

AIAM 2014 Winter Catalog Addendum

Effective: May 20, 2014

Reference the following catalog pages for updated Fall 2014 quarter tuition ONLY for students enrolling to start Fall 2014.

Replaces page 22:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

ACUPUNCTURE PROGRAM TUITION & REQUIRED FEES

130 Credit Hours of Tuition @ \$337.50 per Credit Hour	\$43,875.00
Application Fee *	\$100.00
Matriculation Fee	\$50.00
Student Identification Card	\$10.00
Total Tuition & Required Fees ***	\$44,035.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks and Reference Books **	\$750.00
Approximate Cost of Supplies 1	\$720.00
Uniform (Lab Coat and name tag) 1	\$35.00
Hepatitis B Vaccinations (series of 3) 1	\$150.00
Approximate Cost of Medical Exam 1	\$30.00
NCCAOM Exam Application 3	\$475.00
NCCAOM Biomedicine 3	\$300.00
NCCAOM Foundation 3	\$300.00
NCCAOM Acupuncture and Point Location 3	\$300.00
CCAOM Clean Needle Technique 3	\$135.00
CCAOM Clean Needle Exam Results and Transmittal Fee (to NCCAOM & SMB) 3	\$20.00
Total Other Costs	\$3,215.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Practical, Mid-term or Final Exam Make-up Fee	\$50.00
Course 3204AT Exam Make-up Fee	\$150.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees ***	\$387.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

***** 50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

3 - Post-graduation Cost

Replaces page 42:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

**WESTERN MASSAGE THERAPY PROGRAM
TUITION & REQUIRED FEES**

750 Clock Hours of Tuition @\$18.25 per Clock Hour	\$13,687.50
Application Fee *	\$75.00
Matriculation Fee	\$50.00
Uniform (AIAM Polo Shirt)	\$35.00
Student Identification Card	\$10.00
Total Tuition & Required Fees ***	\$13,857.50

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$750.00
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
Cost of 2 Professional Massages 2	\$120.00
Cost of Liability Insurance 3	\$168.00
Total Other Costs	\$1,818.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Practical, Mid-term or Final Exam Make-up Fee	\$50.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees ***	\$237.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

*****50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Replaces page 77:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

DIRECT ENTRY NURSING PROGRAM

TUITION & REQUIRED FEES

109.50 Credit Hours of Tuition @ \$285 per Credit Hour	\$31,207.50
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$1200.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$20.00
Technology Fee (\$300 per quarter)	\$2,400.00
Total Tuition & Required Fees ***	\$35,067.50

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$1,800.00
TEAS Test (Entrance Exam) 1	\$55.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
Total Other Costs	\$2,110.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees***	\$287.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

*****50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Replaces page 77:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

ADVANCED PLACEMENT NURSING PROGRAM

TUITION & REQUIRED FEES

90 Credit Hours of Tuition @ \$285 per Credit Hour	\$25,650.00
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$750.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$20.00
Technology Fee (\$450 per quarter)	\$2,250.00
Total Tuition & Required Fees***	\$28,910.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks**	\$1,500.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
Total Other Costs	\$1,755.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees***	\$287.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

***** 50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Replaces page 88:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

PRACTICAL NURSING PROGRAM

TUITION & REQUIRED FEES

59 Credit Hours of Tuition @ \$285 per Credit Hour	\$16,815.00
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$750.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$20.00
Technology Fee (\$350 per quarter)	\$1,750.00
Total Tuition & Required Fees ***	\$19,575.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$1,200.00
TEAS Test (Entrance Exam) 1	\$55.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
Total Other Costs	\$1,510.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees***	\$287.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

*****50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Reference the following catalog pages with replacement language and polices as noted below. These changes are effective immediately.

Page 82-83, Registered Nursing Course Descriptions

2002 NRSd Adult Nursing

156 hours: (48 Theory, 44 Lab, 64 Clinical) / 9 credits

Course Description: Focused theory and clinical course addressing biological, psychological, spiritual and sociocultural needs of the adult human from young adulthood to the older adult. Common alterations to adaptation in the course of aging will be viewed to support holistic nursing interventions. Students will have

opportunity to participate in general adult and geriatric population clinical care arenas. Outside work is required in this class in readings, case studies, ATI modules and practice tests, and ATI skills modules for lab.

Prerequisite: 2001 NRSd, and for Advanced Placement Track (only), NRSc

Corequisite: 2101 NRS Pharmacology

2005 NRSd Advanced Care Nursing 160 hours: (48 Theory, 48 Lab, 64 Clinical) / 9 credits

Course Description: Clinical and theory course to synthesis the major constructs of providing safe, competent holistic nursing care. Each of the health functioning patterns will be reviewed, as well as commonly diagnosed alterations and needed client restoration measures. The student will engage in extensive clinical time in high acuity health care arenas to practice skills, correlate theory, prioritize and manage care flow processes including delegation. Outside work is required in this class in reading, homework assignments, ATI practice tests, and ATI skills modules for lab.

Prerequisite: 2003 NRSd, 2004 NRSd

Effective: March 31, 2014

Reference the following catalog pages with **new course numbers** across programs as noted below. These changes are effective immediately and apply to corresponding course descriptions.

Page 17-18

New course numbers for all Acupuncture program courses except for elective classes follow:

ACUPUNCTURE & RELATED COURSES
COURSE# TITLE CLOCK HOURS CREDIT HOURS

- AT 100 Basic Traditional Chinese Medicine Theory
- AT 101 Acupoint Location & Energetics I
- AT 102 Acupoint Location Practicum I
- AT 103 History of Traditional Chinese Medicine 25
- AT 104 Tai Ji Quan I
- AT 105 Tai Ji Quan II
- AT 106 Theory of Meridians
- AT 107 Chinese Medicine Etiology & Pathology
- AT 108 Acupoint Location & Energetics II
- AT 109 Acupoint Location Practicum II
- AT 110 Chinese Medicine Diagnostics/ Methodology
- AT 111 ATc Chinese Medicine Diagnostics/ Methodology Practice
- AT 200 Acupuncture & Moxibustion Techniques Practice
- AT 201 Acupuncture and Moxibustion Techniques
- AT 202 Chinese Medicine Diagnostics/ Differentiation of Syndromes I
- AT 203 Acupuncture and Treatment of Disease I
- AT 204 Chinese Medicine Diagnostics/Differentiation of Syndromes II
- AT 205 Principles of Point Selection and Combination

AT 206 Acupuncture and Treatment of Disease II
AT 207 Clinical Preparation
AT 208 Acupuncture and Treatment of Disease III
AT 209 Micro Acupuncture Therapy
AT 210 Chinese Medicine Diagnostics/ Differentiation of Syndromes III
AT 300 Chinese Massage Therapy I
AT 301 Chinese Massage Therapy II
AT 302 Acupuncture Case Study
AT 303 Medical Qi Gong I
AT 304 Medical Qi Gong II
AT 305 Terminal Competencies of Acupuncture

PROFESSIONAL DEVELOPMENT COURSES

COURSE# TITLE CLOCK HOURS CREDIT HOURS

AP 306 Medical Ethics & Professional Issues
AP 307 Medical Ethics & Professional Issues II
AP 308 Practice Management
AP 309 APc Counseling

WESTERN SCIENCE & BIOMEDICAL SCIENCES

COURSE# TITLE CLOCK HOURS CREDIT HOURS

AW 112 Introduction to Biology
AW 113 Surface Anatomy
AW 114 Western Approaches to Illness & Medical Terminology
AW 115 Human Anatomy & Physiology I
AW 116 Western Medicine Diagnostics/ Physical Exam Techniques Practice
AW 117 Western Medicine Diagnostics/ Physical Exam Techniques
AW 118 Introduction to Psychology
AW 119 Human Anatomy & Physiology II
AW 120 Microbiology
AW 121 Western Medicine Pathology
AW 211 Western Medical Diagnostics/Lab Reading
AW 212 Clean Needle Technique/OSHA
AW 213A First Aid/AW 213B Cardio-Pulmonary Resuscitation
AW 214 Overview of Western Clinical Practice I
AW 215 Overview of Western Clinical Practice II
AW 216 Introduction to Medical Imaging
AW 217 Western Medicine Pharmacology
AW 218 Overview of Western Clinical Practices III

CLINICAL TRAINING COURSES

COURSE# TITLE CLOCK HOURS CREDIT HOURS

AC 122 Clinical Observation I
AC 123 Clinical Observation II
AC 124 Clinical Observation III
AC 125 Clinical Observation IV
AC 126 Clinical Observation V
AC 219 Clinical Internship A
AC 220 Clinical Internship B
AC 310 Clinical Internship C
AC 311 Internship D
AC 312 Clinical Internship E
AC 313 Clinical Internship F or Clinical Externship F in China

AC 314 Clinical Internship G or Clinical Externship G in China
 AC 315 Clinical Internship H or 1/2 Clinical Externship H in China
 and 1/2 Clinical Internship local
 AC 316 Clinical Internship I
 AC 317 Clinical Experience Forum

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New course numbers for all Western Massage Therapy program courses follow:

WESTERN MASSAGE THERAPY & RELATED STUDIES COURSES

COURSE#	TITLE	CLOCK HOURS	
MT 100	Professional Development and Ethics	36	
MT 101	Swedish Massage Therapy Techniques	60	
MT 102	Professional Practice and Business I	38	
MT 103	Professional Practice and Business II	21	
MT 104	MBLEx Review	16	
MT 105	Neuromuscular Therapy Plus I	96	
MT 106	Neuromuscular Therapy Plus II	4	
MT 107	Swedish Massage Therapy Theory	30	
MT 108	AT Asian Bodywork – Basic Theory	30	
TOTAL		331

BIOMEDICAL SCIENCE COURSES

COURSE#	TITLE	CLOCK HOURS	
MS 109	Musculoskeletal Anatomy	50	
MS 110	Anatomy and Physiology I	38	
MS 111	Anatomy and Physiology II	48	
MS 112	Anatomy and Physiology III	48	
MS 113	Anatomy and Physiology IV	30	
MS 114	Pathology for Massage Therapists	35	
MS 115	Anatomical Kinesiology	36	
MS 116	Anatomy and Physiology Review	48	
TOTAL		333

CLINICAL TRAINING COURSES

COURSE#	TITLE	CLOCK HOURS	
MC 117	Introduction to Massage Therapy Clinic	12	
	(9 lecture, 3 clinic)		
MC 118	Student Clinic I	16	
MC 119	Student Clinic II	30 - FT/9 MO PROGRAM	
MC 121	Student Clinic III	28 - FT/9 MO PROGRAM	
MC 120	Student Clinic II	15 – PT/12 MO PROGRAM	
MC 121	Student Clinic III	15– PT/12 MO PROGRAM	
MC 122	Student Clinic IV	28– PT/12 MO PROGRAM	
TOTAL		86

Page 74-75

New course numbers for all Registered Nursing Direct Entry program courses follow:

QUARTER 1

NRS 112 E-Nursing Concepts
NRS 111 Intro to Nursing Concepts
BIO 102 Anatomy & Physiology
MAT 101 College Math
PSY 101 Growth & Development
NRS 100 Nursing Success Skills RN

QUARTER 2

NRS 113 Foundations of Nursing
BIO 103 Pathophysiology
MAT 102 Introduction to Algebra
ENG 101 Basic Composition

QUARTER 3

NRS 114 Integrative Nursing
BIO 104 Nutrition
NRS 115 Pharmacology

QUARTER 4

PSY 102 Introduction to Psychology
NRS 201 Promoting Psychological Health, Maintenance & Restoration
BIO 201 Microbiology

QUARTER 5

NRS 202 Adult Nursing
NRS 200 Holistic Nursing Concepts
INT 103 Massage

QUARTER 6

NRS 203 Family Nursing
SOC 101 Cultural Diversity Awareness
COM 101 Effective Communications

QUARTER 7

NRS 204 Community Nursing
ENG 102 Essay and Research
HUM 101 Ethics: Humanities

QUARTER 8

NRS 205 Advanced Care Nursing
NRS 206 Professional Transitions
COM 102 Business Communications

Page 76

New course numbers for all Registered Nursing Advanced Placement program courses follow:

QUARTER 1

PSY 102 Introduction to Psychology
NRS 201 Promoting Psychological Health, Maintenance & Restoration
MAT 101 College Math
NRS 112 E-Nursing Concepts
NRS 100 Nursing Success Skills RN
NRS 116 PN – RN Role Transitions
INT 103 Massage

QUARTER 2

NRS 202 Adult Nursing
MAT 102 Introduction to Algebra
NRS 115 Pharmacology
ENG 101 Basic Composition

QUARTER 3

NRS 203 Family Nursing
BIO 103 Pathophysiology
ENG 102 Essay and Research
BIO 104 Nutrition

QUARTER 4

NRS 204 Community Nursing
NRS 200 Holistic Nursing Concepts
BIO 201 Microbiology
SOC 101 Cultural Diversity Awareness
COM 101 Effective Communications

QUARTER 5

NRS 205 Advanced Care Nursing
NRS 206 Professional Transitions
COM 102 Business Communications
HUM 101 Ethics: Humanities

Effective: March 31, 2014

Reference the following catalog pages with replacement language and policies as noted below. These changes are effective immediately.

Page 5 Program-specific Approvals/School of Traditional Chinese Medicine

The following replaces published ACAOM Address:

ACAOM is located at:

8941 Aztec Drive, Suite 2

Eden Prairie, MN 55347
p: 952-212-2434
f: 952-657-7068
www.acaom.org

Page 22 Acupuncture Tuition and Fees

The following replaces published Acupuncture Tuition and Fees:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

ACUPUNCTURE PROGRAM

TUITION & REQUIRED FEES

130 Credit Hours of Tuition @ \$335 per Credit Hour	\$43,550.00
Application Fee *	\$100.00
Matriculation Fee	\$50.00
Student Identification Card	\$10.00
Total Tuition & Required Fees ***	\$43,710.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks and Reference Books **	\$750.00
Approximate Cost of Supplies 1	\$720.00
Uniform (Lab Coat and name tag) 1	\$35.00
Hepatitis B Vaccinations (series of 3) 1	\$150.00
Approximate Cost of Medical Exam 1	\$30.00
NCCAOM Exam Application 3	\$475.00
NCCAOM Biomedicine 3	\$300.00
NCCAOM Foundation 3	\$300.00
NCCAOM Acupuncture and Point Location 3	\$300.00
CCAOM Clean Needle Technique 3	\$135.00
CCAOM Clean Needle Exam Results and Transmittal Fee (to NCCAOM & SMB) 3	\$20.00
Total Other Costs	\$3,215.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Practical, Mid-term or Final Exam Make-up Fee	\$50.00
Course 3204AT Exam Make-up Fee	\$150.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees ***	\$387.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

**** 50% of the course fee will be charged for the associated course if the proficiency exam is passed.

1 - Pre-start Cost

3 - Post-graduation Cost

Page 42 Western Massage Tuition and Fees

The following replaces published Western Massage Tuition and Fees:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

WESTERN MASSAGE THERAPY PROGRAM

TUITION & REQUIRED FEES

750 Clock Hours of Tuition @\$17.75 per Clock Hour	\$13,312.50
Application Fee *	\$75.00
Matriculation Fee	\$50.00
Uniform (AIAM Polo Shirt)	\$35.00
Student Identification Card	\$10.00
Total Tuition & Required Fees ***	\$13,482.50

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$750.00
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
Cost of 2 Professional Massages 2	\$120.00
Massage & Bodywork Licensing Fee (MBLEX) 3	\$195.00
Ohio State Medical Board Licensing Fee (fees for other states may vary) 3	\$150.00
Cost of Liability Insurance 3	\$168.00
Total Other Costs	\$2,163.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Practical, Mid-term or Final Exam Make-up Fee	\$50.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees ***	\$237.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

*****50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

- 2 - Pre-clinical Cost
- 3 - Post-graduation Cost

Page 77 Registered Nursing Tuition and Fees

The following replaces published Registered Nursing Tuition and Fees:

Students are legally responsible for educational expenses during enrollment. When current with payments, students are entitled to all privileges of enrollment. Failure to remain current with payments may result in suspension and possible dismissal.

DIRECT ENTRY NURSING PROGRAM

TUITION & REQUIRED FEES

109.50 Credit Hours of Tuition @ \$280 per Credit Hour	\$30,660.00
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$1200.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$20.00
Technology Fee (\$225 per quarter)	\$1,800.00
Total Tuition & Required Fees ***	\$33,920.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$1,800.00
TEAS Test (Entrance Exam) 1	\$55.00
Background Check 1	\$65.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
NCLEX Examination Fee 3	\$200.00
Total Other Costs	\$2,375.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees***	\$287.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.

***50% of the course fee will be charged for the associated course if the proficiency exam is passed.

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Page 77 Registered Nursing Tuition and Fees

The following replaces published Western Massage Tuition and Fees:

ADVANCED PLACEMENT NURSING PROGRAM

TUITION & REQUIRED FEES

90 Credit Hours of Tuition @ \$280 per Credit Hour	\$25,200.00
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$750.00
Student Identification Card	\$10.00
Uniform (2 sets of scrubs)	\$80.00
Technology Fee (\$350 per quarter)	\$1,750.00
Total Tuition & Required Fees ***	\$28,020.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks**	\$1,500.00
LPN STEP (Entrance Exam) 1	\$55.00
Background Check 1	\$65.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
NCLEX Examination Fee 3	\$200.00
Total Other Costs	\$2,075.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees ***	\$287.50

(May be greater pending fee frequency)

*Application 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.

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***Fees are non-refundable once charged to a student account.

**** 50% of the course fee will be charged for the associated course if the proficiency exam is passed.

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Page 88 Practical Nursing Tuition and Fees

The following replaces published Practical Nursing Tuition and Fees:

PRACTICAL NURSING PROGRAM

TUITION & REQUIRED FEES

59 Credit Hours of Tuition @ \$280 per Credit Hour	\$16,520.00
Application Fee *	\$100.00
Nursing Supply Bag	\$80.00
Matriculation Fee	\$50.00
Lab Fee (\$150 per quarter)	\$750.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$20.00
Technology Fee (\$350 per quarter)	\$1,750.00
Total Tuition & Required Fees ***	\$19,280.00

OTHER STUDENT COSTS ASSOCIATED WITH PROGRAM (estimated)

Approximate Cost of Required Textbooks **	\$1,200.00
TEAS Test (Entrance Exam) 1	\$55.00
Background Check 1	\$65.00
Approximate Cost of Medical Exam 2	\$30.00
Approximate Cost of TB test 2	\$25.00
CPR Card 2	\$50.00
Hepatitis B Vaccinations (series of 3) 2	\$150.00
NCLEX Examination Fee 3	\$200.00
Total Other Costs	\$1,775.00

AIAM OPTIONAL FEES (estimated)

Returned Check Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Total Optional Fees***	\$287.50

(May be greater pending fee frequency)

**Application 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.*

***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 non-refundable once charged to a student account.*

****50% of the course fee will be charged for the associated course if the proficiency exam is passed.*

1 - Pre-start Cost

2 - Pre-clinical Cost

3 - Post-graduation Cost

Page 100 Progression, Readmission & Advanced Placement for the Nursing Program The following replaces #5 in this section:

Students must be physically present and meet the identified attendance standard (see attendance policy) of the scheduled class theory, lab sessions and of the clinical regardless of the achieved course grade. Students failing to meet the identified attendance standard (see attendance policy) will fail the course.

Page 103, 104 and 136 Attendance Policy

The following replaces Attendance Policy for the Massage Therapy, Medical Assisting, and Professional Master's Level Acupuncture Programs on page 136 and Attendance for Nursing Education Programs on pages 103 & 104:

Students in all AIAM programs must meet attendance requirements in order to progress through their program. Students are allowed a limited number of absences (10%) per course based on the total course hours. Any course hours missed over the allowable 10% per course must be made-up on campus engaged in coursework. The make-up hours must be documented and verified on the Make-Up Hours Log. All make-up hours must be completed and the Make-Up Hours Log submitted to the registrar by the last day of the quarter for input into the Student Management System which houses the official attendance records. Failure to make up the course hours required will result in course failure.

If a student has not attended classes for 14 consecutive calendar days and has made no previous arrangements to return to class, the student will be administratively withdrawn from the program (See Withdrawal Policy).

It is the student's responsibility to contact the instructor regarding missed course work. All make-up course work must be completed within seven (7) calendar days of absence or the student will receive a zero (0) for the missed course work.

Only those students with documented absences approved by the faculty will be allowed to make-up exams or quizzes missed (See Exams and Make-up Exams Policy). In rare circumstances, an absence may be excused without documentation at the discretion of the Nursing Program Administrator for nursing courses or Academic Dean for non-nursing courses.

Example of supporting documentation:

- Illness of self or minor child with verifiable doctor's excuse
- Obituary – Death in family
- Court Subpoena

Timely attendance at clinical classes/clinical rotations/clinical shifts is **mandatory** as these practices while in school develop the professional work ethic desired in the workplace. When an absence is unavoidable,

students must notify their instructor at least two hours prior to the start of their clinical class/clinical rotation/clinical shift. All clinical class/clinical rotation/clinical shift absences MUST be made up and will require the payment of a \$100 fee payable by the student directly to AIAM if additional clinical time (outside of the quarter's regularly scheduled student clinic and clinical rotations) needs to be scheduled.

- A clinical class/clinical rotation/clinical shift absence without supporting documentation or administrator/manager approval for the emergency will result in course failure.
- A No Call/No Show for your clinical class/clinical rotation/clinical shift will result in course failure.

Page 127 Student Council

Remove this entire narrative.

Page 131 Violations to Student Conduct Expectations

The following new policy above Dismissal policy.

VIOLATIONS TO STUDENT CONDUCT EXPECTATIONS

AIAM reserves the right to take all necessary and appropriate action to protect the safety and well-being of the campus community. The Campus Director (or designee) may immediately suspend any student whose conduct threatens the health and/or safety of any person(s) or property, or exhibits severe conduct that warrants removal from the campus. The suspension shall remain in effect until the matter is resolved through the disciplinary and inquiry process, which should be completed within 3 business days. If the Campus Director (or designee), in his or her sole discretion, determines that the student's behavior may have violated the Student Conduct expectations but does not warrant a suspension or dismissal, the Campus Director (or designee) shall promptly provide the student with a written warning. Multiple written warnings may result in a suspension or dismissal.

Page 131 Dismissal

The following replaces the published Dismissal policy:

DISMISSAL

Student dismissal is viewed as the last recourse at AIAM. At the discretion of the Campus Director and upon recommendation of the Academic Dean or the Nursing Program Administrator, a student may be dismissed from the school for behavior disruptive of AIAM's educational mission, for academic dishonesty, for acts or inattention which violate professional ethics in patient care, and for, but not limited to, the following reasons:

1. Violation of the school rules and policies
2. Failure to fulfill the terms and conditions of the enrollment agreement
3. Failure to meet financial obligations
4. Unsatisfactory academic progress
5. Failure to complete the program within 1.5 times the length of the program.
6. Illegally bringing or bearing firearms or other lethal weapons on campus.
7. Being under the influence or in possession of any illegal drugs or alcohol while on school property or at school sponsored activities
8. Threatening behavior or remarks.

A student who receives a notice of dismissal will have ten (10) calendar days from the date of dismissal to file a request in writing for a review of the dismissal by a review panel and to show cause as to why the dismissal should not stand and become part of the student's file. The review panel will consist of the Director of Student and Graduate Services, a faculty member from the student's program, and a third non-AIAM affiliated person appointed by the Director of Graduate and Student Services. This request must be in writing and sent to the school by registered mail or electronic submission with confirmation or proof of delivery. The decision of the review panel shall be final in all cases where a review is requested.

Page 133 Withdrawal After Entering School

The following replaces the published Withdrawal After Entering School policy:

Withdrawal After Entering School

Upon admission, STUDENTS ARE RESPONSIBLE FOR EACH QUARTER'S FULL TUITION AMOUNT (FOR WMT STUDENTS, FOR EACH PAYMENT PERIOD OF 375 HOURS). Unless a student pays for the entire quarter or payment period tuition when the term begins, it is possible the student will not receive a refund and may owe a balance to the school in the event of withdrawal or dismissal at any time prior to the end of the quarter. Students receiving financial aid may also be obligated to return to the government or sponsoring agency some or all of any financial aid awards received. Please see the Financial Aid Administrator for applicable return of funds policies (Treatment of Title IV Aid When a Student Withdraws). Monies in excess of that obligation will be refunded to the student. Students wishing to officially withdraw should contact the Academic Dean or the Financial Aid Office to state intent of withdrawal. This will begin the official withdrawal process (official notification). If students cease attendance for 14 consecutive days, they will be administratively withdrawn for non-attendance (unofficial notification).

The date of determination for withdrawal is the date the student notifies AIAM of their withdrawal or intent to withdraw. A written notice to AIAM is not required for student withdrawal. For refund calculation purposes, the last date of attendance is used with the State Board of Career Colleges and Schools for the State of Ohio approved refund schedule below. Percentages are based on each quarter's total tuition and time in school.

Page 135 and 136 Proficiency Credit Policy

The following replaces the published Proficiency Credit policy:

AIAM Proficiency Credit Testing Policy

All Proficiency Exams must be completed by the end of the first week of the first quarter. Proficiency exams may be taken only once per course. No retakes permitted. The Academic Dean will make the final determination on all situations.

The proficiency exam fee is \$50 per exam, paid by student prior to taking exam(s). 50 percent (50%) of the total course fee will be charged as an institutional course fee for each respective course with a passing proficiency exam. The student must receive a minimum grade of "C" on the exam in order to have this grade and credits counted for the course. If the minimum grade is not received, the student must register to take the course and pay the full tuition for that course.

The proficiency credit will show on the transcript as a grade of "PR" which does not figure into Grade Point Average (GPA) will count as credit hours attempted and earned. This grade signifies credit received only. For more information about how to earn proficiency credit, please contact the admissions department.

Page 137 Tardiness

The following replaces the published Tardiness policy:

Missed Class Time Policy (Formerly known as Tardiness Policy)

The missed class time policy at AIAM is all encompassing and includes late arrival to class, unscheduled breaks during class time, late return from breaks, and leaving class before the scheduled end time. A student is counted as absent for each fifteen (15) minute increment of class missed. Absent time is cumulative, and forty-five (45) minutes cumulative absence shall count as one (1) clock hour absent.

Page 137 Exams and Make Up Exams

The following replaces published Exams and Make Up Exams policy:

Exams & Make Up Exams

Students are required to take all practical and written exams and quizzes at the time that they are scheduled. However, occasionally there are **extenuating** circumstances that may require other arrangements, which must be approved by the Academic Dean (or the Nursing Program Administrator, for Nursing programs).

- Students who are absent the day of the exam or test and have an excused absence, approved by the Academic Dean (or the Nursing Program Administrator, for Nursing programs), will have seven days to make it up.
- Students who are absent the day of the final exam and have an absence approved by the Academic Dean (or the Nursing Program Administrator, for Nursing programs) will have 48 hours to make it up. **NOTE:** Failure to take the test in this time-frame will result in the student receiving a grade of zero (0) for that exam.
- Make-up exams may be taken during regularly scheduled open testing times or by arrangement with the instructor.
- A failed Acupuncture terminal competency exam may be retaken one time within two weeks from the date of the original test. The retake fee for this exam is \$150. Students who are unable to achieve a

passing grade must repeat the course. Students should refer to their respective program tuition and fees pages in the catalog for a complete listing of additional fees.

- Regardless of the reason, if a scheduled Western Massage or Acupuncture practical exam is missed, students will be assessed a \$50 fee for rescheduling the practical and their grade may be reduced by 10 percent. If the student calls the Academic Dean prior to the practical exam with extenuating circumstances (medical problems, death, etc.) and leaves a message, with documentation upon return, then the 10 percent reduction in grade will be waived. However, the \$50 rescheduling fee will still apply.

Page 137 Late Assignments

The following replaces published Late Assignments policy:

Late Assignments

Students are expected to submit required class/clinical assignments by the stated due date and time. Late submission of assignments unrelated to absences will be penalized by dropping one half letter grade (5%) per each day past the due date. If there is a possibility that your work may be late, you should communicate this with the instructor before the assignment is due.

Page 138 Dropping a Course

The following is an addition to the Dropping a Course Policy:

Students submitting a written request to drop all courses to the Academic Dean within 5 business days from the start of a quarter will have all tuition and fees for that quarter refunded with the exception of any books or supplies that have been charged to the students' account. Books and supplies may be returned as long as they are in new condition.

Effective: February 18, 2014

Reference the following catalog pages with faculty additions and deletions as noted below. These changes are effective immediately.

AIAM Faculty Additions, by category

Page 118 *General Education Faculty*

Angelina Doolittle, MAT, BS earned her degrees at James Madison University. She has taught previously math, science, and consumer science courses in Virginia.

Breanne Reamsnider, MA attended Case Western Reserve University majoring in Anthropology and Asian Studies, minoring in Chinese, Spanish, and Sociology, and Kent State University where she majored in English with a sub-major in teaching English as a Second Language. She has been an instructor since 2005, including 6 years as an ESL Instructor.

Page 120 *Massage Faculty*

Beth Hicks, LMT is an AIAM massage therapy graduate from 1996 when AIAM was still Massage Away. Beth brings her many years of experience to the Massage Therapy program.

Jennifer Pazderski, BS, LMT attended Shawnee State University earning her Bachelor of Science and is an AIAM alum for her Massage Therapy training. She has been a Licensed Massage Therapist since 2009.

Page 121- 122 Nursing Faculty

Joseph D. McNamara, BS, RN is currently working on his MSN as a Family Nurse Practitioner at St. Joseph's College of Nursing, attended Troy University receiving his Bachelor of Science degree, Chamberlain College receiving his Associate Degree in Nursing, attended the Naval School of Health Sciences and was a Navy Corpsman/Combat Medic. Joey brings his considerable experience to the Practical Nursing program.

Fran Hutchison, BSN, RN received her Associate of Applied Science in Nursing from Columbus State Community College in 2003; she received her Bachelor of Science in Nursing in 2010 from Chamberlain College and will graduate with her Master of Science in Nursing Education from Chamberlain College in early May, 2014. Fran has built her 10 year nursing career on a 13 year Medical Assisting career; she has also received her certificate as a Surgical Technician. She has experience in Medical-Surgical nursing and skilled/rehabilitative nursing. Fran has been teaching for over two years and has taught Integrative II, Medical-Surgical Nursing and the accompanying clinical and lab courses; Community Nursing, E-Concepts, and HESI preparation courses.

Lea Yoakem MSN, RN received her BSN and MSN degrees from Ohio University. She has worked as a home health nurse prior to teaching for the past three years at Ohio University –Chillicothe. She is currently working on her PhD in Education with a specialty focus in Nursing Education. She is a member of Sigma Theta Tau International Honor Society of Nursing.

Sin Young Kim MSN, RN received her BSN degree from Chungnam National University in Daejeon, South Korea and her MSN in Nursing Education from Capital University. She has worked in intensive care units, home health, and community settings. She has been a teaching assistant in the nursing lab at Capital for the past two years.

Michelle Marko MSN, RN received her LPN degree from Tri Rivers Career Center, her AND from Columbus State Community College, her BSN from Chamberlain College of Nursing, and her MSN from Walden University. She has been teaching for over 5 years in both LPN and ADN programs. She has worked in Medical Surgical and Ortho-Trauma units as well as home health and in an OB-GYN office.

Dianne Hilt BSN, RN received her BSN from the University of Toledo. She has worked in Medical Surgical settings and is a Certified Gerontology Nurse. She has been teaching in nursing programs for 30 years.

Jennifer Fenton BSN, RN

Jennifer received her LPN degree from Southern Ohio College and her BSN from Lourdes College. She has extensive mental health nursing experience and has taught in LPN programs in Northern Ohio.

Penny Snyder MSN, RN received her Diploma in Nursing from Mansfield General Hospital, her BSN from Ashland University, and her MSN from Otterbein College. She has worked extensively in Intensive Care Nursing in various parts of the country. She has over 10 years of teaching experience in both LPN and ADN programs and has been active in professional organizations at the local and state levels.

Tim Foster, RN, BSN graduated with his BSN from Pensacola Christian College in 2003. His post-graduate work includes receiving his Forensic Nursing Certificate from Kaplan University, and becoming certified as an Advanced Cardiac Life Support (ACLS) instructor. He is currently pursuing his Master's in Nursing at the University of Phoenix. Tim is employed as a Charge Nurse at the Ross Heart Hospital, continuing his over ten year career in Cardiac/Critical Care Nursing.

AIAM Faculty Deletions

The following faculty members are removed from the school catalog:

Page 4	David Welch, AIAM Administration
Page 118	Joyce Jadwin, Sara Sadowski, Mary Dinneen
Page 121	David Welch, Peg Best, Eula Doering
Page 122	Anita Hammersly, Kathy Jones, Jennifer Rowland, Melanie Sinclair

EFFECTIVE: January 2, 2014

Reference the following catalog pages with replacement language and polices as noted below. These changes are effective immediately.

Page 82, Registered Nursing Course Descriptions

1003 BIOD Pathophysiology

50 hours / 5 credits

Course Description: This course presents pathological changes associated with the most commonly occurring diseases of each body system by integrating the aspects of the human body from a total function whole. Correlates changes with patient's response, diagnostic studies, and treatment modalities and integrates the developmental and preventative aspects of health. Also covers components of the biological, physiological and cultural domains that impact the human perception of balance of health. Topics to be explored include foundations of environmental science, chemistry and cellular biology. Outside work is required in this class in reading assignments and questions based on readings.

Prerequisite: 1101 BIO

1103 BIO Nutrition

35 hours/ 3.5 credits

Course Description: A study of nutrient and food energy needs of humans throughout the life cycle with consideration of socio-psychological factors. Content includes processes, chemistry, digestion, absorption, metabolism, and utilization of nutrients. Outside work is included in this course in reading, ATI modules and practice tests.

Prerequisite: 1101 BIO

Page 84

2002 NRSd Adult Nursing**156 hours: (48 Theory, 24 Lab, 84 Clinical) / 9 credits**

Course Description: Focused theory and clinical course addressing biological, psychological, spiritual and sociocultural needs of the adult human from young adulthood to the older adult. Common alterations to adaptation in the course of aging will be viewed to support holistic nursing interventions. Students will have opportunity to participate in general adult and geriatric population clinical care arenas. Outside work is required in this class in readings, case studies, ATI modules and practice tests, and ATI skills modules for lab.

Prerequisite: 2001 NRSd, and for Advanced Placement Track (only), NRSc

Corequisite: 2101 NRS Pharmacology