



# 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: [admissions@uewm.edu](mailto:admissions@uewm.edu)

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

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# Chapter One – Mission Statement and Competencies

## Welcome to University of East-West Medicine

### A Message from the President

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 offer the Master of Science in Traditional Chinese Medicine, which prepares you for the California Acupuncture Board License. Our passing rate is one of the highest among all the colleges that qualify for the examination. Our Master of Science in Traditional Chinese Medicine is offered in English and Mandarin. We are planning the TCM Tuina Massage certification, which qualifies you for the state and local massage licenses in California. We offer the only Master of Science Degree in Tai Chi in the United States that is part of an academic program, and we offer the Certificate of Tai Chi (18 graduate units) that can be used to teach at the college level. We are approved by our accreditor and licensed by the State to offer a Doctor of Acupuncture and Oriental Medicine (DAOM) in English and Mandarin.

Increasingly more people in the US have become aware of the benefits of Traditional Chinese Medicine and prefer Chinese Medicine as their main healthcare source. Our programs apply treasures from 23 centuries of practice in 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 become an honorable well respected, highly in-demand healthcare practitioner.

Our campus is housed in a beautiful, modern building in the heart of Silicon Valley, right off highway 101 and Lawrence Expressway. The University also includes a highly regarded medical center for students interns and outstanding doctors in traditional doctors to treat patients. The campus includes a student lounge, study areas in our spacious library, free parking, easy access, and spacious classrooms.

Come join us in the famous Silicon Valley where the college experience is enhanced by the presence of one of the most highly educated communities in the world. Come talk to us, and you will expand the possibilities for your future. We look forward to serving you.



President  
University of East-West Medicine

### 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 many cultures including Oriental medicine. 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.

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 among all the complementary medicine modalities. When medical practitioners refer patients to a complementary or integrative medicine provider, acupuncture is the first choice.

### Most-funded complementary medicine research by NIH

A 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**

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**

With the discoveries that serotonin and endorphins are the two main neurochemical substances mediating the acupuncture analgesic effect; that low-frequency electro-acupuncture activates the release of B-endorphin and met-enkephalin in the central nervous system; and that high-frequency electro-acupuncture accelerates the release of dynorphin 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 like 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.

# Mission Statement and Competencies

## The University Mission Statement

The mission of the University of East-West Medicine is to prepare qualified graduates of certificate and degree programs in complementary health and eastern medicine fields, enabling graduates to advance their knowledge and to enter or enhance their career choices in positions that will augment traditional American health care services by providing options for the wellbeing of clients or patients.

## University Graduate Core Competencies

The Institutional Core Competency statements are a commitment to the students and the public that the faculty and staff will work with students so that their certificate or degree from the University of East-West Medicine will represent knowledge, skills, and attitudes reflected in the core competency areas. The Core competencies are outcomes that, when fulfilled, will lead to the realization of the institution's mission.

### Demonstrate Subject-Matter Expertise

Students will demonstrate acquisition of knowledge and skills in their chosen field of study, appropriate to their degree or certificate, at a level that prepares them to enter employment or enhances their professional knowledge, skills, and abilities. Measurement: Employment data

### Think Critically

Students will analyze and solve problems, evaluate ideas and methods, estimate and predict outcomes based on underlying principles relative to a field of study; and at advanced degree levels, students will interpret scientific studies, verify the reasonableness of conclusions, explore alternatives, acknowledge differing perspectives, and adapt ideas and methods to new situations. Measurement: Successful completion of courses and/or clinic with case studies and problem-solving exercises.

### Communicate Effectively

Students will express themselves clearly and thoughtfully in discussion with clients or patients, colleagues, and other health professionals. Measurement: Successful completion of courses and clinic.

### Practice Life-Long Learning

Students will demonstrate an appreciation for life-long learning by identifying and availing themselves of resources and opportunities for employment or professional enhancement. Measurement: Self reports from students; attendance at UEWM events; continuing to DAOM program

### Express Global Awareness

Students will recognize they are members of a local and global community. They will respect and adapt to social, linguistic, and cultural diversity of colleagues, patients or clients. Measurement: successful completion of clinic and adaptation to UEWM environment

### Behave Responsibly and Ethically

Students will choose behaviors and make decisions in a manner that reflects their appreciation and understanding of their legal and ethical responsibilities in a professional environment. Measurement: successful completion of clinic.

## History of the University

UEWM founder, Dr. Yingqiu 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. Yingqiu 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 licensed 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 licensed by BPPE and approved 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 BPPE and ACAOM licensed 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 licensed 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 of East-West Medicine is a private for-profit institution of higher education and is licensed by BPPE.

## **Accreditation and Authorization**

### **Accreditation Commission of Acupuncture and Oriental Medicine**

ACAOM is recognized as an approved accreditor by the US Secretary of Education.

The Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM) extended the University of East West Medicine Master of Acupuncture Oriental Medicine (M.Om.) programs continuing accreditation for a period of one (1) year, effective 11 August 2018 and placed the institution on Probation. A Probation Sanction was issued for failing to meet one or more of ACAOM 's Eligibility Requirements and/or Standards and Criteria for Accreditation. Probation is notice to the program/institution that, if it does not substantially correct the deficiencies noted by the Commission by the end of the probationary period, pre-accreditation or accreditation status will be withdrawn. At that time, the Commission will consider the institution 's progress report and take appropriate action consistent with the Commission Actions Policy. Accreditation status and notes may be viewed at ACAOM Directory. Effective 11 August 2018, extended UEWM and its DAOM program in English and Chinese, continuing accreditation under applicable ACAOM Standards for a period of one (1) year.

Rescinded the Show Cause finding and placed the institution on Probation until August 2019.

ACAOM is the recognized accrediting agency for programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at 8941 Aztec Drive, Eden Prairie, Minnesota 55347; phone 952/212-2434; fax 952/657-7068. Website: [www.acaom.org](http://www.acaom.org)

### **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 licensed UEWM 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 certificate, TCM Tuina Massage Therapy Professional certificate, and TCM Tuina Massage Therapy Specialist certificate to August 2018. UEWM has an approved program called Bachelor of Science in Holistic Health but it is not being offered at this time. UEWM also licensed 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 ensure

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 Unsubsidized and PLUS Loans under Title 4 of the HEA to eligible students for the MSTCM and DAOM programs only. Federal Student aid is only available to students who are qualified.

### **Academic Calendar**

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

Academic Terms 2019– 2020

Spring 2019 Start January 7, 2019  
End April 21, 2019  
Summer 2019 Start May 6, 2019  
End August 18, 2019  
Fall 2019 Start September 9, 2019  
End December 22, 2019  
Spring 2020 Start January 6, 2020  
End April 19, 2020  
Summer 2020 Start May 4, 2020  
End August 16, 2020  
Fall 2020 Start September 7, 2020  
End December 20, 2020

### **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.

### **Classrooms**

Classrooms are facilitated with a LAN and Wireless network. The classrooms can be equipped with a 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 activity-based classes, such as Tai Chi and Qigong

### **Lunch & Recreation Room**

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.

### **Clinic**

A 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 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. The clinic has 18 treatment rooms. There are student and supervisor discussion rooms for focused medical exchanges to develop a diagnosis or specialized treatments for the patients.

### **Herbal Dispensary**

The herbal dispensary stocks about 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, reference services, information resource instruction, library development and management. In addition, the library provides services by email to assist students 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. 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. The library contains hard copies of reading materials and textbooks in English, Chinese and Korean concerning the disciplines of Acupuncture, Herbology and Traditional Chinese Medicine as well as Western Medicine and associated health care fields. A collection of periodicals, professional journals, magazines, and software are also located in the library, as well as new book arrivals. Most of the library's resources, however, are available in online databases, accessible on campus and at home through a password that is distributed by the library staff to students.

### **Two Local Public Libraries and the San Jose State University Library.**

Local students can use the Sunnyvale Public Library and the San Jose Public Library (Dr. Martin Luther King, Jr. Library), which includes the San Jose State University Library.

Online Full Text Journals, Books and other Resources are available at the UEWM Library (note: some of these sources and databases are subject to change—check with the librarian) Students may get login and passwords from librarian to access databases from home.

### **Alternative Health Watch**

This resource provides the latest information and materials for the evolving practice of holistic medicine and therapies, with in-depth coverage across the full spectrum of subject areas covered by complementary and alternative medicine. It focuses on the many perspectives of complementary, holistic and integrated approaches to health care and wellness. It offers libraries full-text articles for more than 200 international, and often peer-reviewed, journals and reports. Alt HealthWatch contains hundreds of pamphlets, booklets, special reports, original research and book excerpts. Full-text titles include American Journal of Chinese Medicine, American Journal of Homeopathic Medicine, California Journal of Oriental Medicine, European Journal of Clinical Hypnosis, Journal of Alternative & Complementary Medicine, Journal of Asian Natural Products Research, Journal of the Australian Traditional- Medicine Society, Journal of the Canadian Chiropractic Association and many others.

### **American Family Physician**

The bulk of the online archives for American Family Physician (AFP) and Family Practice Management (FPM) are open to all.

Online access to content in new issues is restricted to AAFP members and paid subscribers. Free full text is available for selected items. All content of each issue is made freely available about one year after publication.

### **American Journal of Chinese Medicine**

The American Journal of Chinese Medicine, which is defined in its broadest sense possible, publishes original articles and essays relating to traditional or ethnomedicine of all cultures. Areas of particular interest include: basic scientific and clinical research in indigenous medical techniques, therapeutic procedures, medicinal plants, and traditional medical theories and concepts; multidisciplinary study of medical practice and health care, especially from historical, cultural, public health, and socioeconomic perspectives; international policy implications of comparative studies of medicine in all cultures, including such issues as health in developing countries, affordability and transferability of health-care techniques and concepts; translating scholarly ancient texts, or modern publications on ethnomedicine.

### **BioMed Central -- Open Access Publisher**

Articles published by BioMed Central are accessible online immediately upon publication. It includes but not limited to over 130 peer reviewed journals ranging from AID to Virology.

### **Breast Cancer Searchable Information Center**

The selection features a range of authoritative fact sheets, posters, and other materials from a number of government agencies including the National Cancer Institute, National Breast Cancer Coalition Fund, Centers for Disease Control and Prevention (U.S.), Agency for Healthcare Research and Quality, U.S. Preventive Services Task Force, United States Food and Drug Administration, Office of Women's Health, and other authoritative sources.

## **CAOD China/Asia on Demand**

CAOD China/Asia on Demand provides 1500 journals and updates them weekly. It is accessible on campus only for three packages: Health/Medicine/Biology, Medline Collection, and Traditional Chinese Medicine. It allows students to receive articles via email, download, or print out. The database offers customized information platforms, digital resources collections, translation, and information retrieval services from China as well as other parts of Asia.

## **Free Medical Journal – Promoting free access**

Links to medical journals that provide free full text access. The access to free scientific knowledge will have a major impact on medical practice and attract Internet visitors to these journals.

## **MedlinePlus**

Was founded in 1998 provide free consumer health information for patients, families, and health care providers on-line. The site contains information from the United States National Library of Medicine, the National Institutes of Health (NIH), other U.S. government agencies, and health-related organizations. The U.S. National Library of Medicine produces and maintains the site.

## **MedlinePlus East-to-read**

Uses simple languages with clear health information from various reading levels, from 3rd grade level up to high school level, being published by many organizations for all kinds of health issues.

## **PubMed Central**

PubMed Central (PMC) is a digital archive of life sciences journal literature that includes more than two million articles, includes final, peer-reviewed author manuscripts by scientists and others who receive research funding from NIH and other funding agencies. For information on submission for NIH-funded manuscripts, please visit the NIH Manuscript Submission System homepage. PMC provides free access to articles from journals that deposit their content in the archive. Although the articles are free, they are still protected by copyright. (See PMC Copyright Information for more information.)

PMC is not a publisher and does not publish journal articles itself. (Find out how journal publishers can participate in PMC). PMC is managed by the National Center for Biotechnology Information (NCBI) at the U.S. National Library of Medicine (NLM).

## **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 (On Hold)**
- **Master of Science in Traditional Chinese Medicine Program**
- **Master of Tai Chi Program & Certificate Program**
- **Doctor of Acupuncture and Oriental Medicine Program**

## Open House

Open Houses are held several times 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 about Open House dates, please contact the Admissions Office.

## Pre-Application Recommendations

Before you decide which TCM institution to attend, we encourage you to visit the UEWM. 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

Note: Please review the desired program section of the Catalog for complete admission requirements.

The University of East-West Medicine is an equal opportunity university. Any applicant who meets the admissions criteria is given an opportunity to study.

## English Language Requirements

### THE ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS FOR STUDENTS MATRICULATING IN MASTER'S LEVEL AND POSTGRADUATE DOCTORAL [DAOM] PROGRAMS EFFECTIVE JANUARY 1, 2019:

English language competency must be required of all students seeking admission to the program. This may be demonstrated by one of the following means:

- (a) The student must have completed a two-year (60 semester credits or 90 quarter credits) baccalaureate or graduate level, English-based education in an institution accredited by an agency recognized by the U.S. Secretary of Education. English must have been the language of instruction and the language of the curriculum used;
- (b) For programs taught in English, the student must score a total score of at least 61 on the Test of English as a Foreign Language, Internet-Based Test (TOEFL® iBT) including a minimum speaking exam score of 26 and a minimum listening exam score of 22, or an overall band score of level 6 on the International English Language Testing System (IELTS) exam;
- (c) For programs taught in Chinese or Korean, the student must score a total score of at least 45 on the Test of English as a Foreign Language, Internet-Based Test (TOEFL® iBT) including a minimum speaking exam score of 18 and a minimum listening exam score of 15, or an overall band score of level 5 on the International English Language Testing System (IELTS) exam.

**NOTE:** Official transcripts are required for any units applied to UEWM as required for admissions, or any college units transferred from another college.

## TOEFL requirements changing in 2019 and again in 2020.

### TOFEL Amendment to ACAOM Standards English Language Competency

FOLLOWING ARE THE *ENGLISH LANGUAGE PROFICIENCY* REQUIREMENTS FOR STUDENTS MATRICULATING INFOLLOWING ARE THE *ENGLISH LANGUAGE PROFICIENCY* REQUIREMENTS FOR STUDENTS MATRICULATING IN **MASTER'S LEVEL, POSTGRADUATE DOCTORAL [DAOM], AND PROFESSIONAL DOCTORATE [PD] PROGRAMS** ON OR AFTER JANUARY 1, 2020.

English language competency must be demonstrated by all students seeking admission to the program. The program must confirm required oral and written English competency via one of the following:

- 1) Test of English as a Foreign Language, Internet-Based Test (TOEFL® iBT)  
Acceptable scores: TOEFL iBT total score – 80 and TOEFL iBT speaking score – 26; or
- 2) International English Language Testing System (IELTS)  
Acceptable scores: IELTS overall band score 6.5 (Academic Format) and IELTS spoken band score – 8.0;
- 3) The student must have completed a two-year (60 semester credits or 90 quarter credits) baccalaureate or graduate level, English-based education in an institution accredited by an agency recognized by the U.S. Secretary of Education. English must have been the language of instruction and the language of the curriculum used.

Key points:

- Acceptable scores are identical across all ACAOM graduate-level degree programs, and are consistent with comparable health professions under the Federal Student and Exchange Visitor Program (SEVP)

#### Admission Requirements

All applicants are required to submit the following for admission before the deadline:

1. Complete an Application Form;
2. Submit a one-time, non-refundable application fee;
3. Official transcripts from prior colleges or a High School Diploma or GED for Certificate Programs. This must be done prior to the end of the first semester of enrollment.

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: admissions@uewm.edu

#### TCM Tuina Massage Therapy Certificate Programs (On Hold for Massage Therapy Council Approval)

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 and have an earned US High School diploma or the equivalent. Prospective students are encouraged to first visit the school, interview with Admissions to discuss their goals before acceptance into the TCM Tuina Massage Therapy Program and review the School Performance Fact Sheet and catalog.

All applicants are required to submit the following for Admissions:

- Complete an Application Form;
- A one-time \$60, non-refundable application fee;
- A completed, signed Enrollment Agreement
- An Official US High School Diploma or equivalent
- Copy of Green Card or US Passport or Work Authorization Card & Driver License

#### 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 by the U.S. Secretary of Education or the equivalent at a foreign university in order to qualify for admission to Master of Science in Traditional Chinese Medicine degree program. Or if applicants have a bachelor's degree or higher from

a recognized US institution or the equivalent, then they will have met the unit requirements for admissions. A medical background is not necessary for admission but is helpful. All applicants are encouraged to read the School Performance Fact Sheet, and catalog prior to signing the enrollment agreement. All applicants must have a prior Cumulative Grade Point Average (CGPA) of 2.0 minimum to enroll.

All documents are required to be in English and submitted at the time of admission, except for the Official Transcript. Applicants are required to submit the following for admission:

- Online Application Form
- Non-refundable Application Fee: Resident \$60/ International Student \$100
- Official Transcript(s) (In your native language and, or English) (Foreign transcripts need to be evaluated no later than the end of the first semester)
- Copy of a Proof of Residency (e.g. Passport, Permanent Resident Card etc.)
- Two Passport-size Photos
- Current Resume
- Two Letters of Recommendation
- 500 Word Statement of Purpose to study TCM
- Bank Statement indicating minimum balance of \$15,000 -International Student Only
- Financial Support Certificate (Form provided, or Notarized Form I-134)-International Student Only
- Signed Student Enrollment Agreement
- Official TOEFL score (See THE ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS) \*\* (UEWM Inst. Code: 0256)

\* Official transcripts must be submitted with the original envelopes in which they were sent. Transcripts from colleges/universities outside of the U.S. must be evaluated for degree, course by course and GPA by a U.S. based official evaluation organization that is NACES Certified. A list of current NACES members is available at <http://www.naces.org/members.html>

### **Master of Tai Chi program**

Applicants must hold a bachelor's degree from an institution accredited by the U.S. Secretary of Education or at an equivalent 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 2.0 to enroll. Applicants may apply for the Tai Chi certificate program. All applicants are encouraged to read the School Performance Fact Sheet and catalog prior to signing the enrollment agreement.

All documents are required to be in English and submitted at the time of admission, except for the Official Transcript.

Applicants are required to submit the following for admission:

- Online Application Form
- Non-refundable Application Fee: \$60
- Official Transcript(s) (In your native language and, or English) (Foreign transcripts need to be evaluated) \*
- (No later than the end of the first semester)
- Copy of a Proof of Residency (e.g. Passport, Permanent Resident Card etc.)
- Two Passport-size Photos
- Current Resume
- Two Letters of Recommendation
- Signed Student Enrollment Agreement
- Official TOEFL score (See THE ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS) \*\* (UEWM Inst. Code: 0256)

\* Official transcripts must be submitted with the original envelopes in which they were sent. Transcripts from colleges/universities outside of the U.S. must be evaluated for degree, course by course and GPA by a U.S. based official evaluation organization that is NACES Certified. A list of current NACES members is available at <http://www.naces.org/members.html>

### **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. All applicants are encouraged to read the School Performance Fact Sheet and catalog prior to signing the enrollment agreement.

All documents are required to be in English and submitted at the time of admission, except for the Official Transcript.

Applicants are required to submit the following for admission:

- Online Application Form
- Non-refundable Application Fee: \$60

- An official educational transcript of the master's degree or Master level program in acupuncture or oriental medicine from an ACAOM accredited institution or its equivalent. Consult your admissions officer if you are unsure of which transcript to submit. (Foreign transcripts need to be evaluated no later than the end of the first semester)
- Copy of a Proof of Residency (e.g. Passport, Permanent Resident Card etc.)
- Two Passport-size Photos
- A Resume that includes educational background, professional and work experience, research, publications and any information of significance.
- Two Letters of Recommendation
- A statement of purpose explaining your desire to undertake graduate studies at this point in your life.
- Signed Student Enrollment Agreement
- Official TOEFL score (See THE ENGLISH LANGUAGE PROFICIENCY REQUIREMENTS) \*\* (UEWM Inst. Code: 0256)

\* Official transcripts must be submitted with the original envelopes in which they were sent. Transcripts from colleges/universities outside of the U.S. must be evaluated for degree, course by course and GPA by a U.S. based official evaluation organization that is NACES Certified. A list of current NACES members is available at <http://www.naces.org/members.html>

### **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:

Applicants who have graduated with a professional degree 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 semester of enrollment. This maybe especially true for those students that graduated from schools in states that only studied acupuncture.

The following are required for admission as a Special student. Each of these must be completed before the end of the first semester of enrollment.

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 acknowledged at the time of enrollment and must be completed within the first semester of attendance.

### **International Students (I-20)**

*UEWM is currently authorized under Federal law to enroll non-immigrant alien students for the MSTCM program only.*

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. Please contact UEWM admissions office for further information regarding formal evaluation of foreign transcripts by an

accepted agency.

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. Items 1-4 are due at the point of admissions.
6. 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 in English, comprising 60 semester units (90 quarter units), at an institution of higher learning accredited by the U.S. Secretary of Education. Students who have earned this degree from an institution where the language of instruction is English, (e.g. Canada, United Kingdom, and India) are exempt from submitting a TOEFL score. Students who earned a bachelor or higher degree taught in the English language do not need any other proof of English proficiency.
7. English language competency may be demonstrated by providing an official score report from the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exam:
  - (a) The student must have completed a two-year (60 semester credits or 90 quarter credits) baccalaureate or graduate level, English-based education in an institution accredited by an agency recognized by the U.S. Secretary of Education. English must have been the language of instruction and the language of the curriculum used;
  - (b) For programs taught in English, the student must score a total score of at least 61 on the Test of English as a Foreign Language, Internet-Based Test (TOEFL® iBT) including a minimum speaking exam score of 26 and a minimum listening exam score of 22, or an overall band score of level 6 on the International English Language Testing System (IELTS) exam;
  - (b) For programs taught in Chinese or Korean, the student must score a total score of at least 45 on the Test of English as a Foreign Language, Internet-Based Test (TOEFL® iBT) including a minimum speaking exam score of 18 and a minimum listening exam score of 15, or an overall band score of level 5 on the International English Language Testing System (IELTS) exam.
8. 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 decided to accept the applicant as an UEWM student.

Questions regarding visa status, accommodations, etc., should be directed to the Admissions Office. Also, please review the Student Handbook on the University website.

### **Admission-Readmission/Postponed**

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 then current catalog.

### **Health Insurance**

A health-insurance plan is mandatory for all international students. Proof of insurance must be provided each term by the students.

### **Admissions Exceptions**

In a unique case beyond the uniform minimum requirements for admission, the department may choose any criteria that is



appropriate as a basis for its evaluation. This includes but is not limited to undergraduate and graduate grade point averages, professional experience, test scores, letters of recommendations, and evidence of past achievements. Admissions exceptions recommended by the departments are submitted to Exceptions Committee for final decision. Exception Committee will be called with program dean, faculties and academic leadership. Minutes should be kept into student file for the record.

### **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 to supply an official transcript 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.

### **Transferability of Credits**

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

"The transferability of credits you earn at (name of institution) is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the (degree, diploma, or certificate) you earn in (name of educational program) is also at the complete discretion of the institution to which you may seek to transfer. If the (credits or degree, diploma, or certificate) that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all 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 (name of institution) to determine if your (credits or degree, diploma or certificate) will transfer."

### **Transfer Agreements**

The University has no transfer agreements with other US colleges. Other TCM accredited and unaccredited colleges do regularly accept UEWM credits. As stated in the paragraph above, students need to check any college you might transfer to and inquire if they will accept UEWM credits if planning to transfer.

### **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. Students must indicate on a copy of a transcript which courses they want to transfer must be acknowledged at the time of Admissions and complete the transfer process by the end of their first semester. Transfer credits are determined on an individual basis after admission and limited to 34 total units.

### **Transfer Credit Policy and Procedures**

Students who believe they have credits to transfer have to submit an official transcript and may also require the following: 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). Students must complete a UEWM Transfer Credit Request Form within the first semester.

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

1. **Masters Programs:** In all master's 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. "Transfer credit awarded by the program shall be no more than 30% of the credits beyond the master's level program.

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

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. After December 31, 2016 or approved by the California Acupuncture Board for Foreign institutions. Such coursework may transfer directly to the University of East-West Medicine.
2. 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.
3. The course name and credits must indicate the coursework is similar in class/contact hours to classes offered at the UEWM. UEWM registrar may request additional descriptive information.

4. 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 department and determined on a course-by-course or class-by-class basis.
5. 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.
6. 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 ACAOM accredited college or University or their US equivalent.
7. Credit for didactic TCM courses and clinical coursework completed successfully at an institution from out of State which is not approved by the California Acupuncture Board but accredited by ACAOM **may** be awarded up to 20% for the master's and 30% for the DAOM of the credit hours by the UEWM by establishing residency at UEWM and passing the UEWM Comprehensive Exam II.
8. 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. All transcripts and other documents mentioned above must be acknowledged at the time of enrollment and must be received by the Registrar prior to the end of the first semester of enrollment.

### **TCM Tuina Massage Therapy Certificate Program (On Hold for Massage Therapy Council Approval)**

1. 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. All transcripts and other documents mentioned above must be received by the Registrar prior to the end of the first semester of enrollment.

## **Chapter Three – Tuition and Fees**

**Your enrollment agreement will have all the specific and current fees listed.**

**TCM Tuina Massage Therapy Program 600 hrs. and 1,000 hrs.**

**Tuition\*:**

Each Hour of Instruction	\$6.50/hour
Tuition for 600-hr TMT Professional	\$3,900 Based on a Student Taking 24 Hours Per Week (In process of approval)
Tuina Review Class	\$750
Total Cost of tuition (600 hr. plus Review Class)	\$4650
Total Minimum Fees (from page 3)	\$85
Total Cost including Tuition,	
Minimum Fees & Review Class	\$4735

Tuition or Fees do not include materials fees for each class, uniforms, equipment or supplies. The cost of these items varies from month-to-month and program-to-program based on student choices.

**Master of Science in Traditional Chinese Medicine Degree  
Program 3 to 8 calendar years and 123 MSTCM units and 960  
hours of clinic**

**Tuition\*:**

Academic Courses (1 unit = 15 hours)

<b>\$180/unit for continuing students enrolled before May 6, 2018</b>	<b>123 Units</b>	<b>960 Clinic Hours</b>	<b>Total without Fees</b>
New Students Qualifying after May 7, 2018	\$225/unit	27,675	14,400
			42,075

*(Groups or families may qualify for a discount – see Admissions office for details)*

Clinic Courses (1 unit = 30 hours)	\$15/hour
Audit (1 unit = 15 hours)	\$100/unit
Minimum <b>**Nonrefundable Fees</b> for MSTCM:	\$1,815

Estimated Semester Cost of Tuition for a Full-Time New Student is:	
Based on a MSTCM student taking 12 units per semester	\$2,700 @\$225 (1 <sup>st</sup> year students are Not qualified for Clinic)

Total Cost of Tuition & Fees (MSTCM)	
\$42,075 + \$1,815 =	<b>\$43,890</b>

**\*\*Non-Refundable Fees / See Fee Schedule below**

**Master of Tai Chi program 1-3 calendar years total of 31 units**

**Tuition\*:**

Academic Courses (1 units =15 hours)	\$225/unit	Internship/Activity Classes	\$15/hour
Minimum Fees:			\$480
Estimated Semester Cost of Tuition for a Full-Time Student is			\$2,205.

(Based on a Master of Tai chi program student taking 9 units per semester) Total Cost of Tuition (MTC) \$6,975  
CERTIFICATE: \$4,050 (18 units)

## Doctor of Acupuncture and Oriental Medicine Program 2-4 calendar years 1260 hours, 57 semester units

Tuition		New Applicants
Currently enrolled students before May 6,2018 will pay what they currently are paying for tuition-No change		
Core Didactic classes	\$368/units (40 Units)	\$14,720.00
Clinical Internship	\$9.5/hour (210 hours)	\$1,995.00
Clinical practicum :	\$7.5/ hour (450 hours)	\$3,375.00
Fees are not included, they are additional	Total Calculated Tuition	<b>\$20,090.00</b>
	*Rounded Total Tuition:	<b>\$2,0000.00</b>

\*For New Students Starting 5-6-18

The cost for any of the programs is based on the required semesters or hours to graduate not including the additional expenses to be incurred by students for books, any health insurance, housing, food, transportation and miscellaneous personal expenses or new increased tuition or new fees. Total costs for the first semester and total costs of the program are listed above for each program.

**NOTE: 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 by the number of units.**

### The UEWM current MSTCM students' DAOM Discount

This discount is designed for current UEWM 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 the MSTCM program, then the student may apply for this discount. The discount amount of \$3,500 will be awarded toward the cost of the DAOM program to all qualified students in this category who apply.

### The UEWM MSTCM Alumni Discount

This discount 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 discount amount of \$2,500 will be awarded toward the cost of the DAOM program.

### The DAOM Discount

This discount is awarded to graduates of other accredited colleges or universities of TCM who wish to pursue their DAOM studies at UEWM. The discount amount of \$1,500 may be awarded to qualified persons who apply for the discount. All the discounts 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 discount will be cancelled/voided, and student would retroactively be charged the full tuition fee in effect now, which is \$20,000.

**Other Service Fees That Are Non-Refundable Other Fees and Expenses \*\*:**

<b>Fees as of February 1 2018</b>				
	<b>Massage</b>	<b>Tai Chi</b>	<b>MSTCM</b>	<b>DAOM</b>
Application	\$60	\$60	\$60	\$60
International Student App Fee	\$100	\$100	\$100	\$100
Registration Fee	\$25/semester	\$25/semester/3/\$75	\$25/semester/9/\$225	\$25/semester/6/\$150
Instructional Resource Fee	\$25	\$30 per semester/3/\$90	\$30 per semester/9/\$270	\$30 per semester/6/\$180
Installment Payment Fee	\$50	\$50	\$50	\$50
Graduation (For Graduate Programs, Includes ceremony and diploma)	\$0	\$250	\$250	\$250
Add/Drop Course	\$50/course	\$50/course	\$50/course	\$50/course
Transfer in Credit	\$30/course	\$30/course	\$30/course	\$30/course
Returned Check	\$20/check	\$20/check	\$20/check	\$20/check
Clinic Malpractice Insurance (MSTCM only)			\$50 per Level (Clinical Levels 2-7) \$50 per level X 6 = \$300	
Comprehensive Exams (MSTCM only)			\$200	
Retake Comprehensive Exams (MSTCM only)			\$75	
Replacement/Duplicate Diploma	\$75	\$75	\$75	\$75
Student ID Card	\$5 each	\$5 each	\$5 each	\$5 each
Replacement for Student ID	\$20	\$20	\$20	\$20
Int'l Student Transfer-Out Fee (Exclude UEWM alumni)			\$150	
International students are Required to purchase and maintain a health Insurance plan.				
Late Registration	\$50/semester	\$50/semester	\$50/semester	\$50/semester
Official Transcript	\$10/copy	\$10/copy	\$10/copy	\$10/copy
Re-enrollment after Leave approved or not but before maximum time limit for program	\$50	\$100	\$150	\$200
CA State Tuition Recovery Fund	0.00/\$1000	0.00/\$1000	0.00/\$1000	0.00/\$1000
<b>Copy of Official Transcript Sent by USPS:</b>				
Priority Domestic Mail	\$60 per copy	\$60 per copy	\$60 per copy	\$60 per copy
Priority International Mail	\$85 per copy	\$85 per copy	\$85 per copy	\$85 per copy
<b>Copy of Diploma Sent by USPS:</b>				
Priority Domestic Mail	\$60 per copy	\$60 per copy	\$60 per copy	\$60 per copy
Priority International Mail	\$85 per copy	\$85 per copy	\$85 per copy	\$85 per copy
<b>TOTAL Minimum Fees by program</b>	<b>\$85</b>	<b>\$480.00</b>	<b>\$1,815</b>	<b>\$557.40</b>

**Notice:**

\* Tuition and Fees are refundable, subject to restrictions

\*\* Non-refundable fees

**All Tuition and 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.

Textbooks are estimated at \$60-\$120 per book. For the DAOM program they can be \$120 to \$400 each.

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. 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 the University and may reenter only upon full payment of the delinquent portion of their account plus fees/fine 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.

### **Student Tuition Recovery Fund (STRF)**

"You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, 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,
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 whichever 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.

Students will receive a full refund of any course that has been canceled 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.

## Refund Chart

Date of Withdrawal	% of tuition refundable
W/D on 1st Day of Class	100%
Day two of Class or through Week One	90%
Beginning of Week Two	80%
Beginning of Week Three	70%
Beginning of Week Four	60%
Beginning of Week Five	50%
Beginning of Week Six	40%
Beginning of Week Seven	30%
Beginning of Week Eight	20%
Beginning of Week Nine	10%
Beginning of Week Ten	0%

There is no refund after the ninth week beginning with week ten or more than 60% of instruction.

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 up to the net amount dispersed from each source.

### 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](http://www.bppe.ca.gov) E-mail: [bppe@dca.ca.gov](mailto: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.). If a student obtains a loan from any financial institution to pay for an educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

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.

DAOM and MSTCM program students may be eligible to apply for the following types of Financial Aid programs: unsubsidized and PLUS. Students must maintain satisfactory academic progress in order to remain eligible for Financial Aid.. More detailed information can be found in the UEWM Consumer Information 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 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, room and board, and some miscellaneous personal expenses. 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 (FAFSA) 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.

## 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](mailto: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 based on 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 maybe listed in this catalog but the most up to date calendar is on the UEWM website. Registration for the following semester begins 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. Tuition and fees are due and payable in full at the time of registration.

Academic advising is available to the students for course selections. Registration is complete when all fees are paid. All students who wish to register must complete the Registration Form available from the Registrar's 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. **NOTE:** No more than 22 units can be taken in any semester without the program's dean's approval.
- 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.
- The maximum amount of time allowed by the accreditor for a student to finish the MSTCM program is to do so within 8 years, whether a full or part-time student. Financial aid may cover a student for 7 years maximum. For more information, please see your financial aid adviser.
- The maximum amount of time allowed by the accreditor for a student to finish the DAOM program is to do so within 4 years, whether a full or part-time student. Financial aid for the DAOM program may cover a student for three semesters.



For more information, please see our financial aid Director.

MSTCM International students 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 12 units per semester are considered part-time students.
- Doctor of Acupuncture and Oriental Medicine students taking less than 9 units per semester are considered part-time students.
- Master of Tai chi program students taking less than 9 units per semester are considered part-time students.
- TCM Tuina Massage Certificates Programs students taking less than 16 hours of study weekly per semester are considered part-time students.
- The maximum amount of time allowed by the accreditor for a student to finish the MSTCM program is to do so within 8 years, whether a full or part-time student. Financial aid may cover a student for 7 years maximum. For more information, please see our financial aid Director.

### **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 a vocational purposes for self-improvement. Non-degree-seeking students must meet the prerequisite requirements for each intended course. Non-degree-seeking students must meet the admission requirements for the program.

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. No more than 60% 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-seeking students are not eligible for Federal Student Aid.

### **Academic Advising**

Academic advising is an essential element of the educational process and may be provided by faculty, staff, or Deans.

### **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 or grade penalty. When adding or dropping courses, students must fill out an Add/Drop Form, available in the Registrar's Office, and submit the completed form to the Registrar for processing. E-mail or Faxing of the form to the Registrar is acceptable. When adding a class during the official add-drop period, must have approval from the professor(s) teaching the courses being added and the student must do any make-up work missed at the start of the semester.

A grade of "W" will be issued to students who drop classes after the 2nd 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 another extreme situation. Failure to drop a course officially will result in full tuition charges for the course and a failing (F) grade. A \$50 processing fee will be charged for each course added or dropped after the first two weeks of classes. Financial aid recipients 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:

Grade*	Points Per Unit	Percentage
A	4.0	94-100%
A-	3.7	90-93%
B+	3.3	87-89%
B	3.0	83-86%
B-	2.7	80-82%
C+	2.3	77-79%
C	2.0	73-76%
C-	1.7	70-72%
D+	1.3	67-69%
D	1.0	63-66%
D-	0.7	60-62%
F	0.0	0-59%
RP	Course has been repeated	
IP	Course is in progress	

**\*Note: Graduate programs may not issue C- thru D- Grades. See the specific graduate program section of the Catalog for the for details.**

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 - it is recommended to repeat course.
F	Course requirements have not been met. The student does not earn credits.
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 2nd 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 (0 credit)
CP	Credit – Passing on challenge examination. Grade equal to C or better NC No credit
TR	Transfer credit
AU	Audit – Student was enrolled on a non-credit basis
RP	Course has been repeated

**Note: Some graduate programs may only post C or F grades and not post C- thru D- grades. Check the specific graduate program section of the Catalog for details.**

### Incomplete Grade/ In Progress

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 IP. 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 incomplete grade agreement must be submitted in writing to the Registrar's Office. Converting an incomplete may be subject to a grade reduction of one letter grade in fairness to the graded students. Students who fail to convert their "I" (Incomplete) within 2 weeks following the term end date, or "IP" In Progress grade by the end of the next term will receive an "F" (Fail) grade for the course and will be required to retake and pay for retaking the course.

### Late Examination

Course examinations that are taken late, or taken at an irregular time, may be subject to a grade reduction of one letter grade to be fair to those who took the test on time. 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. The MSTCM program has additional requirements. Please see the academic section on MSTCM.

## **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

A student with a grade of F or NP grade must repeat that class in its entirety. For any repeat courses, the original grade and the new grade are averaged for the cumulative GPA. 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, who will then render a final decision. Final grades are the sole responsibility of the instructor of the course. The Dean or anyone else at the school cannot change the grade without instructor approval. (CEC 94897 (j).)

## **Unit/Clock Hour Conversion**

One unit is equivalent to one hour of didactic (lecture) 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. All credits earned are awarded in terms of semester units.

## **Audit Policy**

Students may register to audit a class. All audits are subject to availability and must be approved by the Dean. 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 required to record student attendance. See each program section of the Catalog for specific attendance requirements by program. Minimum MSTCM attendance is 80% and DAOM's minimum attendance is 85% of any given class/course. Absences may be excused for childbirth, a documented illness, an injury, and 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. Students that miss more than three classes or are tardy more than six times in any one class will be put on financial aid probation and will lose their Federal Student Aid if they do not complete instructor approved make-up work.

Any student who does not demonstrate attendance for 14 calendar days will be withdrawn unless the student notifies the school on or before the 14th absence that there is an extraordinary circumstance and states he/she will return within the week. If after 21 calendar days of absence the student still has not attended class, he/she will be withdrawn from the school, even if the student contacts the school or attempts to attend class after that date. Students withdrawn for excessive absences, who believe their absence record to be in error, may appeal the decision by the grievance process. Attendance data as reported in the learning management system and reported by faculty is aggregated by the registrar. The date of determination for a student's withdrawal who does not return to school after 14 calendar days, shall be the 14<sup>th</sup> calendar day. Special arrangements must be made to make up all missed classes regardless of the reason for the absence.

## **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.

Students may be dismissed from the University or placed on probation 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. **If a student is not satisfied with the outcome of a decision regarding their school status, the student has the right to file an appeal through the Grievance Procedure outlined in this catalog.**

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 legal intoxicants, illegal drugs while on the UEWM premises or at a UEWM-sponsored event
- Dishonesty, altercation, stealing, lying
- 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 the general 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
- Reporting inflated hours in the clinic

The Vice President of Academic Leadership 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. 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 (SAP)**

The Satisfactory Academic Progress (SAP) standards are published in the University catalog 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 per program standards
- Pass all courses
- All courses are used except Withdrawal (W) or Incomplete (I); for repeat courses

### **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 – 600 hr.
- 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**

Program	GPA	Pace	Evaluation Period	Max Time Frame*
Certificate (600 hr.) FT	2.3	67%	Every 300 hr.	750 hrs. attempted
MSTCM	2.3	67%	Every term	261 units attempted
MS Tai Chi	2.3	67%	Every term	51 units attempted
Doctorate	3.0	67%	Every term	60 units attempted

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: Students in MSTCM are required to complete within 8 years regardless of their enrollment status. DAOM student have up to 4 years.

### **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 will be 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, in no case should the time for credits attempted exceed 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. 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

An “IP” grade assignment does not impact the students CGPA, but the credits attempted are included in the quantitative evaluation for SAP. 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 an additional credential, the College will include in the determination of a student's satisfactory academic progress standing the credits attempted and the 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.

SAP 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:

Grade or Action	Effect
Grades A, B, C, F	Count toward GPA and PACE
Incomplete Grades and IP	Course not completed within stated time: F; GPA & PACE recalculated
Repeat Courses *	Latest grade used & calculated into GPA & all courses used for PACE
Credit / No Credit (P, NP)	Not calculated into GPA; Calculated into PACE
Challenge (CP, NC)	Not calculated into GPA or PACE
Non-Credit & Remedial Courses	Not offered at UEWM
Transfer Credits**	Not calculated into GPA; Calculated into PACE
Withdrawal by end week 2	Removed from transcript; not counted in GPA or PACE (official WD)
Withdrawal by Week 3-end week 11	Grade W not calculated in GPA; included in PACE (official WD)
Withdrawal Week 12-end of term	Grade F assigned & units are calculated in PACE

## 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 (no emails or telephone calls);
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**

Students may be granted one Leave of Absence, for one term, in a 12-month period, LOA requests must be filed in advance of the term the student is requesting to be approved for a LOA. LOA's requested during a term, for the current term, are rarely approved, and if requested, must include the unexpected and serious circumstances with supporting documentation, resulting in the request. The total number of days a student is on an approved LOA may not exceed 180 days in any given 12-month period. The 12-month period begins on the 1st day of the student's Leave of Absence. The effective date of LOA is the date that the student begins an approved LOA. 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 four-year (DAOM) or eight years (MSTCM) completion policy.

One leave of absence subsequent to a leave of absence may be granted if the subsequent leave of absence does not exceed 30 days and the university determines that the subsequent leave of absence is necessary due to unforeseen circumstances; and the student can provide the documents that the leaves of absence is requested for jury duty, military reasons, or circumstances covered under the Family and Medical Leave.

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. The student's withdrawal date and the beginning of the student's grace period for loan repayment will be reported as the date the student was scheduled to return from the approved LOA and failed to do so. Consequently, his/her loan deferment will be affected, and his/her repayment schedule may be affected causing repayment to be reflected retroactively.

International students must speak with the PDSO if they wish to go on leave. Requesting a break for international students involves completing the break request form from the registrar's office. Students who meet the requirement of SEVIS and are in good academic standing will likely receive approval. There may be other limitations.

**To Request a LOA:** Complete the Leave of Absence form from the Registrar's office, complete it in advance or as close to the situation as possible, explain the circumstances, provide documentation, and provide a date of return. Obtain the signatures of the dean and submit the form to the Registrar.

**NOTE:** Withdrawal and LOA if longer than one semester requires a fee to be paid before being admitted back into the program.

## **Practicum**

The UEWM encourages its students to find work experiences to practice their theoretical knowledge gained in the through a cooperative university-employer partnership. The “Practicum” for international students on CPT must be approved by the academic Dean to check the practical experience as it relates to the program objectives and to make sure it meets all legal requirements.

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.

## **Graduation Requirements**

The UEWM catalog serves as the only school's contract with the students for graduation. 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.

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 approximately 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.

The graduation date will be on Sunday following three weeks of the end date of each semester.

## **Educational Records**

Current records are stored in written form for a period of five years after completion or withdrawal. Transcripts of each student are permanently stored. In the event of a school closure the permanent academic records will be transferred to another school or to the state agency regulating post-secondary schools at that time.

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. 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 when they are five years or older.



## **Access by Officials**

The University 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 or student attendance 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 the program they are attending. 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. If you believe you have been assaulted or sexually harassed by any member of the UEWM community, or while

participating in a UEWM sponsored activity, you are urged to bring the matter to the immediate attention of UEWM officials. 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.

Harassment is always unwanted, unwelcomed and uninvited behavior that demeans, threatens or offends the victim and results in a hostile environment for the victim. Examples of harassment include either (a) communicates with a person, anonymously or otherwise, by telephone, or any form of written communication, in a manner likely to cause annoyance or alarm; or (b) causes a communication to be initiated by mechanical or electronic means or otherwise with a person, anonymously or otherwise, by telephone, by mail or any other form of written communication, in a manner likely to cause annoyance or alarm; or makes a telephone call, whether or not a conversation ensues, with no purpose of legitimate communication. If there is prima facie evidence of harassment of any kind of a teacher by a student, the Vice President of Academic Affairs may suspend, expel, or discipline the student involved unilaterally.

### **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 Vice President or Dean for the program they are attending.

### **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.

### **Student Grievance Policy and Procedures are as follows:**

The student attempts to resolve the grievance informally 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.

If the grievance is not satisfactorily resolved informally, the student should present the original grievance in writing to the Dean of the program. The material submitted must include the following: an 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 may invite the student and the instructor or administrative staff involved to a meeting/ conference. If a mutually agreeable solution is not achieved, the Director of Student Services is informed and must convene the Grievance Committee within ten (10) working days of the conference and/or written complaint.

The Grievance Committee consists of three (3) administrative staff chosen by the Vice President of Academic 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.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling this toll-free telephone number, 1-888-370-7589, or by completing a complaint form, which can be obtained on the bureau's internet Web site, [www.bppe.ca.gov](http://www.bppe.ca.gov)." See more specific contact information on the next page.

Accrediting Commission on Acupuncture and Oriental Medicine (ACAOM)

8941 Aztec Drive

Eden Prairie, MN 55347

Phone: (952) 212-2434, Fax: (301) 313-0912.

[www.acaom.org](http://www.acaom.org) or

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 encouraged to attend the new student orientation workshop offered before the beginning of each semester. 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. Students who have not registered in classes can also receive academic advising and can register for classes on the same day.

## Campus Communications

On-campus and inter-campus communications employs posting of important dates, official announcements, California Acupuncture Board, California Massage Therapy Council and other professional organizations news releases, the scheduling of academic activities, seminars by guest speakers on various topics. There are bulletin boards, TV displays and the University website where students will find the University news and other important information. There are also social media sites, Facebook, as well as email messages.

## 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 \$3,000/mo. depending on the number of students living with each other). The University is also within commuting distance from several other residential communities including Los Altos, Saratoga, Campbell, San Jose, Milpitas and Fremont.

While direct housing assistance is not provided by the University, the Student Services Office on the second floor in the financial aid office is available to make suggestions and provide resources to help students 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. The Student Handbook located on the University Website has listings of housing and other resources in the community available for students. There is a hotel adjacent to the campus. There is no campus dormitory facility.

## Academic Advising

The Dean and other designated staff can provide academic advising to students. Faculty members and senior students are also available to help students with academic problems.

## Non-Academic Counseling

The Student Handbook on the University website includes many community Counseling and therapeutic resources 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 option.

## 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. Follow-up of student employment is a function of the Registrar and career services offices for reporting purposes. However, the University of East-West Medicine does not make any guarantee of employment nor does it offer placement services.

## 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, microwave ovens, and a washbasin to facilitate preparation of meals. Soda, drink and snack vending machines are available.

## Student Organizations

Students at the UEWM are free to organize clubs 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. Because most of the student body is comprised of working adults, traditional student organizations are not a priority for students. Nonetheless, there are some student organizations, such as the Korean student organization.

## **Associated Student Body**

There is no formal associated student body. However, students are free to organize a student government group if they desire. Town Hall Meetings can be requested by students or administration on topics of general concern for a public forum.

## **Smoking Control Policy**

Students and all staff need to exhibit a lifestyle of health. Therefore, smoking is prohibited in all areas within the UEWM Building and in the parking lots.

## **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 on the second floor.

## **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 also receive discounts for Continuing Education Units (CEU) offered at the University of East-West Medicine. Alumni can stay connected to the program on the University Facebook site and through program-sponsored LinkedIn pages.

## **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 are 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
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## **Academic Achievement Recognition**

Faculty and student awards are often 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. Students may also use the student lounge for study groups. Students are not suggested to use the classrooms as general study areas as it wastes electricity and energy.

## **Computer Facilities**

Computer stations with Internet access are available in the lobby and library 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 & Certificate Programs and Requirements

University of East-West Medicine offers the following programs:

1. TCM Tuina Massage Therapy Certificate Programs (On Hold)
2. Master of Science in Traditional Chinese Medicine Program
3. Master of Tai Chi Program
4. 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 wellbeing 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 provider 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. *NOTE: This program is in the process of being modified to meet new State requirements – The CAMTC School Approval Code will be placed here.*

### Educational Objectives

Note: The Tuina program is undergoing a major revision during 2018 to conform to new State requirements. To verify all information regarding the program, please contact the Tuina Coordinator or Registrar at 408-733-1878.

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 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 (TMT) 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.), Physical Therapists (PTs), or Chiropractors (DCs); or opening a private practice.

Graduates of the TMT Program meet many out-of-state, state and city certification and/or 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 bodyworkers to hold certification from national organizations necessary for state registration.

The goals and objectives of the UEWM TMT 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 wellbeing of clients.

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

TMT classes may be taken as Continuing Education Units (CEUs) by Certified Massage Therapists (CMTs), RNs, Laces, 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.

### **Certification Requirements**

Beginning on January 1, 2015 the minimum requirement for anyone entering the massage therapy profession must show proof of at least 500 hours of training from an approved program. UEWM is in the process of developing an approved program, therefore this program is on hold waiting for our submission of an application to the Massage Therapy Board.

Starting Sept. 1<sup>st</sup>, 2009, massage therapists must submit their training certificates or transcripts to the California Massage Therapy Council (CAMTC) to receive a State Certification in order to apply for a city business license.

Please [see http://www.camtc.org](http://www.camtc.org) for more information.

### **Right to Deny Admission**

UEWM TMT 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**

TCM TuiNa Massage 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. You must possess a US high school diploma or equivalent.

Certificates are awarded with the completion of each class, with a TCM Tuina Massage Therapy Professional Certificate granted for completion of 600 hours. Students pursuing the TCM Tuina Massage Therapy Professional Certificate must complete the program within 1.5 years. The TCM Tuina Massage Therapy Professional Certificate of 600 hours is the only program that qualifies for the CAMTC certification.

### **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 written Notice of Candidacy for Graduation

### **Hygiene, Dress and Attire Policy**

In order to prepare students for a career in Massage Therapy, students enrolled in the Massage Therapy programs are expected to maintain high standards of personal hygiene and cleanliness, both in the classroom and when working with clients.

All students will observe the following requirements for attire and grooming when in class. The overall aim is for students to develop their professional image from the first day of class. Students not adhering to the University's Hygiene, Dress and Attire policy will be dismissed from class for the day and will be required to make-up missed hours.

- Students are required to dress cleanly and neatly. Students represent their chosen profession, the University, and their level of regard for their clients through their clothing. They must wear proper uniform as required. Open-toed shoes, sandals, or heavy work boots are not acceptable. No barefoot or wearing only stockings are allowed
- Uniform must be clean and well-pressed. The uniform and socks should not have come to contact with any animals/pets since washing. The uniform consists of a pair of relaxed fit yoga pants or scrubs, top shirt and soft sole shoes with comfort designed for long standing and exercise.
- Hair should be clean. Long length hair should be tied back in order to prevent interference when treating a client. Hair should be clean and neatly groomed.

- Bathe or take shower before coming to class or clinic. Perfume or cologne should not be worn.
- Hand grooming is must and short clean fingernails must be maintained at all time. All cuts, if any, must be covered with appropriate barrier, e.g. Band-Aid, finger cot, etc.
- Conscientious oral hygiene should be utilized to prevent objectionable mouth odors.
- No jewelry on fingers and arms and necklace with pendent hanging over the uniform top shirt are allowed
- If you or the client (including student client) are ill and if any concern exists that the condition might be contagious, you should defer or reschedule the client until the condition changes
- Interns should wear University name badge when greeting the client prior to beginning the treatment session and seeing the client off after session is completed. Students not wearing a name badge or who are otherwise inappropriately dressed will be asked to leave until such time as they can return appropriately dressed. If they are interns, their clients will be reassigned.

### Compliance with OSHA Regulations

All students shall comply with all the rules, regulations, and procedures established by OSHA for the safety of colleagues, clients, interns, employees, and visitors, if any. OSHA rules, regulations, and procedures include, but not limited to the following:

- Compliance with the University dress code: clean lab coat and closed toe shoes (no clogs)
- Compliance with OSHA procedures for Safety issues with Special Techniques, the use of disinfectants and proper hand-washing.
- Compliance with OSHA procedures for the disposal of infectious material
- Compliance with OSHA procedures for the disposal of used cotton balls in trash receptacles or Bio- Hazard bags.

### Draping Policy

Draping is crucial in maintaining the privacy and sense of security of a client (or your partner, while in class training). It also provides warmth to the client. Respect for the client's personal privacy and boundaries fosters an environment in which the client's welfare is safeguarded.

Students must strictly follow the University's draping policy as outlined below:

- All draping material must have been freshly laundered using bleach or other approved solution. If disposable linen is used, the linen must be fresh for each client
- Only the area being massaged is undraped
- The genital area is never undraped.
- The breast area of women is not undraped during routine wellness massage. Specific medical massage under the supervision of a licensed medical professional may require special draping procedures for the breast area in women. However, these methods are out of the scope of practice for the wellness massage practitioner.
- Draping should keep the client covered in all positions, including the seated position
- When the client uses a dressing area away from the massage table, make sure you provide a robe, top sheet, or wrap large enough for the client to cover her/his body for her/him to walk to the massage area or from the massage table to the dressing area.

## Certificate

### 600-Hour TCM Tuina Massage Therapy Professional

The 600-Hour TCM Tuina Massage Therapy Professional Certificate requires an additional 350 hours of training beyond the 250-Hour TCM Tuina Massage Training Certificate. This Certificate fulfills all local and state requirements and currently meets requirements of most national and professional associations as well as current requirements in over 30 states. This program increases practitioners' proficiency, allowing custom services to clients, and may allow graduates to teach in massage schools and college massage programs. This program is in process of approval by the California Massage Therapy Council.

### Program Requirements

**600-Hours TCM Tuina Massage Therapy Professional (TCM-TMTP Certificate) This is the program for the CAMTC certificate.**

LECTURE COURSES:	Hours:
1. Anatomy & Physiology -	124 hours
2. Contraindications -	20 hours
3. Health & Hygiene -	20 hours
4. Business & Ethics -	36 hours



**TOTAL LECTURE HOURS: 200 Hours**

**LAB COURSE:**

- 5. Basic Tuina Massage - 60 hours
- 6. Therapeutic Tuina Massage I - 60 hours
- 7. Therapeutic Tuina Massage II - 60 hours
- 8. Acupressure I for Tuina Massage - 65 hours
- 9. Acupressure II for Tuina Massage - 65 hours
- 10. TCM Tuina Foundations and Meridians I - 45 hours
- 11. TCM Tuina Foundations and Meridians II - 45 hours

**TOTAL LAB HOURS: 400 Hours**

**TOTAL TCM-TMTP CERTIFICATE: 600 Hours**

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**Course Descriptions**

**Core TMTP Courses**

**AB10 Acupressure I for Tuina Massage (65 hours)**

This lab course introduces students to acupressure as it applies to tuina massage. This is the first in a two-part series of courses teaching the location of acupressure points of the Du & Ren meridians, and the twelve Zang Fu meridians. This course teaches the therapeutic functions of the major meridian points throughout the body and how to apply them. Prerequisites: None

**AB12 Acupressure II for Tuina Massage (65 hours)**

This lab course introduces students to acupressure as it applies to tuina massage. This is the second in a two-part series of courses teaching the location of acupressure points of the Du & Ren meridians, and the twelve Zang Fu meridians. This course teaches the therapeutic functions of the major meridian points throughout the body and how to apply them. Prerequisites: None

**AB17 Contraindications (20 hours)**

This course introduces the students to the safety issues related to the massage industry: indications and contraindications for bodywork, and movement therapies; safety with thermal applications; work with special populations (such as elderly or clients with chronic diseases.) This is to protect the health and safety of the clients as well as the massage therapist. Prerequisites: None

**AB18 Anatomy & Physiology (124 hours)**

In this course you will study the anatomy and physiology of the human body, emphasizing the relationship of the body and its systems as applied to bodywork. Students will locate and identify body systems, organs, glands, major muscles and bones, muscle origins and insertions, anatomical landmarks, basic functions, and interrelationships. Prerequisites: None

**AB20 Health & Hygiene (20 Hours)**

This course will train student to understand hygienic standards. Students will also discuss basic elements of nutrition and the digestive system, including an overview of food components, and the impact on and prevention of disease through nutrition. Students will be introduced to the concepts of hygiene and social and behavioral factors in health, environmental issues in health, medical care and public health. Prerequisite: None.

**AB36 Business & Ethics (36 hours)**

This course provides students with an understanding of the ethics, laws, and regulations governing massage practice in California, making them aware of the professional responsibility associated with treating patients. This 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

**AB62 TCM Tuina Foundations and Meridians I (45 hours)**

In this lab course, students will learn the application of tuina massage according to TCM principles. This is the first in a two-part course teaching the basics of Yin/Yang and 5 elements theory, as well as the meridians' locations and the functions of the organ systems according to TCM understanding. Prerequisites: None

**AB64 TCM Tuina Foundations and Meridians II (45 hours)**

In this lab course, students will learn the application of tuina massage according to TCM principles. This is the second in a two-part course teaching the basics of Yin/Yang and 5 elements theory, as well as the meridians' locations and the functions of the organ systems according to TCM understanding. Prerequisites: None

**AB74 Basic Tuina Massage (60 hours)**

In this lab course students will learn the history of tuina massage and be introduced to the practice of tuina massage techniques and how to apply them throughout the body. This course covers the basic concepts and mechanism of tuina massage, its treatment

principles, treatment methods, indications and contraindications. Prerequisites: None

### **AB76 Therapeutic Tuina Massage I (60 hours)**

In this lab course, students will learn how to identify a variety of internal disorders seen in the clinic and how to treat them with tuina massage. Prerequisites: None

### **AB78 Therapeutic Tuina Massage II (60 hours)**

In this lab course, students will learn how to identify some of the most common musculoskeletal conditions and how to treat them with tuina massage. Prerequisites: None

Pursuant to California Business and Professions Code section 4611, It is an unfair business practice for a person to do any of the following:

- To hold himself or herself out or to use the title of “certified massage therapist” or “certified massage practitioner,” or any other term, such as “licensed,” “certified,” “CMT,” or “CMP,” in any manner whatsoever that implies or suggests that the person is certified as a massage therapist or massage practitioner, unless that person currently holds an active and valid certificate issued by the California Massage Therapy Council.
- To falsely state or advertise or put out any sign or card or other device, or to falsely represent to the public through any print or electronic media, that he or she or any other individual is licensed, certified, or registered by a governmental agency as a massage therapist or massage practitioner.
- Attendance and/or graduation from a California Massage Therapy Council approved school does not guarantee certification by CAMTC. Applicants for certification shall meet all requirements as listed in California Business and Professions Code section 4600 et. seq.”
- For unanswered questions and for filing a complaint: “A student or any member of the public with questions that have not been satisfactorily answered by the school or who would like to file a complaint about this school may contact the California Massage Therapy Council at One Capitol Mall, Suite 320, Sacramento, CA 95814, [www.camtc.org](http://www.camtc.org), phone (916) 669- 5336, or fax (916) 669-5337.”

## **TCM Tuina Massage Therapy Faculty**

### **Faculty 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.

# 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 and professional/graduate courses in the final calendar years. Comprehensive examinations are administered prior to advancing into the 3<sup>rd</sup> 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, Qi Gong, and Western medical science integrated in such a way as to provide a more comprehensive understanding of Oriental medicine.

## 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 the Master of Science in Traditional Chinese Medicine degree program. Or if applicants have a bachelor degree or higher from a recognized institution, then they will have met the unit requirements for admissions. The medical background is not necessary for admission but is helpful. All applicants are encouraged to read the School Performance Fact Sheet and catalog prior

to signing the enrollment agreement. All applicants must have a prior Cumulative Grade Point Average (CGPA) of 2.0 minimum to enroll.

In addition, within two years of study at UEWM, students should 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 up to the maximum transfer credits allowed.

### **Basic Science Courses Requirements**

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.

### **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:

1. Is at least 18 years of age.
2. Furnishes satisfactory evidence of completion of one of the following:
3. An educational and training program approved by the board pursuant to Section 4939.
4. Satisfactory completion of a tutorial program in the practice of an acupuncturist which is approved by the board.
5. In the case of an applicant who has completed education and training outside the United States and Canada, documented educational training and clinical experience which meets the standards established pursuant to Sections 4939 and 4941.
6. Passes a written examination administered by the board that tests the applicant's ability, competency, and knowledge in the practice of an acupuncturist. The written examination shall be developed by the Office of Professional Examination Services of the Department of Consumer Affairs.
7. Is not subject to denial pursuant to Division 1.5 (commencing with Section 475).
8. Completes a clinical internship training program approved by the board. The clinical internship training program shall not exceed nine months in duration and shall be located in a clinic in this state, which is approved by the board pursuant to Section 4939. The length of the clinical internship shall depend upon the grades received in the examination and the clinical training already satisfactorily completed by the individual prior to taking the examination. On and after January 1, 1987, individuals with 800 or more hours of documented clinical training shall be deemed to have met this requirement. The purpose of the clinical internship training program shall be to ensure a minimum level of clinical competence.
9. 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.

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 program Dean. Students who enroll in fewer than 12 units per semester are considered part-time students. All students must complete the program within eight years.

### **Experiential Learning**

UEWM does not accept or grant Experiential Learning Credits except for the military and for the DAOM Special admissions students.

"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."

## 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 but no more than 20% of the transfer credits can be awarded.

## Transcripts from Outside the USA

The University recognizes that the receipt of official college transcripts may require extra time to secure, interpret and evaluate for equivalency. At the time of admissions, the applicant must provide at a minimum student copies of their transcripts. Those students who are unable to furnish complete documentation and/or educational transcripts before the beginning of classes in their first term of study may be given a time limit of their first 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 transfer students, entering with at least two years of baccalaureate-level education, comprising 60 semester units (90 quarter units). Students who believe they have credits to transfer have to submit an official transcript and may also require one of the following: 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). Students must complete a UEWM Transfer Credit Request Form. A request for transfer credit must be made at the time of enrollment and awarding transfer credit must be completed by the end of the first semester.

## 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.
2. 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.
3. The course name, credits, and available course descriptions must indicate that the coursework is similar in content similar to classes offered at UEWM and class/contact hours must be the same or greater.
4. Each transfer course must be completed with a grade of C (2.0) or better.
5. Courses taken at non-accredited institutions are generally non-transferable, except for Taiji, Qigong and Tuina/Acupressure courses. These will be evaluated by the UEWM Academic Committee and determined on a course-by-course.
6. 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% but not beyond the overall 20% limit.

Credit for didactic TCM courses and clinical coursework completed successfully at an institution which is not approved by the California Acupuncture Board but accredited by ACAOM **may** be awarded up to 20% of the credit hours by UEWM, provided that at least 80% 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 transcript pts.

This option must be approved by the Academic Committee and is evaluated on a case-by-case basis.

Note: No more than 20% of the total units at the professional level of the master's degree from UEWM can be granted for transfer credit regardless of how many units were earned at another college or university. See residency requirements also. At the pre-professional level of the curriculum, up to 20% of the total units in the degree of the master's degree and 30% of the DAOM may be transferred.

### **Residency Requirement**

Residency requirements are one year of study and 34 units. Residency requirements combined with transfer credit limits will determine program completion requirements. The Dean will advise the student.

### **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

- 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 before graduation
- Clear all financial obligations, including mandatory graduation fees
- Return all library loaned materials to UEWM.
- Obtain a release from the Financial Aid Director

### **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 or legal status
- Fulfillment of education requirements for admission to the MSTCM program (for students participating in California Acupuncture Board-approved tutorial programs, see academic advisor).
- 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-matrices" must meet the prerequisites for any specific courses they want to take. "Non-matrices" 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, and for non-matriculation policies. "Non-matrices" 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 Courses**

The Master of Science in Traditional Chinese Medicine is offered in the English, Mandarin and Korean languages. Admission into the Mandarin and Korean classes are for students who wish to study in their native language or in one of these languages with demonstrated proficiency. Speaking English with the appropriate TOEFL score must be achieved prior to entering the clinic program.

### **CLINIC LEVELS**

When the students register for the clinic course, the students should choose the language of the clinic internship, and he/she will be taught by the supervisor according to the language he/she choose.

CL 1     30 hours/1 unit Clinic Theatre

CL 2	150 hours/5 units	Clinic Observer
CL 3	180 hours/6 units	Entry-level Intern
CL 4	150 hours/5 units	Entry-level Intern
CL 5	150 hours/5 units	Senior Intern
CL 6	150 hours/5 units	Senior Intern
CL 7	150 hours/5 units	Senior Intern

## 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 C is required for all comprehensive examinations.

Comprehensive Exam I is administered prior to advancing to senior internship. Only students who have passed this exam may apply to advance to Clinic Senior Intern rank. A student who fails the third attempt must meet with the Dean to discuss a remedial plan.

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 should meet with the Dean for academic advice. If they take additional courses Federal Student Aid is NOT available for this remediation.

## 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)

This course covers commonly used acupuncture techniques and TCM modalities that are used in clinical settings, including the various kinds of tonification and sedation needling techniques, bloodletting, seven-star needling, gua sha, moxibustion, cupping, cold therapy, ultrasound, magnets and beads. Students can practice applying these techniques to points on the body and review point location at the same time. Students will also learn clean needle techniques, management of the various side effects of needling and emergency procedures. This course also emphasizes safety and precaution 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 the clinical application of acupuncture. Using the prior study of theory, channels and points, and diagnosis, the students are introduced to the integration of all these aspects in approaching the various categories and representative disease conditions, as presented in the major basic texts and case study books. This course begins the study of acupuncture therapeutics in a systematic manner, including lifestyle counseling and self-care recommendations. Prerequisite: AC421, CM

**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, including lifestyle counseling, and self-care recommendations. This course includes diseases in internal medicine, gynecology and pediatrics, EENT, and external medicine. 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, Zang-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 are able to identify all the herbal formulas taught in the two classes and to prescribe and modify formulas to suit an individual patient's needs. Prerequisite: HB212, HB312

## TCM Clinical Medicine

### CM622 TCM External Medicine (2.0 units)

This detailed introduction to TCM external disorders 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 will be presented with clinical cases for discussion and analysis. Using acquired knowledge, through analysis of patients' history, symptoms and signs, students are expected to make correct differential diagnosis as well as treatment plans and prescriptions by using acupuncture, herbs, and other TCM modalities. Students will also acquire knowledge from the case studies to provide guidance to patients regarding herbal preparation, nutrition (Oriental and Western nutrition, dietary and supplements), instruction in the utilization of mechanical devices and counselling. 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 Acupuncture Licensing Exam and NCCAOM Certificate Exams. It provides a review of the core materials of the whole MSTCM curriculum: acupuncture, herbology, TCM foundation and diagnosis, various TCM specialties including internal and external medicine, dermatology, traumatology and orthopedics, geriatrics, gynecology and obstetrics, pediatrics, ophthalmology and otolaryngology, family medicine, and emergency care. 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 science course designed to teach chemistry of life, cytology, general histology, and the principles of human biology, including body structure and function, reproduction, development, heredity, evolution and ecology 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 basic theories and methods of disease diagnosis, clinical reasoning and problem solving. These include the mechanisms of diseases diagnosis, diagnostic methods including patient intake and medical history taking, physical examination (such as neuromusculoskeletal, orthopedic, neurological, abdominal, and ear, nose and throat examination), laboratory testing, radiological investigations, functional assessment and other diagnostic modalities. Information will be presented for the procedures for ordering diagnostic imaging, radiological, and laboratory tests and incorporating the resulting data and reports. The students will also learn about communication skills and building rapport with patients including multicultural sensitivities. This course will also teach the World Health Organization's international classification of diseases (ICD-10). Prerequisite: WM313

#### **WM523 Western Pharmacology (3.0 units)**

Western Pharmacology is one of the important basic courses in Western medical sciences. This course 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 course is to familiarize students with the Western medicines in relation to common diseases, which the patients may have when they seek TCM treatment. This knowledge also contributes to

the research work on Chinese herbal pharmacology, herb-drug interactions, and scientific uses of Chinese herbs. Prerequisite: WM313

#### **WM624 Western Medical Science I (4.0 units)**

This course mainly focuses on teaching students Western Internal Medicine. Internal medicine is a vast field that is based on scientific and clinical foundations. This course is to familiarize students with the nature and content of western internal medicine: etiology, pathogenesis, clinical symptoms and signs, diagnosis, treatment and prognosis of the representative diseases from the western medical science viewpoint. Students will also be presented with a review of the clinical sciences of pharmacology, surgery, obstetrics/gynecology, urology, radiology, nutrition and public health. 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 learn 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)**

Medical Ethics provides students with an understanding of general medical ethics, and laws and regulations governing TCM practice in municipalities, California and U.S.A. such as HIPAA and OSHA, making students aware of the professional responsibility associated with treating patients. It also includes general medical ethics and peer review. Prerequisite: None

#### **PD524 Research Methodology (1.0 units)**

This course introduces the research methods commonly used in western medicine and TCM and teaches students the basic statistical methods in data analysis and evidence-based medicine. This course prepares the student with the skills to continue to expand their knowledge including that in academic peer review process and critique of research methods. Prerequisite: None

#### **PH525 Public Health (2.0 units)**

This course is to introduce students to the principles of public health, including the relationship of human being and environment, the influence of environment on public health, the etiology and prevention of diseases caused by different factors such as: living environment (air, water, soil, food, etc.), occupational environment (chemical, physical, and biological factors), social environment and understanding the importance of public health alert. This course also introduces the epidemiology of communicable diseases (sources of infection, route of transmission, herd susceptibility, control and prevention), treatment of chemical dependency, and other non-communicable diseases. Prerequisite: None

#### **PC625 Patient Care I (3.0 units)**

Patient Care 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 introduce 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 and manage expert medical testimony and independent medical review, and also how to care for seriously ill patients and handle patient emergency issues. This course presents the detailed case management for workers compensation, car accident, socialized medicine patients and other special cases. This course also introduces to students the coding procedures for current procedural codes (CPT and ICD-10 diagnosis), the treatment contra-indications and complications, focusing on drug and herb interactions. Prerequisite: PC625 is strongly recommended

### **PM835 Practice Management (2.0 units)**

Practice Management introduces various aspects of clinic operations, from general clinic transaction 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, insurance issues, practice in interdisciplinary medical settings, and others. Successful students will be 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

## **Practicum**

### **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 (2.0 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. Any work done as community service must be relevant to the MSTCM courses. No student recruiting or advertising can be done to fulfill CPT.

## **Department of Clinical Training**

The UEWM Teaching Clinic is located within the UEWM campus, at the corner of Duane Avenue and Stewart Drive 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 studies the general procedure of the school clinic practice including the following: 1) Students are presented with UEWM Teaching Clinic Handbook. Student are expected to learn the operational procedure of UEWM Teaching Clinic, which include clinic requirement protocols, associated paperwork, charting skills and so on. 2) Students are educated and certified HIPAA and OSHA which are related to the clinic matters. 3) Student are educated

CNT (Clean Needle Technique) 4) Students are given opportunities to observe standard patient care procedures performed by licensed clinical supervisors. Student 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 Clinic 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. Clinic 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: CL 1, CM 113, 213, AC 211,311, BS 106, HB 212, HB312 (can be taken concurrently with HB 212, HB312)

### **CL3 (6 units), CL 4 (5 units) Entry-Level Intern**

Entry-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 / Tuina 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 for CL 3: all basic science courses, CM314, HB212, HB312, AC421 (can be taken concurrently), CM423 (can be taken concurrently) AC 521 (can be taken concurrently), any required tests for the corresponding level

Prerequisite for CL 4: CL 3, CM423, AC421, AC 521, HB422 (can be taken concurrently), HB522 (can be taken concurrently), any required tests for the corresponding level

### **CL 5, 6, 7 Senior Intern (5 units each)**

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 is 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 for CL 5: CL4, Comprehensive exam I, HB422, WM424, AC521, HB522 Prerequisite for CL 6: CL 5, any required tests for the corresponding level Prerequisite for CL 7: CL 6, any required tests for the corresponding level

*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.*

### **Elective Course**

#### **EL 101 Therapeutic Tai Ji Qigong (2 Units)**

The primary aim of this course is to incorporate the traditional Qigong theory with the modern knowledge and practice in the treatment of some evidence approved symptoms. The treatment of the selected conditions will be discussed in terms of the TCM and modern therapeutic theories and methods. A series of holistic and evidence-based treatment, method and techniques will be practiced in class. This will include meditation, exercises, manual therapy and life style change. Prerequisite: None

## MSTCM 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. Please check the semester schedule of classes for which faculty below are scheduled.

Wan	Guozhi	BS TCM equivalent (College of TCM of Hei Long Jiang); L.Ac.
Tien	Wei-I	DAOM (University of East-West Medicine); MSTCM (University of East-West Medicine); MA (New York Institute of Technology);
Chung	Hye Chung	MSTCM (University of East-West Medicine); Master of Public Health & BS in Nursing (Seoul National University); L.Ac
Dai	Xingquan	MD(China) (Shangahi University of TCM); BS (Osaka Sangyo University); L.Ac
Fang	Yuemiao	MD(China) (Zhejiang University of TCM); MS (Shanghai University of TCM) L.Ac
Wu	Tianyun	PhD & MS (Ohio State University); BS (Shandong University); MS ( Acupuncture & Integrative Medicine College, Berkeley); DAOM (University of East-West Medicine); L.AC c
Tang	Xun	MSTCM (University of East-West Medicine); BS Shanghai Jiaotong University of Medical School L.Ac
Mo	Lawrence	MSTCM (University of East-West Medicine); L.Ac
Li	Hongyan	DAOM, MSTCM (University of East-West Medicine); MS, BS (Univ. of Qingdao Oceanography); L.Ac
Li	Rui	MD(China), MS (Liaoning University of TCM); L.Ac
Qin	Baogui	MD(China) (Liaoning U. of TCM); L.Ac
Haynes	Isaac	PhD (Zhejiang Chinese Medical University); Master in Acupuncture and TCM (Yo San University); L.Ac.
Weng	Chi Hsiu	PhD (The Ohio State University); M.Ed. & B.Ed. ( National Taiwan Normal University);
Yu	Fangshu	MD (China) Shanghai Second Medical University); MS (University of Florida); MSTCM (University of East-West Medicine); L.Ac.
Sun	Sally	DAOM (University of East-West Medicine); MSTCM (University of East-West Medicine); L.Ac.
Wang	Liezhen	PhD (America Liberty University); MD(China) (Anhui Chinese Medicine University);
Wang	Yougen	BS TCM (Beijing College of TCM); Lac.
Li	Nan	BS TCM Hubei College of TCM); L.Ac.
Lou	Wei	BS TCM (Beijing University of Chinese Medicine); L.Ac.
Miner	Natalie	BS (Institute) for Improvement of Teacher's Qualifications; BS & MS (Kazan State University); MSTCM (University of East-West Medicine); L.Ac.
Chung	Winston	BA (San Diego State University); L.Ac;

Whang	Cheol Kyu	PhD (Yuin University, School of Acupuncture & Oriental Medicine); BA (Kon-Kuk University); L.Ac
Wang	Yingqiu	L.Ac.
Wang	Xin	PhD (Kagoshima University); MD (Tianjin Medical University); MSTCM (University of East-West Medicine); L.Ac.
Su	Huici	PhD (University of London, Royal Postgraduate Medical School); MD (Fourth Military Medical School)



# 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:

To possess the knowledge and skills necessary to provide competent and professional teachers in Tai Chi while utilizing the Oriental healing modalities.

To possess the skills necessary to organize and execute small and large scale athletic events for local, regional, national and international competitions.

Use of Tai Chi for healing.

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 master's Project with rigor consistent with graduate work, where the culminating experience is a poster presentation. The degree program requires a four-year academic bachelor's degree. The certificate program does not require a degree, but it does require a high school diploma and success passage of the UEWM Ability to Benefit Test. 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:

CTC501 Taoist Philosophy and Tai Chi 3 units CTC502 Philosophy of Movement Arts 3 units

Total **6 units**

### Tai Chi Practice

CTC510 Tai Chi Teaching Systems I 2 units

CTC511 Tai Chi Teaching Systems II 2 units

CTC512 Tai Chi Fitness and Self Defense I 2 units

CTC513 Tai Chi Fitness and Self Defense II 2 units

CTC514 Comparative Study of Tai Chi Sys. 2 units

Total **10 units**

### Tai Chi and Health

CTC520 Taoist Qigong, Healing and Nutr. 1 unit

#### Course Description

CTC521 Exercise Physiology and injury Pre. 2 units

Total **3 units**

### Administration

CTC530 Managing Recreational Tai Chi 3 units

CTC531 Tai Chi Event Management 2 units

Total **5 units**

### Masters Project

CTC580 Research Methods 2 units

CTC581 Analysis of Research and Issues in Tai Chi

2 units

CTC582 Masters Project 3 units

Total **7 units**

**Total of entire program 31 units**

## Theory

### CTC501 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

### CTC502 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

### CTC510 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

### CTC511 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

### CTC512 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

### **CTC513 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

### **CTC514 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**

### **CTC520 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

### **CTC521 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**

### **CTC530 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

### **CTC531 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**

### **CTC580 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

### **CTC581 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

### **CTC582 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.

## **Tai Chi Faculty**

### **Faculty Names and Qualifications:**

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### **Faculty for Master of Science Tai Chi**

Note: All faculty do not teach every term. These faculty have been qualified to teach in the program. Please see the class

schedule every term for the list of faculties teaching that semester.

Chi-hsiu D. Weng, Ph.D., Department Dean  
Ohio State University, Ph.D. (Movement Arts) 1987 National Taiwan Normal University, M.Ed. (P.E.) 1975 National Taiwan Normal University, B.Ed. (P.E.) 1973

Kenneth P. MacKay, PhD  
University of Wisconsin, Madison, PhD (Meteorology) 1970 University of Michigan, Ann Arbor, MS (Meteorology) 1964 University of Michigan, Ann Arbor, BSE (Meteorology) 1961

Tatiana Perfilov  
Ms University of East-West Medicine 2010

Yunjian Zou  
BA Wuhan University of Technology 2002  
Gold Medalist, 5th World Wushu Championships (Taijiquan event) , Hong Kong 1999

## **Doctor of Acupuncture & Oriental Medicine**

### **Mission of DAOM Program**

The purpose of the UEWM Doctor of Acupuncture and Oriental medicine (DAOM) degree is to provide advanced content-specific knowledge to students that will enable greater depth of understanding about integrated medicine (TCM and Biomedicine), and will broaden competencies in core and specialty topics , which should result in enhanced patient care and expanded professional opportunities.

### **Educational Objectives (Program Learning Outcomes)**

When students complete the DAOM degree, they will be able to demonstrate:

1. The knowledge and skills needed to research, write, and speak about an integrative medicine topic from a TCM perspective
2. A broad and appropriate spectrum of competencies needed in a clinical assessment to diagnose, prescribe, and justify patient interventions that reflect advanced relevant theories and practices in the student's specialty area.
3. The ability to satisfactorily assess when and why to refer patients to other health care providers.
4. The judgment and understanding needed to make responsible and ethical decisions regarding observance and application of laws and regulations regarding patient care and business operations.
5. The abilities needed to effectively engage with faculty, fellow students, patients and/or other members of the healthcare community in a clear, responsive, appropriate, and professional manner.
6. A willingness to participate in post-doctoral professional activities, such as joining a professional organization, teaching, conducting research, participating on a university committee, talking with DAOM or MSTCM students about the profession or advanced studies, and participating in continuing education.

### **Program Description**

The curriculum of the Doctoral program of Acupuncture and Oriental Medicine at the University of East-West Medicine is 1290 hours long, comprised of 570 hours of didactic classes and 660 hours of clinical training and research. The program develops the culture and the comprehensive capability for the practitioner/student to become a leader in the field of TCM. The program focuses on the advanced knowledge in the specialty areas, combining biomedicine and Traditional Chinese Medicine. Currently, the Integrative Family Medicine and Pain Management specialties are available.

The Integrative medicine approach includes advanced training both in western medicine as well as Traditional Chinese Medicine to train DAOM students to become leaders in the field of Integrative Medicine. The program covers all subspecialties of Family Medicine, including Cardiology, Pulmonology, Gastroenterology, Endocrinology, Pediatrics, and Gynecology. Subjects as

Integrative Pain Management, Urology, Oncology, Neurology, Orthopedics and EENT would also be introduced as an important field for primary care providers.

TCM knowledge will be introduced through the series of classes focused on advanced training in various fields of Chinese Medicine, such as Advanced TCM studies, Advanced Acupuncture, Advanced Herbal Medicine, TCM Classics studies, Clinical Case Studies and Medical Qigong class.

At the end of the program doctoral students will prepare their Graduation Dissertation/Capstone Project as candidates. After successfully defending their dissertation, the candidate will be granted the Doctoral degree in Acupuncture and Oriental Medicine (DAOM).

### **Residency Requirement**

Students are required to complete at least 32 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:

- DAOM 974 Clinical Externship
- DAOM 971 Research and Dissertation
- DAOM 972 Dissertation Proposal and Writing
- DAOM 975 Clinical Internship

### **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
- Be currently licensed to practice TCM or acupuncture in the United States of America
- Successfully defended graduation dissertation
- 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.

## DAOM Program Curriculum (Before 2019 Fall Semester)

Currently enrolled students before 2019 Fall Semester will register the class according to this curriculum -No change

Note: The student must be licensed to practice TCM or Acupuncture in the United States of America to enter the clinical portions of the program.

### Specialties : Integrative Family Medicine & Pain Management

Clinical Modules	.....	720 hours
Didactic Course	.....	570 hours
Total	.....	1290 hours

Core Didactic Modules	Hours/Units	Core Didactic Modules	Hours/Units
DAOM 951 Integrative Cardiology	22.5/1.5	DAOM 963 Integrative Pain Management	45/3
DAOM 952 Integrative Pulmonology	22.5/1.5	DAOM 964 TCM Classics studies	45/3
DAOM 953 Integrative Gastroenterology	22.5/1.5	DAOM 965 Advanced TCM studies	45/3
DAOM 954 Integrative Neurology	22.5/1.5	DAOM 966 Advanced Acupuncture	45/3
DAOM 955 Integrative Endocrinology	22.5/1.5	DAOM 967 Advanced Herbal Medicine	45/3
DAOM 956 Integrative Urology	22.5/1.5	DAOM 968 Clinical Case Studies	60/4
DAOM 957 Integrative Oncology	22.5/1.5	DAOM 969 Medical Qigong	22.5/1.5
DAOM 958 Integrative EENT	22.5/1.5	Clinical Modules	720/22
DAOM 959 Integrative Gynecology	22.5/1.5	DAOM 974 Clinical Externship	180/4
DAOM 960 Integrative Pediatrics	22.5/1.5	DAOM 971 Research and Dissertation	240 /8
DAOM 961 Integrative Orthopedics & Traumatology	22.5/1.5	DAOM 972 Dissertation Proposal & Writing	60/2
DAOM 962 Research and Project Design	15/1	DAOM 975 Clinical Internship	240/8

DAOM Program Curriculum (Effective for 2019 Fall semester new enrolled)

**Specialties : Integrative Family Medicine & Pain Management**

Clinical Modules .....	660 hours
Didactic Course .....	600 hours
Total .....	1260 hours

<b>Core Didactic Modules</b>	<b>Hours/Units</b>	<b>Core Didactic Modules</b>	<b>Hours/Units</b>
DAOM 951 Integrative Cardiology	22.5/1.5	DAOM 965 Advanced TCM studies	45/3
DAOM 952 Integrative Pulmonology	22.5/1.5	DAOM 966 Advanced Acupuncture	45/3
DAOM 953 Integrative Gastroenterology	22.5/1.5	DAOM 967 Advanced Herbal Medicine	45/3
DAOM 954 Integrative Neurology	22.5/1.5	DAOM 968 Clinical Case Studies	60/4
DAOM 955 Integrative Endocrinology	22.5/1.5	DAOM 969 Medical Qigong	22.5/1.5
DAOM 956 Integrative Urology	22.5/1.5	DAOM 962 Capstone project	15/1
DAOM 957 Integrative Oncology	22.5/1.5	DAOM 976 Proposal Presentation	15/1
DAOM 958 Integrative EENT	22.5/1.5	DAOM 977 Oral Defense	15/1
DAOM 959 Integrative Gynecology	22.5/1.5	Clinical Modules	Hours/Units
DAOM 960 Integrative Pediatrics	22.5/1.5	DAOM 978 Clinical Professional Practicum I	225/5
DAOM 961 Integrative Orthopedics	22.5/1.5	DAOM 979 Clinical Professional Practicum II	225/5
DAOM 963 Integrative Pain Management	45/3	DAOM 980 Clinical Specialization Internship I	105/3.5
DAOM 964 TCM Classics studies	45/3	DAOM 981 Clinical Specialization Internship II	105/3.5

**Course Descriptions**

**DAOM 951 Integrative Cardiology (1.5 units)**

This course covers the basic concepts of the history intake and physical examination of a patient with cardiovascular pathology. Chest and Heart examination will be taught including auscultation of the heart sounds, palpation and percussion would be presented as well as commonly seen imaging studies and laboratory tests used to diagnose cardiovascular pathology. Risk factors modifications and lifestyle changes will also be discussed. Herbal prescription and acupuncture treatment of Hypertension, Congestive Heart failure, Ischemic Heart Disease, Hyperlipidemia and Metabolic syndrome will be covered in detail. Prerequisite: none

**DAOM 952 Integrative Pulmonology (1.5 units)**

This course familiarizes students with the concepts of Integrative Pulmonology, focusing on both Oriental and conventional approaches to the diagnosis, treatment and prevention of such respiratory pathologies as asthma, COPD, emphysema and

chronic bronchitis. It also presents the basics of physical examination of the Thorax and Lungs, including auscultation and percussion techniques, emphasizing on ability to interpret major diagnostic findings on the chest X-ray and pulmonary function tests. Prerequisite: none

#### **DAOM 953 Integrative Gastroenterology (1.5 units)**

The main focus of this course is to teach students integrative Medicine utilizing diagnostic and treatment approaches to the various gastro-intestinal pathologies, such as Gastro Esophageal Reflux Disease (GERD), Peptic Ulcer Disease (PUD), Inflammatory Bowel Disease etc. as well as early diagnosis and screening of gastro-intestinal cancers like esophageal, stomach, colon-rectal cancer. Students will learn advanced physical examination techniques and get familiarized with “red flags” that requires referrals to the other health care providers. Prerequisite: none

#### **DAOM 954 Integrative Neurology (1.5 units)**

This course will deepen a student’s knowledge on advanced neurologic examinations and history intake of the patient presenting with various neurological complaints. Advanced imaging studies such as MRI, CT, X-ray, EMG and Nerve Conduction Studies will also be discussed to prepare doctoral students to be able to effectively collaborate with other health care providers. The Integrative Medicine approach to the diagnosis and treatment of such pathologies as Pain syndrome, Multiple Sclerosis, Alzheimer and Parkinson disease will be introduced in this course. Prerequisite: none

#### **DAOM 955 Integrative Endocrinology (1.5 units)**

This Integrative Endocrinology course will familiarize doctoral students with diagnosis and treatment of the endocrinological pathologies based on the modern research data and classical TCM texts, like Pi Wei Lun and others. Clinical application of laboratory tests such as blood glucose, lipid panels, thyroid panel tests as well as Comprehensive Hormone Panels will be discussed in the class. The integrative medicine approach to the diagnosis and treatment of Diabetes, Metabolic syndrome, Hypo-and Hyperthyroidism, Cushing’s and Addison’s disease, as well as Female endocrinal pathologies will be introduced in this course. Prerequisite: none

#### **DAOM 956 Integrative Urology (1.5 units)**

This course familiarizes students with the concepts of Integrative Urology, focusing on both Oriental and conventional approaches to the diagnosis, treatment and prevention of such pathologies as urinary tract infections, kidney stones, prostatitis, prostate and bladder cancers and others. It also presents the basics of the physical examination and history intake of patients with urinary disorders, emphasizing on ability to interpret major diagnostic findings of the urinalysis and cancer screening tests. Prerequisite: none

#### **DAOM 957 Integrative Oncology (1.5 units)**

This Integrative Oncology course is designed to develop a comprehensive understanding of Oncology for Doctoral degree students with detailed understanding of cancer formation from the Western and Chinese medicine perspective. It will also provide a review different types of cancers, diagnostic procedures, statistics on rates, prognosis and cures as well as the examination of current approaches of the treatment from an allopathic perspective and an understanding of the role of Chinese medicine in cancer care. Prerequisite: none

#### **DAOM 958 Integrative EENT (1.5 units)**

This course familiarizes students with the concepts of Integrative EENT, focusing on both Oriental and conventional approaches to the diagnosis, treatment and prevention of such pathologies as Conjunctivitis, Otitis media, Allergic Rhinitis, Glaucoma, Cataracts, Pharyngitis, Tonsillitis and others. It also presents the basics of a physical examination and history intake of the patients with EENT disorders, emphasizing the ability to interpret major diagnostic findings of the history & physical outcomes as well as additional diagnostic tests. Prerequisite: none

#### **DAOM 959 Integrative Gynecology (1.5 units)**

This course comprehensively examines the female reproductive system, gynecological disorders, pregnancy and complications of pregnancy. It emphasizes Chinese Medicine differential diagnosis, classic acupuncture point prescriptions, and herbal formulas. The Course also discusses the principles of Western Medical history and physical assessment as well as western differential diagnosis and treatment. Prerequisite: none

#### **DAOM 960 Integrative Pediatrics (1.5 units)**

This course will cover such aspects of Integrative pediatrics as the approach to a pediatric patient with the important aspects of a pediatric history and physical examination; pediatric developmental milestones, Immunization list and schedules, “red flags” in pediatrics, Abdominal exams using Japanese Hara diagnosis. Case discussions on abdominal pain, fever, diarrhea and upper respiratory tract infection in pediatric patient will also be covered. Prerequisite: none

#### **DAOM 961 Integrative Orthopedics (1.5 units)**

This course will familiarize students with advanced orthopedic physical examinations and commonly used diagnostic imaging



studies such as MRI, CT, X-ray. This course will focus on acute and chronic pain management in musculoskeletal systems as well as acupuncture point and herbal prescriptions for the treatment of Lower Back pain from Degenerative Disc Disease, Herniated discs, neck pain and cervical radiculopathy, shoulder pain due to rotator cuff syndrome and adhesive capsulitis, hip and knee osteoarthritis. Prerequisite: none

**DAOM 962 Capstone project Research and Project Design (1 unit)**

This course introduces the 9 areas of research approved by ACAOM and provides guidance on the structure, research methodologies, protocol designs, hypothesis development and gathering of evidence. The most common statistical methods will be reviewed as well as the design of clinical trials, human subject issues, and adverse effects. Upon completion of this course, the student will be able to design, direct and implement TCM clinical research projects. Prerequisite: none

**DAOM 963 Integrative Pain Management (3 units)**

This course introduces the advanced knowledge on the biomedical mechanisms of pain, covering mainly acute and chronic pain of the musculoskeletal and neurologic systems. Students will also be introduced to the diagnosis and treatment of the pain syndromes commonly seen in all subspecialties of general practice, like gynecology, gastroenterology, cardiology, EENT etc. TCM differentiation of syndromes, point prescriptions (including Tung's acupuncture, Korean hand acupuncture) and herbal formulas for pain management are also going to be covered in this course. Prerequisite: none

This course is offered in two parts: A and B - 1.5 units each.

Part A: This course introduces the advanced knowledge on the biomedical mechanisms of pain, covering mainly acute and chronic pain of the musculoskeletal and neurologic systems. Students will also be introduced to the diagnosis and treatment of the pain syndromes commonly seen in all subspecialties of general practice, like gynecology, gastroenterology, cardiology, EENT etc.

Part B: TCM differentiation of syndromes, point prescriptions (including Tung's acupuncture, Korean hand acupuncture) and herbal formulas for the pain management are going to be covered in this second part of the course. Prerequisite: none

**DAOM 964 TCM Classics studies (3 units)**

This course covers clinical application of the four classic texts of Traditional Chinese Medicine: Huang Di Nei Jing, Shang Han Lun, Jing Gui Yao Lue and Wen Bing. Additional texts under discussion include Pi Wei Lun and Ben Cao Gan Mu. The theories and formulas from those classic texts are discussed with emphasis on their relevance to modern uses, contemporary research, and clinical applications. Upon completion of this course, students will have the knowledge of the history, development and theories of TCM and will be skilled in applying and modifying classical formulas according to patient conditions. This course is also offered in two parts: A and B - 1.5 units each. Part A will cover the theories from Huang Di Nei Jing and Shang Han Lun. Part B will cover theories from Jing Gui Yao Lue, Wen Bing, Pi Wei Lun and Ben Cao Gan Mu. Prerequisite: none

**DAOM 965 Advanced TCM studies (3 units)**

This course provides doctoral students advanced knowledge on the clinical application of various theories of Traditional Chinese Medicine, combining classic theories, modern research data and clinical experiences of TCM doctors from China and US for the treatment of various pathologies. Clinical application of the Heavenly Stems and Earthly Branches theory is also going to be covered as a part of this course. This course is also offered in two parts: A and B - 1.5 units each. Part A: This section of the course provides doctoral students advanced knowledge on the clinical application of various theories of Traditional Chinese Medicine, combining classic theories, modern research data and clinical experiences of TCM doctors from China and the US for the treatment of various pathologies. Part B: This part of the course will continue discussion of the clinical application of TCM theories as well as introduce the clinical application of the Heavenly Stems and Earthly Branches theory. Prerequisite: none

**DAOM 966 Advanced Acupuncture (3 units)**

This course provides an overview of different acupuncture styles and techniques, such as Korean Hand acupuncture, Japanese acupuncture styles, Five Element acupuncture, Tung's acupuncture, Ear and Eye acupuncture techniques. Modern research outcomes of acupuncture treatment and point prescriptions for various diseases of family medicine and pain management will also be discussed. This course is also offered in two parts: A and B - 1.5 units each. Part A will cover the clinical application of Master Tung's acupuncture and Korean hand acupuncture. Part B will introduce the theories and clinical practice of Japanese acupuncture styles, Five Element acupuncture and Ear and Eye acupuncture. Prerequisite: none

**DAOM 967 Advanced Herbal Medicine (3 units)**

This course deepens doctoral students' skills and knowledge in TCM herbal medicine, focusing on the advanced topics in herbal medicine theory, practice and research. This course will also cover medicinal nutrition based on TCM theory as well as the use of Chinese herbs, natural nutritional products and food to maintain health, prevent diseases, and slow the aging process. This course is also offered in two parts: A and B - 1.5 units each. Part A will cover advanced topics in TCM herbal medicine practice and research. Part B will focus on TCM medicinal nutrition. Prerequisite: none

**DAOM 968 Clinical Case Studies (4 units)**

This course covers the clinical case discussion of the most commonly seen diseases in general practice including pain management. There will be a detailed discussion of the Western and TCM differential diagnosis, recommendations on the additional diagnostic laboratory and imaging studies, risk factors modifications, lifestyle and dietary changes as well as detailed discussions on herbal and acupuncture treatment of the gynecological, pediatric, geriatric, cardiovascular, gastrointestinal, endocrinological, respiratory and oncological pathologies. This course is offered in three parts: A -1.5 units, B- 1.5 units and C - 1 unit. Part A will cover case discussions of the gynecological and pediatric conditions. Part B will focus on the case discussions of patients with cardiovascular, gastrointestinal and endocrinological complaints. Part C will cover cases of patients with respiratory complaints and oncological pathologies. Prerequisite: none

#### **DAOM 969 Medical Qigong (1.5 units)**

Medical Qigong is an ancient form of Chinese energetic medicine and is one of the four main branches of Traditional Chinese Medicine (TCM), along with acupuncture, herbal medicine, and medical massage. This course will teach students how to correct the bio-energetic imbalances and blockages. This enables the body to strengthen and regulate the internal organs, the nervous system and the immune system, how to relieve pain, regulate hormones, and strengthen and release deep-seated emotions and stress. Also, students will learn the basics of Medical Qigong therapy and Medical Qigong self-treatment that enable the body to return to its natural state of health and harmony. Prerequisite: none

#### **DAOM 974 Clinical Externship (4 units)**

This part of the clinical training is completed in a tutor's clinic. UEWM will review and sign 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 student plans to focus their research on. Students are also encouraged to do their externship training in clinics with non-TCM trained practitioners, such as Medical Doctors, Doctors of Osteopathy, Naturopathic Doctors, Chiropractors, Physical Therapists, Physician Assistants etc. after UEWM signs an agreement with these clinics or medical centers. Prerequisite: TCM License to practice in the United States.

#### **DAOM 971 Research Clinical Practice Research and Dissertation (8 units)**

Doctoral students are required to conduct the research project focused on one of the nine ACAOM approved areas: Theoretical analyses, Surveys, analyses of archival data, Outcomes research, Systematic qualitative investigations, Public Policy.

Prerequisite: none. Policy issues, Case studies, Evaluative research, Interpretive translation research and Educational research (professional and patient). Research topic has to be approved by the mentor who is going to guide student through the process of clinical research. Students have to submit a monthly report form describing in detail their research during that time.

Prerequisite: none

#### **DAOM 972 Research Design Dissertation Proposal and Writing (2 units)**

In the final stage of the DAOM program students are going to write a dissertation/capstone project, following standards of American Psychological Association (APA) after performing extensive research and literature review on the student's chosen topic. The research project is implemented using quantitative and/or qualitative analyses as well as inductive and/or deductive research methods.

#### **DAOM 975 Clinical Internship (8 units)**

This part of the clinical training allows doctoral students work in the UEWM Medical Center under the supervision of the DAOM supervisors. DAOM students will also assume the responsibility of a supervisor's assistants helping to oversee the diagnostic and treatment process performed in the treatment team with MSTCM students. Doctoral students will have to complete 40 case analysis reports based on the patients they have seen during their Clinical Internship. Prerequisite: TCM License to practice in the United States.

#### **DAOM 976 Proposal Presentation (1 unit)**

In the final stage of the DAOM program, students will write a dissertation that follows the standards of the American Psychological Association (APA). At the beginning, the student needs to write a research proposal, and the research is implemented using quantitative and/or qualitative analyses as well as inductive and/or deductive research methods. After performing extensive research and literature review on the student's chosen topic, this dissertation proposal will be presented for approval to the dean of the DAOM Program. The student is then responsible for making all suggested changes and start to work on the research thesis for further review. Prerequisite: 1. Finished the course DAOM961 Capstone project. 2. Finished 20 units of didactic course.

#### **DAOM 977 Oral Defense (1 unit)**

Doctoral students are required to conduct a research project focused on one of the nine ACAOM approved areas: Theoretical analyses, Surveys, analyses of archival data, Outcomes research, Systematic qualitative investigations, Public policy issues, Case studies, Evaluative research, interpretive translation research and Educational research (professional and patient). Each student will choose both a mentor and a thesis topic that must be approved by the DAOM program dean. Once approval is granted, the student is responsible for the submission of a thesis according to the research and perform a thesis presentation to the oral defense committee. Prerequisite: 1. Finished DAOM962 Capstone project. 2. Finished 20 units of didactic course. 3.

Finished clinical courses.

### **DAOM 978 Clinical Professional Practicum I (5 units)**

This part of the clinical training provides students the opportunity to achieve the ability to manage a clinic and enhance the integrative medicine professional clinical skills. The practicum will be done in mentor's clinic or externship site in US or China. University of East-West Medicine will evaluate the mentor's qualifications, signed an agreement with the mentor and student, students can either only observe or practice in mentor's medical practice facility. We also encourage students to study with mentors who work outside of a traditional Chinese medicine field, for example, physician, naturopathic physician, chiropractic doctor, physical therapists, etc. Students can choose a practicum location according to their own interest but must qualified the requirement of the practicum policy. Prerequisite: none

### **DAOM 979 Clinical Professional Practicum II (5 units)**

This part of the clinical training provides students the opportunity to focus on studying and doing research on one specialty which could help him/her with the career development in the future. Mentor of the practicum should be specialized in the treatment of some diseases, have unique clinical skills and insights, the clinical effect is remarkable, or he/she is specialized in some diseases, might include: pain, internal medicine disease, gynecology, pediatrics, etc. Students can choose a practicum location and the specialty according to their own interest but must qualified the requirement of the practicum policy. Prerequisite: none

### **DAOM 980 Clinical Specialization Internship I (3.5 units)**

The purpose of this course is to apply pain management knowledge in a clinical environment under the direction of a doctoral supervisor practitioner. The clinic experience will involve a variety of activities that may include participating in treatment of patients, demonstrations and discussions, and patient case analyses, supervise master program interns, help the clinic director with clinic management .Students are required to complete 20 case analysis reports based on the pain management specialty field, those cases should be the patients they have seen during their internship. Prerequisite: Completed 6 units of didactic course.

### **DAOM 981 Clinical Specialization Internship II (3.5 units)**

The purpose of this course is to apply integrative family medicine knowledge in a clinical environment under the direction of a doctoral supervisor practitioner. The clinic experience will involve a variety of activities that may include participating in treatment of patients, demonstrations and discussions, and patient case analyses, supervise master program interns , help the clinic director with clinic management .Students are required to complete 20 case analysis reports based on the integrative family medicine specialty field he/she selected, those cases should be the patients they have seen during their internship. Prerequisite: Completed 6 units of didactic course.

## **DAOM 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

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

**Note: Please check the semester schedule of classes for which of the faculty are assigned during the immediate term.**

<b>Name</b>	<b>Degree</b>	<b>University</b>
Robert Chu	<a href="#">PhD, L.AC</a>	Ayurveda Healing Arts Institute
Dingming Liou	<a href="#">MD, L.AC</a>	China Medical University (Taiwan)
Lijun Sun	<a href="#">DAOM, L.AC</a>	UEWM
Kaiming Cheng	<a href="#">DAOM, L.AC</a>	UEWM
Thomas Leung	<a href="#">DAOM, L.AC</a>	UEWM
Dave Liu	<a href="#">DAOM, L.AC</a>	South Baylo University
Lehand Winters	MD (Dominican Republic)	University Technology of Santiago
Yann Haur Huang	<a href="#">PhD, MSTCM, L.AC</a>	Golden Gate University, UEWM

Wingcho Fung	<a href="#">DAOM, L.AC</a>	Five Branches University
ChaoCheng Yeh	<a href="#">PhD, L.AC</a>	American Liberty University
Ta Tung Lin	<a href="#">PhD, L.AC</a>	American Liberty University
Wenru Sun	<a href="#">DAOM, L.AC</a>	UEWM

## The Board of Regents

**The Board of Regents** governs the University of East-West Medicine. Board members consist of Community business and professional leaders.

Thomas Liu, Chairperson  
Michelle Liu, L. Ac, Vice Chairperson  
Zhiguo Jiang, DDS  
Amy Yang, L. Ac  
Handong Li, PhD (Organic Chemistry)

## Ownership

*Su Fang Tong*

## Administration Staff

**President**, *Dr. Eric Y. Tao, PhD*  
**Vice President of Academic Affairs**, *Dr. Bei Liu*  
**Dean, DAOM**, *Dr. Isaac S. Haynes*  
**Dean, MSTCM**, *Dr. Clark Harris*  
**Director of Clinic**, *Dr. Isaac S. Haynes*  
**Associate Director of Clinic**, *Yi Zhou*  
**Director of Financial Aid/Student Services**, *Peichi Chen*  
**Director of Public Relations & Affairs/Hardware IT**, *Bishwash Lohani*  
**Director Admissions**, *Sharon Zhou*  
**Director of Finance**, *Jessica Hsueh*  
**Accountant**, *Huaixiao Wang*  
**Coordinator of Massage**, *Dr. Clark Harris*  
**Librarian**, *Gareth Scott Piece*  
**Registrar Office Manager**, *Qian Zhao*  
**Registrar/Software IT**, *Yan Xiao*  
**Admissions/Marketing Specialists**, *Bishwash Lohani*  
**Coordinator Human Resources**, *Peichi Chen*  
**Facilities**, *Wen Ding*  
**Student Service Manager**, *Amy Xiao*

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.

## Questions About the Catalog

"Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be

directed to the Bureau for Private Postsecondary Education at Address:  
2535 Capitol Oaks Drive, Suite 400,  
Sacramento, CA 95833  
P.O. Box 980818, West Sacramento, CA 95798-0818  
Web site Address: [www.bppe.ca.gov](http://www.bppe.ca.gov),  
Telephone and Fax #'s: 888-370-7589 or 916 431-6959 or fax number, 916 263-1897

## University Policies

### **Policy on Submission of Fraudulent, Incorrect, or Misleading Information Pertaining to Student Admission**

It is expected by the University that all information which is material to the admissions process be accurate and true to the best of the student's or prospective student's knowledge. Any individual found to have submitted fraudulent, incorrect, or misleading information is subject to denial of admission to, or dismissal from the University.

If a University faculty or staff member discovers that this policy has been violated by an applicant for admission, that applicant shall be denied admission by the Director of Admissions.

Any University faculty or staff member who discovers that this policy has been violated by a currently enrolled student shall bring the matter to the attention of the Vice President of Academic & Student Affairs. The student shall be presented with the evidence. In situations where the student pleads "not responsible," the case is handled within the Student Appeal Process (See Student Handbook).

### **Policy on Drug-Free and Alcohol-Free Campus**

The University of East-West Medicine recognizes the health risks and costs associated with the use of illicit and recreational drugs and the abuse of alcohol and marijuana. UEWM is committed to providing a drug-free, marijuana free and alcohol-free and any other intoxicant in order to maintain a proper educational environment, which supports the mission of the College. This policy statement is discussed in the Student Handbook, located on the University's webpage.

It is the policy of UEWM that the unlawful manufacture, distribution, dispensation, possession, use of a controlled substance, or the purchase, sale, possession, use, or consumption of alcohol or any other intoxicant is prohibited on College premises. The University President or designee may authorize alcohol service at specific, approved University functions or at function sponsored by off-campus groups, to those who are legally eligible.

Drug and alcohol policy violations may also constitute violations of laws and students are accountable to both the College and the appropriate law enforcement agency. State and federal laws also prohibit the use and/or possession of illegal drugs and drug paraphernalia.

UEWM reserves the right to notify appropriate law enforcement agency when violation of the alcohol and drug policy is also a violation of law.

Under California law, it is illegal for any person under 21 years of age to purchase or attempt to purchase or otherwise procure, possess, or consume beer, wine, or other alcoholic or intoxicating liquor and marijuana.

It is also illegal to sell, serve, give or furnish beer, wine, or other alcoholic or intoxicating liquor, or any other intoxicant to a person underage specified above. It is also illegal for any underage person to falsify a driver's license or other identification document or for any person to permit his/her driver's license or any other identification document by and underage person to purchase alcoholic beverages. Local beverage ordinances, which conform closely to state law, also apply on College premises and are enforced by the appropriate law enforcement agency. UEWM has adopted and implemented an alcohol and drug abuse prevention program for students and employees. That program consists of:

- Educational materials to read
- New Student Orientation review of policy
- Flyers posted on campus reminding students of the policy Referrals to community counseling services

UEWM's primary role in dealing with matters involving the use or potential use of drugs or alcohol by its students is that of prevention, counseling, and education.

### **Title IX Statement**

It is the policy of the University of East-West Medicine to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination based on sex in the University's educational programs and activities ((including sexual harassment and sexual violence). Title IX also prohibits retaliation for asserting claims of sex discrimination. A person may file a written complaint

with the Title IX Coordinator, Victoria Labrador, Director of Student Services/Title IX Coordinator.

### **Equal Employment Opportunity Employer**

UEWM is an Equal Employment Opportunity Employer. No person will be denied employment, admission, or educational opportunity, or otherwise be discriminated against at UEWM and its programs and activities based on race, color, religion, sex, national origin, age, personal appearance, family responsibilities or physical or mental disability, political affiliation, status as a veteran or any other group protected by applicable Federal laws. UEWM prohibits sexual discrimination including sexual harassment and does not tolerate sexual assault/violence on campus. UEWM takes affirmative action to recruit qualified women, minorities, veterans and individuals with disabilities. The Office of the Vice President in cooperation with the Human Resources Manager is the designated person to handle inquiries regarding the application of these policies as well as overall campus coordination of Title IX compliance, reachable at [hr@uewm.edu](mailto:hr@uewm.edu) . 595 Lawrence Expressway, Sunnyvale, CA 94085, Inquiries may also be directed to the office of civil rights, United States Department of Education, <http://www.ed.gov/about/offices/list/oct/index.html> .