

SP21 Addendum

Kathryn Bland, BSN, RN – Kathryn obtained her Associate and Bachelor’s Degrees in Nursing from Ohio University. She has been a registered nurse since 2012. She spent 7 ½ years at Mount Carmel Health System as a med-surg nurse. She also was a psych nurse at Ohio Hospital of Psychiatry for two years. Kathryn teaches in the nursing programs.

P. 10 Under Nursing Program Admission Requirements, under point 4, amend to:

RN: Must hold active Practical Nursing license OR be a graduate of the 9-month AIAM Practical Nursing program in December 2020 or afterward and enroll within 2 quarters of graduating from the PN program OR be a graduate of an approved Practical Nursing program and score 49.3% or higher Adjusted Individual Total Score on the TEAS OR 75% English Language Composite Score on HESI.

P. 17 On Acupuncture Curriculum Table

Move AW 615 First Aid & Cardio-Pulmonary Resuscitation 10 .5 from Quarter 5 to Quarter 4.

Change Totals for Quarter 4 to 225 Clock Hrs and 17.0 credits

Change Totals for Quarter 5 to 240 Clock Hrs and 19.0 credits

Medical Massage Therapy Program, p. 2 of this addendum

Updated Technical Requirements p. 6 of this addendum

Updated Fees Pages RN, PN, and MA begin on p. 7 of this addendum

P. 84, point 2, third paragraph, amend to:

A third occurrence will result in the student continuing on behavioral probation, failing the course in which it occurs and dismissed from the program. (Note that when a class, lab, or clinical is failed, all three components are then failed.)

P. 94 under Refund Schedule, in the first point’s parenthesis remove “, or flat rate book fee”

P. 147 Under Attendance, add as last sentence:

All students must use their full name used to enroll into their academic program to be admitted into all online classes for attendance purposes. Student IDs must be available to show on camera upon request.

Under Authentication Policy, add for clarification to the first bullet point:

This User Id required is the student's assigned AIAM email address.

P. 148 under the Student Laptop Computers section under Technical Requirements, add:

g. Tethering a mobile device as a wireless hotspot is not supported due to inconsistent bandwidth.

P. 149 under the Testing, add additional section:

ProctorU Test Proctoring

- Significant exams utilize a third-party company, ProctorU, to ensure the validity of our tests.
- All ProctorU protocols are required to be followed. These are supplied directly to students from ProctorU
- All students are required to utilize ProctorU for exams unless approved to take on-campus with an AIAM proctor:
 - Students who are absent and have permission from the Academic Dean (or the Director of Nursing for nursing courses) to make-up an exam that was proctored by ProctorU must schedule to make-up the exam on the AIAM campus.
 - On rare occasions with case specific extenuating circumstances (not on an on-going basis, but single test situations), approval may be granted by the Academic Dean (or the Director of Nursing for nursing courses) to take an exam normally proctored by ProctorU on campus with an AIAM proctor.

Coursework Summary:

Science – 275 hours

Massage Hours – 275 hours*

Ethics – 25 hours

Business – 25 hours

* Includes 100 hours Clinic

Student-Teacher Ratio:

For labs and hands-on classes, the teacher/student ratio is 1:14.

Medical Massage Therapy

Introduction to the Program

AIAM's Medical Massage Therapy curriculum covers basic massage therapy and medical massage techniques and all related studies and clinic practice in the AIAM Student Massage Clinic. The State Medical Board of Ohio governs the scope of practice and licensing components of the program. The required 600 clock hour/35.5 quarter credit hour curriculum can be completed in 3 quarters/9 months. Please see the Academic Calendar for program availability.

Program Mission

To provide quality education leading to a Massage Therapy diploma for all qualified persons desiring a meaningful career as a Licensed Massage Therapist.

Massage Career Opportunities

With a diploma from AIAM's Medical Massage Therapy program, graduates are permitted to take the Massage & Bodywork Licensing Examination (MBLEx). Students who pass this exam are eligible to apply for an Ohio State Medical Board Limited Practitioner's Certificate that enables them to apply for entry-level careers in therapeutic medical massage as a Licensed Massage Therapist (LMT). By successfully passing the MBLEx licensing exam, students may be eligible to practice in other states (See chart) Please also check individual states for their requirements.

Program Goals

1. Graduates earn a diploma in Medical Massage Therapy.
2. Graduate massage therapists prepared to work in independent medical massage practice or attain employment utilizing Massage Therapy training.
3. Prepare graduates to successfully pass the Massage & Bodywork Licensing Examination (MBLEx) for licensure in the state of Ohio.

Clinical Experiences

There are significant clinic experiences required in this program. AIAM has multiple clinic days offering the required experiences to massage therapy students. Clinic hours are set to meet the needs of the clinic and will require clinic hours to be scheduled on days, evenings, and weekends outside of regular class days/times. Such assignments may not be adjusted; failure to meet the assigned schedule will result in course failure.

Educational Objectives & Outcomes

1. Students will be prepared to pass the appropriate licensure or certification examination required by the state where they can practice.
2. Students will demonstrate knowledge in anatomy and physiology as applied to massage therapy.
3. Students will demonstrate confidence, knowledge and skills in massage theory and techniques.
4. Students will demonstrate efficient body mechanics supportive of their individual style that is both safe and efficient.
5. Students will be able to explain concepts of wellness.
6. Students will demonstrate an awareness of interpersonal interactions, client/therapist relations and ethics.
7. Students will demonstrate the ability to communicate in a professional manner with other healthcare providers for the purpose of referral and consultation.
8. Students will know how to develop a business plan to establish and manage a massage therapy practice.

Completion Requirements

1. Complete all course work with a minimum average of 75% on all courses and ~~pas~~ student clinic courses.
2. Meet or exceed attendance requirements.
3. Maintain high standards of conduct and follow the student conduct policy.
4. Payment in full of all tuition and settlement of all financial obligations with the school.
5. Complete the program within 1.5 times the attempted credit hours, which is 53.25 attempted credits.

Medical Massage Therapy

3 Quarters * 9 Months

Quarter 1

ETH 101	Ethics for Massage Therapists	25 hrs/1.5 credits
MTT 101	Massage Therapy Techniques	60 hrs/3 credits
MTS 102	Musculoskeletal Anatomy	50 hrs/3.5 credits
INCL 101	Introduction to Massage Therapy Clinic I	8 hrs/.5 credits
MTS 101	Anatomy and Physiology I	48 hrs/3 credits

Totals 191 hrs/11.5 credits

Quarter 2

MTTH 102	Massage Therapy Theory	30 hrs/2 credits
MTS 103	Anatomy and Physiology II	48 hrs/3 credits
INCL 102	Introduction to Massage Therapy Clinic II	14 hrs/.5 credits
MTS 104	Anatomical Kinesiology	36 hrs/2.5 credits
MTT 102	Advanced Deep Tissue Massage Techniques	12 hrs/.5 credits
MTCL 102	Student Clinic I	37 hrs/2.5 credits
BIW 101	Body Integration and Wellness	12 hrs/.5 credits
AB 102	Asian Bodywork	14 hrs/.5 credits

Totals 203 hrs/12 credits

Quarter 3

MTS 105	Anatomy and Physiology III	22 hrs/1.5 credits
MTS 106	Pathology for Massage Therapists	35 hrs/2 credits
MTCL 103	Student Clinic II	60 hrs/3 credits
MTS 107	Anatomy & Physiology Review	36 hrs/2.5 credits
MBXR 103	MBLEx Review	16 hrs/1 credit
PPB 103	Professional Practice & Business	25 hrs/1.5 credits
MTT 103	Advanced Medical Massage Techniques	12 hrs/.5 credits

Totals 286 hrs/12 credits

MEDICAL MASSAGE THERAPY TUITION AND FEES

TUITION & REQUIRED FEES

35.5 Credit Hours of Tuition at \$299 per Credit Hour	\$10,614.50
Enrollment Fee *	\$125.00
Ohio Video Disclosure Course*****	\$25.00
Matriculation Fee	\$50.00
Graduation Fee	\$50.00
Uniform (AIAM Polo Shirt)	\$35.00
Student Identification Card	\$10.00
Aprons and Face Shield (3 aprons and 1 Face Shield)	\$21.00
Technology Fee (\$350.00 per quarter)	\$1,050.00
Compliance Fee	\$300.00
Total Tuition & Required Fees ***	<u>\$12,280.50</u>

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$696.00
Laptop and Warranty	\$450.00
Approximate Cost of Supplies (massage lotions/creams) 1	\$60.00
Linens 1	\$40.00
Approximate Cost of Medical Exam 1	\$30.00
Approximate Cost of Massage Table (optional) 2	\$650.00
Massage & Bodywork Licensing Fee (MBLEX) 3	\$195.00
Ohio State Medical Board Licensing Fee (fees for other states may vary) 3	<u>\$150.00</u>
Background Check for Licensure 3	\$70.00
Cost of Liability Insurance 4	\$168.00
Total Other Costs	<u>\$2,509.00</u>

AIAM OPTIONAL FEES (estimated)

3% Service Fee when making credit card payments	<u>varies</u>
Clinical Make-up Fee	\$30.00
Course Add/Drop Fee	\$50.00
Library Services Fee (late, damaged, lost)	<u>varies</u>
Practical, Mid-term or Final Exam Make-up Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Returned Check/NSF Fee (or up to legal limit)	<u>\$37.50</u>
Transfer Credit Fee per Course Accepted	\$50.00
Unreturned AIAM Key Card Fee	\$10.00
Replacement Apron	\$2.00
Replacement Face Shield	\$15.00
Premium ProctorU Test Scheduling Fee (within 72 hours)	\$8.00
Premium ProctorU Test Scheduling Fee (within 24 hours)	\$12.00
Total Optional Fees ***	<u>\$314.50</u>
<i>(May be greater pending fee frequency)</i>	

1 Pre-start Cost

2 Pre-clinical Cost

3 Requirement for licensure. If certain conditions are met, AIAM will cover these costs.

(See Licensing Exam policy.)

4 Post-graduation Cost

* Enrollment Fee is refundable if application is cancelled in writing to AIAM within five (5) calendar days after the date of signing and/or payment of the fee. The enrollment fee cannot be paid until the Enrollment Agreement has been signed.

** Approximate total cost throughout entire program. These figures are estimates and based on current book lists. Books may change based on publisher availability (without notice). Actual cost will be based on student's choice of retailer.

*** Fees are refundable in accordance with Ohio Administrative Code 3332-1-10.1

**** 50% of the course fee will be charged (or the associated course if the proficiency/ exam is passed).

***** Ohio Video Disclosure Course is not an institutional charge.

Dishonored Checks & Collections:

AIAM accepts checks as payment (or tuition). AIAM reserves the right to assess a fee (or on / returned checks/EFT notices, the fee is \$37.50).

The use of a check as payment is your acceptance of this agreement and its terms. Students with account balances that are not current with their approved payment plans may be subject to further disciplinary action, including being sent to a collection agency. Students will be responsible for all collection fees incurred.

P. 48 Under Technical Requirements:

AIAM students must have a laptop computer on the first day of class which meets the required specifications (below). AIAM will provide a laptop (with 1-year warranty) to you as part of your tuition and fees at a cost of \$450 which are disclosed in the AIAM School Catalog. Students are responsible for communicating directly with the manufacturer on all warranty-related issues. If the laptop computer or camera and stand are purchased through AIAM, students are responsible to replace the item(s) at full cost if lost, stolen, or damaged beyond repair or outside of the warranty.

Students who purchase a laptop computer outside of AIAM must provide proof that the item(s) they have meet all requirements by the first day of the first quarter of the program. If a student does not produce a laptop which meet the required specifications by the 10th calendar day of the quarter, AIAM will provide a laptop and the student will be charged.

A stand-alone webcam is being provided to all students as part of their technology fees.

Student Laptop Computers

Broadband speeds: Zoom recommends a minimum of 2.5 Mbps for group calls and HESI requires a minimum of 3 Mbps. A list of the financial help and what resources are out there to help low-income students get Wi-Fi access sufficient for distance education needs is available from the Director of Student and Graduate Success.

1. PC (Chromebooks, Android Tablets, and iPads are **NOT** compatible)
 - a. Operating System: Windows 10
 - b. Minimum of 4GB of RAM
 - c. Minimum resolution of 1024x600
 - d. Must download New Edge browser: <https://www.microsoft.com/en-us/edge>
 - e. Must have pop-up blocker, JavaScript, and cookies enabled for testing.
 - f. Minimum 16 GB Solid State or Hard Drive
2. MAC (MacBook, MacBook Air, MacBook Pro)
 - a. Mac OS X 10.9 or higher
 - b. Minimum of 4GB of RAM
 - c. Minimum resolution of 1024x600
 - d. Must download New Edge browser: <https://www.microsoft.com/en-us/edge>
 - e. Must have pop-up blocker, JavaScript, and cookies enabled for testing.

Registered Nursing Tuition and Fees



TUITION & REQUIRED FEES

90 Credit Hours of Tuition @ \$299 per Credit Hour	\$26,910.00
Enrollment Fee *	\$125.00
Ohio Video Disclosure Course*****	\$25.00
Nursing Supply Bag	\$350.00
Matriculation Fee	\$50.00
Graduation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$750.00
Student Identification Card	\$10.00
Face Shield	\$15.00
Uniform (2 patches)	\$20.00
Technology Fee (\$794 per quarter) (Includes eBooks as applicable)	<u>\$3970.00</u>
Compliance Fee	\$300.00
Total Tuition & Required Fees ***	<u>\$32,575.00</u>

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$1365.00
Laptop and Warranty	\$450.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Entrance Exam 1	\$65.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
NCLEX Examination Fee 3	\$200.00
State Licensure Application 3	\$75.00
Background Check for Licensure 3	\$70.00
Total Other Costs	\$2,480.00

AIAM OPTIONAL FEES (estimated)

3% Service Fee when making credit card payments	<u>varies</u>
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Library Fees (late returns, damage, or lost fees)	<u>varies</u>
Proficiency Test Fee per Test****	\$50.00
Returned Check Fee/NSF Fee (or up to legal limit)	<u>\$37.50</u>
Transfer Credit Fee per Course Accepted	\$50.00
Unreturned AIAM Key Card	\$10.00
Replacement Face Shield	\$15.00
Premium ProctorU Test Scheduling Fee (within 72 hours)	\$8.00
Premium ProctorU Test Scheduling Fee (within 24 hours)	\$12.00
Live Review Make-Up Fee	\$339.00
Total Optional Fees***	\$671.50

(May be greater pending fee frequency)

Practical Nursing Tuition and Fees

TUITION & REQUIRED FEES

46 Credit Hours of Tuition @ \$299 per Credit Hour	\$13,754.00
Enrollment Fee *	\$125.00
Ohio Video Disclosure Course*****	\$25.00
Nursing Supply Bag	\$350.00
Matriculation Fee	\$50.00
Graduation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$450.00
Student Identification Card	\$10.00
Face Shield	\$15.00
Uniform (2 patches)	\$20.00
Technology Fee (\$862 per quarter) (Includes eBooks as applicable)	<u>\$2586.00</u>
Compliance Fee	\$300.00
Total Tuition & Required Fees ***	<u>\$17,735.00</u>

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$100.00
Laptop and Warranty	\$450.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Entrance Exam 1	\$65.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
NCLEX Examination Fee 3	\$200.00
State Licensure Application 3	\$75.00
Background Check for Licensure 3	\$70.00
Total Other Costs	\$1,215.00

AIAM OPTIONAL FEES (estimated)

3% Service Fee when making credit card payments	<u>varies</u>
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Library Fees (late returns, damage, or lost fees)	<u>varies</u>
Proficiency Test Fee per Test****	\$50.00
Returned Check Fee/NSF Fee (or up to legal limit)	<u>\$37.50</u>
Transfer Credit Fee per Course Accepted	\$50.00
Unreturned AIAM Key Card	\$10.00
Replacement Face Shield	\$15.00
Premium ProctorU Test Scheduling Fee (within 72 hours)	\$8.00
Premium ProctorU Test Scheduling Fee (within 24 hours)	\$12.00
Live Review Make-Up Fee	\$202.00
Total Optional Fees***	\$484.50

(May be greater pending fee frequency)

Medical Assisting Tuition and Fees

TUITION & REQUIRED FEES

40 Credit Hours of Tuition @ \$299 per Credit Hour	\$11,960.00
Enrollment Fee *	\$125.00
Ohio Video Disclosure Course*****	\$25.00
Medical Assisting Supply Bag	\$75.00
Matriculation Fee	\$50.00
Graduation Fee	\$50.00
Lab Fee (\$100 per quarter)	\$300.00
Student Identification Card	\$10.00
Face Shield	\$15.00
Uniform (2 patches)	\$20.00
Technology Fee (\$508.00 per quarter) (includes e-books, web cam)	<u>\$1524.00</u>
Compliance Fee	\$300.00
Total Tuition & Required Fees ***	<u>\$14,454.00</u>

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Laptop and Warranty	\$450.00
Approximate Cost of Medical Exam 1	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 1	\$50.00
Hepatitis B Vaccinations (series of 3) 1	\$150.00
National Healthcare Association Certified MA Exam Fee (2)	\$125.00
Background Check for Licensure 3	\$70.00
Total Other Costs	\$900.00

AIAM OPTIONAL FEES (estimated)

3% Service Fee when making credit card payments	<u>varies</u>
Library Fees (late returns, damage or lost fees)	<u>varies</u>
Returned Check Fee/NSF Fee (or up to legal limit)	<u>\$37.50</u>
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Unreturned AIAM Key Card/Student ID Fee	\$10.00
Replacement Face Shield	\$15.00
Premium ProctorU Test Scheduling Fee (within 72 hours)	\$8.00
Premium ProctorU Test Scheduling Fee (within 24 hours)	\$12.00
Total Optional Fees***	\$232.50
<i>(May be greater pending fee frequency)</i>	