University of East-West Medicine

595 Lawrence Expressway, Sunnyvale, CA 94085
All classes are held at this site.
408-733-1878
Fax 408-636-7705
Email: info@uewm.edu
www.uewm.edu

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Chapter One –
Welcome to
University of East-West Medicine

A Message From Our Founder

Welcome to the University of East-West Medicine! I am excited about our programs and what we have to offer you as a student of Traditional Chinese Medicine. We go beyond the typical offerings to give you opportunities not found in other schools. We offer the Master of Science in Traditional Chinese Medicine, which prepares you for the California Acupuncture Board License. Our passing rate is very competitive with all the schools that qualify for the examination in the nation. Many times we are in the top three to five schools in the State. Our Master of Science in Traditional Chinese Medicine is offered in English, Mandarin and Korean. We offer three levels of TCM Tuina Massage, which qualifies you for the state and local, massage licenses in California. We offer the only Master of Tai Chi in the World that is licensed by the State and approved by our Accréditor. We are approved by our accredditor and licensed by the State to offer a Doctor of Acupuncture and Oriental Medicine (DAOM) in English and Mandarin.

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 program borrows treasures from the rich heritage of China as well as from modern Western medical sciences. The curriculum of the University integrates traditional and modern medicine as well as the modern developments in Chinese Medicine, with a balance between theory and practice through TCM, Tai Chi or Asian Body Work (massage).

We encourage you to make a wise decision—becoming an honorable well respected, highly in demand healthcare practitioner. We are looking for students with a deep personal commitment to study hard in pursuing a purposeful education.

We believe our programs are not only unique but they are also very strong programs, which will prepare our students to continuously research and develop new techniques in the field of TCM.

We believe that experienced professionals are up to the rigor of our DAOM program. Look at our curriculum and you will see the wonderful program we have planned for you. Upon graduation in our DAOM program you will not only become a better “doctor” of TCM, but you will be a leader in your field.

We challenge you to come and see our school and to talk with our professionals on campus. Our unique perspective and our unique curriculum will bring to you, the student, a program if mastered, will lead to many positive outcomes in the field of TCM. It will also provide a healthier and longer life for your patients.

Come join us in the gorgeous Silicon Valley where the college experience is enhanced by the presence of one of the most highly educated communities in the world. Enroll in our beautiful tranquil campus and interact with other students as they study other exciting fields of traditional Chinese practices. You will learn and you will expand the possibilities for your future. We look forward to serving you.

University of East-West Medicine
Ying Qiu Wang, L.Ac. M.D. (China)
Founder
The profession of acupuncture and oriental medicine

If you are considering attending UEWM and beginning a career in traditional Chinese medicine, there has never been a better time to pursue your dream. As a destination for dream seekers, California has inherited the treasures of cultures Occidental and Oriental. Predictably, government is occasionally required to arbitrate, even regulate, how some traditions and practices are used in the public interest. Such is the case of acupuncture and Oriental medicine, a healing art with ancient roots and modern branches. In 30 years, the State has evolved a full-scale professional regulatory scheme that licenses more than one in four acupuncturists in the United States. This practice has flourished in the Golden State in part because of Asian immigration and influence in California. Increasingly though, Californians from all cultural perspectives have sought holistic approaches to maintaining health and have turned to traditional healers to complement or as an alternative to Western medicine. Throughout this evolution, acupuncturists have sought to define and expand their authority, their role in the health care system, and their standing among health care professionals.

The following examples from professional journals and other sources are proof of the assured success of acupuncture in this country.

Most-referred complementary medicine by physicians
A recent academic and clinical review article published in the “Annals of Internal Medicine” stated that acupuncture holds the most credibility in the medical community amongst all the complementary medicine modalities. When medical practitioners refer patients to a complementary medicine provider, acupuncture is the first choice.

Most-funded complementary medicine research by NIH
A consensus conference on acupuncture convened by the National Institutes of Health (NIH) concluded its panel report with the endorsement: “there is sufficient evidence of acupuncture’s value to expand its use into conventional medicine and to encourage further studies of its physiology and clinical value.” NIH currently sponsors more than fifty research projects on acupuncture.

Increased coverage by insurance companies
Several factors are forcing health insurance companies to cover acupuncture, or to seriously consider covering acupuncture: increasing demands for coverage from policy holders; the amazing history of acupuncture’s effectiveness; and the substantial and mounting clinical evidence of acupuncture’s clinical efficacy. Because insurance companies need scientific data to justify their coverage decisions, the NIH Consensus Statement was a significant step, and ongoing NCCAM-sponsored research is essential.

Recognized alternative medical system by NIH
Recently, the National Center for Complementary and Alternative Medicine (NCCAM) categorized all the therapies it studies into five “domains”: biologically based practices; energy medicine; manipulative and body-based practices; mind-body medicine; and whole medical systems. Based on NCCAM standards, acupuncture and traditional Chinese medicine are recognized as “alternative medical systems.”

Ongoing breakthroughs in scientific research
In the wake of discoveries that serotonin and endorphins are the two main neuro-chemical substances mediating the acupuncture analgesic effect; that low-frequency electro-acupuncture activates the release of B-endorphin and metenkephallin in the central nervous system; and that high-frequency electro-acupuncture accelerates the release of Met-encephalin in the spinal cord, clinical research scientists in physiology have been using fMRI technology to correlate acupuncture points with cerebral cortex activity. Clinical research scientists have also found that acupuncture can improve fertility rates and relieve joint pain.

Established educational system in acupuncture
In the United States, professional education in acupuncture has been developed into an instructional system similar to other medical professions in a remarkably short time. Accreditation, and curriculum requirements are structured in a nationally coordinated system. Forty-three states now license the professional practice of acupuncture. More of the established acupuncture programs are going beyond their current Master’s degree programs and granting doctoral degrees.

According to the National Institutes of Health, "Acupuncture is based on the premise that there are patterns of energy flow (Qi) through the body that are essential for health. Disruptions of this flow are believed to be responsible for disease. Acupuncture may correct imbalances of flow at identifiable points close to the skin… The most studied mechanism of stimulation of acupuncture points uses penetration of the skin by thin, solid, metallic needles, which are manipulated manually or by electrical stimulation."

The National Institutes of Health continues to research the potential for acupuncture. The following summarizes their findings to date: "Promising results have emerged, for example, showing efficacy of acupuncture in adult postoperative and chemotherapy nausea and vomiting and in postoperative dental pain. There are other situations, such as addiction, stroke rehabilitation, headache, menstrual cramps, tennis elbow, carpal tunnel syndrome, and asthma, in which acupuncture may be useful as an adjunct treatment or an acceptable alternative or be included in a comprehensive management program." Source: US National Institutes of Health Consensus Conference proceedings JAMA 1998; 280: 1518-1524.
Vision, Mission, Values & Goals

Mission Statement and Goal

The mission of the University is to improve the quality of American health care by providing graduate and certificate education for the training of practitioners in traditional Chinese medicine. The University offers courses in traditional Chinese medicine integrated with Western medical sciences and is dedicated to enhancing the standard of professionalism in the teaching and practice of Traditional Chinese Medicine (TCM).

The University prepares students for careers as healthcare providers by offering students a comprehensive education in Traditional Chinese Medicine and by introducing TCM to the community.

The University provides an academic environment for faculty, students and graduates to further their studies in their respective fields. The University also provides healthcare education and low-cost medical care to the community through the school’s clinic.

Educational Objectives

The University will prepare individuals who will:

• Have the knowledge, personal qualities, work habits and attitudes to deliver the services requested by their patients/clients in a professional manner.
• Have the skills and competencies appropriate to seek new knowledge continuously to help their patients/clients in a caring way.
• Have the critical thinking and reasoning skills to recognize and solve problems for their patients/clients and colleagues in the profession.
• Demonstrate technical literacy.
• Value lifelong learning

History of the University

The University of East-West Medicine (UEWM) has a strong foundation upon which has been 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 was to promote Traditional Chinese Medicine as a respected and useful alternative medical field in which techniques, research, and patient management were 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 was 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 California Bureau approved the University of East-West Medicine 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 California Acupuncture Board approved the University’s Master of Science in Traditional Chinese Medicine (MSTCM). Students who complete 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 the 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 administering major sports 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 Doctor program in Acupuncture and Oriental Medicine. 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 hope is to serve society and the well being of the people by educating practitioners in the Eastern and Western medical fields.

The University of East-West Medicine is a private for-profit institution of higher education and is approved by BPPE.

Accreditation and Authorization

Accreditation Commission of Acupuncture and Oriental Medicine

The Accreditation Commission accredits the professional Master’s degree programs of the University of East-West Medicine for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for the approval of programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at ACAOM, 8941 Aztec Drive, Eden Prairie, MN 55347, Phone: (952) 212-2434, Fax: (301) 313-0912. Eligible students in the accredited Master’s and doctoral programs may participate in federal student programs.

The University of East-West Medicine has received approval by the Accreditation Commission for Acupuncture & Oriental Medicine (ACAOM) to begin offering a postgraduate doctoral program titled "Doctor of Acupuncture & Oriental Medicine" (DAOM) pursuant to ACAOM's substantive change procedures. This approval is only the first step in the process toward accreditation of the program and does not reflect any official status with ACAOM. No assurance is made by granting approval to commence a DAOM program that the program will eventually be granted either ACAOM Candidacy or Accreditation status.

California Acupuncture Board

In California, a Licensed Acupuncturist (L.Ac.) is an independent primary care practitioner whose practice encompasses acupuncture, herbal medicine, nutrition, Oriental massage, acupressure and breathing techniques. The California Acupuncture Board approves the University of East-West Medicine. Graduates of the UEWM are eligible to sit for the California Acupuncture Licensing Examination. The California Acupuncture Board is located at California Acupuncture Board, 1747 N. Market Blvd, Suite 180, Sacramento, CA 95834; phone 916-515-5200 FAX: 916-928-2204.

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).

The Bureau for Private Postsecondary Education

The BPPE has approved HGU to operate its Doctor of Acupuncture and Oriental Medicine degree, Master of Science in Traditional Chinese Medicine degree, Master of Tai Chi degree, TCM Tuina Massage Therapist diploma, TCM Tuina Massage Therapy Professional diploma, and TCM Tuina Massage Therapy Specialist diploma. UEWM also has approval to offer the MSTCM programs in English, Mandarin and the Korean languages and the DAOM in English and Mandarin.

National Certification Commission of Acupuncture and Oriental Medicine

The National Certification Commission of Acupuncture and Oriental Medicine’s (NCCAOM) goal is to promote nationally recognized standards of excellence to insure public safety. The NCCAOM examinations are used by many state agencies as a part of their licensing requirements. Students at the University of East-West Medicine are eligible to sit for the National Certification Examinations.
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, Direct Federal Subsidized, Unsubsidized and PLUS Loans under Title 4 of the HEA to eligible students for the MSTCM program only.

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 the convenience and a familiar setting to take their examination. TOEFL & GRE Fees are $160 USD each.

Academic Calendar
Please refer to the bulletin board for updates, calendar detail, and class schedules for the latest information.

Academic Terms 2016 – 2017

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University Finances
UEWM 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, or 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.).

Facilities
A serene atmosphere, easily accessible, modern facilities, is some of the things essential for a good educational environment. University of East-West Medicine is proud to offer these and much more to our students. Many of the classrooms are equipped with video – audio. UEWM provides the campus community with both wired and wireless access to the university’s network, as well as the external Internet.

Most classrooms and the computer lab are facilitated with a LAN and Wireless network. The classrooms can be equipped with a transparency projector, pull-down projection screens, PCs and access to the high-speed Internet. Our experienced IT support staff can set up the classroom before it starts. Our campus has classrooms to accommodate up to 40 students per class, and rooms with PC and video projectors. There is a large assembly room for presentations and is used by the Tai Chi program and classes.

The university has a lunchroom, an indoor recreation area for Table Tennis and a Pool Table. Also, the university has an outdoor Basketball hoop on the campus.

A large clinic, medical supplies store and herbal dispensary room are on the campus. A spacious library with quiet study area gives the students a space for study and research. The TCM Tuina Massage program uses massage tables for demonstrations in a large room on the first floor and some of the smaller rooms for didactic work.

Teaching Clinic
The Teaching Clinic Training offers an array of clinical opportunities for students, faculty and practitioners. The UEWM Teaching Clinic serves the population of the South Bay area. Clinical services include acupuncture, Tuina (medical massage), herbal preparations, cupping, and moxibustion. The UEWM Teaching 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 receive care at a discounted rate. Our clinic has 18 treatment rooms offering a pleasant ambiance suitable to enhanced healing. There are student and supervisor discussion rooms for focused medical exchanges to develop specialized treatments for the patients. The DAOM students will be able to augment the treatments for the patients and tutor the master’s students in these discussion rooms.

The herbal dispensary stocks more than 300 Chinese herbs and many commonly used herbal formulas. During clinical training, students 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 dispensary.
UEWM Library
The library is located on the first floor, in the front entrance to the building. There is an Internet public computer connection with a printer and one copy machine in the library for students and/or faculty, one catalog station for the Intranet Catalog from the Koha Library System, and study tables. In addition, the library provides free campus Wi-Fi, so that patrons can bring their individual laptops to help achieve their learning objectives.

The library is staffed with a librarian who provides access services, cataloging, library consultant services, library development and management, library instruction, outreach library programs, and reference services. In addition, the library provides services by email to assist students’ academic goals when they are not able to visit the library. All students enrolled in the university can use the library’s collections, onsite and remote services, and electronic databases. The library collects archives of journals back to 1995 and students have access to the online database(s) 24 hours a day. Numerous acupuncture human models are available for detailed study of anatomy and point locations. A great number of reading materials and textbooks in English, Chinese and Korean concerning the disciplines of Acupuncture, Herbsology 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.

Two Local Public Libraries and the San Jose State University Library.
The students have the opportunity to become members (by showing their required ID for membership) of Sunnyvale Public Library and San Jose Public Library (Dr. Martin Luther King, Jr. Library), which includes the San Jose State University Library to make use of the library services. As members of the local public libraries, students and faculty can also use the public inter-library loan services, Link+. All the local libraries help the students and faculty to find additional information if needed.

University Location
The UEWM campus is located in Sunnyvale, California, in the heart of Silicon Valley. The campus is located close to shops, restaurants, and parks. Situated in an affluent part of Sunnyvale at the corner of Lawrence Expressway and Duane Avenue, the University is conveniently located on public bus and Cal Train lines and can be reached conveniently from highways 101, 85, 237 and 280. Public transportation stops next to the UEWM campus. The weather is mild and sunny all year.

Location and Driving Directions
The UEWM campus is located at:
595 Lawrence Expressway
Sunnyvale, CA 94085
www.uewm.edu
E-mail: info@uewm.edu
Tel: (408)-733-1878

The UEWM campus can be reached conveniently from highways 101, 85, 237 and 280.
1. 101 from San Jose: Take 101 North to the Lawrence Expressway exit; go South on Lawrence Expressway and pass Duane Ave. 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 and pass Duane Ave. The campus will be on your right.
3. 237 from Milpitas: Take 237 West to the Lawrence Expressway exit; go South on Lawrence Expressway and pass Duane Ave. The campus will be on your right.
4. 85 from Gilroy: Take 85 North to the Saratoga Ave exit; go North on Saratoga Ave and turn left at Lawrence Expressway. Go North on Lawrence Expressway for about 8 miles and come to Duane Ave. Make a U-Turn at Duane Ave, and the campus will be on your right.
5. 280 from San Francisco: Take 280 South to the Stevens Creek Blvd exit and then turn left at Stevens Creek Blvd; turn left at Lawrence Expressway; go North on Lawrence Expressway for about 3-4 miles and come to Duane Ave. Make a U-Turn at Duane Ave, and the campus will be on your right.
6. 280 from San Jose: Take 280 North; take Lawrence Expressway exit; go North on Lawrence Expressway for about 3-4 miles and come to Duane Ave. Make a U-Turn at Duane Ave, and the campus will be on your right.
7. 880 and 680 from Fremont: Take 880 or 680 South to the 237 West exit; take the Lawrence Expressway exit; go South on Lawrence Expressway and pass Duane Ave. The campus will be on your right.
8. 580 from Oakland: Take 580 to 880 South towards San Jose; take the 237 West exit; take the Lawrence Expressway exit; go South on Lawrence Expressway and pass Duane Ave. The campus will be on your right.


Chapter Two – Admissions & Requirements

List of University Programs

**TCM Tuina Massage Therapy Certificate Programs**

**Master of Science in Traditional Chinese Medicine Program**

**Master of Tai Chi Program**

**Doctor of Acupuncture and Oriental Medicine Program**

Open House

Open Houses are generally held twice every semester. The University provides opportunities for prospective students to become acquainted with the UEWM campus and facilities, the students, the faculty and staff, administration, and other aspects of the University. In addition, prospective students are invited to attend various academic and social activities at the UEWM. For inquiries on Open House dates, please contact the Administration Office.

Pre-Application Recommendations

Before you decide which TCM institution to attend, we encourage you to visit the UEWM. Plan ahead. The decision to select the best TCM institution for your professional TCM education is very important. For this purpose, we suggest you do the following prior to making your decision:

- Schedule a pre-application appointment with the Admissions Office and arrange for a tour of the campus.
- Schedule a visit to the campus during the semester and sit in on a class so that you may experience for yourself the joy and excitement of attending classes at the UEWM.

Call (408) 733-1878 for further information.

REVIEW DOCUMENTS!

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

The University of East-West Medicine is an equal opportunity university. Applicants must show strong motivation and possess the maturity, desire, compassion and commitment necessary to successfully complete the desired program. Students are admitted on the basis of their projected ability to meet academic standards. The University evaluates both objective and subjective data to select its students. The factors that are taken into consideration during the selection process include, but are not limited to: the potential of the candidate to successfully complete the desired program, the candidate's past academic performance record, and the amount and quality of the candidate's prior experience and training.

All applicants are required to submit the following for admission before the deadline:
1) Complete an Application Form, either online or hard copy;
2) Submit a one-time, non-refundable application fee;
3) Official transcripts for all completed high school or university course work and certification of a diploma or degree for all completed diploma or degree programs must be sent to the UEWM Admissions Office from the institutions.

Once all completed applications and fees have been received, the UEWM Admissions Committee will start an individualized admission evaluation service. Applicants may expect to receive notification of admission status in two weeks after filing complete application materials with the UEWM Admissions Committee, and an admissions interview will be scheduled. During this interview, you are likely to be asked why you are interested in the program and what previous experiences you have had in the related field. This is important because we want to know more about you. If you are unable to come to the UEWM for a personal interview, you must make arrangements with the Admissions office for a special phone interview.

Any questions about application dates or any other part of the admissions process should be directed to

University of East-West Medicine
Office of Admissions
595 Lawrence Expressway, Sunnyvale, CA 94085
Tel: (408) 733-1878 Fax: (408) 992-0448
E-mail: info@uewm.edu

Admission Requirements

TCM Tuina Massage Therapy Certificate Programs

Applicants to the TCM Tuina Massage Therapy Certificate Program must have graduated from high school or the equivalent, and 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 TCM Tuina Massage Therapy Program.

All applicants are required to submit the following for Admissions:
- Complete an Application Form either online or hard copy;
- A one-time non-refundable application fee;
- A $25, non-refundable registration fee;
- A one-time $60, non-refundable application fee;
- A completed, signed Enrollment Agreement
- High School Diploma or GED

Master of Science in Traditional Chinese Medicine degree program

Applicants must have completed at least two years of baccalaureate-level education, comprising 60 semester units (90 quarter units), at an institution accredited by the U.S. Secretary of Education or at an approved foreign university in order to qualify for admission to Master of Science in Traditional Chinese Medicine degree program. The medical background is not necessary for admission, but is helpful.

Applications must completed 30 General Education units and Basic Science Courses prior to term 5 of the Master degree program. Within the total 30 General Education units, at least one course must be taken in each of the following five categories: written and oral communication; quantitative principles; natural and physical sciences; social and behavioral science; and humanities and fine arts. The remainder of the required General Education courses must be distributed among at least three of the five categories. CLEP exams may be used toward fulfilling these G.E. requirements. Basic Science Courses are Human Anatomy, Human Physiology, General Biology, General Psychology, General Chemistry, General Physics, and Western Medical Terminology. Most General Education units and Basic Science Courses are offered at the UEWM. Or, students may complete General Education units and Basic Science Courses at another approved educational institution. Transfer credits will be granted for comparable courses satisfactorily completed at an institution accredited by the U.S. Secretary of Education or at an approved foreign university during the first semester of enrollment.
Applicants with an undergraduate grade point average of 2.3 or greater will be considered for full acceptance to the program. Applications with lower grade point averages will be considered for full acceptance or acceptance with requirements to the program with evidence of recent significant academic success, professional achievement, or notable time since earning their degree. Students who are accepted with any academic requirements are required to take minimum 6 units and maintain a GPA of 3.0 or higher for first term to fulfill the requirement for continued acceptance into the program.

All applicants are required to submit the following for admission:
- Complete an Application Form either online or hard copy;
- A one-time non-refundable application fee;
- A completed, signed Enrollment Agreement;
- Two letters of recommendation;
- Current resume;
- An official educational transcript from each college previously attended or currently attending. Transcripts must be sealed and sent directly to the UEWM Admissions office from these institution(s).

**Master of Tai Chi program**

Applicants must hold a bachelors degree from an institution accredited by the U.S. Secretary of Education or at an approved foreign university in order to qualify for admission to Master of Tai Chi program. All applicants must have a Cumulative Grade Point Average (CGPA) of 2.30 to enroll. Applicants not holding a bachelors degree may apply for our Tai Chi certificate program.

All applicants are required to submit the following for Admissions:
- Complete an Application Form either online or hard copy;
- A one-time non-refundable application fee;
- A completed, signed Enrollment Agreement;
- Ability to perform the short-form of any Tai Chi style;
- Two letters of recommendation;
- An official educational transcript from each college previously attended or currently attending. Transcripts must be sealed and sent directly to the UEWM Admissions office from these institution(s).

**Doctor of Acupuncture and Oriental Medicine Program**

Admission to the Doctor of Acupuncture and Oriental Medicine Program requires a Master’s degree or equivalent in Acupuncture and Oriental Medicine from an ACAOM accredited institution, an ACAOM candidate institution, or its equivalent. A Cumulative Grade Point Average (CGPA) of 3.0 or better is required to enroll. The applicant must possess a California acupuncture license before entering the doctoral clinical training.

All applicants are required to submit the following for Admissions:
- Complete an Application Form either online or hard copy;
- A one-time non-refundable application fee;
- A completed, signed Enrollment Agreement;
- Two letters of recommendation;
- A statement of purpose explains your desire to undertake graduate studies at this point in your life. The statement should encompass your scholarly and professional interests and goals and link them with the academic and research components of UEWM’s doctoral program.
- A Resume that includes educational background, professional and work experience, research, publications and any information of significance.
- An official educational transcript from each college previously attended or currently attending. Transcripts must be sealed and sent directly to the UEWM Admissions office from these institution(s).
- A State License to Practice Acupuncture AND Oriental Medicine.

**DAOM Special Admissions**

At the discretion of University of East-West Medicine, an applicant may be admitted as a Special student under one of the following conditions:

1. Applicants who have graduated from an ACAOM accredited institution or its equivalent and are licensed acupuncturists but lack certain prerequisites for courses at the doctoral level can be admitted as Special students, but are required to meet all prerequisites during their first year of enrollment. This maybe especially true for those students that graduated from schools in states that only studied acupuncture.

2. Applicants who are experienced licensed acupuncture practitioners who do not meet the educational/course requirements may be admitted to the program as Special students under the following conditions:
• Complete a thorough entrance evaluation to establish a foundation of knowledge skills and abilities that are appropriate for admission to a clinical doctorate.

• Document at least five years of full-time licensed clinical practice in acupuncture or Oriental medicine.

• Successful completion with a passing score on the UEWM Master’s Final Comprehensive Examination.

• Complete any of the prerequisite Master's courses that were not completed in previous acupuncture/OM training. Credit for these courses may be earned through the completion of specified courses, or by demonstrating achievement of the specific course objectives through successful completion of challenge examinations. All such courses or challenge examinations must be completed within the first year from the start of the program.

International Students (I-20)

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 support to all our students, in order, to ensure a smooth and rewarding academic journey for all.

In addition to the admissions requirements, all international students are also required to submit the following additional documents:

1. To verify international students have adequate resources to pay for their living expenses (tuition, food, lodging, books, travel, and incidentals) for the length of the program, a financial support document in the form of either the applicant’s bank statement or a certified affidavit of support (form I-134 or equivalent) from a financial sponsor indicating a minimum amount of $15,000 is available for the applicant to pursue his/her study in the first academic year at University of East-West Medicine,

2. All foreign transcripts in another language must be accompanied by a notarized English translation. Please contact UEWM admissions office for further information.

3. A transfer international student (from a U.S. institution) is required to submit a photocopy of his/her previous I-20 form, a Transfer Request Form completed by the school’s International Student Advisor and conduct the required SEVIS transfer process. Upon the receipt of their legal documents a student’s I-20 visa can be issued.

4. Upon arrival at the UEWM, international students must provide the Designated School Official (DSO) in the Registrar’s Office with a copy of the I-20 form, I-94, visa, and passport. The United States Immigration and Naturalization Service require that all international students maintain a full-time program of study at the UEWM, attend classes regularly, and maintain satisfactory academic progress towards completion of the degree or diploma objective.

5. International students whose native language is not English must demonstrate their English proficiency by providing an official score report from the Test of English as a Foreign Language (TOEFL). International students may prove English-language competency by completing at least two years of baccalaureate-level education, comprising 60 semester units (90 quarter units), at an institution of higher learning accredited by the U.S. Secretary of Education. International students who have earned a degree from an institute where the language of instruction is English, (e.g. U.S., United Kingdom, and India) are exempt from submitting a TOEFL score. These international students may be required to have their English proficiency evaluated when they arrive on campus.

For applicants whose native language is not English, a TOEFL score of 61 on the internet-based test is required in order to be admitted to any English-language program. For Master of Science in Traditional Chinese Medicine Program students who are proficient in Chinese and Mandarin or Korean is their first language and would like to enroll in the Chinese-language program or Korean-language program, they may enroll in the language program of that first language. If they enroll in any program where their native language is not English a TOEFL score of 45 on the Internet based test is required. Applicants who are proficient in MSTCM Chinese or Korean and do not meet these requirements at the time of admission must satisfy these requirements before beginning their clinical practice. For more details on the TOEFL exam visit www.toefl.org.

6. The Certificate of Eligibility for Nonimmigrant Student (I-20) will be prepared for and issued to the student after the application and all necessary documents have been received and thoroughly reviewed and the Office of Admissions has made a decision to accept the applicant as an UEWM student.

Questions regarding visa status, accommodations, etc., should be directed to the Admissions Office.
HEALTH INSURANCE
A health-insurance plan is mandatory for all international students. An international student may use the health insurance plan contracted by UEWM and pay the insurance fee at registration or provide evidence of outside insurance in order to be waived of the UEWM contracted plan. Proof of insurance must be provided each term a student registers.

Transcripts from Outside the USA
The University recognizes that the receipt of official college transcripts from outside the USA may require extra time to secure, interpret, translate and evaluate for equivalency. Those students who are unable to furnish complete documentation and/or educational transcripts before the beginning of classes in their first term of study will be given a time limit of one semester during which the student must furnish all required official documents. Students requiring this extra time enroll at their own risk; if the documentation, when received, does not qualify them for admission, they must leave the program and reapply once the necessary requirements have been met. Grade reports and transcripts will be withheld and registration for subsequent terms will be denied until the official documents can be secured and their claims of credits and degree(s) are met.

Conditional Admission
Students may be admitted to the University prior to meeting all the requirements for admission. The University may grant conditional admissions status. In such cases, a time limit is given, or an assigned date on the conditional admission agreement, during which students must fulfill all the requirements in order to be granted full admission status. Grade, reports and transcripts will be withheld, and registration for subsequent terms will be denied until this requirement is met. Conditionally admitted students will be eligible for financial aid for their first term only. Such students must have their admission application and at least an unofficial transcript from all prior colleges prior to processing financial aid. Financial aid will be placed on HOLD the following term, until all final transcripts and remaining admission documents are received.

Transfer Students
UEWM accepts students who wish to transfer from other US accredited schools. Transfer students must meet the current admissions requirements of the University and follow the same application procedures as new students. Transfer credits are determined on an individual basis after admission.

Transfer Credit Policy and Procedures
Students who believe they have credits to transfer will submit 1) a catalog of the school where they studied and a page stating the school’s accreditation status, 2) a course description for each course they wish to transfer (outlining the course content), 3) an official transcript (showing hours, GPA, etc.) that lists the courses they wish to transfer, and 4) a completed UEWM Transfer Credit Request Form. All transfer credits must be completed by the end of the first term of study at University of East-West Medicine.

UEWM may grant transfer credits on a course-by-course basis for courses taken previously at other schools, provided:

1. **Masters Programs:** In all Masters Programs, each transfer course must be completed with a grade of C (2.0) or better.

2. **Doctoral Program:** In the DAOM program, each transfer course must be completed with a grade of B (3.0) or better.

3. The coursework was completed at an institution accredited by an agency recognized by the U.S. Secretary of Education and approved by the California Acupuncture Board. Such coursework may transfer directly to the University of East-West Medicine.

4. If the coursework was completed at a foreign institution; all foreign coursework must be evaluated by an educational evaluation agency in the U.S. to determine its U.S. equivalency at the student’s expense.

5. The course name, credits, and available course descriptions must indicate the coursework is similar in content and class/contact hours similar to classes offered at the UEWM.

6. Courses need to be completed within the previous ten (10) years. If courses were completed more than ten (10) years ago, students have the option of repeating the courses or taking challenge examinations (please see the Challenge Examination policy in the catalog). Students may also petition to transfer credit for coursework over (10) years old if they can prove that they have been continually active in the related field for that period of time.

7. **Master of Science in Traditional Chinese Medicine degree program & Doctor of Acupuncture and Oriental Medicine Program**

8. Courses taken at non-accredited institutions are generally non-transferable, with the exception of Taiji, Qigong and Tuina/Acupressure courses. These will be evaluated by the UEWM Academic Committee and determined on a course-by-course or class-by-class basis.

9. Up to 100% transfer credit **may** be awarded for coursework completed successfully in Western biomedical sciences and Western clinical sciences at an institution accredited by an agency recognized by the U.S. Secretary of Education.
10. Credit for didactic TCM courses and clinical coursework completed successfully at an institution that is approved by the California Acupuncture Board and accredited by ACAOM may be awarded up to 100%. Note: No more than 20% of the total units required to graduate from UEWM can be granted for transfer credit regardless of how many units were earned at another college or university.

11. Credit for didactic TCM courses and clinical coursework completed successfully at an institution which is not approved by the California Acupuncture Board and accredited by ACAOM may be awarded up to 50% of the credit hours by the UEWM, provided that at least 50% of the corresponding course hours in these subject areas are completed successfully at the UEWM.

12. Applicants who already possess a terminal professional degree such as an M.D. or D.C. and are licensed to practice in the USA in their field may be granted credits based on their general coursework rather than specific courses listed on their transcripts. This option must be approved by the Academic Committee and is evaluated on a case-by-case basis.

13. **TCM Tuina Massage Therapy Certificate Program** Students 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. Students who have taken graduate level classes at the UEWM (Anatomy, Physiology, Tuina, and Ethics) may transfer up to 100% to the certificate program. No credit is transferable from Massage program to the Master’s degree program. No credit is given for private practice.

**Transferability of Credits**

"NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION"

"The transferability of credits you earn at the University of East-West Medicine is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree, diploma, or certificate you earn at UEWM is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the University of East-West Medicine to determine if your credits or degree, diploma or certificate will transfer."

**Transfer Agreements**

The University has no transfer agreements with other colleges. While other accredited and unaccredited colleges do regularly accept UEWM credits. As stated in the paragraph above, you need to check any college you might transfer to and inquire if they will accept UEWM credits prior to enrolling in UEWM. We have several articulation agreements with colleges in the PRC.

**Readmission/Postponed Admission**

Applicants who wish to postpone admission to the upcoming term need to fill out a postponed admission request form at the Registrar office during his/her accepted degree program semester with no additional fee. An applicant is only allowed to postpone admission no more than three times. The prospective student’s application records are kept on file for a period of six months from the semester start date. If an applicant is accepted into a degree program for a given semester, without filling out a postponed admission request form and does not begin classes in that semester, admission will automatically be canceled. If the applicant wishes to be considered for readmission in a later semester without prior approval, he/she will be required to resubmit a new Application Form and pay a readmission fee. A reevaluation of admission will be made for the applicant. When a former UEWM student returns to continue his/her study in an unfinished program after making a longer-than-one-semester absence, the returning student is required to follow the current catalog.
Chapter Three – Tuition and Fees

TCM Tuina Massage Therapy Program

Tuition*: 
Each Hour of Instruction $6.5/hour**
Tuition for 250-hr ABT Diploma $1,625
Tuition for 500-hr ABTP Diploma $3,250
Tuition for 1000-hr ABTS Diploma $6,500

It is planned for the Summer Semester to raise the hourly tuition for all students to $9 per hour.

*Materials fees TBA (varies class to class)
*Tuition does not include equipment or supplies.

Master of Science in Traditional Chinese Medicine Degree Program

Tuition*: 
Academic Courses (1 unit=15 hours) $180/unit
Clinic Courses (1 unit = 30 hours) $12/hour
Repeat / Audit (1 unit = 15 hours) $100/unit

It is planned for the Summer Semester 2016 to raise the tuition for all students to be $225.

Estimated Semester Cost of Tuition for a Full-Time Student is $2,160. (Based on a Master of Science degree in Traditional Chinese Medicine program student taking 12 academic course units per semester)
Total Cost of Tuition (MSTCM) $33660

Master of Tai Chi program

Tuition*: 
Academic Courses (1 unit=15 hours) $295/unit
Certificates (1 units = 15 hours) $100/unit
Internship/Activity Classes $12/hour

Estimated Semester Cost of Tuition for a Full-Time Student is $2,655. (Based on a Master of Tai chi program student taking 9 units per semester)
Total Cost of Tuition (MTC) $9145
CERTIFICATE: $3100

Doctor of Acupuncture and Oriental Medicine Program

TOTAL DAOM PROGRAM COST is $12,500 including:

It is planned for the Summer Semester to raise the tuition for all students that are not paid in full to proportionally pay $22,000 for the entire DAOM Program

The total cost is made up of:
Core Didactic classes $225 / unit $8550
Clinical Internship/Externship $6.5 / hour $2340
Research Design/Research
Clinical practice: $5 / hour $1500
Total tuition $12390
+ Other fees
$75 registration fee
$5 student ID
$0 STRF
$24 Supplies
NOTE: The $12,500 is an all-inclusive charge for the entire program including the fees. It is planned for the Summer Semester to raise the tuition for all students that are not paid in full to proportionally pay $22,000 for the entire DAOM Program. The students can pay for it all at once if they desire, by proportion, by the month, semester, or unit. Financial Aid students must pay by the semester and units. One semester by the unit would be $2025

DAOM Scholarships

The UEWM current MSTCM students’ DAOM Scholarship

This scholarship is designed for current MSTCM students who make an early decision to enter the doctoral program. If that decision and commitment is made before student’s graduation from UEWM

MSTCM program, then the student may apply for this scholarship. The scholarship amount of $ 3500 will be awarded toward the cost of the DAOM program to all qualified students in this category who apply.

The UEWM MSTCM Alumni Scholarship

This scholarship is designed for graduates of the UEWM MSTCM program who decide after graduation to enter doctoral studies. All students verified as graduates and who apply for the scholarship amount of $ 2500 will be awarded toward the cost of the DAOM program.

The DAOM Scholarship

This Scholarship is awarded to graduates of other accredited colleges or universities of TCM who wish to pursue their DAOM studies at UEWM.

The scholarship amount of $ 1500 will be awarded to all qualified persons who apply for the scholarship. All the scholarships would be credited to the DAOM graduate's account after they successfully complete the DAOM didactic, clinic, and defense of their dissertation. If the DAOM program is not completed at UEWM, the scholarship will be cancelled/voided, and student would retroactively be charged the full tuition fee in effect now, which is $12,500. It is planned for the Summer Semester to raise the tuition for all students that are not paid in full to proportionally pay $22,000 for the entire DAOM Program

Other Service Fees

Other Fees and Expenses **:

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>$60</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$25/semester</td>
</tr>
<tr>
<td>Data Base Fee</td>
<td>$30 per semester</td>
</tr>
<tr>
<td>Instructional Technology Fee</td>
<td>$30 per semester</td>
</tr>
<tr>
<td>Installment Payment Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Graduation</td>
<td>$250</td>
</tr>
<tr>
<td>(For Graduate Programs,</td>
<td></td>
</tr>
<tr>
<td>Includes ceremony and diploma)</td>
<td></td>
</tr>
<tr>
<td>Add/Drop Course</td>
<td>$25/course</td>
</tr>
<tr>
<td>Transfer in Credit</td>
<td>$30/course</td>
</tr>
<tr>
<td>Returned Check</td>
<td>$20/check</td>
</tr>
<tr>
<td>Challenge Exam</td>
<td>$75/unit</td>
</tr>
<tr>
<td>Clinic Malpractice Insurance</td>
<td>$55/semester</td>
</tr>
<tr>
<td>(MSTCM only)</td>
<td></td>
</tr>
<tr>
<td>Comprehensive Exams</td>
<td>$100</td>
</tr>
<tr>
<td>Retake Comprehensive Exams</td>
<td>$75</td>
</tr>
<tr>
<td>Replacement/Duplicate Diploma</td>
<td>$75</td>
</tr>
<tr>
<td>Student ID Card</td>
<td>$5 each</td>
</tr>
<tr>
<td>Replacement for Student ID</td>
<td>$20</td>
</tr>
<tr>
<td>Placement Exam</td>
<td>$75/course</td>
</tr>
<tr>
<td>Int’l Student Transfer-out Fee</td>
<td>$150</td>
</tr>
<tr>
<td>(Exclude UEWM alumni)</td>
<td></td>
</tr>
<tr>
<td>International students are</td>
<td></td>
</tr>
<tr>
<td>Required to purchase and</td>
<td></td>
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<tr>
<td>maintain a health Insurance plan.</td>
<td></td>
</tr>
<tr>
<td>$250 per 4 months estimated cost</td>
<td></td>
</tr>
<tr>
<td>Late Registration I</td>
<td>$25/semester</td>
</tr>
<tr>
<td>(After registration deadline, continuing student only, student are required to pay both registration fee and late registration I fee)</td>
<td></td>
</tr>
<tr>
<td>Late Registration II</td>
<td>$50/semester</td>
</tr>
</tbody>
</table>
(After classes begin, continuing student only, student are required to pay both registration fee and late registration fee)

Late Registration III $75/semester

(After add/drop without records, continuing student only, student are required to pay both registration fee and late registration III fee)

Transcript Additional Copies $10/copy
(First 2 copies are free of charge)

Late Fee $50

CA State Tuition Recovery Fund $0.50/$1000 (tuition paid)

Copy of Official Transcript (Sent by USPS)

Priority Domestic Mail $30 per copy

Priority International Mail $40 per copy

Copy of Diploma and Cover (Sent by USPS)

Priority Domestic Mail $60 per copy

Priority International Mail $85 per copy

Notice:
* Tuition fees are refundable, subject to restrictions
** Non-refundable fees

All fees are subject to change.

Please observe deadlines to avoid late fee charges. All late fees are $50 except if otherwise specified.

All International students are required to purchase and maintain a health insurance plan. International students special service fees are specified on request forms.

Textbook are estimated at $60-$120 per book.

Classes frequently fill up very fast. If a student has not paid his/her fees and there are other students on the waiting list for a course, the student will be dropped from the course and priority will be given to students who pay their fees.

Notice: All students must pay the University the applicable costs associated with school attendance (i.e., semester tuition, other required fees) at the time of registration, unless the student and the University agree in writing to a tuition payment plan. Students whose accounts are more than seven days past due are automatically dropped from classes. Students who fail to fulfill the financial arrangements agreed upon are suspended from class without incurring interest charges unless the University has agreed in writing to a different payment arrangement. No grades or documents will be released if there is an outstanding balance. The University may refuse any type of service to students who have an outstanding balance. (see Title 5, California Administrative Code, Sections 42380 and 42381). A monthly $50 late fee will be charged to the student until his/her financial obligation is fulfilled. The University may also refuse re-admission to a student who has left the University with an outstanding balance.

Payment Plans
Full payment of tuition and fees is due by the registration deadline, which will be posted each semester. The following payment options are available to students for payment of registration, tuition and other fees:

a) Students can pay all fees in full for the semester at the time of registration.

b) Students may pay 1/3 of all fees for the semester at the time of registration and make arrangements to pay the balance in full before the end of the 2nd week of class without incurring interest charges.

c) After an installment plan is signed with the finance office, students may pay 1/3 of all fees for the semester at the time of registration and pay 1/3 of all fees plus a $50 installment fee before the end of the 1st month of class and pay 1/3 of all fees plus $50 installment fee before the end of the 2nd month of class.

The Payment plan does not apply to the TCM Tuina Massage Certificates Programs

At this time no fees are collected but the Student Tuition Recovery Fund is available!

Student Tuition Recovery Fund (STRF)
All fees incurred in the previous semester must be paid in full before registering for the next semester.
A monthly $50 late fee will be charged to students who do not pay their tuition on time. This includes students who have not been funded by Federal Student Aid at the time classes’ start. Federal Student Aid applicants are expected to pay their tuition and fees on time regardless of when the Federal Student Aid actually arrives. It can take from three to four weeks to receive Federal Student Aid
or two to three months or longer depending on the student’s ability to comply with all Federal requirements in a timely manner. It is the student’s responsibility to apply and comply with the Federal Student Aid regulations and complete the process. Students are expected to apply for Federal Student Aid early before the semester starts. It is not the school’s responsibility to apply for Federal Student Aid for the student.

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you: 1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans, and 2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies: 1. You are not a California resident, or are not enrolled in a residency program, or 2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party."

"The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education. You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following: 1. The school closed before the course of instruction was completed. 2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school. 3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs. 4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau. 5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."

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

**Refund Policy**

Students have the right to cancel their enrollment and obtain a refund by providing written notice to the Finance Department. The effective date of termination is either the postmarked date if applied for by US mail or the date established by the signature of the Finance Department. Verbal or phone requests will not be honored.

Students have the right to a full refund of all charges (except for the application fee, registration fee and other non-refundable charges as indicated on the Tuition and Fee chart), if they cancel the agreement prior to, or on, the first day of instruction or after seven days of enrollment which ever is longer. Students dropping a course after classes have begun but before the ninth meeting or 60% of instruction will receive a pro-rated refund for the unused portion of the tuition and other refundable charges. Students who drop a class after the ninth meeting or 60% of instruction of the class will not be eligible for any tuition refund. An additional 3% deduction will be applied to refunds for tuition/fees paid by credit cards. Books, textbooks and other materials purchased by the student at the University’s Bookstore are the property of that student. The University will neither accept the return of purchased materials, nor make refunds for services.

**Refund Chart**

<table>
<thead>
<tr>
<th>Date of Withdrawal</th>
<th>% of tuition refundable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Day of Class or seven days after enrollment</td>
<td>100%</td>
</tr>
<tr>
<td>Day two of Class through Week One</td>
<td>90%</td>
</tr>
<tr>
<td>Beginning of Week Two</td>
<td>80%</td>
</tr>
<tr>
<td>Beginning of Week Three</td>
<td>70%</td>
</tr>
<tr>
<td>Beginning of Week Four</td>
<td>60%</td>
</tr>
<tr>
<td>Beginning of Week Five</td>
<td>50% No Refund</td>
</tr>
<tr>
<td>Beginning of Week Six</td>
<td>40%</td>
</tr>
<tr>
<td>Beginning of Week Seven</td>
<td>30%</td>
</tr>
</tbody>
</table>
No refunds may be dispersed to a student until the Financial Aid Program has been repaid. The University is obligated to repay the following funds: Title IV Sources: Unsubsidized Direct Loans, Subsidized Federal Direct Loans and Scholarships. Refunds will be determined by the percentage of tuition contributed by that source. The exact terms and conditions are set forth in the enrollment agreement.

For students receiving financial aid, any tuition refund will be made first to the Unsubsidized Direct Loan, then Subsidized Direct Loan, and Federal Pell Grant up to the net amount dispersed from each source.

Students will receive a full refund of any course that has been cancelled by the UEWM. Refunds will be paid within 30 days of cancellation or withdrawal. Any Federal Student Aid disbursed to the student will need to be returned in full.

Unanswered Questions
If you have any unanswered questions the school cannot answer or will not answer you may contact the Bureau for Private Postsecondary Education (BPPE), P.O. Box 980818, West Sacramento, CA 95798-0818 Or Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento California, 95833
Toll Free: (888) 370-7589, Web site: www.bppe.ca.gov E-mail: bppe@dca.ca.gov

Financial Aid Programs
(Only Master of Science in Traditional Chinese Medicine and the Doctor of Acupuncture and Oriental Medicine programs are eligible for Federal Financial Aid. The Master of Tai Chi program and TCM Tuina Massage Therapy programs are not eligible for Federal Financial Aid)

The purpose of Financial Aid is to assist students in paying for educational costs. The Financial Aid Office is available to help students secure funds through various types of aid programs available in order to assist students to pay for their education. These aid programs include grants, loans, scholarships, and a work-study program. Grants and scholarships, if available and if the student is eligible, are financial awards the student does not need to pay back as long as they remain qualified. Loans are borrowed funds students must repay. The Work-study program is an opportunity to earn money to pay for part of the student’s educational expenses, but enrollment is limited to the dollars available in the FWS fund.

For Master of Science degree in Traditional Chinese Medicine program students, upon enrolling in the University, MSTCM program students may be eligible to apply for the following types of Financial Aid programs: Federal Pell Grant (PELL), Federal Student Loans both subsidized and unsubsidized, and Federal Work Study (FWS). MSTCM program Students must maintain satisfactory academic progress in order to remain eligible for Financial Aid. DAOM students may be eligible for Unsubsidized Loans. More detailed information can be found in the UEWM Financial Aid Handbook and Federal Documents available in the Financial Aid Office. No financial aid is available for academic work beyond the University’s requirements for graduation.

Please note: all students are responsible to pay their tuition and fees regardless of their aid status. Late fees may be charged if you do not pay your tuition on time, even if you are applying for aid. It is recommended that aid be applied for at least three to four months prior to your tuition being due. Your diploma will be withheld when a student has defaulted on a Title IV loan, owes an overpayment on a Title IV grant, or has failed to complete an Exit Interview. The University may also refuse re-admission to a student who has left the University with one of the above.

Financial Need
The amount of financial aid a MSTCM program student is entitled to receive depends on financial need. Financial need is the difference between the cost of education and the student’s expected family contribution (EFC) as determined by the formula established by the US Department of Education. Costs include tuition, non-refundable fees, transportation, books, supplies, and room and board. The sum of these costs constitutes the educational budget. Both the MSTCM and the DAOM students must fill out the FAFSA in order to qualify for FSA. The University requires all MSTCM and DAOM program students who are interested in FSA must fill out the Free Application for Federal Student Aid on the web at http://www.fafsa.ed.gov as soon as possible. All students that are US citizens or legal residents regardless of need may be eligible for low interest unsubsidized loans guaranteed by the Federal Government. The UEWM’s Federal School Code is 039953.

Graduate Aid: Students who are admitted to the UEWM as graduate MSTCM program students, i.e. have a bachelor’s degree or the equivalent of three years of undergraduate study (any 90 semester units), are eligible to borrow graduate-level Direct loans.
Unsubsidized Direct interest accrues from the time the loan is disbursed. Unsubsidized loans are NOT need-based. A small loan fee is deducted from each disbursement. The amount of this fee generally ranges from 1-2% and is controlled by the Federal government. Federal Work Study may also be available to qualified students. The total loan funds of $30,750 per calendar year/3 semesters). The maximum graduate loan accumulation is $138,500.

Undergraduate Aid: MSTCM program students only who are admitted to the UEWM and do not meet the requirements of graduate status are eligible to borrow undergraduate Direct loans. Subsidized Direct loans do not accrue interest while you are a student or during the 6-month grace period after you cease enrollment. Subsidized loans are need based. Unsubsidized Direct loan interest accrues from the time the loan is disbursed. If you do not meet the need-based requirements for the subsidized loan, you can borrow the combination of the two loans as an unsubsidized loan. A small loan fee is deducted from each disbursement. The amount of this fee generally ranges from 1-2% and is controlled by the Federal government. Undergraduates may also qualify for Pell Grants. PELL grants are need based. FWS is also available for qualified students. Undergraduates are advanced to graduate status at the point when a total of 90 units have been earned when prior units are combined with units at the UEWM. Students will be eligible for no more than 30 units worth of undergraduate financial aid.

Federal Work Study (FWS) Program
The Federal Work Study program is federally and institutionally funded. FWS is designed to provide students with financial support to pay the costs of education at the University. Students are compensated via regularly scheduled paychecks. The Finance Office coordinates all on and off campus student employment under the Work Study program. Applications are accepted on an ongoing basis, but enrollment is limited to the total dollars received from the FSA system and must be distributed throughout the entire year, not just one semester.

Additional Information About Federal Student Aid
If you are interested in learning more about Federal Student Aid, please speak with the Financial Aid Administrator, FAO, the Admissions Officer or Registrar. There is a UEWM Financial Aid Handbook and many other documents to help you find out what you might be qualified for, what the requirements are and to help you make the right decisions. There is information about various financial aid resources on the University’s web site as well. Just send an email to info@uewm.edu

Student On-Campus Work-Study Opportunities
Limited openings are available to the UEWM students who qualify for the positions. UEWM work-study application forms are available at the Academic Office. Students may apply for Administrative Assistantships (AAs). These assistantships are offered primarily on the basis of outstanding academic and professional achievements. The University also assigns administrative assistants (AA) to support the University’s Internet and computer systems and administrative services for students.

Chapter Four – Academic Policies

Registration
The registration calendar is listed in this catalog but the most up to date calendar is on the UEWM website. Registration for the following semester is conducted prior to the end of the current semester. The dates and times of registration will be announced through the Academic Office and posted on the website. A late fee is charged to those students who do not register by the posted registration deadline. Registration for new and continuing students will be by appointment. Tuition and fees are due and payable in full at the time of registration, unless the student has signed up for a tuition payment plan in advance.

Academic advisors are ready to offer assistance to the students for course selections or counseling. Registration is complete when all fees are paid. The University is not responsible for billing students. All students who wish to register must complete the Registration Form available from the Academic Office and process it with the Finance Office in a timely manner.

Full-time Students
Master of Science in Traditional Chinese Medicine program students taking 12 or more units per semester are considered full-time students.

Doctor of Acupuncture and Oriental Medicine program students taking 9 or more units per semester are considered full time students.

Master of Tai chi program students taking 9 or more units per semester are considered full-time students.

TCM Tuina Massage Certificates Programs students taking 16 or more hours of study weekly per semester are considered full-time students.
A student needs to take 2 consecutive semesters each year to be considered full time.

A student may not take more than 22 units in any semester without the prior permission of the Academic Advisor. International student must be enrolled as full-time students to maintain good academic standing. An international student on academic probation is not allowed to take a semester break.

**Part-time Students**

Master of Science in Traditional Chinese Medicine program students taking less than 6 units per semester are considered part-time students.

Doctor of Acupuncture and Oriental Medicine students taking less than 6 units per semester are considered part-time students.

Master of Tai chi program students taking less than 6 units per semester are considered part-time students.

TCM Tuina Massage Certificates Programs students taking less than 12 hours of study weekly per semester are considered part-time students.

The maximum program length is equal to the number of units required for the student to complete the program times 1.5.

Part-time Master of Science in Traditional Chinese Medicine program students must complete the program within eight years. Note: it is necessary to average 9 units per semester over a period of each consecutive three semesters to complete the MSTCM program in eight years for the purposes of Satisfactory Academic Progress requirements. Students who take less units over two semesters cannot receive Federal Student Aid since they would not average enough units to make satisfactory academic progress unless they take additional units in the third semester to increase their average to make up for the lack of units.

**Non-Degree-Seeking Applicants**

The UEWM will consider non-degree-seeking applicants who require coursework to meet an educational objective other than the UEWM’s degree. These include students participating in California Acupuncture Board-approved tutorial programs, licensed acupuncturists, medical doctors and other health professionals and seeking information for vocational purposes for self-improvement. Non-degree-seeking students must meet the prerequisite requirements for each intended course. Therefore, a non-degree student must also submit his/her previous academic records, official or unofficial, to the Admissions Office for an unofficial evaluation before being allowed to enroll in courses at UEWM.

Students participating in California Acupuncture Board-approved tutorial programs, licensed acupuncturists, medical doctors and other health professionals desiring to take clinic courses must meet all clinic requirements. In the event that the student later decides to apply for a degree study at the UEWM, he/she must go through the regular degree program application procedures. In the event that the student later decides to apply for a degree study at the UEWM, he/she must go through the regular degree program application procedures. No more than 30% of the earned units in non-degree status at the UEWM may be applied to the degree requirements. Non-degree students receive grades, and their transcripts will be stamped “Non-degree.” Non-degree student enrollment is limited in each class so their degree-seeking students receive the attention from the instructor they deserve. Non-degree-seeking students are not eligible for Federal Student Aid.

**Academic Advising and Counseling**

Academic advising and counseling is an essential element of the educational process. Designated faculty members and staff advisors serve as academic advisors and counselors to the students. Ideally one of continuity and commitment, academic advising and counseling involves both the student and the academic advisor. Students are encouraged to meet with an academic advisor before and during the course registration period each semester. During the meeting, the advisor and the student will examine the student's academic records, choose suitable courses, and verify course prerequisites. Academic advising is also available to students throughout the school year. In addition to helping students plan course schedules, the academic advisors also encourage students to explore their academic options and study personal goals related to the practical world of work.

**Health Insurance**

A health-insurance plan is mandatory for all international students. An international student may use the health insurance plan contracted by the UEWM and pay the insurance fee at registration or provide evidence of outside insurance in order to be waived of the UEWM contracted plan.

**Official Academic Transcript**

Upon written request, official and unofficial copies of a student’s UEWM academic records may be forwarded either to the student or to a designated addressee. Requests for transcripts are submitted to the Registrar’s Office. Academic grades are 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.
Adding or Dropping a Course

Students may add or drop courses before the beginning of classes without incurring additional fees. When adding or dropping courses, students must fill out an Add/Drop Form, available in the Academic Office, and submit the completed form to the Academic Office for processing. E-mail, Fax or oral requests, whether by phone or in person, are not acceptable and will not be acted upon.

Students dropping a course after classes have begun will receive a pro-rated refund for the unused portion of the tuition and other refundable charges, provided the students have dropped classes before the tenth meeting of the class (or less than 60% of instruction). Students who drop classes after the ninth meeting of the class or more than 60% of instruction will not be eligible for a tuition refund. A grade of “W” will be issued to student who drops classes after fifth week and before the twelfth week of the semester. Withdrawals are not permitted during the final three (3) weeks of instruction except in cases of serious accident, illness or other extreme situation. Failure to drop a course officially will result in full tuition charges for the course and a failing (F) grade. A $25 processing fee will be charged for each course added or dropped after classes have begun. MSTCM program students receiving Federal Student Aid maybe required to pay the unearned funds back to the Federal Government.

Grading System

University of East-West Medicine uses the following standard academic grading system in assessing student progress in course work, examinations and course evaluations:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points Per Unit</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>94-100%</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td>90-93%</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>87-89%</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>83-86%</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td>80-82%</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>77-79%</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>73-76%</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td>70-72%</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
<td>67-69%</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>63-66%</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
<td>60-62%</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>0-59%</td>
</tr>
</tbody>
</table>

Note: Graduate programs may not issue C- thru D- Grades. Check with the Academic Department before enrolling.

The grade point average (G.P.A.) is based on courses in which letter grades are earned. Instructors may add plus (+) or minus (-) options to letter grades in order to refine evaluation procedures. To compute the G.P.A., divide the total number of grade points by the total number of units attempted in courses receiving letter grades.

Explanation of Grading Marks

The following symbols shall be used in evaluating student performance. The symbols reflect the quality of the student’s accomplishments relative to standards set for each course.

- **A** Highest level, showing excellence
- **B** Performance is good, but not the highest level
- **C** Performance is adequate
- **D** Performance is less than adequate and must be redone.
- **F** Course requirements have not been met. Credits are not earned by the student.
- **I** Incomplete – Performance has been incomplete due to circumstances beyond the student’s control. Work was passing at the time.
- **IP** In progress - Performance is satisfactory, but a final grade is not yet assigned.
- **W** Withdraw – Student was permitted to drop a course after 5th wk./ before 12th wk. thereafter it becomes an F
- **P** Pass – Not reflected in GPA (credit granted “C” or above)
- **NP** Failure – Not reflected in GPA (credit granted “C-” or below)
- **CP** Credit – Passing on challenge examination. Grade equals to C or better
- **NC** No credit – Below passing on challenge examination
- **TR** Transfer credit
- **AU** Audit – Student was enrolled on a non-credit basis
- **RP** Course has been repeated

Note: The graduate programs may only post C or F grades and not post C- thru D- grades. Check with your advisor before enrolling.
Incomplete Grade

In circumstances where a student is unable to complete the coursework required prior to the end of the semester, the student may, with the instructor’s permission and the responsible Records officer’s approval, file a petition to receive a grade of Incomplete. Students with an “Incomplete” grade must arrange with the instructor to complete the necessary make-up work after the final class meeting, with a specified date of completion. This agreement must be submitted in writing to the Registrar’s Office. All “I” (Incomplete) grades must be converted within two weeks after the semester in which the student was registered in the class unless there is an extreme health or family situation. Students who fail to convert their “I” (Incomplete) grade after the two weeks will receive an “F” (Fail) grade for the course. This may result in the MSTCM program student being “over paid” for Federal Student Aid. Students that are “over paid” Federal Student Aid may be disqualified from receiving any additional Federal Student Aid until the repayment is made.

Late Examination

Course examinations that are taken late, or taken at an irregular time, may be subject to a grade reduction. The instructor will make the final determination on a case-by-case basis. A late exam fee will be charged. All late fees are payable in advance to the UEWM Finance Office and not to the individual instructor.

Repeat Courses

Student may repeat a course due to several reasons:

1. Meet the graduation requirements
2. Earn a better grade
3. Gain a better understanding of the subject

In any of such cases, only the latest grade earned for the same course will be kept in the student’s permanent records. Student with a grade below C- or NP grade must repeat that class in its entirety. Multiple failure grades may result in academic probation and/or academic dismissal. Tuition is charged for each repeated course. However, financial aid for each repeated course will be available for only one time. Depending on a Student’s GPA, this also can affect a student’s “Satisfactory Academic Progress (SAP) and may result in disqualification of Federal Student Aid until their GPA is raised, or they have fulfilled their requirements for academic probation. Repeating courses for a higher grade is fundable for Federal Student Aid only one time.

Grade Appeal

Grades, which are given at the discretion of faculty, reflect the academic achievement of the student. Any students wishing to appeal a grade awarded must initiate the appeal in writing and submit the appeal to the instructor concerned. If the student is not satisfied with the instructor’s explanation or action, the appeal may be presented to the Dean of Academic Affairs, who will then render a final decision. Final grades are the sole responsibility of the instructor of the course and grade appealed. The Dean or anyone else at the school cannot change the grade. CEC 94897 (j).

Unit/Clock Hour Conversion

One unit is equivalent to one hour of didactic instruction per week for a 15-week term (15 hours per unit). Students will receive one unit credit for each 30 hours of clinical or laboratory courses. 45 hours of work in a practical setting or research has the credit equivalency of 15 hours of classroom lecture. All credits earned are awarded in terms of semester units.

Audit Policy

Students may register to audit a class when they have completed all of the course prerequisites. All audits are subject to availability and must be approved by the Dean of Academic Affairs. Availability is limited since credit-earning students are a priority. Auditing students cannot take up the time of the teacher or distract credit-earning students from their education. Students auditing classes must abide by all the pertinent rules and regulations such as rules on attendance, academic policies, etc. Failure to abide by the relevant rules will be deemed student misconduct. An “AU” on the student’s transcript will indicate a course, which is audited. No Federal Student Aid is available for audited classes.

Attendance

Attendance is mandatory for all courses. Inconsistent attendance is a matter of serious concern as it jeopardizes the educational process. Students are expected to attend all scheduled classes for which they are registered. Faculty members are asked to record student attendance. Students who miss more than three classes in any course will fail the course. Absences may be excused for childbirth, a documented illness, an injury, a death in the family, or other emergency situation acceptable to the Academic Committee. Students should call the Registrar or the Dean as soon as practical on the first day of absence and give an estimate of the duration of the absence. Special arrangements must be made to make up all missed classes regardless of the reason for the absence.

The University emphasizes the importance of developing respectful and ethical conduct. Decorum is an integral part of the learning process. Tardiness, unexcused absences, inappropriate attire, poor attitude, use of cell phones or other distracting devices, eating during class, and other unprofessional behavior are all considered disrespectful and may be grounds for allegations of student
misconduct that could result in dismissal. Students that miss more than three classes or are tardy more that six times in any one class will be put on probation and will lose their Federal Student Aid if they do not complete instructor approved make-up work.

**Student Conduct -- Probation/Dismissal**

The UEWM expects a high standard of honesty and integrity from all members of its community. The UEWM seeks students who are knowledgeable, forthright and honest.

In order to maintain good academic standing, students must maintain a minimum grade point average (GPA) of 2.3 each semester. Students whose GPA falls below 2.3 will be placed on academic probation for a period of two semesters. During the probationary period, the students’ GPA must be maintained at 2.3 or higher. Probationary students who have maintained a GPA of 2.3 or higher for the duration of the entire probationary period will have their probationary status removed and will be considered to be in good academic standing. Students who do not clear probation within two semesters will be dismissed from the University and lose their Federal Student Aid. Students will be given an academic notice when they have failed a course twice. The University will dismiss students whose third attempt at passing the course is unsuccessful.

The course load of students on academic probation will be determined in consultation with the program Dean. To avoid automatic dismissal, students on academic probation are advised to meet with the Dean for academic advising. Financial aid may continue during these two semesters of probation but the student’s financial aid eligibility will be terminated if the deficiency is not corrected by the end of the second semester of probation. See the Financial Aid Officer for more information.

Students will also be dismissed for repeatedly failing the MSTCM Comprehensive exams. Please see the Comprehensive Exam section in this catalog.

At the discretion of the Dean of Academic Affairs, students may be dismissed from the University for behavior disruptive to the educational mission of the University, continual violations of the policy of the University, for academic dishonesty and for any disruptive or disrespectful conduct or carelessness that endangers life. The following is a listing of such, but not limited to those as stated below:

- Excessive unexcused absences or tardiness
- Intoxication, unauthorized possession, use or consumption of alcoholic beverages or illegal drugs while on the UEWM premises or at a UEWM-sponsored event
- Dishonesty, altercation, stealing
- Possession, use or abuse of a weapon, dangerous material, or an unlawful substance
- Disruptive behavior in class or the library
- Dominating classroom discussions to the exclusion of others with the intent to undermine the goals of the institution
- Grave personal misconduct
- Misuse, unauthorized use of, or damage to the UEWM property
- Engaging in competition with the UEWM or converting business opportunities of the UEWM into 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 the UEWM
- Unauthorized release of confidential information about the UEWM employees, faculty, alumni, students or patients
- Violation of general the UEWM rules and regulations
- Unauthorized removal of library books or materials
- Cheating or the compromise of test materials
- Use of the Internet the University finds inappropriate

The President of the UEWM may place on probation, suspend or dismiss students for one or more of the causes enumerated above. The refund policy will be followed for any tuition and fees due. Any probation, suspension or dismissal will be indicated on the transcript. Students in this situation will be required to repay Federal Student Aid and will lose their Federal Student Aid for the time period in question and will be required to repay any aid unearned.

**Satisfactory Academic Progress**

The Satisfactory Academic Progress (SAP) standards are published in the University catalogs and can be found in the Student Handbook and on the University web site. These standards are applied equally to all students regardless of their program or financial aid status.

Academic Progress is monitored after each payment period (Fall, Spring and Summer terms). Progress is monitored using qualitative (Cumulative GPA) and quantitative (Cumulative Pace) measurements. If at any point it is clear the student will not be able to meet qualitative and/or quantitative standards for timely completion of their program, the student becomes ineligible for aid, and may be dismissed from the University.
Qualitative Measure:
- Progress is measured on a 4.0 scale
- Maintain a Cumulative GPA of 2.3 or higher
- Pass all courses with a C letter grade or higher
- All courses are used except Withdrawal (W) or Incomplete (I); for repeat courses, only the highest grade is used when calculating CGPA

Quantitative Measure:
- Maintain a cumulative pace evaluation rate of 67%
- Cumulative number of successfully completed units / cumulative number of attempted units
- Evaluation period is one term

Maximum Timeframe
- Certificate – 250 hr. (375 attempted); 600 hr. (900 attempted)
- MS Tai Chi – 51 units attempted (on time graduation is 3 semesters)
- MSTCM – 261 units attempted (on time graduation is 15 terms)
- DAOM – 90 units attempted (on time graduation is 6 terms)

Minimum Satisfactory Academic Progress Requirements of UEWM Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>GPA</th>
<th>Pace</th>
<th>Evaluation Period</th>
<th>Max Time Frame*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificate (250 hr.) FT</td>
<td>2.3</td>
<td>67%</td>
<td>Every 125 hr.</td>
<td>375 hrs. attempted</td>
</tr>
<tr>
<td>Certificate (600 hr.) FT</td>
<td>2.3</td>
<td>67%</td>
<td>Every 300 hr.</td>
<td>900 hrs. attempted</td>
</tr>
<tr>
<td>MSTCM</td>
<td>2.3</td>
<td>67%</td>
<td>Every term</td>
<td>261 units attempted</td>
</tr>
<tr>
<td>MS Tai Chi</td>
<td>2.3</td>
<td>67%</td>
<td>Every term</td>
<td>51 units attempted</td>
</tr>
<tr>
<td>Doctorate</td>
<td>3.0</td>
<td>67%</td>
<td>Every term</td>
<td>90 units attempted</td>
</tr>
</tbody>
</table>

To compute the GPA, divide the total number of grade points assigned to each grade as found in the Catalog by the total number of units attempted in courses receiving letter grades. To compute the Pace, divide the cumulative number units completed by the cumulative number of attempted units. *The Max Timeframe is the maximum amount of time allowed to complete the program.

NOTE: Part time students in MSTCM are required to complete within 8 years due to restrictions established by accreditation. It is necessary to average 7.25 units each consecutive 3 semesters for part time students to complete the MSTCM program in 8 years. Students who take less units over two semesters lose eligibility for further Federal Student Aid unless they take enough units in the 3rd term to increase their average to make up for lack of units.

Academic/Financial Aid Warning Status
Students who do not meet the minimum SAP requirements are placed on Warning for the following term of enrollment. The Warning Status is for a period no longer than one (1) term. Students placed on Warning are notified in writing, which will include the reason for the Warning Status, an explanation of the SAP requirements and the terms of their warning status. Financial Aid recipients may receive financial aid during the Warning term. A student on Warning who brings their CGPA and completion rate up to SAP standards by the end of the Warning term is removed from Warning. A student who fails to establish SAP by the end of the Warning term will be withdrawn.

Academic/Financial Aid Probation, Appeals, and Academic Plan
A student may appeal the decision that they are to be withdrawn for failing to make SAP to the VP of Academic Affairs based upon extenuating circumstances that prevented compliance with the SAP policy (i.e. death of a relative, and injury or illness). An appeal must explain what has changed in the student’s situation and the precise steps the student will take or is taking to gain good academic standing. Supporting documentation should be submitted if possible. The appeal must be received on or before the first week of the new term.

The VP of Academic Affairs will review the information submitted in the context of the student’s entire academic record, and will notify the student of the decision within 24 hours. This decision is final.

The VP of Academic Affairs’ notice to the student, if approved, will outline the requirements of an Academic Plan the student must follow if the appeal is granted. An Academic Plan is an agreement between the student and University. The terms of the Academic Plan must ensure the student will be able to complete the program within the maximum timeframe. If the student agrees to the Academic Plan, the student is placed on probation, and allowed to continue in school. A financial aid recipient is allowed to receive financial aid only if their appeal is granted.

At the end of the probationary period, the student’s progress will be evaluated based upon the academic plan. If the student is meeting the SAP standards, or he/she has met the requirements of the academic plan, the student will be eligible to remain in school. In all subsequent terms, the student must again meet the SAP standards or the academic plan to remain in school.
If the student fails to meet the expectations of the academic plan at the end of the probationary period(s), the student is terminated.

Second appeals in this situation will only be granted at the discretion of the President, and is based upon very exceptional circumstances.

*It should be noted that students are expected to complete the requirements for their program in the scheduled time frame, but, in no case by the credits attempted exceed the 1.5 times the hours to complete the program.*

Re-Establishment of Satisfactory Academic Progress at the University

Students who have been terminated from the UEWM for failure to achieve Satisfactory Academic Progress may, after one term, petition for readmission. Student accepted for enrollment will be placed on an Academic Plan and will be required to meet the terms of the plan until SAP is reestablished.

A student on Warning or Probation who brings their CGPA and completion rate up to SAP standards by the end of the next term is removed from Warning/Probation.

The Effect on SAP for “W” Withdraw and “I” Incomplete Grades

All courses for which students receive a grade, whether passing or failing, a withdrawal (W), or an incomplete (I), are counted in determining hours attempted for the purposes of establishing Satisfactory Academic Progress under the Maximum Timeframe criterion. All courses, for which students receive a grade will be included when calculating students’ GPA, except that a withdrawal (W), or an incomplete (I), will not be included in determining students’ cumulative GPA.

The effect on SAP for Repeated Courses

Both the grade for the failed course and the repeated course will appear on the transcript but only the higher grade will be used in calculating the CGPA. The original course and repeated course credits are included in the maximum timeframe calculation.

The effect on SAP for Non-punitive grades and Non-credit or remedial courses

The University does not offer non-punitive graded tests/exams nor non-credit or remedial courses.

The effect on SAP when a student seeks to earn an additional credential

If a student seeks additional credential, the College will include in the determination of a student’s satisfactory academic progress standing the credits attempted and grades earned that count toward the student’s additional credential.

The effect on SAP for Extended-Enrollment Status

The University does not offer extended-enrollment status.

The effect on SAP when a student transfers to the College from another postsecondary institution

If a student transfers to the College from another postsecondary institution, the credits that were accepted by the UEWM will count as credits attempted and completed for purposes of calculating the student’s quantitative progress. The corresponding grades will not count toward the student’s qualitative progress (CGPA).

The effect on SAP When Student Changes Programs or seeks to earn an additional credential

If a student is re-admitted into the UEWM, changes program of study, or seeks to earn an additional credential, the credits that are applicable to the student’s current program of study will be included in determining the student’s satisfactory academic progress, both quantitative and qualitative.

Notification

Students are notified in writing when Satisfactory Academic Progress is not being made. The notification includes a detail of how SAP was calculated and what caused the student to fail to make SAP for the term as well as cumulatively. The student is also informed of their right to appeal with instructions regarding the appeal process. A copy of this notification is maintained in the student’s academic file.

Effect of Grades on Satisfactory Academic Progress

The following chart demonstrates how these course actions and grades affect SAP:

<table>
<thead>
<tr>
<th>Grade or Action</th>
<th>Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grades A, B, C, F</td>
<td>Count toward GPA and PACE</td>
</tr>
<tr>
<td>Incomplete Grades</td>
<td>Course not completed within stated time: F; GPA &amp; PACE recalculated</td>
</tr>
<tr>
<td>Repeat Courses *</td>
<td>Latest grade used &amp; calculated into GPA &amp; all courses used for PACE</td>
</tr>
<tr>
<td>Credit / No Credit (P, NP)</td>
<td>Not calculated into GPA; Calculated into PACE</td>
</tr>
<tr>
<td>Challenge (CP, NC)</td>
<td>Not calculated into GPA or PACE</td>
</tr>
<tr>
<td>Non-Credit &amp; Remedial Courses</td>
<td>Not offered at UEWM</td>
</tr>
<tr>
<td>Transfer Credits**</td>
<td>Not calculated into GPA; Calculated into PACE</td>
</tr>
</tbody>
</table>

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Academic Probation and Dismissal

In order to maintain good academic standing, Master of Science in Traditional Chinese Medicine program and Master of Tai Chi program students must maintain a minimum grade point average (GPA) of 2.7 Doctor of Acupuncture and Oriental Medicine program students must maintain a minimum grade point average (GPA) of 3.0 each semester. Students whose GPA falls below minimum grade point average required by their program will be placed on academic probation for a period of two semesters. During the probationary period, the student’s GPA must be meeting their program minimum grade point average requirement. Probationary students who have meeting their program minimum grade point average requirement for the duration of the entire probationary period will have their probationary status removed and will be considered to be in good academic standing. Students who do not clear probation within two semesters may be dismissed from the University and lose their Federal Student Aid. Students will be given an academic notice when they have failed a course twice. The University may dismiss students whose third attempt at passing the course is unsuccessful.

The course load of students on academic probation will be determined in consultation with the Academic Advisor but generally will be no more than 12 units per semester for the MSTCM and 6 units per semester (every 15 weeks) for the DAOM. To avoid automatic dismissal, students on academic probation are advised to meet with the Academic Advisor for academic counseling at least once each term. MSTCM student on financial aid may continue during these two semesters of probation but the student’s financial aid eligibility will be terminated if the deficiency is not corrected by the end of the second semester of probation.

Students may also be dismissed for repeatedly failing the Comprehensive exams. Please see the Comprehensive Exam section in this catalog.

Subsequent to academic dismissal, students’ transcripts will bear the notation “Academic Dismissal.”

Appeal of Dismissal

A student has one week from the time of notification of dismissal to file an appeal. He/she may request an appeal of dismissal by writing a letter of response to the dismissal charges and requesting an appeals hearing. If the hearing is granted, based on the student’s reply letter, the individuals involved in the process will convene to hear the appeal the Academic Council will hear the appeal. If an appeal is granted in favor of the student, the student may resume course work at the UEWM. The following process must be followed to appeal disciplinary action/probation served to a student:

The appeal is made in writing to the UEWM's President for presentation of any extenuating circumstances or evidence the student believes applicable.

The President then sets up a hearing with the Academic Council to review the appeal. The Academic Council as determined by the President will be comprised of a minimum of the President, two administrators, a professor and one student member. Copies of the appeal shall be distributed to each member of the Council prior to the hearing.

The student will meet with the Council to explain the appeal.

The Council will make its decision based upon the evidence presented and the interview with the student making the appeal.

The decision of the Council will be communicated to the student making the appeal within three business days of the final decision. The decision of the Council is final. The student may submit their complaint to:

Accrediting Commission on Acupuncture and Oriental Medicine
ACAOM, 8941 Aztec Drive, Eden Prairie, MN  55347, Phone: (952) 212-2434, Fax: (301) 313-0912

or

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau’s Internet Web site www.bppe.ca.gov
Withdrawal from the University

A student is considered withdrawing from the UEWM when either of the following occurs:

- A student who fails to register for classes without the academic office approval will be considered as withdrawn from the University.
- A student submits a written request for withdrawal from UEWM.
- A student who drops/withdraws from all courses enrolled in a semester when the student is required to remain enrolled to maintain his/her academic status.
- A student is terminated due to disciplinary issues, unsatisfactory academic performance/progress, or violation of regulations required for international students.

Such students must apply for re-admission if they wish to complete their program of study at the University of East-West Medicine and pay ALL the associated fees. Nonattendance of classes or stopping a check for payment does not constitute withdrawal from the University.

Students who withdraw from the University, or discontinue their studies without submitting a letter of withdrawal may receive a grade of “F” in each course not completed.

The following must take place for any student to officially withdraw from the University:

1. Notify the Registrar’s Office of intent to withdraw by submitting a letter of withdrawal;
2. Clear all outstanding debt with the University;
3. Return all books, materials or equipment owned by the University.
4. Meet with the Federal Student Aid Officer if the student has applied for Federal Student Aid and comply with all Federal requirements including repayment of unearned funds.

Note: Any outstanding fees owed to the University by the student will be deducted from the tuition refund.

Requesting a Leave of Absence, Rules, and Form

In accordance with both established University Regulations and Federal Title IV Student Financial Aid requirements, a student may request a leave of absence. Students requesting a leave of absence must apply in writing to the academic office. A student who requests a Leave of Absence from the University and wishes to maintain his/her enrollment status may do so under the following conditions:

1. Fill out a request for a Leave of Absence form. The student must sign and date the form prior to the leave of absence, unless unforeseen circumstances prevent the student from doing so. The form will include the student’s name, student ID number, reason for the request, expected beginning date of the absence and expected end date of the absence.
2. Receive approval for the leave of Absence request by the Academic Advisor and by the Financial Aid Officer (if receiving or have received Title IV Financial Aid in the past) or by the Foreign Student Advisor (if F-1 visa student).
3. Clear all financial obligations and return all library loaned materials to UEWM.

Students receiving or have received Title IV Financial Aid may be granted one Leave of Absence for one semester. However, more than one Leave of Absence may be granted for a well-documented unforeseen circumstance provided that the total number of semesters for all Leaves of Absence does not exceed two semesters in any given 12-month period. The 12-month period would begin on the 1st day of the student’s Leave of Absence. The approved Leave of Absence time will not be counted against the student’s expected “time of completion” for Title IV Financial Aid purposes, but will count towards the University maximum eight years completion policy.

Students receiving Financial Aid and/or Title IV loans who fail to return to the University from an approved Leave of Absence will be considered as withdrawn and will be reported to the Federal Direct Loan Agency or the lending institution by the University. Consequently, his/her loan deferment may be affected and his/her repayment schedule may be effected causing repayment to be reflected retroactively.

The student’s withdrawal date and the beginning of the student’s grace period for loan repayment is the last date of academic attendance as determined by the University from its attendance records. The University may be required to refund unearned funds, if
any, to the Title IV Programs when a student withdraws from the University. The student will be expected to repay these funds.

Students are required to clear all financial obligations and return all library loaned materials to the UEWM.

**Loan Repayment**

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

**Challenge Examinations**

On occasion, students may, because of overlapping coursework or work experience, already possess the knowledge and competency intended to be achieved by the learning objectives of a particular course. In such circumstances, a student may attempt to earn credit for a course by satisfying the requirements for passing a course through a challenge examination. The academic office must approve the taking of all Challenge Exams. A score of 70% or higher advances the student to the next level of study. Students who pass the Challenge exam are given the credit of taking the class and the grade of “CP.” Students unsuccessfully challenging a course will receive a final grade of “NC.” All grades and the credits are entered into the students’ academic records. Students who fail the examination will be required to take the course at the current full tuition rate. Students must formally request the challenge exam on a Challenge Examination Request form and must pay the challenge exam fee together with any required fees prior to the examination. Credits awarded are not considered when calculating unit loads for a semester. Partial credits will not be issued for portions of the exam passed by the student.

A student can attempt to challenge any particular course only once. No refunds of challenge fees will be given for courses that the student attempts to challenge but fails, or for challenged courses in which student chooses to enroll and subsequently withdraws.

**Independent Study**

The Director of Academic Affairs may permit students to complete course requirements by means of Independent Study if a particular course is needed to graduate in a timely manner and that course is not offered during the last semester for which the student is planned to graduate. Independent Study requires approval by the Director of Academic Affairs and only students with a GPA of 3.0 can apply for this privilege. Independent Study is only allowed for a maximum of two (2) courses. Units for Independent Study are awarded based on forty-five (45) hours per unit of study time. A student on Independent Study must regularly meet with the assigned faculty for assessment of learning and to take all appropriate quizzes or exams. A student seeking Independent Study must submit an Independent Study Request Form and must meet all applicable regulations or restrictions as published in the Student Handbook and pay the appropriate fees.

**Practicum**

The UEWM encourages its students to find real work experiences to practice their theoretical knowledge gained in the classroom in the real world. The “Practicum” is to be approved by the academic advisor to check the practical experience as it relates to the program objectives and to make sure it meets all legal requirements. For example, student in MSTCM programs can apply clinic assistant position to improve their experience in practice management in a clinic setting, but not be allowed to apply as acupuncturist or needing, or cupping during practical experience, or do anything outside of the Acupuncture Board regulations.

The Practicum is a supervised practical experience that is the application of previously or concurrently studied theory. Normally, three hours of work in a practical setting has the credit equivalency of one hour of classroom lecture. Under the supervision of a faculty or staff member, an agreement shall be developed that outlines the arrangement between the institution and the practicum site, including specific learning objectives, course requirements, and evaluation criteria.

**Honors List**

Excellence in scholastic achievement is recognized by the compilation of an Honors List. To graduate with Highest Honors, students must attain a cumulative GPA of 4.0. To graduate with Honors, students must attain a minimum cumulative GPA of 3.85.

**Graduation Requirements**

The UEWM catalog serves as the school's contract with the students for graduation requirements and graduation requirements only. Therefore, students fall under the graduation requirements written in the catalog used at the time of student’s entering the program as a degree-seeking student as long as the student maintains their enrollment in good standing with the school and there is no break or change in their enrollment status. The section on Academic Policies describes the rules for the student to follow for the graduation requirements. All students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to the University unless a regulating agency requires compliance to new rules or requirements and if they maintain their enrollment status in good standing with the school. It is the student’s responsibility to monitor his/ her own progress toward graduation and to take all appropriate required courses each semester.
As a student approaches the end of his/her graduate study, he/she must initiate the review process with the Records officer to verify the student’s eligibility for graduation. The student must file a petition with the Registrar’s office one semester in advance - prior to his/her last registration. The registrar will then conduct a graduation evaluation in time for the petitioner to register for the last semester before graduation. The student will receive a copy of the evaluation report to confirm the courses left for him/her to complete the graduation requirements. The University graduation fee is charged for each graduation petition.

If an international student wishes to enrich his/her knowledge and skills by taking courses in addition to the minimum graduation requirements beyond the approved graduation date, the student is required to enroll as a full-time student until final graduation.

To graduate from the program, a student must:
- Complete all classes required by the program (please see detailed requirements under each program)
- Maintain at minimum GPA required by the program (please see detailed requirements under each program)
- Submit a Graduation Request Form one semester in advance
- Clear all financial obligations, including mandatory graduation fees
- Return all library loaned materials to UEWM
- All past and present Financial Aid Students must complete the required Exit Counseling

Students are responsible for compliance with the announcements and regulations specified in the UEWM catalog and with all policies, rules and regulations of the school. Upon completion of their study programs and fulfilling their financial obligations to the UEWM, students are granted degrees/certificates and receive diplomas. Students may pick up their diplomas at the University 60 days after graduation and after they have cleared their accounts. Having diplomas mailed is an extra expense. Please see the fees chart in this catalog.

**Educational Records**

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

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the University protects the privacy of student records, including address, e-mail address, phone number, 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. A time will be scheduled for the student to review his/her file. Students have the right to copies of their records. The student may be charged for this service, but the amount cannot exceed the actual cost of producing them including labor costs. A student also has the right to submit written requests for amendments to his/her academic record on the grounds that they are inaccurate, misleading, or in violation of their right of privacy.

In compliance with Public Law 93-380, Section 438 (The Buckley Amendment), student grades, records, or personal information may not be given to third persons including parents without written consent of the student. Permission must be given by the student in order for information in his/her file to be used as reference checks for credit or employment evaluation by third parties, and 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 UEWM and will not be returned to the student. The UEWM may destroy records that are no longer useful or pertinent to the students’ circumstances.

**Access by Officials**

The school may release student information without written consent of the students to:
- The UEWM officials who have legitimate educational need.
- Other schools where students have applied for admission.
- Parents of students who are their dependents for purposes of the Internal Revenue Code. However, the school is not required to release such records.
- Courts in compliance with a court order or subpoena, provided that a reasonable attempt is made to notify the student prior to compliance.
- Authorized representatives of the Department of Education or the Comptroller General of the United States.
- State and local authorities where required.
- Appropriate persons or agencies in connection with student applications for or receipt of financial aid.
- Appropriate persons or agencies in the event of a health or safety emergency, where such release without consent is necessary under certain circumstances.
- Accrediting organizations.
- Organizations conducting studies to develop, validate, and administer predictive tests, to administer student aid programs, or to improve instruction.
- Audits by Educational, Financial or State Agencies.
  In all other cases, the school shall obtain the written consent of the students prior to releasing such information to any person or organization.

Exemptions
The following items are exempt from the Family Educational Rights and Privacy Act of 1974:

- Parent’s confidential statement, financial need analysis report, and the Pell Grant A.D. report.
- Records about students made by teachers or administrators that are maintained by and accessible only to the teachers or administrators.
- Confidential letters and recommendations written prior to January 1, 1975.
- Confidential letters and recommendations for which a waiver of rights to access has been assigned, provided the student is given the names of those writing letters (there are three areas in which a waiver may be signed – admissions, employment, and honors)
- School security records.
- Employment records for school employees who are also current or former students.
- Records compiled or maintained by physicians, psychiatrists, psychologists, or other recognized professionals or paraprofessionals acting or assisting in such capacities, for treatment purposes, and which are available only to persons providing the treatment.

Personal Integrity
Any evidence of improper communication, use of books, notes, writing/visual display equipment, electronic equipment, the Internet, cell phones or other nefarious action in the classrooms during examinations will be the sufficient basis for an instructor or proctor to take the examination paper from the student and dismiss the student from the room with an automatic “F” grade for that test and course. Any cheating discovered by other students or the instructor on student assignments is not acceptable. Such offenses customarily result in a grade of “F” for that course and students being placed on academic probation. Additionally, the student may be expelled and be subject to repaying Federal Student Aid and the loss of future Federal Student Aid.

Faculty, staff and students are required to report all instances of cheating to the Dean of Academic Affairs. When reported by the proctor or instructor, the Dean Academic Affairs and the University’s administration will handle cheating offenses like any other offenses within the University community.

Student’s Right-to-Know Disclosure
The Student Right-to-Know Act requires schools disclose the completion or graduation rates for a specific cohort of the general student body as determined by the school. This cohort is made up of degree-seeking, full-time, first-time graduate students. Since the rate of graduation changes from one semester to another, please see the Director of Academic Affairs for the information, if you are interested.

Sexual Assault and Harassment
It is the policy of the UEWM to provide an educational, employment and business environment free of sexual harassment or any other verbal or physical conduct or communication constituting sexual harassment as defined and prohibited by state and federal regulations. Any harassment, threat or offer by any employee of the university to condition any aspect of a student’s academic performance, reputation or standing upon the provision of sexual favors is prohibited. Any other harassment of any member of the campus community by any other member resulting in the creation of an offensive, intimidating or hostile academic or employment environment is similarly prohibited. 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 to the Dean of Academic Affairs or the President of the University.

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, 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 Dean of Academic Affairs.

**Grievance Procedures**

The UEWM has designed the following Grievance Protocol so that appropriate and fair channels exist for students to address their concerns regarding the UEWM policies, procedures, working conditions, supervisory discipline, dismissal, or other actions. The UEWM Grievance Procedures provide students with a fair, impartial method for presenting and resolving a grievance as soon as possible at the lowest possible level. No retaliation or reprisals will be taken because a student has initiated the grievance process.

The Grievance Policy and Procedures are as follows:

The student attempts to resolve the grievance by discussing it with the instructional or administrative staff member involved within ten (10) working days from the date of the event, which led to the grievance. The instructor or administration will have ten- (10) working days in which to provide the student with a response.

If the grievance is not satisfactorily resolved, the student should present the original grievance in writing to the Dean of Academic Affairs. The material submitted must include the following: a historical account of the grievance, the specific policy, procedure, agreement or law alleged to have been violated; any relevant supporting documentation and the desired resolution.

The Dean of Academic Affairs may invite the student and the instructor or administrative staff involved to an informal conference. If a mutually agreeable solution is not achieved, the Dean of Academic Affairs must convene the Grievance Committee within ten (10) working days.

The Grievance Committee consists of: two (2) faculty members; one chosen by the President and one chosen by the faculty, two (2) student representatives chosen by the student body, three (3) administrative staff chosen by the Dean of Academic Affairs and the Director of Administrative Affairs.

The committee elects a chairperson. The individual against whom the grievance was made will be notified within ten (10) days by the chairperson to provide the following information to the Grievance Committee: a written response to each issue raised in the written grievance received including all supporting documentation concerning the written grievance received.

The Chair of the Grievance Committee will set a date and a time for a hearing and the student and individual against whom the grievance was made will be notified in writing about the hearing. The Committee will seek to obtain all relevant and reliable evidence pertaining to the grievance before convening, to assure that the hearing is conducted in a complete and unbiased manner consistent with the grievance policies and procedures.

Both parties are entitled to call witnesses. After the hearing, the Committee will present its findings and recommendations, in writing, for a satisfactory resolution to the President. The President will have fifteen (15) working days in which to provide all concerned parties with a decision in writing. By initiating this procedure, it is agreed by the UEWM Administration and the parties involved that the decision of the President will be binding and final. If the Grievance is about the President, the Committee’s written decision is to go to the Board Chairman for consideration and final decision.

Failure by the student to comply with time limits and procedures set forth in the notification may result in the withdrawal and/or waiver of grievance. The time limits and provisions set forth in this section may be extended or waived by a mutual written agreement of both parties. In the event that a student is unable to contact the appropriate individual(s), he/she may extend the grievance by providing written notice to the administration within the applicable time limitations.

If a student is not satisfied that the University has adhered to its policy or has been unfair in its handling of the complaint, the student may contact:

**Accrediting Commission on Acupuncture and Oriental Medicine (ACAOM)**
8941 Aztec Drive
Eden Prairie, MN 55347
Phone: (952) 212-2434, Fax: (301) 313-0912.

**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
Chapter Five – Student Services

University Orientation
All new students are required to attend the new student orientation workshop offered before the beginning of each semester. Location, work assignment, type of class or any other circumstances are not viable reasons for not attending the orientation. On the Orientation Day, orientation packages are distributed to the new students; administrative staff members and representatives from the faculty and the student body welcome the new students; both presentations and hands-on workshops are conducted to inform and to make a connection. The new students are informed of the staff’s duties in order to receive proper administrative services, the facility and learning resources information are shared to prepare them for classes, and important policies to stay focused on their academic objectives are explained. Hands-on workshops may also be conducted to teach the new students how to use the University computer network system, how to properly set up their accounts for printing services, how to access the University library online system to find the eLibrary collection. New students who have not registered in classes also receive academic advising and can register for classes on the same day. International students are also provided a health insurance plan and information on particular regulations they must observe in compliance with the Federal regulations for international students. All the UEWM students are encouraged to attend the orientation to welcome the new students and receive current University information.

Campus Communications
On-campus and inter-campus communications, including the posting of important dates, official announcements, Acupuncture State Board, California Massage Therapy Council and other professional organizations news releases, the scheduling of academic activities, seminars by guest speakers on various topics, student council meeting times and locations are disseminated through the University Newsletters and in some cases directly by the administrative staff. There are bulletin boards, TV displays and the University website where students will find the University Newsletters and other important information.

Student Health, Safety, and Housing
All International students are required to have their own health insurance coverage for the USA. The UEWM will assist students in contacting appropriate insurance companies. The UEWM does not offer on-campus 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 (from $600/mo. to $2,000/mo. USD single occupancy). The University is also within commuting distance from a number of other residential communities including Los Altos, Saratoga, Campbell, San Jose, Milpitas and Fremont.

The UEWM has a bulletin board for student to use to communicate opportunities for shared housing or for other community and professional listings. The Student Services Office is available to make suggestions and help with resources to find housing, but it is the responsibility of the student to find acceptable housing within their own financial situation and needs. The University takes no responsibility to find actual housing for any student, international or otherwise.

Academic Counseling
The academic advisor and other designated administrative officers provide academic counseling to students. All students are strongly encouraged to meet with the Academic advisor at least once each semester during registration periods for academic advising and determination of Satisfactory Academic Progress. Faculty members and senior students are also available to help students with academic problems.

Non-Academic Counseling
Recognizing that life in general, and academic life in particular, is fraught with complexity and confusion, the Student Service Offices provides a wide array of counseling and referral services designed to assist students with their non-academic concerns, including counseling for culture shock, emotional crisis’ (depression, anger, stress and interpersonal issues), substance abuse and conflict resolution, as well as referrals to housing services, health services and legal services. If a student needs a professional counselor, the Student Services Office will help the student find a suitable counselor.

Career Placement
The University maintains close contact with alumni and various healthcare practitioners in the Bay Area. Known job vacancies are posted on the University Bulletin Board. Job placement if followed by the Registrar’s office. Because of the individual nature of the practice of Traditional Chinese Medicine, Taï Chi and TCM Tuina Massage and the related subjects and practices, the University of East-West Medicine does not make any guarantee of employment.

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 kitchen is equipped with wireless Internet access, a refrigerator, filtered water dispenser,
a microwave oven, and a washbasin to facilitate preparation of meals. There are soda and drink machines along with snack machines available as well.

**Student Organizations**

Students at the UEWM are free to organize and to join associations whose stated purpose is consistent with the University’s mission. All student organizations seeking UEWM support must be approved by and registered with the University.

**Associated Student Body**

Students from each program come together during a semesterly event called “Student Day”. This gathering is well attended by students from all programs. Announcements, recent news and academic achievement awards are provided to attendees during this event.

**Smoking Control Policy**

Students and all staff need to exhibit a life style of health. Therefore smoking is prohibited in all areas within the UEWM campus and parking areas.

**Lost and Found**

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

**Alumni Association**

Graduates from the UEWM are important to the continued growth and development of the institution. Alumni interactions enhance the sharing of experiences between the current students and other graduates. Alumni support the University by contributing suggestions for any comprehensive examinations given, by participating in the University events, by tutoring students for the California acupuncture licensing exam and other licensing examinations, and by serving as mentors to new students and recent graduates. Alumni receive discounted rate for TCM supplies from University store http://www.vital-core.com. Alumni also receive discounts for Continuing Education Units (CEU) offered at the University of East-West Medicine.

**ADA Services**

The University makes every attempt to provide reasonable accommodation to meet the requirements of the Americans with Disability Act (ADA). The University’s teaching clinic and classrooms is wheelchair accessible. Physically challenged students may contact the Administration Office for assistance. The elevator for the second floor is located in the hallway near the double doors on the southeast side of the building.

**Annual Security Report**

University of East-West Medicine will publish an Annual Security Report in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (previously named the Student Right-to-Know and Campus Security Act of 1990). This report provides information on campus security regulations and campus crime statistics to current, prospective students and others. If you would like to review this document, please ask a University administrator for a copy or review the copy in the library when it becomes available each September. Generally there are no crimes reported.

**Student Benefits**

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 treatment: $15.00
- Herbs and herbal products: 20% discount
- Discounted rates for TCM supplies from University store: [http://www.vital-core.com](http://www.vital-core.com)

**Academic Achievement Recognition**

Faculty and student awards are given annually during commencement ceremonies to recognize the outstanding achievements of faculty, staff, and students.

**Audio/Video Taping**

Students wishing to make video and/or audio recordings of lectures presented by the UEWM faculty members and/or visiting lecturers must obtain the written consent of the faculty members or lecturers. Students do not own any copyrights, etc., to such recordings.

**Study areas**

The library is recommended for studying. Any of the classrooms may be used as study areas when classes are not in session. Students may also use the student lounge and lunchroom for study groups.
Computer Facilities
Computer stations with Internet access are available in the lobby and library reading area for students and faculty use. Wireless computers as well as high-speed Internet access are provided to the students on campus. Students and all staff are expected to use proper netiquette when using University computers. If the University determines their computers and Internet access have been used improperly, staff can be dismissed and students expelled.

Chapter Six – Degree Programs and Requirements

University of East-West Medicine offers the following programs:

TCM Tuina Massage Therapy Certificate Programs
Master of Science in Traditional Chinese Medicine Program
Master of Tai Chi Program
Doctor of Acupuncture and Oriental Medicine Program

TCM Tuina Massage Therapy Program

Mission
The mission of the University of East-West Medicine’s TCM Tuina Massage Therapy Program is to provide quality training in TCM Tuina Massage systems to enable graduates to embark on a career that applies alternative healing bodywork methods to improve the health and well-being of clients. The UEWM’s TCM Tuina Massage 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. The TCM Tuina Massage Program will also provide low-cost bodywork health care to the public through the UEWM Massage Clinic.

Educational Objectives
The University of East-West Medicine’s TCM Tuina Massage Therapy Program will provide its graduates with the knowledge and abilities required:

1. 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.
2. To determine and formulate proper treatment strategies for each client.
3. To provide clients quality care given with respect, compassion, dignity and the highest standards of professional ethics, conduct, and confidentiality at all times.
4. To communicate effectively with clients and the public in order to better serve the healthcare consumers with quality health care services.
5. To gain basic business skills necessary to operate a professional and profitable business.

Program Overview & Goals
UEWM’s TCM Tuina Massage Therapy (ABT) Program will prepare aspiring students to embark on a fulfilling career in TCM Tuina Massage or Therapeutic Massage. Employment opportunities include working in hospitals or medical clinics; working closely with Licensed Acupuncturists (L.Ac.s), Physical Therapists (PTs), or Chiropractors (DCs); or opening a private practice.

Graduates of the ABT Program meet many out-of-state, state and city licensing requirements that will allow employment in resorts, spas, cruise ships and 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 body-workers to hold certification from national organizations necessary for state registration.

The goals and objectives of the UEWM ABT Program are to provide quality training in TCM Tuina Massage 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 purpose and the long-term plans of this program are to provide the community with competent and qualified massages 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, L.Ac.s, DCs, and PTs to enhance their existing practice or by students wishing to enter specialty classes to begin their career in massage. Classes are also offered as a-vocational and vocational 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 in which they choose to do business.

Please note that as of Sept. 1, 2009, California requirements for “voluntary compliance” state that all Massage Practitioners will show proof of attending at least 250 hours and all Massage Therapists to show proof of at least 500 hours of training from an approved program such as the UEWM’s ABT Program.

Starting Sept. 1st, 2009, massage therapists must submit their training certificates or transcripts to the California Massage Therapy Council (CMTC) to receive a State License in order to apply for a city business license. Please see http://www.camtc.org/ for more information.

**Right to Deny Admission**

UEWM ABT program 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

**Program Graduation Requirements**

ABT program students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to UEWM’s TCM Tuina Massage Therapy Program. Certificates are awarded with the completion of each class, with an TCM Tuina Massage Therapist Diploma granted for completion of 250 hours, an TCM Tuina Massage Therapy Professional Diploma granted for completion of 500 hours, and an TCM Tuina Massage Therapy Specialist Diploma granted for completion or 1000 hours of required ABT courses. Students pursuing the TCM Tuina Massage Therapy Professional Diploma must complete the program within 1.5 years. The TCM Tuina Massage Therapy Specialist Diploma must be completed within 3 years.

To graduate from this program, students must:
- Complete all required classes, clinic practice, and coursework with a passing grade
- Pass all written/practical examinations
- Clear all financial obligations
- Return all UEWM Library loan materials
- File a Notice of Candidacy for Graduation

**Diplomas**

**250-Hour TCM Tuina Massage Therapist**

The 250-Hour TCM Tuina Massage Training diploma requires a basic 100 hours of TCM Tuina Massage Therapy core class of Acupressure, Shiatsu, Thai Massage, or Tuina. Other requirements: 75 hours of Anatomy, Physiology and Kinesiology I, 40 hours of Pathology, 10 hours of Ethics/Business Management and 50 hours of ABT Electives. Upon completion, the student is eligible to practice unique TCM Tuina Massage in those municipalities requiring 250 hours or less of massage training and can legally charge a fee for sessions.
500-Hour TCM Tuina Massage Therapy Professional
The 500-Hour TCM Tuina Massage Therapy Professional Diploma requires an additional 250 hours of training beyond the 250-Hour TCM Tuina Massage Training Certificate, including 100 hours of core ABT classes, 50 hours of Physiology and Kinesiology II, 50 hours of TCM Theory and Application I, and 50 hours of ABT electives. This diploma fulfills all local and state requirements of 500 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 TCM Tuina Massage Therapy Specialist
The 1,000-Hour TCM Tuina Massage Therapy Specialist Diploma requires an additional 200 hours of non-repeated, advanced ABT core classes courses beyond the 500-Hour TCM Tuina Massage Therapist Diploma. Other requirements include 50 hours in TMC Theory and Application II, and 250 hours of any non-repeated ABT Electives. The 1000-Hour TCM Tuina Massage Specialist will be proficient in the many specialized aspects of TCM Tuina Massage 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-Hours TCM Tuina Massage Therapist (ABT Diploma)

<table>
<thead>
<tr>
<th>Required</th>
<th>Hours:</th>
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<tbody>
<tr>
<td>TCM Tuina Massage Core Class 100 (Any 100-hour class of Acupressure, Chi Nei Tsang, Shiatsu, Thai Massage, or Tuina)</td>
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<tr>
<td>Anatomy, Physiology and Kinesiology I 75</td>
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<tr>
<td>Pathology</td>
<td>40</td>
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<tr>
<td>Ethics/Business Management 10</td>
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<tr>
<td>+ Any TCM Tuina Massage Electives 25</td>
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<tr>
<td><strong>TOTAL HOURS:</strong></td>
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500-Hours TCM Tuina Massage Therapy Professional (ABTP Diploma)

<table>
<thead>
<tr>
<th>Required</th>
<th>Hours:</th>
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<tbody>
<tr>
<td>(ABT) Diploma 250</td>
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<tr>
<td>1 Additional Core ABT Classes 100 (Any 100-hour class of Acupressure, Chi Nei Tsang, Shiatsu, Thai Massage, or Tuina)</td>
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<tr>
<td>TCM Theory &amp; Application I 50</td>
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<tr>
<td>Anatomy, Physiology and Kinesiology II 50</td>
<td></td>
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<tr>
<td>+ TCM Tuina Massage Electives 50</td>
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<tr>
<td>(Electives cannot be repeated for credit)</td>
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<tr>
<td><strong>TOTAL HOURS:</strong></td>
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1000-Hours TCM Tuina Massage Therapy Specialist (ABTS Diploma)

<table>
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<th>Required</th>
<th>Hours:</th>
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<tr>
<td>(ABTP) Diploma 500</td>
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<tr>
<td>2 Additional Core ABT Classes 200 (Any 100-hour class of Acupressure, Chi Nei Tsang, Shiatsu, Thai Massage, or Tuina)</td>
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<tr>
<td>TCM Theory &amp; Application II 50</td>
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<tr>
<td>+ TCM Tuina Massage Electives 250</td>
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<tr>
<td>(Electives cannot be repeated for credit)</td>
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<tr>
<td><strong>TOTAL HOURS:</strong></td>
<td><strong>1000 Hours</strong></td>
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List of Courses & Hours

<table>
<thead>
<tr>
<th>AB10 Acupressure I (100)</th>
<th>AB12 Acupressure II (100)</th>
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<tbody>
<tr>
<td>AB16 Acupressure for Facial Beauty (25)</td>
<td>AB18 Anatomy, Physiology and Kinesiology I (75)</td>
</tr>
<tr>
<td>AB18 Anatomy, Physiology and Kinesiology I (75)</td>
<td>AB20 Anatomy, Physiology and Kinesiology II (50)</td>
</tr>
<tr>
<td>AB20 Anatomy, Physiology and Kinesiology II (50)</td>
<td>AB22 Aromatherapy for Health (25)</td>
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<tr>
<td>AB22 Aromatherapy for Health (25)</td>
<td>AB24 CPR &amp; First Aid Certification (8)</td>
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<td></td>
<td>AB26 Chair Shiatsu (25)</td>
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<td></td>
<td>AB28 Chi Nei Tsang (Visceral Massage) (100)</td>
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<tr>
<td></td>
<td>AB30 Chinese Food Therapy (Shi Liao) (25)</td>
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<tr>
<td></td>
<td>AB34 Cupping Treatment for Home Use (25)</td>
</tr>
<tr>
<td></td>
<td>AB36 Ethics/Business Management (10)</td>
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</tbody>
</table>
AB38 Pathology (40)  
AB40 Feng Shui (50)  
AB42 Gua Sha (Skin Scraping De-Tox) (25)  
AB44 Head, Hand, and Foot Massage (50)  
AB45 Healing Qigong (30)  
AB46 Hot Stone Therapy (25)  
AB48 JIn Shin Acupressure (100)  
AB49 Meridian Yoga (25)  
AB50 Oil Shiatsu (100)  
AB54 Reading the Body (25)  
AB56 Relaxation & Stress Relief (25)  
AB58 Shiatsu I (100)  
AB60 Shiatsu II (100)  
AB62 TCM Theory & Application I (50)  
AB64 TCM Theory & Application II (50)  
AB66 TCM/Western Nutrition (30)  
AB68 Thai Massage I (100)  
AB70 Thai Massage II (100)  
AB72 Touch for Health Basic (25)  
AB74 Tuina Chinese Massage I (100)  
AB76 Tuina Chinese Massage II (100)  
AB78 Tuina Chinese Massage III (100)  
AB80 Tuina for Children (50)  
AB82 Tuina for Healing (50)  
AB84 Tuina for Structural Integration (50)  

Course Descriptions

Core ABT Courses

**AB10 Acupressure I (100 hours)**
Acupressure uses finger, thumb, or hand pressure instead of needles on traditional acu-points to remove blockages, improve the flow of life energy (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 clients achieve better health and less pain. Prerequisites: Massage Safety

**AB12 Acupressure II (100 hours)**
Acupressure II provides advanced techniques using acupoint combinations and clinical training 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. Prerequisites: Acupressure I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT

**AB18 Anatomy, Physiology and Kinesiology I (75 hours)**
In this Program Requirement course, students will locate and identify body systems, organs, glands, major muscles and bones, muscle origins and assertions, anatomical landmarks, basic functions, and interrelationships. Prerequisites: None

**AB20 Anatomy, Physiology and Kinesiology II (50 hours)**
This class is for students who must fulfill requirements beyond the standard 75 hours of Anatomy, Physiology and Kinesiology I. 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. Prerequisites: Anatomy, Physiology and Kinesiology I

**AB28 Chi Nei Tsang (Visceral Massage) (100 hours)**
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. Prerequisites: Massage Safety

**AB36 Ethics/Business Management (10 hours)**
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. Prerequisites: None

**AB38 Pathology (40 hours)**
This course covers the following topics: general pathology, psychopathology, and pathophysiology. The objective of this course is to provide students with a better understanding of the pathogenesis of clinical diseases. After completing this course, students will understand the etiologies, pathological changes, clinical manifestations, and outcomes of diseases. Prerequisites: None

**AB48 Jin Shin Acupressure (100 hours)**
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. Prerequisite: None
AB50 Oil Shiatsu (100 hours)
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. Prerequisites: Anatomy, Physiology and Kinesiology I, Shiatsu I, TCM Theory & Application I, or CMT

AB58 Shiatsu I (100 hours)
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). Prerequisites: None

AB60 Shiatsu II (100 hours)
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. Prerequisites: Shiatsu I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT

AB62 TCM Theory & Application I (50 hours)
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, and the 8 Principles. Understanding TCM Theory is the foundation for all TCM Tuina Massage. Prerequisites: None

AB64 TCM Theory & Application II (50 hours)
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. Prerequisites: TCM Theory & Application I

AB68 Thai Massage I (100 hours)
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 the 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. Prerequisites: None

AB70 Thai Massage II (100 hours)
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. Prerequisites: Thai Massage I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT

AB74 Tuina (Chinese Massage) I (100 hours)
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 indications and contraindications of this healing art. Prerequisites: None

AB76 Tuina (Chinese Massage) II (100 hours)
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. Prerequisites: Tuina I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I

AB78 Tuina (Chinese Massage) III (100 hours)
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. Prerequisites: Tuina II, TCM Theory & Application II, Anatomy, Physiology and Kinesiology II

ABT Electives
AB14 Acupressure for Facial Beauty (25 hours)
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. Prerequisites: None

**AB22 Aromatherapy for Health and Beauty (25 hours)**
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. Prerequisites: None

**AB24 CPR & First Aid Certification (8 hours)**
This course is for healthcare providers and others in jobs that require certification or re-certification in CPR (Cardiopulmonary Resuscitation) and community first aid. This 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. Healthcare providers, coaches, teachers, daycare providers, and factory and construction workers who require a First Aid certificate or re-certification primarily use this. Prerequisites: None

**AB26 Chair Shiatsu (25 hours)**
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. Prerequisites: None

**AB30 Chinese Food Therapy (Shi Liao) (25 hours)**
The Chinese has used Shi Liao 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 during the changing seasons. Prerequisites: None

**AB34 Cupping Treatment for Home Use (25 hours)**
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. Prerequisite: None

**AB40 Feng Shui (50 hours)**
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 much more. Prerequisites: None

**AB42 Gua Sha (Skin Scraping De-Tox) (25 hours)**
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. Prerequisites: TCM Theory I

**AB44 Head, Foot, & Hand Massage (50 hours)**
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. Prerequisites: None

**AB45 Healing Qigong (30 hours)**
Healing 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 will be able to teach movements to others. Prerequisites: None

**AB46 Hot Stone Therapy (25 hours)**
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. Prerequisite: None
**AB49 Meridian Yoga (25 hours)**
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 and impart the skills necessary to teach these therapeutic exercise to clients. Prerequisites: None

**AB54 Reading the Body (25 hours)**
Fun, but amazingly accurate! Analyze your face, palms, and body, using non-invasive Traditional Chinese diagnostic techniques to determine health and personality. Prerequisites: None

**AB56 Relaxation & Stress Relief (25 hours)**
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, breath work, 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. Prerequisites: None

**AB66 TCM/Western Nutrition (30 hours)**
This class addresses both Traditional Chinese Medicine and Western approaches to the functions of diet, nutrition, herbs, and supplements in 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. Prerequisites: None

**AB72 Touch for Health Basic (25 hours)**
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. Prerequisites: Anatomy, Physiology and Kinesiology I

**AB80 Tuina for Children (50 hours)**
This Tuina class is geared to address concerns of child growth and development, ADD/ADH, 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. Prerequisites: Tuina I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT

**AB82 Tuina for Healing (50 hours)**
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 assesses and treats 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. Prerequisites: Tuina I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT

**AB84 Tuina for Structural Integration (Deep Tissue) (50 hours)**
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. Prerequisites: Tuina I, Anatomy, Physiology and Kinesiology I, TCM Theory & Application I, or CMT
Master of Science in Traditional Chinese Medicine (MSTCM)

General Description of the MSTCM Program
The University of East-West Medicine offers a Master of Science degree program in Traditional Chinese Medicine. The MSTCM program may be completed in as little as 36 months (3 calendar years).

The program comprises 2130 hours of didactic instruction and 960 hours of clinical training, for a total of 3090 hours (174 units). Most of the courses are devoted to the study and practice of acupuncture and Chinese herbal medicine, integrated with courses in Western medical sciences and practice management.

UEWM operates classes year-round on a semester system with the majority of students enrolled full-time. Students with approved medical backgrounds may complete the program in less than the prescribed time; the maximum time permitted to complete the program is 8 years.

The curriculum is divided into two portions: pre-professional courses in the first calendar year and graduate courses in the final calendar years. Comprehensive examinations are administered prior to advancing into the 3rd year courses and prior to graduation.

The curriculum is arranged sequentially so that knowledge acquired in one semester is fundamental to the understanding of courses in the following semester. The courses are designed to present TCM theory, acupuncture, Chinese herbal medicine, tuina/acupressure, Tai Ji Quan, QiGong, and Western medical science integrated in such a way as to provide a more comprehensive understanding of Oriental medicine.

After two years of developing a solid foundation in TCM theory and diagnosis, acupuncture, Chinese herbs and herbal formulas, tuina/acupressure, Tai Ji Quan and QiGong, students move on to the study of more advanced subjects, such as Traditional Chinese internal medicine, TCM pediatrics, TCM gynecology, TCM traumatology, and TCM external medicine. The four Chinese medical classics – *Huang Di Nei Jing, Shang Han Lun, Jin Kui Yao Lue* and *Wen Bing* are also taught during this final year.

Traditional Chinese Medicine is based upon the study of the theories of Yin and Yang, the Five Elements, and the Eight Principles. Practitioners of Traditional Chinese Medicine are able to determine the condition of a patient’s health by feeling and studying the pulse, observing the tongue, and asking specific questions.

In China, traditional Chinese medicine and Western medicine are practiced harmoniously side by side. At the University of East-West Medicine, both traditional Chinese medicine and Western medical sciences are taught as part of the curriculum.

Mission Statement and Statement of Purpose
The mission of the Master’s program in Traditional Chinese Medicine at the University of East-West Medicine is to train practitioners of Oriental medicine so they can be fully functioning licensed healthcare providers as part of the American healthcare system. The University strives to graduate high quality practitioners who have a solid foundation in Western medicine, an in-depth understanding of traditional Chinese medicine theory, and refined applied clinical skills.

Program Learning Outcomes
Graduates of the Master of Science in TCM will be able to demonstrate the following program-related learning outcomes:

1. Articulate and demonstrate professional ethical standards regarding regulations, scope of practice, treatment of patients, and business operations.
2. Understand origins and causes of disease from a traditional Chinese and biomedical perspective, and apply this understanding through treatment and preventive clinical strategies.
3. Evaluate patient complaints in a manner that reveals knowledge and application of appropriate diagnostic skills
4. Formulate treatment plans that demonstrate understanding and application of treatment procedures for patients that follow logically from the diagnosis.
5. Explain a rationale for acupuncture, herbal and supplement clinic treatment plans
6. Deliver a designated treatment plan, or use appropriate support personnel.
7. Communicate to patients and colleagues in a professional and knowledgeable manner about TCM and biomedicine
8. Acquire knowledge and skills that will be preparatory to advanced study in a doctoral program.
9. Acquire the knowledge and skills that are preparatory for passing the California Acupuncture License Examination and/or the National Certification Examination.
10. Understand western medical diagnosis as explained by a patient or Western practitioner, and to refer patients to Western medical practitioners when the malady requires it.

**We will measure these outcomes by and through:**
Comprehensive exams, clinic experience, integration of knowledge and evaluation, class papers, class case discussions and research projects; perform practical in-class applications utilizing knowledge of information literacy and community outreach activities, in-class assignments, tests, simulated performances, clinical experience and evaluation, demonstrations, evaluation of in-class personal case discussions and reporting, written reports, quizzes, clinical experience and evaluation, class assignments, comprehensive exams, community health activities, simulated performances, class presentations, and class observations.

**Admissions Requirements**
Applicants must have completed at least two years of baccalaureate-level education, comprising 60 semester units (90 quarter units), at an institution accredited by the U.S. Secretary of Education or at an approved foreign university in order to qualify for admission to UEWM. A minimum overall grade point average of 2.3 is also required. The medical background is not necessary for admission, but is helpful. Students who are accepted with any academic requirements are required to take minimum 6 units and maintain a GPA of 3.0 or higher for first term to fulfill the requirement for continued acceptance into the program.

In addition, before entering the second year of study at UEWM, students must have completed Human Anatomy, Human Physiology, General Biology, General Psychology, General Chemistry, General Physics, and Western Medical Terminology. These basic science courses reflect the requirements of the California Acupuncture Board. Basic science courses may be taken concurrently with regular courses. These courses are offered at UEWM; enrolled students may complete these courses while working towards their Master’s degree. Or, students may complete these basic science courses at another approved educational institution. Transfer credits will be granted for comparable courses satisfactorily completed at an accredited college or university.

**Basic Science Courses**

**Requirement**

The following basic science courses are required:

- **Psychology**  
  2 units / 30 hours
- **Biology**  
  2 units / 30 hours
- **Chemistry**  
  3 units / 45 hours
- **Physics**  
  2 units / 30 hours
- **Western Medical Terminology**  
  2 units / 30 hours
- **Human Anatomy**  
  4 units / 60 hours
- **Human Physiology**  
  4 units / 60 hours
- **Total:**  
  19 units / 285 hours

All courses must be passed with a “C” or higher grade to be accepted by UEWM.

**General Admissions**
Applicants must show strong motivation and possess the maturity, desire, compassion and commitment necessary to serve in the healing arts.

The University encourages enrollment from qualified Western health-care professionals who wish to incorporate the theories, methods and techniques of Chinese medicine into their own practices. The interaction of these professionals with the TCM faculty and students is an important aspect of the education and training at UEWM.

The University also encourages practitioners who received their education in Chinese medicine abroad and are now residing in the United States to continue their education at the University, with the objective of meeting educational requirements to become a state-licensed acupuncturist.

**Open House**
Open Houses are held twice every semester. The University provides opportunities for prospective students to become acquainted with the UEWM campus and facilities, the students, the faculty and staff, administration, and other aspects of the University. In addition, prospective students are invited to attend various academic and social activities at UEWM. For inquiries on Open House dates, please contact the Administration Office.
Pre-Application Recommendations

Before you decide which TCM institution to attend, we encourage you to visit UEWM. Plan ahead. The decision to select the best TCM institution for your professional TCM education is very important. For this purpose, we suggest you do the following prior to making your decision:

- Schedule a pre-application appointment with the Admissions Office and arrange for a tour of the campus or attend one of the Open House events.
- Schedule a visit to the campus during the semester and sit in on a class so that you may experience for yourself the joy and excitement of attending classes at UEWM.

Call (408) 733-1878 for further information.

California Acupuncture Board Licensing Requirements

In order to obtain a license to practice acupuncture in California, one must qualify for and then take a written examination administered by the Board. There are three ways in which an individual may qualify to take the acupuncture examination:

4938. The board shall issue a license to practice acupuncture to any person who makes an application and meets the following requirements:
(a) Is at least 18 years of age.
(b) Furnishes satisfactory evidence of completion of one of the following:

1. Complete the necessary curriculum requirements and graduate from an Acupuncture Board-approved school. [Business and Professions Code, section 4938 & 4939; California Code of Regulations, section 1399.434 - 436]
   i. The total number of hours of all theoretical training shall consist of a minimum of 1,548 hours and the total number of hours of clinical instruction shall consist of a minimum of 800 hours, and the course work shall extend over a minimum period of four (4) academic years, eight (8) semesters, twelve (12) quarters, nine (9) trimesters, or thirty-six (36) months.

2. Complete a tutorial program approved by the Board. A tutorial program is similar to an apprenticeship, where an individual learns acupuncture under the supervision and guidance of a qualified acupuncturist and supplements theoretical training with courses taken from either a Board-approved school or an accredited university/college. [Business and Professions Code, section 4938, 4939, 4941, 4971; California Code of Regulations, sections 1399.420 - 432]

4. Complete a foreign education and training program that is equivalent to the curriculum required at an Acupuncture Board approved school. [Business and Professions Code Section 4938 & 4939; California Code of Regulations, section 1399.434 - 1399.436]

5. Each applicant who qualifies for a license shall pay, as a condition precedent to its issuance and in addition to other fees required, the initial licensure fee. (Please review www.acupuncture.ca.gov for the latest and more comprehensive information.)

Admissions Procedure

All applicants are required to submit the following for admission:

- A completed application form with two passport-size photos;
- A one-time $100, non-refundable application fee;
- Two letters of recommendation;
- Current resume
- A 500-word statement of purpose; and
- An official educational transcript from each college previously attended or currently attending. Transcripts must be sealed and sent directly to the UEWM Admissions office from these institution(s).
- Students must submit their official foreign transcripts to an evaluation service that is NACES Certified. Only National Association of Credential Evaluation Services evaluators are acceptable. A list of current NACES members is available at http://www.naces.org/members.htm

Once the application and fee have been received, you will be notified as to the status of your application, and an admissions interview will be scheduled. During this interview, you are likely to be asked why you are interested in TCM and what previous experiences you have had. This is important because we want to know more about you. If you are unable to come to UEWM for a personal interview, you must make arrangements with the Admissions office for a special phone interview.

Any questions about application dates or any other part of the admissions process should be directed to

University of East-West Medicine
Office of Admissions
595 Lawrence Expressway, Sunnyvale, CA 94085
Tel: (408) 733-1878 Fax: (408) 636-7705
E-mail: info@uewm.edu
Full-time and Part-time Students
To be considered a full-time student, a student must enroll for a minimum of 12 units per semester. (Note, an international student may be approved in the MSTCM program to take 9 units as a full-time graduate student). A student may not take more than 22 units in any semester without the prior permission of the Vice President of Academic Affairs. Students who enroll in between 6 to 11 units per semester are considered part-time students. Part-time students must complete the program within eight years. Part-time students on Financial Aid must complete the program within seven and a half years. Note: it is necessary to average 7.4 units per semester over a period of each consecutive three semesters to complete the program in seven and a half years for the purposes of FSA’s Satisfactory Academic Progress requirements. International students may not be part-time students.

Unqualified Applicants
Those wishing to apply before they are qualified for admission may attach a cover letter to their application explaining their plans for becoming qualified. The Admissions Officer will advise them about the requirements for admission.

Experiential Credit
UEWM does not accept or grant Experiential Credit.

Transfer Students
UEWM accepts students who wish to transfer from other accredited schools. Transfer students must meet the current admissions requirements of the University and follow the same application procedures as new students. Transfer credits are determined on an individual basis after admission.

Conditional Admission
In rare situations students may be admitted to the University prior to meeting all the requirements for admission. The University Academic Council may grant conditional admissions status. In such cases, a time limit of one semester is given or the assigned date on the conditional admission agreement, during which students must fulfill all the requirements in order to be granted full admission status. Grade reports and transcripts will be withheld, and registration for subsequent terms will be denied until this requirement is met. The conditionally admitted student will not be eligible for Federal Student Aid until the following semester when they are fully qualified to be admitted to the University.

Challenge Examinations
Prior academic instruction or experience from another country in a UEWM-required course may qualify TCM students for a Challenge Examination for that course. The Vice President of Academic Affairs must approve all Challenge Exams. A faculty member will prepare the Challenge Exam in that particular subject area as designated by the Vice President of Academic Affairs. Score of 70% or higher advances the students to the next level of study. Students who pass the Challenge exam are awarded credit and the grade of “Pass.” All grades and the credits are entered into the students’ academic records. Students who fail the examination will be required to take the course at the current full tuition rate. Students must formally request the challenge exam on an Examination Request form and must pay the challenge exam fee together with any required fees prior to the examination. Credits awarded are not considered when calculating unit loads for a semester. Partial credits will not be issued for portions of the exam passed by the student.

Transcripts from Outside the USA
The University recognizes that the receipt of official college transcripts from outside the USA may require extra time to secure, interpret and evaluate for equivalency. Those students who are unable to furnish complete documentation and/or educational transcripts before the beginning of classes in their first term of study will be given a time limit of one semester during which the student must furnish all required official documents. Students requiring this extra time enroll at their own risk; if the documentation, when received, does not qualify them for admission, they must leave the program and reapply once the necessary requirements have been met. Grade reports and transcripts will be withheld and registration for subsequent terms will be denied until the official documents can be secured and their claims of credits and degree(s) are met.

Transfer Credit Policy and Procedures
All students entering the University of East-West Medicine are, in fact, transfer students, entering with at least two years of baccalaureate-level education, comprising 60 semester units (90 quarter units). Some students have completed more than the minimum entrance requirements and may be eligible for advanced standing; UEWM will send them a Transfer Credit Letter listing the courses that are transferable. Students who believe they have additional credits to transfer will submit 1) a catalog of the school where they studied and a page stating the school’s accreditation status, 2) a course description for each course they wish to transfer (outlining the course content), 3) an official transcript (showing hours, GPA, etc.) that lists the courses they wish to transfer, and 4) a completed UEWM Transfer Credit Request Form.
Credits Granted On A Course By Course Basis

The University may grant transfer credits on a course-by-course basis for courses taken previously, provided:

1. The coursework was completed at an institution accredited by an agency recognized by the U.S. Secretary of Education and approved by the California Acupuncture Board. Such coursework may transfer directly to the University of East-West Medicine.

If the coursework was completed at a foreign institution; all foreign coursework must be evaluated by an educational evaluation agency in the U.S. to determine its U.S. equivalency at the student’s expense.

2. The course name, credits, and available course descriptions must indicate that the coursework is similar in content and class/contact hours similar to classes offered at UEWM.

3. Each transfer course must be completed with a grade of C (2.0) or better.

4. Courses need to be completed within the previous ten (10) years. If courses were completed more than ten (10) years ago, students have the option of repeating the courses or taking challenge examinations (please see the Challenge Examination policy in the catalog). Students may also petition to transfer credit for coursework over (10) years old if they can prove that they have been continually active in the related field for that period of time.

5. Courses taken at non-accredited institutions are generally non-transferable, with the exception of Taiji, Qigong and Tuina/Acupressure courses. These will be evaluated by the UEWM Academic Committee and determined on a course-by-course.

Up to 100% transfer credit may be awarded for coursework completed successfully in Western biomedical sciences and Western clinical sciences.

Credit for didactic TCM courses and clinical coursework completed successfully at an institution that is approved by the California Acupuncture Board and accredited by ACAOM may be awarded up to 100%.

Credit for didactic TCM courses and clinical coursework completed successfully at an institution which is not approved by the California Acupuncture Board and accredited by ACAOM may be awarded up to 50% of the credit hours by UEWM, provided that at least 50% of the corresponding course hours in these subject areas are completed successfully at UEWM.

Applicants who already possess a terminal professional degree such as an MD or D.C. and are licensed to practice in the USA in their field may be granted credits based on their general coursework rather than specific courses listed on their transcripts. This option must be approved by the Academic Committee and is evaluated on a case-by-case basis.

All transfer credits must be completed by the end of the second semester of study at University of East-West Medicine.

Note: No more than 20% of the total units required to graduate from UEWM can be granted for transfer credit regardless of how many units were earned at another college or university. See residency requirement.

Residency Requirement

Students are required to complete at least 122 units of the Master’s Degree program in Traditional Chinese Medicine at UEWM to receive a Master’s degree from the UEWM. Students can transfer up to but no more than 52 qualifying units into UEWM toward the MSTCM depending on the units and required units to graduate. Students can transfer no more than 20% of their total required units to graduate from another qualifying school(s).

Clinic Requirements

All students are responsible for successfully completing an approved course in cardio-pulmonary resuscitation (CPR) prior to the commencement of their clinical training. Students are also required to submit the results of a health examination, including a recent (within 12 prior months) tuberculosis (TB) test or chest x-ray before enrolling in the Teaching Clinic. For more information on entrance requirements for the Teaching Clinic, please refer to the Clinic Handbook.

Graduation Requirements

All students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to the University unless a regulating agency requires compliance to new rules or requirements.

To graduate from the program, a student must

- Complete all required classes and clinical coursework with a grade of C or better
- Maintain a GPA of at least 2.3 in all graded work
- Pass all comprehensive examinations
- File a Notice of Candidacy for Graduation during the final term before graduation
• Clear all financial obligations, including mandatory graduation fees
• Financial Aid Student must complete Exit Counseling
• Return all library loaned materials to UEWM.

Non-Degree-Seeking Applicants
The University will consider non-degree-seeking applicants who require coursework to meet an educational objective other than the University’s degree. These include students participating in California Acupuncture Board-approved tutorial programs, licensed acupuncturists, medical doctors and other health professionals, and those seeking information for a-vocational purposes or for self-improvement. Admission for non-degree-seeking students must be approved through the standard application procedure and must meet all regular admissions requirements. They are welcome to do so under the following policy.

• $60 Application Fee (non-refundable)
• Proof of citizenship
• An official transcript indicating a minimum of 60 semester hours of college-level coursework
• A Non-Matriculate Plan signed by the student and the Academic Dean prior to registration.

Students participating in California Acupuncture Board-approved tutorial programs, licensed acupuncturists, medical doctors and other health professionals desiring to take clinic courses must meet all clinic requirements. “Non-matrics” must meet the prerequisites for any specific courses they want to take. “Non-matrics” may earn up to 60% of the courses required for the MSTCM degree; thereafter, they must either discontinue their studies or enroll in the MSTCM program. Non-matriculating students are subject to the same fee schedule and university policies as matriculating students, except for non-matriculation policies. “Non-matrics” receive grades, and their transcripts will be stamped “Non-matriculating.” Non-Matriculating student enrollment is limited in each class and participation in class is limited to not interfere with the learning needs of matriculating students.

Foreign Language Students
The Master of Science in Traditional Chinese Medicine is offered in the English, Mandarin and Korean languages. The Doctor of Acupuncture and Oriental Medicine is offered in English and Mandarin. The courses offered in languages other than English may be offered at different prices based on class size and the cost of translation. Admission into the Mandarin and Korean classes are limited to those whose first language is Mandarin or Korean as appropriate.

COLLEGE GRADE LEVELS
Students increase their grade level standing at the University by earning college units at the UEWM. The following explains each grade level a student reaches at the University as they progress through the UEWM’s program toward a Master of Science in Traditional Chinese Medicine.

60-90 units  Senior
91-120 units  Graduate
121-150 units  Graduate
151 units or more  Graduate

INTERN GRADE LEVELS
30 hours/1 unit Observer/Theater
150 hours/5 units Clinical Observer
180 hours/6 units Entry-level Intern
150 hours/5 units Senior Intern IV
150 hours/5 units Senior Intern V
150 hours/5 units Senior Intern VI
150 hours/5 units Senior Intern VII

Comprehensive Exams
Comprehensive exams are administered to assess a student's readiness for the next level of training. These exams also serve as assessment tools for the administration to evaluate the success of the University in realizing its academic objectives. A passing grade of 70% is required for all comprehensive examinations.

Comprehensive Exam I is administered prior to advancing to the 3rd year of the program. Only students who have passed this exam may apply to advance to Clinic Senior Intern rank. Students who fail Comprehensive Exam I may apply only after retaking the exam when it is offered. Student who fails a second time will receive notification from the Office of Academic Affairs indicating their weaknesses on the exam. A student who fails the third attempt will be put on provisional status and must meet with the Director of Academic Affairs. At that time the student must submit a remedial study plan to correct the deficiency. This plan will be discussed and approved by Academic Affair Committee. Failure to pass the third retake of the Exam may be dismissed. A student may not take the Comprehensive Exam I a fourth time.
Comprehensive Exam II, (the graduation exam) evaluates a student's academic readiness to graduate, and provides the student with exposure to an examination process that simulates an examination like the California State Licensure examinations. A student who fails the Graduation exam twice is required to meet with the Director of Academic Affairs for mandatory academic counseling and advisement. They are also required to complete 8 additional units of approved coursework, at their own expense, before they are allowed to attempt the Graduation exam a third time. Federal Student Aid is NOT available for this remediation. A student who fails the exam four times may be dismissed from the University. Student who fails the exam must wait until the next term in order to retake it. No student is allowed to take the Comprehensive Exam a fifth time.

MSTCM Course Descriptions

Acupuncture

AC211 Acupuncture I (4.0 units)

Acupuncture, a core part of traditional Chinese medicine, consists of 6 courses and provides students with a thorough theoretical and practical knowledge of meridian theory and modern clinical applications of traditional Chinese acupuncture. The courses comprise an introduction of meridian theory, point location, functions and indications, different types of needle manipulation, therapeutic techniques and equipment, clinical strategies and methodologies in acupuncture treatment.

Acupuncture I covers the history of acupuncture and moxibustion, meridian theory, basic point theory, point location, functions and indications of the first 6 channels (the lung channel of hand Taiyin, the large intestine channel of hand Yangming, the stomach channel of foot Yangming, the spleen channel of foot Taiyin, the heart channel of the hand Shaoyin, and the small intestine channel of hand Taiyang). The lab sessions focus on accurate point locations for each of these channels. Prerequisite: None

AC311 Acupuncture II (4.0 units)

Acupuncture II covers point location, functions and indications of the eight remaining channels: the urinary bladder channel of foot Taiyang, the kidney channel of foot Shaoyin, the pericardium channel of hand Jueyin, the triple burner channel (San Jiao) of hand Shaoyang, the gall bladder channel of foot Shaoyang, the liver channel of hand Jueying, the Ren (Conception) channel and the Du (Governing) channel. This course presents the extraordinary meridians, their pathways, functions and indications. This course also includes the study of major ‘extra points’. The lab sessions focus on accurate point location of each of these channels and of the extra points. After completing this course and 211, students will have mastered the locations, functions and indications of the basic acupuncture points of the human body. Prerequisite: AC211; may be taken concurrently with AC211

AC421 Acupuncture III (3.0 units)

Acupuncture III presents needling methods including the various kinds of tonification and sedation needling techniques: blood letting, seven-star needle techniques, gua sha, moxibustion and cupping. Students practice applying these techniques to points on the body and review point location at the same time. Students learn clean needle techniques, management of the various side effects of acupuncture/needling, and emergency procedures. This course also emphasizes personal safety procedures in acupuncture practice. Prerequisite: AC211, AC311; may be taken concurrently with AC311

AC521 Acupuncture IV (3.0 units)

Acupuncture IV introduces commonly used acupuncture techniques and modalities such as scalp acupuncture, auricular acupuncture, wrist and ankle acupuncture, electro-acupuncture, etc. It also reviews current developments in acupuncture and moxibustion in China and the USA. Students also learn the formulation of acupuncture treatment plans, including general principles of treatment, treatment methods, point combination and selection, and different functions and indications of specific points. Prerequisite: AC211, AC311

AC621 Acupuncture V (4.0 units)

This course presents clinical applications of acupuncture, integrating theories of channels points and diagnosis in approaching various disease conditions. This course begins the study of acupuncture therapeutics in a systematic manner. Prerequisite: AC421, CM 423, AC521

AC731 Acupuncture VI (4.0 units)

This course continues the study of acupuncture therapeutics in a systematic manner, focusing on the clinical application of acupuncture, integrating theories of channels points and diagnosis in approaching various disease conditions. Diseases studied include of pediatric and gynecological disorders, and disorders of the eyes, ears, nose, throat and mouth. After completing this course, students are able to diagnose and to design acupuncture treatments for common diseases. Prerequisite: AC421, CM 423, AC521

TCM Theory

CM113 Foundation of TCM I (3.0 units)

Foundation of TCM is a very important course forms the basis of the Chinese medicine system. This course is divided into two TCM I and II. Foundation of TCM I introduces students the classical principles of Yin and Yang, the Five Elements, Zang-Fu, Qi-Blood-
Fluids and Channel theories. After completing this course, students will have gained knowledge of basic TCM theories, terminology, energetic and physiology. This course forms the basis for Foundation of TCM II and other TCM courses. Prerequisite: None

CM114 Tuina / Acupressure (4.0 units)
Tuina / Acupressure (also called TCM Massage). Covers basic concepts, the mechanism of TCM Tuina/Acupressure, clinical diagnosis, treatment principles, methods, and indications for Tuina/Acupressure. Successful students are expected to know the basic Tuina/Acupressure manipulation methods, to know how to diagnose and treat patients in a professional way and to know the indications and contraindications of this technique. Prerequisite: None

CM115 Tai Ji Quan (2.0 units)
Tai Ji Quan is a practical health exercise based on Chinese medical philosophy; daily practice of Tai Ji Quan strengthens and harmonizes the body. This course teaches awareness of energy pathways, flow and enables students to establish a whole-view approach to Chinese medicine. Successful students are expected to master the basic exercise methods and to understand the key steps. Students will also have acquired the skill of teaching patients how to improve their health by practicing Tai Ji Quan exercises. Prerequisite: None

CM213 Foundation of TCM II (3.0 units)
Foundation of TCM II covers the basic TCM theories pertaining to the etiology and pathogenesis of diseases. Students are introduced to the treatment principles of diseases, including preventive measures. After completing this course and Foundation of TCM I, students will have become familiar with the basic theoretical concepts of TCM. This understanding of fundamental theories forms the basis for continued study in other TCM courses. Prerequisite: CM113; may be taken concurrently with CM113

CM215 Qigong (2.0 units)
Qigong, one of the great legacies in the treasure house of Chinese medicine, has a history extending back three thousand years. It is an effective means of medical treatment as well as health maintenance, with distinctive cultural features. This course introduces students to the rich traditions of Qigong practice, explaining the theories and methods of self-controlled Qigong practice. After completing this course, students will know basic Qigong exercises and how to teach them to their patients. Prerequisite: None

CM314 TCM Differential Diagnosis I (4.0 units)
TCM Differential Diagnosis prepares students for the clinical portion of their education. It is divided into two courses. TCM Differential Diagnosis I teaches the basic skills of history taking, TCM physical examination and assessment using the Four Methods of Examination (inspection, inquiry, auscultation/olfaction, and palpation). After completing this course, students will know how to elicit and assess signs and symptoms of various common illnesses using basic examination methods. Prerequisite: CM213

CM423 TCM Differential Diagnosis II (4.0 units)
TCM Differential Diagnosis II introduces the various pattern identifications: Eight-Principles pattern identification (Ba-Gang-Bian-Zheng), Qi-Blood-Fluid pattern identification, Zhang-Fu pattern identification, Six Channel pattern identification (Liu-Jing-Bian-Zheng), Four Levels pattern identification (Wei-Qi-Ying-Xue-Bian-Zheng), and Triple Burner pattern identification (San-Jiao-Bian-Zheng). Successful students are expected to establish diagnoses using the four diagnostic methods, to differentiate the syndromes and to understand the various associated treatment principles. Prerequisite: CM314

Herbal Medicine

HB212 Herbology I (4.0 units)
Chinese Herbology, also called Ben Cao (Materia Medica), is divided into two courses. Herbology I introduces the basic theories of Chinese herbal medicine and studies single herbs based on their categories, origin, taste, temperature, entering meridians, preparation, delivery methods, therapeutic functions, and contraindications. Prerequisite: None

HB312 Herbology II (4.0 units)
Herbology II teaches the remaining single herbs. After completing this course and Herbology I (212), students will have gained a comprehensive knowledge of the basic Chinese herbs, being able to identify all the major single herbs and to describe their origin, category, taste, temperature, entering meridians, preparation and delivery methods, and therapeutic functions and contraindications. Prerequisite: HB 212; may be taken concurrently with HB212

HB315 Herbal Pharmacology (2.0 units)
This course introduces the pharmacological effects of Chinese herbs on the human body. This course covers the following: morphology of Chinese medicinal herbs, common preparation methods of Chinese herbs, pharmacological effects of Chinese herbs and herbal formulas. Students are also introduced to modern research on Chinese herbs and herbal formulas. Prerequisite: None
HB422 Herbal Formulas I (4.0 units)
Herbal Formulas, one of the most important fundamental courses in traditional Chinese medicine, introduces the concept of herbal formulas and their clinical action on specific diseases, the selection of the proper herbs to make up a formula and the dosage of herbs in the formulas. Herbal Formulas is divided into two courses. Herbal Formulas I teaches the principles of herbal formulas and offers detailed studies on various classical formulas including their concept, composition, method of use, functions, indications, contraindications, and a detailed explanation of the role for each constituent herb in the formula. Prerequisite: HB212, HB312

HB522 Herbal Formulas II (4.0 units)
Herbal Formulas II continues to teach the remaining classical formulas including their concept, composition, method of use, functions, indications, contraindications, and a detailed explanation of the role for each constituent herb in the formula. After completing this course and Herbal Formulas I, students able to identify all the herbal formulas taught in the two classes and to prescribe and modify formulas to suit an individual patients’ needs. Prerequisite: HB212, HB312

TCM Clinical Medicine
CM622 TCM External Medicine (2.0 units)
This detailed introduction to TCM external diseases includes the etiology, pathogenesis, differential diagnosis, clinical treatment and prevention of TCM external diseases. After completing this course, students will have gained an overview of TCM external medicine and be familiar with the treatment of common TCM external diseases. Prerequisite: CM423, HB522

CM623 TCM Internal Medicine I (3.0 units)
TCM Internal Medicine offers a detailed study of common diseases in TCM internal medicine, including the etiology, pathogenesis, differential diagnosis, clinical treatment and prevention of these diseases. TCM Internal Medicine is divided into two courses. TCM Internal Medicine I covers 16 common diseases. Prerequisite: HB422, CM423, HB522

CM732 TCM Eye, Ear, Nose, Throat, Mouth (1.0 units)
This course, an applied TCM clinical course, introduces the etiology, pathogenesis, differential diagnoses, clinical treatment and prevention of common disorders of the eye, ear, nose, throat and mouth. After completing this course, students will have learned how to treat common eye, ear, nose, throat, and mouth problems. Prerequisite: HB422, CM423, HB522

CM733 TCM Internal Medicine II (3.0 units)
This course covers the remaining common diseases in TCM internal medicine, presenting the etiology, pathogenesis, differential diagnosis, clinical treatment and prevention of common diseases in TCM internal medicine. After completing this course, students have a basic knowledge of differential diagnosis and are able to treat and prevent common internal disorders. Prerequisite: HB422, CM423, HB522

CM831 TCM Gynecology/Obstetrics (3.0 units)
TCM Gynecology/Obstetrics is one of the TCM clinical applied courses. This course covers the anatomy and physiology of the female body, explores the special characteristics of female pathophysiology, principles of TCM diagnosis and the treatment of common gynecological complaints, including diseases of pregnancy and childbirth. After completing this course, students are able to diagnosis and treat common obstetrical and gynecological diseases. Prerequisite: HB422, CM423, AC522

CM832 TCM Traumatology & Orthopedics (2.0 units)
This TCM application course use acupuncture and acupressure extensively. It is divided into two sections: injuries of the muscles and ligaments, and injuries of the bone. The basic theories, etiology, pathogenesis, diagnosis, and treatment of various traumatic injuries are presented in this course. After completing this course, students will have gained a basic overview of the elements of TCM traumatology and orthopedics and the knowledge of treatments for common traumatic disorders. Prerequisite: AC421, CM423; CM114, HB422, WM424, HB522 are recommended

CM833 Classics: Nei Jing, Wen Bing, Jin Kui, Shang Han Lun (4.0 units)
Huang Di Nei Jing ("Yellow Emperor’s Internal Medicine") is a major early medical work in the history of Chinese medicine. This course introduces the basic Chinese medical theories as described in the Huang Di Nei Jing. Students will better understand the theories and concepts of traditional Chinese medicine, be able to set up a basic core system of differential diagnosis provide individual treatments and strengthen their clinical practice skills.

Wen Bing ("Febrile Disease") is an ancient medical text that studies the theoretical and clinical rules governing the onset, development and treatment of febrile conditions. Students will come to understand the features of febrile diseases, the pathological changes of Wei, Qi, Ying, Xue (blood), the methods of differential diagnosis and treatment, the mechanisms of the main symptoms, and the significance of inspecting the tongue in febrile illnesses.

Jin Kui Yao Lue ("Prescriptions from the Golden Cabinet") is one of the most important TCM classics. It contains many important herbal formulas from the early stages of the development of TCM and exemplifies the treatment of “diseases of
miscellaneous origins.” After completing this course, students will have a better understanding of some of the traditional methods of diagnosis and treatment of miscellaneous disease, and may apply this knowledge to their future clinical practice.

*Shang Han Lun* (“Treatise on Exogenous Cold Disease”) is the first Chinese medical text that delineated systematically and completely the definition, etiology, pathogenesis, clinical manifestation, treatment principles, formula analysis and prognosis of disorders caused by exogenous Cold. With completion of this course, students understand clinical signs and symptoms, differential diagnosis and disease progression, with a viewpoint to integrating herbs and formulas according to principles and guidelines contained in this important text. Prerequisite: HB422, CM 423, HB522

**CM834 TCM Pediatrics (1.0 units)**
TCM Pediatrics, an applied TCM clinical course, offers a detailed study of the physiology of children and the pathology, differential diagnosis and treatment of children’s diseases. After completing this course, students know how to diagnosis and treat common pediatric diseases. Prerequisite: HB422, CM 423, HB522

**CM931 Clinical Applications of TCM (3.0 units)**
Clinical Application of TCM approaches the study of TCM through case studies. In this course, students are presented with clinical cases for discussion and analysis. Students are expected to have a firm grasp of differential diagnosis as well as to present treatment plans using acupuncture, herbs and other TCM modalities. Prerequisite: AC421, HB422, CM423, AC521, HB522; other clinical courses are strongly recommended

**CM932 Final Review (4.0 units)**
This course offers an overview for students preparing for graduation exams. It provides comprehensive preparation including in-depth review and exam-taking strategies for the California State Board Licensing Exam and National Certificate Exams. Prerequisite: third year student

**Biomedical Sciences**

**BS101 Psychology (2.0 units)**
This course is a basic science course of Western Medicine and Chinese Medicine, concerned with the study of brain and biological processes involved in virtually all aspects of human behavior, including sensation, consciousness, hunger, sexual behavior, memory, communication, and mental disorders. This course is designed to focus more upon the importance of counseling skills during practice. Students will also learn how to manage any psychological reactions that may arise during the course of treatment. Prerequisite: None

**BS102 Biology (2.0 units)**
This is a basic course of Western Medicine and Chinese Medicine, concerned with the study of Ecology, Behavior, and Evolution; Marine Biology; Biochemistry and Plant Biology majors are more specialized for students with a particular interest in those life sciences in order to better understand other Western and Chinese courses. Prerequisite: None

**BS103 Chemistry (3.0 units)**
This course is a basic science course, within which the organic chemistry and biochemistry are closely concerned with medical science. The course is to offer basic principles of organic chemistry and biochemistry, make a basis for other western and Chinese medicine courses. Prerequisite: None

**BS104 Physics (2.0 units)**
This course offers students with the instruction of basic knowledge of physics and a general survey of biophysics. The objective of this course is to enable students to understand the relationship between physics and medical science. Prerequisite: None

**BS105 Western Medical Terminology (2.0 units)**
This course is a basic course of Western Medicine. This course is to introduce to students the basic word structure of human body in order to better understand other Western Medicine courses. Prerequisite: None

**BS106 Human Anatomy (4.0 units)**
This course is a basic course of Western Medicine and Chinese Medicine, introducing to students the normal morphology and structure of tissues, organs and systems in human body in order to better understand other Western and Chinese courses. Prerequisite: None

**BS107 Human Physiology (4.0 units)**
This course is a basic course of Western Medicine and Chinese Medicine, introducing to students how the body and its parts work or function in order to better understand other Western and Chinese courses. Prerequisite: None

**WM214 Nutrition (3.0 units)**
This course combines Chinese nutrition and Western nutrition, and aims to address the functions of diet and nutrition and their relation to health and patient care. This course is divided into two parts: Western nutrition and TCM nutrition. The Western nutrition portion
of the course introduces Western nutritional theories and practices, with the relevant clinical applications. It emphasizes the roles of proteins, fats, carbohydrates, vitamins and minerals in health maintenance and as therapeutic supplements. The TCM nutrition portion introduces theories of TCM dietetics and surveys the traditional functions and properties of common food substances; it also examines various dietary programs appropriate for maintaining health and for the treatment of disorders. Prerequisite: None

**WM313 Pathology & Pathophysiology (4.0 units)**
This course, which introduces pathology from a Western medical perspective, covers the following topics: general pathology, microbiology, immunology, psychopathology, epidemiology, parasitology, and pathophysiology. The objective of this course is to provide students with a better understanding of the pathogenesis of clinical diseases from a Western medical perspective. After completing this course, students will understand the etiologies, pathological changes, clinical manifestations, and outcomes of diseases from a Western medical perspective. Prerequisite: Anatomy, Physiology

**WM424 Physical Examination & Lab Diagnosis (4.0 units)**
This course focuses on Western medical diagnosis, teaching the theories and methods of disease diagnosis. The theories include the mechanisms of diseases, methods of diagnosis (including medical history, physical examination, laboratory and radiological investigations and other diagnostic modalities). Through this course, students come to understand the principles of Western medical diagnosis, the significance of diagnostic reports and the interpretation of these reports for TCM medical practice. Prerequisite: WM313

**WM523 Western Pharmacology (3.0 units)**
Western Pharmacology, one of the important basic courses in Western medical sciences, teaches the basic theories of Western pharmacology, the different classifications, indications, therapeutic uses, side effects, adverse reactions and interactions of common Western pharmaceutical agents. This knowledge is useful in understanding the research on Chinese herbal pharmacology and the scientific uses of Chinese herbs. Prerequisite: WM313

**WM624 Western Medical Science I (4.0 units)**
This course, designated to teach students Western internal medicine, is based on scientific and clinical methods. Through this course students come to understand the nature and scope of Western internal medicine, including disease etiology, pathogenesis, clinical symptoms and signs, diagnosis, treatment and prognosis of the major diseases. In addition, students will learn how and when to make referrals to Western physicians. Prerequisite: WM424, WM523

**WM734 Western Medical Science II (3.0 units)**
This course offers an introduction to Western external medicine and other medical specialties such as gynecology, obstetrics, pediatrics, etc. It also introduces various medical/healthcare disciplines such as osteopathy, dentistry, nursing, podiatry, homeopathy, public health, chiropractic, etc. Through this course students understand the nature and content of Western external medicine and other healthcare modalities, and they earn how and when to make referrals to other healthcare providers. Prerequisite: WM424, WM523

**Professional Education**

**PD111 History of Medicine and TCM (1.0 units)**
This course presents the history of the origins and development of TCM in China, the U.S. and other countries. Through this course students come to understand the origin, development and progress of TCM under the various Chinese dynasties and in different countries. Students will also be introduced to major Chinese medicine classics such as Huang Di Nei Jing, Wen Bing, Ji Kui Yao Lue, Shang Han Lun etc., and their roles in modern Chinese medicine. Prerequisite: None

**PM112 Medical Ethics (1.0 units)**
This course provides students with an understanding of general medical ethics and the laws and regulations governing TCM practice according to municipal state a federal laws, including OSHA, Labor Code, HIPAA, etc., in order to make students aware of the professional responsibilities associated with treating patients. Prerequisite: None

**PD524 Research Methodology (1.0 units)**
This course introduces research methods commonly used in Western medicine and TCM and basic statistical methods in data analysis. After completing this course, students are expected to understand basic theories of research methods, including the various methods in basic and clinical research, data collection and data analysis. This course prepares the student to continue to expand their knowledge. Prerequisite: None

**PH525 Public Health (2.0 units)**
This course covers the principles of public health, including the relationship of human beings to the environment, the influence of environment on public health, the etiology and prevention of diseases caused by different factors such as the living environment (air, water, soil, food, etc.), the occupational environment (chemical, physical and biological factors), and the social environment. This course also introduces the epidemiology of communicable diseases (sources of infection, route of transmission, herd susceptibility, control and prevention) and other non-communicable diseases. Prerequisite: None
PC625 Patient Care I (3.0 units)
Patient Care I is to prepare students to manage patient care as a primary health care professional. This course is divided into two sections: Patient Care I and Patient Care II.

Patient Care I introduces the primary care responsibilities as well as secondary and specialty care responsibilities for primary health care practitioners. General patient care includes treatment planning, continuity of care, referral and collaboration with other medical professionals, follow-up care, final review, functional outcome measurements, prognosis and future medical care. This course also covers the psychological assessment and proper counseling for patients with mental disorders. Prerequisite: None

PC735 Patient Care II (3.0 units)
Patient Care II teaches students how to write a professional medical legal report, to care for seriously ill patients and to handle patient emergency issues. This course presents detailed case management for workers compensation, car accidents, socialized medicine patients and other special cases. This course also introduces the coding procedures for current procedural codes (CPT and ICD-9 diagnosis), the treatment contra indications and complications, focusing on drug and herb interactions. After completing Patient Care I and II, students are expected to become professional primary health care practitioners. Prerequisite: PC625 is strongly recommended

PM835 Practice Management (2.0 units)
Practice Management introduces various aspects of clinic operations and general clinic transactions, such as planning and establishing a professional office, record keeping, insurance billing and collection, written business communication, front office procedures, practice growth and development, risk management and insurance issues, practice in interdisciplinary medical settings, etc. Successful students are familiar with the routine operation of a clinical practice. Prerequisite: None

PH933 Community Service (1.0 units)
This course was designed for students to enhance the university’s commitment to provide community services to the public. The purpose is to increase public awareness and understanding of Traditional Chinese Medicine. Students attend and participate in a variety of community outreach projects organized by the university, such as community health fairs and health seminars. Students perform voluntary work for different community groups, such as senior adults, low-income and disadvantaged families. Prerequisite: internship level

POacticum

GN395A Practicum (3.0 units)
This course is designed for students to learn by participating in real-world clinic operations activities, such as manage a professional medical office, patient record keeping, insurance billing and collection, and front office procedures, etc. Practicum project reports are required. The student must report regularly to their advisor. Only a P or NP grade can be earned in this course. Students with approval from the academic advisor may enroll in this course to gain practical experience. Prerequisite: Advisor’s consent

COMMUNITY WORK EXPERIENCE
3 UNITS
Prerequisite: CPT approval for International Students
This curricular category is designed for an international student, and is required with curricular practical training in the health field. This class does not satisfy any requirement in the MSTCM program and will not be counted toward graduation, but students will get credit for unit enrollment towards their total term units. The units may be enrolled in repeated times to correspond with approved curricular practical training.

Department of Clinical Training
The UEWM Teaching Clinic is located within the UEWM campus, at the corner of El Camino Real and Mary Avenue in the heart of the City of Sunnyvale, California. The Teaching Clinic provides the South Bay area with professional and affordable traditional Chinese medicine services performed by licensed acupuncturists (Clinic Supervisors) and by qualified, supervised clinic interns (advanced level students).

Students who satisfactorily complete their training requirements at each level will move up through the ranks from Clinic Observer (first 180 hours, including clinical theater), to Entry-level Intern (next 180 hours), to Senior Intern (last 600 hours), for a total of 960 clinic practical hours. This formal, sequential ranking system provides a practical structure within which students are able to develop and hone the clinical skills necessary to engage in the professional practice of TCM. These skills include accurate, complete medical evaluation and diagnosis, proficiency in a variety of TCM treatment modalities, adherence to rigorous treatment hygiene standards, accurate and precise record keeping, maintenance of patient confidentiality, and the building of a respectful and trusting relationship between the practitioner and the patient.

The Teaching Clinic provides clinical training and observation of patient care in a wide range of clinical conditions. Patient volume in the Clinic is sufficiently high to ensure a clinical experience of sufficient breadth and variety. UEWM has on staff a large number of experienced, licensed clinical supervisors to provide each student with individual attention and evaluation. All Clinic Supervisors are
licensed Acupuncturists and are experienced in all aspects of Traditional Chinese Medicine, providing clinical students with useful and important skills in various TCM clinical practice modalities

In the University’s teaching clinic, it is important that roles and ranks be clearly defined and observed to ensure quality of patient care. Regardless of prior training in other states or countries, students are not allowed to perform anything that is beyond the scope of their clinical rank as assigned by the University.

Clinic Training

CL1 Theater (1.0 units)
This course exposes clinical matters to the students. It comprises two parts:

During first part of the course, students are introduced with UEWM Teaching Clinic Handbook. Students are expected to learn the operational procedures of UEWM teaching clinic, which include clinic requirements, protocols, associated paperwork, charting skills, so on.

In the later part, students are given opportunities to observe standard patient care procedures, performed by licensed clinical supervisors. Students learn how to interview patients and to perform health diagnosis and consultation.

This course is to provide students with necessary knowledge prior to entry to the clinic. Prerequisite: None

CL2 Clinical Observer (5.0 units)
This is the first phase of clinic training, conducted in UEWM Teaching Clinic. During the first several hours of the Clinical Observer level, students participate in a group study and discussion session on the “Laws and Regulations Relating to the Practice of Acupuncture”, a guideline document issued by the California Acupuncture Board. The Clinic Officer and/or the Clinic Office Manager familiarize new Clinical Observer students with clinic facilities and review Clinic rules with the new students. Clinical Observers participate in all aspects of clinic operations except patient treatment. Clinical Observers are responsible for preparing treatment rooms and may help prepare herbal prescriptions. Clinic Supervisor verifies correct preparation. Clinic Observers are not authorized to dispense treatment, including dietary and/or exercise suggestions. With completion of this level of training, students become familiar with Clinic rules and regulations, as well as rules and regulations of the State of California and federal laws and regulations governing TCM practice. Students become familiar with all aspects of receiving, interviewing, diagnosing, treating, prescribing, consulting and following-up with patients and aseptic procedures. Prerequisite: CL1, Anatomy, CM113, CM213, plus any two of the following AC211, AC311, HB212, or HB312

CL3 Entry-Level Intern (6.0 units)
Enter-level Intern is the second level of clinical training. In this phase, students may insert and remove needles on any acupuncture point of the patient’s body, and perform moxibustion and cupping with approval from the Clinic Supervisor. Entry-level Intern is not required to prescribe herbal formulas. Responsibilities of Entry-level Intern include organizing the treatment room to ensure patient comfort and safety during treatment, interviewing patients and performing diagnosis and outlining treatment plans, presenting treatment suggestions (such as dietary and exercise) to the supervisor for evaluation and approval prior to recommending them to the patient, administering acupressure / Tui-Na before or after acupuncture treatment, assisting supervisor to preparing herbs, etc. The Clinic Supervisor is physically present throughout the entire treatment process, and the Clinic Supervisor must approve all treatment plans and modalities prior to administering the treatment. Through this course, students are expected to demonstrate the ability to perform needling to required insertion depths on patient’s body, and to perform moxibustion, cupping and other approved modalities. Students are also expected to be proficient in conducting the initial and follow-up interviews, to formulate an acceptable diagnosis and treatment plan for common diseases, and to practice aseptic procedures in accordance with established standards. Prerequisite: all basic science courses, AC311, HB312, AC421, CM423, CL2

CL4, 5, 6, 7 Senior Intern (20 units)
This is the final phase of clinical training. The Senior Intern assumes primary responsibility for the patient and for the treatment room. The Clinic Supervisor is present during all phases of patient care in the first 150 hours of the Senior Intern’s clinical training. In the next 300 hours of clinical training, the Clinic Supervisor is present during the administration of acupuncture and in the clinic and available on-call for all other patient interactions. In the final 150 hours of clinical training, the Clinic Supervisor does not have to be present during the administration of acupuncture but must be in the clinic and available on call. If the patients need herbs, Senior Intern(s) should submit herbs prescription to Supervisor, and prepare the herbs only after approval from supervisor. Senior Interns are not authorized to dispense treatment, including diet and exercise suggestions, unless the Clinic Supervisor has given prior approval. After completing this final phase, students have acquired the proficiency to use all methods of diagnosis to arrive at a correct and complete treatment plan and to utilize different treatment modalities according to the individual patient’s needs. Students acquire the skills, ability, and confidence to practice independently and to graduate from UEWM and practice successfully in the future. Prerequisite: all basic science courses, pass comprehensive exam I, HB422, WM424, AC521, HB522, CL3

Interns are not authorized to dispense treatment, including diet and exercise suggestions, unless the Clinic Supervisor has given prior approval. After completing this final phase, students have acquired the proficiency to use all methods of diagnosis to arrive at a
correct and complete treatment plan and to utilize different treatment modalities according to the individual patient’s needs. Students acquire the skills, ability, and confidence to practice independently and to graduate from UEWM and practice successfully in the future.

Master of Tai Chi

Mission Statement
The mission of the College of Tai Chi is to integrate the principles of Tai Chi into a program that prepares masters of Tai Chi to be teachers of Tai Chi. The teachers of Tai Chi will be able to execute regional, national and international competitions. The College of Tai Chi will prepare leaders in Tai Chi to lead the world in the many positive outcomes found in the practice of Tai Chi. Prepare teachers of Tai Chi to coordinate their work with acupuncturists to help acupuncturists’ patients overcome various maladies through the proper use of Tai Chi. The result will be a longer and healthier life for the students and the world.

Educational Objectives
The College of Tai Chi seeks to provide its Certificate and Master of Tai Chi graduates with the knowledge and abilities required to meet the following criteria:

1. To possess the knowledge and skills necessary to provide competent and professional teachers in Tai Chi while utilizing the Oriental healing modalities.
2. To possess the skills necessary to organize and execute small and large scale athletic events for local, regional, national and international competitions.
3. Use of Tai Chi for healing.
4. To possess lifelong learning and advanced knowledge to better serve the health Tai Chi practitioners.

Program Information & Requirements
The Master of Tai Chi program consists of 31 units of lecture and activity courses in the areas of Tai Chi theory and practice, health management and recreation administration. In addition, the degree also requires completion of a Masters Project with rigor consistent with graduate work, where the culminating experience is a poster presentation. The maximum time permitted to complete the program is 3 years.

Residency Requirement
Students are required to complete at least 75% courses of the Master of Tai Chi at UEWM to receive a Master’s degree from the UEWM.

Program Graduation Requirements
Master of Tai Chi program students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to the University unless a regulating agency requires compliance to new rules or requirements.

To graduate from the program, a student must:
- Complete all required classes with a grade of B or better
- Maintain a GPA of at least 3.0
- Complete all 31 semester units
- File a Notice of Candidacy for Graduation during the final term before graduation
- Clear all financial obligations, including mandatory graduation fees
- Return all library loaned materials to the UEWM.

Course Requirements

**Tai Chi Theory:**
- TC501 Taoist Philosophy and Tai Chi: 3 units
- TC502 Philosophy of Movement Arts: 3 units
- Total: 6 units

**Tai Chi Practice:**
- TC510 Tai Chi Teaching Systems I: 2 units
- TC511 Tai Chi Teaching Systems II: 2 units
- TC512 Tai Chi Fitness and Self Defense I: 2 units
- TC513 Tai Chi Fitness and Self Defense II: 2 units
- TC514 Comparative Study of Tai Chi Sys.: 2 units
Total 10 units

**Tai Chi and Health**
TC520 Taoist Qigong, Healing and Nutr. 1 unit
TC521 Exercise Physiology and injury Pre. 2 units
Total 3 units

**Administration**
TC530 Managing Recreational Tai Chi 3 units
TC531 Tai Chi Event Management 2 units
Total 5 units

**Masters Project**
TC580 Research Methods 2 units
TC581 Analysis of Research and Issues in Tai Chi 2 units
TC582 Masters Project 3 units
Total 7 units
Total of entire program 31 units

**Course Description**

**Theory**

**TC501 Taoist Philosophy and Tai Chi (3.0 units)**
This course will familiarize students with the development of the concept of Tai Chi in the Taoist philosophical tradition with the impact of Taoist philosophy on Neo-Confucian thinkers. Prerequisites: None

**TC502 Philosophy of Movement Arts (3.0 units)**
This course will explore the history and theory of movement arts and the development of contemporary mind-body exercises. Prerequisites: None

**Practice**

**TC510 Tai Chi Teaching Systems I (2.0 units)**
An introduction to the history, philosophy, principles of Tai Chi, and application of its relationship to health, well-being, meditation, self-awareness, relaxation, balance and harmony. Tai Chi techniques, patterns, applications, and teaching methods will also be covered. Prerequisites: None

**TC511 Tai Chi Teaching Systems II (2.0 units)**
A continuation of Tai Chi Teaching Systems I. Pattern of movements for improving body awareness, efficiency of daily activity, and self-defense technique will be taught. Emphasis on application of teaching principles to teaching Tai Chi to people of different ages or levels of skill, physical condition. Prerequisites: TC510

**TC512 Tai Chi for Fitness and Self Defense I (2.0 units)**
Designed to deepen students’ understanding of the principles of Tai Chi within the larger context of cardiovascular fitness and health. Self-defense principles and applications are also covered. Prerequisites: None

**TC513 Tai Chi for Fitness and Self Defense II (2.0 units)**
A continuation of Tai Chi for Fitness and Self Defense II, this class will give students the tools to integrate Tai Chi techniques into a fitness/cardiovascular exercise program. Intermediate and advanced self-defense (including joint locks and throws) will be introduced. Prerequisites: TC512

**TC514 Comparative Study of Tai Chi Systems (2.0 units)**
This class will give students a broad-based familiarization to the theory, history, and physical movements of the major Tai Chi Ch’uan styles of Yang, Ch’ang, Chen, Sun, Wu and Hao. Prerequisites: None

**Health**

**TC520 Qigong Healing and Nutrition (1.0 units)**
An introduction to the theory of qigong (chi gong) and its applications to health maintenance, including Taoist nutrition principles and healing. A companion course to UEWM Qigong course. Prerequisites: None
TC521 Exercise Physiology and Injury Prevention (2.0 units)
This course delineates the ways in which the human physiology responds and adapts to physical exercise. It also teaches the use of this understanding to help students avoid injuries during and after physical exercise. Topics include bioenergetics and neurophysiology, circulation and cardiovascular physiology, the effects on physiology of body composition, age, gender and the exercise environment. Prerequisites: None

Administration

TC530 Managing Recreational Tai Chi (3.0 units)
Basic knowledge, concepts and practical applications key to success in the field of recreational sport management with an emphasis on recreational Tai Chi. Delivery centers and delivery systems for Tai Chi instructional programs appropriate for diverse populations; e.g. youth and elders. Introduction to the legal and risk management issues important to recreational sport programs. Investigation of employment opportunities in Tai Chi instruction. Prerequisites: None

TC531 Tai Chi Event Management (2.0 units)
This course will help students develop the skills required to develop, propose, organize and coordinate Wushu exhibitions and competitions with emphasis on community martial arts exhibitions and competitions. Prerequisites: None

Project

TC580 Research Methods (2.0 units)
A study of procedures used to locate sources of information, organize and interpret collected data and apply results of published research. Various research methods are studied and used. Course concludes with formulation of a research design for a thesis or problem-oriented research project. Prerequisites: None

TC581 Analysis of Research Methods and Issues in Tai Chi (2.0 units)
This course will familiarize students with the broad range of research issues in Tai Chi with an emphasis on comparative literature and critical thinking. Prerequisites: TC580

TC582 Masters Project (3.0 units)
The range of Master Projects includes (but is not limited to): a web site, in-depth review of literature, business plans, facility feasibility studies, product development, educational materials, fitness programs (pediatric-geriatric), historical analysis, or educational intervention techniques, among others deemed approved by the academic advisor. Students are required to complete the project within one calendar year from the date of approval by Academic Advisor. Prerequisites: TC580, approval by academic advisor, must complete at least 21 units prior to enrollment for this course.

Doctor of Acupuncture & Oriental Medicine

Mission
The UEWM Doctor of Acupuncture and Oriental Medicine (DAOM) degree represents the highest formal educational credential currently available in the field of TCM in the US. The DAOM offers post-graduate level preparation to a variety of practitioners of acupuncture and oriental medicine who will be able to provide educational and managerial leadership to benefit their communities by exposing the general public and their patients to the physical, social and health benefits of TCM.

Educational Objectives
The University of East-West Medicine seeks to provide its post-graduates with the knowledge and abilities required to meet the following criteria:

1. To become leaders with TCM specialties in the areas of Gynecology and Pain Management, and possess the advanced knowledge, clinical techniques, research abilities, as well as teaching and leadership skills to excel in their field of specialty.
2. To be able to pursue further independent research in integrated TCM and biomedicine theories and clinical applications, contributing to the American advances in health care.
3. To possess the advanced knowledge, skills and qualities necessary to provide competent, high quality and professional TCM medical care, utilizing all of the treatment modalities that fall within the scope of practice for a licensed acupuncturist and a Doctor of Acupuncture and Oriental Medicine in California.
4. To be capable of determining the correct diagnoses utilizing TCM theories in their specialty area and a deeper understanding of western medicine diseases, and to formulate appropriate and integrated treatment strategies based on their specialty area diagnoses.
5. To be able to communicate effectively with individual patients, the healthcare community and the general public while providing high-quality health care and leadership in their TCM specialties.
6. Develop a more thorough understanding the health care systems and various groups of practitioners in the US, and to be able to refer patients to other health care providers when appropriate.
7. Develop the commitment and methods to pursue TCM as a lifelong learning process through clinical practice, self-studies and research efforts.

Program Information & Requirements
The curriculum of the doctoral program of Acupuncture and Oriental Medicine in the University of East-West Medicine is designed as a 2 year long program (26 months), 1230 hours, 60 units and maximum duration of 135 weeks. It is composed of general/basic courses and specialty courses. The program develops the culture and the comprehensive capability to become a leader in the field of TCM. The University’s program includes the clinical techniques, research ability, teaching skills, and a specialty area. The program focuses on the advanced knowledge in a specialty area, combining biomedicine and Traditional Chinese Medicine. Currently, the Pain management and family practice specialties are available.

The first year courses are general courses, including 540 hours of instruction or 30 semester units. Eight didactic courses and four practice training courses are offered to strengthen the doctoral students’ comprehensive capabilities in a high level of TCM, as well as teaching skills, supervision skills, clinical practice with competence of consultation, management, and collaboration. The doctoral students will be exposed to a specialty of Pain management or family practice, combining biomedicine and TCM knowledge so they can develop interest in one area from which they will choose a specialty.

In the second year, the doctoral students start their specialty study. The specialty courses include 690 hours of instruction or 30 semester units, distributed between didactic, research work, and research practice at the UEWM, and an externship in one of several world-known university/hospitals in China. Students are exposed to advanced knowledge in their specialty area, combining biomedicine and TCM.

In their last 2 months, the doctoral students will prepare the Graduation Dissertation as candidates. After successfully defending their dissertation at a public hearing and publishing their research, the candidate will be granted the Doctoral degree in Acupuncture and Oriental Medicine (DAOM).* The maximum time permitted to complete the program is 135 weeks.

*Note: The College has set a time limit of one calendar year from the date of the presentation for the completion of corrections to the project. Students must complete at least 21 units prior to enrollment for project credit.

Residency Requirement
Students are required to complete at least 31 units of the Doctoral degree in Acupuncture and Oriental Medicine at UEWM to receive a Doctor’s degree from the UEWM. Regardless of the student’s transfer units, student must complete the following courses at UEWM:

1. OMD104 Capstone Project
2. DPR1 Research Design
3. DPR2 Research Practice
4. DCL3 Internship
5. DCL4 Externship/Private Clinical Training

Program Graduation Requirements
DAOM program students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to the University unless a regulating agency requires compliance to new rules or requirements.

To graduate from the program, a student must
- Complete all required classes with a grade of B or better and clinic coursework with Passing grade
- Maintain a GPA of at least 3.0 in all graded work
- Successfully defended graduation dissertation
- File a Notice of Candidacy for Graduation during the final term before graduation
- Clear all financial obligations, including mandatory graduation fees
- Return all library loaned materials to UEWM
- Complete Financial Aid Exit Counseling if a current or past financial aid recipient.

COURSE REQUIREMENTS
Total Hours: 1230 hours (60 units)
Major: Pain Management

1st Year Didactic Courses:
OMD101 Advanced Techniques 3 units
OMD102 Advanced Acupuncture 3 units
OMD103 Advanced Herb/Formula 3 units
OMD104 Capstone Project 3 units
*OMD105 Combined Gynecology 3 units
*OMD106 Combined Pain Management 3 units
*OMD107 Combined Oncology 3 units
*OMD108 Combined Internal Medicine 3 units

Or Major: *Family Medicine
OMD109 Specialty Tech. on Family Med. 3 units
OMD110 Biomedical Family Medicine 3 units
OMD111 Advanced TCM Orthop & Trau 3 units
OMD112 Advanced seminar 2 units
OMD113 Case Study of Family medicine 3 units

Total 24 units

2nd Year Specialty Didactic Courses:
*OMD201 Specialty Tech. on Pain Mgmt. 2 units
OMD202 Biomedical Pain Management 4 units
OMD203 Advanced TCM Pain Mgmt. 4 units
OMD204 Cast Study of Pain Management 4 units

Total 14 units

Clinical Training:
DCL1 Internship 180 hours
DCL2 Supervising Skills 60 hours
DCL3 Externship/Clinical Training 180 hours
DCL4 Teaching Skills 60 hours

Total 480 hours

Dissertation Design & Practice:
DPR1 Research Design 60 hours
DRP2 Research Practice 120 hours

Total 180 hours

3rd Year Specialty Practice (Optional):
DCL5 Externship in China 240 hours

Total 240 hours

Course Description

General Courses

OMD101 Advanced Techniques (3.0 units)
This course is designed to expose students to emphases on interpretation of diagnosis techniques toward selection of treatment. Students will have the opportunity to generate advanced diagnosis techniques into their routine diagnosis to correlate with various conditions or diseases presented. Prerequisite: Basic knowledge in Physical Exam and Lab Diagnosis

OMD102 Advanced Acupuncture (3.0 units)
This course deepens the doctoral students’ acupuncture skills and knowledge, focusing on the advanced topics in advanced acupuncture theory, practice and research. Students will have a cherished opportunity to modify their skills related with different advanced skills under the guide of the famous TCM acupuncturists, which not only broaden their experience, but also provide them high-level skills when they meet uncommon cases. Prerequisite: Basic knowledge in Acupuncture

OMD103 Advanced Herb/Formula (3.0 units)
This course deepens the doctoral students’ skills and knowledge in TCM herbal medicine, focusing on the advanced topics in advanced herbal medicine theory, practice and research. The topics cover the complex disorders often faced by TCM practitioner in the area of OB/GYN, PAIN MANAGEMENT, DERMATOLOGY, and ONCOLOGY. The current research development in the TCM herbal medicine and related areas will be concentrated. Prerequisite: herbology & herbal formulas
OMD104 Capstone Project (3.0 units)
This course presents clinical research methodology, design and biostatistics along with problem-solving methodologies to expand clinical reasoning and research abilities. This course enables doctoral student to validate their individual clinical conclusions, as well as the general principles of Chinese Medicine, and to complete a clinical capstone project plan worthy of a doctoral graduate. The research plan should be related to the specialty area. Prerequisite: none

OMD105 Combined Gynecology (3.0 units)
This course provides knowledge on the subject of gynecological pathology, integrating Chinese medicine and biomedicine. The emphasis of this course is on developing the cognitive skills to integrate biomedicine and Chinese medicine concepts in regards to the etiology, pathogenesis, and prognosis for women’s health and disorders. The student will develop the ability to analyze a given medical condition from both perspectives. Special attention will be paid to the identification of strengths and weaknesses of each perspective in clinical practice. Prerequisite: TCM OB/GYN

OMD106 Combined Pain Management (3.0 units)
This course provides knowledge on the subject of pathology of Pain Syndromes, integrating Chinese medicine and biomedicine. The emphasis of this course is on developing the cognitive skills to integrate biomedicine and Chinese medicine concepts in regards to the etiology, pathogenesis, and prognosis for Pain Syndromes. The student will develop the ability to analyze a given medical condition from both perspectives. Special attention will be paid to the identification of strengths and weaknesses of each perspective in clinical practice. Prerequisite: TCM differential diagnosis, acupuncture

OMD107 Combined Oncology (3.0 units)
This course provides knowledge on the subject of pathology of Oncology, integrating Chinese medicine and biomedicine. The emphasis of this course is on developing the cognitive skills to integrate biomedicine and Chinese medicine concepts in regards to the etiology, pathogenesis, and prognosis for Tumors. The student will develop the ability to analyze a given medical condition from both perspectives. Special attention will be paid to the identification of strengths and weaknesses of each perspective in clinical practice. Prerequisite: TCM internal medicine

OMD108 Combined Internal Medicine (3.0 units)
This course is designed to provide knowledge on the subject of internal diseases’ pathology, integrating Chinese medicine and biomedicine. The emphasis of this course is on developing the cognitive skills to integrate biomedicine and Chinese medicine concepts in regards to the etiology, pathogenesis, and prognosis for various internal diseases. The student will develop the ability to analyze a given medical condition from both perspectives. Special attention will be paid to the identification of strengths and weaknesses of each perspective in clinical practice. Prerequisite: TCM internal medicine

OMD109 Biomedical family medicine (3 Units)
This comprehensive course spans a variety of critical topics in clinical family medicine, such as pain management, nutrition, internal medicine, gynecology, immunology, neurology, orthopedics, et al. The goal of this course is to help doctoral students to predict the condition of cases in family medicine, and to gain the ability to effectively communicate and interact with biomedical practitioners of Eastern and Western medicine in family medicine. The doctoral students will build a strong foundation to further integrate the biomedicine and TCM in this specialty.

OMD110 Combined TCM orthopedics and traumatology (3 Units)
This course is designed to expose students with experience background to combine various TCM therapies and manipulations to help recovery of difficult cases when patients injured their soft tissue bones, muscles, tendons, joints. Students will create effective series of therapies when they choose and evaluate therapies and manipulations showing in the lectures and workshops of noted TCM specialists in the areas.

OMD111 Advanced application of TCM (3 Units)
This course is designed to expose students with advanced assessment, diagnosis, and invention in the area of TCM. The content includes various topics like application of classical formula based on advanced assessment and diagnosis, or upgrading diagnosis by TCM inspection, or TCM beauty and life nurturing, or TCM prevention and prediction of diseases, et al.

OMD112 Advanced Seminars (2 Units)
This course is intent to invite some top specialists to present a series of lectures. Their outstanding skills and profound background would broaden students’ view by discussing refractory diseases cases, and relate knowledge from more practical ways, and generalize different clinical applications of formulas. Students will generalize the features of refractory diseases, and substitute high-level new therapy for their routine treatment.

OMD 113 Case study of family medicine (3 Units)
This course develops the thoughts and skills to diagnose, assess the range and degree of disorder or dysfunction according to biomedical and TCM approaches, make an appropriate treatment plan and apply an optimal combination of therapies in various cases.
such as pain management, internal medicine et al. This course will follow the Problem-Based Learning method by analyzing and discussing various cases, so the students will be motivated and completely involved.

**Specialty Courses**

**OMD211 Specialty Techniques in Pain Management (2.0 units)**
This course enhances and extends the competencies in examination, assessment and evaluation techniques in the field of pain, including neurologic examinations, specialized examination techniques on the spine and extremities, and application of the assessment instruments on pain evaluation, and explores the knowledge of laboratory tests and studies related to pain assessments. Prerequisite: physical exam & lab diagnosis

**OMD212 Biomedical Pain Management (4.0 units)**
This comprehensive course deepens the student’s knowledge on the mechanism of pain and its management from a biomedical perspective, including the functional neuroanatomy and neurological basis of pain, and the management methods, modern research development on pain management. This course will facilitate the ability to communicate with other health professionals in the specialty regarding medical condition and procedures. Prerequisite: Human Anatomy, pathology & pathophysiology

**OMD213 Advanced TCM Pain Management (4.0 units)**
This course improves the knowledge and skills in pain management from a TCM perspective. There are 3 topic sections: The theory of pain management from TCM classics, the thoughts and methods of TCM therapies for various common and complex pain conditions in different parts of the body, and the contemporary application, development and research on TCM treatment for pain management. Prerequisite: TCM differential diagnosis, Acupuncture; OMD106

**OMD214 Case Study of Pain Management (4.0 units)**
This course develops the thoughts and skills to diagnose, assess the range and degree of disorder or dysfunction according to biomedical and TCM approaches, make an appropriate treatment plan and apply an optimal combination of therapies in pain management with integrative therapies, design a research plan according to clinical findings, analyze and apply the research results on clinical practice. This course will follow the Problem-Based Learning method by analyzing and discussing various cases, so the students will be motivated and completely involved. After completion of this course, the doctoral students are expected to apply optimally integrative therapies, better understand the mechanism of the clinical effect in their application of therapies, and become a lifelong learner through establishment of scientific thoughts and learning methods. The doctoral students are encouraged to bring related cases from their clinical experiences for discussion. Prerequisite: OMD106

**Clinical Training**

**DCL1 Internship (6.0-8.0 units)**
The doctoral students work in shifts as members of treatment teams led by their instructors or experts. The doctoral students in the team should collaborate together to give advance assessment and diagnosis of patients under the guide of experts. The team focuses on the patients with the problem related to the specialty, as well as the domain the students’ research plans involved. The guidance team includes two qualified faculty. The guidance team is in charge of the quality of specialty training, and management of each team would be evaluated. The doctoral students are required to complete at least 40 case reports during the 180-hour internship training in the UEWM doctoral specialty clinic. Prerequisite: Active California Acupuncture License

**DCL2 Supervising Skills (2.0 units)**
The Intern-Supervisor experience presents training in the knowledge and skills required to become a Clinical Supervisor for low-level TCM students. Students will be assigned as Intern-Supervisor, and supervise clinical shifts under the guidance of a clinical officer and other experienced clinical supervisors. They have the same responsibilities as a clinical supervisor listed in UEWM Teaching Clinic Handbook, and skills of consultation would be evaluated. This course’s goal is to train the doctoral students to be a superb clinical supervisor and to teach various subjects, and become the leaders within our profession. Intern-Supervisors will learn and follow all policies listed in the Teaching Clinic Handbook. Prerequisite: Active California Acupuncture License

**DCL3 Externship/Private Clinical Training (6.0-8.0 units)**
This training is completed in a tutor’s clinic. UEWM reviews and signs an agreement with an appointed tutor to set up the tutor’s private clinic as an externship clinic where the doctoral students may see more patients with the problem related to the area, which s/he plans to research. Candidates also may go to other modality clinics such as Chiropractic, Physical Therapist, Medical centers etc. with a sound agreement. Doctoral students are encouraged to work as volunteers in the community hospital for homeless or low-income patients.

In order to control the externship training, the guidance team will review the collaboration reports delivered by doctoral students. The agreement with signatures of doctoral students and the assigned tutor should be documented. The doctoral students should deliver collaboration reports during the 180-hour externship training. If the research project is continued in this period, it may be extended to 240 hours. Prerequisite: Active California Acupuncture License
DCL4 Teaching Skills (2.0 units)
The Teaching Assistant experience presents training in the knowledge and skills necessary for transferring knowledge to others. Doctoral students will be assigned as TA for one trimester, under the direction and supervision of their assigned instructor. This course’s goal is to train the doctoral students to be a superb didactic instructor and to become the leaders within our profession. Prerequisite: Follow all policies listed in Faculty Handbook

DCL5 Externship in China (8.0 units) (Optional)
UEWM offers doctoral students a great optional opportunity to study in China for direct experience in the manner in which ancient Oriental philosophies are implemented in modern Chinese hospitals. UEWM will sign individual agreements with hospitals or Universities, such as Liaoning university of Traditional Chinese medicine. During this time, the specialty of a hospital or a university with agreements should be the major observing areas. Students would be separated into several groups when they visit different department, such as gynecology department, dermatology department, pediatrics department, acupuncture & neurology department, et al.

During the China Externship, time is set aside each week for a series of lectures given by senior Chinese faculty (if the faculty can not speak fluent English, concurrent translation will be provided along with the faculty member if needed). The instructors will be assigned during the practice in China. Areas of Clinical specialization and related advanced clinical skills, such as eye-acupuncture, fujiu (21 hottest and 27 coldest days) herbal plaster therapy, treatment of infant cerebral palsy, TCM mini iron, holism treatment of five combinations to treat lumbar disc herniation in the affiliated hospital of Liaoning university of Traditional Chinese Medicine, will be emphasized throughout. There are three highlights of this training: one is the exposure to the Chinese culture, and the second is to provide opportunities for students to engage in collaborative interactions with other medical providers, and the third is to meet various in-patients to broaden clinical experiences in the areas of advanced clinical assessment, diagnosis, and intervention. Prerequisite: Clinical experience

Research Practice
DRP1 Research Design (2.0 units)
The doctoral students will be trained to demonstrate an integration of the knowledge and skills required in the core curriculum by designing clinical research plans from clinical experience, observations of patients, and teaching or published literature. The instructor and faculty in the DAOM will review, judge and rate the quality of research protocol when the students finish Research Design. The proposed comments will help the students to make their research plans more feasible and practical. The doctoral students must strictly follow the ethical standards and scientific rules. Prerequisite: none

DPR2 Research Practice (4.0 units)
This practical training offers doctoral students the opportunity to apply their critical-thinking skills and problem-solving methodology in the research practice. The length of the research practice can be adjusted depending on different type of study, efficacy of data collection and management. The research practice may be carried out during the Interns or Externs periods. The research projects may including theoretical analyses; surveys, analyses of archival data; outcomes research; systematic, qualitative investigations; public policy issues; case studies; evaluative research; interpretive translation research; educational research-professional and patient. A time limit of one calendar year from the date of the presentation has been set for the completion of corrections to the project. Prerequisite: DRP1, Clinical experience.

Board of Regents & Owner
Our Board of Regents governs University of East-West Medicine. Board members consist of UEWM leaders, Scholars and Community leaders.

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Jing Qin
David Sun, CPA
David Yao, Attorney at Law
Rong Zhang, PhD.
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Librarian, Sophia Wang
Registrar, Shuang Zhang
Finance Assistant, Li Xiao
Clinic Manager, William Hong
HR Manager, Angela Chao

Faculty

Faculty Names and Qualifications:
The quality of education at any institution depends on the dedication, working knowledge, experience and teaching ability of its faculty. The University of East-West Medicine carefully selects its faculty from the many experienced instructors. Our faculty members are genuinely dedicated to assisting students and imparting their knowledge and skills. They are hired for the extensive experience, knowledge of the profession, the degrees they hold such as bachelors, masters, doctorates and the licenses they hold to practice their profession.

Doctorate of Acupuncture and Oriental Medicine

Dong Ji
Dave Liu
Frank Yurasek
Darren Starwynn

Master of Science Traditional Chinese Medicine

Yimming Chan
Sung Wook Hong
Kim-Yo Hsieh
Shuli Li
Bao Gui Qin
Guo Zhi Wan
Chi-Hsiu Weng
Tianyun Wu
Li Zhang
Portia Zheng
Daniel Choe
Shin Hee Van Lien

Certificate in Traditional Chinese Medicine Tuina Massage

Wenru Sun
Sen Wang

Master of Science Tai Chi

Chi-Hsiu Weng

This Catalog outlines curriculum requirements, faculty information, course descriptions and policies as per the effective date of issuance. The materials presented here constitute the rules and regulations of the University, and are intended to be accurate, complete, and binding. However, the University reserves the right to update or change any or all of these regulations to meet with any and all of the above accreditation subjects and the University’s changing conditions. In such event, written notice will be given, and such notice will form an addendum to the Catalog. All information in this University Catalog is current and correct and is so certified as true by the President of this institution at the time of publication.