70	Thai Massage II	100	600
AB72	Touch for Health Basic	30	300
AB74	Tuina Chinese Massage I	100	600
AB80	Tuina for Children	50	300
AB82	Tuina for Healing	50	300
AB84	Tuina for Structural Integration	50	300
AB76	Tuina Chinese Massage II	100	600
AB78	Tuina Chinese Massage III	100	600

Course Descriptions

Acupressure I

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Acupressure uses finger, thumb, or hand pressure instead of needles on traditional acupoints to remove blockages, improve the flow of qi, and relieve stress. In this beginning class, students locate and use 40 main points and their interrelationships and combinations. Using point pressure, students will be able to stimulate or disperse the flow of qi through the body's 8 Extraordinary Channels in order to help client achieve better health and less pain. (This class is a prerequisite for Acupressure II).

Acupressure II

100 hours (Prerequisites: Acupressure I)

Acupressure II provides advanced techniques using acupoint combinations and clinical training on how to move and transform qi throughout the 12 Organ Meridians. Students will utilize basic face reading and pulse diagnosis, traditional

organ imbalances, points of entry and exit, and the 5 Element Theory to assess and choose give advanced Acupressure treatments.

Acupressure for Facial Beauty

15 hours (Prerequisites: None)

Students will master specific acupressure points and techniques for facial rejuvenation. This "facelift" will help the client's face look younger. We will sculpt the lines of the face, relieve tension, increase facial circulation, and firm muscles to promote firmer, smoother skin, reduce puffiness, and increase beauty. Some nutrition, stretches, and relaxation exercises will also be offered.

Anatomy/Physiology I

50 hours (Prerequisites: None)

In this Program Requirement course, students will locate and identify body systems, organs, glands, major muscles and bones, muscle origins and insertions, anatomical landmarks, basic functions, and interrelationships. (This class is a prerequisite for Anatomy and Physiology II).

Anatomy/Physiology II

50 hours (Prerequisites: Anatomy/Physiology I)

This class is for students who must fulfill beyond the standard 50 hours of Anatomy and Physiology. This class will cover

those muscles beyond the “prime movers” and will go more into the body systems, particularly the functions of the endocrine system.

Aromatherapy for Health and Beauty

15 hours (Prerequisites: None)

Aromatherapy is the ancient use of essential oils from certain plants and plant parts high in oils that contain specific chemical properties to help alleviate and heal topical skin problems, emotional imbalances, and certain health problems. Students will be able to identify single oils and their uses and then formulate some simple bath, beauty, and healing products for home use in class. *Materials fee payable to instructor.*

Cardio Tai Chi for Total Fitness (Medical Tai Chi)

30 hours (Prerequisites: None)

Tai Chi (Taiji), the “Great Ultimate”, is a synthesis of old Qigong styles. Students will increase the stamina and strength of their legs, develop balance and proper body mechanics, cultivate harmony within, and build their body’s Qi life force. Through a series of easy-to-follow movements, Cardio Tai Chi gives students the additional benefits of low-impact aerobic exercise for cardio-vascular fitness, stress management, weight loss, flexibility, and self-defense. This system summarizes Tai Chi principles and methods and has been offered as an accredited course in martial arts and fitness programs at many schools and universities.

CPR Certification

4 hours (Prerequisites: None)

This course is for healthcare providers and others in jobs that require certification or re-certification in CPR (Cardiopulmonary Resuscitation). Course covers the initial assessment and protocol for dealing with subjects such as Rescue Breathing, cardiac arrest, and choking in adults, children, and infants, whether conscious or unconscious. Includes AED.

Chair Shiatsu

15 hours (Prerequisites: None)

Chair Shiatsu is a convenient, widely-accepted form of bodywork done on the head, neck shoulders, arms, hands, back, and hips done over the client’s clothes. Originally performed with the client seated on a short stool, the ancient modality of “seated massage” is now offered to clients who sit on modern upholstered massage chairs. This makes it popular for on-site massage in public places and in the workplace, especially where there is no room for a massage table.

Chi Nei Tsang (Visceral Massage)

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

In Chinese "chi" (qi) means energy and "nei tsang" means internal organs. Chi Nei Tsang was originally developed by Chinese Taoist monks to strengthen their bodies to carry the energy required for their spiritual practices. Chi Nei Tsang practitioners work mainly on the abdomen with a deep yet

soft, gentle touch to train internal organs to work more efficiently and to improve energy flow within the body. Practitioners may address many client health problems by assisting the organs in this way.

Chinese Food Therapy (Shi Liao)

15 hours (Prerequisites: None)

Shi Liao has been used by the Chinese for over 3,000 years to help people prolong life and stay healthy by selecting specific foods and herbs for healthy balance. Students will be able to choose and prepare appropriate common foods cooked with special Chinese herbal combinations to help prevent and treat many medical complaints as well as to stay healthy with the changing seasons .

Cupping Treatment for Home Use

15 hours (Prerequisite: None)

Cupping is practiced in many countries around the world. The ancient art of cupping uses cups or vessels applied to the skin to induce a vacuum to draw blood and lymph to the area. "Dry" cupping can be used for a variety of reasons, including the relief of cold and flu symptoms, relaxation, and pain relief. In this class, students will experience bamboo or glass “fire cups” and will be able to give a cupping treatment with plastic vacuum cups. This modality is for home use only.

Ethics/Business Management

10 hours (Prerequisites: None)

This Program Requirement class will cover important ethical issues and basic business bookkeeping and management practices such as licensing, insurance, advertising, taxes, professional associations, and fees you should charge. Students will explore how to start and manage their business practice according to local laws and ordinances.

Feng Shui

30 hours (Prerequisites: None)

Now very popular in the West, Feng Shui, or Chinese Geomancy is also called the Art of Placement. Feng Shui translates as “Wind-Water”, referring to the use and placement of natural elements within the inside and outside environment to help facilitate optimum flow of beneficial qi. A room, house, office, or property that has been properly Feng Shui’d looks and feels good, and can have a beneficial effect upon the occupants’ career, health, family, marriage, and so on.

First Aid Certification

4 hours (Prerequisites: None)

This course covers Workplace CPR for medical First Aid, and includes AED. This is primarily used by healthcare providers, coaches, teachers, daycare providers, and factory and construction workers who require a First Aid certificate or re-certification.

Gua Sha (Skin Scraping De-Tox)

15 hours (Prerequisites: TCM Theory I)

Using massage oil and a special tool, the principle of Gua Sha scrape therapy is to move, circulate, and release Qi and Blood. This releases toxins and the exterior Sha syndrome by moving and stimulating blood flow to help discharge the waste products, coldness, and negative energy through the skin. Students will be able to use Gua Sha to increase the circulation of Qi, blood, and fluids to revitalize the organs and relieve pain and muscle tightness on friends and family.

Head, Foot, & Hand Massage

30 hours (Prerequisites: None)

In this course, students will assess and treat many conditions throughout the body and internal organs by manipulating the reflexology areas and acupoints on the hands, feet, and head. This class will teach a whole-body approach as well as specific points for common health complaints.

Healing Qigong

30 hours (Prerequisites: None)

Qigong “energy skill” is one of TCM’s original healing modalities, about 5,000 years old, still practiced today as a way of building the Qi life force to achieve and maintain good health. Students will be able to understand and apply traditional Qigong theories and practice in relation to health, healing, and self-care. Students will be able to ground and center more effectively, establish strong boundaries, feel and consciously direct Qi, and use Qi and imagery to help others heal themselves. Students will practice a form of medical/spiritual Qigong, apply basic Qi self-massage, and how to teach movements to others.

Hot Stone Therapy Massage

15 hours (Prerequisite: None)

Using an East-West approach, students will use smooth hot stones as bodywork tools to melt tight muscles, release tension, and to balance the body energetically in this popular class. *Materials fee payable to instructor.*

Jin Shin Acupressure

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Developed in the early 1970s, Jin Shin Acupressure is a unique synthesis of traditional Japanese Acupressure, classic Chinese acupressure theory, Taoist philosophy and Qigong. Based on Strange Flow Meridians, it uses a unique 45-point system and exact angle of gentle point stimulation. Students will learn how to combine points to help release tense areas and address many common physical and emotional problems.

Meridian Yoga

50 hours (Prerequisites: None)

Open your energy meridians, acupoints, chakras, and joints with gentle stretching and breathing exercises designed to heal and rejuvenate the body. Awareness of posture, conscious breathing and awareness of postural holding patterns will allow students to feel, clean, gather, and build qi.

Oil Shiatsu

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Students will address Acupressure points and meridians during a full body oil massage while maintaining good body mechanics to increase effectiveness and decrease practitioner fatigue. Hygiene, some Swedish Massage techniques and proper draping for client comfort is also taught.

Reading the Body

10 hours (Prerequisites: None)

Fun, but amazingly accurate! Analyze your face, palms, and body, using non-invasive Traditional Chinese diagnostic techniques to determine health and personality.

Relaxation & Stress Relief

15 hours (Prerequisites: None)

Most clients need bodywork for stress and overwork. In this class, students will learn invaluable tools for the prevention of fatigue, stiff muscles, anxiety, TMJ, and chronic pain. Through the use of relaxation techniques, imagery, breathwork, Qigong movements, Yoga asanas, stretching, exercise, music, diet, nutrition, and massage, students will be able to gain the self-care skills necessary not only to teach to their clients, but to stay healthy and active themselves.

Shiatsu I

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Shiatsu, or “finger pressure”, is a form of Acupressure used in Japan for more than 1,000 years. In this course, students will use various rhythms and degrees of pressure to balance the qi, release tension, and strengthen weak areas to allow for better circulation and improved organ function. This modality is done over clothes on a padded mat. (This class is a prerequisite to Shiatsu II).

Shiatsu II

100 hours (Prerequisites: Shiatsu I)

In this class, students will experience and practice more advanced Shiatsu techniques, including more stretching, rocking, Barefoot Shiatsu, Table Shiatsu, and how to diagnose, prevent, and relieve many health conditions.

TCM Theory & Application I

50 hours (Prerequisites: None)

In this important Program Requirement course, students will use client assessment and application of TCM theories: The Principles of Yin and Yang, Meridian Theory, Qi-Blood-Fluids, the 5 Elements, the 8 Principles. The understanding TCM Theory is the foundation for all Asian Bodywork. (This class is a prerequisite for TCM Theory and Application II).

TCM Theory & Application II

50 hours (Prerequisites: TCM Theory & Application I)

In this class, students will learn Traditional Chinese Medicine Theory, along with the knowledge of the pathogenesis and

abnormal function of Qi, blood, body fluids and organs. Students will also be introduced to the preventive measures and treatment principles of diseases.

TCM/Western Nutrition

30 hours (Prerequisites: None)

This class addresses both the Traditional Chinese Medicine and Western approaches to the functions of the diet, nutrition, herbs, and supplements in its relation to health care. Students will learn various TCM dietary programs using the properties, channels, and functions of common food substances most appropriate for treating disorders and maintaining health. In the Western Nutrition segments, students will learn the roles of proteins, fats, carbohydrates, vitamins, and minerals found in foods as well as vitamin and mineral supplements available for health maintenance and therapeutic use.

Thai Massage I

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Performed over clothing on a padded mat, Thai Massage is an interactive manipulation of the body using passive stretching and gentle pressure along the Sen Lines (energy meridians). Dating back to the time of Buddha, Thai resembles a mixture of Shiatsu, Acupressure, and Yoga. Practitioners apply pressure with their thumbs, hands, and feet to stimulate the movement of qi as client is moved and stretched in Yoga-like poses to free tension. Relaxing and stimulating, Thai Massage can improve flexibility, reduce tension, stimulate internal organs, and balance the body's energy system. Students will learn how to work the front, back, and side positions. (This class is required for Thai Massage II).

Thai Massage II

100 hours (Prerequisites: Thai Massage I)

Students will use more advanced techniques of Sen (energy line) Therapy for specific health concerns within Thai Massage. Students will open the joints and stretch the muscles to aid client flexibility and range of motion. Work is done on the tendons, ligaments, muscles, and nerves using the front, back, side, and sitting positions. Students will also make and use hot medicinal herbal packs for chronic pain, stiffness, skin problems, anxiety, and stress.

Touch for Health Basic

30 hours (Prerequisites: Anatomy/Physiology I)

The Touch for Health System is a practical modality of energy medicine that utilizes acupressure and massage to improve postural balance and reduce physical and mental pain and tension. Using muscle-testing, TCM theory, acupressure, gentle bodywork, and other techniques, students will be able to eliminate blockages, improve the posture, and strengthen weak muscles, organs, etc. by restoring energy flow to allow for natural healing.

Tuina (Chinese Massage) I

100 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Tuina Chinese Massage is also called TCM Massage and is done over clothing. This course covers the basic concepts and mechanism of TCM Tuina, treatment principles, treatment methods, and indications for Tuina. Upon completion, students will know basic Tuina manipulation methods, how to diagnosis and treat clients in a professional manner, and the indications and contraindications of this healing art.

Tuina (Chinese Massage) II

100 hours (Prerequisites: Tuina I)

This course covers more advanced concepts and mechanisms of TCM Tuina, clinical diagnosis, and the treatment principles and methods of Tuina, including treatment for pain, sport injuries, and joint problems. Upon completion, students will be comfortable using more Tuina manipulation methods, be able to diagnosis and treat clients in a professional manner, and know the indications and contraindications of this healing art.

Tuina (Chinese Massage) III

100 hours (Prerequisites: Tuina II)

This advanced Tuina class focuses on assessing and treating nerve pain, muscle strains, joint injuries, the treatment of internal diseases, qi-generation exercises and specific massage methods for revitalizing depleted energy systems, and bone-setting methods to realign the musculo-skeletal system.

Tuina for Children

50 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

This Tuina class is geared to address concerns of child growth and development, ADD/ADHD, learning disabilities, and childhood diseases. Students will know when to use special points, techniques, and corrective diet to address common childhood concerns and when to refer a client to a L.Ac., M.D., or specialist.

Tuina for Healing

50 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

Students will develop intuitive skills and learn to sense, feel, and perhaps see the body's energy field. This body approach for both the client and the practitioner can assess and treat many ailments of the mind, body, and spirit. Tuina for Healing works more with moving the qi with imagery, hand techniques, moxibustion, and cupping, to relieve many common ailments.

Tuina for Structural Integration (Deep Tissue)

50 hours (Prerequisites: Anatomy/Physiology I, TCM Theory & Application I, or CMT)

This style of Tuina is designed to reach the deep portions of thick muscles, specifically the individual muscle fibers. The practitioner uses the hands, fingers, thumbs, elbows, and

forearms to apply deep muscle compression and friction along the grain of the muscle to “unstick” the muscle fibers and release toxins and deeply held patterns of tension. The posture is improved and clients feel more elongated, relaxed, and flexible. The use of medicinal oils is also covered.



Area Massage Requirements by Local Cities

Please note: This is strictly a courtesy listing as other conditions may also apply. (For example, fingerprinting/background check, TB test, health certificate, written test, etc., depending upon the city). Hours mean verifiable, non-repetitive curriculum from an accredited school. Please contact the city offices for the current municipal codes for the city in which you will be practicing in order to acquire your massage permit. Massage business owners and massage therapists each need a permit. Therapists who are independent contractors must also acquire a business license.

Please note that the State will soon require all CMTs to soon show proof of attending 250 hours of training by 2010 and 500 hours of training by 2012).

Campbell

300 hours--anatomy, physiology, hygiene, sanitation, and the theory, history, ethics and practice of massage plus a written and practical exam. OR: 200 hours--diploma or certificate of graduation from a recognized school which shows completion of above plus at least 100 hours of documented experience working under the supervision of a professional.

Cupertino

500 hours--diploma or certificate of completion, fingerprints, TB and hepatitis-free certificate of health from a doctor, plus a practical/oral exam (or passage of a national exam. Must be a member of a national massage association.

Fremont

500 hours--instruction at a certified school of massage and TB test within 30 days of application. OR: 75% or better on a written/oral test and practical exam on anatomy, physiology, clinical pathology, theory and practice of massage, preparation of the subject, and full body massage techniques. (Must acquire 4 CEUs/year to renew).

Gilroy

200 hours—diploma or certificate of completion in ethics, history, practice methods, anatomy, physiology, and hygiene--with at least 75 hours practicum. Exception: supervised therapists working in a medical setting. OR: 200 hours--diploma or certificate of completion of above subjects and transcripts showing passing grades in at least 8 quarter units or 6 semester units in health theory, health care, anatomy, physiology, psychology, bio-mechanics or kinesiology.

Los Gatos

Certificate of training for 300 hours, plus statement (on letterhead) from doctor, chiropractor, physical therapist, or L.Ac. for whom you will be working.

Mountain View

200 hours--diploma or certificate of graduation in theory, ethics, history, practice, methods, profession, anatomy, physiology, and health practices. OR: 100 hours of above plus transcripts showing passing grades in at least 8 quarter or 6 semester units in health care, health theory, anatomy, physiology, biomechanics, or kinesiatrics.

OR, for a Therapeutic Massage Practitioner: 500 hours in the massage specialty and/or therapeutic approach at a recognized school AND passage of the National Certification Examination for Therapeutic Massage and Body Work, administered by the Psychological Corporation of San Antonio, TX.

San Mateo

200 hours

San Francisco

70 hours--plus approval and permit from the police.

San Jose

200 hours--plus health certificate from doctor, negative TB tine test, and police background check.

Santa Clara

200 hours--plus TB test/health certificate from doctor; passage of a written examination administered by the Chief of Police on basic anatomy, physiology, hygiene, and massage (unless written proof of the National Certification Board for Therapeutic Massage and Bodywork exam or the American Massage Therapist Association exam). Also, permit and ID badge to work at authorized businesses only.

Saratoga

300 hours--diploma or certificate of graduation from a recognized school which includes anatomy, physiology, hygiene, sanitation, massage theory, history, ethics, and practice. OR: 200 hours of above training plus at least 100 hours of documented experience under direct supervision of a licensed massage practitioner or other licensed health professional.

Sunnyvale

500 hours--diploma, certificate, or transcript in methods, practice, profession, theory, ethics, anatomy and physiological knowledge and practice of massage is taught by state certified instructors. OR: 250 hours—massage training and 500 hours of paid, supervised, practical experience in a medical setting. Proof of practical experience may include W-2s and signed, notarized, narrative summaries of the applicant's hours and training certified by the medical professional.

Applicant must also submit the massage course description, an outline of material covered, and a letter to the city from the school administrator verifying completion. Applicant must also pass the National Certification Examination for Therapeutic Massage and Bodywork every 48 months, or re-certify after passage of the initial examination.

Palo Alto

70 hours--diploma, certificate, or written proof from an approved school of massage. OR: 500 hours of paid, professional experience.

Open Houses

Open Houses are held before each term to help students decide upon a course of study. We also provide opportunities for prospective students to become acquainted with the UEWM campus and facilities, the ABT Program, staff, Administration, and other aspects of the University. For inquiries regarding Open House opportunities, free and open to the public, please contact the Administration Office.

Admissions Requirements

Applicants to the Asian Bodywork Therapy Program must have graduated high school, or be at least 18 years old, show strong motivation, and possess the maturity, desire, and commitment to serve in the healing arts. Prospective students are encouraged to first visit the school and interview with Admissions to discuss their goals before acceptance into the Asian Bodywork Therapy Program. Foreign students enrolling in classes taught in English must provide evidence of a composite TOEFL score of 45 prior to enrolling.

Admissions Procedures

All applicants are required to submit the following for Admissions:

- A completed, signed application form
- A completed, signed Enrollment Agreement
- A \$25, non-refundable registration fee

Registration

To reserve a space in a class, please send or bring in your registration fee and either 1/3rd of the total class fee or payment in full. You can also call to reserve a space and make a payment with your credit card (Visa or Master Card). Class fees must be paid in full before the first week of instruction and students must bring in their receipts of payment to show instructor on first day.

All students who wish to register must complete and sign the registration forms and enrollment agreement available from the Administration Office. 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.

Tuition & Fees

Non-Refundable Registration fee	\$ 25/term
Each Hour of Instruction	\$ 6/hour
Drop Course Fee	\$ 25/course
Late Fee	\$ 25
Returned Check	\$ 20/check
Official Transcript Requests	\$ 10/transcript
Tuition for 250-hr ABT Diploma	*\$1,560+
Tuition for 600-hr ABTP Diploma	*\$3,600+
Tuition for 1000-hr ABTS Diploma	*\$6,000+
Materials fees TBA (varies class to class)	

*Tuition does not include equipment or supplies; however, 20% discount on classes can be applied to future classes each term after your first term.

Refund Policy

A student has the right to cancel his or her enrollment and obtain a refund by providing written notice to the Director of Finance. The effective date of termination will be determined by either the postmarked date or the date established by the signature of the Director. Verbal or phone requests will not be honored.

The student has the right to a full refund (minus the full registration fee and other non-refundable charges) if he/she cancels the agreement prior to, or on, the first day of instruction. Attendance is considered the time between the starting date of the first class and the date when the student formally cancels enrollment in writing.

After the first day of instruction, refunds are pre-rated minus the administrative fees for up to 60% of the hours. The exact terms and conditions are set forth in the enrollment agreement.

Refund Chart

Program	Hours	%
250 Hour	151	0
	125	10
	100	20

	75	40
	50	50
	25	75
	10	90
600 hour	361	0
	325	10
	250	20
	175	40
	100	50
	50	75
	10	90
1000 hour	601	0
	500	10
	400	20
	300	40
	200	50
	100	75
	10	90

Cancellations cannot be phoned in. The written cancellation must be delivered either in person or by certified mail to UEWM in order to void the enrollment agreement. Hand-delivered cancellations will receive a written confirmation. Students will receive a full refund of any course that has been cancelled by UEWM. Refunds will be paid within 30 days of the cancellation or withdrawal date.

Adding or Dropping a Course

Students may add or drop courses before the beginning of classes without incurring additional fees.

When adding or dropping a course, students must fill out an Add/Drop Form (available in the Administration Office) and submit the completed form to the Administration Office for processing.

If a student drops a course after classes have begun, he/she will receive a pro-rated refund for the unused portion of the tuition and other refundable charges provided the student drops a class before the class is

60% complete. A student who drops a class after completing 60% of the class will not be eligible for any tuition refund.

A \$25 processing fee will be charged for each course added or dropped after classes have begun.

Right to Deny Admission

The University reserves the right to deny admission to:

- A person who has been convicted of a felony
- A person who has a physical or mental limitation deemed unsafe for the therapist or the client
- A person who has been terminated due to academic failure, attendance violation, or gross misconduct

Foreign Students (I-20)

(UEWM is authorized under Federal law to enroll non-immigrant alien students.)

The University of East-West Medicine welcomes foreign-student applications and is very fortunate to have many students from around the world joining our programs. We are committed to expanding our international student-body population and to providing full support to all students in order to ensure a smooth and rewarding academic journey for all.

Foreign students must submit the following to verify that they have adequate resources to pay for their living expenses (tuition, food, lodging, books, travel, and incidentals) for the length of the program: 1) a signed Financial Certification Form from UEWM, 2) a Certificate of Account Balance from their (or, if applicable, their parents' or their spouse's) bank account, showing a minimum of \$8,000 on deposit in U.S.-dollar equivalents, or a notarized I-134 form (Affidavit of Support issued by the U.S. Immigration Office). Upon the receipt of their acceptance letter and other required legal documents, a student's I-20 visa can be issued.

Questions regarding visa status, accommodations, etc., should be directed to the Admissions Office. Mandarin and Korean language services are available. Some

Asian Body Work classes are available in Mandarin. Please verify which classes are available in Mandarin before enrolling.

Attendance

Attendance is mandatory for all courses and students are expected to attend all scheduled classes for which they are registered. Inconsistent attendance is a matter of serious concern as it jeopardizes the cumulative educational process and students must trade bodywork in class. Missed class time must be made up for the topics missed by arranging for a private tutorial with an instructor. A \$10/hour fee will be charged to pay for an instructor's time outside of class. *Students missing any class time will not receive credit or hours for the class unless hours are made up by arranging and paying for a private tutorial with the instructor at \$10 per hour.*

Clock Hours

For UEWM's Asian Bodywork Therapy program, one unit is equivalent to one hour of instruction. Therefore, a class that meets for a total of 100 hours of instruction during the course is equivalent to 100 units.

Credit for Previous Experience

Students or CMTs wishing to further their training who have taken prerequisite classes elsewhere (Anatomy, Shiatsu I, Acupressure I, etc.), may be able to transfer up to 50% of each class for a \$50 transfer fee. Students who have taken classes at UEWM (Anatomy, Physiology, Tuina, and Ethics) may transfer up to 100% for a \$30 transfer fee. Students must provide official transcripts and course descriptions before enrollment into advanced classes. No credit is given for private practice or experiential learning.

Please note: *No credit is transferable from Massage program to the Master's degree program.*

Also, due to the new legislation, all massage courses under 500 hours will now have to be taken at one school.

Grading System

The UEWM ABT Program uses the following standard pass/fail grading system in assessing student progress in course works, examinations, and course evaluations. Students must attend every class, complete all assignments and sessions, and successfully pass the written or practicum final.

Students with an “Incomplete” grade must make up work before the end of the term. All “Incomplete” grades must be completed within one trimester or receive a “Fail” F grade. Each class will be recorded as Pass, Fail, Withdraw, or Drop on the student’s permanent record.

Course examinations taken late, or taken at a time outside normal business hours, may be subject to a grade reduction. A late exam fee \$10/hour may be for charged, payable to the UEWM Administration.

Graduation Requirements

Students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to UEWM’s Asian Bodywork Therapy Program. Certificates are awarded with the completion of each class, with an Asian Bodywork Therapist Diploma granted for completion of 250 hours, an Asian Bodywork Therapy Professional Diploma granted for completion of 600 hours, and an Asian Bodywork Therapy Specialist Diploma granted for completion or 1000 hours of required ABT courses. Students pursuing the Asian Bodywork Therapy Professional Diploma must complete the program within 4 years. The Asian Bodywork Therapy Specialist Diploma must be completed within 8 years.

To graduate from this program, students must:

- Complete all required classes, assignments, and coursework with a passing grade
- Maintain full attendance in all classes
- Pass all written/practical examinations
- Clear all financial obligations
- Return all UEWM Library loan materials

Leave of Absence/Withdrawal

Prior to the first date of class, students may request a one-time transfer from a course in any term into the same course in the following term without a 10% penalty. Students wishing to leave for more than one term will be asked to officially drop the course and re-enroll when they are able to attend again.

Nondiscriminatory Policy

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, the University of East-West Medicine does not discriminate in its educational programs, employment, or any other activities on the basis of race, sex, color, national origin, ancestry, religion, creed or disability.

Students may complain of any action that they believe discriminates against them on the grounds of race, color, national origin, religion, sex, sexual orientation, disability or age. For more information and procedures, please contact the Director of Administrative Affairs.

Student Conduct

UEWM expects a high standard of professionalism and integrity from all members of its community. The University seeks students who are dedicated, responsible, and passionate about healing.

Emphasizing the importance of developing respectful and ethical conduct, decorum is an integral part of the learning process. Tardiness, unexcused absence, inappropriate attire, poor attitude, eating during class, and other unprofessional behavior are all considered as disruptive and a showing a lack of respect, and may be grounds for student misconduct.

At the discretion of the Director of Administrative Affairs, a student may be dismissed from the University for behavior disruptive to the educational mission of the University, for academic dishonesty, for any conduct or carelessness that endangers life, and for acts or inattention that violate the therapist-client relationship.

A listing of unethical behaviors, but not limited to these, is stated below:

- Excessive unexcused absences or tardiness
- Unauthorized possession, use or consumption of alcoholic beverages or illegal drugs while on the UEWM premises or at a UEWM sponsored event
- Incident of intoxicated or drugged state
- Dishonesty or altercation
- Possession, use or abuse of a weapon, dangerous material, or unlawful substance
- Intent to undermine the goals of the institution
- Grave personal misconduct
- Misuse, unauthorized use, or damage to UEWM property
- Engaging in competition with UEWM or converting business opportunities of UEWM to personal gain
- Sexual or physical assault on-campus
- Unlawful harassment of an employee, student or other person
- Failure to meet financial obligations or commitments to UEWM
- Unauthorized release of confidential information about the UEWM employees, faculty, alumni, students or patients
- Violation of general UEWM rules and regulations

The President of UEWM may place on probation, suspend, or dismiss a student for one or more of the causes enumerated above. No fees or tuition paid by or for such student for the term in which he or she is suspended or expelled shall be refunded.

Grievance Procedures

Students with concerns about academic or administrative rulings and/or procedures must first submit their concerns directly to the instructor or administrator involved. If satisfactory resolution is not possible, the complaint must then be presented in writing to the Director of Administrative Affairs, which will attempt to act as mediator to resolve the grievance in a satisfactory manner.

If resolution is still not possible, the Director of Administrative Affairs may invite the student and the instructor or administrator involved to an informal conference. If an amicable resolution cannot be reached, the Director of Administrative Affairs shall

convene a Grievance Committee hearing within ten (10) working days. The UEWM Grievance Committee will consist of administrative, faculty, and student representatives who will hear the matter and respond with a decision within ten working days of the hearing date. If the Grievance Committee's decision does not provide a satisfactory resolution, an appeal for review can be made to the President whose decision will be final. Please refer to the Student Handbook for additional information.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (toll-free telephone number) or by completing a complaint form, which can be obtained on the bureau's Internet Web site or contacting the Bureau. at:

Bureau for Private Postsecondary Education
P.O. Box 980818
West Sacramento, CA 95798-0818

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833

Phone: (916) 431-6959
Toll Free: (888) 370-7589
Main Fax: (916) 263-1897

Web site: www.bppe.ca.gov
E-mail: bppe@dca.ca.gov

Sexual Assault and Harassment

It is the policy of UEWM to provide an educational, work, and business environment free of sexual harassment or any other verbal or physical misconduct or communication constituting sexual harassment as defined and prohibited by state and federal regulations. If you believe you have been assaulted or sexually harassed by any member of the UEWM community, or while participating in a UEWM sponsored activity, you are urged to bring the matter to the immediate attention of UEWM officials.

STUDENT SERVICES

Official Student Transcripts

Upon written request, official and unofficial copies of a student's academic records may be forwarded either to the student or to a designated addressee. Requests for transcripts are to be submitted to the Administration Office. Academic transcripts will be withheld if the student has failed to submit required administrative documents or if the student has an unpaid balance of fees or charges due to the University. There is a charge of \$10 for each additional transcript.

Student Records

Current records are stored in written form for a period of five years. Academic records of each student are permanently stored.

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

In compliance with Public Law 93-380, Section 438 (The Buckley Amendment), student grades, records, or personal information may not be given to third-party persons, including parents, without written consent of the student. Student must also give permission for credit or employment evaluations by third parties in order for information in his/her file to be released. The student must file a written declaration to this effect, which will be kept in the student's file(s). The declaration can be all-inclusive or on a case-by-case access basis. (The provision to release financial aid data to authorized agencies is not a violation of the Buckley Amendment.)

Note: All admission documents become the property of the University and will not be returned to the student. It is the student's responsibility to monitor his/her own progress toward graduation and to take all appropriate required courses each semester.

Counseling

The Director of Academic Affairs and other designated administrative officers provide academic counseling to students. Faculty members and senior students are also available to help students with school problems.

Living and Housing

The University does not offer student housing. The city of Sunnyvale and the neighboring communities of Santa Clara, Cupertino, and Mountain View have extensive rental apartments and housing in all price ranges. The University is also within commuting distance from a number of other residential communities including Los Altos, Mountain View, Saratoga, Los Gatos, Campbell, Santa Clara, San Jose, Milpitas, and Fremont.

UEWM bears no responsibility in finding, or assisting students in finding housing. The University does, however, maintain a bulletin board for student use in communicating opportunities for shared housing and for other community and professional listings.

Student Lounge

Students are welcome to use the Student Lounge during class breaks and between classes. The Student Lounge may be used for social interactions, eating, resting, or studying. The lounge is equipped with a refrigerator, microwave oven, sink, and hot water dispenser to facilitate preparation of meals.

Study Areas

Any of the classrooms may be used as study areas only when classes are not in session. The student lounge and library reading area may also be used for study groups.

Telephones

The UEWM telephones are for office use only and students who wish to make telephone calls must use the pay phone located outside the UEWM campus.

Smoking Control Policy

As per State and Federal laws, smoking is prohibited in all areas within the UEWM campus.

Computer Facilities

Two computer stations with internet access are available in the UEWM Library reading area for student and faculty use.

Job Placement

The University maintains close contact with alumni and various healthcare practitioners in the Bay Area. Known job vacancies are posted on the Job Vacancy Board on campus.

Lost and Found

Items found on campus will be turned in to the Administration Office. To inquire about any lost or misplaced items, please contact the Administration Office.

ADA Services

The University makes every attempt to provide reasonable accommodations to meet the Americans Disability Act (ADA). The University Clinic and classrooms are wheelchair accessible. Physically challenged students and patients may contact the Administration Office for assistance as needed.

Student Benefits

All UEWM students enjoy a discounted rate at the UEWM Student Clinic for both acupuncture and herbal treatments. The following discounted schedule applies to all enrolled students and alumni:

Intern acupuncture treatments	\$15/visit or \$100/5
Herbs and herbal products	20% off

For more discounted rates for TCM supplies from the UEWM Store, go to: <http://www.vital-core.com>

California Student Tuition Recovery Fund

California law requires that, upon enrollment, each student be assessed a fee in relation to the cost of tuition (Education Code Section 94909). These fees support the Student Tuition Recovery Fund (STRF), a special fund established by the California legislature to reimburse students who might otherwise experience a financial loss as a result of untimely school closure. Institutional participation is mandatory.

It is the student's obligation to keep copies of any and all enrollment agreements, applications, and other documents related to enrollment, tuition receipts or checks to document the total amount of tuition paid. Such records would be required to substantiate any claim for reimbursement from the STRF. The claim must be filed within 60 (sixty) days following school closure.

Note: To be eligible for this refund, the student must be a California resident at the time the enrollment agreement is signed. Students temporarily residing in California for the sole purpose of pursuing an education, specifically those who hold student visas, are not considered to be California residents.

For further information, please contact:

Bureau for Private Postsecondary Education (BPPE)
P.O. Box 980818
West Sacramento, CA 95798-0818

Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833

Phone: (916) 431-6959
Toll Free: (888) 370-7589
Main Fax: (916) 263-1897

Web site: www.bppe.ca.gov
E-mail: bppe@dca.ca.gov

FACULTY

The quality of education in any institution depends on the dedication, working knowledge, experience and teaching ability of its faculty. UEWM carefully selects its faculty from qualified and experienced TCM instructors and therapists in the San Francisco Bay area. Our Asian Bodywork Therapy teaching team inspires students and imparts a deeper appreciation and understanding of the necessary skills for dealing with health problems of today's modern society. Each faculty member is genuinely dedicated to assisting students and imparting their knowledge and skills.

Marlene Elbin, L.Ac., M.Ac., Dipl.Ac. (NCCAOM), CMT, Traditional Acupuncture Institute, Columbia, MD.; B.S, Physical Education/Dance, University of Maryland. Marlene brings more than 30 years of teaching experience of diverse population. Her background includes massage, Asian Bodywork, movement, stress management, and physical education.

Pik-may Fok, L.Ac., M.S.T.C.M., B.A.C.S., C.M.T. University of East-West Medicine, Sunnyvale, 2003. California State University, Hayward, Computer Science, 1993. Pik-may received her certification in Massage from the Body Therapy in Palo Alto, 1999. She also studies and practices Tai Chi.

Claudia Mansbach, C.M.T., C.C.N.T.I., B.A., Special Major in Pre-Movement Therapy, Minor in Holistic Health, San Francisco University, 1994. Teaching Certificates for Creative Movement and Body Correctives, School for Creative Movement In the Arts, New York, 1984. Certified Advanced Level Chi Nei Tsang, Berkeley, 2005. Certified in Massage from Alive and Well, Corte Madera, 1991. Claudia brings more than 30 years in training and experience in a wide scope of Western and Oriental healing practices.

Dawn Marie Shepard, C.M.T., C.P.T., C.Q.I., B.A., California State University, Sacramento, Multi-Subject Teaching Credential, 1986. Dawn received certification in Massage from the Phillips School of Massage, 1994; Certified Personal Trainer, 1996; Certified Qigong Instructor, 1998; Dahn Yoga Instructor 2004; and has been teaching courses in massage therapy since 1999.

Xiao Hong Wang, L.Ac. M.S. Academy of Chinese Culture and Health Sciences, California, 1997. Xiao has been practicing and teaching TCM for 5 years and is a member of the World Federation of Traditional Chinese Orthopedics, Associated Acupressure Professionals, and California Practitioners of Chinese Medicine. He has written a book, "Orthopedics Acupuncture."

Zong Wen Xiao, L.Ac., M.B., Beijing University of TCM, 1992. Since 1992 Mr. Xiao has worked as a trainer, coach and massage therapist both here in the U.S. and in China. He brings over 12 years' experience to UEWM.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, web site: www.bppe.ca.gov Telephone Toll Free: (888) 370-7589 and Fax number: (916) 263-1897