CARRINGTON COLLEGE®

2025 – 2026

ACADEMIC CATALOG

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LETTER FROM THE PRESIDENT

Dear Future Graduates:

Welcome to **Carrington College**! We're so excited you've chosen to take this important step in your educational journey with us. By being here, you've already shown your commitment to reaching your academic, professional, and personal goals – and we applaud you for that.

At Carrington College, we're proud of the high-quality education and support we offer. Our faculty and staff are dedicated to helping you grow both in knowledge and confidence. We're here to guide and support you every step of the way.

As you move forward, remember that success takes effort, persistence, and belief in yourself. There may be challenges ahead, but you're not alone. Many students have walked this path before you – regardless of their background or experience – and have gone on to achieve great things. You can, too.

We're looking forward to celebrating your graduation and seeing you thrive in your chose career field. We also hope your time here inspires a lifelong love of learning and a passion for making a positive impact in your community.

Welcome again – and let's make this journey a meaningful one!

Warm regards,

Nick Gomez, PhD
President, Carrington College

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ABOUT CARRINGTON COLLEGE

MISSION STATEMENT

The mission of Carrington College is to provide career-focused baccalaureate degree, associate degree, and certificate programs in healthcare, trades, and industrial majors to a diverse population of students.

- Carrington College will ensure equitable and inclusive access to our programs, resources, and services.
- Programs are developed to meet student, employer, and community needs by providing hands-on training and instruction delivered through onsite, online, and blended modalities.
- The College uses outcomes, skills, and inquiry-based approaches to education.
- The College models its programs and curricular objectives to align with the College's institutional learning outcomes encompassing critical thinking, collaboration, communication, and professionalism.

Carrington College encourages students to work to achieve their highest potential while attaining their career goals. The College strives for excellence and quality in everything it does and instills in its students the same aspirations.

INSTITUTIONAL LEARNING OUTCOMES

Critical Thinking**:** Employer success depends on colleagues that possess the ability to raise vital questions, gather information, and create solutions for complex problems.

- competency in employing effective solutions
- the ability to evaluate the decision-making process
- the utilization of complex problem solving

Collaboration: Employers depend on teams who can bring their skills and strengths together to achieve great things.

- individual accountability to the team
- respect for the contributions of others
- leadership abilities in team activities

Communication: Employers value team members who effectively explain thoughts, actions, and recommendations.

- the ability to converse with a diverse audience
- effective correspondence of thoughts, ideas, and information
- the utilization of professional language

Professionalism: Employers depend on people that value their standards and demonstrate excellence and integrity in the skills learned.

- quality conduct in diverse community settings
- application of ethical behaviors
- ownership in the achievement of professional excellence

ABOUT CARRINGTON COLLEGE

INSTITUTION-SET STANDARDS

The following institution-set standards for student achievement have been approved by the Board of Governors:

Standard	Definition	Measure
Course Completion Passing grade in course and persist to next mod/term.	Institutional aggregate score of annual course completion rate.	80%
Graduation Graduation rate for a calendar year.	Institutional aggregate of annual graduation rate.	50%
Placement In-field placement in a calendar year.	Institutional aggregate of annual placement rate.	55%
Certification/Licensure Achieve passing score on specified exam per programmatic accreditation/state supervisory agency.	Programs with programmatic accreditation thresholds will meet established standards.*	Varies by program
Certificates Awarded	Institutional number of certificates awarded annually for programs with a minimum of 16 semester credits.	2,500
Associate Degrees Awarded	Institutional number of associate degrees awarded annually.	1,200
Baccalaureate Degrees Awarded	Institutional number of baccalaureate degrees awarded annually.	30

*Standards represent the minimum threshold for performance in these programs: Associate Degree in Nursing, Dental Assisting, Dental Hygiene, Diagnostic Medical Sonography, LVN to ADN, Massage Therapy, Medical Assisting, Nursing Bridge, Practical Nursing, Registered Nursing, Registered Nursing – LVN to RN, Respiratory Care, Respiratory Therapy, Surgical Technology, Veterinary Technology, and Vocational Nursing. Accomplishment of the standards is one of the methods that the College uses to assess how well it is fulfilling its mission.

LOCATION & HOURS OF OPERATION

Albuquerque Campus
1001 Menaul Blvd. N.E.
Albuquerque, NM 87107
Phone: 505 200 3745

Monday – Thursday
7:30 am – 10:00 pm
Friday 8:00 am – 5:00 pm
Saturday 9:00 am – 1:00 pm

Certificate programs
Dental Assisting
Massage Therapy
Medical Assisting
Pharmacy Technology
Practical Nursing

Associate Degree programs
Associate Degree in Nursing

Albuquerque Campus Physical Resources
The Albuquerque campus is located just west of I-25 on Menaul Boulevard. The campus is centrally located and offers over 35,000 square feet of space tailored to hands-on training and individual interaction between instructors and students. The campus provides fully equipped science labs and a simulation lab that uses computerized human patient simulators and custom-designed scenarios to help students develop skills and build confidence. The campus includes classrooms with Apple TV®, ceiling-mounted LCD projectors, wireless access, and a Student Success Center equipped with reference materials, textbooks, and journals. The Carrington College library website offers online resources and professional organization information. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

Antelope Valley (Lancaster) Campus
42135 10th Street West, Suite 200
Lancaster, CA 93534
Phone: 661 466 4994

Monday – Thursday
7:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Medical Assisting
Medical Office Administration
Pharmacy Technology

Associate Degree programs
Medical Assisting

Antelope Valley (Lancaster) Campus Physical Resources
With just under 10,000 square feet, this campus serves students from the Lancaster-Palmdale area. The primary entrance leads to administrative offices for faculty, staff, administrative support, and student services. The campus features lecture rooms and computer access to support large group instruction for all campus programs. Students enrolled in the Medical Assisting and Pharmacy Technology programs benefit from dedicated skills labs tailored to their specific training needs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. The Student Learning Center provides access to academic resources and a quiet space for study. Both students and faculty have access to separate, private break areas for relaxation.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Lancaster campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles.

Bakersfield Campus
201 New Stine Road
Bakersfield, CA 93309
Phone: 661 368 1144

5300 California Avenue
Bakersfield, CA 93309
Phone: 661 835 1100

Monday – Thursday
7:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Medical Office Administration
Pharmacy Technology
Veterinary Assistant

Associate Degree programs
Diagnostic Medical Sonography
Respiratory Therapy
Surgical Technology
Vocational Nursing

Bakersfield Campus Physical Resources
The Bakersfield New Stine Road campus covers two floors and provides just over 30,000 square feet of space for student learning. Located in the southern San Joaquin Valley, this campus serves students in all neighboring communities between Visalia and Santa Clarita. The primary entrance on the main floor leads to a reception area, along with administrative offices for staff, administrative support, and student services. Multiple lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for each program offered on campus. Additionally, there are designated lab training spaces for students in the Dental Assisting, Medical Assisting, Veterinary Assistant, and Pharmacy Technology programs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. The campus also offers a convenient break area and library learning center for students. Faculty and staff have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional environments students will encounter in their careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to create an interactive and engaging learning experience. For example, Medical Assisting students at the Bakersfield campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Dental Assisting students practice taking x-rays using a digital imaging system, while Pharmacy Technology students utilize the necessary equipment to simulate reviewing and filling

LOCATION & HOURS OF OPERATION

prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. The Respiratory Therapy program features training equipment like an adult crisis auscultation mannequin and ventilators, and Diagnostic Medical Sonography students practice conducting ultrasounds using fully equipped exam tables with ultrasound machines, probes, and other critical tools.

The Bakersfield campus on California Avenue offers just over 8,000 square feet of space dedicated to Vocational Nursing student learning. Situated in the southern San Joaquin Valley, this campus serves students from neighboring communities between Visalia and Santa Clarita. The primary entrance opens to a reception area, along with administrative offices for staff, administrative support, and student services. Several lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for the Vocational Nursing program. Additionally, the campus features a simulation room and skills lab specifically for vocational nursing students. Students also have access to a library and learning resource center, as well as a student lounge for breaks. Faculty and staff can enjoy a private lounge for relaxation.

The simulation room and skills lab are designed to replicate the professional environments students will encounter in their career. The Vocational Nursing program is fully equipped with the essential tools and supplies to create an interactive and engaging learning experience. For example, the skills room for the Vocational Nursing students is equipped with six gurneys and mid-fidelity mannequins.

Boise Campus
1299 North Orchard Street
Boise, ID 83706
Phone: 208 779 3100

Monday – Thursday
7:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm
Saturday 9:00 am – 1:00 pm

Certificate programs
Dental Assisting
Massage Therapy
Medical Assisting
Pharmacy Technology
Practical Nursing

Associate Degree programs
Dental Hygiene
Health Studies
Nursing Bridge

Boise Campus Physical Resources
The Boise campus located off of I-184 offers certificate and degree programs. The campus features classrooms with Apple TV®, wireless access, and simulation labs equipped with current technology. With over 36,000 square feet of space, the campus provides a diverse learning environment designed to give students valuable hands-on training in realistic settings. In addition, the campus offers a Dental Hygiene clinic where students participate in providing complimentary and low-cost dental services to members of the community. The Carrington College library website offers a multimedia library that provides a wealth of up-to-date resources for research and study as well as online professional organization information. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

Fresno Campus
295 East Sierra Avenue
Fresno, CA 93710
Phone: 559 388 5999

Monday – Thursday
7:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Medical Office Administration
Pharmacy Technology
Veterinary Assistant

Associate Degree programs
Medical Assisting
Surgical Technology

Fresno Campus Physical Resources
The Fresno campus covers two floors and provides just over 34,000 square feet of space for student learning. Located in the heart of the San Joaquin Valley, this campus serves students in all neighboring communities between Madera and Visalia. The primary entrance on the main floor leads to a reception area, along with administrative offices for staff, administrative support, and student services. Multiple lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for each program offered on campus. Additionally, there are designated lab training spaces for students in the Dental Assisting, Medical Assisting, Veterinary Assistant, and Pharmacy Technology programs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. The campus also offers a convenient break area and library learning center for students. Faculty and staff have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Fresno campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Dental Assisting students practice taking x-rays using a digital imaging system, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. The Veterinary Assistant students benefit from an on-site x-ray lab and animal surgery center included in their training room.

LOCATION & HOURS OF OPERATION

Las Vegas Campus
5740 S. Eastern Ave., Ste. 140
Las Vegas, NV 89119
Phone: 702 514 3236

Monday – Thursday
7:00 am – 10:00 pm
Friday 7:30 am – 5:00 pm
Saturday 9:00 am – 1:00 pm

Certificate programs
Dental Assisting
Medical Assisting

Associate Degree programs
Associate Degree in Nursing
Physical Therapist Assistant
Respiratory Care

Las Vegas Campus Physical Resources
The Las Vegas campus offers certificate and degree programs in a more than 26,000 square foot facility composed of modern classrooms and laboratories. The campus includes classrooms equipped with Apple TV®, LCD projectors and wireless access. Labs are outfitted with microscopes, anatomy models, simulation manikins and other equipment to approximate each subject areas' professional settings. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services. The Carrington College library website offers online resources and professional organization information. In addition, the Las Vegas campus partners with area hospitals and facilities to accommodate students in their clinical experience.

Mesa Campus
1001 W. Southern Ave., Ste. 130
Mesa, AZ 85210
Phone: 480 734 2378

Monday – Thursday
7:00 am – 10:00 pm
Friday 7:00 am – 5:00 pm
Saturday 9:00 am – 1:00 pm

Mesa Dental Hygiene Clinic
1300 S. Country Club Dr., Ste. 2
Mesa, AZ 85210
Phone: 480 717 3510
Monday – Thursday
8:30 am – 4:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology
Physical Therapy Technology
Veterinary Assisting

Associate Degree programs
Associate Degree in Nursing
Dental Hygiene

Mesa Campus Physical Resources
The Mesa campus is made up of two individual facilities approximately one mile apart. With over 53,000 square feet of space, the campus provides a diverse learning environment designed to give students valuable hands-on training in realistic settings. The campus includes classrooms equipped with Apple TV®, LCD projectors and wireless access. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services. The Carrington College library website offers online resources and professional organization information. The campus features a simulation theater equipped with high-tech METI Human Patient Simulators, viewing systems and simulation programming capabilities. In addition to the simulation lab, the campus offers a modern Dental Hygiene clinic that is open to the public.

Modesto (Salida) Campus
5380 Pirrone Road
Salida, CA 95368
Phone: 209 566 1999

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Medical Assisting
Medical Office Administration
Pharmacy Technology

Associate Degree programs
Medical Assisting

Modesto (Salida) Campus Physical Resources
The Modesto (Salida) campus covers two floors and provides approximately 24,000 square feet of space for student learning. The primary entrance on the main floor leads to a reception area, along with administrative offices for staff, administrative support, and student services. The main floor also includes well-equipped classrooms designed for computer lab activities and a dedicated space for Pharmacy Technology lectures and skills training. Faculty and staff have access to a private lounge area for relaxation. On the second floor, students can utilize a convenient break area, a library, and a student center with study tables. The second floor also houses multiple lecture rooms to accommodate large group lectures for all programs offered on campus, including Medical Office Administration. Additionally, specialized skills labs for the Medical Assisting program are located on the second floor.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Modesto campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles.

Ontario Campus
4580 Ontario Mills Parkway
Ontario, CA 91764
Phone: 909 287 7580

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Medical Assisting
Pharmacy Technology
Registered Nursing

Associate Degree programs
Registered Nursing
Registered Nursing – LVN to RN Bridge
Respiratory Therapy
Veterinary Technology

LOCATION & HOURS OF OPERATION

Ontario Campus Physical Resources
With about 38,000 square feet, the Ontario campus is located in the heart of the Inland Empire and serves students in all neighboring communities between San Bernardino and Pomona. The campus features a primary entrance on the main floor leading to a reception area, along with administrative offices for staff, administrative support, and student services. Multiple lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for each program offered on campus. Additionally, there are designated lab training spaces for students in the Registered Nursing, Respiratory Therapy, Medical Assisting, and Pharmacy Technology programs.

Students benefit from dedicated lecture space to complete their studies. The campus also offers a convenient break area and library learning center for students. Faculty and staff have access to a private lounge for relaxation. The Registered Nursing and Respiratory Therapy students share a hospital simulation room.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Ontario campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. Nursing students train using a high-fidelity mannequin, four mid-fidelity mannequins, and three low-fidelity mannequins. A wet science lab is provided for students to conduct experiments. The Respiratory Therapy program utilizes training equipment such as an adult crisis auscultation mannequin and ventilators.

Phoenix Campus

Effective November, 2025 the Phoenix campus will relocate to:
2421 W. Peoria Ave., Ste. 130 and 200
Phoenix, AZ 85029
Phone: 602 427 0722

Until the relocation, the Phoenix campus will remain at:
2149 W. Dunlap Ave.,Ste. 100
Phoenix, AZ 85021
Phone: 602 427 0722

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm
Saturday (varies)

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology
Veterinary Assisting

Associate Degree programs
Associate Degree in Nursing
Health Studies
Respiratory Care
Surgical Technology
Trades Studies

Phoenix Campus Physical Resources
The Phoenix campus shares space with another accredited institution. The two colleges share a 120,000 square foot facility. Carrington College students have access to over 33,000 total square feet (not including shared uses) of the student success center, computer labs, cafeteria and two student lounges. The facility provides students with a simulation retail pharmacy laboratory. The campus also has wireless access, lecture classrooms with Apple TV®, ceiling-mounted LCD projectors, a learning laboratory, science labs and a Student Success Center equipped with reference materials, textbooks, and journals. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services. The Carrington College library website offers online resources and professional organization information.

Phoenix Education Center (Trades Education Center)

This location is not currently enrolling new students
8836 N. 23rd Ave., Building B
Phoenix, AZ 85021
Phone: 602 427 0722

Monday – Thursday
8:00 am – 10:30 pm
Friday 8:00 am – 5:00 pm

Phoenix Education Center Physical Resources
The Phoenix Education Center was established in 2020 and is approximately 19,000 square feet. The facility provides students with wireless access, five lab spaces, two tool rooms and a student lounge. The Carrington College library website offers online resources and professional organization information.

Glendale Learning Center

6751 N. Sunset Blvd.,Ste. 330
Glendale, AZ 85305
Phone: 602 281 1215

Monday – Friday
8:30 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting

Glendale Learning Center Physical Resources
The 9,500 square foot Glendale Learning Center provides modern practical labs to support the laboratory component of coursework. With three Dental Assisting operatories and three Medical Assisting bays, the Glendale Learning Center offers plenty of hands-on space for student practice and participation. The learning center classrooms are equipped with LCD projectors and wireless access.

Pleasant Hill Campus

380 Civic Dr., Ste. 300
Pleasant Hill, CA 94523
Phone: 925 273 3922

Monday – Thursday
7:30 am – 10:30 pm
Friday 9:00 am – 5:00 pm

LOCATION & HOURS OF OPERATION

Pleasant Hill Auxiliary Sites
363 Civic Dr. Ste 200
Pleasant Hill, CA 94523

395 Civic Dr. Ste C
Pleasant Hill, CA 94523

2199 Norse Dr.
Pleasant Hill, CA 94523

360 Civic Dr. Ste 102
Pleasant Hill, CA 94523

360 Civic Dr. Ste 103
Pleasant Hill, CA 94523

Monday – Thursday
7:30 am – 10:00 pm
Friday 9:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology

Associate Degree programs
Physical Therapist Assistant
Respiratory Care
Veterinary Technology

Pleasant Hill Campus Physical Resources
The Pleasant Hill campus occupies approximately 27,000 square feet and is housed in four buildings. The facilities include lecture/laboratories, a Veterinary Technology lab and surgery room and labs for the Physical Therapist Assistant and Respiratory Care programs. The campus includes classrooms equipped with Apple TV®, LCD projectors and wireless access. The campus has a Student Success Center equipped with reference materials, textbooks and journals, a learning lab and a student union. The campus offers a variety of student services including financial services, enrollment services, registrar services, and career service support staff located in the main building. The Carrington College library website offers online resources and professional organization information.

Portland Campus
1052 96th Avenue SE,
Portland, OR 97216
Phone: 503 207 4092

Monday and Wednesday
8:00 am – 7:00 pm
Tuesday and Thursday
7:30 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology
Veterinary Assisting

Portland Campus Physical Resources
The Portland campus includes approximately 16,700 square feet of space. The primary entrance on the ground floor leads to a reception area, along with administrative offices for staff, administrative support, and student services. The campus features two lecture rooms and one computer lab, strategically positioned to accommodate large group instruction and provide computer access for all programs. Classrooms are designed to replicate the professional environments students will encounter in their careers, such as hospital rooms, doctor's offices, and dental offices.

On the lower level, there are specialized lab training spaces for students enrolled in the Medical Assisting, Veterinary Assisting, and Dental Assisting programs. Additionally, the campus offers a break area and a student success center for students to relax and access support services. The campus includes classrooms equipped with Apple TV®, LCD projectors and wireless access. The Carrington College library website offers online resources and professional organization information. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

Rancho Cordova Campus
11000 Olson Drive, Suite 100
Rancho Cordova, CA 95670
Phone: 916 713 5252

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Associate Degree programs
Respiratory Therapy
Surgical Technology

Rancho Cordova Campus Physical Resources
The Rancho Cordova campus has nearly 18,000 square feet of space for student learning. Located in Northern California, this campus serves students in all neighboring communities in and around Sacramento. The primary entrance leads to a reception area, along with administrative offices for staff, administrative support, and student services. The building features lecture rooms and computer access to support large group instruction for all campus programs. The campus also offers a convenient break area and library learning center for students. Faculty and staff have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional environments students will encounter in their careers, such as hospital rooms. Each program is fully equipped with the essential tools and supplies to create an interactive and engaging learning experience. For example, the Respiratory Therapy program features training equipment like an adult crisis auscultation mannequin and ventilators.

Rancho Mirage Campus
34275 Monterey Avenue
Rancho Mirage, CA 92270
Phone: 442 227 3232

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm
Saturday 8:00 am – 5:00 pm

Certificate programs
Medical Assisting
Medical Office Administration
Pharmacy Technology
Registered Nursing

LOCATION & HOURS OF OPERATION

Associate Degree programs
Registered Nursing
Registered Nursing – LVN to RN Bridge
Vocational Nursing

Rancho Mirage Campus Physical Resources
The Rancho Mirage campus covers approximately 32,000 square feet. Situated in Riverside County, at the heart of Coachella Valley, the campus features a primary entrance leading to a reception area, along with administrative offices for staff, administrative support, student services, and a student learning resource center. Multiple lecture rooms are strategically positioned to accommodate large group instruction and computer access for each program offered on campus. Additionally, there are designated lab training spaces for students in the Medical Assisting, Pharmacy Technology, and Nursing programs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. The nursing students have dedicated nursing simulation rooms on campus. A wet science lab is provided for nursing students to conduct experiments. The campus also offers a convenient break area for students, while faculty and staff have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional settings students may encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Rancho Mirage campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. Registered Nursing students train using a high-fidelity mannequin, four mid-fidelity mannequins, and three low-fidelity mannequins. Vocational Nursing students train on mid-fidelity mannequins.

Reno Campus
5580 Kietzke Ln.
Reno, NV 89511
Phone: 775 335 1714

Monday – Thursday
7:30 am – 10:00 pm
Friday 8:00 am – 8:00 pm
Saturday 10:00 am – 2:00 pm

Certificate courses
Phlebotomy Technician

Certificate programs
Medical Assisting

Associate Degree programs
Associate Degree in Nursing

Reno Campus Physical Resources
The Reno campus offers certificate and degree programs in an approximately 14,600 square foot facility that offers campus-wide wireless access, student lounge, classrooms, and a fully equipped science laboratory. Its learning resource center is equipped with computers with internet access,a skills laboratory and simulation theater. Classrooms feature Apple TV®, ceiling-mounted LCD projectors, computers and wireless access. The Skills Lab is used in a variety of ways to ensure students understand and practice techniques and follow procedural steps when interacting with patients. Simulators are programmed to mimic human functions such as breathing, heartrate, eye changes, etc., to elicit student observations. The Student Success Center contains print and electronic materials that include textbooks, and periodicals, which are available to all students. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services. The Carrington College library website offers online resources and professional organization information. The Reno campus also partners with area hospitals and facilities to accommodate students with clinical rotations and externships.

Sacramento Campus
8909 Folsom Blvd.
Sacramento, CA 95826
Phone: 916 585 7770

Monday – Thursday
7:00 am – 10:30 pm
Friday 7:00 am – 5:00 pm

Sacramento Auxiliary Sites
8911 Folsom Blvd.
Sacramento, CA 95826

8915 Folsom Blvd.
Sacramento, CA 95826

8925 Folsom Blvd.
Sacramento, CA 95826

Monday – Thursday
7:00 am – 10:30 pm
Friday 7:00 am – 5:00 pm

Certificate programs
Dental Assisting
LVN to ADN
Medical Assisting
Pharmacy Technology
Vocational Nursing

Associate Degree programs
Dental Assisting Science Emphasis
Dental Hygiene
LVN to ADN
Veterinary Technology
Vocational Nursing Science Emphasis

Sacramento Campus Physical Resources
The Sacramento campus is located on a seven acre site in Sacramento and occupies approximately 52,700 square feet of space in three buildings. The campus offers degree and certificate programs. The campus includes classrooms with Apple TV®, ceiling-mounted LCD projectors, wireless access, a Student Success Center equipped with reference materials, textbooks and journals, student computers, a learning laboratory with tutoring services and a four-bed simulation laboratory. The Carrington College library website offers online resources and professional organization information. The facilities also include a 25-chair Dental Hygiene clinic, a five-chair radiography laboratory, two computer laboratories, an eight-bed nursing laboratory, a professional Veterinary Technology surgery suite, a Pharmacy Technology lecture classroom with a simulated retail environment and

LOCATION & HOURS OF OPERATION

two, four-chair Dental Assisting laboratories with ten lecture/laboratory classrooms. The campus has two student unions, a copy/distribution center, and a staff lounge, Within the three buildings are administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

San Jose Campus
5883 Rue Ferrari, Ste. 125
San Jose, CA 95138
Phone: 408 337 3534

Monday – Thursday
8:00 am – 10:30 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology
Vocational Nursing

Associate Degree programs
Dental Assisting Science Emphasis
Dental Hygiene
Surgical Technology
Veterinary Technology
Vocational Nursing Science Emphasis

San Jose Campus Physical Resources
The San Jose campus is a 48,800 square foot facility in one building that offers both certificate and degree programs. The campus includes classrooms with Apple TV®, ceiling-mounted LCD projectors, wireless access, a Student Success Center equipped with reference materials, textbooks and journals, a learning laboratory, and a dedicated computer laboratory. The Carrington College library website offers online resources and professional organization information. The facilities also include a 24-chair Dental Hygiene clinic, a six-chair radiology lab, a four-chair Dental Assisting lab, an eight-bed Vocational Nursing lab, a professional Veterinary Technology surgery lab, Surgical Technology lab, and 20 lecture and laboratories. The campus has a student lounge, a staff copy center, a staff lounge and financial services kiosks. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

San Leandro Campus
15555 East 14th St., Ste. 500
San Leandro, CA 94578
Phone: 510 964 3085

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Pharmacy Technology

Associate Degree programs
Veterinary Technology

San Leandro Campus Physical Resources
The San Leandro campus is an approximately 39,000 square foot facility that offers certificate and degree programs. The campus houses classrooms and learning labs including a Veterinary Technology surgical lab. All programs maintain equipment, supplies and learning resources in the classrooms. The campus includes classrooms with Apple TV®, and ceiling-mounted LCD projectors, as well as computers and wireless access for student access. The Student Success Center is equipped with reference materials, textbooks, and journals and student computers. The Carrington College library website offers online resources and professional organization information. The campus has a student testing center, staff lounge, copy/distribution center, conference room and administrative and faculty offices. The campus offers a variety of student services including enrollment services, financial services, registrar services, and career services.

Santa Maria Campus
303 Plaza Drive
Santa Maria, CA 93454
Phone: 805 345 2898

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Medical Assisting
Medical Office Administration

Associate Degree programs
Vocational Nursing

Santa Maria Campus Physical Resources
With nearly 16,000 square feet, the Santa Maria campus serves students in all neighboring communities between San Luis Obispo and Santa Barbara. The campus features a primary entrance leading to a reception area, along with administrative offices for staff, administrative support, and student services. The campus features lecture rooms and a computer lab to support large group instruction and computer access for all campus programs. Additionally, there are designated lab training spaces for students in the Medical Assisting and Vocational Nursing programs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. Additionally, the campus features a simulation room and skills lab specifically for Vocational Nursing students. Students also have access to a library and learning resource center, as well as a student lounge for breaks. Faculty and staff can enjoy a private lounge for relaxation.

Classrooms are designed to replicate the professional environments students will encounter in their careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to create an interactive and engaging learning experience. For example, Medical Assisting students at the Santa Maria campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. The skills room for the Vocational Nursing students is equipped with gurneys and mid-fidelity mannequins.

Spokane Campus
10102 E. Knox Ave., Ste. 200
Spokane, WA 99206
Phone: 509 378 3628

Monday – Thursday
7:30 am – 10:30 pm
Friday 8:00 am – 5:00 pm
Saturday
10:00 am – 2:00 pm

Certificate courses
Phlebotomy Technician

LOCATION & HOURS OF OPERATION

Certificate programs
Dental Assisting
Massage Therapy
Medical Assisting
Pharmacy Technology
Veterinary Assisting

Associate Degree programs
Health Studies

Spokane Campus Physical Resources
The Spokane campus is located just off I-90 in the Spokane Valley in a two-story building with over 16,000 square feet of space. The facilities include Apple TV®, wireless access, an on-site Student Success Center with many reference materials, computer labs, elevator, ramp, dental operatory labs, Medical Assisting labs, and a Pharmacy Technology lab. The Carrington College library website offers online resources and professional organization information. The campus offers a variety of student services including enrollment services, financial services, registrar services, and career services. The facility is ADA accessible.

Stockton Campus
1313 West Robinhood Drive, Ste. B
Stockton, CA 95207
Phone: 209 676 3341

Monday – Thursday
7:30 am – 10:30 pm
Friday 8:00 am – 5:00 pm

Stockton Auxiliary Site
5635 Stratford Cir.
Stockton, CA 95207

Certificate programs
Dental Assisting
Massage Therapy
Medical Assisting
Pharmacy Technology

Associate Degree programs
Veterinary Technology

Stockton Campus Physical Resources
The Stockton campus occupies approximately 21,000 square feet of space in two buildings that are located in an office complex. The campus includes classrooms and labs with Apple TV®, wireless access, ceiling-mounted LCD projectors and a learning laboratory. The facilities also include a combined computer lab, Student Success Center equipped with reference materials, textbooks, and journals. The Carrington College library website offers online resources and professional organization information. The campus provides a professional Veterinary Technology surgery lab and lecture/laboratory classrooms. There is a student break room, a staff lounge, and a financial services kiosk station. Within the two buildings are administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

Temecula Campus
27270 Madison Avenue, Suite 103
Temecula, CA 92590
Phone: 951 595 8343

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Medical Office Administration
Pharmacy Technology

Associate Degree programs
Diagnostic Medical Sonography
Respiratory Therapy
Surgical Technology

Temecula Campus Physical Resources
The Temecula campus covers two floors and provides nearly 30,000 square feet of space for student learning. Located in the southwestern region of the Inland Empire, this campus serves students in the cities of Temecula, Lake Elsinore, Wildomar, Canyon Lake, and Sun City. The primary entrance on the main floor leads to a reception area, along with administrative offices for staff, administrative support, and student services. Multiple lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for each program offered on campus. Additionally, there are designated lab training spaces for students in the Respiratory Therapy, Diagnostic Medical Sonography, Dental Assisting, Medical Assisting, and Pharmacy Technology programs. Medical Office Administration students benefit from a dedicated lecture space to complete their studies. Respiratory Therapy and Diagnostic Medical Sonography students train in a hospital simulation room specifically designed for their program.
A wet science lab is provided for Respiratory Therapy students to conduct experiments. The campus also offers a convenient break area and library learning center for students. Faculty and staff have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Temecula campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Dental Assisting students practice taking x-rays using a digital imaging system, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. The Respiratory Therapy program utilizes training equipment such as an adult crisis auscultation mannequin and ventilators.

Tucson Campus
201 N. Bonita Ave., Ste. 101
Tucson, AZ 85745
Phone: 520 368 3028

Monday – Thursday
7:30 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Massage Therapy
Medical Assisting
Pharmacy Technology
Physical Therapy Technology
Veterinary Assisting

Associate Degree programs
Associate Degree in Nursing

LOCATION & HOURS OF OPERATION

Tucson Campus Physical Resources
The Tucson campus is an approximately 26,000 square foot campus that offers a diverse learning environment, including classrooms featuring Apple TV®, ceiling-mounted LCD projectors, and wireless access. The campus provides a variety of spaces designed to give students valuable hands-on training in realistic settings, including well- equipped labs and a Student Success Center equipped with reference materials, textbooks, and journals. The Carrington College library website offers online resources and professional organization information. The campus has administrative offices offering a variety of student services including enrollment services, career services, registrar services, and financial services.

Victor Valley (Hesperia) Campus
9331 Mariposa Road
Hesperia, CA 92344
Phone: 760 493 6250

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Medical Office Administration
Pharmacy Technology

Associate Degree programs
Medical Assisting

Victor Valley (Hesperia) Campus Physical Resources
The Victor Valley (Hesperia) campus is housed in a two-story building in the High Desert community of Victor Valley. With approximately 15,000 square feet, this campus serves students from Hesperia, Adelanto, Victorville, and Apple Valley. The primary entrance on the main floor leads to a reception area, along with administrative offices for staff, administrative support, student services, and a student library. Medical Assisting and Pharmacy Technology students have access to dedicated skills labs on the main floor tailored to their programs. The second floor features lecture halls and computer access for all programs, including lecture space for students in the Medical Office Administration program, and skills labs specifically designed for the Pharmacy Technology, Medical Assisting, and Dental Assisting programs. Additionally, the second floor includes more administrative offices and a student lounge.

Classrooms are designed to replicate the professional settings students will encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Hesperia campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Dental Assisting students practice taking x-rays using a digital imaging system, and Pharmacy Technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles.

Visalia Campus
8344 West Mineral King
Visalia, CA 93291
Phone: 559 205 7722

Monday – Thursday
8:00 am – 10:00 pm
Friday 8:00 am – 5:00 pm

Certificate programs
Dental Assisting
Medical Assisting
Medical Office Administration
Pharmacy Technology
Registered Nursing

Associate Degree programs
Registered Nursing
Registered Nursing – LVN to RN
Respiratory Therapy
Vocational Nursing

Visalia Campus Physical Resources
With nearly 45,000 square feet, the Visalia campus serves students in all neighboring communities between Fresno to Bakersfield. The campus features a primary entrance leading to a reception area, along with administrative offices for staff, administrative support, and student services. Multiple lecture rooms are strategically positioned throughout the building to accommodate large group instruction and computer lab activities for each program offered on campus. The Library Resource Center provides access to academic resources and a quiet space for study. Additionally, there are designated lab training spaces for students in the Respiratory Therapy, Medical Assisting, Dental Assisting, Pharmacy Technology, and Nursing programs. Medical Office Administration students benefit from dedicated lecture space to complete their studies. The nursing students share a nursing simulation room on campus, while the Respiratory Therapy students have a simulation room dedicated specifically to their program. A wet science lab is provided for Nursing and Respiratory Therapy students to conduct experiments. The campus also offers a convenient break area for students. Faculty and staff also have access to a private lounge for relaxation.

Classrooms are designed to replicate the professional settings students may encounter in their chosen careers, such as hospital rooms, doctors' offices, and pharmacies. Each program is fully equipped with the essential tools and supplies to foster an interactive and engaging learning experience. For example, Medical Assisting students at the Visalia campus have access to equipment like an Autoclave, EKG machine, and Injection Arm Trainer. Dental Assisting students practice taking x-rays using a digital imaging system, and pharmacy technology students work with the necessary equipment to simulate reviewing and filling prescriptions, including computers, registers, sinks, and shelves stocked with empty prescription bottles. Registered Nursing students train using a high-fidelity mannequin, four mid-fidelity mannequins, and three low-fidelity mannequins. Vocational Nursing students train on six mid-fidelity mannequins. The Respiratory Therapy program utilizes training equipment such as an adult crisis auscultation mannequin and ventilators.

LOCATION & HOURS OF OPERATION

Home Office
8909 Folsom Blvd.
Sacramento, CA 95826
Phone: 916 361 5100

Monday – Friday
8:00 am – 6:00 pm

Online Division
Phone: 855 777 1921

Monday – Friday
8:00 am – 6:00 pm

Certificate programs
Medical Administrative Assistant
Medical Assisting
Medical Billing and Coding
Pharmacy Technology

Associate Degree programs
Health Studies

Bachelor Degree programs
Bachelor of Science in Dental Hygiene
Bachelor of Science in Healthcare Administration
Bachelor of Science in Nursing
Bachelor of Science in Respiratory Therapy

BOARD OF DIRECTORS

Michael D. Perry

Mark A. Perry

Steve Perry

ACCREDITATION & APPROVALS

Institutional Accreditation

Carrington College is accredited by the Accrediting Commission for Community and Junior Colleges, 428 J Street, Suite 400, Sacramento, CA 95814; 415 506 0234 an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education. Additional information about accreditation, including the filing of complaints against member institutions, can be found at *http://www.accjc.org/.*

Programmatic Accreditation

The Dental Hygiene programs at the Boise, Mesa, Sacramento, and San Jose campuses are accredited by the Commission on Dental Accreditation. The Commission on Dental Accreditation is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at 800 232 6108 or at 211 East Chicago Avenue, Chicago, IL 60611-2678. The Commission's website address is *http://www.ada.org/en/coda.*

The Physical Therapist Assistant programs at the Las Vegas and Pleasant Hill campuses are accredited by the: Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, VA 22305-3085; telephone: 800 999 2782; email: *accreditation@apta.org*; website: *http://www.capteonline.org.* If needing to contact the program/institution directly, please contact the program director at each campus location: Las Vegas - William Dent 559 515 4957 or *William.Dent@carrington.edu*, Pleasant Hill – Natalie Bates 925 405 0622 or *Natalie.Bates@carrington.edu*.

The Associate Degree in Nursing program at Carrington College at the campus located in Albuquerque, New Mexico is accredited by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326, 404 975 5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is Continuing Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/.*

The Nursing Bridge Program at Carrington College at the campus located in Boise, Idaho is accredited by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Nursing Bridge program is Initial Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/.*

The Associate Degree in Nursing program at Carrington College at the campus located in Phoenix, Arizona is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is Continuing Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/.*

ACCREDITATION & APPROVALS

The Associate Degree in Nursing program at Carrington College at the campus located in Mesa, Arizona has been granted initial accreditation status by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is Initial Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

The Associate Degree in Nursing program at Carrington College at the campus located in Reno, Neveda is accredited by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is Continuing Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

Effective April 23, 2025, the Associate Degree in Nursing program at Carrington College at the campus located in Las Vegas, Nevada is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

The Associate Degree in Nursing program at Carrington College at the campus located in Tucson, Arizona has been granted initial accreditation by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Associate Degree in Nursing program is Initial Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

The Practical Nursing program at Carrington College at the campus located in Boise, Idaho is accredited by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

The most recent accreditation decision made by the ACEN Board of Commissioners for the Practical Nursing program is Continuing Accreditation.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

ACCREDITATION & APPROVALS

Effective September 5, 2024: The Practical Nursing program at Carrington College at the campus located in Albuquerque, New Mexico is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing (ACEN). This candidacy status expires on September 5, 2026. Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia 30326, 404 975 5000.

View the public information disclosed by the ACEN regarding this program at *https://www.acenursing.org/search-programs/*.

The Bachelor of Science in Nursing program at Carrington College offered through the Sacramento campus, is accredited by the Commission on Collegiate Nursing Education (CCNE), 655 K Street NW, Suite 750, Washington, DC 20001, 202 887 6791. *http://www.ccneaccreditation.org*.

The Respiratory Therapy Associate of Science degree programs at the Bakersfield (#200425), Las Vegas ((#200536), Ontario (#200495), Phoenix (#200390), Pleasant Hill (#200542), Rancho Cordova (#20015), Temecula (#20067) and Visalia campuses (#200839) are accredited by the: Commission on Accreditation for Respiratory Care (CoARC) 264 Precision Blvd, Telford, TN 37690: *http://www.coarc.com*. 817 283 2835.

The Surgical Technology program at the Bakersfield, Fresno, Phoenix, Rancho Cordova, San Jose, and Temecula campuses are accredited by the: Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting, CAAHEP, 9355 - 113th Street N, #7709, Seminole, FL 33775, 727 210 2350, *www.caahep.org*.

The Veterinary Technology programs at the Pleasant Hill, Sacramento, San Jose, San Leandro and Stockton campuses are accredited by the American Veterinary Medical Association. 1931 North Meacham Road, Suite 100, Schaumburg, IL 60173-4360; 800 248 2862, *http://www.avma.org/professionaldevelopment/education/accreditation/programs/pages/default.aspx*.

AVMA accreditation for the Veterinary Technology program in Ontario is currently assigned to San Joaquin Valley College. Consistent with AVMA rules, San Joaquin Valley College will transfer this accreditation to Carrington -Ontario 30 days before the next scheduled start date.

The most current information on accreditation and approvals can be found at *https://carrington.edu/accreditation-and-approvals/*.

Licenses, Approvals, and Required Disclosures

Arizona

Arizona campuses are licensed by the Arizona State Board for Private Postsecondary Education. Inquiries concerning the standards or school compliance may be directed to the Board at 1740 West Adams Street, #3008, Phoenix, AZ 85007, 602 542 5709, website: *https://ppse.az.gov*.

The Arizona Board of Nursing certifies that the Phoenix and Tucson campus has satisfactorily fulfilled requirements and are granted full approval. Board offices: 1740 West Adams Street, Suite 2000, Phoenix, AZ 85007, 602 771 7800.

The Arizona Board of Nursing certifies that the Mesa campus has full approval with a voluntary consent for probation. Board offices: 1740 West Adams Street, Suite 2000, Phoenix, AZ 85007, 602 771 7800.

For student complaints that cannot be resolved after exhausting the Institution's grievance procedure, students may file a complaint with the Arizona State Board for Private Post-Secondary Education. Students must contact the State Board for further details. The State Board address is: 1740 West Adams Street, #3008, Phoenix, AZ 85007. Phone: 602 542 5709, website: *https://ppse.az.gov*.

ACCREDITATION & APPROVALS

Alaska

Carrington College online is exempt from Alaska Commission on Postsecondary Education authorization requirements under Alaska Statutes 14.48 and this chapter, because the programs offered to Alaska residents are online and the institution does not have a physical presence in the state.

California

The Dental Board of California, 2005 Evergreen Street, Suite 1550, Sacramento, CA 95815, 877 729 7789, *http://www.dbc.ca.gov*, approves the Carrington College Dental Assisting programs at the Bakersfield, Fresno, Pleasant Hill, Sacramento, San Jose, San Leandro, Stockton, Temecula, Victor Valley (Hesperia), and Visalia campuses.

The Electrical Technology certificate program at the Sacramento campus is approved by the Department of Industrial Relations, Division of Labor Standards Enforcement. The Department of Industrial Relations, Division of Labor Standards Enforcement is located at 1515 Clay Street, Suite 1302, Oakland, CA 94612, 510 286 3900. *www.dir.ca.gov/dlse/ecu/electricaltrade.html*

The Stockton campus is a California Massage Therapy Council approved school (CAMTC Approved School Number SCH0078). Pursuant to California Business and Professions Code section 4611, it is an unfair business practice for a person to do any of the following:

(a) 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.

(b) 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.

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 1 Capitol Mall, Suite 800, Sacramento, CA 95814, *http://www.camtc.org/*, phone 916 669 5336, or fax 916 669-5337.

Carrington College's Sacramento LVN to ADN program holds approval from the California Board of Registered Nursing, PO Box 944210, Sacramento, CA 94244–2100, 916 322 3350, *http://www.rn.ca.gov/index.shtml*.

Carrington College's Ontario, Rancho Mirage, and Visalia Registered Nursing and Registered Nursing – LVN to RN Bridge programs hold approval from the California Board of Registered Nursing,

PO Box 944210, Sacramento, CA 94244–2100, 916 322 3350, *http://www.rn.ca.gov/index.shtml*.

Carrington College's Bakersfield, Rancho Mirage, Sacramento, San Jose, Santa Maria, and Visalia Vocational Nursing programs hold approval from the Board of Vocational Nursing and Psychiatric Technicians, 2535 Capitol Oaks Drive, Suite 205, Sacramento, CA 95833,916 263 7800, *www.bvnpt.ca.gov*. Students may and have the right to contact the Board of Vocational Nursing and Psychiatric Technicians at 916 263 7800.

ACCREDITATION & APPROVALS

This institution is a private institution approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations. 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.

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 1747 North Market Blvd., Suite 225 Sacramento, CA 95834, *http://www.bppe.ca.gov/*, 888 370 7589 and 916 574 8900 or by fax 916 263 1897.

Pursuant to BPPE regulations, Carrington College is required to disclose the following:
the College 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.

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.).

Distance Education

Carrington College Online is approved or exempt from supervision to enroll residents of the following states: AK, AZ, AR, CA, CO, GA, HI, IA, ID, IL, MS, MO, MT, ND, NV, NM, OR, SC, SD, TN, TX, UT, VT, WA, and WY. Program availability varies by state.

Georgia

Grievance Policy
The student has the right to appeal all unresolved matters or the final institutional decision to:
The State of Georgia Nonpublic Postsecondary Education Commission
2082 East Exchange Place, Suite 220
Tucker, Georgia 30084
770 414 3300
https://gnpec.georgia.gov/student-resources/complaints-against-institution

Idaho

The Boise campus is registered with the Idaho State Board of Education under Idaho Statutes Title 33, Chapter 24 Board office: Physical location is 650 West State Street, Third Floor, Boise, ID 83720. Mailing address is PO Box 83720, Boise, ID 83720-0037, 208 334 2270, *boardofed.idaho.gov*.

Carrington College holds full approval for its Practical Nursing program and its associate degree professional nursing education program. The Idaho Board of Nursing issued a certificate of approval. Board offices are located at the Division of Occupational & Professional License (DOPL), 11341 West Chinden Blvd., Boise, ID 83714. Their mailing address is DOPL, P.O. Box 83720, Boise, ID 83720-0063. The Idaho Board of Nursing's website is *www.ibn.idaho.gov*. Questions may be directed to *HP-Licensing@dopl.idaho.gov* or 208 577 2476.

Students that have exhausted their school's institutional grievance or complaint process may file a student complaint form with the Idaho State Board of Education at *https://boardofed.idaho.gov/resources/complaint-form-for-proprietary-and-private-postsecondary-schools/*. Veterans Affairs Benefit Recipients may also submit feedback to the VA via the *GI Bill® School Feedback Tool | Veterans Affairs (va.gov)* and contact the Idaho State Approving Agency via email at *education@veterans.idaho.gov* or mail letter of compliant to 351 Collins Road, Boise, Idaho, 83702.
GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

ACCREDITATION & APPROVALS

Iowa

Carrington College is registered with the Iowa Department of Education – Iowa College Aid and authorized to offer degree granting, distance education programs in the state of Iowa.

Iowa College Aid has created a Student Complaint Form to accept a student's questions, concerns, or complaint related to a postsecondary school. A student may also contact Iowa College Aid toll-free at 877 272 4456.

Iowa Department of Education – Bureau of Iowa College Aid (Iowa College Aid) student complaint website *https://educate.iowa.gov/higher-ed/student-complaints.*

Nevada

The Nevada campuses are licensed by the Nevada Commission on Postsecondary Education. Inquiries concerning the standards or school compliance may be directed to the Commission at 2800 E. St. Louis Avenue, Las Vegas, Nevada 89104, 702 486 7330, *cpe.nv.gov.*

Students not satisfied with the final disposition of a grievance may contact the State of Nevada licensing authority. Carrington College's Reno Associate Degree in Nursing program has full approval from the Nevada State Board of Nursing. The address for the Nevada State Board of Nursing address is 5011 Meadowood Mall Way, Suite 300 Reno, NV 89502, 775 687 7700, *nevadanursingboard.org.* The Nevada State Board of Nursing can be contacted at *nursingboard@nsbn.state.nv.us*. Upon graduation from the Associate Degree in Nursing program, students are eligible to sit for the state licensing exam, which is required to achieve the Registered Nurse licensure.

Carrington College's Las Vegas Associate Degree in Nursing program holds provisional approval from the Nevada State Board of Nursing. The address for the Nevada State Board of Nursing address is 5011 Meadowood Mall Way, Suite 300 Reno, NV 89502, 775 687 7700, *nevadanursingboard.org*. The Nevada State Board of Nursing can be contacted at *nursingboard@nsbn.state.nv.us.* Upon graduation from the Associate Degree in Nursing program, students are eligible to sit for the state licensing exam, which is required to achieve the Registered Nurse licensure.

Nevada Student Indemnification Fund

Nevada operates a student indemnification fund which may be used to indemnify any student or enrollee who has suffered damage as a result of the discontinuance of operation of a postsecondary educational institution licensed in Nevada or the violation by a Nevada institution of any provision of the Nevada Revised Statutes (394.383 to 394.560) or the regulations adopted pursuant thereto. The existence of this account does not create a right in any person to receive money from the account.

Nevada Record Retention

In compliance with Nevada Administrative code 394.640, Carrington College retains pertinent student records for at least five years. After that period of time, the school is required to retain only copies of the students' transcripts.

New Mexico

The Albuquerque campus is licensed by the New Mexico Higher Education Department. Inquiries concerning the standards or school compliance may be directed to the Department at 2044 Galisteo Street Suite 4, Santa Fe, NM 87505, 505 476 8400, *www.hed.state.nm.us.*

The New Mexico Board of Nursing certifies that Carrington College is granted full approval to offer Associate Degree in Nursing in the State of New Mexico, 6301 Indian School NE, Suite 710, Albuquerque, NM, 87110; mailing address PO Box 3628, Albuquerque, NM 87190, 505 841 8340, *https:/bon.nm.gov/*.

ACCREDITATION & APPROVALS

The New Mexico Board of Nursing certifies that Carrington College is granted full approval to offer Practical Nursing in the State of New Mexico, 6301 Indian School NE, Suite 710, Albuquerque, NM, 87110; mailing address PO Box 3628, Albuquerque, NM 87190, 505 841 8340, *https:/bon.nm.gov/*.

Carrington College, registration number 043, is authorized to provide massage therapy instruction within the State of New Mexico Massage Therapy Board under the registration category RMTS. The New Mexico Massage Therapy board is located at Toney Anaya Building, 2250 Cerrillos Road, Second Floor, Santa Fe, NM 87505; their mailing address is PO Box 25101, Santa Fe, NM 87504; 505 476 4870; *https://www.rld.nm.gov/boards-and-commissions/individual-boards-and-commissions/massage-therapy/*; *Massage.board@rld.nm.gov*.

Oregon

Carrington College is a business unit of a corporation and is authorized by the State of Oregon to offer and confer the academic degrees and certificates described herein, following a determination that state academic standards will be satisfied under OAR 583 – 030. Inquiries concerning the standards or school compliance may be directed to the Oregon Higher Education Coordinating Commission, 3225 25th Street SE, Salem, OR 97302; Phone 503 947 5716 or email *Info.PPS@state.or.us*.

Texas

Carrington College is not regulated in Texas under Chapter 132 of the Texas Education Code.

Grievances

Carrington College has established the General Student Grievance Policy in order to provide for the prompt, effective, and equitable resolution of student grievances not governed by a specific policy of procedure. Under the provisions of the General Student Grievance Policy, students have the right to submit grievances, have their grievances considered by Campus

Administration, and be notified of the College's decision on the grievance. A full description of the General Student Grievance Policy is published in the Student Handbook. Any questions or additional information concerning this policy should be directed to Campus Administration.

Complaints

Any student of the college can file a complaint through the Accrediting Commission for Community and Junior Colleges.

Accrediting Commission for Community and Junior Colleges
428 J Street, Suite 400
Sacramento, CA 95814
Telephone: 415 506 0234
Fax: 415 506 0238
http://www.accjc.org/complaint-process

Washington

The Carrington College Spokane campus is licensed under Chapter 28C.10 RCW. Inquiries or complaints regarding this private vocational school may be made to the Workforce Training and Education Coordinating Board, Physical location is 128 10th Avenue SW, 6th Floor, Olympia, WA 98501. Mailing address is PO Box 43105, Olympia, WA 98504, 360 709 4600, *wtb.wa.gov*, email: *workforce@wtb.wa.gov*.

Carrington College does not discriminate against students or potential students on the basis of race, creed, color, national origin, sex, veteran or military status, sexual orientation or the presence of any sensory, mental or physical disability or the use of a trained guide dog or service animal by a person with a disability.

ACCREDITATION & APPROVALS

The Carrington College Spokane campus is authorized by the Washington Student Achievement Council and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes Carrington College to offer specific degree programs. The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the Council at P.O. Box 43430, Olympia, WA 98504-3430 or by email at *degreeauthorization@wsace.wa.gov*.

The transferability of credits earned at the Carrington College Spokane campus is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at the Carrington College Spokane campus will be accepted by the

receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at the Carrington College Spokane campus to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at the Carrington College Spokane campus will be accepted by or transferred to another institution. To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

The Carrington College Sacramento campus is authorized by the Washington Student Achievement Council and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes the Carrington College Sacramento campus to advertise/recruit and offer field placement components for specific degree programs. The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the Council at P.O. Box 43430, Olympia, WA 98504-3430 or by email at *degreeauthorization@wsac.wa.gov*.

The transferability of credits earned at Carrington College Sacramento is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at the Carrington College Sacramento campus will be accepted by the receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at the Carrington College Sacramento campus to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at the Carrington College Sacramento campus will be accepted by or transferred to another institution.

To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

The Spokane campus Pharmacy Technology program is approved by the Washington State Board of Pharmacy, P.O. Box 1099, Olympia, WA 98507–1099, 360 236 4700, *hsqa.csc@doh.wa.gov*.

ACCREDITATION & APPROVALS

Veterans Benefits Approval Statements

Selected programs of study at the Carrington College Spokane campus are approved by the Workforce Training and Education Coordinating Board's State Approving Agency (WTECB/SAA) for enrollment of those eligible to receive benefits under Title 38 and Title 10, USC.

Points of contact for students using Veterans Education benefits at the Carrington College Spokane campus:

Alissa Shaub
Senior Director Financial Services
Alissa.Shaub@carrington.edu
628 239 1211

Carrington College does not and will not provide any commission, bonus or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance.

Carrington College displays all approval and accreditation documents at each campus.

The most current information on accreditation and approvals can be found at *carrington.edu/accreditation-and-approvals/*.

COLLEGE LEADERSHIP

Nick Gomez
President
PhD, Fielding Graduate University

Sumer Avila
Provost/Executive Vice President of Academic Affairs
EdD, Brandman University

Beth Barilla
Dean, Registrar Operations
MS, University of Phoenix

Kristi Bobonea
Senior Director of Graduate Services
MEd, Kaplan University
MBA, University of California

Ash Carter
Vice Provost of Instruction and Student Affairs
MAEd, Brandman University

Mitch Charles
Executive Vice President of Campus Operations
MBA, Keller Graduate School of Management

Roxanne Clarke
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MBA, University of Phoenix

Michael Como
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DNP, Chamberlain University

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MS, University of Phoenix

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Vice President of Operations
EdD, Concordia University

Justin Willey
Dean of Instruction and Student Success
MA, University of New Mexico

Steven Wolford
Operations Coordinator
MS, Grand Canyon University

CARRINGTON COLLEGE GOVERNING BOARD

Carole Brown, Board Chair, Non-Affiliated

Joseph Holt, COO, Affiliated

Marlea Lyon, Non-Affiliated

Jill Perry Sozinho, Non-Affiliated

Mark A. Perry, Affiliated

Michael D. Perry, Affiliated

Kevin Robinson, Non-Affiliated

Dr. Carla Tweed, Non-Affiliated

PROGRAMS OF STUDY

Instruction is delivered onsite, blended, and online. Carrington College offers courses in a term format, with five weeks, six weeks, eight weeks, ten weeks, twelve weeks, fifteen weeks, sixteen weeks, or twenty weeks of education included in each term depending on the program. Some courses in several programs are delivered in a semester-length format. Term-based and semester-based courses may be delivered as:

Onsite

Campus-based instruction includes lectures, applications, laboratories and externships.

Blended

Blended learning utilizes both in person and online learning activities to achieve program and learning outcomes. Blended courses combine both live and online learning experiences that complement the other in a course.

Online

Online courses offer students flexibility in where and when they complete their course activities.

The courses are delivered virtually through the learning management system. The learning management system provides students with opportunities to access course materials, participate in interactive activities, and engage in learning experiences remotely.

Library and Learning Resources

Carrington College offers appropriate learning resources to complement onsite, blended, and online courses. Resources can be accessed through the online portal with the use of a password. The Carrington College Library offers access to thousands of full-text resources in various fields of study related to the Carrington College programs, while also supporting the general education courses for all students and faculty. These databases contain current, full-text articles from periodicals, including peer-reviewed scholarly journals, and access to multimedia and electronic books that are available 24 hours a day, seven days a week to students and faculty. Assistance with resources is provided by the Librarian. Services and access to the databases and the book catalog can be located on the library website at *https://library.carrington.edu/libraryhome*.

Minimum System Requirements for Online Study

Sufficient technology and internet access are required to complete online coursework at Carrington College.

Supported Operating Systems

The minimum system requirements, hardware and software needed to complete coursework is found at the Technical Requirements link on the Carrington College website at *https://carrington.edu/online-programs/technical- requirements/.*

Students taking online courses should have administrative rights to the computer used for college coursework. Students who do not have administrative rights to the computer used for online study (such as a library or workplace computer) may experience difficulties with needed functions, such as installing plug-ins. Students will have limited support options due to access limitations and should check with their workplace IT departments to ensure that they can access course materials from their companies' network.

Technology Specifications

Because technology changes rapidly in certain fields, students should note that computers or mobile devices used to complete certain coursework may need to be upgraded during the course of their program. Students are responsible for checking hardware/software requirements before registering for courses.

PROGRAMS OF STUDY

Program availability varies by location; see specific program section for details. Carrington College offers certificate and degree programs in the following areas:

Certificate of Achievement Programs

Dental Assisting

Electrical Technology

Heating, Ventilation, Air Conditioning, and Refrigeration

Maintenance Technician

Massage Therapy

Medical Administrative Assistant

Medical Assisting

Medical Billing and Coding

Medical Office Administration

Pharmacy Technology

Physical Therapy Technology

Practical Nursing

Registered Nursing

Veterinary Assistant

Veterinary Assisting

Vocational Nursing

Certificate of Completion Course

Phlebotomy Technician

Associate of Science Degree Programs

Associate Degree in Nursing

Dental Assisting

Dental Hygiene

Diagnostic Medical Sonography

Health Studies

LVN to ADN

Medical Assisting

Nursing Bridge

Physical Therapist Assistant

Registered Nursing

Registered Nursing – LVN to RN Bridge

Respiratory Care

Respiratory Therapy

Surgical Technology

Trades Studies

Veterinary Technology

Vocational Nursing

Bachelor of Science Degree Programs

Bachelor of Science in Dental Hygiene

Bachelor of Science in Healthcare Administration

Bachelor of Science in Nursing

Bachelor of Science in Respiratory Therapy

ASSOCIATE DEGREE IN NURSING

Registered nurses (RNs) care for individuals, in conjunction with other healthcare professionals, through the use of the nursing process. Registered nurses work as patient advocates for the care and recovery of the sick and maintenance of their health. In their work as advocates, RNs plan, implement and evaluate nursing care of those who are ill or injured. Graduates are prepared to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*. The program culminates in an Associate of Science Degree.

Offered to new students at:

- **Albuquerque**
- **Las Vegas**
- **Mesa**
- **Phoenix**
- **Reno**
- **Tucson**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical, to attain occupational licensure/certification or employment and throughout their careers.
Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Associate Degree in Nursing program are: Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

ASSOCIATE DEGREE IN NURSING

Program Learning Outcomes

Upon completion of the Associate Degree in Nursing program, graduates will be able to:

- Justify a plan of care that provides safe, quality patient centered care to persons throughout the lifespan and across the health/wellness continuum that creates an environment promoting caring and professionalism with consideration for the patient's cultural/societal beliefs and practices.
- Apply scientific evidence-based knowledge to concepts in the care of patients throughout the lifespan and across the health/wellness continuum.
- Validate effective communication and behaviors with healthcare stakeholders that is consistent with the nursing scope of practice and adhering to legal and ethical frameworks.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Pass the ATI TEAS Admission Assessment with a combined score of 58%. A second attempt is allowed 7 days following the first attempt. A third attempt is allowed 30 days following the second attempt. After failing the third attempt, the wait period is 6 months. At this point in time, a candidate may start the above process over again.
- Attend an Associate Degree in Nursing information session.
- Nevada state law requires new students attending courses onsite at a Nevada campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements section of this catalog.

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance TEAS exam total score.
- Entrance TEAS exam scores in Math, Science, Reading, and English.
- Entrance TEAS exam number of attempts.
- Entrance interview with the nursing department (if applicable).
- The previous degree earned.
- Transcript evaluation (if applicable). To be completed by the Dean of Nursing upon meeting enrollment criteria.

ASSOCIATE DEGREE IN NURSING

Campus-Based

Program Requirements – Albuquerque, Las Vegas, Mesa, Phoenix, Reno, and Tucson

THE MESA CAMPUS IS NOT CURRENTLY ENROLLING NEW STUDENTS

Associate Degree in Nursing TECHNICAL AND GENERAL EDUCATION COURSES			Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
ENG101	*	English Writing and Composition	45	0	0	3
MAT151	*	College Algebra	45	0	0	3
SOC101	*	Introduction to Sociology (Arizona and New Mexico only)	45	0	0	3
PSY101	*	Introduction to Psychology	45	0	0	3
CHE110	†	Chemistry for Health Care Professionals	30	0	0	2
SPH205	*	Interpersonal Communication	45	0	0	3
GOV141	*	Nevada and US Constitutions (Nevada only)	45	0	0	3
BIO121	†	Human Anatomy and Physiology I with Lab	45	30	0	4
BIO124	†	Human Anatomy and Physiology II with Lab	45	30	0	4
BIO205	†	Microbiology with Lab	45	30	0	4
NUR130		Fundamentals and Medical-Surgical Nursing I	60	60	90	8
NUR243		Medical-Surgical Nursing II	45	0	90	5
NUR140		Pharmacology I	45	0	0	3
NUR241		Pharmacology II	45	0	0	3
NUR209		Community and Mental Health Nursing	30	0	45	3
NUR247		Maternal Child Nursing	30	15	45	3.5
NUR251		Medical-Surgical Nursing III	45	0	90	5
NUR240		Pediatric Nursing	30	15	45	3.5
NUR261		Medical-Surgical Nursing IV	45	0	90	5
NUR266		NCLEX-RN Review	0	60	0	2
NUR262		Manager of Care	30	0	0	2
Total for Degree			795	240	495	72

Approximate time to complete degree program: 96 weeks (not including breaks)

* Online general education course

† Science-based general education course

Note: Course descriptions begin on page 198.

ASSOCIATE DEGREE IN NURSING

In addition to meeting the College's standard admission requirements, students must provide prior to first clinical:

- Submit to and pass drug screening and background checks that may include fingerprinting, completed no more than 90 days prior to enrollment the results of which could affect enrollment in the program.
- A current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Provide negative TB test results. If test results are more than 12-months old, they must be from a two-step test; tuberculosis clearance (PPD) or the alternate QuantiFERON-TB Gold (QFT-G) blood test. Applicants with a history of a positive TB test must also have a chest x-ray.
- Provide proof of childhood measles, mumps, and rubella (MMR) immunization x2 or titer. Students must receive the 2nd injection at least four weeks after the first dose per CDC guidelines.
- Provide proof of vaccination series, titer proving immunity, or a signed declination if available for the hepatitis B series. Signed declination or exemption could affect eligibility to participate in clinical experiences.
- Provide proof of varicella immunization (in the absence of a history of having had chickenpox), or varicella titer proving immunity.
- Provide proof of tetanus, diphtheria, and pertussis (Tdap) proof of vaccination within the previous 10 years or titer proving immunity.
- Provide proof of yearly influenza vaccination, applicable during flu season.

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the nursing courses until all general education courses are successfully completed.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A "pass" grade in clinical
- A "pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Instructional Methodologies

Methodologies include lectures, assigned readings, case studies, clinical experiences, group discussions, examinations, scholarly papers, community conferences and audiovisual presentations such as PowerPoint.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as patient transfer equipment, adult high fidelity manikins, high fidelity birthing manikins, high fidelity child manikins and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers-anatomical arms for starting IVs, infusion pump, postpartum hemorrhage model, medication administration models for IM and SQ injections and medication bar code scanners for medication administration.

BACHELOR OF SCIENCE IN DENTAL HYGIENE

The Bachelor of Science in Dental Hygiene program may be completed in 50 weeks. This is a bridge program requiring completion of a lower-level degree prior to enrolling and is designed for Registered Dental Hygienists having graduated from a CODA-accredited associate degree Dental Hygiene program who want to advance their career. The Bachelor of Science in Dental Hygiene affords excellent opportunities for professional growth and development with education in leadership, education, and research.

Offered to new students through the Online Division

Degree conferred from the Sacramento campus.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Bachelor of Science in Dental Hygiene program are: Dental Hygienists (29-1292.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

BACHELOR OF SCIENCE IN DENTAL HYGIENE

Program Learning Outcomes

Upon completion of the Bachelor of Science in Dental Hygiene program, graduates will be able to:

- Demonstrate effective communication and presentation skills for diverse audiences.
- Critically evaluate information from multiple sources for application in professional settings.
- Apply current research and data interpretation techniques to identify and evaluate solutions for emergent issues impacting the profession.
- Apply critical thinking and evidence-based decision-making in dental hygiene education and health promotion.
- Utilize interprofessional collaboration to enhance patient-centered care.

Admission Requirements

In addition to the College's standard admission requirements, prior to starting the program, candidates must:

- Hold an Associate of Science in Dental Hygiene from a CODA-accredited program with a minimum of 77 semester credits. An official transcript from an approved accredited institution must be submitted evidencing the earned associate degree and minimum semester credits at the time of enrollment.
- Hold a current, unencumbered credential licensure as a Registered Dental Hygienist (RDH).
- Own or have unrestricted access to a computer with reliable internet access.

Online Division (Certificate conferred from the Sacramento campus)

Program Requirements

Bachelor of Science in Dental Hygiene

Technical and General Education Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
DH401	Teaching Dental Hygiene Theory and Practice	60	0	0	4
DH420	Community Oral Health Assessment and Program Planning	60	0	0	4
DH441	Dental Practice Management	75	0	0	5
HC403	Healthcare Law and Ethics	60	0	0	4
HC430	Establishing Best Practices in Quality Improvement of Healthcare	60	0	0	4
HC440	Research and Evidence-Based Practice in Healthcare	75	0	0	5
HC470	Research Capstone	75	0	0	5
PHIL301 *	Critical Thinking for Professionals	60	0	0	4
STS301 *	Introduction to Statistics	60	0	0	4
ENG321 *	Writing for Research	60	0	0	4
Total for Degree Completion Coursework		645	0	0	43
Minimum Total Transfer Credits					77
Total for Degree		645	0	0	120

Approximate time to complete degree program: 50 weeks (not including breaks)
*General education course
Note: Course descriptions begin on page 198.

BACHELOR OF SCIENCE IN DENTAL HYGIENE

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

The Bachelor of Science in Healthcare Administration (BSHCA) is designed to prepare students with the foundational skills and knowledge needed for healthcare administrators. The program is developed to meet the needs of applicants new to the healthcare industry or individuals who have completed previous education in a healthcare related field.

Students have the option to complete coursework in one of two concentrations: leadership or clinical science. The leadership concentration offers students advanced courses focused on leadership and administration in healthcare. The clinical science concentration is primarily focused on advancing the clinical science knowledge and application of the Physical Therapist Assistant.

The courses taken in the program will prepare students for entry to mid-level administrative positions in healthcare facilities. The program is delivered in an online format with different entry points ranging from no previous college credit to having earned an associate degree.

Offered to new students through the Online Division

Degree conferred from the Sacramento campus.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Bachelor of Science in Healthcare Administration program are: Administrative Services Managers (11-3012.00), Bill and Account Collectors (43-3011.00), Billing and Posting Clerks (43-3021.00), Diagnostic Medical Sonographers (29-2032.00), Education Administrators, Postsecondary (11-9033.00), General and Operations Managers (11-1021.00), Health Specialties Teachers, Postsecondary (25-1071.00), Medical and Health Services Managers (11-9111.00), Medical Assistants (31-9092.00), Medical Secretaries and Administrative Assistants (43-6013.00), Nursing Instructors and Teachers, Postsecondary (25-1072.00), Office Clerks, General (43-9061.00), Patient Representatives (29-2099.08), Pharmacy Aides (31-9095.00), Pharmacy Technicians (29-2052.00), Respiratory Therapists (29-1126.00), and Surgical Technologists (29-2055.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Program Learning Outcomes

Upon completion of the Bachelor of Science in Healthcare Administration program, graduates will be able to:

- Disseminate knowledge to a variety of healthcare professionals.
- Analyze complex scientific concepts to solve healthcare related problems.
- Demonstrate the knowledge and skills for leadership roles in healthcare organizations.
- Apply principles of science to enhance quality assurance for the healthcare team.

Admission Requirements

In addition to the College's standard admission requirements, prior to starting the program, candidates must:

- Own or have unrestricted access to a computer with reliable internet access.
- (For those entering with a certificate) Have earned a certificate of achievement from an approved institution with a minimum of 24 semester credits in a healthcare related field. An official transcript from an approved accredited institution must be submitted evidencing the earned certificate at the time of enrollment.
- (For those entering with an associate degree in a healthcare related field) Have earned an associate degree from an approved institution with a minimum of 60 semester credits in a healthcare related field. An official transcript from an approved accredited institution must be submitted evidencing the earned associate degree at the time of enrollment.
- (For those entering with a Physical Therapist Assistant associate degree) Have earned a Physical Therapist Assistant associate degree from a CAPTE approved program with a minimum of 72 semester credits. An official transcript from an approved accredited institution must be submitted evidencing the earned associate degree at the time of enrollment.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Online Division (Degree conferred from the Sacramento campus)

Program Requirements

Bachelor of Science in Healthcare Administration

Leadership Concentration

Technical and General Education Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
ENG151 *	Technical Writing	45	0	0	3
ENG101 *	English Writing and Composition	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
MAT151 *	College Algebra	45	0	0	3
HIS150 *	US Government	45	0	0	3
SCI210 *	Environmental Science	45	0	0	3
NUT200 *	Principles of Nutrition	45	0	0	3
HUM250 *	Introduction to Humanities	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
SPH205 *	Interpersonal Communication	45	0	0	3
SOC101 *	Introduction to Sociology	45	0	0	3
COL105 *	Critical Thinking	45	0	0	3
HUM200 *	Ethics in Contemporary Society	45	0	0	3
CLT100 *	Computer Literacy	45	0	0	3
HCA301	Interprofessional Healthcare	45	0	0	3
HCA311	Critical Thinking for Health Professionals	45	0	0	3
HCA326	Data Applications and Healthcare Quality	45	0	0	3
HCA310	Healthcare Reimbursement Models	45	0	0	3
HCA320	Leadership and Management in Healthcare	45	0	0	3
HCA330	Introduction to Billing and Coding	45	0	0	3
HCA340	Medical Office Management	45	0	0	3
HCA350	Quality Improvement in Healthcare	45	0	0	3
RM301	Introduction to Research	45	0	0	3
HCA335	Legal, Ethical, and Regulatory Issues in Health Information	45	0	0	3

Continued on next page

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Continued from previous page

HCA375	Medical Record Operating Systems	45	0	0	3
BUS305	Human Relations in Business	45	0	0	3
BUS301	Human Resource Management	45	0	0	3
ACT301	Accounting Principles I	45	0	0	3
ACT302	Accounting Principles II	45	0	0	3
BUS310	Business Communication	45	0	0	3
BUS315	Principles of Management	45	0	0	3
ACT310	Managerial Accounting	45	0	0	3
ACT315	Principles of Fraud and Ethics	45	0	0	3
BUS320	Organizational Behavior	45	0	0	3
HCA380	Healthcare Marketing	45	0	0	3
HCA385	Healthcare Strategic Management	45	0	0	3
RM310	Writing for Research	45	0	0	3
HCA390	Public and Community Health	45	0	0	3
Total for Degree		1800	0	0	120

Approximate time to complete degree program: 120 weeks (not including breaks)

*General education course

Note: Course descriptions begin on page 198.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Bachelor of Science in Healthcare Administration

Leadership Concentration - entering with a certificate in a healthcare related field

Technical and General Education Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
ENG151 *	Technical Writing	45	0	0	3
ENG101 *	English Writing and Composition	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
MAT151 *	College Algebra	45	0	0	3
HIS150 *	US Government	45	0	0	3
SCI210 *	Environmental Science	45	0	0	3
NUT200 *	Principles of Nutrition	45	0	0	3
HUM250 *	Introduction to Humanities	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
SPH205 *	Interpersonal Communication	45	0	0	3
SOC101 *	Introduction to Sociology	45	0	0	3
HUM200 *	Ethics in Contemporary Society	45	0	0	3
HCA301	Interprofessional Healthcare	45	0	0	3
HCA311	Critical Thinking for Health Professionals	45	0	0	3
HCA326	Data Applications and Healthcare Quality	45	0	0	3
HCA310	Healthcare Reimbursement Models	45	0	0	3
HCA320	Leadership and Management in Healthcare	45	0	0	3
HCA330	Introduction to Billing and Coding	45	0	0	3
HCA340	Medical Office Management	45	0	0	3
HCA350	Quality Improvement in Healthcare	45	0	0	3
RM301	Introduction to Research	45	0	0	3
HCA335	Legal, Ethical, and Regulatory Issues in Health Information	45	0	0	3
HCA329	Health Insurance and Reimbursement	45	0	0	3
HCA355	Quality and Advanced Medical Records	45	0	0	3
HCA375	Medical Record Operating Systems	45	0	0	3

Continued on next page

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Continued from previous page

CHOICE OF SEVEN COURSES					
BUS301	Human Resource Management	45	0	0	3
ACT301	Accounting Principles I	45	0	0	3
ACT302	Accounting Principles II	45	0	0	3
BUS310	Business Communication	45	0	0	3
BUS315	Principles of Management	45	0	0	3
ACT310	Managerial Accounting	45	0	0	3
ACT315	Principles of Fraud and Ethics	45	0	0	3
BUS320	Organizational Behavior	45	0	0	3
HCA380	Healthcare Marketing	45	0	0	3
HCA385	Healthcare Strategic Management	45	0	0	3
RM310	Writing for Research	45	0	0	3
HCA390	Public and Community Health	45	0	0	3
Total for Degree Completion Coursework		1440	0	0	96
Minimum Total Certificate of Achievement Transfer Credits					24
Total for Degree		1440	0	0	120

Approximate time to complete degree program: 96 weeks (not including breaks)

*General education course

Note: Course descriptions begin on page 198.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Bachelor of Science in Healthcare Administration

Leadership Concentration - entering with an associate degree in a healthcare related field

Technical Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
HCA301	Interprofessional Healthcare	45	0	0	3
HCA311	Critical Thinking for Health Professionals	45	0	0	3
HCA326	Data Applications and Healthcare Quality	45	0	0	3
HCA310	Healthcare Reimbursement Models	45	0	0	3
HCA320	Leadership and Management in Healthcare	45	0	0	3
HCA330	Introduction to Billing and Coding	45	0	0	3
HCA340	Medical Office Management	45	0	0	3
HCA350	Quality Improvement in Healthcare	45	0	0	3
RM301	Introduction to Research	45	0	0	3
HCA335	Legal, Ethical, and Regulatory Issues in Health Information	45	0	0	3
HCA329	Health Insurance and Reimbursement	45	0	0	3
HCA355	Quality and Advanced Medical Records	45	0	0	3
HCA375	Medical Record Operating Systems	45	0	0	3
	CHOICE OF SEVEN COURSES				
BUS301	Human Resource Management	45	0	0	3
ACT301	Accounting Principles I	45	0	0	3
ACT302	Accounting Principles II	45	0	0	3
BUS310	Business Communication	45	0	0	3
BUS315	Principles of Management	45	0	0	3
ACT310	Managerial Accounting	45	0	0	3
ACT315	Principles of Fraud and Ethics	45	0	0	3
BUS320	Organizational Behavior	45	0	0	3
HCA380	Healthcare Marketing	45	0	0	3
HCA385	Healthcare Strategic Management	45	0	0	3
RM310	Writing for Research	45	0	0	3
HCA390	Public and Community Health	45	0	0	3
Total for Degree Completion Coursework		900	0	0	60
Minimum Total Associate Degree Transfer Credits					60
Total for Degree		900	0	0	120

Approximate time to complete degree program: 60 weeks (not including breaks)

Note: Course descriptions begin on page 198.

BACHELOR OF SCIENCE IN HEALTHCARE ADMINISTRATION

Bachelor of Science in Healthcare Administration

Clinical Science Concentration

General Education Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
MAT151	College Algebra	45	0	0	3
HUM250	Introduction to Humanities	45	0	0	3
BIO301	General Biology with Lab	45	30	0	4
HUM200	Ethics in Contemporary Society	45	0	0	3
PSY155	Human Development Across the Lifespan 1	45	0	0	3
BIO302	Microbiology with Lab	45	30	0	4
MAT301	Precalculus	45	0	0	3
MAT321	Statistics	45	0	0	3
PHY301	Physics I with Lab	45	30	0	4
RM310	Writing for Research	45	0	0	3
BIO300	Functional Anatomy	45	0	0	3
CHEM301	Organic and Biological Chemistry with Lab	45	30	0	4
CHEM302	Inorganic Chemistry with Lab	45	30	0	4
PHY302	Physics II with Lab	45	30	0	4
Total for Degree Completion Coursework		630	180	0	48
Minimum Total Associate Degree Transfer Credits					72
Total for Degree		630	180	0	120

Approximate time to complete degree program: 60 weeks (not including breaks)

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

BACHELOR OF SCIENCE IN NURSING

The Bachelor of Science in Nursing (BSN) program offers an RN to BSN degree option for registered nurses that are Interested in professional growth and development through attainment of a higher degree. The program is delivered in an online format and is focused primarily on leadership, research, and education. The program culminates in a Bachelor of Science in Nursing.

Offered to new students through the Online Division

Degree conferred from the Sacramento campus.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Bachelor of Science in Nursing program are: Registered Nurses (29-1141.00) and Nursing Instructors and Teachers, Postsecondary (25-1072.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

BACHELOR OF SCIENCE IN NURSING

Program Learning Outcomes

Upon completion of the Bachelor of Science in Nursing program, graduates will be able to:

- Utilize effective communication with patients, families, communities, and colleagues for collaboration to achieve optimal health outcomes.
- Demonstrate clinical judgement in the delivery of evidence-based patient-centered care to promote and restore health for diverse populations.
- Demonstrate the ability to utilize patient care technologies, information systems, and communication devices that support safety and quality nursing practice.
- Create a safe environment that promotes caring and professionalism with consideration for the patient's cultural humility, societal beliefs, and practices.
- Apply current scientific and evidence-based knowledge and data interpretation to guide actions which promote human flourishing and enhance patient-centered care.
- Demonstrate behaviors that are consistent with the legal and ethical framework of nursing.

Admission Requirements

Applicants to the Bachelor of Science in Nursing program must meet the following requirements:

- Earned an Associate Degree in Nursing, meeting the educational requirements for registered nursing, including a minimum of 72 semester credits from a board-approved and/or accredited program at an accredited institution
    - Applicants whose Associate Degree in Nursing includes fewer than 72 semester credits and at least 60 semester credits must complete additional coursework prior to enrollment in the BSN program. To meet the 72 semester credit admission requirement the applicant must complete one or more of the following courses at Carrington College and may select from the courses below:
        - HUMN325 – Cross-Cultural Communication
        - HCA350 – Quality Improvement in Healthcare
        - HCA310 – Healthcare Reimbursement Models
        - HC403 – Healthcare Law and Ethics
        - HC450 – Healthcare Finance
        - HUM200 – Ethics in Contemporary Society
- A minimum GPA of 2.5 on the Associate Degree in Nursing posted transcript
- Hold a current, unencumbered credential licensure as a Registered Nurse (RN)
    - Applicants who have graduated from an Associate Degree in Nursing program within three months of application may be admitted if all other admission requirements are met. Evidence of licensure must be provided within three months of program start.
- Dean of Nursing recommendation (Only for current Carrington College and San Joaquin Valley College associate level nursing students, meeting the educational requirements for registered nursing, in their final semester.)
- Own or have unrestricted access to a computer with reliable internet access.

BACHELOR OF SCIENCE IN NURSING

Online Division (Degree conferred from the Sacramento campus)

Program Requirements

Bachelor of Science in Nursing

Technical and General Education Courses

		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO331 *	Pathophysiology	45	0	0	3
HCA301 *	Interprofessional Healthcare	45	0	0	3
HCA311 *	Critical Thinking for Health Professionals	45	0	0	3
MAT321 *	Statistics	45	0	0	3
NUR322	Nursing Informatics	45	0	0	3
NUR332	Health Assessment	45	0	0	3
NUR342	Nursing Research and Evidence Based Practice	45	0	0	3
NUR351	Health Policy and Ethics	45	0	0	3
NUR352	Nursing Management and Leadership	45	0	0	3
NUR361	Population Health	45	0	0	3
NUR362	Cultural Competency and Diversity	45	0	0	3
NUR371	Nursing Theory and Systems	45	0	0	3
NUR372	Quality and Safety	45	0	0	3
NUR381	Capstone	45	0	0	3
RM301 *	Introduction to Research	45	0	0	3
RM310 *	Writing for Research	45	0	0	3
Total for Degree Completion Coursework		720	0	0	48
Minimum Total Transfer Credits					72
Total for Degree		720	0	0	120

Approximate time to complete degree program: 64 weeks (not including breaks)

*General education course

Note: Course descriptions begin on page 198.

Progression Requirements

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

The Bachelor of Science in Respiratory Therapy program may be completed in 65 weeks. This is a bridge program requiring completion of a lower-level degree prior to enrolling and is designed for Registered Respiratory Therapists who want to advance their career and who have earned an associate of science degree from an institution of higher learning accredited by an agency that is recognized by the United States Department of Education. The Bachelor of Science in Respiratory Therapy affords excellent opportunities for professional growth and development with the necessary education in leadership, education, research and critical care.

Offered to new students through the Online Division

Degree conferred from the Sacramento campus.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Bachelor of Science in Respiratory Therapy program are: Respiratory Therapists (29-1126.00), Respiratory Therapy Technicians (29-2054.00), Health Education Specialists (21-1091.00), and Medical and Health Services Managers (11-9111.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

Program Learning Outcomes

Upon completion of the Bachelor of Science in Respiratory Therapy program, graduates will be able to:

- Demonstrate effective communication and presentation skills for diverse audiences.
- Critically evaluate information from multiple sources for application in professional settings.
- Apply current research and data interpretation techniques to identify and evaluate solutions for emergent issues impacting the profession.
- Assess respiratory therapy role effectiveness as it applies to professional behavior and continuous quality and technological improvement.
- Utilize evidence-based practice to evaluate, interpret, and recommend appropriate therapeutic intervention.

Admission Requirements

Applicants to the Bachelor of Science in Respiratory Therapy program must meet the following requirements:

- Hold an Associate of Science in Respiratory Therapy from a CoARC or CAAHEP accredited program with a minimum of 70 semester credits. An official transcript from an approved accredited institution must be submitted evidencing the earned associate degree and minimum semester credits at the time of enrollment.
- Hold a current, unencumbered credential licensure as a Registered Respiratory Therapist (RRT), and a current unencumbered licensure as a Respiratory Care Practitioner (RCP) in California or in the state of current employment.
- Own or have unrestricted access to a computer with reliable internet access.

BACHELOR OF SCIENCE IN RESPIRATORY THERAPY

Online Division (Degree conferred from the Sacramento campus)

Program Requirements

Bachelor of Science in Respiratory Therapy

Technical and General Education Courses		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
HC420	Management Principles for the Healthcare Professional	60	0	0	4
HC430	Establishing Best Practices in Quality Improvement of Healthcare	60	0	0	4
HC440	Research and Evidence-Based Practice in Healthcare	75	0	0	5
HC450	Healthcare Finance	90	0	0	4
HC470	Research Capstone	75	0	0	5
RCP401	Protocol-Based Critical Care	60	0	0	4
RCP410	Education Principles for Healthcare Professionals	45	0	0	3
RCP460	Advanced Respiratory Practice for the Critical Care Patient	60	0	0	4
HST301 *	American Political Thought from Reconstruction to the Present	45	0	0	3
HUMN325*	Cross-Cultural Communication	45	0	0	3
STS301 *	Introduction to Statistics	60	0	0	4
ENG321 *	Writing for Research	60	0	0	4
PSY302 *	Group Dynamics	60	0	0	4
Total for Degree Completion Coursework		765	0	0	51
Minimum Total Transfer Credits					70
Total for Degree		765	0	0	121

Approximate time to complete degree program: 65 weeks (not including breaks)
*General education course
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

DENTAL ASSISTING

*Dental assistants perform a wide range of duties in dental care facilities, from patient care to office tasks and laboratory procedures. Students become skillful at taking x-rays and impressions as well as performing coronal polishing and assisting with an array of dental procedures. The program covers patient preparation, charting, administrative duties, and office administrative functions. Students gain hands-on experience during lab class sessions and clinical experience. The program culminates in a Certificate of Achievement. Program availability varies by location.

Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. Within the State of California, graduates are eligible to sit for the Registered Dental Assisting (RDA) exam offered by the Dental Board of California (DBC) and apply to be become a Registered Dental Assistant (RDA). The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Offered to new students at:

- **Albuquerque**
- **Bakersfield**
- **Boise**
- **Fresno**
- **Glendale Learning Center****
- **Las Vegas**
- **Mesa**
- **Phoenix**
- **Pleasant Hill**
- **Portland**
- **Sacramento**
- **San Jose**
- **San Leandro**
- **Spokane**
- **Stockton**
- **Temecula**
- **Tucson**
- **Victor Valley (Hesperia)**
- **Visalia**

Employment positions determined to be in the field, to calculate the graduate employment rates required by the state of California, for graduates of the Dental Assisting program are Dental Assistants* (31-9091.00), Medical and Health Services Managers (11-9111.00), Medical Records Specialists (29-2072-00), and Medical Secretaries and Administrative Assistants (43-6013.00). More information on this career may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

*Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to externship to attain occupational licensure/certification or employment and throughout their careers.

**Certificate is conferred from the Phoenix campus.

DENTAL ASSISTING

Program Learning Outcomes

Upon completion of the Dental Assisting program, graduates will be able to:

- Complete all dental assisting duties competently for a broad scope of dental specialties in a professional setting.
- Utilize infection control and safe practice techniques in a variety of clinical settings.
- Establish optimum Radiation Health and Safety practices to ensure high quality diagnostic images.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Nevada and Oregon state law requires new students attending courses onsite at a Nevada or Oregon campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements or Oregon Immunization Requirements section of this catalog.

Campus-Based

Program Requirements – Bakersfield, Fresno, Temecula, Victor Valley (Hesperia), and Visalia

	Dental Assisting **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
DA105	Orientation to Dentistry	60	30	0	5
DA110	Dental Anatomy and Patient Management	60	30	0	5
DA115	Dental Regulations and Pre-Laboratory	60	30	0	5
DA230	Dental Radiology	60	30	0	5
DA236	Restorative Procedures	30	30	0	3
DA306	Prosthodontics and Endodontic Specialties	30	30	0	3
DA322	Periodontics and Oral Surgery Specialties	15	30	0	2
DA326	Pediatrics and Orthodontic Specialties	15	30	0	2
DA411	Preventative Clinical Procedures	30	60	0	4
DA526	RDA Licensure Review Seminar	45	0	0	3
DA530	Clinical and Professional Experience	0	0	265	5
Total for Certificate		405	300	265	42

Approximate time to complete certificate program: 45 weeks (not including breaks)

Note: Course descriptions begin on page 198.

DENTAL ASSISTING

Blended

Program Requirements – Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson

		Dental Assisting TECHNICAL COURSES	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
DA21.3.H	†	Dental Science	60	0	0	4
DA22.3.H	†	Dental Office Protocols	60	0	0	4
DA23.3.H	†	Dental Radiology	60	0	0	4
DA24.3.H	†	Preventive Dentistry	60	0	0	4
DA25.3.H	†	Dental Specialties	60	0	0	4
DA201.3		Dental Assisting Procedures 1	0	60	0	2
DA202.3		Dental Assisting Procedures 2	0	60	0	2
DA203.3		Dental Assisting Procedures 3	0	60	0	2
DA204.3		Dental Assisting Procedures 4	0	60	0	2
DA205.3		Dental Assisting Procedures 5	0	60	0	2
DA502.3		Externship	0	0	180	4
CDV198.2	*	Career Development Seminar	30	0	0	2
Total for Certificate			330	300	180	36

Approximate time to complete certificate program: 36 weeks (not including breaks)

* Online general education course

† Blended course.

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as dental chairs, dental stools, x-ray machines, air-water syringes, stethoscopes, training manikins, manual blood pressure machines, teeth models, dental materials, and additional supplies.

California Application and Examination Requirements

Pursuant to Business and Professions Code section 30(c), a licensing board may not process any application for an original license unless the candidate or licensee provides its federal employer identification number or social security number where requested on the application.

To qualify for RDA examinations, candidates must:

- Graduate from a Board-approved RDA educational program; or
- Complete at least 15 months (1,280 hours) of satisfactory work experience as a dental assistant with a dentist licensed in one of the states in the United States; or
- Complete a California Department of Education-approved 4-month educational program and 11 months of work experience with a dentist(s) licensed in one of the states of the United States.
- Complete Board-approved courses in coronal polishing and radiation safety.

DENTAL ASSISTING

- Complete and show proof of completion of a Board-approved course in the Dental Practice Act completed within five (5) years of application.
- Complete and show proof of completion of an eight (8)-hour Board-approved course in infection control completed within five (5) years of application.
- Complete and show proof of completion of a basic life support course offered by an instructor approved by the American Red Cross or the American Heart Association.
- Submit fingerprint clearances from both the Department of Justice (DOJ) and the Federal Bureau of Investigations (FBI). This process can take 60 days or more. If a candidate has a criminal history, the arrest report and court records must be obtained and investigated before a decision is made to issue or deny the license.

Criminal Background Check

For consumer protection, California law requires all RDA applicants to undergo a criminal background check. Until further notice, all applicants may submit their fingerprints by either using the live scan system or submitting their finger print cards. Candidates residing in California must utilize the live scan system. Candidates residing out of California may either come to California and use the live scan system or submit their fingerprints on standard FBI fingerprint cards.

Convictions

Applicants must report all convictions, including infractions, misdemeanors, and felonies, except for a conviction for an offense resulting in a fine of less than $300. Applicants must report a conviction(s) even if he or she pled nolo contendere (no contest) or received a subsequent order expunging the conviction under section 1203.4 of the Penal Code. Applicants who have previous convictions or pleas that answer "no" to the question may have their applications denied for knowingly making false statements on the applications pursuant to section 480 (c) of the Business and Professions Code. To obtain a California registered dental assistant (RDA) license from the Dental Board of California (DBC), candidates must:

- Pass a hands-on practical examination performed on a typodont.
- Pass a State computerized written general knowledge examination.
- Pass a State computerized law and ethics written examination.

Once this process is completed and a candidate is qualified for licensure, a pocket identification card and wall certificate are issued. There is no license fee required for the initial license other than the initial application and examination fees. Obtained from: *https://www.dbc.ca.gov/applicants/become_licensed_rda.shtml*.

DENTAL ASSISTING (SCIENCE EMPHASIS)

Carrington College's Dental Assisting (Science Emphasis) Associate Degree program offers a curriculum that combines science based courses with general education curriculum. The program is designed for Dental Assistants looking to advance their medical careers. Completion of courses within the program extends the range of learning while fulfilling the course prerequisites for application to the Dental Hygiene program*.

To be eligible for entrance into the Dental Assisting Associate Degree Science Emphasis program, applicants must have earned a Certificate of Achievement in Dental Assisting from an approved accredited institution.

Offered at:

- **Sacramento**
- **San Jose**

*Completion of the Dental Assisting Associate of Science degree requirements does not guarantee acceptance into the Carrington College Dental Hygiene program.

Employment positions determined to be in the field, to calculate the graduate employment rates required by the state of California, for graduates of the Dental Assisting program are Dental Assistants* (31-9091.00) and Medical Secretaries and Administrative Assistants (43-6013.00). More information on this career may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

DENTAL ASSISTING (SCIENCE EMPHASIS)

Program Learning Outcomes

Upon completion of the Dental Assisting Associate Degree Science Emphasis program, graduates will be able to:

- Utilize knowledge gained from science based and dental curriculum.
- Apply critical thinking skills in a variety of situations.
- Use appropriate technology to acquire, organize, analyze, and communicate information.
- Define personal values and ethics.
- Communicate thoughts, ideas, information, and messages in written and oral formats.
- Demonstrate knowledge of and sensitivity to a variety of cultural values and awareness of global issues.

Admission Requirements

In addition to the College's standard admission requirements, candidates to the Dental Assisting Science Emphasis program must:

- Have earned a Dental Assisting certificate from an approved accredited institution. An official transcript from an approved accredited institution must be submitted evidencing the earned certificate at the time of enrollment.

DENTAL ASSISTING (SCIENCE EMPHASIS)

Campus-Based

Program Requirements – Sacramento and San Jose

DENTAL ASSISTING (SCIENCE EMPHASIS

		General Education Courses	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
BIO14	*	Microbiology with Lab	45	30	0	4
BIO25	*	Human Anatomy and Physiology 1 with Lab	45	30	0	4
BIO26	*	Human Anatomy and Physiology 2 with Lab	45	30	0	4
CHEM6	*	Inorganic Chemistry with Lab	45	30	0	4
CHEM8.1	*	Organic and Biological Chemistry with Lab	45	30	0	4
ENG101	†	English Writing and Composition	45	0	0	3
MAT101	†	Principles of Mathematics	45	0	0	3
MAT151	†	College Algebra	45	0	0	3
MAT201	†	Intermediate College Algebra	45	0	0	3
NUT200	†	Principles of Nutrition	45	0	0	3
PSY101	†	Introduction to Psychology	45	0	0	3
SPH205	†	Interpersonal Communication	45	0	0	3
SOC101	†	Introduction to Sociology	45	0	0	3
CLT100	†	Computer Literacy	45	0	0	3
Total for Degree Completion Coursework			630	150	0	47
Total from Certificate			330	300	180	36**
Total for Degree ††			960	450	180	83

Approximate time to complete degree completion coursework: 64 weeks (not including breaks)
Combined certificate and degree completion option length: 100 weeks (not including breaks)
*Science-based general education course.

** Completion of an approved certificate may range in credit. It will be transferred as block credit to the program to meet the minimum requirements for completing an Associate Degree. Students must complete at least 25% of the program requirements at Carrington College.

†Online general education course
††This curriculum fulfills course prerequisites for application to Carrington College's Dental Hygiene program.

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:
Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

DENTAL HYGIENE

Dental hygienists are licensed dental health specialists who provide preventive, educational, and therapeutic services for the promotion of oral health and control of oral diseases. They observe and record abnormalities and problems in patients' mouths, take oral x-rays, and apply fluoride and fissure sealants. Other tasks include providing periodontal therapies like root planing and removal of plaque, calculus, and stains from teeth. Utilizing the Dental Hygiene (DH) process of care, students will learn to devise and deliver patients with personalized oral care.

Students in the Dental Hygiene program gain the skills and knowledge to provide comprehensive dental hygiene care. Instruction helps students develop professional communication skills with patients, colleagues, and the public, as well as knowledge of ethical standards and professional behavior. Students learn to analyze and apply advances in research to dental hygiene care and are encouraged to participate in and provide leadership in community activities that promote optimal oral health. The program culminates in an Associate of Science degree in Dental Hygiene. Graduates of the program are prepared to take the National Board Dental Hygiene Examination (NBDHE), as well as state or regional clinical licensing examinations*. Licensure qualifications vary by state. Information about licensure as a Dental Hygienist in the state of California can be found at: *https://www.dhbc.ca.gov/applicants/becomelicensed.shtml*

Offered to new students at:

- **Boise**
- **Mesa**
- **Sacramento**
- **San Jose**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in the field, to calculate the graduate employment rates required by the state of California, for graduates of the Dental Hygiene program are: Dental Hygienist (29-1292.00). More information on this career may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to occupational licensure/certification or employment and throughout their careers.

DENTAL HYGIENE

Program Learning Outcomes

Upon completion of the Dental Hygiene program, graduates will be able to:

- Deliver comprehensive dental hygiene care to a diverse population of patients according to the Dental Hygiene process of care.
- Practice in a safe and ethical manner in accordance with the Dental Hygiene Standard of Care, infection control standards, state and national governance, and the Core Values of the ADHA Code of Ethics.
- Justify the use of evidence-based treatment modalities in relation to the delivery of oral health care.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- California: Complete a dental hygiene observation including 3 hours of prophylaxis and 3 hours of scaling and root planing
- Arizona and California: Hold a current American Heart Association or Red Cross Basic Life Support (BLS) for the Healthcare Provider card
- Attend a dental hygiene program information seminar with the program and enrollment services
- Arizona and California: Provide proof of current immunizations or titers showing immunity as follows
  - Hepatitis B - Proof of 3 doses of vaccine, titer showing positive immunity, or signed declination which may affect eligibility to participate in clinical experiences
  - Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
  - Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
  - Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
  - Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
    - Initial PPD placement
    - Read in 48-72 hours
    - If the initial test is negative, repeat the PPD skin test in 7 – 21 days
    - If one skin test is positive, a follow-up chest x-ray is required to look for active disease Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
    - or lab results showing interferon globulin results is required
- Idaho: Applicants must provide proof of current immunizations listed for Arizona and California (see above), or consent to recurring testing for infection of each of the listed diseases on a schedule consistent with the Center for Disease Control and the Idaho Board of Dentistry
- COVID-19 vaccination strongly recommended but not required

California applicants must complete the following admission requirements, prior to starting the program.

- Complete the following prerequisite courses at an accredited post-secondary institution, with a minimum grade of C in each course and a cumulative GPA of 2.75. This GPA will be calculated based off the prerequisite courses only.
  - *Science courses with wet lab must have been completed within the previous five years.
  - *Science courses with wet lab awarded transfer credit for the Carrington College Dental Assisting degree program must have been completed within the previous seven years.

DENTAL HYGIENE

General Education	Science*
Oral Communication	Anatomy with wet lab
Written Communication	Physiology with wet lab
Psychology	Inorganic chemistry with wet lab
Sociology	Biochemistry or Organic Chemistry with Biochemistry with wet lab
Mathematics	Microbiology with wet lab
	Nutrition

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Cumulative GPA for all prerequisite courses (California only)
- Cumulative GPA for transfer courses (Arizona/Idaho only)
- Final letter grade earned for transfer courses (Arizona/Idaho only)
- Dental related work experience (Work as a dental assistant or completion of a dental assistant program)
- Dental hygiene observation hours (Arizona/Idaho only)
- Previous transcripted degree - highest level degree accepted only
- Entrance exam score (Arizona/Idaho only)

Campus-Based

Program Requirements - Sacramento and San Jose

	Dental Hygiene TECHNICAL COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
DH10	Introduction to Clinical Dental Hygiene	30	0	0	2
DH100.1	Introduction to Clinical Dental Hygiene Lab	0	120	0	2
DH11	Oral Radiology	30	0	0	2
DH110	Oral Radiology Lab	0	30	0	1
DH12	Oral Biology	30	0	0	2
DH13	Head and Neck Anatomy	30	30	0	3
DH14.1	Dental Morphology	30	0	0	2
DH15	Preventive Dentistry	30	0	0	2
DH20.1	Clinical Dental Hygiene Seminar	30	0	0	2
DH200	Clinical Dental Hygiene Care	0	0	120	2
DH21.1	Local Anesthesia	30	0	45	3
DH22	General and Oral Pathology	45	0	0	3
DH23	Periodontics	45	0	0	3
DH24	Dental Hygiene Care for Patients with Special Needs	30	0	0	2
DH25	Behavioral Foundations of Dental Hygiene Care	15	0	0	1
DH30	Advanced Clinical Dental Hygiene Seminar	30	0	0	2
DH300	Advanced Clinical Dental Hygiene Care	0	0	240	4
DH31	Dental Materials	15	0	0	1
DH310	Dental Materials Lab	0	30	0	1
DH32	Pharmacology	45	0	0	3
DH33	Community Oral Health	30	0	0	2
DH34	Dental Specialties	30	0	0	2

Continued on next page

DENTAL HYGIENE

Continued from previous page

DH40	Advanced Clinical Dental Hygiene Seminar	30	0	0	2
DH400	Advanced Clinical Dental Hygiene Care	0	0	300	5
DH41.1	Community Oral Health Practicum	15	36	0	2
DH42	Scientific Methods	15	0	0	1
DH43	Ethics, Jurisprudence, and Dental Hygiene Practice	45	0	0	3
DH44	Dental Hygiene Review	30	0	0	2
Total for Degree		660	246	705	62

Approximate time to complete degree program: 64 weeks (not including breaks).

Note: Course descriptions begin on page 198.

DENTAL HYGIENE

Campus-Based

Program Requirements – Boise and Mesa

Dental Hygiene TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO105†	Human Anatomy and Physiology I	45	30	0	4
BIO206†	Human Anatomy and Physiology II	45	30	0	4
BIO305†	Microbiology with Lab	45	30	0	4
C120†	Chemistry with Lab	45	30	0	4
DH126	Head and Neck Anatomy	30	0	0	2
DH135	Oral Biology	45	0	0	3
DH151	Dental Hygiene I	15	30	90	4
DH160	Dental Materials	15	30	0	2
DH175	Dental Radiography	30	30	0	3
DH180	Periodontology	45	0	0	3
DH205	Dental Hygiene II	15	30	135	5
DH210	General and Oral Pathology	45	0	0	3
DH234	Legal and Ethical Aspects	15	0	0	1
DH240	Local Anesthesia	30	30	0	3
DH247	Dental Hygiene III	15	30	180	6
DH250	Community Dental Health Lecture	30	0	0	2
DH251	Community Dental Health Lab	0	30	0	1
DH270	Nutritional and Biochemical Foundations for Dental Hygienists	30	0	0	2
DH289	Dental Hygiene IV	0	30	225	6
DH290	Dental Pharmacology	45	0	0	3
DH298	Senior Seminar	30	0	0	2
DH115	Introduction to Principles and Procedures of Dental Hygiene	15	30	90	4
ENG101*	English Writing and Composition	45	0	0	3
PSY101*	Introduction to Psychology	45	0	0	3
SOC101*	Introduction to Sociology	45	0	0	3
SPH205*	Interpersonal Communications	45	0	0	3
Total for Degree		810	390	720	83

Approximate time to complete degree program: 80 weeks (not including breaks)

* Online general education course

† Science-based general education course

Note: Course descriptions begin on page 198.

DENTAL HYGIENE

Campus-Based

Program Requirements – Boise

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Dental Hygiene TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO105†	Human Anatomy and Physiology I	45	30	0	4
BIO206†	Human Anatomy and Physiology II	45	30	0	4
BIO305†	Microbiology with Lab	45	30	0	4
C120†	Chemistry with Lab	45	30	0	4
DH120	Head and Neck Anatomy	15	30	0	2
DH130	Oral Anatomy, Embryology and Histology	30	30	0	3
DH151	Dental Hygiene I	15	30	90	4
DH160	Dental Materials	15	30	0	2
DH170	Dental Radiography	45	0	45	4
DH180	Periodontology	45	0	0	3
DH205	Dental Hygiene II	15	30	135	5
DH210	General and Oral Pathology	45	0	0	3
DH234	Legal and Ethical Aspects	15	0	0	1
DH236	Pain Management	15	0	45	2
DH247	Dental Hygiene III	15	30	180	6
DH250	Community Dental Health Lecture	30	0	0	2
DH251	Community Dental Health Lab	0	30	0	1
DH270	Nutritional and Biochemical Foundations for Dental Hygienists	30	0	0	2
DH289	Dental Hygiene IV	0	30	225	6
DH290	Dental Pharmacology	45	0	0	3
DH298	Senior Seminar	30	0	0	2
DHB110	Introduction to Principles and Procedures of Dental Hygiene	15	30	90	4
ENG101*	English Writing and Composition	45	0	0	3
PSY101*	Introduction to Psychology	45	0	0	3
SOC101*	Introduction to Sociology	45	0	0	3
SPH205*	Interpersonal Communications	45	0	0	3
Total for Degree		780	390	810	83

Approximate time to complete degree program: 75 weeks (not including breaks)

* Online General Education Course

† Science-Based General Education Course

Note: Course descriptions begin on page 198.

DENTAL HYGIENE

Campus-Based

Program Requirements – Mesa

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Dental Hygiene TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO105†	Human Anatomy and Physiology I	45	30	0	4
BIO206†	Human Anatomy and Physiology II	45	30	0	4
BIO305†	Microbiology with Lab	45	30	0	4
C120†	Chemistry with Lab	45	30	0	4
DH100	Introduction to Clinical Dental Hygiene	15	30	90	4
DH150	Clinical Dental Hygiene I	15	30	90	4
DH230	Dental Materials with Lab	15	30	0	2
DH270	Nutritional and Biochemical Foundations for Dental Hygienists	30	0	0	2
DH275	Advanced Clinical Dental Hygiene	0	30	225	6
DH37	Local Anesthesia	30	30	0	3
DH41	Pharmacology	45	0	0	3
DH68	Dental Hygiene National Board Preparation	30	0	0	2
DHM 62	Community Dental Services	0	30	0	1
DHM110	Oral Radiology with Lab	30	30	0	3
DHM120	Head and Neck Anatomy	30	0	0	2
DHM200	Intermediate Clinical Dental Hygiene I	15	30	135	5
DHM21	Oral Biology	30	30	0	3
DHM250	Intermediate Clinical Dental Hygiene II	15	30	180	6
DHM32	General and Oral Pathology	15	30	0	3
DHM33	Periodontology	45	0	0	3
DHM54	Ethics, Jurisprudence, and Dental Hygiene Practice	15	0	0	1
DHM61	Community Oral Health	30	0	0	2
ENG101*	English Writing and Composition	45	0	0	3
PSY101*	Introduction to Psychology	45	0	0	3
SOC101*	Introduction to Sociology	45	0	0	3
SPH205*	Interpersonal Communications	45	0	0	3
Total for Degree		765	450	720	83

Approximate time to complete degree program: 80 weeks (not including breaks)

* Online general education course

† Science-based general education course

Note: Course descriptions begin on page 198.

DENTAL HYGIENE

Progression Requirements for all campuses

Prior to entering direct patient care, at the student's expense must:

- Provide negative TB test results (if test results are more than 12 months old, they must be from a two-step test. If applicants have a history of a positive TB test, a chest x-ray is required).
- Provide proof of childhood measles, mumps, and rubella (MMR) immunization or titer.
- Provide proof of hepatitis B vaccination or written refusal.
- Provide proof of chickenpox immunization (in the absence of a history of having had chickenpox).
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Submit to and pass drug screening immediately prior to clinical rotations at the institution's expense, the results of which could affect eligibility to participate in clinical rotations (Arizona only)
- Dental Hygiene students cannot progress to the next semester until they successfully complete all required courses for the previous semester.
- For Dental Hygiene courses that have a theory and clinical/lab component, students must achieve a passing score for each. Students who do not earn sufficient points to pass the theory and clinical /lab components respectively will be issued a failing (F) grade for the course.
- Students who must repeat a course are subject to space availability in the classroom and/or the clinical setting.
- Students who fail two courses, receive W designators equivalent to two failed courses or any equivalent combination of failed or W designators are withdrawn for a minimum time period of one semester. After that period, such students may petition for return to the program.
    - Spaces in Carrington College Dental Hygiene programs are assigned by ranking prospective returning students by GPA; students with the highest GPAs receive preference for available seats. After returning, any future course failures or W designators result in academic termination and withdrawal from the Dental Hygiene program.
- A minimum requirement of 75% must be obtained in all technical courses and in all general education courses in order to pass a course (Boise and Mesa locations only).
- A minimum requirement of 70% must be obtained in all technical courses in order to pass a course (California only).

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as patient and operator chairs, computer software, x-ray machines, autoclave, teeth models, human skull models, vacuum, and water filer by-pass.

Licensing requirements in California:

In order to apply for licensure in California, graduates must submit copies of the following to the Dental Hygiene Board of California (DHBC):

- Diploma or a letter from the program director indicating they are a graduate.
- Written results from the National Board Dental Hygiene Examination.
- Clinical exam results from the Central Regional Dental Service (CRDTS) or Western Regional Examining Board (WREB).
- Any other license held in California, even if not dental related.
- Documentation of the completion of Live Scan fingerprinting.

DIAGNOSTIC MEDICAL SONOGRAPHY

The Diagnostic Medical Sonography (DMS) program can be completed in 75 weeks and prepares students to work as an entry-level diagnostic medical sonographer. Students will learn concepts of human anatomy, physiology, medical terminology, sonographic patient care, physical principles of ultrasonic waves, obstetrics, gynecology, vascular, abdominal, superficial, and small parts, as well as application of these hands-on skills. Training includes a balance of classroom and lab instruction, as well as an extern component which allows students experiential learning in a professional clinical environment.

Students who successfully complete the Diagnostic Medical Sonography program are eligible to take the exams required to gain certification through the American Registry for Diagnostic Medical Sonography® (ARDMS). *

Offered to new students at:

- **Bakersfield**
- **Temecula**

*Carrington College prepares students to take the appropriate certification and licensures exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Associate of Science in Diagnostic Medical Sonography program are: Diagnostic Medical Sonographers (29-2032.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

DIAGNOSTIC MEDICAL SONOGRAPHY

Program Learning Outcomes

Upon completion of the Diagnostic Medical Sonography program, graduates will be able to:

- Evaluate normal anatomy and physiology using proper medical terminology.
- Exhibit appropriate patient care.
- Demonstrate the utilization of basic principles of ultrasound, image acquisition, and evaluation and selection of representative images.
- Perform abdomen, superficial structures, small parts, OB-GYN, and vascular ultrasound procedures and scanning techniques.
- Determine pathologies, congenital anomalies, lab values, and differential diagnoses.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in his or her career and personal life.
- Demonstrate the social skills, professional appearance, attitudes, and behavior that employers expect of graduates.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Age 18 by program start date

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance exam score

DIAGNOSTIC MEDICAL SONOGRAPHY

Campus-Based

Program Requirements – Bakersfield and Temecula

Diagnostic Medical Sonography TECHNICAL AND GENERAL EDUCATION COURSES			Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIOL100	†	Human Anatomy, Physiology, and Medical Terminology	75	15	0	5
DMS100		Introduction to Sonography and Patient Care	75	15	0	5
DMS110		Ultrasound Physics and Instrumentation	90	60	0	8
DMS120		Abdominal, Superficial, and Other Ultrasound Imaging	60	90	0	7
DMS130		Gynecology and Obstetrics Ultrasound Imaging	60	90	0	7
DMS140		Vascular Ultrasound Imaging	60	90	0	7
DMS180		Examination Review	15	45	0	2
DMS191		Clinical Externship I	0	0	384	8
DMS201		Clinical Externship II	0	0	576	12
MTH121	*	College Algebra Part A	45	0	0	3
MTH122	*	College Algebra Part B	45	0	0	3
ENG121	*	Composition and Reading Part A	45	0	0	3
ENG122	*	Composition and Reading Part B	45	0	0	3
PHIL1C	*	Ethics	45	0	0	3
PSY1	*	General Psychology	45	0	0	3
Total for Degree			705	405	960	79

Approximate time to complete degree program: 75 weeks (not including breaks)
*Online general education course
† Science-based general education course
Note: Course descriptions begin on page 198.

Standards of Progression

In addition to the College's Standards of Progression, DMS students must meet the following standards in each course. DMS courses must be taken in sequence due to the progressive and hierarchal nature of the curriculum. Inability to meet these standards will result in withdrawal from the program. Course Level (Failure to meet any of the standards below will result in an 'F' grade for the entire course).

- Minimum average grade of a 'C' or higher.
- Maintain a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card
- DMS courses must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required courses from the previous semester.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as 2d ultrasound machines, various probes for specialty scans, anatomical models, and printers.

ELECTRICAL TECHNOLOGY

Carrington College's Electrical Technology program provides a framework of electrical knowledge and skills that can be adapted in the electrical trade industry. The program prepares students for employment in numerous electrical and related trades. Upon completion of the Electrical Technology program, the student should be able to install, maintain, and repair electrical equipment and systems in a safe, competent, and professional manner. The program culminates in a Certificate of Achievement in Electrical Technology. The Electrical Technology certificate program in California meets the standards set for by the California Department of Industrial Relations towards the current California Electrician Certification Program and prepares students to take the California General Electrician's Certification Exam administered by the California Department of Industrial Relations (DIR).*

*Carrington College prepares students to take the appropriate certification and licensures exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Electrical Technology program are: Electricians (47-2111.00), Security and Fire Alarm System Installers (49-2098.00), Signal and Track Switch Repairers (49-9097.00), First-Line Supervisors of Construction Trades and Extraction Workers (47-1011.00), Electrical Helper (47.3013.00), Helpers, Installation, Maintenance, and Repair Workers (49-9098.00), Solar Thermal Installers, and Technicians (47-4099.02), and Electrical and Electronics Repairers, Commercial and Industrial Equipment (49-2064.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Applicants for jobs in the electrical technology field may be subject to pre-employment screenings such as, but not limited to, criminal background checks, drug and/or alcohol testing, physical and/or psychological examinations, and credit checks.

ELECTRICAL TECHNOLOGY

Program Learning Outcomes

Upon completion of the Electrical Technology program, graduates will be able to:

- Apply the necessary skills to troubleshoot and install electrical equipment in residential, commercial, and industrial environments.
- Explain the national electrical codes for electrical installations.
- Effectively understand electrical prints.
- Utilize OSHA standards for safe practice.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Must have a valid driver's license.

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Blended

Program Requirements – Phoenix Education Center

Electrical Technology TECHNICAL COURSES		Lecture Hours	Lab Hours	Semester Credit Hours
ET105	OSHA Standards for the Construction Industry	60	30	5
ET115	Electrical Conduit Bending	45	60	5
ET135	Electrical Circuits	45	60	5
ET200	Commercial Wiring	60	30	5
ET215	Industrial Wiring	15	30	2
ET235	Programmable Logic Controllers/Industrial Electronics	15	45	3
ET220	Residential Wiring	60	30	5
Total for Certificate		300	285	30

Approximate time to complete certificate program: 36 weeks (not including breaks)

Note: Course descriptions begin on page 198.

ELECTRICAL TECHNOLOGY

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Blended

Program Requirements – Sacramento

Electrical Technology TECHNICAL COURSES		Lecture Hours	Lab Hours	Semester Credit Hours
ELEC111	Electrical Conduit Bending and Raceway Systems	60	30	5
ELEC121	Blueprint Reading and Safety for Electricians	60	30	5
ELEC130	Technical Math and Electric Circuits	120	60	10
ELEC200	Residential Wiring	60	30	5
ELEC211	Commercial Wiring	60	30	5
ELEC212	Industrial Wiring	60	30	5
ELEC220	Programmable Logic Controllers/ Industrial Electronics	60	30	5
Total for Certificate		480	240	40

Approximate time to complete certificate program: 40 weeks (not including breaks)
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

HEALTH STUDIES
(ONLINE DEGREE COMPLETION)

Carrington College's Health Studies program, which culminates in an Associate of Science Degree*, provides an opportunity for individuals to build on prior education to earn the educational credential that is often needed for advancement.

Offered in an online format, students in the Health Studies program enjoy the flexibility of attending school "anytime, anywhere" while continuing to work in their current jobs. Students are provided with a comprehensive learning experience provided by faculty who complete specialized instruction to prepare them to teach via this medium.

Offered to new students through the Online Division

*Degree conferred from the Sacramento, Boise, Phoenix, or Spokane campuses.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Health Studies program are: Dental Assistants (31-9091.00), Medical and Health Services Managers (11-9111.00), Medical Records Specialists (29-2072.00), Health Information Technologists and Medical Registrars (29-9021.00), Medical Assistants (31-9092.00), Medical Secretaries and Administrative Assistants (43-6013.00), Massage Therapists (31-9011.00), Receptionist and Information Clerk (43-4171.00), Health Educators (21-1091.00), Clinical Research Coordinators (11-9121.01), Physical Therapist Aides (31-2022.00), and Pharmacy Technicians (29-2052.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC)

HEALTH STUDIES
(ONLINE DEGREE COMPLETION)

Program Learning Outcomes
Upon completion of the Health Studies program, graduates will be able to:

- Apply critical thinking skills in a variety of situations.
- Use appropriate technology to acquire, organize, analyze, and communicate information.
- Demonstrate computer literacy.
- Define personal values and ethics.
- Communicate thoughts, ideas, information, and messages in written and oral formats.
- Demonstrate knowledge of and sensitivity to a variety of cultural values and awareness of global issues.
- Value the rights, work, and contributions of others.

Admission Requirements
In addition to the College's standard admission requirements, candidates must:

- Have earned a certificate from an approved accredited institution with a minimum of 24 semester credits and at least a 2.0 GPA applicable to a health-related program (see chart below for certificate semester credits completed and degree credits required). An official transcript from an approved accredited institution must be submitted, evidencing the earned certificate at the time of enrollment.
- Own or have unrestricted access to a computer with reliable internet access.

Online Division (Degree conferred from Boise, Phoenix, Sacramento, and Spokane)
Program Requirements (Online Degree Completion)

	Health Studies GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Practical Hours	Semester Credit Hours
ENG151	Technical Writing	45	0	0	3
ENG101	English Writing and Composition	45	0	0	3
MAT101	Principles of Mathematics	45	0	0	3
MAT151	College Algebra	45	0	0	3
HIS150	US Government	45	0	0	3
SCI210	Environmental Science	45	0	0	3
NUT200	Principles of Nutrition	45	0	0	3
HUM250	Introduction to Humanities	45	0	0	3
PSY101	Introduction to Psychology	45	0	0	3
SPH205	Interpersonal Communication	45	0	0	3
SOC101	Introduction to Sociology	45	0	0	3
COL105	Critical Thinking	45	0	0	3
Total for Degree Completion Coursework*		540	0	0	36
Minimum Total Transfer Credits					24
Total for Degree		540	0	0	60

Approximate time to complete degree completion coursework: 42 weeks (not including breaks)

HEALTH STUDIES
(ONLINE DEGREE COMPLETION)

Note: Course descriptions begin on page 198.

* The semester credits required to complete the Health Studies Associate Degree program varies based on the number of credits completed in the Health-Related Certificate program.

Health-Related Certificate Credits	Health Studies Degree Credits Required
24 - 26	36
27 - 29	33
30 - 32	30
33 - 35	27
36 or greater	24

Please refer to the Transfer Credit Policy on page 293 for further details, specifically for students enrolling in Oregon.

Supportive technologies and equipment list:
Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION

The Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR) program prepares students to work in the heating and cooling industry. Training focuses on theories of heating, refrigeration, and air conditioning. Students study the operation, maintenance, and repair of residential and commercial equipment. The program culminates in a Certificate of Achievement in Heating, Ventilation, Air Conditioning, and Refrigeration.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Heating, Ventilation, Air Conditioning, and Refrigeration program are: Heating, Air Conditioning, and Refrigeration Mechanics and Installers (49-9021.00), and Maintenance and Repair Workers, General (49-9071.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number. Applicants for jobs in the heating, ventilation, air conditioning, and refrigeration field may be subject to pre-employment screenings such as, but not limited to, criminal background checks, drug and/or alcohol testing, physical and/or psychological examinations, and credit checks.

HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION

Program Learning Outcomes

Upon completion of the Heating, Ventilation, Air Conditioning, and Refrigeration program, graduates will be able to:

- Compare basic and advanced heating ventilation, air conditioning and refrigeration theory.
- Apply the theory in the installation, operation, maintenance, and repair of equipment and systems.
- Discuss HVACR schematics and wiring diagrams.
- Value all local and national safety practices related to the installation and servicing of HVACR equipment and systems.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Have a valid driver's license.

HEATING, VENTILATION, AIR CONDITIONING, AND REFRIGERATION

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Campus-Based

Program Requirements – Phoenix Education Center

Heating, Ventilation, Air Conditioning, and Refrigeration TECHNICAL COURSES		Lecture Hours	Lab Hours	Semester Credit Hours
HVACR100	Theory and Application of Air Conditioning	60	30	5
HVACR101	Theory and Applications of Refrigeration	60	30	5
HVACR102	Theory and Applications of Electricity	120	60	10
HVACR103	Advanced Air Conditioning	60	30	5
HVACR104	Advanced Refrigeration	60	30	5
HVACR105	Advanced Electricity	60	30	5
HVACR106	Air Distribution Systems	60	30	5
Total for Certificate		480	240	40

Approximate time to complete certificate program: 40 weeks (not including breaks)

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

LVN TO ADN

Many healthcare professionals begin their careers as licensed vocational nurses (LVNs) and later complete the requirements for becoming registered nurses (RNs). LVNs provide direct care to patients, usually working under the supervision of a physician or RN. While LVNs and RNs have many overlapping tasks, RNs' job descriptions are filled with many more complicated activities such as devising patient care plans, dispensing certain types of medications, and starting IV drips – the types of things generally requiring more training and education than LVNs receive.

The LVN to ADN program enables licensed vocational nurses to advance their skills and knowledge to become registered nurses (RNs). LVNs build on the credit received for coursework completed during licensed practical or licensed vocational nursing training. The LVN to ADN program, which culminates in an Associate of Science degree, prepares nurses with a firm conceptual and technical foundation, intuitive and insightful client interactions, advanced skills and attitudes, and solid personal and professional ethics. A 30-semester hour Certificate of Achievement option for California licensed vocational nurses is also available. See page 125 for details. Upon completion of the California Board of Registered Nursing approved program, the students are prepared to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*. Because this is a rigorous program that can be completed in as few as eight months, it is recommended that students not work more than 20-hours per week and maintain a flexible schedule to accommodate varying course and clinical time requirements.

Offered to new students at:

- **Sacramento**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the LVN to ADN program are: Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical to attain occupational licensure/certification or employment and throughout their careers.

LVN TO ADN

Program Learning Outcomes

Upon completion of the LVN to ADN program, graduates will be able to:

- Justify a plan of care that provides safe, quality patient centered care to persons throughout the lifespan and across the health/wellness continuum that creates an environment promoting caring and professionalism with consideration for the patient's cultural/societal beliefs and practices.
- Apply scientific evidence-based knowledge to concepts in the care of patients throughout the lifespan and across the health/wellness continuum.
- Validate effective communication and behaviors with healthcare stakeholders that is consistent with the nursing scope of practice and adhering to legal and ethical frameworks.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Hold a current unencumbered LVN license.
- Must Interview with the Dean of Nursing or designee.
- Have a minimum cumulative grade point average (CGPA) of 3.0.
- Have a minimum 3.0 GPA in the following prerequisite courses:

Course/Subject Area	Credit Hours
Human Anatomy with Lab†	4
General Psychology	3
English Writing and Composition	3
Human Physiology with Lab†	4
Psychology (Developmental/Lifespan)	3
Speech (Interpersonal Communication)	3
General Microbiology with Lab†	4
Sociology (Cultural Diversity)	3
Intermediate Algebra	3

†Science courses must have been completed within the previous seven years.

- Pass the ATI TEAS Admission Assessment with a combined score of 58%. A second attempt is allowed seven days following the first attempt. A third attempt is allowed 30 days following the second attempt. After failing the third attempt, the waiting period is six months. At this point in time, a candidate may start the above process over again.
- Submit to and pass a criminal background checks and drug screening completed no more than 90 days prior to enrollment (at the applicant's expense).
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Undergo a physical examination.
- Submit proof of the following immunizations (must be provided by students):
  - Hepatitis B - Proof of 3 doses of vaccine or titer showing positive immunity
  - Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
  - Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
  - Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
  - Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
    - Initial PPD placement
    - Read in 48-72 hours
    - If the initial test is negative, repeat the PPD skin test in 7 – 21 days.

LVN TO ADN

- If one skin test is positive, a follow-up chest x-ray is required to look for active disease. Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
- or lab results showing interferon globulin results is required

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance TEAS exam total score.
- Entrance TEAS exam scores in Math, Science, Reading, and English.
- Entrance TEAS exam number of attempts.
- Entrance interview with the nursing department (if applicable).
- The previous degree earned.
- Transcript evaluation (if applicable). To be completed by the Dean of Nursing upon meeting enrollment criteria.

Campus-Based

Program Requirements – Sacramento

	LVN to ADN TECHNICAL COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
RN150	LVN to RN Transition – Theory	15	0	0	1
RN155	LVN to RN Transition – Lab	0	22.5	0	0.5
RN221	Advanced Medical/Surgical Nursing 1 – Theory	45	0	0	3
RN225	Advanced Medical/Surgical Nursing 1 – Clinical	0	0	90	2
RN210	Psychiatric and Mental Health Nursing – Theory	22.5	0	0	1.5
RN215	Psychiatric and Mental Health Nursing – Clinical	0	0	90	2
RN202	Leadership Management 1	15	0	0	1
RN231	Advanced Medical/Surgical Nursing 2 – Theory	30	0	0	2
RN241	Advanced Medical/Surgical Nursing: Care of the Older Adult – Theory	22.5	0	0	1.5
RN245	Advanced Medical/Surgical Nursing: Care of the Older Adult – Clinical	0	0	135	3
RN250	Leadership Management 2	15	0	0	1
RN305	Leadership Management 3 – Preceptorship	0	0	135	3
Total for Degree		165	22.5	450	21.5

Approximate time to complete degree program: 32 weeks (not including breaks).

Note: Course descriptions begin on page 198.

LVN TO ADN

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A "pass" grade in clinical
- A "pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as patient transfer equipment, adult high-fidelity manikins, high fidelity birthing manikins, high fidelity child manikins, and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers-anatomical arms for starting IVs and medication administration models for IM and SQ injections.

California Licensing Requirements:

- Have a high school diploma, high school equivalency diploma, or equivalent.
- Have successfully completed the courses of instruction prescribed by the board for licensure in a program in this state accredited by the board for training registered nurses, or have successfully completed courses of instruction in a nursing school outside of this state which, in the opinion of the board at the time the application is filed with the Board of Registered Nursing, are equivalent to the minimum requirements of the board for licensure established for an accredited program in this state.
- Submit an application to the California State Board of Registered Nursing (BRN) at least 6-8 weeks before graduation.
- Have your school send the BRN your transcripts.
- Pass a fingerprint and background check.
- Take and pass the National Council Licensure Examination for Registered Nurses (NCLEX-RN). The exam is computerized and given continuously six days a week. (New graduates are advised to take the exam soon after graduation because research has shown there is a higher success rate for early test-takers compared with those who wait several months).
- Not be subject to denial of licensure under California Business & Professional Code § 2736, Section 480 (regarding crimes, false statements, and other dishonest acts).

Reference links

- Board of Registered Nursing: *http://www.rn.ca.gov/applicants/lic-exam.shtml*
- National Council of State Boards of Nursing (NCSBN): *https://www.ncsbn.org/index.htm*

LVN TO ADN

Certificate of Achievement

30- SEMESTER HOUR OPTION FOR CALIFORNIA LICENSED VOCATIONAL NURSES ADMISSION REQUIREMENTS

LVNs seeking an RN license without earning an associate degree must:

- Discuss the 30-semester hour option with the Dean of Nursing (by appointment) AFTER submission of the application package.

Applicants to the 30-semester hour option must:

- Hold a current unencumbered LVN License.
- Submit to and pass a criminal background check and drug screening completed no more than 90 days prior to enrollment.
- Provide a current immunization record and physical exam results.
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.

Completion of the 30-semester hour option prepares LVNs to apply for licensure as a registered nurse as a non-graduate of Carrington College's LVN to ADN Associate Degree program. Non-graduate status provides eligibility to take the National Council Licensure Examination (NCLEX) RN licensing exam in California only. This option will limit licensure to California without the possibility of RN licensure by endorsement in other U.S. states and territories.

Admission to the 30-semester hour option in the LVN to ADN program is dependent on space availability.
Program length: 32 weeks (not including breaks).
Note: Course descriptions begin on page 198.

MAINTENANCE TECHNICIAN

Carrington College's Maintenance Technician program is designed to provide fundamental, hands-on training in industrial systems and equipment. Students will study and master the basic principles, applications, concepts, and functions of hydraulic systems, bearing and seal types, and power transmission components. Practical instruction is provided with industry-standard equipment and software. The program culminates in a Maintenance Technician Certificate of Achievement.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Maintenance Technician program are: Industrial Machinery Mechanics (49-9041.00), Helpers- Installation, Maintenance & Repair Workers (49-9098.00), Maintenance Workers, Machinery (49-9043.00), and Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4081.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number. Applicants for jobs in the maintenance technology field may be subject to pre-employment screenings such as, but not limited to, criminal background checks, drug and/or alcohol testing, physical and/or psychological examinations, and credit checks.

MAINTENANCE TECHNICIAN

Program Learning Outcomes

Upon completion of the Maintenance Technician program, graduates will be able to:

- Illustrate the transmission of power through gears belts, chains, and fluid power electrical controls including programmable logic controllers.
- Effectively service and maintain industrial machinery.
- Compare mechanical and electrical measuring equipment for the diagnosis and repair of industrial equipment.
- Value all local and national safety practices related to electrical servicing and installations.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Must possess a valid driver's license.

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Campus-Based

Program Requirements – Phoenix Education Center

	Maintenance Technician TECHNICAL COURSES	Lecture Hours	Lab Hours	Semester Credit Hours
IT101	Basic Industrial Electricity	120	60	10
IT110	Power Transmission	60	30	5
IT120	Fluid Power	60	30	5
IT201	Programmable Logic Controllers	120	60	10
Total for Certificate		360	180	30†

Approximate time to complete certificate program: 30 weeks (not including breaks)
†540 Contact hours.

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

MASSAGE THERAPY

Massage therapists bring positive well-being to clients via therapeutic and remedial treatments. They also administer other kinds of body conditioning. Massage therapists work in an array of settings, such as spas, franchised clinics, physicians' offices, hotels, and fitness centers. Some massage therapists also travel to clients' homes or offices to give a massage. Others work out of their own homes. Clients view the massage experience as a positive contribution to their overall health.

Carrington College's Massage Therapy certificate program prepares students for entry-level employment as massage therapists and/or to enter private practice. The program covers massage therapy principles and techniques for assessing and addressing clients' problem areas and concerns. Techniques include Swedish massage, sports massage, and deep tissue applications, Shiatsu, chair massage, dry room spa techniques, and a variety of site-specific treatments. Anatomy and physiology, terminology, function, and structure of the body's skeletal, muscular, and internal systems, the ethical, legal, and business concerns of the profession, personal care, communication skills, and practice management and success skills are woven throughout the curriculum. The Massage Therapy program at all locations prepares students for the Massage and Bodywork Licensing Exam (MBLEx)* through the Federation of State Massage Therapy Boards (FSMTB). The program culminates in a Certificate of Achievement. Graduates of the Certificate of Achievement program are eligible to attain an Associate of Science degree via Carrington College's Health Studies online degree completion option.

Offered to new students at:

- **Albuquerque**
- **Boise**
- **Spokane**
- **Stockton**
- **Tucson**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Massage Therapy program are: Massage Therapists (31-9011.00). More information on this career may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to externship to attain occupational licensure/certification or employment and throughout their careers. CPR certification is required for licensure/certification.

Attendance and/or graduation from a California Massage Therapy Council (CAMTC) 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.

MASSAGE THERAPY

Program Learning Outcomes

Upon completion of the Massage Therapy program, graduates will be able to:

- Complete massage procedures competently and safely in a variety of settings.
- Compare the benefits of a variety of massage techniques
- Explain pathologies as it relates to human anatomy and physiology.

Training in CPR is provided as required by location.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Have a current valid government-issued photographic identification (such as driver's license, state issued identification card, military identification card, permanent resident card, or passport).

Campus-Based

Program Requirements – Albuquerque, Boise, Spokane, Stockton, and Tucson

	Massage Therapy TECHNICAL COURSES	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MT1.2	Massage Therapy Theory 1	60	0	0	4
MT101.2	Massage Applications and Lab 1	0	60	0	2
MT2.2	Massage Therapy Theory 2	60	0	0	4
MT102.2	Massage Applications and Lab 2	0	60	0	2
MT3.2	Massage Therapy Theory 3	60	0	0	4
MT103.2	Massage Applications and Lab 3	0	60	0	2
MT4.2	Massage Therapy Theory 4	60	0	0	4
MT104.2	Massage Applications and Lab 4	0	60	0	2
MT5.2	Massage Therapy Theory 5	60	0	0	4
MT105.2	Massage Applications and Lab 5	0	60	0	2
CDV198.2 *	Career Development Seminar	30	0	0	2
MT502.2	Externship	0	0	135	3
Total for Certificate		330	300	135	35†

Approximate time to complete certificate program: 36 weeks (not including breaks)

*Online general education course

†765 Contact hours

Note: Course descriptions begin on page 198.

MASSAGE THERAPY

Progression Requirements

The applicant must be eighteen (18) years of age or older on the date the application for licensure is submitted.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as massage tables, massage chairs, anatomical software, skeletons, hot stones kit, thermal blankets, and exercise balls.

Universal Precautions Including Sanitation and Hygiene:

- All students are expected to read and understand the Dress Code and Hygiene protocols outlined in the Student Handbook located at *http://students.carrington.edu/student- handbook/.*

- Patient-care items are categorized as critical, semi-critical, or noncritical, depending on the potential risk for infection associated with their intended use.

- Critical items are used to penetrate soft tissue, contact bone, enter into or contact blood, and enter into or contact other normally sterile tissue. Critical items have the greatest risk of transmitting infection and should be sterilized by heat.

- Semi-critical items contact mucous membranes or non-intact skin but do not penetrate soft tissue, contact bone, enter into or contact blood, and enter into or contact other normally sterile tissue. They have a lower risk of transmission.

Noncritical patient-care items pose the least risk of transmission of infection because they only contact intact skin, which can serve as an effective barrier to microorganisms. In the majority of cases, cleaning, or if visibly soiled, cleaning followed by disinfection with an EPA-registered hospital disinfectant is adequate. When the item is visibly contaminated with blood or OTHER POTENTIALLY INFECTIOUS MATERIALS, an EPA-registered hospital disinfectant with a tuberculocidal claim (i.e., intermediate-level disinfectant) should be used. Cleaning or disinfection of certain noncritical patient-care items can be difficult or damage the surfaces; therefore, the use of disposable barrier protection of these surfaces might be a preferred alternative.

FDA-cleared sterilant and high-level disinfectants and EPA-registered disinfectants must have clear label claims for intended use, and manufacturer instructions for use must be followed.

DRAPING POLICY:

Draping will be used during all sessions. Only the area being worked on will be uncovered at any given time. Clients under the age of 18 must be accompanied by a parent or legal guardian during the entire session.
Informed written consent must be provided by a legal guardian for any client under the age of 18.

Federation of State Massage Therapy Boards-Massage & Bodywork Licensing Examination (MBLEx) Application & Documentation Requirements:

Before you submit an application to take the MBLEx, you must make sure that you meet the criteria for eligibility. The FSMTB has established two pathways of eligibility to take the MBLEx. The first is for individuals who apply directly to the FSMTB. The second is for those who apply directly through a State Licensing Board or Agency. Individuals may qualify to take the FSMTB examination by meeting all of the requirements specified under either one of the two pathways. Each of these eligibility pathways is outlined below.
MBLEx applications do not require the submission of a massage school transcript; however, FSMTB reserves the right to request verification of education at any time.

MASSAGE THERAPY

How to Apply

The Massage & Bodywork Licensing Examination Candidate Handbook *https://fsmtb.org/mblex-process-requirements-2/* is the source of information for those applying to take the Massage & Bodywork Licensing Examination (MBLEx). In the Candidate Handbook you will find information on eligibility requirements, application procedures, fees, scheduling, exam content and results.

California Massage Therapy Council

Requirements for Certification-California

In order to obtain CAMTC Certification as a Certified Massage Therapist, an applicant shall submit an application in its entirety and provide satisfactory evidence that he or she meets all of the following requirements:

- Be 18 years of age or older.
- Pay the certification fee by selecting the CAMTC Fee Schedule.
- Submit fingerprints to an authorized agency in California for a Live Scan using only the CAMTC form at Request for Live Scan Service (the authorized agencies charge a fee for this service) and pass a criminal background check. Have all schools attended for massage training submit official transcripts directly to CAMTC in accordance with CAMTC's Policies and Procedures for Approval of Schools. Schools must send the official school transcripts directly to CAMTC electronically via email to *transcripts@camtc.org*. Transcripts must demonstrate successful completion of a CAMTC approved school, curricula in massage and related subjects totaling a minimum of 500 hours (or the credit unit equivalent), which incorporates appropriate school assessment of student knowledge and skills. (See below for more information about closed schools and out-of-state-education.) Of the 500 hours, a minimum of 100 hours shall be in anatomy and physiology, contraindications, health and hygiene, and business and ethics.
- Have not violated any of the provisions of the California Massage Therapy Act or any policy, procedure, or regulation of CAMTC.
- Provide a legible copy of the front and back of a valid driver's license or official state identification.
- Obtain a passport photo.

Closed School Policy:

CAMTC will accept education for CAMTC Certification purposes from schools closed on or before June 30, 2016, with either no lawful custodian of records or a lawful custodian of records that is not a CAMTC Approved School as long as all of the following conditions are met:

1) The education occurred at a time when the closed school was approved or accredited by at least one of the organizations listed in California Business and Professions Code section 4601;

2) The closed school is or was not subject to any disciplinary actions or pending investigations by any approval or accrediting agencies, Law Enforcement Agencies (LEA), government agencies, CAMTC, or other massage or school-related entities;

3) The applicant for CAMTC Certification provides verifiable proof that the education received at the closed school meets minimum standards for training and curriculum and the statutory education requirements for CAMTC Certification.

MASSAGE THERAPY

Out-of-State Education: Please see the Policies and Procedures for Evaluation of Out-of-Sate Education on the CAMTC website (*https//www.camtc.org/requirements-to-certify/).*

Out-of-Country Education: Please see the Policies and Procedures for Evaluation of Out-of-Country Education North America on the CAMTC website *(https://www.camtc.org/requirements-to-certify/).*

New Mexico Massage Therapy Board

Rules and Regulations for Massage Therapy in the State of New Mexico

MASSAGE THERAPY STUDENT: The following general provisions are for massage therapy students in the State of New Mexico pursuant to 16.7.7.8 NMAC:

A. Students not yet licensed may not charge for massage therapy services.

(1) Students may only accept voluntary, unsolicited tips, gratuities and donations while practicing massage therapy under school endorsed functions, under the supervision of a registered massage therapy instructor.

(2) Students may not suggest either verbally or in writing, amounts of tips, gratuities or donations.

B. Students may distribute identification cards, which must include the school's name, address, and phone number; the student's name, and the word "student."

C. Student complaints:

(1) Complaints concerning the registered massage therapy school, instructor(s), or other student(s) should first be addressed through the registered massage therapy school's complaint policy.

(2) If the school does not resolve the complaint adequately, or in extreme circumstances, a complaint may be brought before the board in accordance with 16.7.14.8 NMAC.

D. Students will comply with 16.7.2 NMAC, Professional Conduct. [7-28-96; 16.7.7.8NMAC- Rn, 16 NMAC 7.7.8, 06-28-01; A, 09-04-09]

A minimum of 100 hours of hands-on training must be completed before a student may begin clinical practicum pursuant to Subsection B. (2) b. of 16.7.5.8 NMAC).

State of New Mexico Code of Professional Conduct

The following is the Code of Professional Conduct pursuant to 16.7.2.8 NMAC for all massage therapists practicing in the State of New Mexico:

A. Competence: each licensee, instructor and applicant shall:

(1) Limit practice and instruction to the areas of competence in which proficiency has been gained through education, training, and experience and refer clients to other health professionals when appropriate.

(2) Acknowledge the limitations of and contraindications to massage therapy and will not encourage unnecessary or unjustified treatment.

(3) Not delegate professional responsibilities to a person who is not qualified or licensed to perform them.

B. Dual relationship: It is presumed that a power imbalance exists in professional relationships between licensees and clients. Therefore, each licensee, in interacting with a client or former client to whom the licensee has at any time within the previous three (3) months rendered massage therapy services or instruction, shall not engage in romantic or sexual conduct.

C. Client welfare: Each licensee, instructor and applicant shall:

(1) Conduct their business and professional activities with honesty and integrity.

(2) Obtain prior informed consent of the client regarding draping and treatment to ensure the safety, comfort, and privacy of the client.

(3) Provide privacy for the client while the client is dressing or undressing.

(4) Modify or terminate treatment at the client's request, regardless of prior consent.

(5) Refuse to treat any person or part of the body for just and reasonable cause.

MASSAGE THERAPY

(6) Not undertake or continue treatment with a client when the licensee is impaired due to mental, emotional, or physiologic conditions, including substance or alcohol abuse.

(7) Maintain clean equipment, linens, clothing, and work areas.

D. Confidentiality of clients: Each licensee shall safeguard confidential information of the client unless disclosure is required by law, court order, authorized by the client, or absolutely necessary for the protection of the public.

E. Representation of services: Each licensee, instructor and applicant shall:

(1) Disclose to the client the schedule of fees for services prior to treatment.

(2) Not misrepresent directly or by implication his/her professional qualifications such as type of licensure, education, experience, or areas of competence.

(3) Not falsify professional records.

(4) Each licensee will include in any advertisement for massage:

(a) his/her full name as licensed with the board and license number; and

(b) the designation or abbreviation as a "licensed massage therapist" or "LMT"; “registered massage therapy instructor" or "RMTI"; and "registered massage therapy school" or "RMTS.”

(5) When offering gratuitous services or discounts in connection with professional services, each licensee must clearly and conspicuously state whether or not additional charges may be incurred by related services and the possible range of such additional charges, and

(6) Not advertise massage therapy services or instruction, which contains: (a) a false, fraudulent, misleading, deceptive statement; or (b) suggestion of sexual stimulation.

F. Violation of the law: Each licensee, instructor and applicant shall not:

(1) Violate any applicable statute or administrative regulation governing the practice of massage therapy.

(2) Use fraud, misrepresentation, or deception in obtaining a massage therapy license or renewal, in passing a massage therapy licensing examination, in assisting another to obtain a massage therapy license or to pass a massage therapy licensing examination, in providing massage therapy services, or in conducting any other activity related to the practice of massage therapy.

G. Resolving professional conduct issues: Each licensee, instructor and applicant shall:

(1) Have an obligation to be familiar with this part. Lack of knowledge of professional conduct standard is not itself a defense to a charge of unethical conduct.

(2) Cooperate with investigations, proceedings, and resulting requirements of this part. Failure to cooperate is itself an ethics violation. [1-11-96; 5-11-97; 12-24-99; 16.7.2.8 NMAC- Rn,16 NMAC 7.2.8, 06-28-01; A, 3/31/15]

CLINICAL PRACTICUM:

The definition of 'Clinical Practicum' pursuant to section 16.7.17 NMAC:

"clinical practicum" means that a student is providing hands-on massage therapy to members of the public under the supervision of a current registered massage therapy instructor. That instructor must be physically present on the premises for advice and assistance. The student must be enrolled at a registered massage therapy school or being trained by a registered massage therapy instructor. Clinical practicum does not include classroom practice.

The Massage Therapy Practice Act requires that persons must be licensed as massage therapists in order to advertise and offer massage therapy services.

GENERAL PROVISIONS FOR LICENSURE: 16.7.4.10 NMAC

A. Age: The applicant must be eighteen (18) years of age or older on the date the application is submitted.

B. Pre-requisite education to massage therapy training: The applicant must have completed high school or its equivalent.

MASSAGE THERAPY

C. Photograph: The applicant must provide a 2" x 2" head and shoulders frontal view photograph taken of the applicant within the six (6)-months prior to making an application for licensure.

D. Application fee: The applicant must pay the required application-processing fee as set forth in Subsection D of 16.7.3.8 NMAC of the board's regulations.

E. Board-approved application form: The applicant must provide a completed, legible board-approved application form that must either be typed or printed in black ink, along with any other documents required in the board's application process. (1) Incomplete application for licensure forms will be returned to the applicant for completion. (2) Faxed application for licensure forms will not be accepted.

F. First aid and Cardiopulmonary Resuscitation (CPR): The applicant must have completed four (4) contact course hours of cardiopulmonary resuscitation (CPR) to include automatic external defibrillator (CPR/AED) and four (4) contact course hours of first aid and must provide proof, with the application, of current certification in basic life support accepted by EMS safety services, the American Heart Association or the American Red Cross. No online courses will be accepted. Courses must be maintained in current standing. [16.7.4.10 NMAC - Rp, 16.7.4.8 NMAC, 07-28-05; A, 09-04-09; A, 3/31/15]

STUDENT MASSAGE LICENSURE PROCESS:

Students must complete at least six hundred and fifty (650) hours in a program of massage therapy training in order to be eligible for licensure in the State of New Mexico (16.7.4.12 NMAC).

Students will receive three (3) copies of their school transcript for the following:

1. Sealed transcript mailed to the New Mexico Board with the licensure application.
2. Sealed transcript mailed or uploaded to the FSMTB.

Applications for the New Mexico Massage Therapy Board must be completed with a 2x2 student photo, a copy of the CPR card, and a copy of the High School Diploma. All items must be mailed with a notarized application to the massage board with appropriate fees. In addition, students must request an official MBLEx score report to be mailed directly to the Massage Therapy Board office.

JURISPRUDENCE EXAMINATION:

All applicants are required to take a Jurisprudence Examination.

A copy of Massage Therapy Rules and Regulations (16.7 NMAC) and the Massage Therapy Practice Act (Chapter 61, Article 12C) will accompany the Jurisprudence Exam when Board staff sends it to after review of your application. Applicants for massage therapy licensure must successfully pass the MBLEx.

For more information, contact:
Massage Therapy Board
Toney Anaya Building
2550 Cerrillos Road, Second Floor
Santa Fe, NM 85705

Mailing address:
PO BOX 25101
Santa Fe, NM 87504
(505) 476-4870
(505) 476-4645-Fax
massage.board@rld.nm.gov

For Applications: Massage Therapy Board Website: *http://www.rld.state.nm.us/boards/massage_therapy.aspx*

MASSAGE THERAPY

LICENSURE EXEMPTIONS:

The following are exempt from licensure by the board pursuant to *Chapter 61-12C-5.1 of the Massage Therapy Practice Act*.

A. qualified members of other recognized professions that are licensed or regulated under New Mexico law from rendering services within the scope of their licenses or regulations, provided they do not represent themselves as massage therapists.

B. students from rendering massage therapy services within the course of study of a registered massage therapy school; and

C. sobadores; Hispanic traditional healers; Native American healers; reflexologists whose practices are limited to hands, feet, and ears; practitioners of polarity, Trager approach, Feldenkrais method, craniosacral therapy, Rolfing structural integration, reiki, ortho-bionomy or ch'i gung; or practitioners of healing modalities not listed in this subsection who do not manipulate the soft tissues for therapeutic purposes from practicing those skills. An exempt practitioner who applies for a license pursuant to the Massage Therapy Practice Act shall comply with all licensure requirements of that act.

MEDICAL ADMINISTRATIVE ASSISTANT

Medical administrative assistants perform vital functions that keep medical offices running efficiently and keep day-to-day operations of medical facilities on track. Medical administrative assistants perform clerical functions such as answering telephones, assisting patients with paperwork, scheduling appointments, and obtaining referrals. They also assist the medical practice with daily office operations, including ordering supplies, bookkeeping, and sorting mail. Medical administrative assistants have versatile roles and can work in many types of practices.

Carrington College's Medical Administrative Assistant certificate program prepares students for entry-level employment in a medical or dental office or another health-related professional office setting. The program focuses on the practice of various medical office skills and equips students with the skills and knowledge required to adhere to the legal, ethical, and regulatory standards of medical records management. In addition, medical terminology, introduction to anatomy, pharmacology, professional development, and the measuring of vital signs are covered. The program culminates in a Certificate of Achievement.

Offered to new students through the Online Division

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Medical Administrative Assistant program are: Medical Secretaries and Administrative Assistants (43-6013.00), Receptionist and Information Clerks (43-4171.00), Billing and Posting Clerks (43-3021.00), File Clerks (43-4071.00), and Office Clerks, General (43-9061.00) More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

MEDICAL ADMINISTRATIVE ASSISTANT

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Own or have unrestricted access to a computer with reliable internet access.

Program Learning Outcomes

Upon completion of the Medical Administrative Assistant program, graduates will be able to:

- Prioritize the skills required to manage medical office processes and procedures.
- Explain information and instructions to patients, professionals, clients, and visitors.
- Demonstrate ethical behavior consistent with state laws and regulations related to privacy and safe practices.

Online Division (Certificate conferred from the Sacramento campus)

Program Requirements

	Medical Administrative Assistant TECHNICAL COURSES	Lecture Hours	Lab Hours	Semester Credit Hours
MAA1	Anatomy, Physiology, and Terminology	54	0	3.5
MAA101	Health Care Clinical Applications	23	31	2.5
MAA2	Computer Operations	54	0	3.5
MAA102	Computer Office Applications	23	31	2.5
MAA3	Medical and Dental Insurance	54	0	3.5
MAA103	Insurance Applications	23	31	2.5
MAA4	Health Care Office Procedures 1	54	0	3.5
MAA104	Health Care Office Procedures Applications 1	23	31	2.5
MAA5	Health Care Office Procedures 2	54	0	3.5
MAA105	Health Care Office Procedures Applications 2	23	31	2.5
MAA502	Capstone Project – Medical Administrative Assistant	45	30	4
CDV198.2 *	Career Development Seminar	30	0	2
Total for Certificate		460	185	36†

Approximate time to complete certificate program: 36 weeks (not including breaks)

*General education course.

† 645 Contact hours.

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

MEDICAL ADMINISTRATIVE ASSISTANT

National Healthcareer Association

(Medical Administrative Assistant Certification CMAA exam) Certification Eligibility

To be eligible to sit for an NHA certification exam** (other than the ExCPT Pharmacy Technician exam) and receive certification, each candidate must:

A. Possess a high school diploma or the equivalent, such as the General Education Development (GED®) test or other equivalency test recognized by the candidate's state of residency or diploma and official transcript reflecting equivalent education as evaluated by the American Association of Collegiate Registrars and Admissions Officers for secondary education (if documents are not in English, a translation into English from a translation service approved in the United States for legal or government documents must be available upon request.) GED® is a registered trademark of the American Council on Education (ACE).

B. Successfully complete a training program or have relevant work experience as described below:

Training Program - Candidates must satisfy at least one of the following criteria:*

1. Successfully complete a training program in the health field covered by the NHA certification exam offered by an accredited or state-recognized institution or provider; or
2. Successfully complete a formal training program in the health field covered by the NHA certification exam offered by any branch of the U.S. Military.

Work Experience - Candidates who have completed at least one (1) year of supervised work experience in the health field covered by the NHA certification exam within the last three (3) years satisfy the work experience requirement.

* Candidates whose date of graduation or completion from their training program is five (5) years or more prior to the application date must also have the relevant work experience described above.

**Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Exam Application and Fee Information

*** Candidates can apply online at:** *http://www.nhanow.com/certifications/medical-administrative-assistant*

MEDICAL ASSISTING

Though medical assistants' job descriptions vary from office to office, they generally have a set of shared duties and tasks. Medical assistants aid doctors by performing basic clinical procedures and handling a variety of administrative duties. They work in medical clinics, private practices, and hospitals to help keep operations running smoothly and efficiently.

The Medical Assisting program at Carrington College is comprised of three educational areas: Clinical, Administrative, and Externship. Students enhance skills such as word-processing, typing, and keyboarding. Throughout the program, professionalism, client relations, critical thinking, adherence to the ethical and legal requirements of a medical practice, and proper communication skills are emphasized. Graduates are prepared to function competently at an entry-level in a variety of medical settings. Online certificate: All courses in this program are offered in an online format, except the in-person externship that is completed at an approved healthcare setting.

The program culminates in a Certificate of Achievement or an Associate of Science. Graduates of the Medical Assisting program at all locations including online are eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) exam*. Graduates at all locations except online are eligible to sit for the national certification exam to attain the Registered Medical Assistant (RMA) credential*. Graduates of the program at all campuses except online are eligible to sit for the national exam to attain the Certified Medical Assistant (CMA) credential*. Credential preparation varies by location.

Offered to new students through the Online Division and at:

- **Albuquerque**
- **Antelope Valley (Lancaster)**
- **Bakersfield**
- **Boise**
- **Fresno**
- **Glendale Learning Center**
- **Las Vegas**
- **Mesa**
- **Modesto (Salida)**
- **Ontario**
- **Phoenix**
- **Pleasant Hill**
- **Portland**
- **Rancho Mirage**
- **Reno**
- **Sacramento**
- **San Jose**
- **San Leandro**
- **Santa Maria**
- **Spokane**
- **Stockton**
- **Temecula**
- **Tucson**
- **Victor Valley (Hesperia)**
- **Visalia**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Medical Assisting program are: Medical Assistants (31-9092.00), Medical Records Specialists (29-2072.00), and Medical Secretaries and Administrative Assistants (43-6013.00). One additional employment position determined in field to calculate the graduation rates required by the state of California, for graduates of the Medical Assisting Degree program is: Community Health Workers (21-1094.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

MEDICAL ASSISTING

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to externship to attain occupational licensure/certification or employment and throughout their careers.

MEDICAL ASSISTING

Program Learning Outcomes

Upon completion of the Medical Assisting program, graduates will be able to:

- Perform clerical functions, bookkeeping functions, and process insurance claims within the medical office setting.
- Conduct a variety of diagnostic tests using equipment, materials, and techniques within the scope of practice.
- Explain routine patient procedures and care as they relate to a medical setting.
- Identify the process to maintain supplies and equipment as it relates to a medical setting.

Program Goal

The goal of Carrington College's Medical Assisting program is to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Nevada and Oregon state law requires new students attending courses onsite at a Nevada or Oregon campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements or Oregon Immunization Requirement section of this catalog.
- Online program: Own or have unrestricted access to a computer with reliable internet access.

MEDICAL ASSISTING

Campus-Based

Program Requirements – Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto (Salida), Ontario, Rancho Mirage, Santa Maria, Temecula, Victor Valley (Hesperia), and Visalia

	Medical Assisting **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
COMP101	Computer Literacy and Applications for the Professional	45	0	0	3
HCP101	Structural Anatomy and Terminology	45	0	0	3
HCP102	Body System Anatomy and Terminology	45	0	0	3
HCP103	Foundational Office Skills	15	30	0	2
HCP203	Medical Office Management	45	0	0	3
MAP105	Laboratory Procedures	60	30	0	5
MAP115	Pharmacology and Medication Administration	60	30	0	5
MAP126	Clinical Applications	30	60	0	4
MAP205	Front Office Procedures	15	30	0	2
MAP91	Externship	0	0	180	4
MAP92*	Applied Theory: Integrated Learning and Practice	30	0	0	2
Total for Certificate		390	180	180	36†

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online course
†750 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL ASSISTING

Blended

Program Requirements – Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Pleasant Hill, Phoenix, Portland, Reno, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson.

	Medical Assisting **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MA10.5	MA Clinical Theory 1	45	0	0	3
MA101.5	MA Clinical Applications 1	15	30	0	2
MA20.5	MA Clinical Theory 2	45	0	0	3
MA102.5	MA Clinical Applications 2	15	30	0	2
MA30 .5	MA Clinical Theory 3	45	0	0	3
MA103.5	MA Clinical Applications 3	15	30	0	2
MA40.5	MA Administration Theory 1	45	0	0	3
MA104.5	MA Administration Applications 1	15	30	0	2
MA50.5	MA Administration Theory 2	45	0	0	3
MA105.5	MA Administration Applications 2	15	30	0	2
MA60.5	Wellness and Technology Essentials	60	30	0	5
MA501	Externship	0	0	180	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		390	180	180	36‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
‡ 750 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL ASSISTING

Online Division (Certificate conferred from the Sacramento campus and Spokane campus)

Medical Assisting TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MAO10.5	MA Clinical Theory 1	45	0	0	3
MAO101.5	MA Clinical Applications 1	0	60	0	2
MAO20.5	MA Clinical Theory 2	45	0	0	3
MAO102.5	MA Clinical Applications 2	0	60	0	2
MAO30.5	MA Clinical Theory 3	45	0	0	3
MAO103.5	MA Clinical Applications 3	0	60	0	2
MAO40.5	MA Clinical Theory 4	45	0	0	3
MAO401.5 †	Externship 1	0	0	135	3
MAO50.5	MA Clinical Theory 5	45	0	0	3
MAO105.5	MA Clinical Applications 5	0	60	0	2
MAO501 †	Externship 2	0	0	180	4
MAO550	Licensure Preparation	60	0	0	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		315	240	315	36‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Field experience in a healthcare setting
‡ 870 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL ASSISTING

Blended

Program Requirements – Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Pleasant Hill, Phoenix, Portland, Reno, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson.

THIS PROGRAM VERSION IS NOT ENROLLING NEW STUDENTS

	Medical Assisting **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MA10. H †	MA Clinical Theory 1	54	0	0	3.5
MA101	MA Clinical Applications 1	23	31	0	2.5
MA20.H †	MA Clinical Theory 2	54	0	0	3.5
MA102	MA Clinical Applications 2	23	31	0	2.5
MA30.H †	MA Clinical Theory 3	54	0	0	3.5
MA103	MA Clinical Applications 3	23	31	0	2.5
MA40.H †	MA Administration Theory 1	54	0	0	3.5
MA104	MA Administration Applications 1	23	31	0	2.5
MA50.H †	MA Administration Theory 2	54	0	0	3.5
MA105	MA Administration Applications 2	23	31	0	2.5
MA501	Externship	0	0	180	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		415	155	180	36‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Blended course
‡ 750 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL ASSISTING

Online Division (Certificate conferred from the Sacramento campus and Spokane campus)

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Medical Assisting TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MAO10	MA Clinical Theory 1	60	0	0	4
MAO101	MA Clinical Applications 1	0	45	0	1.5
MAO20	MA Clinical Theory 2	60	0	0	4
MAO102	MA Clinical Applications 2	0	45	0	1.5
MAO30	MA Clinical Theory 3	60	0	0	4
MAO103	MA Clinical Applications 3	0	60	0	2
MAO40	MA Clinical Theory 4	60	0	0	4
MAO401 †	Externship 1	0	0	135	3
MAO50	MA Clinical Theory 5	60	0	0	4
MAO105	MA Clinical Applications 5	0	45	0	1.5
MAO501 †	Externship 2	0	0	180	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		330	195	315	35.5‡

Approximate time to complete certificate program: 36 weeks (not including breaks)

*Online general education course

†Field experience in a healthcare setting

‡ 840 Contact hours

Note: Course descriptions begin on page 198.

MEDICAL ASSISTING

Campus-Based

Program Requirements – Antelope Valley (Lancaster), Fresno, Modesto (Salida), and Victor Valley (Hesperia)

Medical Assisting Associate of Science TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
COMP101	Computer Literacy and Applications for the Professional	45	0	0	3
HCP101	Structural Anatomy and Terminology	45	0	0	3
HCP102	Body System Anatomy and Terminology	45	0	0	3
HCP103	Foundational Office Skills	15	30	0	2
HCP203	Medical Office Management	45	0	0	3
MAP105	Laboratory Procedures	60	30	0	5
MAP115	Pharmacology and Medication Administration	60	30	0	5
MAP126	Clinical Applications	30	60	0	4
MAP205	Front Office Procedures	15	30	0	2
MAP91	Externship	0	0	180	4
MAP92**	Applied Theory: Integrated Learning and Practice	30	0	0	2
ENG121*	Composition and Reading – Part A	45	0	0	3
ENG122*	Composition and Reading – Part B	45	0	0	3
MTH121*	College Algebra – Part A	45	0	0	3
MTH122*	College Algebra – Part B	45	0	0	3
SCI210*	Environmental Science	45	0	0	3
HUM200*	Ethics in Contemporary Society	45	0	0	3
PSY101*	Introduction to Psychology	45	0	0	3
SOC101*	Introduction to Sociology	45	0	0	3
Total for Degree		750	180	180	60

Approximate time to complete degree program: 61 weeks (not including breaks)

*Online general education course

**Online course

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as venipuncture chairs/stations, EKG machines, exam tables, microscopes, incubators, autoclaves, eyewash stations, stethoscopes, blood pressure cuffs, urine, blood, and hematocrit centrifuge.

MEDICAL ASSISTING

Exam Eligibility Requirements

American Medical Technologists (AMT)

(Registered Medical Assistant (RMA) exam)

Applicants must meet one of the following routes to be eligible for RMA certification. All applicants must pass the AMT examination for RMA, to become certified.

Education

Applicant shall be a recent graduate (within the past 4 years) of, or be scheduled to graduate from, either an accredited MA program or a program that is housed within an accredited institution, provided that, the program includes a minimum of 720 clock-hours (or equivalent) of training, including 160 hours of externship. Program or institution must be accredited by a regional or national accreditation agency approved by the US Department of Education, The Council for Higher Education Accreditation, or otherwise approved by AMT.

Additional information can be found at: *https://americanmedtech.org*

National Healthcareer Association (NHA)

(Certified Clinical Medical Assistant (CCMA) exam)

To sit for an NHA exam, you must:

1. Possess a high school diploma or the equivalent, such as the General Education Development (GED®) test or other equivalency test recognized by the candidate's state of residency, or diploma and official transcript reflecting equivalent education as evaluated by the American Association of Collegiate Registrars and Admissions Officers for secondary education (if documents are not in English, a translation into English from a translation service approved in the United States for legal or government documents must be available upon request). Candidates that do not currently meet this requirement but will be able to do so within twelve months may be eligible for a Provisional Certification. GED® is a registered trademark of the American Council on Education (ACE).

2. Successfully complete a training program or have relevant work experience as described below:

Training Program: Candidates must successfully complete a training program in the health field covered by the NHA certification exam offered by an accredited or state-recognized institution or provider.

Military: Formal medical services training in the health field covered by the NHA certification exam offered by any branch of the U.S. Military fulfills the Training Program. Candidates whose date of graduation or completion from their training program is five years or more prior to the date of application, also must have relevant work experience as described below.

Work Experience: Candidates must have at least one (1) year of supervised work experience in the health field covered by the NHA certification exam within the past three (3) years.

Additional information can be found at: *https://www.nhanow.com/*

MEDICAL ASSISTING

American Association of Medical Assistants (AAMA)

(CMA Certification/Recertification Examination)

To be eligible for the CMA Certification/Recertification Examination, the candidate must meet the criteria for one of three eligibility categories:

Candidate Eligibility Categories

Category 1 | Completing student or recent graduate of a CAAHEP or ABHES accredited medical assisting program. The candidate must have graduated from or be about to complete a medical assisting program accredited by the: Commission on Accreditation of Allied Health Education Programs (CAAHEP) or by the Accrediting Bureau of Health Education Schools (ABHES).

Completing students may take the CMA Exam no more than 30 days prior to completing their formal education and practicum.

Recent graduates are those who apply for the exam within 12 months of graduation.

Category 2 | Nonrecent graduate of a CAAHEP or ABHES accredited medical assisting program

A candidate who applies for the exam more than 12 months after graduation is a nonrecent graduate. *Candidates who graduate from a CAAHEP or ABHES program that was accredited at any time during the student's enrollment, or who graduated within the 36 months prior to the program becoming CAAHEP or ABHES accredited, are eligible to apply for the CMA (AAMA) exam under Category 1 or 2.*

Category 3 | CMA (AAMA) recertificate the candidate must have previously passed the CMA (AAMA) Certification Exam and is applying to recertify the CMA (AAMA) credential.

Accreditation Periods

Candidates who graduate from a CAAHEP or ABHES program that was accredited at any time during the student's enrollment, or who graduated within the 36 months prior to the program becoming CAAHEP or ABHES accredited, are eligible to apply for the CMA exam under Category 1 or 2. The 12-month period for student or recent graduate fee eligibility begins on the date that the program is granted CAAHEP or ABHES accreditation.

Additional information can be found at: *http://www.aama-ntl.org/*

Universal Precautions Including Sanitation and Hygiene:

All students are expected to read and understand the Dress Code and Hygiene protocols outlined in the Student Handbook located at *http://students.carrington.edu/student-handbook/.*

Patient-care items are categorized as critical, semi-critical, or noncritical, depending on the potential risk for infection associated with their intended use.

Critical items are used to penetrate soft tissue, contact bone, enter into or contact blood, and enter into or contact other normally sterile tissue. Critical items have the greatest risk of transmitting infection and should be sterilized by heat.

Semi-critical items contact mucous membranes or non-intact skin but do not penetrate soft tissue, contact bone, enter into or contact blood, and enter into or contact other normally sterile tissue. They have a lower risk of transmission.

MEDICAL ASSISTING

Noncritical patient-care items pose the least risk of transmission of infection because they only contact intact skin, which can serve as an effective barrier to microorganisms. In the majority of cases, cleaning, or if visibly soiled, cleaning followed by disinfection with an EPA-registered hospital disinfectant is adequate. When the items are visibly contaminated with blood or OTHER POTENTIALLY INFECTIOUS MATERIALS, an EPA-registered hospital disinfectant with a tuberculocidal claim (i.e., intermediate-level disinfectant) should be used. Cleaning or disinfection of certain noncritical patient-care items can be difficult or damage the surfaces; therefore, the use of disposable barrier protection of these surfaces might be a preferred alternative.

FDA-cleared sterilant and high-level disinfectants and EPA-registered disinfectants must have clear label claims for intended use, and manufacturer instructions for use must be followed.

MEDICAL BILLING AND CODING

The medical billing and coding field employs professionals who are responsible for the organization and accurate maintenance of patient medical records. These files track data about patients' symptoms, medical history, x-ray and laboratory test results, diagnoses, and healthcare-related treatment. Medical billing and coding professionals ensure that this information is entered into computerized medical record systems. Additionally, medical billing and coding professionals must regularly communicate with physicians to ensure accuracy, clarify diagnoses, and obtain supplementary information to update patients' files. They are often also responsible for the timely and accurate submission of complex insurance documents.

Carrington College's Medical Billing and Coding certificate programs prepares students for entry-level employment in a medical or dental office, clinic, or by independent billing companies. Instruction combines theory and practice to meet the competencies needed to be a medical biller and coder. Students learn to prepare various health claim forms using medical billing software. In doing so, they acquire a working knowledge of human anatomy and medical terminology, as well as comprehension of the legal, ethical, and regulatory standards of medical records management. Students learn to accurately interpret medical records, including diagnoses and procedures of healthcare providers, as well as to document and code the information for submission to insurance companies. This program is offered online and culminates in a Certificate of Achievement. All courses in this program are offered in an online format except the in-person externship that is completed at an approved healthcare setting. Graduates of the Medical Billing and Coding certificate program are eligible to sit for the National Healthcareer Association (NHA) Certified Billing and Coding Specialist (CBCS) exam**.

Offered to new students through the Online Division*

*Certificate is conferred from the Sacramento campus and Spokane campus (Washington residents)

**Carrington College prepares students to take appropriate certificate and licensure exams related to their individual majors.

The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Medical Billing and Coding program are: Medical Secretaries and Administrative Assistants (43-6013.00), Medical Records Specialists (29-2072.00), Bill and Account Collectors (43-3011.00), Billing and Posting Clerks (43-3021.00), Medical Assistants (31-9092.00), and Office Clerks, General (43- 9061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

MEDICAL BILLING AND CODING

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Own or have unrestricted access to a computer with reliable internet access.

Program Learning Outcomes

Upon completion of the Medical Billing and Coding program, graduates will be able to:

- Prioritize the skills and knowledge necessary to perform medical coding and insurance billing and claims.
- Explain information to patients and healthcare professionals related to medical billing and coding.
- Demonstrate ethical behavior consistent with state and federal laws and regulations related to privacy and safe practices.

Online Division (Certificate conferred from the Sacramento campus and Spokane campus)

Program Requirements

Medical Billing and Coding TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MBC10.5	Medical Billing and Coding Theory 1	45	0	0	3
MBC101.5	Applications 1	0	60	0	2
MBC20.5	Medical Billing and Coding Theory 2	45	0	0	3
MBC102.5	Applications 2	0	60	0	2
MBC30.5	Medical Billing and Coding Theory 3	45	0	0	3
MBC103.5	Applications 3	0	60	0	2
MBC40.5	Medical Billing and Coding Theory 4	45	0	0	3
MBC104.5	Applications 4	0	90	0	3
MBC50.5	Medical Billing and Coding Theory 5	45	0	0	3
MBC105.5	Applications 5	0	90	0	3
MBC501 †	Externship	0	0	180	4
MBC550	Licensure Preparation	30	0	0	2
SPH205.5 *	Interpersonal Communication	45	0	0	3
Total for Certificate		300	360	180	36 ‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Field experience in a healthcare setting
‡ 840 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL BILLING AND CODING

Online Division (Certificate conferred from the Sacramento campus and Spokane campus)

Program Requirements

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Medical Billing and Coding TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MBC10	Medical Billing and Coding Theory 1	54	0	0	3.5
MBC101	Applications 1	23	31	0	2.5
MBC20	Medical Billing and Coding Theory 2	54	0	0	3.5
MBC102	Applications 2	23	31	0	2.5
MBC30	Medical Billing and Coding Theory 3	54	0	0	3.5
MBC103	Applications 3	23	31	0	2.5
MBC40	Medical Billing and Coding Theory 4	54	0	0	3.5
MBC104	Applications 4	23	31	0	2.5
MBC50	Medical Billing and Coding Theory 5	54	0	0	3.5
MBC105	Applications 5	23	31	0	2.5
MBC501†	Externship	0	0	180	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		415	155	180	36 ‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Field experience in a healthcare setting
‡750 Contact hours
Note: Course descriptions begin on page 198.

MEDICAL BILLING AND CODING

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Blended Online (Certificate conferred from the Sacramento campus and Spokane campus)

Home Campus services delivered from – Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Reno, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson.

Medical Billing and Coding TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
MBC10.H	Medical Billing and Coding Theory 1	54	0	0	3.5
MBC101	Applications 1	23	31	0	2.5
MBC20.H	Medical Billing and Coding Theory 2	54	0	0	3.5
MBC102	Applications 2	23	31	0	2.5
MBC30.H	Medical Billing and Coding Theory 3	54	0	0	3.5
MBC103	Applications 3	23	31	0	2.5
MBC40.H	Medical Billing and Coding Theory 4	54	0	0	3.5
MBC104	Applications 4	23	31	0	2.5
MBC50.H	Medical Billing and Coding Theory 5	54	0	0	3.5
MBC105	Applications 5	23	31	0	2.5
MBC501 †	Externship	0	0	180	4
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		415	155	180	36 ‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Field experience in a healthcare setting
‡750 Contact hours
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:
Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

MEDICAL BILLING AND CODING

Regarding the Medical Billing and Coding program in the state of California:

The Medical Billing and Coding program at campuses in the state of California does not currently possess programmatic accreditation. The lack of programmatic accreditation has no known negative impact on graduate outcomes.

National Healthcareer Association (NHA)

Billing and Coding Specialist Certification (CBCS)

Certification Eligibility

To be eligible to sit for an NHA certification exam (other than the ExCPT Pharmacy Technician exam) and receive certification, each candidate must:

A. Possess a high school diploma or the equivalent, such as the General Education Development (GED®) test or other equivalency test recognized by the candidate's state of residency, or diploma and official transcript reflecting equivalent education as evaluated by the American Association of Collegiate Registrars and Admissions Officers for secondary education (if documents are not in English, a translation into English from a translation service approved in the United States for legal or government documents must be available upon request.) GED® is a registered trademark of the American Council on Education (ACE).

B. Successfully complete a training program or have relevant work experience as described below:

Training Program - Candidates must satisfy at least one of the following criteria: *

1. Successfully complete a training program in the health field covered by the NHA certification exam offered by an accredited or state-recognized institution or provider; or
2. Successfully complete a formal training program in the health field covered by the NHA certification exam offered by any branch of the U.S. Military.

Work Experience - Candidates who have completed at least one (1) year of supervised work experience in the health field covered by the NHA certification exam within the last three (3) years satisfy the work experience requirement.

* Candidates whose date of graduation or completion from their training program is five (5) years or more prior to the application date must also have the relevant work experience described above.

Exam Application and Fee

Additional information can be found at: *http://www.nhanow.com*

American Academy of Professional Coders (AAPC)

Certified Professional Biller (CPB)

Certification Requirements:

- AAPC recommends having an associate degree.
- Pay examination fee at the time of application submission.
- Maintain current membership with the AAPC. New members must submit membership payment with examination application.
- Renewing members must have a current membership at the time of submission and when exam results are released.

Additional information can be found at: *https://www.aapc.com/*

MEDICAL OFFICE ADMINISTRATION

The Medical Office Administration program is 36 weeks in length and prepares graduates to work in front-office positions for a medical practice, healthcare facility, or insurance company. Hands-on experience and classroom instruction include the study of office management, medical billing, coding, electronic health records training, patient recordkeeping, bookkeeping, and professional communication.

The program culminates in a Certificate of Achievement. Within the State of California, graduates of the Medical Office Administration program are eligible to sit for the National Certified Medical Office Assistant (NCMOA) exam or the National Certified Insurance & Coding Specialist (NCIS) exam offered by the National Center for Competency Testing (NCCT).*

Offered to new students at:

- **Antelope Valley (Lancaster)**
- **Bakerfield**
- **Fresno**
- **Modesto (Salida)**
- **Rancho Mirage**
- **Santa Maria**
- **Temecula**
- **Victor Valley (Hesperia)**
- **Visalia**

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Medical Office Administration program are: Billing and Posting Clerks (43-3021.00), Medical Assistants (31-9092.00), Medical Secretaries and Administrative Assistants (43-6013.00), Office Clerks, General (43-9061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

MEDICAL OFFICE ADMINISTRATION

Program Learning Outcomes

Upon completion of the Medical Office Administration program, graduates will be able to:

- Perform administrative skills such as scheduling and receiving patients as well as charting and maintaining patient records.
- Operate and manage a computerized medical office that includes bookkeeping and accounting tasks.
- Code, submit, and manage insurance claims accurately.
- Manage emergency situations requiring CPR or first aid.
- Communicate effectively orally and in writing using correct medical terminology and demonstrate the skills required to be prepared for professional certification exams.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in his or her career and personal life.
- Demonstrate the social skills, professional appearance, attitudes, and behavior that employers expect of all graduates.

Campus-Based

Program Requirements – Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto (Salida), Rancho Mirage, Santa Maria, Temecula, Victor Valley (Hesperia), and Visalia

	Medical Office Administration **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
COMP101	Computer Literacy and Applications for the Professional	45	0	0	3
HCP101	Structural Anatomy and Terminology	45	0	0	3
HCP102	Body System Anatomy and Terminology	45	0	0	3
HCP103	Foundational Office Skills	15	30	0	2
HCP203	Medical Office Management	45	0	0	3
MOP110	Medical Insurance Principles	75	0	0	5
MOP120	CPT and HCPCS Coding	45	0	0	3
MOP130	Billing Principles	30	0	0	2
MOP140	ICD Coding	45	0	0	3
MOP211	Medical Office Principles	45	0	0	3
MOP91	Externship	0	0	180	4
MOP92*	Applied Theory: Integrated Learning and Practice	30	0	0	2
Total for Certificate		465	30	180	36

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online course
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

NURSING BRIDGE

Registered nurses provide some of the most critical health care available to patients. Whether it's taking medical histories, recording vital signs and symptoms, performing diagnostic tests, drawing blood, giving injections, or other tasks, they work in conjunction with other healthcare professionals to serve the sick or injured. They have a significantly expanded scope of practice, education, and clinical education than do licensed practical nurses.

This program provides theoretical content and clinical experiences in nursing and incorporates knowledge from related disciplines. Graduates of the Nursing Bridge program earn an Associate of Science degree and are prepared to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*. In addition, the program provides graduates with a foundation for upward mobility into higher levels of nursing education.

Offered to new students at:

- **Boise**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to externship, to attain occupational licensure/certification or employment and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Nursing Bridge program are: Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

NURSING BRIDGE

Program Learning Outcomes

Upon completion of the Nursing Bridge program, graduates will be able to:

- Justify a plan of care that provides safe, quality patient centered care to persons throughout the lifespan and across the health/wellness continuum that creates an environment promoting caring and professionalism with consideration for the patient's cultural/societal beliefs and practices.
- Apply scientific evidence-based knowledge to concepts in the care of patients throughout the lifespan and across the health/wellness continuum.
- Validate effective communication and behaviors with healthcare stakeholders that is consistent with the nursing scope of practice and adhering to legal and ethical frameworks.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Be at least 18 years of age.
- Pass the ATI TEAS Admission Assessment with a combined score of 58%. A second attempt is allowed seven days following the first attempt. A third attempt is allowed 30 days following the second attempt. After failing the third attempt, the waiting period is six months. At this point in time, a candidate may start the above process over again.
- Have a current LPN license for the State of Idaho that is in good standing or a multistate compact LPN license that includes the State of Idaho that is in good standing.
- Submit to and pass a background check, which includes an FBI fingerprint screen and drug screening completed no more than 90 days prior to enrollment (at the applicant's expense).
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.

In addition to meeting the College's standard admission requirements, candidates must provide prior to first clinical at the student's expense:

- Submit proof of the following immunizations must be provided by students:
  - Provide proof of vaccination series, titer proving immunity, or a signed declination if available for the hepatitis B series. Signed declination or exemption could affect eligibility to participate in clinical experiences.
  - Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
  - Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
  - Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
  - Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
    - Initial PPD placement
    - Read in 48-72 hours
    - If the initial test is negative, repeat the PPD skin test in 7 – 21 days.
    - If one skin test is positive, a follow-up chest x-ray is required to look for active disease. Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
    - or lab results showing interferon globulin results is required

NURSING BRIDGE

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance TEAS exam total score.
- Entrance TEAS exam scores in Math, Science, Reading, and English.
- Entrance TEAS exam number of attempts.
- Entrance interview with the nursing department (if applicable).
- The previous degree earned.
- Transcript evaluation (if applicable). To be completed by the Dean of Nursing upon meeting enrollment criteria.

Campus-Based

Program Requirements – Boise

	Nursing Bridge TECHNICAL AND GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
NUR224	Professional Nursing Throughout the Life Span	30	0	0	2
NUR222	Transition LPN/RN - Professional Nursing Health Assessment	15	30	0	2
AP103 †	Advanced Anatomy and Physiology	45	30	0	4
ENG101 *	English Writing and Composition	45	0	0	3
BIO205 †	Microbiology with Lab	45	30	0	4
NUR259	Medical-Surgical Nursing III	45	0	90	5
NUR208	Nutrition	45	0	0	3
NUR206	Pharmacology	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
MAT151 *	College Algebra	45	0	0	3
SOC101 *	Introduction to Sociology	45	0	0	3
NUR263	Medical-Surgical Nursing IV	45	0	90	5
NUR265	NCLEX-RN Review	0	60	0	2
SPH205 *	Interpersonal Communications	45	0	0	3
Total for Nursing Bridge Coursework		540	150	180	45
Transferred from Practical Nursing Program					27
Total for Degree					72

Approximate time to complete Nursing Bridge coursework: 48 weeks (not including breaks)

*Online general education course

† Science-based general education course

Note: Course descriptions begin on page 198.

NURSING BRIDGE

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as patient transfer equipment, adult high-fidelity manikins, birthing manikins, child manikins, and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers - anatomical arms for starting IV, infusion pumps and medication administration models for IM and SQ injections.

PHARMACY TECHNOLOGY

Pharmacy technicians† receive and fill prescriptions under the supervision of licensed pharmacists in settings that include hospitals, pharmacies, drug stores, grocery stores, retail stores, and mail-order pharmacies. Duties related to the daily operation of the pharmacy are often parts of the job, such as answering phones, creating prescription labels, maintaining patient profiles and prescription histories, completing cash register transactions, preparing insurance claim forms and inventory tasks.

The Pharmacy Technology program provides both theory and practical training, which enables technicians, upon licensure, to function as competent entry-level assistants to a licensed pharmacist. Students gain basic knowledge of pharmacy calculations, drug distribution systems, chemical and physical characteristics of drugs, and preparation of sterile dosage forms, as well as a thorough knowledge of pharmaceutical and medical terminology, abbreviations, and symbols used in prescribing, dispensing, and documenting medications. Standards of ethics and law as they pertain to pharmacy practice and drug distribution methods are also included in the curriculum. Online certificate: All courses in this program are offered in an online format, except the in-person externship that is completed at an approved healthcare setting. The program culminates in a Certificate of Achievement. Graduates are eligible and prepared to sit for the national certification exam through either the National Healthcare Association (NHA) which administers the EXCPT exam or the Pharmacy Technician Certification Board (PTCB) which administers the CPhT exam‡.

Offered to new students through the Online Division* and at:

- **Albuquerque**
- **Antelope Valley (Lancaster)**
- **Bakersfield**
- **Boise**
- **Fresno**
- **Mesa**
- **Modesto**
- **Ontario**
- **Phoenix**
- **Pleasant Hill**
- **Rancho Mirage**
- **Sacramento**
- **San Jose**
- **San Leandro**
- **Spokane**
- **Stockton**
- **Temecula**
- **Tucson**
- **Victor Valley (Hesperia)**
- **Visalia**

*Certificate is conferred from the Sacramento campus and Spokane campus (Washington residents)

†Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to externship, to attain occupational licensure/certification or employment and throughout their careers.

‡Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Pharmacy Technology program are: Pharmacy Technicians (29-2052.00) and Pharmacy Aides (31-9095.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

PHARMACY TECHNOLOGY

Program Learning Outcomes

Upon completion of the Pharmacy Technology program, graduates will be able to:

- Prioritize the skills and knowledge necessary to function as a competent entry level technician to a licensed pharmacist.
- Utilize safe practice techniques in all aspects of pharmacy technology.
- Demonstrate ethical behavior consistent with state laws and regulations.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Oregon state law requires new students attending courses onsite at an Oregon campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Oregon Immunization Requirements section of this catalog.
- Online program – Own or have unrestricted access to a computer with reliable internet access.

PHARMACY TECHNOLOGY

Campus-Based

Program Requirements – Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto, Ontario, Rancho Mirage, Temecula, Victor Valley (Hesperia), and Visalia

	Pharmacy Technology **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PHR15	Pharmacy Science and Applications 2	60	30	0	5
PHR20	Pharmacy Law and Ethics	45	0	0	3
PHR26	Pharmacy Records and Documentation	15	30	0	2
PHR30	Pharmacy Math and Computations	45	0	0	3
PHR100	Pharmacy Science and Applications 1	60	30	0	5
PHR120	Pharmacy Clinical Applications 1	15	30	0	2
PHR136	Pharmacy Clinical Applications 2	15	30	0	2
PHR151	Pharmaceutical Compounding	60	30	0	5
PHR312	Pharmacy Business, Simulations, and Computer Applications	45	0	0	3
PHR91	Externship	0	0	120	2
PHR92*	Applied Theory: Integrated Learning and Practice	60	0	0	4
Total for Certificate		420	180	120	36

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online course

Note: Course descriptions begin on page 198.

PHARMACY TECHNOLOGY

Blended

Program Requirements – Albuquerque, Boise, Mesa, Phoenix, Pleasant Hill, Portland, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS AT THE PORTLAND CAMPUS

	Pharmacy Technology **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PHM111T.H †	Nervous System, Anti-Infectives and Retail Operations Theory	54	0	0	3.5
PHM111L	Retail Operations Lab	15	45	0	2.5
PHM112T.H †	Prescription Processing, Pharmacy Software, and Pharmacy Calculations Theory	54	0	0	3.5
PHM112L	Prescription Processing and Pharmacy Calculations Lab	15	45	0	2.5
PHM113T.H †	Pharmacy Calculations, Body Systems and Repackaging Theory	54	0	0	3.5
PHM113L	Pharmacy Calculations and Unit Dose Lab	15	45	0	2.5
PHM114T.H †	Compounding, Pharmacy Calculations, and Body Systems Theory	54	0	0	3.5
PHM114L	Compounding and Pharmacy Calculations Lab	15	45	0	2.5
PHM115T.H †	Hospital Operations and Parenteral Dosage Calculations Theory	54	0	0	3.5
PHM115L	Hospital Operations and Parenteral Dosage Calculations Lab	15	45	0	2.5
CDV198.2 *	Career Development Seminar	30	0	0	2
XTP200	Externship	0	0	240	4
Total for Certificate		375	225	240	36

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
† Blended course
Note: Course descriptions begin on page 198.

PHARMACY TECHNOLOGY

Online Division (Certificate conferred from the Sacramento and Spokane campus)

	Pharmacy Technology TECHNICAL COURSES	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PHO111T.5	Nervous System, Anti-Infectives and Retail Operations Theory	45	0	0	3
PHO111L	Retail Operations Lab	0	60	0	2
PHO112T.5	Prescription Processing, Pharmacy Software and Pharmacy Calculations Theory	45	0	0	3
PHO112L	Prescription Processing and Pharmacy Calculations Lab	0	60	0	2
PHO113T.5	Pharmacy Calculations, Body Systems and Repackaging Theory	45	0	0	3
PHO113L	Pharmacy Calculations and Unit Dose Lab	0	60	0	2
PHO114T.5	Compounding, Pharmacy Calculations and Body Systems Theory	45	0	0	3
PHO114L	Compounding and Pharmacy Calculations Lab	0	60	0	2
PHO115T.5	Hospital Operations and Parenteral Dosage Calculations Theory	45	0	0	3
PHO115L	Hospital Operations and Parenteral Dosage Calculations Lab	0	60	0	2
PHO401.5 †	Externship 1	0	0	135	3
PHO501.5 †	Externship 2	0	0	135	3
PHO550	Licensure Preparation	45	0	0	3
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		300	300	270	36‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
† Field experience in a healthcare setting
‡870 Contact hours
Note: Course descriptions begin on page 198.

PHARMACY TECHNOLOGY

Online Division (Certificate conferred from the Sacramento and Spokane campus)
THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

	Pharmacy Technology **TECHNICAL COURSES**	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PHO111T	Nervous System, Anti-Infectives and Retail Operations Theory	60	0	0	4
PHO111L	Retail Operations Lab	0	60	0	2
PHO112T	Prescription Processing, Pharmacy Software and Pharmacy Calculations Theory	60	0	0	4
PHO112L	Prescription Processing and Pharmacy Calculations Lab	0	60	0	2
PHO113T	Pharmacy Calculations, Body Systems and Repackaging Theory	60	0	0	4
PHO113L	Pharmacy Calculations and Unit Dose Lab	0	60	0	2
PHO114T	Compounding, Pharmacy Calculations and Body Systems Theory	60	0	0	4
PHO114L	Compounding and Pharmacy Calculations Lab	0	60	0	2
PHO115T	Hospital Operations and Parenteral Dosage Calculations Theory	60	0	0	4
PHO115L	Hospital Operations and Parenteral Dosage Calculations Lab	0	60	0	2
PHO401 †	Externship 1	0	0	80	1
PHO501 †	Externship 2	0	0	160	3
CDV198.2 *	Career Development Seminar	30	0	0	2
Total for Certificate		330	300	240	36 ‡

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
† Field experience in a healthcare setting
‡870 Contact hours
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as cash register, crash cart, medication cart, med dispense, set of compounding supplies, balance/scale, beakers, Rx bottles, labels, and pill counting trays.

PHARMACY TECHNOLOGY

Certification, Licensure, and Practice Information

States vary in terms of certification, licensure, and scope of practice for pharmacy technicians. Generally, students must register with their state's Board to become a pharmacy technician in training. Timeframes for completion vary by state, but all states require that pharmacy technicians attain licensure.

Graduates of the Spokane program are approved to practice in the State of Washington.

California State Licensing Requirements:

To be licensed as a Pharmacy Technician in California, you must qualify under A, B, or C and meet the additional requirements listed below.

Affidavit of Completed Coursework or Graduation: The program director, school registrar, or pharmacist must complete and sign the affidavit on the California State Board of Pharmacy – Pharmacy Technician application. Copies or stamped signatures are not accepted. The school seal must be embossed on the affidavit, and/or you must attach a pharmacist's business card with the license number. An affidavit is required for one of the following:

A. An Associate Degree in Pharmacy Technology;

B. Any other course that provides a minimum of 240 hours of instruction as required;

C. A training course accredited by the American Society of Health-System Pharmacists (ASHP); or

Graduation from a school of pharmacy accredited by the Accreditation Council for Pharmacy Education (ACPE).

If you are certified by the Pharmacy Technician Certification Board (PTCB), you must submit a true certified copy of your PTCB certificate or the original certificate with your application. (A true certified copy is a copy that has been notarized as a true copy).

Additional information can be found at: *http://www.ptcb.org/*

If you are qualifying by training provided by a branch of the federal armed services, you must submit a copy of your DD214 documenting evidence of your pharmacy technician training with your application.

Additional requirements:

- Be a high school graduate or possess a General Educational Development (GED®) certificate.
  GED® is a registered trademark of the American Council on Education (ACE).
- Self-Query Report from the National Practitioner Data Bank (NPDB), dated within 60 days of filing the application.

Reference Links:

- California State Board of Pharmacy: *http://www.pharmacy.ca.gov/*

PHLEBOTOMY TECHNICIAN

Phlebotomists are vital to the contribution of high-quality patient care. As an essential part of a healthcare team, phlebotomists procure blood samples for laboratory analysis. Through direct patient interaction, a phlebotomist must be knowledgeable in areas such as body system anatomy and function and proper selection of equipment.They are skilled professionals that understand their role is crucial to patient care and the assurance of quality laboratory reports.

Phlebotomists typically do the following:

- Draw blood from patients and blood donors.
- Talk with patients and donors to help them feel less nervous about having their blood drawn.
- Verify a patient's or donor's identity to ensure proper labeling of the blood.
- Label the drawn blood for testing or processing.
- Enter patient information into a database.
- Assemble and maintain medical instruments such as needles, test tubes, and blood vials.

The Phlebotomy Technician course culminates in a Certificate of Completion. The Phlebotomy Technician course prepares students to sit for the National Healthcareer Association Phlebotomy Technician Certification (CPT) exam*.

Offered to new students at:

- **Reno**
- **Spokane**

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing to attain occupational licensure/certification or employment, and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Phlebotomy Technician course are: Phlebotomists (31-9097.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the course. Credential preparation varies by location.

PHLEBOTOMY TECHNICIAN

Program Learning Outcomes

Upon successful completion of the Phlebotomy Technician course, graduates will be able to:

- Competently collect, transport, and process blood specimens from a diverse patient population.
- Practice accepted standards for infection control, safety, and disposal of biological waste as mandated by OSHA and other agencies.
- Demonstrate professional conduct and ethical behavior consistent with state laws and regulations with other healthcare personnel and the public.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Must be at least 18 years of age upon course start date.
- Nevada state law requires new students attending courses onsite at a Nevada campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements section of this catalog.

Progression Requirements

Required documentation must be submitted to the instructor no later than the completion of week two of instruction.

- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Proof of the following immunizations must be provided by students:
  - Negative 2-step PPD test results (positive 2-step PPD test results require documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis.
  - Measles, mumps, and rubella (MMR) immunization records of MMR booster per CDC guidelines or positive titer.
  - Hepatitis B vaccination or positive titer.
  - Varicella immunization or positive titer.
  - Tetanus, diphtheria, and pertussis (Tdap) booster within the previous ten years.

Blended

Course Requirements – Reno and Spokane

Phlebotomy Technician TECHNICAL COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
PHL12 †	Basic and Advanced Procedures in Phlebotomy with lab	40	10	50	0
	Total	40	10	50	0

Course length: 12 weeks (not including breaks)
† Lecture hours are completed online, and lab hours and clinical are completed on site.
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as syringes, tourniquets, blood glucose strips, butterfly needles, draw station chairs, Coban wraps, and simulated arms.

PHYSICAL THERAPIST ASSISTANT

Physical therapist assistants work under the supervision of physical therapists to help patients whose ability to move is impaired and provide practical assistance to the elderly, injured athletes, children, and countless others in hospitals, home care agencies, rehabilitation facilities, outpatient clinics, and nursing homes.

Carrington College's Physical Therapist Assistant (PTA) program prepares students to function as entry-level practitioners under the supervision of a physical therapist. The program concludes with offsite clinical experiences during which students practice physical therapy interventions on patients in a variety of healthcare settings. Students who successfully complete the Physical Therapist Assistant program are eligible to take the National Physical Therapy Examination (NPTE) for PTAs*. To work as a physical therapist assistant in California, graduates must also pass the California Law Examination (CLE), which relates to the practice of physical therapy. This program culminates in an Associate of Science degree.

Offered to new students at:

- **Las Vegas**
- **Pleasant Hill**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Physical Therapist Assistant program are: Physical Therapist Assistants (31-2021.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

PHYSICAL THERAPIST ASSISTANT

Program Learning Outcomes

Upon completion of the Physical Therapist Assistant program, graduates will be able to:

- Demonstrate ability to document data collection, interventions, and patient/client responses.
- Interact skillfully with patients, families, and other healthcare providers while promoting optimal outcomes.
- Differentiate the appropriate actions to employ in emergency situations.
- Exhibit the appropriate skills necessary to perform routine entry-level physical therapist assisting in a professional setting.
- Demonstrate ethical behavior consistent with valuing the differences among patients, families, and other healthcare providers.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Attend a mandatory information session.
- Nevada state law requires new students attending courses onsite at a Nevada campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements section of this catalog.
- Be able to lift 50 lbs.

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance exam score.
- Work or volunteer-related experience in a physical therapy facility.
- The previous degree earned.

PHYSICAL THERAPIST ASSISTANT

Campus-Based

Program Requirements – Las Vegas and Pleasant Hill

Physical Therapist Assistant TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
ENG101 *	English Writing and Composition	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
BIO107 † **	Human Anatomy and Physiology I	45	30	0	4
SPH205 *	Interpersonal Communications	45	0	0	3
BIO207 †	Human Anatomy and Physiology II	45	30	0	4
SOC101 *	Introduction to Sociology (Pleasant Hill only)	45	0	0	3
BIO223 † **	Therapeutic Exercise Prescription	30	30	0	3
GOV141 *	Nevada and US Constitutions (Las Vegas only)	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
BIO222 † **	Clinical Kinesiology	45	30	0	4
PTA112	Fundamentals of Physical Therapist Assisting	30	30	0	3
PTA224	Physical Therapy Data Collection and Documentation	30	30	0	3
PTA189	Pathophysiology for the PTA	45	0	0	3
PTA153.1	Physical Agents and Soft Tissue Mobilization	30	30	0	3
PTA177	Management of Orthopedic Disorders	45	30	0	4
PTA210	Management of Neurologic Disorders	45	30	0	4
PTA240	Ethics and Jurisprudence	30	0	0	2
PTA297	Licensure Review	0	0	60	3
PTA223	Advanced Concepts for PTA	45	30	0	4
PTA230	Clinical Applications Across the Lifespan	30	0	0	2
PTA258	Clinical Education II	0	0	320	6
PTA289	Clinical Education III	0	0	320	6
Total for Degree		720	300	700	73

Approximate time to complete degree program: 80 weeks (not including breaks)
Technical courses must be taken in the sequence listed.
*Online General education course; these may be taken in any order except when determined by prerequisite.
†Science-based general education course
**BIO107, BIO222, and BIO223 will not be eligible for transfer credits and must be taken at Carrington College.
General education courses must be completed for progression into the technical portion of the PTA program.
Note: Course descriptions begin on page 198.

PHYSICAL THERAPIST ASSISTANT

Standards of Progression

In addition to the College's Standards of Progression and the PTA Clinical Progression Requirements, PTA students must meet the following academic standards in each PTA core course. PTA courses must be taken in sequence due to the progressive and hierarchal nature of the curriculum. Inability to meet these standards will result in withdrawal from the program. Course Level (Failure to meet any of the standards below will result in an 'F' grade for the entire course.)

- Minimum average grade of 70% on written examination.
- Minimum average grade of 70% on written quizzes and assignments.
- Successfully pass the practical examination(s) in each lab class. (See Skill Competency and Practical Exam Policy in the PTA program handbook).
- Minimum grade of 70% in all PTA technical and science-based general education courses.
- A 'Pass' grade in all clinical education courses.

Program Level (Failure to meet the standards below will result in withdrawal from the program.)

- Minimum term GPA 2.0.
- Demonstrates an ability to consistently meet academic and professional standards.
- Refusing to participate as a student practitioner on human subjects will prevent the student from successfully completing the program.

Students may also be withdrawn from the PTA program for the following reasons:

- Failure to complete the PTA program within 150% of the normal time frame: five terms or 80 weeks.
- Unprofessional conduct in the clinical area, including but not limited to unsafe clinical practice.
- Failure to comply with the rules and regulations of the PTA program, Carrington College, or an affiliating agency.
- Failure to comply with professional behavior as outlined in the Carrington College Student Handbook or PTA program handbook.
- The final decision for dismissal will be made by the Program Director after consultation with the faculty.
- A course grade can only be assigned once the completed Skills Competency Checklist has been submitted and all practical examinations and competency testing has been successfully passed.
- Students must achieve a grade of pass in each clinical course in order to progress to the next clinical course . The Director of Clinical Education (DCE) is responsible for grading all clinical education courses).
- Demonstrates an ability to consistently meet academic and professional standards.
- Students who fail a course may not be able to progress in the program, and seat and class availability may vary.

Clinical Progression Requirements

Students who do not receive appropriate clearance or meet the clinical progression requirements may be unable to complete the required clinical experiences, will be unable to complete the requirements for the PTA program, and will be withdrawn. The following are additional requirements for this program prior to students participating in clinical education at the student's expense:

- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Students may be required to undergo a physical exam.
- Proof of health insurance.

- Provide proof of current immunizations or titers showing immunity as follows:
  - Measles, mumps, and rubella (MMR) series.
  - Varicella zoster series.
  - Negative TB test results (if test results are more than 12 months old, they must be from a two-step test). If applicants have a history of a positive TB test, a chest x-ray is required.
  - Tetanus, diphtheria, pertussis (Tdap) within the previous 10 years.
  - Hepatitis B series vaccination or signed declination. Signed declination could affect eligibility to participate in clinical rotations.
- Submit to and pass drug screening and background checks at the institution's expense.
- Students should note that they may be subject to additional immunization, background check, and drug screening requirements in accordance with facility requirements.
- Students are financially responsible for all costs related to the physical exams, and immunizations. There may be an additional requirement for a Department of Public Safety fingerprint clearance card, depending upon clinical site requirements in semesters four and five (please see your Program Director or Director of Clinical Education).

Re-Enrollment in the PTA Program:

Students who are withdrawn will be given one opportunity to return to the PTA program. PTA students are required to speak with the PTA Program Director in the event they wish to return to the PTA program. Returning is contingent upon several criterion program capacity, student readiness, and student resolution of documented behavioral or disciplinary issues.

Re-entry/re-enrollment is contingent upon the availability of clinical/class and lab resources to accommodate returning students is the first criterion considered. If the appropriate resources are present, students requesting re-entry/re-enrollment will then be assessed for their readiness to return.

In addition to the institution's policy on a student returning (Assessment of Clinical Skills for Re-Entry/Re-Enrollment), the PTA program will be required to prove theoretical knowledge, and skill competency in all PTA coursework passed prior to the time of their failure to progress. This may be achieved by either of the following:

1. Competency may be tested by PTA faculty both in a written and practical format for all PTA coursework passed prior to the time of their failure to progress prior to re-enrollment. The student must pass each assessment for re-enrollment in the program (70% for written, grade of 80% or higher on lab practical examinations).

2. Competency may be tested by auditing all PTA coursework passed prior to the time of their failure to progress. The student will be required to follow the Audit Policy and PTA standards of progression requirements.

The final criterion is if there is documentation of student behavioral or disciplinary issues at the program or campus levels, the student will be asked to address these issues.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as an upright bicycle, treadmill, whirlpool tub, transportable ultrasound units, crutches, walkers, canes, model skeletons, and anatomical charts.

PHYSICAL THERAPIST ASSISTANT

California Licensing Requirements:

To be licensed as a physical therapist assistant (PTA) in California, applicants must meet the following requirements:

- Have graduated from a Commission on Accreditation in Physical Therapy Education (CAPTE) accredited PTA program.
- Pass the National Physical Therapy Examination (NPTE) and the California Law Examination (CLE).

Note: Individuals seeking approval as a Physical Therapist Assistant must submit their completed application to the Physical Therapy Board of California (PTBC) for approval to sit for the National Physical Therapy Exam (NPTE) and the California Law Exam (CLE).

Before applying to the PTBC, you must have graduated from an accredited PTA program and have in your possession a completed Certificate of Completion Form (P1E). The P1E form must remain in a sealed envelope and be submitted with the application. Applications received without the P1E will not be considered.
Additional requirements for applying to take the exams include payment of fees and fingerprinting.

- Be over the age of 18.
- Not be addicted to alcohol or any controlled substance.
- Not have committed acts or crimes constituting grounds for denial of approval under the California Business & Professions Code Section 480.

Reference Links:

- National Physical Therapy Exam for PTAs (NPTE): *https://www.fsbpt.org/*
- California Law Examination (CLE): *https://www.fsbpt.org/ExamCandidates/JurisprudenceExam.aspx*
- Physical Therapy Board of California (PTBC): *http://www.ptbc.ca.gov/applicants/index.shtml*

PHYSICAL THERAPY TECHNOLOGY

Students in the Physical Therapy Technology program practice a range of skills that encompass anatomy and physiology, pathologies, medical terminology, therapeutic exercises, and a wide range of modality applications that would include ultrasound, electrical stimulation, therapeutic exercises, hydrotherapy, and others. The program includes classroom lectures, laboratory exercises, and practice and clinical training in an off-campus professional environment.

Graduates are prepared for entry-level positions to provide support to physical therapists in a variety of settings to patients who are recovering from an injury, adapting to trauma or disability. This program culminates in a Certificate of Achievement.

Offered to new students at:

- **Mesa**
- **Tucson**

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Physical Therapy Technology program are: Physical Therapist Aides (31-2022.00). More information on this career may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

PHYSICAL THERAPY TECHNOLOGY

Program Learning Outcomes

Upon completion of the Physical Therapy Technology program, graduates will be able to:

- Demonstrate the skills and knowledge to assist with various therapeutic techniques.
- Demonstrate skills required to complete a patient treatment session safely.
- Establish foundational knowledge of anatomy and physiology in relation to patient care.

Admission Requirement

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Be able to lift 50 lbs.

Campus-Based

Program Requirements – Mesa and Tucson

PHYSICAL THERAPY TECHNOLOGY TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PTT121T	Fundamentals of Physical Therapy Technology Theory	48	0	0	3
PTT121L	Fundamentals of Physical Therapy Technology Application	0	48	0	1.5
PTT122T	Exercise and Wellness Theory	48	0	0	3
PTT122L	Exercise and Wellness Application	0	48	0	1.5
PTT123T	Kinesiology Basics Theory	48	0	0	3
PTT123L	Kinesiology Basics Application	0	48	0	1.5
PTT114T	Physical Agents Theory	48	0	0	3
PTT114L	Physical Agents Application	0	48	0	1.5
PTT125T	Introduction to Stretching Theory	48	0	0	3
PTT125L	Introduction to Stretching Application	0	48	0	1.5
CDV198.2 *	Career Development Seminar	30	0	0	2
PTT200	Externship	0	0	180	4
Total for Certificate		270	240	180	28.5

Approximate time to complete certificate program: 36 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 198.

PHYSICAL THERAPY TECHNOLOGY

Blended

Program Requirements – Mesa and Tucson

PHYSICAL THERAPY TECHNOLOGY TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
PTT121T.H †	Fundamentals of Physical Therapy Technology Theory	48	0	0	3
PTT121L	Fundamentals of Physical Therapy Technology Application	0	48	0	1.5
PTT122T.H †	Exercise and Wellness Theory	48	0	0	3
PTT122L	Exercise and Wellness Application	0	48	0	1.5
PTT123T.H †	Kinesiology Basics Theory	48	0	0	3
PTT123L	Kinesiology Basics Application	0	48	0	1.5
PTT114T.H †	Physical Agents Theory	48	0	0	3
PTT114L	Physical Agents Application	0	48	0	1.5
PTT125T.H †	Introduction to Stretching Theory	48	0	0	3
PTT125L	Introduction to Stretching Application	0	48	0	1.5
CDV198.2 *	Career Development Seminar	30	0	0	2
PTT200	Externship	0	0	180	4
Total for Certificate		270	240	180	28.5

Approximate time to complete certificate program: 36 weeks (not including breaks)

*Online general education course

†Blended course

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as exercise balls, anatomical charts, upright bicycle, treadmill, extremity whirlpool, patient lift, transportable ultrasound unit, skeletal models, massage tables, and braces or slings.

PRACTICAL NURSING

Practical nurses are generalists who care for patients and work in many healthcare areas. They provide basic bedside care, measure, and record patients' vital signs, and assist with bathing, dressing, and personal hygiene in nursing homes, physicians' offices, or in patients' homes. In nursing care facilities, practical nurses can help evaluate residents' needs, develop care plans, and supervise the care provided by nursing aides. In doctors' offices and clinics, their range of responsibilities may include office-related duties. In the home healthcare setting, practical nurses often prepare meals, assist in feeding patients and teach family members simple nursing tasks. This program culminates in a Certificate of Achievement.

Carrington College's Practical Nursing certificate program prepares students for entry-level employment under the guidance of a registered nurse or licensed physician/dentist in a variety of healthcare delivery settings.

Graduates are able to provide nursing care for clients experiencing common, well-defined health problems. It provides a foundation for the continued learning necessary for success as a practical nurse. The program's combined academic and clinical training prepares students to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN)*.

Offered to new students at:

- **Albuquerque**
- **Boise**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical to attain occupational licensure/certification or employment and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Practical Nursing program are: Licensed Practical and Licensed Vocational Nurses (29-2061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

PRACTICAL NURSING

Program Learning Outcomes

Upon completion of the Practical Nursing program, graduates will be able to:

- Implement a plan of care that provides safe, quality patient centered care to persons throughout the lifespan and across the health/wellness continuum that creates an environment promoting caring and professionalism with consideration for the patient's cultural/societal beliefs and practices.
- Apply knowledge to concepts in the care of patients throughout the lifespan and across the health/wellness continuum.
- Demonstrate effective communication and behaviors with healthcare stakeholders that is consistent with the practical nursing scope of practice and adhering to legal and ethical frameworks.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Pass the ATI TEAS Admission Assessment with a combined score of 53%. A second attempt is allowed seven days following the first attempt. A third attempt is allowed 30 days following the second attempt. After failing the third attempt, the waiting period is six months. At this point in time, a candidate may start the above process over again.
- The candidate must be 18 years of age.
- Submit to and pass a background checks and drug screening no more than 90 days prior to enrollment (at the applicant's expense). In New Mexico this includes a New Mexico Caregivers screening completed no more than 90 days prior to enrollment and drug screening completed no more than 90 days prior to enrollment (at the applicant's expense).
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- New Mexico: Provide proof of the following immunizations:
  - Provide proof of vaccination series, titer proving immunity, or a signed declination if available for the hepatitis B series. Signed declination or exemption could affect eligibility to participate in clinical experiences.
  - Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
  - Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
  - Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
  - Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
    - Initial PPD placement
    - Read in 48-72 hours
    - If the initial test is negative, repeat the PPD skin test in 7 – 21 days.
    - If one skin test is positive, a follow-up chest x-ray is required to look for active disease. Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
    - or lab results showing interferon globulin results is required

In addition to meeting the College's standard admission requirements, Idaho candidates must provide prior to first clinical:

- Submit proof of the following immunizations must be provided by students:

PRACTICAL NURSING

- Provide proof of vaccination series, titer proving immunity, or a signed declination if available for the hepatitis B series. Signed declination or exemption could affect eligibility to participate in clinical experiences.
- Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
- Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
- Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
- Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
  - Initial PPD placement
  - Read in 48-72 hours
  - If the initial test is negative, repeat the PPD skin test in 7 – 21 days
  - If one skin test is positive, a follow-up chest x-ray is required to look for active disease Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
  - or lab results showing interferon globulin results is required

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance TEAS exam total score.
- Entrance TEAS exam scores in Math, Science, Reading, and English.
- Entrance TEAS exam number of attempts.
- Entrance interview with the nursing department (if applicable).
- The previous degree earned.
- Transcript evaluation (if applicable). To be completed by the Dean of Nursing upon meeting enrollment criteria.

PRACTICAL NURSING

Campus-Based

Program Requirements – Albuquerque and Boise

Practical Nursing TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
AP100 †	Basic Anatomy and Physiology	45	0	0	3
MATH104	Math for Dosage Calculations	15	0	0	1
MEDT120	Medical Terminology	15	0	0	1
NUR122	Medication Administration	15	30	0	2
NUR107.1	Fundamentals and Medical-Surgical Nursing	60	0	135	7
NUR108.1	Fundamentals and Medical-Surgical Nursing–Lab	0	60	0	2
NUR157.A	Maternal Child Nursing	30	0	45	3
NUR165.A	Pediatric Nursing	30	0	45	3
NUR158.1	Community and Mental Health Nursing	45	0	45	4
NUR159.1	Nursing Care of Specialized Populations Lab	0	30	0	1
NUR160	Concepts in Clinical Pharmacology	45	0	0	3
NUR215.A	Medical-Surgical Nursing	60	0	225	9
NUR232	NCLEX-PN Review	0	60	0	2
NUR234	Manager of Care for PN	15	0	0	1
NUR217.1	Medical-Surgical Nursing-Lab	0	30	0	1
Total for Certificate		375	210	495	43

Approximate time to complete certificate program: 48 weeks (not including breaks)

All courses must be completed with a minimum grade of 75%

†Science-based general education course

Note: Course descriptions begin on page 198.

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

PRACTICAL NURSING

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as patient transfer equipment, adult high-fidelity manikins, birthing manikins, child and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, and an AED machine.

REGISTERED NURSING

The Registered Nursing (RN) Degree program prepares students to work as a Registered Nurse within the healthcare delivery system. Graduates are trained as providers and managers of care, communicators, and collaborators, and client advocates and educators. Students learn medical-surgical nursing, geriatric and pediatric care, obstetric and neonatal nursing, and mental healthcare. The RN program is approved by the California Board of Registered Nursing (BRN).

The RN program is delivered over the course of four 20-week terms of nursing coursework. At the end of the program students will participate in a 3-day live review with ATI and a final proctored comprehensive exam.

The program culminates in an Associate of Science Degree. Graduates are eligible to apply to the California Board of Registered Nursing to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*.

Offered to new students at:

- **Ontario**
- **Rancho Mirage**
- **Visalia**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical, to attain occupational licensure/certification or employment and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Registered Nursing program are: Health Education Specialists (21-1091.00) and Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

REGISTERED NURSING

Program Learning Outcomes

Upon completion of the Registered Nursing program, graduates will be able to:

- Assist individuals from diverse backgrounds to achieve optimal health utilizing the knowledge gained from biological, social, and nursing sciences.
- Formulate a comprehensive plan of care that minimizes risk and optimizes safety using the nursing process.
- Integrate the role of professional nursing into clinical practice.
- Apply psychological, social, and cultural knowledge to nursing practice.
- Use inter- and intra-professional communication and collaboration skills to deliver evidence-based, patient-centered care.
- Assume the role of advocate to improve healthcare delivery by communicating and acting according to the expressed needs of the individual.
- Interpret data and apply evidence to support clinical judgment.
- Develop and implement patient education based on identification need and in collaboration with the patient.
- Utilize a variety of resources, including electronic media and medical technology to provide safe, quality care of the patient and family.
- Provide leadership, manage resources, delegate and supervise members of the healthcare team.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in their career and personal life.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Complete the ATI TEAS Admission Assessment.
- Completion of a minimum of 34 credits of general education prerequisite coursework (minimum GPA of 2.5) in the following subjects at an accredited college or university:
    - Human Anatomy with lab*
    - Human Physiology with lab*
    - Microbiology with lab*
    - General Chemistry with lab*
    - Writing and Composition
    - Intermediate Algebra or higher
    - General Psychology
    - Introduction to Sociology or Cultural Anthropology
    - Introduction to Public Speaking / Oral Communication
    - General Education (GE) Breadth Area C2 (minimum of 3 credits in literature, philosophy, or foreign language)[1]

      *This course has no requirement for recency of completion.

Challenge / Advanced Placement for Military Trained Healthcare Personnel Requesting Entrance into the RN Program

Individuals who have held Military Health Care Occupation, specifically: Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP), Army Health Care Specialist (68W Army Medic) or Air Force Independent Duty Medical Technician (IMDT 4N0X1C), may achieve advanced placement into the nursing program with documentation of education and experience qualifying them for the specific Military Health Care Occupation and upon successful completion of the challenge exam(s), dosage calculation exam, and skills competency exam.

[1]If the student does not have GE Area C2 credits to transfer in, PHIL1C, Ethics must be taken at Carrington College.

REGISTERED NURSING

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Assessment
- Transcript Review
- Personal Interview

Campus-Based

Program Requirements – Ontario, Rancho Mirage, and Visalia

Registered Nursing Degree TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
RN10	Fundamentals of Nursing - Theory	45	0	0	3
RN10L	Fundamentals of Nursing - Clinical	0	0	135	3
RN12	Nursing Seminar 1: Pathophysiology	30	0	0	2
RN22	Nursing Seminar 2: Pharmacology	30	0	0	2
RN23	Maternal Newborn Nursing - Theory	45	0	0	3
RN23L	Maternal Newborn Nursing - Clinical	0	0	90	2
RN24	Beginning Medical / Surgical Nursing - Theory	45	0	0	3
RN24L	Beginning Medical / Surgical Nursing - Clinical	0	0	135	3
RN30	Gerontology / Community Health Nursing - Theory	15	0	0	1
RN30L	Gerontology / Community Health Nursing - Clinical	0	0	45	1
RN35	Intermediate Medical / Surgical Nursing - Theory	45	0	0	3
RN35L	Intermediate Medical / Surgical Nursing – Clinical	0	0	135	3
RN36	Health Assessment	30	0	0	2
RN37	Pediatrics - Theory	45	0	0	3
RN37L	Pediatrics - Clinical	0	0	90	2
RN43	Mental Health Psychiatric Nursing - Theory	45	0	0	3
RN43L	Mental Health Psychiatric Nursing - Clinical	0	0	90	2
RN44	Leadership	45	0	0	3
RN46	Advanced Medical / Surgical Nursing - Theory	45	0	0	3
RN46L	Advanced Medical / Surgical Nursing - Clinical	0	0	180	4
RN50*	Work Study	0	0	0	0
Total Program Credits		465	0	900	51
Minimum Total Prerequisite Credits		0	0	0	34
Total for Degree		465	0	900	85

Approximate time to complete degree program: 80 weeks (not including breaks)

Note: Course descriptions begin on page 198.

*This course is not a degree requirement; students will be enrolled at the discretion of the Program Director

REGISTERED NURSING

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Instructional Methodologies

Methodologies include lectures, assigned readings, case studies, clinical experiences, group discussions, examinations, scholarly papers, and audiovisual presentations such as PowerPoint.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as patient transfer equipment, high, mid, and low fidelity manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers-anatomical arms for starting IVs, infusion pump, postpartum hemorrhage model, medication administration models for IM and SQ injections and medication bar code scanners for medication administration.

REGISTERED NURSING

The Registered Nursing (RN) Certificate program is available to California licensed Vocational Nurses. In accordance with the Board of Registered Nursing (section 1435.5), this program is commonly referred to as the "30-unit option" and prepares the student to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)* but does not award an Associate of Science Degree. Non-degree applicants will be considered on a space available basis only and if program resources allow.

The program prepares students to work as a Registered Nurse within the healthcare delivery system. Graduates are trained as providers and managers of care, communicators, and collaborators, and client advocates and educators. Students learn medical-surgical nursing, geriatric and pediatric care, obstetric and neonatal nursing, and mental healthcare. The RN program is approved by the California Board of Registered Nursing (BRN).

The RN Certificate program is delivered over the course of three 20-week terms of nursing coursework. At the end of the program students will participate in a 3-day live review with ATI and a final proctored comprehensive exam.

The program culminates in a Certificate of Completion. Graduates are eligible to apply to the California Board of Registered Nursing to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*.

Offered to new students at:

- **Ontario**
- **Rancho Mirage**
- **Visalia**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical, to attain occupational licensure/certification or employment and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Registered Nursing program are: Health Education Specialists (21-1091.00) and Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

REGISTERED NURSING

Program Learning Outcomes

Upon completion of the Registered Nursing program, graduates will be able to:

- Assist individuals from diverse backgrounds to achieve optimal health utilizing the knowledge gained from biological, social, and nursing sciences.
- Formulate a comprehensive plan of care that minimizes risk and optimizes safety using the nursing process.
- Integrate the role of professional nursing into clinical practice.
- Apply psychological, social, and cultural knowledge to nursing practice.
- Use inter- and intra-professional communication and collaboration skills to deliver evidence-based, patient-centered care.
- Assume the role of advocate to improve healthcare delivery by communicating and acting according to the expressed needs of the individual.
- Interpret data and apply evidence to support clinical judgment.
- Develop and implement patient education based on identification need and in collaboration with the patient.
- Utilize a variety of resources, including electronic media and medical technology to provide safe, quality care of the patient and family.
- Provide leadership, manage resources, delegate and supervise members of the healthcare team.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in their career and personal life.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Complete the ATI TEAS Admission Assessment
- Hold a current American Heart Association Basic life Support (BLS) for the Healthcare Provider card.
- Hold a current unencumbered California LVN license.
    - The program does allow applicants to challenge the LVN coursework and licensure requirements. To successfully do so, applicants must:
        - Achieve a benchmark equivalent National Standard for ATI Fundamentals Proctored Assessment to establish foundational knowledge base.
        - Achieve a minimum score of 75% on the Final Exam for RN10 and RN10L.
- Completion of the following prerequisite coursework (minimum GPA of 2.5) at an accredited college or university:
    - Microbiology
    - Human Physiology

Carrington College has well defined policies and procedures that govern the acceptance of credit for coursework completed at other institutions, including military education and training for Veterans Administration students. Please refer to the Transfer Credit Policy on page 293 for further details.

Challenge / Advanced Placement for Military Trained Healthcare Personnel Requesting Entrance into the RN Program

Individuals who have held Military Health Care Occupation, specifically: Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP), Army Health Care Specialist (68W Army Medic) or Air Force Independent Duty Medical Technician (IMDT 4N0X1C), may achieve advanced placement into the nursing program with documentation of education and experience qualifying them for the specific Military Health Care Occupation and upon successful completion of the challenge exam(s), dosage calculation exam, and skills competency exam.

REGISTERED NURSING

Campus-Based

Program Requirements – Ontario, Rancho Mirage, and Visalia

Registered Nursing Certificate TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIOL14 †	Microbiology	45	45	0	4
BIOL45 †	Human Physiology	45	45	0	5
RN30	Gerontology / Community Health Nursing - Theory	15	0	0	1
RN30L	Gerontology / Community Health Nursing - Clinical	0	0	45	1
RN35	Intermediate Medical / Surgical Nursing - Theory	45	0	0	3
RN35L	Intermediate Medical / Surgical Nursing - Clinical	0	0	135	3
RN43	Mental Health Psychiatric Nursing - Theory	45	0	0	3
RN43L	Mental Health Psychiatric Nursing - Clinical	0	0	90	2
RN44	Leadership	45	0	0	3
RN45	Advanced Medical Surgical Nursing - Theory	45	0	0	3
RN45L	Advanced Medical Surgical Nursing - Clinical	0	0	135	3
RN50*	Work Study	0	0	0	0
Total Program Credits		285	90	405	31
Minimum Total Prerequisite Credits		0	0	0	34
Total for Certificate		285	90	405	65

Approximate time to complete certificate program: 60 weeks (not including breaks)

†Science-based general education course

*This course is not a degree requirement; students will be enrolled at the discretion of the Program Director

Note: Course descriptions begin on page 198.

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

REGISTERED NURSING

Instructional Methodologies

Methodologies include lectures, assigned readings, case studies, clinical experiences, group discussions, examinations, scholarly papers, and audiovisual presentations such as PowerPoint.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as patient transfer equipment, high, mid, and low fidelity manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers-anatomical arms for starting IVs, infusion pump, postpartum hemorrhage model, medication administration models for IM and SQ injections and medication bar code scanners for medication administration.

REGISTERED NURSING – LVN TO RN BRIDGE

The Registered Nursing – LVN to RN Bridge program is designed for Licensed Vocational Nurses who want to take the next step in their medical career. This program allows currently licensed Vocational Nurses to transfer credits from their LVN studies to the required coursework needed for the Registered Nursing program.

Students will be prepared to work as a Registered Nurse within the healthcare delivery system. Graduates are trained as providers and managers of care, communicators, and collaborators, and client advocates and educators. Students learn medical-surgical nursing, geriatric and pediatric care, obstetric and neonatal nursing, and mental healthcare.

The Registered Nursing – LVN to RN Bridge program is approved by the California Board of Registered Nursing (BRN).

The Registered Nursing – LVN to RN Bridge program is delivered over the course of two 20-week terms of nursing coursework. At the end of the program students will participate in a 3-day live review with ATI and a final proctored comprehensive exam.

The program culminates in an Associate of Science Degree. Graduates are eligible to apply to the California Board of Registered Nursing to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN)*.

Offered to new students at:

- **Ontario**
- **Rancho Mirage**
- **Visalia**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical, to attain occupational licensure/certification or employment and throughout their careers.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Registered Nursing program are: Health Education Specialists (21-1091.00) and Registered Nurses (29-1141.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

REGISTERED NURSING – LVN TO RN BRIDGE

Program Learning Outcomes

Upon completion of the Registered Nursing – LVN to RN Bridge program, graduates will be able to:

- Assist individuals from diverse backgrounds to achieve optimal health utilizing the knowledge gained from biological, social, and nursing sciences.
- Formulate a comprehensive plan of care that minimizes risk and optimizes safety using the nursing process.
- Integrate the role of professional nursing into clinical practice.
- Apply psychological, social, and cultural knowledge to nursing practice.
- Use inter- and intra-professional communication and collaboration skills to deliver evidence-based, patient-centered care.
- Assume the role of advocate to improve healthcare delivery by communicating and acting according to the expressed needs of the individual.
- Interpret data and apply evidence to support clinical judgment.
- Develop and implement patient education based on identification need and in collaboration with the patient.
- Utilize a variety of resources, including electronic media and medical technology to provide safe, quality care of the patient and family.
- Provide leadership, manage resources, delegate and supervise members of the healthcare team.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in their career and personal life.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Complete the ATI Fundamentals Examination.
- Hold a current American Heart Association Basic life Support (BLS) for the Healthcare Provider card.
- Hold a current unencumbered California LVN license
    - The program does allow applicants to challenge the LVN coursework and licensure requirements. To successfully do so, applicants must:
        - Achieve a benchmark equivalent National Standard for ATI Fundamentals Proctored Assessment to establish foundational knowledge base.
        - Achieve a minimum score of 75% on the Final Exam for RN10 and RN10L.
- Completion of a minimum of 34 credits of general education prerequisite coursework (minimum GPA of 2.5) in the following subjects at an accredited college or university:
    - Human Anatomy with lab*
    - Human Physiology with lab*
    - Microbiology with lab*
    - General Chemistry with lab*
    - Writing and Composition
    - Intermediate Algebra or higher
    - General Psychology
    - Introduction to Sociology or Cultural Anthropology
    - Introduction to Public Speaking / Oral Communication
    - General Education (GE) Breadth Area C2 (minimum of 3 credits in literature, philosophy, or foreign language)[1]

    *This course has no requirement for recency of completion.

[1]If the student does not have GE Area C2 credits to transfer in, PHIL1C, Ethics must be taken at Carrington College.

REGISTERED NURSING – LVN TO RN BRIDGE

Carrington College has well defined policies and procedures that govern the acceptance of credit for coursework completed at other institutions, including military education and training for Veterans Administration students. Please refer to the Transfer Credit Policy on page 293 for further details.

Challenge / Advanced Placement for Military Trained Healthcare Personnel Requesting Entrance into the RN Program

Individuals who have held Military Health Care Occupation, specifically: Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP), Army Health Care Specialist (68W Army Medic) or Air Force Independent Duty Medical Technician (IMDT 4N0X1C), may achieve advanced placement into the nursing program with documentation of education and experience qualifying them for the specific Military Health Care Occupation and upon successful completion of the challenge exam(s), dosage calculation exam, and skills competency exam.

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Assessment
- Transcript Review
- Personal Interview

Campus-Based

Program Requirements – Ontario, Rancho Mirage, and Visalia

Registered Nursing LVN – RN Bridge TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
RN28	Basic Medical Surgical Nursing Concepts	45	45	0	4
RN30	Gerontology / Community Health Nursing - Theory	15	0	0	1
RN30L	Gerontology / Community Health Nursing - Clinical	0	0	45	1
RN35	Intermediate Medical / Surgical Nursing - Theory	45	0	0	3
RN35L	Intermediate Medical / Surgical Nursing - Clinical	0	0	135	3
RN43	Mental Health Psychiatric Nursing - Theory	45	0	0	3
RN43L	Mental Health Psychiatric Nursing - Clinical	0	0	90	2
RN34	Maternal / Child Nursing - Theory	45	0	0	3
RN34L	Maternal / Child Nursing - Clinical	0	0	90	2
RN44	Leadership	45	0	0	3
RN45	Advanced Medical Surgical Nursing - Theory	45	0	0	3
RN45L	Advanced Medical Surgical Nursing - Clinical	0	0	135	3
Total Program Credits		285	45	495	31
Minimum Total Prerequisite Credits		0	0	0	34
Credit for California Vocational Nursing License		0	0	0	6
Total for Degree		285	45	495	71

Approximate time to complete degree program: 40 weeks (not including breaks)

Note: Course descriptions begin on page 198.

REGISTERED NURSING – LVN TO RN BRIDGE

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Instructional Methodologies

Methodologies include lectures, assigned readings, case studies, clinical experiences, group discussions, examinations, scholarly papers, and audiovisual presentations such as PowerPoint.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as patient transfer equipment, high, mid, and low fidelity manikins, wound care supplies and models, tracheostomy supplies, EKG machine, AED machine, task trainers-anatomical arms for starting IVs, infusion pump, postpartum hemorrhage model, medication administration models for IM and SQ injections and medication bar code scanners for medication administration.

RESPIRATORY CARE

Practicing under the direction of a physician, respiratory therapists perform therapeutic respiratory treatments and diagnostic procedures. They are required to exercise considerable, independent clinical judgment in the care of patients with breathing or other cardiopulmonary disorders. They consult with physicians and other healthcare professionals to help develop and modify patient care plans.

The Associate of Science degree in Respiratory Care is a three-academic-year (80 weeks) program that prepares graduates for advanced-level respiratory care. The program covers knowledge of anatomy and physiology of cardiac and respiratory systems and biochemical and cellular functions of the human body, as well as knowledge of the general principles of pharmacology and cardiopulmonary drugs, including knowledge of indications, doses, calculations, mechanisms of action, and adverse effects. Skill in patient examination, assessment, intervention, and treatment planning, especially in relation to the pathophysiology of cardiopulmonary diseases, knowledge, and skills in the principles and applications of emergency medicine, resuscitation equipment, intubation, airway clearance, chest tubes, and tracheostomy care. Students who successfully complete the Respiratory Care program are eligible for the National Board for Respiratory Care (NBRC) credentialing exams, which include the Therapist Multiple-Choice (TMC) exam and the Clinical Simulation Examination (CSE)*.

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Respiratory Care program are: Respiratory Therapists (29-1126.00), Respiratory Therapy Technicians (29-2054.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical rotations to attain occupational licensure/certification or employment and throughout their careers.

The Respiratory Care Associate of Science degree programs at the Las Vegas (#200536), Phoenix (#200390) and Pleasant Hill campuses (#200542) are accredited by the: Commission on Accreditation for Respiratory Care (CoARC) 264 Precision Blvd, Telford, TN 37690: *http://www.coarc.com*. 817 283 2835.

RESPIRATORY CARE

Program Learning Outcomes

Upon completion of the Respiratory Care program, graduates will be able to:

- Differentiate the skills and knowledge to perform entry-level respiratory care therapy in a variety of patient care settings.
- Utilize appropriate communication strategies to support data collection, intervention, and patient/client response.
- Demonstrate ethical behavior consistent with state laws and regulations related to privacy and safe practices.

Program Goal

The goal of Carrington College's Respiratory Care Program is to prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs).

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Applicants in Pleasant Hill will need to provide medical clearance from a physician attesting to good physical and mental health.
- Nevada state law requires new students attending courses onsite at a Nevada campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Nevada Immunization Requirements section of this catalog.

Selection Criteria:

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance examination score.
- Work or volunteer-related experience in a healthcare facility.

RESPIRATORY CARE

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Campus-Based

Program Requirements – Las Vegas

Respiratory Care TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
GOV141 *	Nevada and US Constitutions	45	0	0	3
BIO108 *	Anatomy and Physiology	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
RC111	Introduction to Respiratory Care	75	30	0	6
RC110	Pharmacology	45	0	0	3
ENG101 *	English Writing and Composition	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
RC120	Clinical Laboratory Practice	0	60	0	2
RC121	Fundamentals of Respiratory Care	45	30	0	4
RC122	Respiratory Care Pathophysiology	45	0	0	3
RC130	Ventilatory Principles of Respiratory Care	30	90	0	5
RC300	Clinical Practice I	0	0	135	3
RC310	Clinical Practice II	0	0	135	3
RC140	Critical Care Principles of Respiratory Care	30	30	0	3
RC141	Neonatal and Pediatric Respiratory Care	60	90	0	7
RC142	Specialized Respiratory Care	60	30	0	5
RC151	NBRC Review	30	0	0	2
RC150	Advanced Respiratory Care	60	90	0	7
RC500	Clinical Practice III	0	0	270	6
Total for Degree		705	450	540	74

Approximate time to complete degree program: 80 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 198.

RESPIRATORY CARE

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Campus-Based

Program Requirements – Phoenix and Pleasant Hill

Respiratory Care TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO108 *	Anatomy and Physiology	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
RC111	Introduction to Respiratory Care	75	30	0	6
RC110	Pharmacology	45	0	0	3
ENG101 *	English Writing and Composition	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
RC120	Clinical Laboratory Practice	0	60	0	2
RC121	Fundamentals of Respiratory Care	45	30	0	4
RC122	Respiratory Care Pathophysiology	45	0	0	3
SOC101 *	Introduction to Sociology	45	0	0	3
RC130	Ventilatory Principles of Respiratory Care	30	90	0	5
RC300	Clinical Practice I	0	0	135	3
RC310	Clinical Practice II	0	0	135	3
RC140	Critical Care Principles of Respiratory Care	30	30	0	3
RC141	Neonatal and Pediatric Respiratory Care	60	90	0	7
RC142	Specialized Respiratory Care	60	30	0	5
RC151	NBRC Review	30	0	0	2
RC150	Advanced Respiratory Care	60	90	0	7
RC500	Clinical Practice III	0	0	270	6
Total for Degree		705	450	540	74

Approximate time to complete degree program: 80 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 198.

RESPIRATORY CARE

Program Technical Standards

To meet program objectives and perform job duties required in the profession, RC students must:

- Possess motor, hearing, and visual skills that enable the student to meet program objectives and perform job duties required in the profession.

Progression Requirements

- Courses must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required courses in the previous semester.
- Students who fail the same course twice are academically terminated from the program.
- Submit to and pass drug screening and background checks at the institution's expense, the results of which could affect eligibility to participate in clinical rotations.
- Prior to entering direct patient care, submit proof of the following at the student's expense:
  - Proof of health insurance (Las Vegas only).
  - The following are additional requirements for this program prior to entering direct patient care; students must provide proof of current immunizations and/or titers showing immunity as follows:
    - Measles, mumps, and rubella (MMR) series.
    - Varicella zoster series
    - Negative TB test results (if test results are more than 12 months old, they must be from a two-step test). The QuantiFERON blood test is also a valid test.
      - If applicant has a history of a positive TB test, a chest x-ray is required.
    - Tetanus, diphtheria, pertussis (Tdap) within the previous 10 years
    - Hepatitis B series vaccination or signed declination. Signed declination could affect eligibility to participate in clinical experiences.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as bedside table, IV poles, emergency cart and simulator w/laptop, nebulizers, arterial arm stick kit, blood pressure cuffs, molecule model sets, articulated skeleton, incubator, and emergency carts.

California Licensing Requirements:

An applicant for licensure in the State of California shall not receive a license without first successfully passing both National Board of Respiratory Care examinations:

- Therapist Multiple-Choice Examination (TMC), at the high cut score
- Clinical Simulation Examination (CSE)

All applicants for licensure shall have completed an education program for respiratory care that is accredited by the Commission on Accreditation for Respiratory Care (CoARC) or its successor and been awarded a minimum of an associate degree from an institution or university accredited by a regional accreditation agency or association recognized by the United States Department of Education.

Satisfactory evidence as to educational qualifications shall take the form of certified transcripts of the applicant's college record mailed directly to the board from the educational institution. However, the board may require an evaluation of educational credentials by an evaluation service approved by the board.

- Submit completed application and fee to the Respiratory Care Board (RCB) of California.
- Undergo fingerprinting and background checks.
- Complete a 3-hour Board-approved Law and Professional Ethics course.

RESPIRATORY CARE

Note: The RCB has approved two law and professional ethics courses, developed independently by the California Society for Respiratory Care (CSRC) and the American Association for Respiratory Care (AARC). Only ONE law and professional ethics course are required to be completed prior to licensure (either the CSRC's or AARC's course).

Submit completed application, including fee and DMV driving history report.

Reference Links:

- Respiratory Care Board of California (RCB): *http://www.rcb.ca.gov/*
- National Board for Respiratory Care (NBRC): *https://www.nbrc.org/*
- California Society for Respiratory Care (CSRC): *http://www.csrc.org/*
- American Association for Respiratory Care (AARC): *https://www.aarc.org/*

RESPIRATORY THERAPY

Practicing under the direction of a physician, respiratory therapists perform therapeutic respiratory treatments and diagnostic procedures. They are required to exercise considerable, independent clinical judgment in the care of patients with breathing or other cardiopulmonary disorders. They consult with physicians and other healthcare professionals to help develop and modify patient care plans.

The Associate of Science degree in Respiratory Therapy is a three-academic-year program that prepares graduates for advanced-level respiratory care. The program covers knowledge of anatomy and physiology of cardiac and respiratory systems and biochemical and cellular functions of the human body, as well as knowledge of the general principles of pharmacology and cardiopulmonary drugs, including knowledge of indications, doses, calculations, mechanisms of action, and adverse effects. Skill in patient examination, assessment, intervention, and treatment planning, especially in relation to the pathophysiology of cardiopulmonary diseases, knowledge, and skills in the principles and applications of emergency medicine, resuscitation equipment, intubation, airway clearance, chest tubes, and tracheostomy care. Students who successfully complete the Respiratory Therapy program are eligible for the National Board for Respiratory Care (NBRC) credentialing exams, which include the Therapist Multiple-Choice (TMC) exam and the Clinical Simulation Examination (CSE)*.

Offered to new students at:

- **Bakersfield**
- **Las Vegas**
- **Phoenix**
- **Pleasant Hill**
- **Ontario**
- **Rancho Cordova**
- **Temecula**
- **Visalia**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Respiratory Therapy program are: Respiratory Therapists (29-1126.00), Respiratory Therapy Technicians (29-2054.00), and Health Technologists and Technicians, All Other (29.2099.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinical rotations to attain occupational licensure/certification or employment and throughout their careers.

RESPIRATORY THERAPY

Program Learning Outcomes

Upon completion of the Respiratory Therapy program, graduates will be able to:

- Perform clinically as a competent advanced-level Respiratory Therapist.
- Exemplify critical thinking and judgment skills.
- Demonstrate personal and professional behavior consistent with a Respiratory Therapist.
- Earn Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support Provider (PALS), and Neonatal Resuscitation Provider (NRP) certifications.
- Become a Registered Respiratory Therapist.
- Characterize the philosophies of lifelong learning and professional growth by participating in continued education and community outreach.
- Demonstrate the social skills, professional appearance, attitudes, and behavior that employers expect of graduates.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior, and appropriate interpersonal interaction to situations in his or her career and personal life.

Program Goal

The goal of Carrington College's Respiratory Therapy program is to prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs).

Selection Criteria:

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance examination score.
- Work or volunteer-related experience in a healthcare facility.

RESPIRATORY THERAPY

Campus-Based

Program Requirements – Bakersfield, Las Vegas, Ontario, Phoenix, Pleasant Hill, Rancho Cordova, Temecula, and Visalia

Respiratory Therapy TECHNICAL AND GENERAL EDUCATION COURSES		Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
RCS115	Human Anatomy and Physiology For The Respiratory Care Therapist With Lab	45	30	0	4
RCS125	Introduction to General Chemistry For The Respiratory Care Therapist With Lab	45	30	0	4
RCS135	Microbiology For The Respiratory Care Therapist With Lab	45	30	0	4
RCP100	Introduction of Respiratory Care	90	30	0	7
RCP130	Fundamentals of Respiratory Care	45	30	0	4
RCP110	Respiratory Care Pathophysiology	60	15	0	4
RCP140	Pharmacology	60	15	0	4
RCP150	Ventilatory Principles of Respiratory Care	30	90	0	5
RCP160	Critical Care Principles of Respiratory Care	30	30	0	3
RCP170	Neonatal and Pediatric Respiratory Care	75	75	0	7
RCP180	Specialized Respiratory Care	75	15	0	5
RCP190	Advanced Respiratory Care	75	75	0	7
RCP120	Clinical Laboratory Practice	0	45	0	1
RCP210	Clinical Practice Rotation 1	0	0	225	5
RCP220	Clinical Practice Rotation 2	0	0	225	5
RCP230	Clinical Practice Rotation 3	0	0	225	5
ENG101 *	English Writing and Composition	45	0	0	3
HUM200 *	Ethics in Contemporary Society (Arizona and California only)	45	0	0	3
MTH151 *	College Algebra	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
GOV151 *	Nevada and US Constitutions (Nevada only)	45	0	0	3
Total for Degree		855	510	675	86

Approximate time to complete degree program: 75 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 198.

RESPIRATORY THERAPY

Program Technical Standards

To meet program objectives and perform job duties required in the profession, RT students must:

- Possess motor, hearing, and visual skills that enable the student to meet program objectives and perform job duties required in the profession.

Progression Requirements

- Courses must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required courses in the previous semester.
- Students who fail the same course twice are academically terminated from the program.
- Submit to and pass drug screening and background checks at the institution's expense, the results of which could affect eligibility to participate in clinical rotations.
- Prior to entering direct patient care, submit proof of the following at the student's expense:
  - Medical clearance from a physician attesting to good physical and mental health may be required prior to entering direct patient care.
  - Students must provide proof of current immunizations and/or titers showing immunity as follows:
    - Measles, mumps, and rubella (MMR) series.
    - Varicella zoster series
    - Negative TB test results (if test results are more than 12 months old, they must be from a two-step test). The QuantiFERON blood test is also a valid test.
      - If applicant has a history of a positive TB test, a chest x-ray is required.
    - Tetanus, diphtheria, pertussis (Tdap) within the previous 10 years
    - Hepatitis B series vaccination or signed declination. Signed declination could affect eligibility to participate in clinical experiences.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process such as bedside table, IV poles, emergency cart and simulator w/laptop, nebulizers, arterial arm stick kit, blood pressure cuffs, molecule model sets, articulated skeleton, incubator, and emergency carts.

California Licensing Requirements:

An applicant for licensure in the State of California shall not receive a license without first successfully passing both National Board of Respiratory Care examinations:

- Therapist Multiple-Choice Examination (TMC), at the high cut score
- Clinical Simulation Examination (CSE)

All applicants for licensure shall have completed an education program for respiratory care that is accredited by the Commission on Accreditation for Respiratory Care (CoARC) or its successor and been awarded a minimum of an associate degree from an institution or university accredited by a regional accreditation agency or association recognized by the United States Department of Education.

Satisfactory evidence as to educational qualifications shall take the form of certified transcripts of the applicant's college record mailed directly to the board from the educational institution. However, the board may require an evaluation of educational credentials by an evaluation service approved by the board.

- Submit completed application and fee to the Respiratory Care Board (RCB) of California.
- Undergo fingerprinting and background checks.
- Complete a 3-hour Board-approved Law and Professional Ethics course.

RESPIRATORY THERAPY

Note: The RCB has approved two law and professional ethics courses, developed independently by the California Society for Respiratory Care (CSRC) and the American Association for Respiratory Care (AARC). Only ONE law and professional ethics course are required to be completed prior to licensure (either the CSRC's or AARC's course).

Submit completed application, including fee and DMV driving history report.

Reference Links:

- Respiratory Care Board of California (RCB): *http://www.rcb.ca.gov/*
- National Board for Respiratory Care (NBRC): *https://www.nbrc.org/*
- California Society for Respiratory Care (CSRC): *http://www.csrc.org/*
- American Association for Respiratory Care (AARC): *https://www.aarc.org/*

SURGICAL TECHNOLOGY

Surgical technologists assist in surgical operations under the supervision of surgeons, registered nurses, or other surgical personnel. They are members of operating room teams, which are usually also made up of surgeons, anesthesiologists, and circulating nurses.

Prior to surgery, surgical technologists help prepare the operating room by setting up instruments, equipment, and sterile drapes. Surgical technologists help prepare incision sites and help the surgical team put on sterile gowns and gloves. During surgery, technologists pass instruments and other sterile supplies to surgeons and surgical assistants and help prepare specimens for laboratory analysis.

Carrington College's Surgical Technology program includes the academic and clinical instruction necessary to perform the duties of a surgical technologist. The program comprises the study of microbiology, anatomy, physiology, pharmacology, surgical procedures, instrumentation and techniques, preoperative and post-operative routines, and care of surgical patients. Students are expected to participate in a minimum of 120 surgical cases by the end of the program, which culminates in an Associate of Science degree in Surgical Technology. Students who successfully complete the Surgical Technology program are eligible for the Certification of Surgical Technologists (CST) through the National Board for Surgical Technology and Surgical Assisting (NBSTSA)*.

Offered to new students at:

- **Bakersfield**
- **Fresno**
- **Phoenix**
- **Rancho Cordova**
- **San Jose**
- **Temecula**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the state of California, for graduates of the Surgical Technology program are: Surgical Technologists (29-2055.00) and Surgical Assistants (29-9093.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

SURGICAL TECHNOLOGY

Program Goals

The goal of the Surgical Technology program is to prepare competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. The Surgical Technology program provides students with the opportunity to develop the knowledge and skills necessary for employment as entry-level surgical technologists. This is accomplished by meeting the criteria of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARCSTSA) and by maintaining a curriculum that ensures achievement and is true to Carrington College's institutional program and course learning outcomes.

Program Learning Outcomes

Upon completion of the Surgical Technology program, graduates will be able to:

Cognitive (Knowledge)

- Explain the eligibility criteria required to successfully complete the National Certification Exam for Surgical Technologists.
- Apply the knowledge of human anatomy and physiology, microbiology, and pharmacology as it relates to a variety of surgical procedures.

Psychomotor (Skills)

- Practice the correct solutions in applying aseptic techniques in a variety of clinical environments.
- Apply safe practice techniques with the handling of instruments, surgical supplies, and direct patient care in the surgical and sterile processing environment.
- Demonstrate the consistent application of surgical consciousness in the clinical setting.

Affective (Behavior)

- Explain the value of accountability, competence, and character in a surgical technologist in the healthcare environment.
- Demonstrate the importance of critical thinking and communication in the surgical setting as a member of the healthcare team.
- Connect the impact of social competence, professionalism, and ethical values to display respect and advocacy for the surgical patient, healthcare team, and the college as expected from entry-level healthcare professionals.

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance examination score

SURGICAL TECHNOLOGY

On Campus

Program Requirements – Bakersfield, Fresno, Phoenix, Rancho Cordova, San Jose, and Temecula

	Surgical Technology TECHNICAL AND GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
ST100	Anatomy & Physiology with Medical Terminology	75	0	0	5
MAT101 *	Principles of Mathematics	45	0	0	3
ST110	Introduction to Surgical Technology	60	30	0	5
ST115	Surgical Case Management	45	0	0	3
ST105	Surgical Case Management Lab	15	30	0	2
ENG101 *	English Writing and Composition	45	0	0	3
ST120	Basic Surgical Procedures	120	0	0	8
ST125	Basic Surgical Procedures Lab	0	60	0	2
SPH205 *	Interpersonal Communication	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
ST130	Advanced Surgical Procedures	120	0	0	8
ST300	Clinical Experience 1	0	0	180	4
ST140	Professional Development	90	0	0	6
ST400	Clinical Experience 2	0	0	315	7
Total for Degree		705	120	495	62

Approximate time to complete degree program: 64 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 189

SURGICAL TECHNOLOGY

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Blended

Program Requirements – Phoenix and San Jose

	Surgical Technology TECHNICAL AND GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
APMT1.H	Anatomy & Physiology with Medical Terminology	60	0	0	4
MAT101 *	Principles of Mathematics	45	0	0	3
STT11.H	Introduction to Surgical Technology	60	0	0	4
STT12.H	Surgical Case Management	45	0	0	3
STL1	Surgical Case Management Lab	0	60	0	2
ENG101 *	English Writing and Composition	45	0	0	3
STT22.H	Basic Surgical Procedures	105	0	0	7
STL2	Basic Surgical Procedures Lab	0	150	0	5
SPH205 *	Interpersonal Communication	45	0	0	3
PSY101 *	Introduction to Psychology	45	0	0	3
STT33.H	Advanced Surgical Procedures	75	30	0	5
STC3	Clinical Experience 1	0	0	225	5
STT44.H	Professional Development	90	0	0	6
STC4	Clinical Experience 2	0	0	315	7
Total for Degree		615	240	540	60

Approximate time to complete degree program: 64 weeks (not including breaks)
*Online general education course
Note: Course descriptions begin on page 198.

SURGICAL TECHNOLOGY

Progression Requirements:

In addition to the College's Standards of Progression, Surgical Technology students must meet the following academic Standards in each Surgical Technology course. Surgical Technology courses must be taken in sequence due to the progressive and hierarchal nature of the curriculum.

To pass each course students must achieve the following minimum requirements. Failure to meet any of these requirements will result in an F grade for the entire course.

- Minimum grade of 70% in all Surgical Technology and science-based general education courses.
- Minimum grade of 70% on each still competency assessment.
    - 100% of the skill competencies must be passed in each course.
    - Students who do not achieve a minimum grade of 70% on a skill competency assessment will be given one retake at that skill competency following remediation. The original skill competency assessment score will be recorded in the gradebook.

Clinical Education Progression Requirements:

Students who do not receive appropriate clearance or meet the clinical progression requirements may be unable to complete the required clinical experiences and will be unable to complete the requirements for the Surgical Technology program and will be withdrawn.

The following are additional requirements for this program prior to students participating in clinical experiences:

- Submit to and pass drug screening at the institution's expense that could affect eligibility to participate at a clinical site.
- Provide proof of immunizations or titers at the student's expense showing immunity as follows:
    - Negative TB test results. If test results are more than 12 months old, they must be from a two-step test. If applicants have a history of a positive TB test, a chest x-ray is required.
    - Measles, mumps, and rubella (MMR) series.
    - Hepatitis B series vaccination or signed declination. (Signed declination could affect eligibility to participate in clinical experiences).
    - Varicella zoster series.
    - Tetanus, diphtheria, pertussis (Tdap) proof of 1 dose within the previous ten years.
    - Students should note that they may be subject to additional immunization, background check, and drug screening requirements in accordance with facility requirements.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as: fully functional O.R. table and scrub sink, IV poles, anesthesia machines, transportation gurney, manikins for mock surgery, prep trays, syringes, needles, and electrocautery knives.

Re-enrollment in the Surgical Technology program:

- Students who must repeat a course are subject to space availability.
- Students who have two failed attempts in the same surgical technology course resulting in an FW or F grade are withdrawn from the Surgical Technology program permanently.

Student Work Policy

All student activities associated with the curriculum, especially while students are completing clinical rotations, will be educational in nature. Students will not be substituted for hired staff personnel within the clinical institution in the capacity of a surgical technologist.

SURGICAL TECHNOLOGY

Course Curriculum

The Surgical Technology program consists of classroom instruction of surgical technology theory and principles along with lab instruction for the practice of surgical technology skills. The clinical experience courses provide students the ability to practice skills and theory in an actual clinical-site operating room. Surgical Technology courses must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required courses from the previous semester.

Surgical Technology Certification options to CA program graduates:

- **Certified Surgical Technologist (CST) exam through the National Board of Surgical Technology and Surgical Assisting (NBSTSA)**

Establishing Eligibility to Test

The National Board of Surgical Technology and Surgical Assisting (NBSTSA) retains the sole authority to establish eligibility requirements and make all final decisions regarding eligibility.

Before testing, individuals must first establish eligibility by submitting the appropriate examination application form along with the correct fees. NBSTSA does not refund processing fees for ineligible candidates.

NBSTSA accepts all properly completed applications from qualified applicants regardless of the applicant's age, sex, race, religion, marital status, disability, or national origin.

For a list of Commission on Accreditation of Allied Health Education Programs (CAAHEP) approved surgical technology programs go to *www.caahep.org* or call 727 210 2350. For a list of Accrediting Bureau of Health Education Schools (ABHES) approved surgical technology programs go to *www.abhes.org* or call 301 291 7550.

Certified Surgical Technologist Eligibility Requirements

For graduates of a Surgical Technology program accredited by CAAHEP or ABHES during their enrollment. Provide ONE of the following documents:

- A notarized letter (on institutional letterhead) from the Program Director which states your name, date of graduation, and type of degree awarded.
- A copy of your graduation certificate.
- Transcript (Transcripts do not have to be official; however, NBSTSA reserves the right to request an official transcript).

Obtained from: *https://www.nbstsa.org/cst-first-timeretake-applicants*

TRADES STUDIES
(ONLINE DEGREE COMPLETION)

Carrington College's Trades Studies program, which culminates in an Associate of Science Degree, provides an opportunity for individuals to build on prior education to earn the educational credential that is often needed for advancement.

Offered in an online format, students in the Trade Studies program enjoy the flexibility of attending school "anytime, anywhere" while continuing to work in their current jobs. Students are provided with a comprehensive learning experience provided by faculty who complete specialized instruction to prepare them to teach via this medium.

The following job categories are considered in-field to calculate the graduate employment rates required by the State of California for graduates of the Trades Studies Associate of Science Degree program. Detailed information for each Standard Occupational Classification (SOC) can be found at *https://www.onetonline.org/.*

Electrical Technology

- Electricians (47-2111.00)
- Security and Fire Alarm System Installers (49-2098.00)
- Signal and Track Switch Repairers (49-9097.00)
- First-Line Supervisors of Construction Trades and Extraction Workers (47-1011.00)
- Electrical Helper (47.3013.00)

Heating, Ventilation, Air Conditioning, and Refrigeration

- Heating, Air Conditioning, and Refrigeration Mechanics and Installers (49-9021.00)
- Maintenance and Repair Workers, General (49-9071.00)

Maintenance Technician

- Industrial Machinery Mechanics (49-9041.00)
- Helpers-Installation, Maintenance & Repair Workers (49-9098.00)
- Maintenance Workers, Machinery (49-9043.00)
- Multiple Machine Tool Setters, Operators, and Tenders, Metal and Plastic (51-4081.00)

TRADES STUDIES
(ONLINE DEGREE COMPLETION)

Program Learning Outcomes

Upon completion of the Trade Studies program, graduates will be able to:

- Apply critical thinking skills in a variety of situations.
- Use appropriate technology to acquire, organize, analyze, and communicate information.
- Demonstrate computer literacy.
- Define personal values and ethics.
- Communicate thoughts, ideas, information, and messages in written and oral formats.
- Demonstrate knowledge of and sensitivity to a variety of cultural values and awareness of global issues.
- Value the rights, work, and contributions of others.

Admission Requirements

In addition to meeting the College's standard admission requirements, candidates must:

- Have earned a certificate from an accredited Institution with a minimum of 30 semester credits and at least a 2.0 GPA applicable to a trades-related program (see chart above for certificate semester credits completed and degree credits required).
- Submit an official transcript of the earned certificate program from an approved accredited institution at the time of enrollment.
- Own or have unrestricted access to a computer with reliable internet access.

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS

Online Division (Degree conferred from the Phoenix campus)

Program Requirements (Online Degree Completion)

	Trades Studies GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Practical Hours	Semester Credit Hours
ENG101	English Writing and Composition	45	0	0	3
MAT101	Principles of Mathematics	45	0	0	3
PSY101	Introduction to Psychology	45	0	0	3
SOC101	Introduction to Sociology	45	0	0	3
HUM200	Ethics in Contemporary Society	45	0	0	3
ENG151	Technical Writing	45	0	0	3
SPH205	Interpersonal Communication	45	0	0	3
SCI210	Environmental Science	45	0	0	3
COL105	Critical Thinking	45	0	0	3
MAT151	College Algebra	45	0	0	3
Total for Degree Completion Coursework*		450	0	0	30
Minimum Total Transfer Credits					30
Total for Degree		450	0	0	60

Approximate time to complete degree completion coursework: 30 weeks (not including breaks).
Note: Course descriptions begin on page 198.

TRADES STUDIES
(ONLINE DEGREE COMPLETION)

* The semester credits required to complete the Trades Studies Associate Degree program varies based on the number of credits completed in the trade-related certificate program.

Trade-Related Certificate Credits	Trades Studies Degree Credits Required
30 - 32	30
33 - 35	27
36 - 38	24
39 - 40	21

Please refer to the Transfer Credit Policy on page 293 for further details.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

VETERINARY ASSISTANT

The Veterinary Assistant program is 36 weeks in length and prepares students with the skills to help animals when they need it most. This in-depth training covers animal patient care including lab tests, radiology procedures, veterinary dentistry, critical care, and surgical assisting. Curriculum also focuses on communication skills involving pet owner education, sick animal counseling, and wellness/preventative measures. Students receive hands-on training under the direct supervision of a Registered Veterinary Technician or Doctor of Veterinary Medicine. Externship includes various animal care environments to give students real-world experience. This program culminates in a Certificate of Achievement.

Offered to new students at:

- **Bakersfield**
- **Fresno**

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Veterinary Assistant program are: Veterinary Assistants and Laboratory Animal Caretakers (31-9096.00), Office Clerks, General (in a medical/veterinary setting) (43-9061.00, and Medical Secretaries and Administrative Assistants (in a medical/veterinary setting) (43-6013.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

VETERINARY ASSISTANT

Program Learning Outcomes

Upon completion of the Veterinary Assistant program, graduates will be able to:

- Perform the duties pertaining to veterinary clinic reception, office management, and general computer skills.
- Perform the various duties of a veterinary assistant, such as venipuncture, administering of injections, placing of IV catheters, and the monitoring of anesthesia in a surgical setting.
- Perform dental prophylaxis, with capability to instruct and demonstrate in-home dental care, providing detailed explanation for future recommendations.
- Perform and apply laboratory procedures, as well as radiographic film processing regarded as diagnostic contributions in animal healthcare.
- Demonstrate confidence in the execution of exam room protocols, such as proper pet restraining techniques, obtaining vitals, accurate recording of patient history and client communication within the examination process.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior and appropriate interpersonal interaction to situations in his or her career and personal life.
- Demonstrate the social skills, professional appearance, attitudes and behavior that employers expect of graduates.

Campus-Based

Program Requirements – Bakersfield and Fresno

	Veterinary Assistant TECHNICAL COURSES	Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
VA100	Introduction to the Veterinary Assisting	30	15	0	2
VA110	Introduction to Life Sciences	45	0	0	3
VA130	Veterinary Anatomy and Physiology I	45	0	0	3
VA120	Animal Nursing	30	15	0	2
VA140	Veterinary Anatomy and Physiology II	45	0	0	3
VA150	Veterinary Pharmacology	45	0	0	3
VA160	Veterinary Laboratory Procedures	60	30	0	5
VA170	Veterinary Radiology	30	15	0	2
VA180	Veterinary Surgical Assisting	60	30	0	5
VA190	Veterinary Dentistry and Critical Care	30	15	0	2
VA500	Clinical Externship	0	0	135	3
VA510	Certification Prep	15	0	0	1
GRS100	Graduate Readiness Seminar	30	0	0	2
Total for Certificate		465	120	135	36

Approximate time to complete certificate program: 36 weeks (not including breaks)

Note: Course descriptions begin on page 198.

VETERINARY ASSISTANT

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as model animals, anesthesia machines, autoclaves, blood pressure equipment, cardiac monitor, microchip scanner, microscopes, scales, stethoscopes, and examination tables.

VETERINARY ASSISTING

Veterinary assistants typically work under the supervision of a licensed veterinarian doing clinical work, such as performing various diagnostic tests and medical treatments. They also assist with dental care, prepare tissue samples and assist veterinarians in a variety of exams and procedures. Veterinary assistants work in all phases of animal care, including hospital sanitation and equipment maintenance, medical and surgical assisting, laboratory diagnostics, and office administration. Employment opportunities include positions in veterinary clinics or hospitals.

The curriculum provides students with education in the clinical, laboratory, and administrative duties of a veterinary assistant. Courses cover animal anatomy and physiology, nursing skills, animal surgical assisting, pharmaceutical chemistry and application, animal restraint and patient services, and front office skills, such as computer basics, telephone communication requirements, and appointment scheduling. The program includes an externship that allows students to practice skills in an actual veterinary healthcare setting. This program culminates in a Certificate of Achievement.

Offered to new students at:

- **Mesa**
- **Phoenix**
- **Portland**
- **Spokane**
- **Tucson**

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Veterinary Assisting program are: Veterinary Assistants and Laboratory Animal Caretakers (31-9096.00), Office Clerks, General (in a medical/veterinary setting) (43-9061.00, and Medical Secretaries and Administrative Assistants (in a medical/veterinary setting) (43-6013.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

VETERINARY ASSISTING

Program Learning Outcomes

Upon completion of the Veterinary Assisting program, graduates will be able to:

- Complete appropriate veterinary assisting procedures related to animal husbandry, diagnostics, equipment maintenance and client care in a variety of settings.
- Apply basic knowledge of animal anatomy and physiology of multiple species in relation to animal care.
- Maintain a professional and safe work environment.

Admission Requirements

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Oregon state law requires new students attending courses onsite at an Oregon campus to provide proof of immunization prior to attending courses on campus. Please refer to the specific requirements as located in the Oregon Immunization Requirements section of this catalog.

VETERINARY ASSISTING

THIS PROGRAM IS NOT CURRENTLY ENROLLING NEW STUDENTS AT THE PHOENIX EDUCATION CENTER

Blended

Program Requirements - Mesa, Phoenix, Portland, Spokane, and Tucson

Veterinary Assisting TECHNICAL COURSES		Lecture Hours	Lab Hours	Extern Hours	Semester Credit Hours
VAC111T.H †	Introduction to the Veterinary Hospital	48	0	0	3
VAC111L	Hospital Practices	0	48	0	1.5
VAC112T.H †	The Veterinary Laboratory	48	0	0	3
VAC112L	Laboratory Procedures	0	48	0	1.5
VAC113T.H †	Animal Nursing and Care	48	0	0	3
VAC113L	Veterinary Assisting Techniques	0	48	0	1.5
VAC114T.H †	Surgical Nursing and Specialty Care	48	0	0	3
VAC114L	Surgical and Specialty Procedures	0	48	0	1.5
VAC115T.H †	Pharmacy and Pharmacology Calculations	48	0	0	3
VAC115L	Pharmacy Practice	0	48	0	1.5
CDV198.2 *	Career Development Seminar	30	0	0	2
VAC180	Veterinary Assisting Externship	0	0	180	4
Total for Certificate		270	240	180	28.5

Approximate time to complete certificate program: 36 weeks (not including breaks)
*Online general education course
†Blended course
Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as model animals, anesthesia machines, autoclaves, blood pressure equipment, cardiac monitor, microchip scanner, microscopes, scales, stethoscopes, and examination tables.

VETERINARY TECHNOLOGY

Veterinary technicians typically work under the supervision of a licensed veterinarian doing clinical work such as performing various medical tests and treating medical conditions and diseases in animals. They also perform laboratory tests and take blood samples, assist with dental care, prepare tissue samples and assist veterinarians in a variety of other diagnostic tests and procedures. Veterinary technicians work in all phases of animal care, including surgical nursing, laboratory procedures, and office administration. Employment opportunities include positions in veterinary offices or hospitals, biomedical research institutions, and the pharmaceutical and pet-care industries.

The program, which culminates in an Associate of Science degree in Veterinary Technology, prepares students with the basic knowledge and practical training necessary to function as entry-level employees in a veterinary medical setting. The Veterinary Technology program is a balanced mix of theory and practical instruction, including clinical rotation and field experience during an externship. Fundamentals of mathematics, terminology, and anatomy and physiology are emphasized. This program prepares graduates to sit for the Veterinary Technician National Examination*. The Veterinary Technology program has a companion animal emphasis and is not intended as a pre-veterinary program.

The mission of the Veterinary Technology program is to provide local and global veterinary communities with ethical graduates committed to lifelong learning and professional development. Graduates will have the entry-level skills and knowledge required for contemporary veterinary practice. The core program focus is companion animal practice, but all facets of veterinary medicine, including large animal medicine, biomedical research, and industry-related topics are emphasized.

Offered to new students at:

- **Ontario**
- **Pleasant Hill**
- **Sacramento**
- **San Jose**
- **San Leandro**
- **Stockton**

*Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Veterinary Technology program are: Veterinary Technologists and Technicians (29-2056.00), Veterinary Assistants and Lab Animal Caretakers (31-9096.00), Office Clerks General (in a medical/veterinary setting) (43-9601.00), Medical Secretaries and Administrative Assistants (in a medical/veterinary setting) (43-6013.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

VETERINARY TECHNOLOGY

Program Learning Outcomes

Upon completion of the Veterinary Technology program, graduates will be able to:

- Outline the essential skills as defined by the AVMA required for the practice of veterinary technology in a wide range of practice settings.
- Understand procedures to engage in a safe work environment for clients, animals, and staff.
- Demonstrate ethical behavior consistent with state laws and regulations.
- Effectively communicate with the veterinary healthcare team and clients.
- Illustrate preparedness for taking the Veterinary Technology National Licensing Exam (VTNE).

Admission Requirement

In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Be at least 18 years of age on the first day of class.
- AVMA standard 4e requires students to provide proof of immunization against rabies by the end of the first week of the term (a 2 dose pre-exposure prophylaxis)

Campus-Based

Program Requirements – Ontario, Pleasant Hill, Sacramento, San Jose, San Leandro, and Stockton

	Veterinary Technology TECHNICAL AND GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
AS110	Introduction to the Veterinary Hospital	32	32	0	3
AS111	Basic Anatomy and Physiology	32	32	0	3
CLT100 *	Computer Literacy	45	0	0	3
ENG101 *	English Writing and Composition	45	0	0	3
MAT101 *	Principles of Mathematics	45	0	0	3
VT122	Clinical Procedures 1	0	96	0	3
VT123	Clinical Rotation	0	0	32	0.5
VT120	Veterinary Applied Sciences	48	0	0	3
VT121	Companion Animal Diseases	48	0	0	3
SPH205 *	Interpersonal Communications	45	0	0	3
MAT151 *	College Algebra	45	0	0	3
VT132	Clinical Procedures 2	0	96	0	3
VT133	Clinical Rotation	0	0	48	1
VT130	Surgical Assisting	48	0	0	3
VT131	Anesthesia for Veterinary Technicians	48	0	0	3
NUT200 *	Principles of Nutrition	45	0	0	3
VT142	Advanced Clinical Procedures and Surgery	24	104	0	4
VT143	Clinical Rotation	0	0	48	1
VT140	Large Animal Medicine	48	16	0	3.5
VT141	Veterinary Technology Specialties	48	16	0	3.5
VT150	Licensure Exam Comprehensive Review	64	0	0	4
VT105	VT Externship	0	0	200	4
Total for Degree		710	392	328	63.5

Approximate time to complete degree program: 80 weeks (not including breaks)

*Online general education course

Note: Course descriptions begin on page 198.

VETERINARY TECHNOLOGY

Progression Requirements:

- Veterinary Technology core courses must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required discipline specific courses from the previous semester.
- Students who fail the same core course twice are academically terminated from the program.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as small and large animal skeletons, anesthesia machines, animal gurney or stretcher, cardiac monitor, blood pressure monitoring equipment, electrosurgical equipment, emergency crash kit, and restraint equipment.

Licensing Requirements:

All registered veterinary technician candidates must pass the Veterinary Technician National Examination (VTNE) within 60 months (the 60-month timeframe begins once a candidate passes their first examination) in order to become licensed in California. It is the candidate's responsibility to meet all requirements for examination.

VTNE:

- California candidates: If you have graduated from an AVMA accredited veterinary technology program, the American Association of Veterinary State Boards (AAVSB) will review and determine your VTNE eligibility.

Application Link:

- Veterinary Technician National Examination (VTNE): *https://www.aavsb.org/vtneoverview*

VOCATIONAL NURSING CERTIFICATE

Vocational nurses are generalists who care for patients in many ways and work in many health care areas. They provide basic bedside care, measure and record patients' vital signs, assist with bathing, dressing, and personal hygiene, administer medications and perform a variety of nursing skills in various healthcare settings. In nursing care facilities, vocational nurses can help evaluate residents' needs, assist in the development of care plans, and supervise the care provided by nursing assistants. In doctors' offices and clinics, their range of responsibilities may include office-related duties. In the home healthcare setting, vocational nurses often prepare meals, assist in feeding patients and teach family members simple nursing tasks.

Carrington College's Vocational Nursing certificate program prepares students for entry-level employment under the guidance of a registered nurse or licensed physician/dentist in a variety of healthcare settings. Graduates are able to provide nursing care for clients experiencing common, well-defined health problems. It provides a foundation for the continued learning necessary for success as a vocational nurse. The program, which culminates in a Certificate of Achievement. combines academic and clinical training to prepare students to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN)*.

Offered at:

- **Sacramento**
- **San Jose**

*Carrington College provides students with the knowledge and skills to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or will be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Vocational Nursing program are: Licensed Practical and Licensed Vocational Nurses (29-2061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinicals to attain occupational licensure/certification or employment and throughout their careers.

VOCATIONAL NURSING CERTIFICATE

Program Learning Outcomes

Upon completion of the Vocational Nursing program, graduates will be able to:

- Implement the nursing process in providing care for patients in a variety of clinical settings.
- Demonstrate academic preparedness to take the NCLEX-PN examination for licensure as a vocational nurse.
- Demonstrate the ability to apply critical thinking, collaboration, communication, and professionalism.

Admission requirements

Enrollment for the Vocational Nursing certificate program closes on the designated orientation day.
In addition to meeting the College's standard admission requirements, prior to starting the program, candidates must:

- Provide evidence of good physical and mental health as determined by a medical exam prior to enrollment.
- Interview with the Dean of Nursing or designee.
- Submit to and pass a background check and drug screening completed no more than 90 days prior to the program start.
- Pass the ATI TEAS Admission Assessment with a combined score of 53%. A second attempt is allowed seven days following the first attempt. A third attempt is allowed 30 days following the second attempt. After failing the third attempt, the waiting period is six months. At this point in time, a candidate may start the above process over again.
- Submit two letters of recommendation from former employers or professors.
- Carrington College will evaluate prior CNA education for transfer credit eligibility. Please contact the campus Dean of Nursing with any questions.
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Transfer coursework must have been completed within the previous five years.
- Submit proof of the following immunizations must be provided by students:
    - Provide proof of vaccination series, titer proving immunity, or a signed declination if available for the hepatitis B series. Signed declination or exemption could affect eligibility to participate in clinical experiences
    - Measles, mumps, and rubella (MMR) - Proof of 2 doses or titer showing positive immunity
    - Varicella - Proof of 2 doses, positive titer, or healthcare provider documentation of disease history
    - Tetanus, diphtheria, and pertussis (Tdap) - Proof of 1 dose within the previous ten years
    - Tuberculosis (TB) - Negative 2-step Purified Protein Derivative (PPD) skin test (process below)
        - Initial PPD placement
        - Read in 48-72 hours
        - If the initial test is negative, repeat the PPD skin test in 7 – 21 days.
        - If one skin test is positive, a follow-up chest x-ray is required to look for active disease. Documentation of a negative chest x-ray and physician follow-up documenting no evidence of active tuberculosis is required
        - or lab results showing interferon globulin results is required

VOCATIONAL NURSING CERTIFICATE

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Entrance TEAS exam total score.
- Entrance TEAS exam scores in Math, Science, Reading, and English.
- Entrance TEAS exam number of attempts.
- Entrance interview with the nursing department (if applicable).
- The previous degree earned.
- Transcript evaluation (if applicable). To be completed by the Dean of Nursing upon meeting enrollment criteria.

Campus-Based

Program Requirements – Sacramento and San Jose

	Vocational Nursing CERTIFICATE TECHNICAL COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
VN101	Introduction to Anatomy and Physiology	52	0	0	3
VN102	Foundations of Nursing 1	66	50	48	5
VN103	Foundations of Nursing 2	66	80	144	8
VN104	Mental Health Nursing Care	35	0	0	2
VN201	Medical Surgical Nursing 1	96	32	240	12
VN202	Health Data Collection	50	48	0	3
VN203	Concepts in Clinical Pharmacology	54	0	0	3
VN301	Introduction to Maternity and Pediatric Nursing	44	48	40	5
VN302	Medical Surgical Nursing 2	113	80	144	11
	A required workshop for NCLEX-PN preparation will be provided to students for 30 hours				
Total for Certificate		576	338	616	52 †

Approximate time to complete certificate program: 48 weeks (not including breaks)
†1530 Contact hours
Note: Course descriptions begin on page 198.

VOCATIONAL NURSING CERTIFICATE

THIS PROGRAM VERSION IS NOT CURRENTLY ENROLLING NEW STUDENTS

Campus-Based

Program Requirements – Sacramento and San Jose

	Vocational Nursing CERTIFICATE TECHNICAL COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
VN101	Introduction to Anatomy and Physiology	52	0	0	3
VN102	Foundations of Nursing 1	66	50	48	5
VN103	Foundations of Nursing 2	66	80	144	8
VN104	Mental Health Nursing Care	35	0	0	2
VN201	Medical Surgical Nursing 1	96	32	240	12
VN202	Health Data Collection	50	48	0	3
VN203	Concepts in Clinical Pharmacology	54	0	0	3
VN301	Introduction to Maternity and Pediatric Nursing	44	48	40	5
VN302	Medical Surgical Nursing 2	113	80	144	11
VN303	NCLEX-PN Review	30	0	0	2
Total for Certificate		606	338	616	54 †

Approximate time to complete certificate program: 48 weeks (not including breaks)
†1560 Contact hours
Note: Course descriptions begin on page 198.

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

VOCATIONAL NURSING CERTIFICATE

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as patient transfer equipment, adult high fidelity manikins, birthing manikins, child and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, and an AED machine.

Board of Vocational Nursing and Psychiatric Technicians (BVNPT) Licensing Requirements:

1. Minimum Age - 17 years old.
2. Completion of High School or its equivalent (furnish proof).
3. Complete and sign the "Application for Vocational Nurse Licensure."
4. Complete and sign the "Record of Conviction" form.
5. Submit the required Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background check and fingerprints (note: A license will not be issued until the Board receives the background information from DOJ).
6. Attach the appropriate non-refundable fee made payable to the "BVNPT."
7. Successful completion of a written examination titled the National Council Licensure Examination for Practical (Vocational) Nursing (NCLEX-PN).
8. When the requirements of Steps 1-7 have been met, the Board will advise students of the initial license fee to be paid. This fee is in addition to the application fee. It takes 4-6 weeks to process a license.
9. Successful completion of a California Approved Vocational Nursing Program.

Reference Links:

- Board of Vocational Nursing and Psychiatric Technicians (BVNPT): *http://www.bvnpt.ca.gov/*
- National Council of State Boards of Nursing (NCSBN): *https://www.ncsbn.org/index.htm*

VOCATIONAL NURSING (SCIENCE EMPHASIS)

Carrington College's Vocational Nursing (Science Emphasis) Associate Degree program offers a curriculum that combines science based courses with general education curriculum. The program is designed for licensed vocational nurses looking to advance their medical careers. Completion of courses within the program extends the range of learning while fulfilling the course prerequisites for application to the LVN to ADN program*.

To be eligible for entrance into the Vocational Nursing Associate (Science Emphasis) Degree program, applicants must have earned a Certificate of Achievement in Vocational Nursing from an approved program.

Offered at:

- **Sacramento**
- **San Jose**

*Carrington College provides students with the knowledge and skills to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or will be certified or licensed as a result of completing the program. Completion of the Vocational Nursing (Science Emphasis) Associate of Science Degree requirements does not guarantee acceptance into the Carrington College LVN to ADN program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Vocational Nursing program are: Licensed Practical and Licensed Vocational Nurses (29-2061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinicals to attain occupational licensure/certification or employment and throughout their careers.

VOCATIONAL NURSING (SCIENCE EMPHASIS)

Program Learning Outcomes

Upon completion of the Vocational Nursing (Science Emphasis) program, graduates will be able to:

- Utilize knowledge gained from science based and nursing science curriculum.
- Apply critical thinking skills in a variety of situations.
- Use appropriate technology to acquire, organize, analyze, and communicate information.
- Define personal values and ethics.
- Communicate thoughts, ideas, information, and messages in written and oral formats.
- Demonstrate knowledge of and sensitivity to a variety of cultural values and awareness of global issues.

Admission Requirements

In addition to the College's standard admission requirements, candidates to the Vocational Nursing (Science Emphasis) program must:

- Have earned a Vocational Nursing certificate from an approved program. An official transcript from an approved accredited institution must be submitted evidencing the earned certificate at the time of enrollment.

Campus-Based

Program Requirements – Sacramento, San Jose

Vocational Nursing (SCIENCE EMPHASIS) GENERAL EDUCATION COURSES*			Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
BIO14	†	Microbiology with Lab	45	30	0	4
BIO25	†	Human Anatomy and Physiology 1 with Lab	45	30	0	4
BIO26	†	Human Anatomy and Physiology 2 with Lab	45	30	0	4
CHEM6	†	Inorganic Chemistry with Lab	45	30	0	4
ENG101	**	English Writing and Composition	45	0	0	3
MAT101	**	Principles of Mathematics	45	0	0	3
MAT151	**	College Algebra	45	0	0	3
MAT201	**	Intermediate College Algebra	45	0	0	3
PSY101	**	Introduction to Psychology	45	0	0	3
PSY155	**	Human Development across the Lifespan 1	45	0	0	3
SPH205	**	Interpersonal Communication	45	0	0	3
SOC101	**	Introduction to Sociology	45	0	0	3
CLT100	**	Computer Literacy	45	0	0	3
Total for Degree Completion Coursework			585	120	0	43
Total from Certificate			606	338	616	54***
Total for Degree			1191	458	616	97

Approximate time to complete degree completion coursework: 64 weeks (not including breaks)
Combined certificate and degree completion option length: 112 weeks (not including breaks)
*This curriculum fulfills course prerequisites for application to Carrington College's LVN to ADN program.

VOCATIONAL NURSING (SCIENCE EMPHASIS)

**Online general education course

*** Completion of an approved certificate may range in credit and will be transferred in as block credit to the Vocational Nursing (Science Emphasis) program to meet the minimum requirements for completion of an Associate Degree.

† Science-based general education courses are held on campus

Students must complete at least 25% of the program requirements at Carrington College.

Note: Course descriptions begin on page 198.

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as industry-standard equipment, learning resources, and software.

VOCATIONAL NURSING ASSOCIATE DEGREE

Carrington College's Vocational Nursing Associate Degree program trains students to offer professional care to the sick, injured, convalescent, and disabled under the direction of physicians and registered nurses. Licensed vocational nurses are an important part of a healthcare team responsible for administering medical treatment, detecting illnesses, and patient education.

The program includes an externship that allows students to further their studies in a real-world medical environment. This hands-on clinical training enhances the learning experience and allows students to develop a work history while completing their studies.

The program culminates in an Associate of Science in Vocational Nursing which combines academic and clinical training to prepare students to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN)*.

Offered at:

- **Bakersfield**
- **Rancho Mirage**
- **Santa Maria**
- **Visalia**

*Carrington College provides students with the knowledge and skills to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or will be certified or licensed as a result of completing the program.

Employment positions determined to be in field, to calculate the graduate employment rates required by the State of California, for graduates of the Vocational Nursing program are: Licensed Practical and Licensed Vocational Nurses (29-2061.00). More information on these careers may be found at *https://www.onetonline.org/crosswalk/* using the career title or the Standard Occupational Classification (SOC) number.

Individuals seeking to enter this career field may be subject to screenings such as, but not limited to, criminal background checks and drug/alcohol testing prior to clinicals to attain occupational licensure/certification or employment and throughout their careers.

VOCATIONAL NURSING ASSOCIATE DEGREE

Program Learning Outcomes

Upon completion of the Vocational Nursing Associate Degree program, graduates will be able to:

- Use nursing knowledge, judgment, and skills to establish baseline data for the nursing process.
- Demonstrate competence in diagnostic and therapeutic nursing techniques.
- Use strong, developed self-concept in combination with creative/critical thinking, nursing judgment, knowledge and skills to provide nursing care in all healthcare settings.
- Embody caring and compassion as evidenced by interpersonal interactions and therapeutic practice.
- Use communication skills and collaboration with clients/families, and other members of the health care delivery team.
- Apply organizational skills to focus the care on the client's needs while working with interdisciplinary teams of allied health workers.
- Use nursing judgment to provide cost-effective client care.
- Use leadership and professionalism to be a client advocate and bring about any needed changes in the healthcare delivery system of today.
- Pass the Licensed Vocational Nurse Board Examination for licensure.
- Relate and apply concepts of communication, reasoning, critical analysis, ethical behavior and appropriate interpersonal interaction to situations in their career and personal life.

Admission Requirements

Enrollment for the Vocational Nursing program closes on the designated orientation day.

In addition to the College's standard admission requirements, candidates to the Vocational Nursing Associate Degree program must:

- Be in good health and physically fit.
- Be at least 18 years of age by the expected start date.
- Hold a current American Heart Association Basic Life Support (BLS) for the Healthcare Provider card.
- Complete the ATI TEAS Admission Assessment.
- Complete the Wonderlic Basic Skills Test.
- Carrington College will evaluate prior CNA education for transfer credit eligibility. Please contact the campus nursing department with any questions.
- Transfer coursework must have been completed within the previous five years.

Selection Criteria

Applicants meeting all of the program requirements will be selected using points earned from the following criteria should there be more applicants than seats available:

- Assessment
- Transcript Review (if applicable)
- Personal Interview

VOCATIONAL NURSING ASSOCIATE DEGREE

Campus-Based

Program Requirements – Bakersfield, Rancho Mirage, Santa Maria, and Visalia

	Vocational Nursing ASSOCIATE DEGREE TECHNICAL AND GENERAL EDUCATION COURSES	Lecture Hours	Lab Hours	Clinical Hours	Semester Credit Hours
VN15	Fundamentals of Nursing Theory	90	0	0	6
VN16	Pharmacology for Nurses	60	0	0	4
VN17	Anatomy and Physiology	45	0	0	3
VN22	Medical-Surgical Nursing Theory I	120	0	0	8
VN34	Maternal and Pediatric Nursing Theory	45	0	0	3
VN36	Medical-Surgical Nursing Theory II	45	0	0	3
VN42	Medical-Surgical Nursing Theory III	120	0	0	8
VN47	Nursing Leadership	30	0	0	2
VN52	Pharmacology Dosages and Calculations	30	0	0	2
VN101.25	Fundamentals of Nursing Clinical	0	0	160	3
VN113	Fundamentals of Nursing Skills Clinical	0	80	0	2
VN202.25	Medical-Surgical Clinical I	0	0	240	5
VN302.25	Maternity, Pediatric, and Intermediate Medical-Surgical Clinical II	0	0	240	5
VN402	Medical-Surgical Nursing Clinical III	0	0	240	5
VN501	Comprehensive Licensure Exam Review	40	0	0	2
ENG121 *	Reading and Composition – Part A	45	0	0	3
ENG122 *	Reading and Composition – Part B	45	0	0	3
MTH121 *	College Algebra – Part A	45	0	0	3
MTH122 *	College Algebra – Part B	45	0	0	3
PHIL1C *	Ethics	45	0	0	3
PSY1 **	General Psychology	45	0	0	3
SOC1 *	Introduction to Sociology	45	0	0	3
Total for Degree		940	80	880	82†

Approximate time to complete degree program: 64 weeks (not including breaks)

*Online general education course

**Online general education course required to earn 75%

†1,900 Contact hours

Note: Course descriptions begin on page 198.

VOCATIONAL NURSING ASSOCIATE DEGREE

Progression Requirements

All courses in the nursing program must be taken in the prescribed sequence. Students cannot progress to the next semester until they successfully complete all required nursing courses from the previous semester.

For nursing courses that combine theory, lab, or clinical components, students must pass all components to earn a passing grade for the course. Students will earn a passing grade for the course when the following academic standards are met:

- A minimum grade of 75%
- A “pass” grade in clinical
- A “pass" grade in lab

Students who must repeat a course are subject to seat and clinical site availability and GPA ranking. In the event that there are more students needing to repeat than seats available, students are ranked based on their cumulative GPA.

Student will be withdrawn from the program should either of the below thresholds occur:

- Less than a 2.0 term GPA in any two semesters / terms
- Maximum of 4 withdrawal grades

Supportive technologies and equipment list:

Carrington College uses technologies and equipment to support the learning process, such as patient transfer equipment, adult high fidelity manikins, birthing manikins, child and infant manikins, wound care supplies and models, tracheostomy supplies, EKG machine, and an AED machine.

Board of Vocational Nursing and Psychiatric Technicians (BVNPT) Licensing Requirements:

1. Minimum Age - 17 years old.
2. Completion of High School or its equivalent (furnish proof).
3. Complete and sign the "Application for Vocational Nurse Licensure."
4. Complete and sign the "Record of Conviction" form.
5. Submit the required Department of Justice (DOJ) and Federal Bureau of Investigation (FBI) background check and fingerprints (note: A license will not be issued until the Board receives the background information from DOJ).
6. Attach the appropriate non-refundable fee made payable to the "BVNPT."
7. Successful completion of a written examination titled the National Council Licensure Examination for Practical (Vocational) Nursing (NCLEX-PN).
8. When the requirements of Steps 1-7 have been met, the Board will advise students of the initial license fee to be paid. This fee is in addition to the application fee. It takes 4-6 weeks to process a license.
9. Successful completion of a California Approved Vocational Nursing Program.

Reference Links:

- Board of Vocational Nursing and Psychiatric Technicians (BVNPT): *http://www.bvnpt.ca.gov/*
- National Council of State Boards of Nursing (NCSBN): *https://www.ncsbn.org/index.htm*

GENERAL EDUCATION AND TRAINING COURSES

GENERAL EDUCATION FOR NON-DEGREE SEEKING STUDENTS

General Education options for non-degree-seeking students have been added as set forth below:

Carrington College offers the following General Education courses to students seeking to complete prerequisites to enroll in a Carrington College program or to apply to a program at another institution.

Completion of a program's general education requirements at Carrington College does not guarantee entry into any of the programs. If you intend to transfer Carrington College courses to another institution, you must contact that institution directly to determine the transferability of units. Accepting transfer credits is always and only up to the receiving institution.

Prerequisite Courses

Prerequisite courses are courses that must be completed prior to enrolling in specific Carrington College programs or programs at another institution. Not all Carrington College programs have prerequisites, and prerequisite courses may vary by program. Some general education (GE) courses may also be available online.

Enrollment in standalone GE prerequisite courses is independent of any Carrington College program enrollment and will be treated separately. The cost for GE prerequisite courses is not eligible for financial aid. Payment is the sole responsibility of the student, and payments must be made as agreed upon in the student's Retail Installment Contract. See tables for the cost of individual courses.

Science Courses

Science courses are offered as standalone courses and are sixteen weeks in length at the Sacramento and San Jose campuses and ten weeks in length at the Ontario, Rancho Mirage, and Visalia campuses. Please see the program description of interest for information regarding prerequisites. Note: Course descriptions begin on page 198.

Science Emphasis on Campus General Education Courses Sacramento and San Jose Campuses

Courses		Course Length	Credits	Course Total
BIO14	Microbiology with Lab	16 Weeks	4.0	$3,106
BIO25	Human Anatomy and Physiology 1 with Lab	16 Weeks	4.0	$2,876
BIO26	Human Anatomy and Physiology 2 with Lab	16 Weeks	4.0	$2,876
CHEM6	Inorganic Chemistry with Lab	16 Weeks	4.0	$3,106
CHEM8.1	Organic and Biological Chemistry with Lab	16 Weeks	4.0	$3,106

Dates for science general education courses

Sacramento

June 9, 2025 – September 26, 2025
September 29, 2025 – January 23, 2026
January 26, 2026 – May 15, 2026
May 25, 2026 – September 11, 2026

San Jose

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

GENERAL EDUCATION AND TRAINING COURSES

Science on Campus General Education Courses Ontario, Rancho Mirage, and Visalia Campuses

Courses		Course Length	Credits	Course Total
BIOL10	Human Anatomy	10 Weeks	4.0	$1,500
BIOL14	Microbiology	10 Weeks	4.0	$1,500
BIOL45	Human Physiology	10 Weeks	5.0	$1,500
CHE3	Introduction to General Chemistry	10 Weeks	4.0	$1,500
CHE4	Introduction to Organic and Biochemistry	10 Weeks	4.0	$1,500

Dates for science general education courses

Ontario
July 14, 2025 – September 21, 2025
September 29, 2025 – December 14, 2025
January 5, 2026 – March 15, 2026

Rancho Mirage
July 14, 2025 – September 21, 2025
September 29, 2025 – December 14, 2025
December 15, 2026 – February 26, 2026

Visalia
June 30, 2025 – September 7, 2025
September 15, 2025 – November 23, 2025
December 1, 2025 – February 15, 2026

GENERAL EDUCATION AND TRAINING COURSES

Online General Education Courses

Online General Education courses are five or six weeks in length and are offered through the Online Division through the Sacramento campus.

Online General Education Courses				
Courses		Course Length	Credits	Course Total
CLT100	Computer Literacy	6 Weeks	3.0	$1,642
COL105	Critical Thinking	6 Weeks	3.0	$1,642
ENG101	English Writing and Composition	6 Weeks	3.0	$1,642
ENG121	Composition and Reading – Part A	5 Weeks	3.0	$1,642
ENG122	Composition and Reading – Part B	5 Weeks	3.0	$1,642
ENG151	Technical Writing	6 Weeks	3.0	$1,642
HUM200	Ethics in Contemporary Society	6 Weeks	3.0	$1,642
HUM250	Introduction to Humanities	6 Weeks	3.0	$1,642
HUMN325	Cross-Cultural Communications	6 Weeks	3.0	$1,642
MAT101	Principles of Mathematics	6 Weeks	3.0	$1,642
MTH121	College Algebra – Part A	5 Weeks	3.0	$1,642
MTH122	College Algebra – Part B	5 Weeks	3.0	$1,642
MAT151	College Algebra	6 Weeks	3.0	$1,642
MAT201	Intermediate College Algebra	6 Weeks	3.0	$1,642
NSC1	Introduction to the Natural Sciences	5 Weeks	3.0	$1,642
NUT200	Principles of Nutrition	6 Weeks	3.0	$1,642
PHIL1C	Ethics	5 Weeks	3.0	$1,642
PSY1	General Psychology	5 Weeks	3.0	$1,642
PSY101	Introduction to Psychology	6 Weeks	3.0	$1,642
PSY155	Human Development Across the Lifespan 1	6 Weeks	3.0	$1,642
SCI210	Environmental Science	6 Weeks	3.0	$1,642
SOC1	Introduction to Sociology	5 Weeks	3.0	$1,642
SOC101	Introduction to Sociology	6 Weeks	3.0	$1,642
SPC1A	Introduction to Public Speaking	10 Weeks	3.0	$1,642
SPH205	Interpersonal Communication	6 Weeks	3.0	$1,642

GENERAL EDUCATION AND TRAINING COURSES

Online course conferred from the Sacramento campus

Dates for six week general education courses
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Dates for five week general education courses
August 4, 2025 – September 5, 2025
September 8, 2025 – October 10, 2025
October 13, 2025 – November 14, 2025
November 17, 2025 – December 19, 2025
December 29, 2025 – January 30, 2026
February 2, 2026 – March 6, 2026
March 9, 2026 – April 10, 2026
April 13, 2026 – May 15, 2026
May 18, 2026 – June 19, 2026
June 22, 2026 – July 24, 2026

Visalia On Campus General Education Courses

Courses		Course Length	Credits	Course Total
SPC1A	Introduction to Public Speaking	10 Weeks	3.0	$1,642

Dates for ten week general education courses
TBD

TRAINING COURSES
Certificate Program Courses for Non-Degree Seeking Students

A non-degree student takes individual course(s) within a term without pursuing a full certificate or degree program. Should any individual course the student is seeking to enroll in require a pre-requisite course to be completed, the student must complete the pre-requisite course and submit the official transcript showing the successful completion of the course prior to enrollment.

Enrollment in a course(s) is independent of any Carrington College program enrollment and will be treated separately. The cost of the course(s) is not eligible for financial aid. Payment is the sole responsibility of the student, and payments must be made as agreed upon in the student's Retail Installment Contract.

Completion of course(s) as a non-degree student at Carrington College does not guarantee entry into any of the programs. If you intend to transfer Carrington College courses to another institution, you must contact the institution directly to determine the transferability of units. Accepting transfer credits is always and only up to the receiving institution.

Please refer to the Start Dates section for the available term dates. Not all courses are available each term. Please Contact an Enrollment Services Associate at the desired campus for course availability.

GENERAL EDUCATION AND TRAINING COURSES

Certificate Program Courses	Location	Cost Per Term
Dental Assisting	Albuquerque, Boise, Las Vegas, Mesa, Phoenix, Portland, Spokane, Tucson	$3,456
Dental Assisting	Pleasant Hill, Sacramento, San Jose, San Leandro, Stockton	$4,042
Electrical Technology	Phoenix Trades Education Center	$3,638
Electrical Technology	Sacramento	$3,778
HVAC-R	Phoenix Trades Education Center	$3,211
Maintenance Technician	Phoenix Trades Education Center	$4,735
Medical Assisting	Albuquerque, Boise, Las Vegas, Mesa, Phoenix, Portland, Reno, Spokane, Tucson	$3,351
Medical Assisting	Pleasant Hill, Sacramento, San Jose, San Leandro, Stockton, Online Division	$3,734
Medical Administrative Assistant	Online Division	$2,981
Medical Billing and Coding	Online Division	$3,697
Massage Therapy	Albuquerque, Boise, Tucson, Spokane	$3,119
Massage Therapy	Stockton	$3,287
Pharmacy Technology	Albuquerque, Boise, Las Vegas, Mesa, Phoenix, Spokane, Tucson	$3,256
Pharmacy Technology	Online Division, Pleasant Hill, Sacramento, San Jose, San Leandro, Stockton	$3,697
Physical Therapy Technology	Mesa, Tucson	$3,254
Veterinary Assisting	Mesa, Phoenix, Portland, Spokane, Tucson	$3,254

General Education Requirements

General education coursework is integral to Carrington College's degree-granting curricula and extends the range of learning while providing a context for specialized study. To this end, communication skills, social sciences, and math and science courses are included in the Associate of Science and Bachelor of Science curricula to help broaden students' perspectives. Such courses also help develop skills and competencies that enhance students' academic success, as well as graduates' personal and professional potential.

Upon completion of General Education coursework, students will be able to:

- Apply critical thinking skills in a variety of situations.
- Use appropriate technology to acquire, organize, analyze, and communicate information
- Demonstrate computer literacy.
- Communicate thoughts, ideas, information, and messages in written and oral formats.
- Demonstrate knowledge of and sensitivity to a variety of cultural values and awareness of global issues.
- Value the rights, work, and contributions of others.

GENERAL EDUCATION AND TRAINING COURSES

Semester credit hours they awarded and prerequisites and corequisites when applicable are noted after each course description. Courses may be taken only by students admitted to the program in which the courses are offered.

Course prerequisites are subject to change based on industry standards. Students should contact the Program Director or Academic Dean for additional information regarding prerequisites and corequisites.

Disclaimer

Completion of the program's general education requirements at Carrington College does not guarantee entry into any of the programs. If you intend to transfer Carrington College courses to another institution, you must contact that institution directly to determine the transferability of units. Accepting transfer credits is always and only up to the receiving institution.

Campus-Based and Degree Completion Programs

Carrington College integrates a strong general education with a basic emphasis on specialty studies. To ensure that students benefit from both areas of learning, Carrington College's general education is oriented toward challenges and issues of the contemporary world. General education courses provide the fundamental principles and skills of their fields but freely use applications drawn from students' career-related interests. Technical courses, in turn, reinforce general education competencies through assignments requiring applied research, teamwork, written and oral communication, and consideration of ethics. This well-rounded education prepares Carrington College graduates to live full and satisfying lives and to participate meaningfully as citizens in a diverse and dynamic society.

COURSE DESCRIPTIONS

ACT301 Accounting Principles I
This course will provide students with knowledge and experience in basic accounting. Emphasis will be placed on transaction analysis, journalizing, posting, preparing trial balances and simple financial statements, and simple adjusting and closing entries for a service industry sole proprietorship. This is an upper division online course. *3 Credit Hours*

ACT302 Accounting Principles II
This course will provide further development of journalizing and posting activities using both general and special journals. Particular emphasis will be given to completing the accounting cycle for a merchandising business, including purchase, sale, and valuation of inventory. Additionally, knowledge of internal controls and procedures for accounting for cash will be provided. Prerequisite: ACT301. This is an upper division online course. *3 Credit Hours*

ACT310 Managerial Accounting
This course will provide students an introduction to terminology and procedures used to develop and use accounting information for managerial purposes. Emphasis will be placed on cost classifications and behavior, operation of job and process cost accounting systems and budgeting and decision making tools. This is an upper division online course. *3 Credit Hours*

ACT315 Principles of Fraud and Ethics
This course will provide an examination of accounting fraud and explore ethical practices as they apply to companies. Students will gain an understanding of the most common and frequently used methods of accounting fraud and how they may be used to misstate a company's financial position. Students will examine the ethical dilemmas of fraudulent organizations and explore how individuals justify their unethical behavior. This is an upper division online course. *3 Credit Hours*

AP100 Basic Anatomy and Physiology
This course examines basic anatomical structures and physiological functions of the human body. Basic principles of biology, chemistry, and microbiology are also introduced. The course serves as a foundation on which students build physical assessment skills, assessment being the first step of the nursing process. *3 Credit Hours*

AP103 Advanced Anatomy and Physiology
With an emphasis on body systems, this course examines anatomical structures and physiological functions of the human body. Body systems are presented through comparison of physiological mechanisms in both health and disease. Coursework addresses how the human body functions to maintain homeostasis. *4 Credit Hours*

APMT1.H Anatomy & Physiology with Medical Terminology
This course provides an overview of medical terminology including basic word construction, abbreviations and symbols used in the profession. An extensive study of the human body includes basic chemistry, organization, cells, tissues, membranes and human diseases. Emphasis is placed on the integumentary, skeletal, muscular, nervous, sensory, endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems. This is a blended course. *4 Credit Hours*

AS110 Introduction to the Veterinary Hospital
This course introduces basic concepts pertaining to the veterinary hospital including, safety, terminology, and basic math. Students apply this knowledge to practice in breed identification, animal handling and restraint, animal behavior, client communication, law and ethics, and preventive medicine are covered. *3 Credit Hours*

AS111 Basic Anatomy and Physiology
This course introduces students to the basic sciences including chemistry and biology. In addition, anatomy and physiology and terminology of the integumentary, skeletal, muscular, cardiovascular, digestive, reproductive, endocrine, urinary, and nervous systems. Students will also discuss concepts associated with these systems that include nutrition and metabolism, genetics, pregnancy, development, and lactation, as well as the sense organs that include sight, smell, taste, hearing, and equilibrium. *3 Credit Hours*

COURSE DESCRIPTIONS

BIO14 Microbiology with Lab
This course introduces concepts of microbiology. Microbes are studied with emphasis on morphology, physiology, genetics, taxonomy, ecology, growth and cell specialization. Relationships among bacteria, fungi, molds, protozoans and arthropods are also examined in a medical context such as immunology and control of microbial growth and their relationship to disease in humans and other animals. DADS Prerequisite: CHEM8.1. *4 Credit Hours*

BIO25 Human Anatomy and Physiology 1 with Lab
This course is the first half of the two-semester sequence that covers the major systems of the human body. It introduces such topics as body organization, general and biochemical principles, cells and tissues and the integumentary, skeletal, muscular, and nervous systems. *4 Credit Hours*

BIO26 Human Anatomy and Physiology 2 with Lab
This course is the second part of the two-semester sequence and covers the gross and microscopic structure and function of the cardiovascular, respiratory, renal, and digestive systems. Also emphasized are integration and homeostatic control mechanisms. This is a science-based general education course. Prerequisite: BIO25. *4 Credit Hours*

BIOL100 Human Anatomy, Physiology, and Medical Terminology
This course provides a fundamental understanding of human anatomy and physiology. Topics include body organization, body divisions, cavities, and cell structure with basic organic chemistry. Structure, functions, related diseases and disorders and their relationships will be covered for the body systems. The course emphasizes the effective use of medical terminology through the study of the principles of word construction, elements, abbreviations, and symbols with emphasis on spelling and pronunciation. A minimum grade of C is required to complete this course. *5 Credit Hours*

BIO105 Human Anatomy and Physiology I
This course is the first of a two-semester unit. Coursework addresses basic anatomy and physiology of body systems and lays the groundwork for understanding how the human body functions in both health and disease. Lectures are supported by required lab exercises. *4 Credit Hours*

BIO107 Human Anatomy and Physiology I
This course is the first of a two-part series. This course begins with the concepts of cellular organization of the body, the chemical structure and function of the body, and homeostasis. Course work addresses basic anatomy and physiology of body systems, the medical terminology associated with those systems, and lays the groundwork for understanding how the body functions in both health and disease. The body systems included in this course are integumentary, musculoskeletal, and nervous. Lessons are supported by required lab exercises. *4 Credit Hours*

BIO108 Anatomy and Physiology
This course begins with the concepts of cellular organization of the body, the chemical structure and function of the body, and homeostasis. Course work addresses basic anatomy and physiology of the body systems, the medical terminology associated with those systems, and lays the groundwork for understanding how the body functions in both health and disease. All body systems are included in this course. This is an online course. *3 Credit Hours*

BIO121 Human Anatomy and Physiology I with Lab
Students in this course study structure and function of the human body. Topics include cells, tissues and integumentary, skeletal, muscular and nervous systems. Lectures are supported by required lab exercises. *4 Credit Hours*

COURSE DESCRIPTIONS

BIO124 Human Anatomy and Physiology II with Lab
Students in this course study structure and function of the human body. Topics include endocrine, circulatory, lymphatic, respiratory, digestive, urinary and reproductive systems, and fluid and electrolyte balance. Lectures are supported by required lab exercises. Prerequisite: BIO121 *4 Credit Hours*

BIO205 Microbiology with Lab
This course provides students with a foundation in basic microbiology, emphasizing form and function. Topics include methods for studying microorganisms, microbial and viral morphology physiology, metabolism and genetics, classification of microorganisms and viruses, physical and chemical control of microorganisms and viruses, infection and disease, immunization, microbial and viral diseases of medical and dental importance and AIDS. Lectures are supported by required laboratory experiences. *4 Credit Hours*

BIO206 Human Anatomy and Physiology II
This course is the second of a two-semester unit. Coursework addresses basic anatomy and physiology of body systems and lays the groundwork for understanding how the human body functions in both health and disease. Lectures are supported by required lab exercises. Prerequisite: BIO105 *4 Credit Hours*

BIO207 Human Anatomy and Physiology II
This course is the second of a two-part series. Coursework primarily focuses on the anatomy and physiology of systems, such as the endocrine, circulatory, immune, respiratory, digestive, urinary, and reproductive systems, the medical terminology associated with those systems, and lays the groundwork for understanding how the body functions in both health and disease. Lectures are supported by required lab exercises**.** Prerequisite: BIO107 *4 Credit Hours*

BIO222 Clinical Kinesiology
This course introduces the science of human movement from a rehabilitative physical therapy perspective. Students assess biomechanical forces on the body, as well as the concepts of locomotion, forces, and levers. Foundations in therapeutic exercise, including stretching and strengthening of key muscular motions throughout the human body, are set forth. Detailed exploration on osteokinematic and arthrokinematic motions are also covered at each major joint in the human body. Topics include origins, insertions, innervations, and actions of prime movers of the musculoskeletal system in lecture and extensive surface and deep ligamentous, tendinous, and musculoskeletal palpations in laboratory. Lectures are supported by required lab exercises. Prerequisite: BIO107 *4 Credit Hours*

BIO223 Therapeutic Exercise Prescription
Students are introduced to therapeutic exercise concepts for people across the health and wellness continuum. Topics will include range of motion, bioenergetics, physiological adaptations to exercise, types of movement, progression principles, program variables and how to program based on specific goals. In addition, students will be able to create an exercise program based on a patient's plan of care. Prerequisite: BIO222 *3 Credit Hours*

BIO300 Functional Anatomy
The study of the structure and functional significance of the human body – with emphasis on neural, musculoskeletal and cardiopulmonary systems. Introduction to clinical application of relevant anatomy, with respect to some common conditions seen in a health/medical rehabilitative profession. This is an upper division online course. *4 Credit Hours*

COURSE DESCRIPTIONS

BIO301 General Biology with Lab
As an introductory biology course, this class provides an overview of the fundamental principles of biological science. Through lectures and laboratory experiments the course will emphasize and unify common attributes of all living organisms. Topics addressed include the nature of science, the scientific method, chemical structure of living matter, cell structure and function of the cell, metabolism, DNA structure and gene expression, reproduction, genetics, evolution, and ecology. This is an upper division online course. *4 Credit Hours*

BIO302 Microbiology with Lab
This course provides students with a foundation in basic microbiology, emphasizing form and function. Topics include methods for studying microorganisms, microbial and viral morphology physiology, metabolism and genetics, classification of microorganisms and viruses, physical and chemical control of microorganisms and viruses, infection and disease, immunization, microbial and viral diseases of medical and dental importance and AIDS. Lectures are supported by required laboratory experiences. This is an upper division online course. *4 Credit Hours*

BIO305 Microbiology with Lab
Students in this course study microorganisms, with emphasis on their structure, development, physiology, classification, and identification. Lab exercises include culturing, identifying, and controlling microorganisms, as well as provide study of the role of microorganisms in infectious disease. *4 Credit Hours*

BIO331 Pathophysiology
This course examines the pathophysiological disruptions in a variety of disease processes across the lifespan. The etiology, manifestations, and risk factors of disease are explored as well as the interventions that support the patient in achieving optimal levels of wellness. Prerequisite: Anatomy & Physiology I & II. This is an upper division online course. *3 Credit Hours*

BIOL10 Human Anatomy
This course provides the study of human body structure including cellular, tissue, organ, and system levels of organization. Classroom instruction is supported by laboratory activities of models, charts, specimens, and vital laboratory exercises. A minimum grade of C is required to pass this course. *4 Credit Hours*

BIOL14 Microbiology
An introduction to microbiology covering the fundamental aspects of morphology, classification, genetics and reproduction, physiology, nutrition, growth and control, microbial metabolism, molecular biology and genetics. Emphasis will be on the diversity of the microbial world, including taxonomy and phylogeny, ecology and symbiosis, the pathogenicity of microbes and the immune response of the human body, as well as environmental and food microbiology. Basic techniques for culturing, staining, counting and identifying pathogenic and non-pathogenic microorganisms will be devoted during the laboratory sessions. A grade of 75% or higher is required to pass this course. *4 Credit Hours*

BIOL45 Human Physiology
This course provides the integrated study of the function of cells, organs, and systems in maintaining homeostasis. Physiological principles and concepts are supported with laboratory activity. A grade of 75% or higher is required to pass this course. *5 Credit Hours*

COURSE DESCRIPTIONS

BUS301 Human Resource Management
This course is designed to give students a working knowledge of human resources management in medium to large businesses, small entrepreneurial environments, and global industries. Students learn the fundamentals of labor studies, job descriptions, recruitment, the interview process, background investigation, testing candidates, and the hiring process. Post hiring topics include: training and developing employees, performance appraisal, coaching, motivation of employees, and safety and health. The financial aspects of human resource management are also covered in the development of pay rates, employee incentives, and benefits packages. Broader topics include strategic planning, legal obligations, ethics, fair treatment, employee rights, and the unionization process. This is an upper division online course. *3 Credit Hours*

BUS305 Human Relations in Business
This course introduces students to the importance of human relations in the business environment. Focus is placed on the interpersonal skills needed to be prepared to handle a wide range of human relations issues. From a leadership role or a Human Resource Management perspective, the student explores the value of the non-technical work skills, history, theory, and the wide range of these skills needed in today's workplace. This is an upper division online course. *3 Credit Hours*

BUS310 Business Communication
This course is designed to teach the student how to communicate effectively in the business world. Both written and oral communication is covered. Special emphasis is placed on "how to" communicate effectively: paying attention to visuals, words selected, sentence structure, fonts used, movement, tone, modulation, etc. This is an upper division online course. *3 Credit Hours*

BUS315 Principles of Management
This course introduces students to management philosophies in today's changing world. It includes globalization, ethics, diversity, customer service, and innovation from a managerial perspective. This is an upper division online course. *3 Credit Hours*

BUS320 Organizational Behavior
This course examines organizational behavior as it relates to employees and management domestically and internationally. Studies of organization and behavioral theories, structures, and cultures provide the student greater understanding of business perspectives. Job satisfaction and the individual perspective of organizational cultures are explored. The course provides a comprehensive review of individual, group and organizational performance in relation to contemporary business settings. This is an upper division online course. *3 Credit Hours*

C120 Chemistry with Lab
This course presents basic principles of inorganic and organic chemistry and biochemistry in health and disease. Lectures are supported by laboratory exercises. *4 Credit Hours*

CDV198.2 Career Development Seminar
In this course provides students with a comprehensive study of the essential tools to navigate and grow their professional paths. Topics include identifying strengths, setting career goals, building networks, and enhancing job searches. Emphasis is placed on the application of skills in resume writing, interviewing, job searching, and applying for jobs. The essential skills included in this course will allow students to utilize career strategies for long-term success. This is an online course. Prerequisite with the exception of Medical Assisting Online and Pharmacy Technology Online: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *2 Credit Hours*

COURSE DESCRIPTIONS

CHE3 Introduction to General Chemistry
This course focuses on composition of matter and physical and chemical changes; fundamental laws and principles; atomic and molecular structure; acid-base chemistry, redox, equilibria, qualitative and quantitative techniques and theory. A minimum grade of C is required to pass this course. *4 Credit Hours*

CHE4 Introduction to Organic and Biochemistry
This course is designed for allied health majors and focuses on the basic structural, physical, and chemical properties of organic and biochemical compounds. Topics include hydrocarbons and the chemistry of organic functional groups, and properties of carbohydrates, lipids, and proteins. The role of these compounds in metabolism and energy is also discussed. A minimum grade of C is required to pass this course. *4 Credit Hours*

CHE110 Chemistry for Health Care Professionals
This course builds the foundational chemistry knowledge to enable students to integrate concepts taught in physiology and microbiology and bridge that knowledge into pathophysiology and pharmacology. The focus is on application in the allied health fields and understanding of medical laboratory results. Essential principles of inorganic, organic and biochemistry will be covered. *2 Credit Hours*

CHEM6 Inorganic Chemistry with Lab
This is an introductory chemistry course. Topics include physical and chemical changes, energy, atomic structure, bonding, nomenclature, chemical calculations, and reactions (including solubility, neutralization, and oxidation- reduction), gas laws, solutions, equilibrium and nuclear chemistry. Laboratory exercises support the topics above including both qualitative and quantitative experiments and analysis of data. Recommended: Completion of MAT201 or corequisite. This is a science-based general education course. *4 Credit Hours*

CHEM8.1 Organic and Biological Chemistry with Lab
This continuation of CHEM6 is a course in introductory organic chemistry. Topics include the structure, properties, composition, reactions and preparation of carbon-based compounds, hydrocarbons, and their derivatives.
Emphasis is on the specific functional groups found in carbohydrates, proteins, lipids, and nucleic acids and the reactions they undergo related to human physiology and health. Laboratory work involves basic techniques of preparation, separation, identification, isolation, purification, and synthesis. This is a science-based general education course.
Prerequisite: CHEM6 *4 Credit Hours*

CHEM301 Organic and Biological Chemistry with Lab
This course is an examination of organic and biological chemistry which includes the structure, properties, composition, reactions and preparation of carbon-based compounds, hydrocarbons and their derivatives. Emphasis is on the specific functional groups found in carbohydrates, proteins, lipids, and nucleic acids and the reactions they undergo related to human physiology and health. Laboratory work involves basic techniques of preparation, separation, identification, isolation, purification and synthesis. This is an upper division online course. Prerequisite: CHEM302 *4 Credit Hours*

CHEM302 Inorganic Chemistry with Lab
This is an introductory chemistry course. Topics include physical and chemical changes, energy, atomic structure, bonding, nomenclature, chemical calculations and reactions (including solubility, neutralization, and oxidation-reduction), gas laws, solutions, equilibrium, and nuclear chemistry. Laboratory exercises support the topics above including both qualitative and quantitative experiments and analysis of data. This is an upper division online course. *4 Credit Hours*

COURSE DESCRIPTIONS

CLT100 Computer Literacy
This course introduces basic concepts and principles of widely used productivity tools such as word processors, spreadsheets, e-mail, and web browsers. Students also learn basic computer terminology and concepts. This is an online course. *3 Credit Hours*

COL105 Critical Thinking
This course provides instruction and practice in the areas of critical thinking, problem solving and use of research as a problem-solving tool. Course objectives are addressed through problem-solving methodologies, critical analysis of information, cooperative learning, and research strategies. The course also assists students in identifying and articulating the skills necessary to be successful academically and professionally. Ethical and values considerations are included within the critical-thinking and problem-solving framework. This is an online course. *3 Credit Hours*

COMP101 Computer Literacy and Applications for the Professional
This course provides an introduction to office productivity software, such as word processing, spreadsheet, presentations, and email. Topics include basic computer use, information literacy, and working with productivity applications in a professional setting. *3 Credit Hours*

DA21.3.H Dental Science
Anatomy of the head and neck, tooth morphology, oral examinations and charting and the study of hard and soft tissues of the oral cavity are the focus of this course. Body systems, dental anesthesia, dental operatory, dental materials and instrumentation, as well as dental restorative procedures are also covered. This course is a blended course. *4 Credit Hours*

DA22.3.H Dental Office Protocols
Concepts and principles of microbiology and asepsis, sterilization, and proper methods of infection control, including Occupational Safety and Health Administration (OSHA) regulations, material safety data sheet (MSDS)information and the handling of controlled substances are examined in this course. Patient records, HIPAA, ethics, jurisprudence and patient psychology are also covered, as are basic laboratory procedures and prosthodontics. This is a blended course. *4 Credit Hours*

DA23.3.H Dental Radiology
This course presents the fundamentals of dental radiology and its terminology, anatomy for radiography and anatomic landmarks, safety, precautions, characteristics and effects of exposure and protection and monitoring. Students learn digital and inter- and extra-oral x-ray techniques used in a variety of dental specialties. Office medical emergencies and vital signs are other topics explored in this course. This is a blended course. *4 Credit Hours*

DA24.3.H Preventive Dentistry
Principles and practices of preventing and controlling dental disease are presented with emphasis on nutrition and plaque control. Coronal polishing and pit and fissure theory and procedures are introduced. Periodontics theory and practice are addressed in this course. This is a blended course. *4 Credit Hours*

DA25.3.H Dental Specialties
This course introduces the practice and procedures of dental specialties and dental assistant duties in specialty dental practice. Oral surgery, endodontics, pediatric dentistry, orthodontics, periodontics, prosthodontics, and the associated dental assistant duties allowable by state are explored. This is a blended course. *4 Credit Hours*

DA105 Orientation to Dentistry
This course focuses on the study of the oral environment within dentistry. Nutrition as it relates to dental health and an introduction to standard infection control procedures will be covered in this course. The roles of the Dental Healthcare Professional (DHCP) will be introduced in a simulated laboratory setting. A minimum grade of C is required to pass this course. *5 Credit Hours*

COURSE DESCRIPTIONS

DA110 Dental Anatomy and Patient Management
The emphasis of this course is on the basic study of the anatomy of the head and neck. This course also provides the theory as well as a hands-on approach to medical and dental emergencies. Emphasis is given to step-by-step procedures performed by the Dental Healthcare Professional (DHCP) and will be performed on typodonts in a laboratory setting, in a pre-clinical setting and clinical observation in an extramural facility. This course will also present principles and practices of infection control, OSHA regulations, law and ethics, practice management, and communication. Prerequisite: DA105. A minimum grade of C is required to pass this course. *5 Credit Hours*

DA115 Dental Regulations and Pre-Laboratory
This course provides theory as well as hands-on applications to basic dental materials, instrumentation, and equipment. Emphasis is given to step-by-step procedures performed by the Dental Healthcare Professional (DHCP) and will be performed on typodonts in a laboratory setting, in a pre-clinical setting and clinical observation in an extramural facility. This course will also present principles and practices of infection control, OSHA regulations, law and ethics, practice management, and communication. Prerequisite: DA105 and DA110. A grade of C or higher is required to pass this course. *5 Credit Hours*

DA201.3 Dental Assisting Procedures 1
This course addresses the daily operation of the dental office and explores basic chair-side assisting, charting, infection control and OSHA regulations. Students are introduced to dental office equipment and principles of four-handed dentistry, including materials and instrumentation. Emphasis is placed on step-by-step procedures and the function and care of the dental operatory. *2 Credit Hours*

DA202.3 Dental Assisting Procedures 2
This course focuses on infection control and laboratory procedures, temporary restorations, and other lab procedures. *2 Credit Hours*

DA203.3 Dental Assisting Procedures 3
Dental radiography (x-ray) techniques, including safety practices and darkroom procedures, are the emphasis of this course. Students learn about exposing, processing, mounting, and evaluating dental films and practice specialized techniques used in dental practices. *2 Credit Hours*

DA204.3 Dental Assisting Procedures 4
The emphasis of this class is the practice of coronal polishing techniques and pit and fissure sealant placement on manikins and clinical patients. *2 Credit Hours*

DA205.3 Dental Assisting Procedures 5
Dental specialty procedures performed by dental assistants are practiced in this class. *2 Credit Hours*

DA230 Dental Radiology
This course presents the principles of dental radiology for protection and safety precautions and also covers the clinical application of procedures involved in exposing and evaluating dental images. Emphasis is placed on principles and practices of infection control, OSHA regulations, law and ethics, practice management, and communication. Students will be required to expose radiographs on mannequins and clinical patients and report clinical observations in an extramural facility. A certificate of completion in Radiology Safety will be issued to the student upon course completion. Students must be 18 years of age to expose and process radiographs. Prerequisite: DA105, DA110, and DA115. A grade of C or higher is required to pass this course. *5 Credit Hours*

COURSE DESCRIPTIONS

DA236 Restorative Procedures
This course emphasizes the chairside application of fourhanded restorative dentistry. Emphasis is given to procedures performed by the Dental Healthcare Professional (DHCP) and will be performed on typodonts in a laboratory setting, in a pre-clinical setting on patients, and clinical observation in an extramural facility. Prerequisite: DA105, DA110, DA115, and DA230. A grade of C or higher is required to pass this course. *3 Credit Hours*

DA306 Prosthodontics and Endodontic Specialties
In this course, students will perform dental assisting within Endodontic and Prosthodontic specialties. Emphasis is applied to the procedures performed on typodonts in a laboratory setting, in a pre-clinical setting and clinical observation in an extramural facility. Prerequisite: DA105, DA110, DA115, DA230, and DA236. A grade of C or higher is required to pass this course. *3 Credit Hours*

DA322 Periodontic and Oral Surgery Specialties
This course focuses on procedures and instrumentation for oral and periodontal surgical procedures and various drug therapies commonly used in dentistry. Emphasis is given to procedures performed on typodonts in a laboratory setting, in a pre-clinical setting and clinical observation in an extramural facility. Prerequisite: DA105, DA110, DA115, DA230, DA236, and DA306. A grade of C or higher is required to pass this course. *2 Credit Hours*

DA326 Pediatric and Orthodontic Specialties
This course emphasizes the practical applications of advanced chairside dental assisting within pediatric and orthodontic specialties. Emphasis is given to the procedures performed on typodonts in a laboratory setting, in a pre-clinical setting and clinical observation in an extramural facility. Prerequisite: DA105, DA110, DA115, DA230, DA236, DA306, and DA322. A grade of C or higher is required to pass this course. *2 Credit Hours*

DA411 Preventative Clinical Procedures
This course presents the principles of preventive dentistry specializing in coronal polish and pit and fissure sealants. Emphasis is placed on applicable oral anatomy, histology, physiology, and oral pathology pertaining to preventive procedures. Students will be required to perform coronal polish and place pit and fissure sealants on laboratory typodonts as well as clinical patients. This course will also apply principles and practices of infection control, OSHA regulations, California Dental Practice Act, practice management, and communication. Prerequisite: DA105, DA110, DA115, DA230, DA236, DA306, DA322, and DA326. A grade of C or higher is required to pass this course. *4 Credit Hours*

DA502.3 Externship
Students gain experience in a dental office or clinic under direct supervision of a dentist, professional office manager or clinical director. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

DA526 RDA Licensure Review Seminar
This course gives the student the opportunity to review the theory and skills covered throughout the program in preparation for the RDA examinations. Prerequisite: Successful completion of all technical coursework. This is a credit/no credit course. *3 Credit Hours*

DA530 Clinical and Professional Experience
This course relates to work experience in an extramural facility under direct supervision of the dentist. Students are required, once per week, to turn in completed hours and evaluations. This is a credit/no credit course. *5 Credit Hours*

COURSE DESCRIPTIONS

DH10 Introduction to Clinical Dental Hygiene
This course introduces students to the dental hygiene process of care, including the principles underlying the phases of patient assessment, problem identification, planning of dental hygiene care, implementation of preventive and therapeutic procedures and evaluation of dental hygiene care and goal attainment. Topics include risk assessment, medical history assessment, the principles of disease transmission, infection control, examination and charting of extraoral and intraoral conditions, prevention and management of common medical emergencies, theory of basic instrumentation procedures and techniques of instrument sharpening, polishing and fluoride application. *2 Credit Hours*

DH11 Oral Radiology
Fundamentals of radiology as applied to the study of teeth and surrounding structures are presented. The radiographic appearance of normal and abnormal features of the oral cavity is covered, as are contemporary alternative imaging modalities. *2 Credit Hours*

DH12 Oral Biology
This course presents the development, structure, and function of dental and periodontal tissues, with emphasis on their relationship to the clinical practice of dental hygiene care. Included is the application of oral microbiology to etiology and pathogenesis of caries and gingival and periodontal diseases. *2 Credit Hours*

DH13 Head and Neck Anatomy
Students in this course learn about the gross anatomical structures and function of the human head and neck, including the bones, muscles, nerves, glands, and vasculature of the orofacial region. Laboratory exercises and discussion relate structures to clinical practice. *3 Credit Hours*

DH14.1 Dental Morphology
This course is an in-depth study of the morphologic features of crowns and roots of individual primary and permanent dentitions, emphasizing aspects related to dental hygiene care such as root morphology. Also included are such topics as tooth and arch alignments and intercuspal relationships. *2 Credit Hours*

DH15 Preventive Dentistry
Basic concepts of prevention of oral diseases are addressed, with emphasis on mechanical and chemical methods of plaque control, the mechanism of action of chemotherapeutic agents, especially fluoride and dietary counseling. Also covered is the application of preventive regimes to caries management. *2 Credit Hours*

DH20.1 Clinical Dental Hygiene Seminar
This course examines preventive procedures, such as the placement of sealants, tobacco cessation counseling and nutritional assessment and counseling. In addition, it provides a forum for discussion of patient care responsibilities and clinic policies and procedures. *2 Credit Hours*

DH21.1 Local Anesthesia
In this course, students learn about the anatomical, physiological and pharmacological aspects of the administration of local anesthetics and nitrous oxide-oxygen sedation, including the prevention and management of emergencies. Laboratory and pre-clinical activities emphasize injection techniques. *3 Credit Hours*

DH22 General and Oral Pathology
The pathological processes of inflammation, wound healing, repair, regeneration, immunological responses and neoplasia are introduced. Oral manifestations of systemic diseases, developmental anomalies of the oral cavity and commonly encountered diseases and disorders of the head and neck are covered, with emphasis on the recognition of deviations from normal. *3 Credit Hours*

COURSE DESCRIPTIONS

DH23 Periodontics
This course provides in-depth study of the clinical features, etiology, pathogenesis, classification and epidemiology of periodontal diseases and the role of genetics, tobacco use and systemic diseases. Also covered are principles of periodontal therapy, including the biological basis and rationale of non-surgical and surgical treatment. *3 Credit Hours*

DH24 Dental Hygiene Care for Patients with Special Needs
Methods of providing dental hygiene to patients with medical, physical, and psychological conditions are explored. Included are discussions of modifications in the areas of communication and appointment planning, as well as environmental considerations, individualized home care and safety precautions in treatment. *2 Credit Hours*

DH25 Behavioral Foundations of Dental Hygiene Care
Students learn to apply behavioral principles to patient education at various stages of human development and within diverse cultural environments. Emphasis is placed on communication techniques, listening skills and theories of learning and motivation. *1 Credit Hour*

DH30 Advanced Clinical Dental Hygiene Seminar
Study of advanced principles of clinical dental hygiene care is the focus of this course. Advanced instrumentation techniques, ultrasonic instrumentation, soft tissue curettage, air-power polishing, gingival irrigation, local application of antimicrobial and desensitizing agents, placement of periodontal dressings and implant care are covered. *2 Credit Hours*

DH31 Dental Materials
This course introduces the physical, chemical and mechanical properties of dental materials and their indications and contraindications for use in dental procedures. *1 Credit Hour*

DH32 Pharmacology
This course provides an overview of the physical and chemical properties of drugs used in dental practice, as well as modes of administration, therapeutic/adverse effects, and drug actions/interactions. *3 Credit Hours*

DHM32 General and Oral Pathology
This course introduces pathological processes of inflammation, wound healing, repair, regeneration, immunological responses, and neoplasia. Oral manifestations of systemic diseases, developmental anomalies of the oral cavity and commonly encountered diseases and disorders of the head and neck are covered. *3 Credit Hours*

DH33 Community Oral Health
Principles and issues in community health and their relationship to the delivery of dental care to the public sector are explored. Topics also include utilization of healthcare services, healthcare financing, government regulations and epidemiology of oral diseases. Also examined is the role of the dental hygienist as an innovator of, and an educator in, community disease prevention and health promotion activities. *2 Credit Hours*

DHM33 Periodontology
This course offers in-depth study of clinical features, etiology, pathogenesis, classification and epidemiology of periodontal diseases and the role of genetics, tobacco use and systemic diseases. Also covered are principles of periodontal therapy including the biological basis and rationale of non-surgical and surgical treatment. *3 Credit Hours*

DH34 Dental Specialties
Students learn about various dental specialties such as cosmetic dentistry, endodontics, forensic dentistry, implant dentistry, oral and maxillofacial surgery, orthodontics, pediatric dentistry, prosthodontics, public health dentistry and veterinary dentistry. Craniofacial anomalies, endodontics, oral facial pain, oral medicine, and temporomandibular disorders are also covered. Emphasis is placed on current trends in treatment. *2 Credit Hours*

COURSE DESCRIPTIONS

DH37 Local Anesthesia
The anatomical, physiological, and pharmacological aspects of local anesthetics are presented in this class. In the lab portion, students gain experience with injection techniques and nitrous oxide sedation. Prerequisite: DHM120, DH150 *3 Credit Hours*

DH40 Advanced Clinical Dental Hygiene Seminar
Analysis and discussion of patient preventive and treatment needs are presented through case studies from clinical practice. Students give class presentations and participate in discussions of patients' specific problems. *2 Credit Hours*

DH41 Pharmacology
This course addresses physical and chemical properties of drugs, modes of administration, therapeutic and adverse effects and drug actions and interactions. Emphasized are drugs used in dental practice as well as those that are medically prescribed and require dental treatment modification. Prerequisite: C120 *3 Credit Hours*

DH41.1 Community Oral Health Practicum
Students gain practical experience in the development, implementation, and evaluation of dental health programs in a variety of community settings. *2 Credit Hours*

DH42 Scientific Methods
This course introduces students to the fundamental concepts and skills needed to understand, interpret, and critique professional literature. Study areas include types of research, research methods and design and statistical analysis. *1 Credit Hour*

DH43 Ethics, Jurisprudence and Dental Hygiene Practice
Ethical and legal considerations of dental hygiene practice are presented, including the factors addressed in each state's Dental Practice Act and the code of ethics of the American Dental Hygienists' Association. Also covered are child abuse legislature, elements of practice management, employment opportunities and strategies and the professional organization. Students also participate in ethical decision-making exercises. *3 Credit Hours*

DH44 Dental Hygiene Review
This course provides a review of all material in the dental hygiene curriculum in preparation for the Dental Hygiene National Board Examination. *2 Credit Hours*

DH68 Dental Hygiene National Board Preparation
This course provides students with a comprehensive review of program content to prepare students to take the Dental Hygiene National Board Examination. *2 Credit Hours*

DH100 Introduction to Clinical Dental Hygiene
This course presents a historical perspective of principles and application of dental hygiene procedures and basic instrumentation. Clinical sessions familiarize students with instruments, charting and total patient care. *4 Credit Hours*

DH100.1 Introduction to Clinical Dental Hygiene Lab
Students apply concepts presented in DH10 in laboratory and pre-clinical settings, with emphasis on development of basic instrumentation skills. *2 Credit Hours*

DH110 Oral Radiology Lab
Students apply concepts presented in DH11, gaining pre-clinical lab and clinical experiences in the exposure, processing, mounting, evaluating, and interpreting dental radiographs. *1 Credit Hour*

COURSE DESCRIPTIONS

DHB110 Introduction to Principles and Procedures of Dental Hygiene
This course examines dental hygiene procedures as well as basic instrumentation. Coursework addresses history and scope of the dental hygiene and dental assisting professions and provides a perspective on these professionals' role on the dental team. In clinical sessions, students gain proficiency in using dental hygiene instruments, dental charting, and total patient care. Additional topics include professionalism, ethics, infection control, equipment maintenance, patient assessment, dental emergencies, patient/clinician positioning, oral health, preventive dentistry theory, retraction, four-handed dentistry, tobacco cessation and oral prophylactic procedures. *4 Credit Hours*

DH115 Introduction to Principles and Procedures of Dental Hygiene
This course examines dental hygiene procedures as well as the fundamentals of instrumentation and dental hygiene theory. Coursework addresses the history and scope of the dental hygiene profession and provides a perspective on this professional role on the dental team. In lab and clinical components, students apply the steps in the dental hygiene process of care to gain proficiency in providing comprehensive patient assessment and care. Additional topics include professionalism, ethics, infection control, basic dental equipment maintenance, and use of dental software. This course contains theory, lab and clinical components. *4 Credit Hours*

DH120 Head and Neck Anatomy
Students in this course examine structure and function of the head and neck. Coursework includes study of the orofacial region's bones, muscles and vascular and nervous systems. *2 Credit Hours*

DH126 Head and Neck Anatomy
This course examines the structure and function of the head and neck focusing on the bones, muscles, vascular system, nervous system, glandular system, lymphatics and spaces and fascia of the orofacial region. Students will learn to identify the anatomical structures of the head and neck, specifically as they relate to the structure and function of the oral cavity and the practice of dental hygiene. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH130 Oral Anatomy, Embryology and Histology
This course examines external and internal morphology of the primary and permanent dentition, provides a comprehensive study of embryonic, fetal and postnatal development and addresses microanatomy of cells and tissues that comprise the head, neck and oral cavity. *3 Credit Hours*

DH135 Oral Biology
This course examines external and internal morphology of the primary and permanent dentition, provides a comprehensive study of embryonic, fetal and postnatal development and addresses microanatomy of cells and tissues that comprise the head, neck, and oral cavity. *3 Credit Hours*

DH150 Clinical Dental Hygiene I
This course builds on content from DH100, emphasizing oral assessments, radiographic techniques, plaque control instructions, scaling, polishing, fluoride application, dietary counseling, and tobacco cessation programs. Ultrasonic instrumentation and air polishing are introduced, as is periodontal treatment and use of chemotherapeutics. Techniques taught are implemented in the clinic setting. Prerequisite: DH100 *4 Credit Hours*

DH151 Dental Hygiene I
This course expands on the foundational knowledge gained in DH115, with a focus on advanced oral assessments, radiographic techniques, and effective plaque control strategies. Emphasis is placed on the techniques of oral prophylaxis, polishing, fluoride application, dietary counseling, and tobacco cessation programs. These techniques will be reinforced and applied in a clinical setting, ensuring students gain practical, hands-on experience. This course contains theory, lab and clinical components. Prerequisite: All previous semester coursework. *4 Credit Hours*

COURSE DESCRIPTIONS

DH160 Dental Materials
This course offers an in-depth exploration of dental materials, focusing on their interactions within the oral environment. Emphasis is placed on understanding the standards and properties of dental materials, including gypsum products, mouth guards, whitening systems, dental bases, liners and cements, temporary restorations, and classifications for restorative dentistry. Students will study restorative materials, techniques for polishing dental restorations, and the use of removable prostheses, sealants, and implants. In the lab component, students will gain hands-on experience with key applications, such as the placement of pit and fissure sealants, insertion and finishing of restorative materials, polishing techniques, and the taking of alginate impressions. Practical skills will be further developed through the pouring and trimming of study models. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH170 Dental Radiography
This course provides fundamental knowledge of the nature, physical behavior, and biological effects of radiation to maximize understanding of proper safety procedures in exposing, processing, mounting, and interpreting diagnostic radiographs of teeth and their surrounding structures. Lectures address radiation physics, biology and safety, infection control, radiographic needs, quality assurance and interpretation, imaging theory, principles of digital radiography and legal issues of dental radiography. In the lab, students operate x-ray units and digital sensors and expose, process, mount and interpret radiographs. *4 Credit Hours*

DH175 Dental Radiography
This theory and lab course provides fundamental knowledge of the nature, physical behavior, and biological effects of radiation to maximize understanding of proper safety procedures in exposing, processing, mounting, and interpreting diagnostic radiographs of teeth and their surrounding structures. Emphasis is placed on radiation physics, biology and safety, infection control, radiographic need, quality assurance and interpretation, imaging theory, principles of digital radiography and legal issues of dental radiography. In the lab, students will gain hands-on experience operating x-ray units and digital sensors and exposing, processing, mounting and interpreting radiographs. *3 Credit Hours*

DH180 Periodontology
This course examines periodontology principles pertinent to dental hygiene practice. Topics include a comprehensive study of the periodontium and the epidemiology, etiology, and classification of periodontal disease. Immunology and host defense mechanisms are explored with an emphasis on the treatment and management of periodontal diseases, utilizing drug therapy, disease prevention, and surgical and non-surgical treatments, microorganisms associated with periodontology, implantology and maintenance, and periodontal/endodontic emergencies. Prerequisite: All previous semester coursework. *3 Credit Hours*

DH200 Clinical Dental Hygiene Care
Students engage in clinical application of the dental hygiene process for providing patient-centered care. The course provides them with an opportunity to refine skills associated with oral assessments, radiographic techniques, plaque control instructions, scaling, polishing, fluoride application and dietary counseling. *2 Credit Hours*

DH205 Dental Hygiene II
This course advances the dental hygiene skills application and builds on knowledge gained in previous courses. Course concepts enable students to provide a comprehensive dental hygiene care plan reinforcing the application of the dental hygiene process of care. Students are expected to perform the skills required to provide ethical, professional, and compassionate patient care. Emphasis is placed on developing an increased sense of responsibility and proficiency in the clinical setting, advanced instrumentation for periodontally involved patients and the use of adjunct chemotherapeutics. This course contains theory, lab and clinical components. Prerequisite: All previous semester coursework. *5 Credit Hours*

COURSE DESCRIPTIONS

DH210 General and Oral Pathology
This course delves into the principles of general pathology with a focus on diseases affecting the teeth, soft tissues, and supporting structures of the oral cavity. It explores key pathological processes such as inflammation, wound healing, repair, regeneration, immunological responses, and neoplasia. Additionally, the course examines the oral manifestations of systemic diseases, developmental anomalies of the oral cavity, and common diseases and disorders of the head and neck. Prerequisite: All previous semester coursework. *3 Credit Hours*

DH230 Dental Materials with Lab
Students in this course are introduced to the physical, chemical, and mechanical properties of dental materials and their indications and contraindications for use in dental procedures. Lab exercises familiarize students with manipulation of the various materials used in general and preventive dentistry. *2 Credit Hours*

DH234 Legal and Ethical Aspects
This course provides a comprehensive study into the basic dental ethical, legal terms, and concepts. Emphasis is placed on the application of the knowledge of modern dental ethical/legal concepts to a variety of relevant situations and scenarios. Prerequisite: All previous semester coursework. *1 Credit Hour*

DH236 Pain Management
This course addresses theory and technique of administering local anesthetic and nitrous oxide sedation, as well as recognition and early treatment of medical emergencies in the dental office. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH240 Local Anesthesia
This theory and lab course examines the anatomical, physiological, and pharmacological aspects of the administration of local anesthetics and nitrous oxide-oxygen sedation, including the prevention and management of emergencies. Laboratory and pre-clinical activities emphasize local anesthetic injection techniques and the safe administration of nitrous oxide. Prerequisite: All previous semester coursework. 3 *Credit Hours*

DH247 Dental Hygiene III
This course focuses on the dental hygiene treatment of patients with special needs, using case-based learning to integrate fundamental knowledge with evidence-based, client-centered care. Through detailed case studies, students will improve their skills and prepare for national, regional, and state licensure examinations. The course includes providing comprehensive dental hygiene care in a clinical setting, with an emphasis on instrumentation, advanced techniques for periodontally involved patients, and the use of adjunctive chemotherapeutics. This course contains theory, lab and clinical components. Prerequisite: All previous semester coursework. *6 Credit Hours*

DH250 Community Dental Health Lecture
This course explores fundamental dental public health procedures and dental health instruction in both clinical and community settings. Key topics include biostatistics, epidemiological methods, the structure, planning, and operation of community dental health programs, as well as teaching methods and educational media. Additionally, the course covers essential communication skills and motivation techniques for effective oral health education. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH251 Community Dental Health Lab
This lab course provides hands-on experience in the promotion of oral health and prevention of oral diseases in the community. Emphasis is placed on the understanding of the healthcare system and developing an objective view of the significant social, political, cultural, and economic forces driving the system. This course advances the concepts addressed in the Community Dental Health Lecture course. Prerequisite: All previous semester coursework. *1 Credit Hour*

COURSE DESCRIPTIONS

DH270 Nutritional and Biochemical Foundations for Dental Hygienists
This course examines macronutrients and micronutrients and their effects on the oral cavity as applied to the practice of dentistry. Topics include the basic principles of nutrition, nutritional and biochemical aspects of carbohydrates, proteins, lipids, vitamins, minerals, and water. The course covers understanding and evaluating food labels and the MyPlate guidelines, nutritional counseling, nutritional excesses and deficiencies, and the impact of herbal supplements and alternative therapies on the body and oral cavity. Additionally, it addresses nutritional needs at various stages of the human lifecycle. The goal is to understand how to assist patients in making informed nutritional choices related to their oral health. This course contains theory, lab and clinical components. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH275 Advanced Clinical Dental Hygiene
This course continues the study of dental hygiene treatment including special needs patients. Additional topics familiarize students with administrative aspects of dental office employment and prepare them for job-seeking. Students will continue to develop clinical skills in preparation for board exams. Prerequisite: DHM250 *6 Credit Hours*

DH289 Dental Hygiene IV
This lab and clinical course provide a comprehensive study of advanced dental hygiene treatment for a variety of patient populations including patients with special needs. Through detailed case studies, students will improve their skills and prepare for national, regional, and state licensure examinations. Additionally, emphasis is placed on the administrative aspects of dental office employment and clinical skill development in preparation for entry-level practice. Prerequisite: All previous semester coursework. *6 Credit Hours*

DH290 Dental Pharmacology
This course provides a comprehensive study into the physical and chemical properties of drugs, modes of administration, therapeutic and adverse effects, and drug interactions. Emphasis is placed on drugs used in dental practice as well as those that are medically prescribed and require dental treatment modification. Prerequisite: All previous semester coursework. *3 Credit Hours*

DH298 Senior Seminar
This intensive review course is designed to prepare students for success on their licensure examination. It provides a comprehensive overview of key topics and concepts essential for the National Board Dental Hygiene Examination. Prerequisite: All previous semester coursework. *2 Credit Hours*

DH300 Advanced Clinical Dental Hygiene Care
Students gain clinical experience in providing comprehensive patient-centered dental hygiene care to a wide range of patients with different medical and dental needs. Emphasis is placed on non-surgical periodontal therapy, pain control and prevention and treatment of oral diseases. *4 Credit Hours*

DH310 Dental Materials Lab
Students gain laboratory experience with course material presented in DH31 by manipulating various materials used in restorative and preventive dentistry. *1 Credit Hour*

DH399 Dental Hygiene Review Seminar
This course presents an overview of all dental hygiene theory for the purpose of National Board Exam Review. This is a pass/fail course. *0 Credit Hour*

DH400 Advanced Clinical Dental Hygiene Care
Students gain clinical experience in providing comprehensive patient-centered dental hygiene care to a wide range of patients with different medical and dental needs. Emphasis is placed on non-surgical periodontal therapy, pain control and prevention of oral diseases. *5 Credit Hours*

COURSE DESCRIPTIONS

DH401 Teaching Dental Hygiene Theory and Practice
This course provides practical, evidence-based teaching strategies for dental hygienists wishing to develop their skills as clinical educators. Dental hygienists will learn strategies for instruction, assessment, evaluation, and coaching for both novice and experienced students. Special topics include teaching of mixed-level groups, balancing teaching with the provision of patient care, engaging patients, and motivating students. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

DH420 Community Oral Health Assessment and Program Planning
This course is designed to provide students with the framework necessary to identify a target population and assess, plan, implement and evaluate a community oral health program. Topics include assessment methods; diagnosis of community needs; program planning, budgeting and community resources; program implementation; program evaluation and documentation. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

DH441 Dental Practice Management
This course provides professionals a foundation in practice management of dental teams by addressing the skills required to effective team leadership, staff management, establishing goals, appointment management, use of financial systems and patience needs assessments. Topics include Marketing; professional standards; risk management; legal and ethical issues; business office technology; office design and equipment placement; dental office documents and the storage of business records; and business office systems. This is an upper division online course. A minimum grade of C is required to pass this course. *5 Credit Hours*

DHM21 Oral Biology
A detailed study of the external and internal morphology of primary and permanent dentition and microanatomy of the cells and tissues that comprise the head, neck and oral cavity is presented in this course. *3 Credit Hours*

DHM54 Ethics, Jurisprudence and Dental Hygiene Practice
This course provides students with an understanding of basic dental ethical, legal terms and concepts. Students will learn to apply their knowledge of modern dental ethical/legal concepts to a variety of relevant situations and scenarios. *1 Credit Hour*

DHM61 Community Oral Health
This course integrates basic dental public-health procedures and dental-health instruction as they apply in clinical and community settings. Topics include biostatistics, epidemiological methods, the structure, planning and operation of community dental health programs and methods of teaching and educational media. The course also covers communication skills and motivational techniques. Prerequisite: SPH205. *2 Credit Hours*

DHM62 Community Dental Services
This course provides students with enrichment experiences providing pediatric, adolescent, adult and geriatric patients with oral health education Prerequisite: DHM61. *1 Credit Hour*

DHM110 Oral Radiology with Lab
This course provides an overview of diagnostic radiographic procedures of teeth and their surrounding structures. Lectures are supported by lab experience in operating x-ray units and digital sensors, exposing, processing, mounting, and interpreting diagnostically acceptable radiographs. Prerequisite: DHM120 *3 Credit Hours*

DHM120 Head and Neck Anatomy
This course presents the structure and function of the head and neck focusing on the bones, muscles, vascular system, nervous system, glandular system, lymphatics and spaces and fascia of the orofacial region. *2 Credit Hours*

COURSE DESCRIPTIONS

DHM200 Intermediate Clinical Dental Hygiene I
In this course, students practice on patients in a clinical setting with focus on instrumentation, prophylaxis technique, oral health education, patient assessment and treatment. Prerequisite: DH33, DH150 and DH100 *5 Credit Hours*

DHM250 Intermediate Clinical Dental Hygiene II
This course introduces students to dental hygiene treatment of special-needs patients via case studies. In addition, students are prepared to take national, regional, and state examinations with a client-care focus. Prerequisite: DHM37, DHM200 *6 Credit Hours*

DMS100 Introduction to Sonography and Patient Care
This course provides an introduction of the diagnostic medical sonographer field. Topics include possible employment opportunities, safety methods, medical ethics and legal responsibilities, medical and sonography procedures, and communication with patients and other health care professionals. Prerequisite: BIOL100. A minimum grade of C is required to pass this course. *5 Credit Hours*

DMS110 Ultrasound Physics and Instrumentation
This course provides a firm foundation in the basic physical principles of ultrasound and the instrumentation relating to the ultrasound machine. Coursework includes the basic acoustic principles of ultrasound, propagation of ultrasound in tissue, the physics of pulsed ultrasound, Doppler principles, the components of the ultrasound imaging instrument, common artifacts in imaging, quality assurance, bioeffects, and safety in operation of the ultrasound imaging system. Prerequisite: DMS100. A minimum grade of C is required to pass this course. *8 Credit Hours*

DMS120 Abdominal, Superficial, and Other Ultrasound Imaging
This course covers the aspects of abdominal and small parts ultrasound scanning required for employment as an entry-level sonographer. Emphasis is placed upon basic anatomy and physiology, normal and abnormal ultrasound appearances of the organs of the abdominal cavity, retroperitoneum, breast, thyroid, parathyroid, prostate, and testes. Clinical indications for ultrasound examination of the abdomen and small parts, and differential diagnoses will also be presented and considered. Prerequisite: DMS110. A minimum grade of C is required to pass this course. *7 Credit Hours*

DMS130 Gynecology and Obstetrics Ultrasound Imaging
This course covers the aspects of obstetrics and gynecology ultrasound scanning required for employment as an entry-level sonographer. Emphasis is placed upon basic anatomy and physiology, normal and abnormal ultrasound appearances of the patient and fetal growth. Clinical indications for ultrasound examination of obstetrics, gynecology, and differential diagnoses will also be presented and considered. Prerequisite: DMS110. A minimum grade of C is required to pass this course. *7 Credit Hours*

DMS140 Vascular Ultrasound Imaging
This course introduces hemodynamic considerations of the arterial and venous vascular systems including principles and techniques of spectral analysis, waveform analysis and interpretation, Color Doppler, and Power Doppler. Emphasis is placed on the anatomy and physiology of the arterial and venous systems, the pathologies commonly encountered in those systems, types of vascular ultrasound examinations most commonly ordered, the clinical indications for various types of vascular duplex examinations, differentiation of normal versus abnormal conditions, and interpretation of ultrasound findings. Prerequisite: DMS110. A minimum grade of C is required to pass this course. *7 Credit Hours*

COURSE DESCRIPTIONS

DMS180 Examination Review
This course covers the application process and content specific outline information for the ARDMS Sonography Principles and Instrumentation examination, the Abdomen specialty examination, and the Obstetrics and Gynecology specialty examination. Registry examination preparation techniques and strategies for achievement of successful examination outcomes are included. Administration of mock examinations will enable the student to identify specific strengths and weaknesses in subject matter, in order to self-correct and improve performance on the ARDMS examinations. Guidance and direction toward additional registry preparation tools and resources are provided. Prerequisite: DMS120, DMS130, DMS140. A minimum grade of C is required to pass this course. 2 *Credit Hours*

DMS191 Clinical Externship I

During this course, the student will be assigned and directly supervised in a Diagnostic Medical Ultrasound imaging facility such as a hospital, clinic, or imaging center. The student will be introduced to the clinical setting and departmental organization. Under direct supervision of a supervising sonographer or supervising physician, and the school's Clinical Coordinator, the student will begin to acquire the hands-on skills necessary for the sonographer in a clinical site. This is accomplished through both observation of and participation in clinical case studies of patients undergoing ultrasound examinations. The student will be assessed on supervised clinical practice and completion of clinical assignments and task based performance objectives. Prerequisite: DMS180. A minimum grade of C is required to pass this course. 8 *Credit Hours*

DMS201 Clinical Externship II
During this course, the student will be assigned and directly supervised in a Diagnostic Medical Ultrasound imaging facility such as a hospital, clinic, or imaging center. The student will be introduced to the clinical setting and departmental organization. Under the direct supervision of a supervising sonographer or supervising physician, and the school's Clinical Coordinator, the student will begin to acquire the hands-on skills necessary for sonographers in a clinical site. This is accomplished through both observation of and participation in clinical case studies of patients undergoing ultrasound examinations. The student will be assessed on supervised clinical practice and completion of clinical assignments and task based performance objectives. Prerequisite: DMS180. A minimum grade of C is required to pass this course. 12 *Credit Hours*

ELEC111 Electrical Conduit Bending and Raceway Systems
This course is a study of raceway materials common in the electrical industry, including proper applications and installation. Students will also properly calculate, lay out, and bend Electrical Metallic Tubing (EMT) and Rigid Metal Conduit (RMC) per industry and National Electrical Code standards. This is a blended course. *5 Credit Hours*

ELEC121 Blueprint Reading and Safety for Electricians
This course seeks to develop in students an appreciation for two conceptual and practical skills necessary in an electrician's career: building plans and safety. Students will learn to interpret residential and commercial architectural and mechanical plans used in the electrical industry. Instruction regarding construction and electrical safety practices will culminate in students earning OSHA-10 Hour Construction, CPR, and First Aid certifications. This is a blended course. *5 Credit Hours*

ELEC130 Technical Math and Electric Circuits
This course is a study of mathematics used in the electrical trade with an application of direct and alternating current. This is a blended course. *10 Credit Hours*

COURSE DESCRIPTIONS

ELEC200 Residential Wiring
This course introduces the student to the elements of residential-type construction with an emphasis on wiring principles and basic residential design. This course also allows the student to perform a hands-on component of wiring a basic residential structure. Both components of this course are completed in strict accordance with the requirements of the National Electrical Code. This is a blended course. Prerequisite: ELEC111, ELEC121, and ELEC130 *5 Credit Hours*

ELEC211 Commercial Wiring
This course covers the theory and application of electrical wiring systems utilized in commercial buildings inclusive of general wiring and raceway systems, lighting systems, low voltage systems, overcurrent and grounding protection, electrical distribution systems, and load calculations, all in adherence to the requirements of the National Electrical Code. This is a blended course. Prerequisite: ELEC111, ELEC121, and ELEC130 *5 Credit Hours*

ELEC212 Industrial Wiring
This course covers the theory and application of electrical wiring systems utilized in industrial buildings inclusive of general wiring and raceway systems, lighting systems, low voltage control systems, alternating current motors and transformers, and load calculations, all in adherence to the requirements of the National Electrical Code. This is a blended course. Prerequisite: ELEC111, ELEC121, and ELEC130 *5 Credit Hours*

ELEC220 Programmable Logic Controllers/Industrial Electronics
This course presents basic concepts and applications of PLCs such as the PLC language, performing installation and diagnostic functions, using program tools, basic communications, and logic operations. The practical instruction of this course is performed with Allen Bradley equipment and RSLogix software, both of which are predominantly used within the manufacturing industry. This is a blended course. Prerequisite: ELEC111, ELEC121, and ELEC130 *5 Credit Hours*

ENG101 English Writing and Composition
This course strengthens reading and writing skills of students entering the writing sequence and enrolling in other standard Carrington College courses. An integrated approach links reading with writing and addresses basic matters as they arise from assignments. This is an online course. *3 Credit Hours*

ENG121 Composition and Reading Part A
This is the first in a two-part, college-level English course. In this course, students will learn the foundation of critically reading and writing in a variety of rhetorical modes. Students will read various essays and literature, and apply critical analysis to their own writing. Students will practice all aspects of the writing process, and by the end of Part B, they will meet a goal of writing a minimum of 6000 words through a variety of assignments. This is an online course. *3 Credit Hours*

ENG122 Composition and Reading Part B
This is the second part of our college-level English course. By building on the skills learned in Part A, students will continue to critically read and write in a variety of rhetorical modes. Students will read various essays and literature, and apply critical analysis to their own writing. In this course they will build information literacy skills through research, and describe the connection between effective communication and professionalism. Students will complete their goal of writing a minimum of 6000 words. This is an online course. *3 Credit Hours*

ENG151 Technical Writing
This course provides a foundation for the planning, writing, and editing of technical documents in scientific and technical fields. Students in this course will learn effective strategies in documenting design, written collaboration, document selection and editing, and effectively using graphics. Students will learn the basics to create technical communication that has a clear purpose and specific audience. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

ENG321 Writing for Research
This course is designed to provide students with the framework necessary for research writing; the course will provide guidance in creating a literary review, allowing students to focus on research pertaining to their discipline of study. The course will outline the research process, APA formatting for research writing, and the literary review process. Students will utilize peer-reviewed journals to synthesize data pertaining to their studies in preparation for their Senior Capstone Project. This is an upper division online course. *4 Credit Hours*

ET105 OSHA Standards for the Construction Industry
This course covers OSHA policies, procedures, and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous, using OSHA standards as a guide. Upon successful course completion, the student will receive an OSHA 30 Hour Construction Outreach Training Completion Card. Students will be trained in CPR and First Aid. This is a blended course. *5 Credit Hours*

ET115 Electrical Conduit Bending
This course is a study of how to properly calculate, layout, and bend Electrical Metallic Tubing (EMT) and Rigid Metal Conduit (RMC) per industry and National Electrical Code standards. This course utilizes both hand bending tools and the use of mechanical and machine-type bending equipment. This is a blended course. *5 Credit Hours*

ET135 Electrical Circuits
This course is a study of mathematics used in the electrical trade with application of direct and alternating current. This is a blended course. *5 Credit Hours*

ET200 Commercial Wiring
This course covers the theory and application of commercial electrical buildings inclusive of general wiring, electrical systems, alternating current motors, transformers, lighting systems and load calculations, all in adherence to the requirements of the National Electrical Code. Prerequisite: ET100, ET110, ET120, ET130 in the 40 week program and ET105, ET115, ET135 in the 36 week blended program. *5 Credit Hours*

ET215 Industrial Wiring
This course covers the theory and application of industrial electrical buildings inclusive of general wiring, electrical systems, alternating current motors, transformers, lighting systems and load calculations, all in adherence of the requirements of the National Electrical Code. Prerequisite: ET105, ET115, ET135. This is a blended course. *2 Credit Hours*

ET235 Programmable Logic Controllers/Industrial Electronics
This course presents basic concepts and applications of PLCs such as the PLC language, performing installation and diagnostic functions, using program tools, basic communications, and logic operations. The practical instruction of this course is performed with Allen Bradley equipment and RSLogix software, both of which are predominantly used within the manufacturing industry. Prerequisite: ET105, ET115, ET135. This is a blended course. *3 Credit Hours*

GOV141 Nevada and US Constitutions
This course introduces the constitutions of Nevada and the United States with additional attention to principles and current problems of government. The course satisfies the Nevada Constitution Associate requirement. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

GRS100 Graduate Readiness Seminar
In this course, students demonstrate the integration of their academic learning into their professional and personal lives. Students will use their self-awareness to model professional behavior, written and oral communication skills, and cultural competence by presenting program learning to an interprofessional audience. This is a credit/no credit course. *2 Credit Hours*

HC403 Healthcare Law and Ethics
This course presents an overview of legal and ethical issues facing healthcare managers. Students will be introduced to legal and policy issues in the dynamic healthcare environment and explore ethical dilemmas faced by healthcare managers. Emphasis is placed on developing the skillset to evaluate legal and ethical situations and assess the potential consequences choices have on key stakeholders. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

HC420 Management Principles for the Healthcare Professional
The focus of this course is the application and practices of effective management in the healthcare setting. Topics include effective supervision, personnel management, budgetary controls, and legal and ethical concerns. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

HC430 Establishing Best Practices in Quality Improvement of Healthcare
This course covers techniques and strategies relating to the establishment of quality improvement best practices and techniques to effectively measure quality for high-level performance. This includes the following components: strategic planning, marketing tools, policy process and team building. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

HC440 Research and Evidence-Based Practice in Healthcare
This course focuses on the importance of utilizing accepted research methodologies to gather and interpret statistics and other data. Topics also include communicating research findings in evidence-based practice. This is an upper division online course. A minimum grade of C is required to pass this course. *5 Credit Hours*

HC450 Healthcare Finance
The focus of this course is an understanding of the Health Care Practitioner's role in revenue cycle management as well as the rules and regulations that apply to insurance and reimbursement. This is an upper division online course. A minimum grade of C is required to pass this course. *4 Credit Hours*

HC470 Research Capstone
This course will provide students the opportunity to integrate their field of study with their selected area of specialty to research an issue and propose a solution. The student will compose a formal paper that will include a literature review to compare and contrast differing perspectives related to a chosen problem or process in a healthcare facility or department. The student will then compose and deliver a presentation suitable for an interprofessional audience. This is an upper division online course. A minimum grade of C is required to pass this course. *5 Credit Hours*

HCA301 Interprofessional Healthcare
This course is designed to provide students in healthcare professional programs with introductory knowledge of interprofessional teamwork within an evolving healthcare system. The course will introduce concepts in interprofessional education for collaborative patient, family, and community healthcare. Students will explore the philosophical and theoretical foundations of interprofessional healthcare and each profession's contribution to healthcare. This is an upper division online course. *3 Credit Hours*

COURSE DESCRIPTIONS

HCA310 Healthcare Reimbursement Models
This course will examine the historical funding of healthcare from private pay to indemnity insurance. The development and status of governmental funding for the elderly and disabled through Medicare, and for the poor through Medicaid will be discussed. Consideration will also be given to billing and reimbursement requirements and procedures for various types of insurance. This is an upper division online course. *3 Credit Hours*

HCA311 Critical Thinking for Health Professionals
This course presents concepts and principles of thinking and decision-making. Through application and evaluation, students practice problem solving and investigative, research, and persuasive skills. Emphasis is placed on applying critical thinking skills to practical issues applicable to healthcare administration, and the evaluation and development of solutions. This is an upper division online course. *3 Credit Hours*

HCA320 Leadership and Management in Healthcare
In this course, students will study the critical role of leaders and managers in healthcare organizations. Areas of study will include leadership styles, decision-making models, allocation of resources, and strategic planning. A case study approach to leadership situations will be used to analyze and apply theory in practice. Students will complete a leadership evaluation. This is an upper division online course. *3 Credit Hours*

HCA326 Data Applications and Healthcare Quality
In the context of quality assessment, students explore use of information technologies for data search and access. Principles of clinical quality, utilization review, and risk management are introduced, as are organizational approaches, and regulatory and accreditation implications of quality assessment activities. Methods, tools, and procedures for analyzing data for variations and deficiencies are examined and used. Research techniques and statistical methods are applied to transform data into effective information displays and reports to support a quality improvement program. This is an upper division online course. *3 Credit Hours*

HCA329 Health Insurance and Reimbursement
Students explore reimbursement and payment methodologies applicable to healthcare provided in various settings in the United States. Forms, processes, practices, and the roles of health information professionals are examined. Concepts related to insurance products, third party, and prospective payment and managed care capitation are explored. Issues of data exchange among patient, provider, and insurer are analyzed in terms of organizational policy, regulatory issues, and information technology operating systems. Management of the chargemaster and the importance of coding integrity are emphasized. This is an upper division online course. *3 Credit Hours*

HCA330 Introduction to Billing and Coding
This course is designed to familiarize students with computerized procedures such as accounts receivable, insurance billing and appointment management. Emphasis will be placed on the use of medical software for patient information, billing, insurance claims and reports. This is an upper division online course. *3 Credit Hours*

HCA335 Legal, Ethical, and Regulatory Issues in Health Information
Legal and regulatory issues in healthcare are examined, with an emphasis on their application to healthcare information services and documentation of care. Students explore the rights and responsibilities of providers, employees, payers, and patients in a healthcare context. Legal terminology pertaining to civil liability and the judicial and legislative processes is covered. Laws and regulations addressing release of information and retention of records are examined, as are the legal and regulatory issues surrounding confidentiality of information. This is an upper division online course. *3 Credit Hours*

COURSE DESCRIPTIONS

HCA340 Medical Office Management
Students will apply principles of resource management to a medical practice office setting. A variety of medical office systems, including patient scheduling, purchasing, inventory management, finance and accounting systems, and medical records will be discussed. Students will explore legal and ethical issues in healthcare, and gain an awareness of federal and state laws and the agencies the enforce them. This is an upper division online course. *3 Credit Hours*

HCA350 Quality Improvement in Healthcare
Students will apply principles of continuous quality improvement to a healthcare setting. Topics will include accreditation standards, patient safety, operations, and increasing patient and customer satisfaction levels. The role of the healthcare administrator in directing and managing project teams will be explored. This is an upper division online course. *3 Credit Hours*

HCA355 Quality and Advanced Medical Records
Students will study advanced concepts in the field of medical records, such as quality improvement, utilization review, and health facility licensure and accreditation standards. This is an upper division online course. *3 Credit Hours*

HCA375 Medical Record Operating Systems
Students learn about health information content, record format and forms control and use of patient registries and indexes. The course includes simulated experience with medical record systems. This is an upper division online course. *3 Credit Hours*

HCA380 Healthcare Marketing
This course will examine the role and function of marketing and strategy development in healthcare. Marketing concepts including market research, segmentation, branding and promotion are studied. Strategy development includes the role of vision and mission, internal and external assessment, developing strategic initiatives, tactical planning and strategic execution. This is an upper division online course. *3 Credit Hours*

HCA385 Healthcare Strategic Management
In this course students will gain an understanding of the changes shaping healthcare today and the development and reasons for strategic management. The analysis of current healthcare businesses, challenges and plans provides a relevant, reality based approach to strategic planning in this quickly changing industry. This is an upper division online course. *3 Credit Hours*

HCA390 Public and Community Health
This course provides the student with a solid understanding of global and local community health issues, regulations and preventative measures. The course covers global health organizations, epidemiology, leading causes of death, underserved populations and the emerging communities and health concerns of the 21st century. Much focus is placed on the global and local environmental issues associated with water and air quality, waste management, communicable disease, and occupational health issues. This is an upper division online course. *3 Credit Hours*

HCP101 Structural Anatomy and Terminology
The course examines the foundational principles of the skeletal, muscular, lymphatic, immune, integumentary, and nervous and special senses body systems, plus common diseases and disorders related to these systems. The course emphasizes the effective use of medical terminology through the study of the principles of word construction, elements, abbreviations, and symbols with emphasis on spelling and pronunciation. *3 Credit Hours*

COURSE DESCRIPTIONS

HCP102 Body System Anatomy and Terminology
The course examines the foundational principles of the digestive, urinary, endocrine, reproductive, respiratory, and cardiovascular body systems, plus common diseases and disorders related to these systems. The course emphasizes the effective use of medical terminology through the study of the principles of word construction, elements, abbreviations, and symbols with emphasis on spelling and pronunciation. *3 Credit Hours*

HCP103 Foundational Office Skills
This course presents the fundamental administrative skills needed to work in a medical facility. Students will build a foundation in medical coding principles, medical law and ethics, as well as insurance plans and forms. This course includes HIPAA training and certification. *2 Credit Hours*

HCP203 Medical Office Management
This course is designed to equip students with the essential skills and knowledge required in medical office management and communication. Students will learn the fundamentals of providing exceptional patient care, mastering effective communication, understanding office management responsibilities, exhibiting professional conduct, and utilizing medical office software applications. *3 Credit Hours*

HIS150 US Government
This course explores American government with a particular focus on the institutions and processes of national government. Taught from both a historical and a social perspective, students learn the principles and problems that American government was designed to address, enabling them to better understand how our government functions and ways in which it has changed over time. This is an online course. *3 Credit Hours*

HST301 American Political Thought from Reconstruction to the Present
This course explores various social, diplomatic, and economic philosophies in American politics from Reconstruction to the present. Special consideration is given to the development and inter-connectedness of the philosophies while also considering their historical context. Students are encouraged to make connections between these philosophies and their own beliefs. This is an upper division online course. *3 Credit Hours*

HUM200 Ethics in Contemporary Society
This course examines the problems of ethics and the nature of ethical decisions and solutions. Emphasis is placed on the application of ethical theory and contemporary social issues. Moral issues such as abortion, euthanasia, discrimination, and animal rights are addressed. Where appropriate, career-specific issues are examined. This course is equivalent to the prior version course code PHIL2. This is an online course. *3 Credit Hours*

HUM250 Introduction to Humanities
This course introduces areas of the humanities such as history, philosophy, literature and the visual and performing arts. Students analyze and evaluate cultural artifacts such as paintings, poetry, music, dance, film and architecture and develop connections among these works and their historical and philosophical contexts. Discussions, writings, oral presentations, and group activities prepare students for more advanced inquiry in subsequent courses. This is an online course. *3 Credit Hours*

HUMN125 Intercultural Communication
This course introduces the fundamental elements and major themes of intercultural communication, with a focus on understanding how socio-economic and cultural diversity can impact effective communication. Students survey key theories of intercultural communication and their application within various disciplines, emphasizing strategies for overcoming communication barriers in workplace settings. Through the study of fiction and non-fiction texts, students develop a foundational understanding of how cultural perspectives influence communication and learn practical approaches to fostering inclusivity and collaboration. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

HUMN325 Cross-Cultural Communication
This course provides a comprehensive pathway to navigate the challenges of cross-communication, combining both critical insight and practical strategies. These approaches are combined with an in-depth examination of the foundational elements of cross-cultural communication and the complex barriers that arise from cultural, socio-economic, and developmental differences. Students critically evaluate the major themes and theories of intercultural communication, probing how these concepts apply across disciplines and workplace settings. Through extensive analysis of fiction and non-fiction texts, students develop refined skills in interpreting diverse perspectives and applying effective cross-communication techniques. A minimum grade of C is required to pass this course. This is an upper division online course. *3 Credit Hours*

HVACR100 Theory and Application of Air Conditioning
This course introduces, discusses, and demonstrates the practical applications of the physical properties of air, (psychometrics), blueprint interpretation, floor plan layout, calculating building heat loads, air distribution systems, types of air conditioning equipment and systems, codes, and installations. This course also introduces various heating systems and EPA, Section 608. *5 Credit Hours*

HVACR101 Theory and Applications of Refrigeration
This course introduces, discusses, and practices the physical laws of matter, heat transfer, gas laws and equations, pressure and temperature conversions, refrigerants and refrigerant recovery-recycle-reclaim methods and equipment. The refrigeration cycle, basic refrigerating systems and applications, codes, installation, safety practices, and EPA information are topics covered in this course. This course discusses and applies the principles of theory and fundamentals to problem analysis and diagnostics for residential, light commercial, and commercial refrigeration systems. Students will practice the basics of brazing. *5 Credit Hours*

HVACR102 Theory and Applications of Electricity
This course introduces, discusses, and applies electron flow theory, magnetism, electrical generation and power distribution, conductors, insulators, fuses, DC and AC electricity and circuits, motors and motor circuits, air conditioning and refrigerating system components and circuits. This course identifies and discusses the control devices used in refrigeration and air conditioning systems, practices electrical drafting skills, interpretation of pictorial and ladder wiring diagrams, and problem analysis, using various diagnostic techniques for domestic and light-commercial ventilation, refrigeration, and air conditioning systems. *10 Credit Hours*

HVACR103 Advanced Air Conditioning
This course applies pictorial and schematic wiring diagrams, interpretation and various techniques for problem analysis and troubleshooting of air conditioning and heating units. Students will work with gas and propane furnaces, refrigerant recovery/recycle practices, proper evacuation procedures, major component replacement and brazing techniques, leak testing methods, system charging procedures, system performance analysis, problem analysis, diagnostics and repair procedures for heating and air conditioning systems including heat pumps. *5 Credit Hours*

HVACR104 Advanced Refrigeration
This course applies the principles of theory and fundamentals to problem analysis and diagnostics for light commercial refrigeration systems. Students will describe typical commercial refrigeration problems and the possible factors that make the problems occur. Both self-contained and remote refrigeration systems are analyzed under proper performance and typical running conditions and compared to systems with air-flow problems, undercharge conditions, overcharge conditions and box temperature controls (both pressure and temperature) along with system safety switches and flow controls. *5 Credit Hours*

COURSE DESCRIPTIONS

HVACR105 Advanced Electricity
This course applies pictorial and schematic wiring diagrams, interpretation, problem analysis and the application of diagnostic troubleshooting techniques for domestic and light commercial refrigeration and air conditioning circuits. *5 Credit Hours*

HVACR106 Air Distribution Systems
This course identifies and discusses the diagnostic and analysis of residential and commercial air distribution issues. Students will take basic air pressure measurements measuring air quantities and be able to identify and describe all different types of air-measuring devices. Students will be able to determine adequate duct sizing and placement to properly condition a given space. *5 Credit Hours*

IT101 Basic Industrial Electricity
This seven-part course discusses the elements and applications of electricity that are common to any industrial facility. In strict accordance with the National Electric Code, this course will introduce students to electrical theory with an emphasis in those energy sources developed for commercial and manufacturing use. *10 Credit Hours*

IT110 Power Transmission
This course includes the operation, maintenance, safety, and troubleshooting of machinery, industrial bearings, industrial drive gears and gear systems, shaft joining and coupling devices. *5 Credit Hours*

IT120 Fluid Power
This course presents basic concepts and operation of fluid power, demonstrating knowledge in maintenance, safety, and troubleshooting. Students will perform fluid power operation in the use of hydraulic power systems, symbols and schematic interpretation, industrial hydraulics, pressure control valves, directional control valves, check valves, flow control valves, actuators, pumps, oil conditioners and measuring instruments. *5 Credit Hours*

IT201 Programmable Logic Controllers
This course presents basic concepts and applications of PLCs such as the PLC language, performing installation and diagnostic functions, using program tools, basic communications, and logic operations. The practical instruction of this course is performed with Allen Bradley equipment and RSLogix software, both of which are predominantly used within the manufacturing industry. *10 Credit Hours*

MA10.5 MA Clinical Theory 1
This course provides theory in the following areas: vital signs, electrocardiography, phlebotomy, capillary, puncture, medical asepsis, laboratory testing and safety and urinalysis. In addition, this course provides theory for the following body systems: urinary, nervous, senses, integumentary, lymphatic, immune and cardiovascular. Study includes anatomy, physiology, pharmacology, diseases, disorders, and appropriate procedures for each body system listed above. This is a blended course. *3 Credit Hours*

MA10.H MA Clinical Theory 1
This course provides theory in the following areas: vital signs, electrocardiography, phlebotomy, capillary, puncture, medical asepsis, laboratory testing and safety and urinalysis. In addition, this course provides theory for the following body systems: urinary, nervous, senses, integumentary, lymphatic, immune and cardiovascular. Study includes anatomy, physiology, pharmacology, diseases, disorders, and appropriate procedures for each body system listed above. This is a blended course. *3.5 Credit Hours*

COURSE DESCRIPTIONS

MA20.5 MA Clinical Theory 2
This course provides theory in the following areas: patient history, documentation, preparing patients and assisting with exams, procedures and surgeries and hematology. Additionally, this course provides theory for anatomical structure and the musculoskeletal, digestive, and respiratory systems. Study includes anatomy and physiology related to each system, as well as diseases, disorders, and appropriate procedures for each system. This is a blended course. *3 Credit Hours*

MA20.H MA Clinical Theory 2
This course provides theory in the following areas: patient history, documentation, preparing patients and assisting with exams, procedures and surgeries and hematology. Additionally, this course provides theory for anatomical structure and the musculoskeletal, digestive, and respiratory systems. Study includes anatomy and physiology related to each system, as well as diseases, disorders, and appropriate procedures for each system. This is a blended course. *3.5 Credit Hours*

MA30.5 MA Clinical Theory 3
This course provides theory in the following areas: pediatrics, gerontology, obstetrics, gynecology, nutrition, diagnostic imaging, chronic and terminal illness, and basic pharmacology. The course also provides theory relating to the endocrine system and male and female reproductive systems. This is a blended course. *3 Credit Hours*

MA30.H MA Clinical Theory 3
This course provides theory in the following areas: pediatrics, gerontology, obstetrics, gynecology, nutrition, diagnostic imaging, chronic and terminal illness, and basic pharmacology. The course also provides theory relating to the endocrine system and male and female reproductive systems. This is a blended course. *3.5 Credit Hours*

MA40.5 MA Administration Theory 1
This course provides theory in the following areas: telephone techniques, oral communication, verbal follow-up, written follow-up, managing and maintaining the office, computers, appointments, records and filing, patient education, legal issues, and biomedical ethics. This is a blended course. *3 Credit Hours*

MA40.H MA Administration Theory 1
This course provides theory in the following areas: telephone techniques, oral communication, verbal follow-up, written follow-up, managing and maintaining the office, computers, appointments, records and filing, patient education, legal issues, and biomedical ethics. This is a blended course. *3.5 Credit Hours*

MA50.5 MA Administration Theory 2
This course provides theory in the following areas: professionalism, managing practice finances, accounting practices, medical documents, billing and collections, health insurance, medical coding, psychiatry emergency preparedness and first aid. This is a blended course. *3 Credit Hours*

MA50.H MA Administration Theory 2
This course provides theory in the following areas: professionalism, managing practice finances, accounting practices, medical documents, billing and collections, health insurance, medical coding, psychiatry emergency preparedness and first aid. This is a blended course. *3.5 Credit Hours*

COURSE DESCRIPTIONS

MA60.5 Wellness and Technology Essentials
This course introduces students to essential digital tools and personal wellness concepts that support healthy living in a modern, connected world. Students will learn to navigate productivity software, including word processing, spreadsheets, email, and web browsing, while gaining foundational computer terminology and concepts. Alongside developing digital literacy, students will explore key dimensions of health—physical, psychological, social, and environmental. Topics include stress management, nutrition, fitness, sexuality, disease prevention, and substance use. Students will reflect on their own health behaviors and evaluate lifestyle choices using technology to support lifelong wellness. This is a blended course. *5 Credit Hours*

MA101 MA Clinical Applications 1
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, lab safety, microscopes, venipuncture, injections (parenteral medications), ABO/RH typing, capillary puncture, hemoglobin, hematocrit, glucose, urinalysis, audiometer, and electrocardiography. *2.5 Credit Hours*

MA101.5 MA Clinical Applications 1
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, lab safety, microscopes, venipuncture, injections (parenteral medications), ABO/RH typing, capillary puncture, hemoglobin, hematocrit, glucose, urinalysis, audiometer, and electrocardiography. This is a blended course. *2 Credit Hours*

MA102 MA Clinical Applications 2
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, sterile gloving, opening a sterile surgical pack, sanitizing and wrapping instruments for sterilization, sterilizing instruments using an autoclave, instrument identification, tray set ups, patient positioning, obtaining a patient history, assisting with exams, administering parenteral medications, venipuncture, spirometry, EKG, identification of major bones of the human skeletal system and identification of major muscles of the human body. *2.5 Credit Hours*

MA102.5 MA Clinical Applications 2
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, sterile gloving, opening a sterile surgical pack, sanitizing and wrapping instruments for sterilization, sterilizing instruments using an autoclave, instrument identification, tray set ups, patient positioning, obtaining a patient history, assisting with exams, administering parenteral medications, venipuncture, spirometry, EKG, identification of major bones of the human skeletal system and identification of major muscles of the human body. This is a blended course. *2 Credit Hours*

MA103 MA Clinical Applications 3
This course provides concepts and entry-level skill applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, venipuncture, electrocardiography, administering parenteral medications, administering oral medications, pediatric measuring, growth charts, pediatric and adult immunizations, microbiology testing, community resources and patient care documentation. *2.5 Credit Hours*

MA104 MA Administration Applications 1
This course provides concepts and entry-level skill applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, telephone techniques, computers, medical correspondence, appointment scheduling, medical records, email, filing, office flyers and alphabetizing, administering parenteral medications, venipuncture, and EKG. *2.5 Credit Hours*

COURSE DESCRIPTIONS

MA104.5 MA Administration Applications 1
This course provides concepts and entry-level skill applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, telephone techniques, computers, medical correspondence, appointment scheduling, medical records, email, filing, office flyers and alphabetizing, administering parenteral medications, venipuncture, and EKG. *2 Credit Hours*

MA105 Administration Applications 2
This course provides theory along with concepts and entry-level skills and applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, risk management, inventory control, IDC and CPT coding, claim forms, referrals and authorizations, usage of canes, crutches and walkers, bandaging, wound cleaning and suture removal, administering injections, venipuncture and EKG, bookkeeping, banking procedures, petty cash and accounts payable. *2.5 Credit Hours*

MA105.5 Administration Applications 2
This course provides theory along with concepts and entry-level skills and applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, risk management, inventory control, IDC and CPT coding, claim forms, referrals and authorizations, usage of canes, crutches and walkers, bandaging, wound cleaning and suture removal, administering injections, venipuncture and EKG, bookkeeping, banking procedures, petty cash and accounts payable. This is a blended course. *2 Credit Hours*

MA501 Externship
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision of a clinical instructor, skills they have learned. Types of facilities for externship might include hospitals, long-term care, private practice, or other medical facilities. Student hours are tracked on a weekly time sheet that is submitted to the campus at the end of each week. Prerequisite: Successful completion of all technical coursework and a 2.0 GPA. This is a credit/no credit course. *4 Credit Hours*

MAA1 Anatomy, Physiology and Terminology
The basic structure and function of the numerous systems of the human body are presented in this course. Students learn anatomy and physiology in a systems approach, along with related terminology and associated health office procedures. This is an online course. *3.5 Credit Hours*

MAA2 Computer Operations
Students are introduced to health-care office management software. Classroom activities familiarize them with computers and word processing applications. This is an online course. *3.5 Credit Hours*

MAA3 Medical and Dental Insurance
This course presents a historical overview of medical care, including discussions of current controversies and advances. Students learn about medical, surgical, and dental specialties, methods of practice and related professional associations. The course introduces insurance billing, International Classification of Diseases (ICD-10), Current Procedural Terminology (CPT) and the Healthcare Financing Administration Common Procedure Coding System (HCPCS) used for reimbursement. The course also presents dental terminology, oral anatomy and charting as it pertains to insurance billing and administration. This is an online course. *3.5 Credit Hours*

MAA4 Health Care Office Procedures 1
This course is an overview of the daily operation of healthcare offices, including office technology, telephone techniques, scheduling, protocols, legal issues, and interpersonal skills. Students are introduced to operation of general office equipment. An introduction to basic pharmacology is also presented. This is an online course. *3.5 Credit Hours*

COURSE DESCRIPTIONS

MAA5 Health Care Office Procedures 2
This course introduces documentation, recordkeeping, and office communications. Emphasis is placed on accuracy, confidentiality, and concise written communication. Students create original documents, transcribe patient histories and chart notes and gain proficiency in medical documentation. This is an online course. *3.5 Credit Hours*

MAA101 Health Care Clinical Applications
Students learn to take and record vital signs and study about blood-borne pathogens and precautionary techniques. Office emergencies and federal Occupational Safety and Health Administration (OSHA) regulations are presented. *2.5 Credit Hours*

MAA102 Computer Office Applications
In this course, students engage in workplace-related computer projects using medical management software. *2.5 Credit Hours*

MAA103 Insurance Applications
In this course, students gain familiarity with various types of health insurance and billing processes. Practice on the completion and submission of typical paperwork for common types of coverage is included. *2.5 Credit Hours*

MAA104 Health Care Office Procedures Applications 1
This course covers accounting practices involving the recording and analysis of financial data in the healthcare setting. Students participate in projects related to the daily operations of the healthcare office. *2.5 Credit Hours*

MAA105 Health Care Office Procedures Applications 2
Students participate in projects related to the daily operations of the healthcare office. Written records, scheduling, billing, bookkeeping and patient-related projects are covered. *2.5 Credit Hours*

MAA502 Capstone Project – Medical Administrative Assistant
Students complete a culminating research project in this course. This is an online course. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

MAO10 MA Clinical Theory 1
This course provides theory in the following areas: vital signs, electrocardiography, phlebotomy, capillary, puncture, medical asepsis, laboratory testing and safety and urinalysis. In addition, this course provides theory for the following body systems: urinary, nervous, senses, integumentary, lymphatic, immune and cardiovascular. Study includes anatomy, physiology, pharmacology, diseases, disorders, and appropriate procedures for each body system listed above. This is an online course**.** Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *4 Credit Hours.*

MAO10.5 MA Clinical Theory 1
This course provides theory in the following areas: vital signs, electrocardiography, phlebotomy, capillary, puncture, medical asepsis, laboratory testing and safety and urinalysis. In addition, this course provides theory for the following body systems: urinary, nervous, senses, integumentary, lymphatic, immune and cardiovascular. Study includes anatomy, physiology, pharmacology, diseases, disorders, and appropriate procedures for each body system listed above. This is an online course**.** Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO401.5, MAO50.5, and MAO105.5. *3 Credit Hours.*

MAO20 MA Clinical Theory 2
This course provides theory in the following areas: patient history, documentation, preparing patients and assisting with exams, procedures and surgeries and hematology. Additionally, this course provides theory for anatomical structure and the musculoskeletal, digestive, and respiratory systems. Study includes anatomy and physiology related to each system, as well as diseases, disorders, and appropriate procedures for each system. This is an online course**.** Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *4 Credit Hours.*

COURSE DESCRIPTIONS

MAO20.5 MA Clinical Theory 2
This course provides theory in the following areas: patient history, documentation, preparing patients and assisting with exams, procedures and surgeries and hematology. Additionally, this course provides theory for anatomical structure and the musculoskeletal, digestive, and respiratory systems. Study includes anatomy and physiology related to each system, as well as diseases, disorders, and appropriate procedures for each system. This is an online course**.** *3 Credit Hours.*

MAO30 MA Clinical Theory 3
This course provides theory in the following areas: pediatrics, gerontology, obstetrics, gynecology, nutrition, diagnostic imaging, chronic and terminal illness, and basic pharmacology. The course also provides theory relating to the endocrine system and male and female reproductive systems. This is an online course**.** Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *4 Credit Hours.*

MAO30.5 MA Clinical Theory 3
This course provides theory in the following areas: pediatrics, gerontology, obstetrics, gynecology, nutrition, diagnostic imaging, chronic and terminal illness, and basic pharmacology. The course also provides theory relating to the endocrine system and male and female reproductive systems. This is an online course**.** Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO401.5, MAO50.5, and MAO105.5. *3 Credit Hours.*

MAO40 MA Clinical Theory 4
This course provides theory in the following areas: telephone techniques, oral communication, verbal follow-up, written follow-up, managing and maintaining the office, computers, appointments, records and filing, patient education, legal issues, and biomedical ethics. This is an online course**.** Prerequisite: Successful completion of MAO50 and MAO105. *4 Credit Hours.*

MAO40.5 MA Clinical Theory 4
This course provides theory in the following areas: telephone techniques, oral communication, verbal follow-up, written follow-up, managing and maintaining the office, computers, appointments, records and filing, patient education, legal issues, and biomedical ethics. This is an online course**.** Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO401.5, MAO50.5, and MAO105.5. *3 Credit Hours.*

MAO50 MA Clinical Theory 5
This course provides theory in the following areas: professionalism, managing practice finances, accounting practices, medical documents, billing and collections, health insurance, medical coding, psychiatry emergency preparedness and first aid. This is an online course**.** *4 Credit Hours.*

MAO50.5 MA Clinical Theory 5
This course provides theory in the following areas: professionalism, managing practice finances, accounting practices, medical documents, billing and collections, health insurance, medical coding, psychiatry emergency preparedness and first aid. This is an online course**.** *3 Credit Hours.*

MAO101 MA Clinical Applications 1
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, lab safety, microscopes, venipuncture, injections (parenteral medications), ABO/RH typing, capillary puncture, hemoglobin, hematocrit, glucose, urinalysis, audiometer, and electrocardiography. This is an online course**.** Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *1.5 Credit Hours.*

COURSE DESCRIPTIONS

MAO101.5 MA Clinical Applications 1
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, lab safety, microscopes, venipuncture, injections (parenteral medications), ABO/RH typing, capillary puncture, hemoglobin, hematocrit, glucose, urinalysis, audiometer, and electrocardiography. This is an online course. Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO401.5, MAO50.5, and MAO105.5. *2 Credit Hours.*

MAO102 MA Clinical Applications 2
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, sterile gloving, opening a sterile surgical pack, sanitizing and wrapping instruments for sterilization, sterilizing instruments using an autoclave, instrument identification, tray set ups, patient positioning, obtaining a patient history, assisting with exams, administering parenteral medications, venipuncture, spirometry, EKG, identification of major bones of the human skeletal system and identification of major muscles of the human body. This is an online course. Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *1.5 Credit Hours*

MAO102.5 MA Clinical Applications 2
This course provides concepts and entry-level skill applications for the following procedures: vitals including height, weight and vision screening, aseptic hand washing, sterile gloving, opening a sterile surgical pack, sanitizing and wrapping instruments for sterilization, sterilizing instruments using an autoclave, instrument identification, tray set ups, patient positioning, obtaining a patient history, assisting with exams, administering parenteral medications, venipuncture, spirometry, EKG, identification of major bones of the human skeletal system and identification of major muscles of the human body. This is an online course. *2 Credit Hours*

MAO103 MA Clinical Applications 3
This course provides concepts and entry-level skill applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, venipuncture, electrocardiography, administering parenteral medications, administering oral medications, pediatric measuring, growth charts, pediatric and adult immunizations, microbiology testing, community resources and patient care documentation. This is an online course. Prerequisite: Successful completion of MAO50, MAO105, MAO40, and MAO401. *2 Credit Hours.*

MAO103.5 MA Clinical Applications 3
This course provides concepts and entry-level skill applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, venipuncture, electrocardiography, administering parenteral medications, administering oral medications, pediatric measuring, growth charts, pediatric and adult immunizations, microbiology testing, community resources and patient care documentation. This is an online course. Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO401.5, MAO50.5, and MAO105.5.
2 Credit Hours.

MAO105 MA Clinical Applications 5
This course provides theory along with concepts and entry-level skills and applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, risk management, inventory control, IDC and CPT coding, claim forms, referrals and authorizations, usage of canes, crutches and walkers, bandaging, wound cleaning and suture removal, administering injections, venipuncture and EKG, bookkeeping, banking procedures, petty cash and accounts payable. This is an online course. *1.5 Credit Hours.*

COURSE DESCRIPTIONS

MAO105.5 MA Clinical Applications 5
This course provides theory along with concepts and entry-level skills and applications for the following procedures: taking vitals including height, weight and vision screening, aseptic hand washing, risk management, inventory control, IDC and CPT coding, claim forms, referrals and authorizations, usage of canes, crutches and walkers, bandaging, wound cleaning and suture removal, administering injections, venipuncture and EKG, bookkeeping, banking procedures, petty cash and accounts payable. This is an online course. *2 Credit Hours.*

MAO401 Externship 1
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision of a clinical instructor, skills they have learned. Types of facilities for externship might include hospitals, long-term care, private practice, or other medical facilities. Prerequisite: Successful completion of MAO50 and MAO105. This is a credit/no credit course. *3 Credit Hours.*

MAO401.5 Externship 1
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision of a clinical instructor, skills they have learned. Types of facilities for externship might include hospitals, long-term care, private practice, or other medical facilities. Prerequisite: Successful completion of MAO20.5, MAO102.5, MAO50.5, and MAO105.5. This is a credit/no credit course.
3 Credit Hours.

MAO501 Externship 2
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision of a clinical instructor, skills they have learned. Types of facilities for externship might include hospitals, long-term care, private practice, or other medical facilities. Prerequisite: Successful completion of all technical coursework with a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours.*

MAO550 Certification Preparation
This course is designed to prepare students for success on their national allied health certification examinations. Through targeted review sessions, practice assessments, and test-taking strategies, students will strengthen their knowledge in core healthcare concepts, procedures, and professional standards. The course emphasizes exam readiness, critical thinking, and professional communication skills essential for entry-level allied health positions. This is an online course. Prerequisite: Successful completion of all technical coursework. *4 Credit Hours*

MAP91 Externship
Students will apply their acquired skills and knowledge in a professional environment under the direct supervision of an externship site supervisor. Maintaining expected professionalism, proper policy, and protocol along with upholding state and federal laws at all times is essential. Prerequisite: Successful completion of all technical coursework with a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours.*

MAP92 Applied Theory: Integrated Learning and Practice
In this course, students demonstrate their understanding of key clinical and administrative concepts, preparing students to proficiently navigate both clinical and administrative roles in their future careers. This is an online course. *2 Credit Hours.*

COURSE DESCRIPTIONS

MAP105 Lab Procedures

Students will be instructed in venipuncture/capillary techniques and a variety of CLIA waived and Point of Care Testing (POCT). The student will be familiarized with various laboratory techniques, hematology tests, and established values. Students will also be instructed in CPR/First Aid and rapid response procedures. A minimum grade of C or better is required to pass this course. *3 Credit Hours*

MAP115 Pharmacology and Medication Administration

Students will be introduced to injections and a variety of clinical procedures including basic pharmacology, immunizations, and a variety of medication administration techniques. Students will calculate medication dosages and complete appropriate documentation. A minimum grade of C or better is required to pass this course. *5 Credit Hours*

MAP126 Clinical Application

In this course students will discuss the role of the medical assistant in a clinical setting. Students will demonstrate non-invasive procedures such as electrocardiograms and vital signs. They will prepare exam rooms, exam trays, using medical and surgical aseptic techniques. They will discuss blood-borne pathogen guidelines for a safe medical office. A minimum grade of C or better is required to pass this course. *4 Credit Hours*

MAP205 Front Office Procedures

In this course, students develop proficiency preparing the various documents needed to submit and receive payment for medical services in clinical settings. Special focus is given to abstracting cases, preparing commonly used bills and claim forms, and auditing claims to ensure accuracy and completeness. *2 Credit Hours*

MAT101 Principles of Mathematics

This course provides students with critical elements of algebra for linear equations and polynomials. Starting with a foundation of real numbers, the course presents the addition and multiplication rules of solving linear equations. This is an online course. *3 Credit Hours*

MAT151 College Algebra

This course provides students with the analytical skills necessary to solve a variety of basic algebra problems, focusing on factoring skills and using technology to solve problems. The course includes graphing of linear equations. Students apply their skills to a variety of problems to see the real-world nature of algebra. This is an online course. *3 Credit Hours*

MAT201 Intermediate College Algebra

Students learn to solve linear equations and graph linear equations. They become familiarized with polynomial operations, positive and negative integer exponents, factoring, systems of linear equations, radical and rational expressions, quadratic equations, evaluating and graphing functions, identifying various functions by their graph and various application problems. This is an online course. *3 Credit Hours*

MAT301 Precalculus

This course provides students with the analytical skills necessary for calculus. Concepts are presented and explored from symbolic, graphical, and numerical perspectives. Basic concepts covered include polynomial, rational, exponential, logarithmic, and trigonometric functions, complex numbers, linear systems, numerical patterns, sequences and series. Prerequisite: College Algebra. This is an upper division online course. *3 Credit Hours*

COURSE DESCRIPTIONS

MAT321 Statistics
The course will provide a practical foundation in statistical concepts and practice with emphasis on acquiring the skills necessary to collect, interpret, describe, and present sample data in a clear and focused manner. This course will cover how to obtain and interpret basic descriptive statistics, and how to calculate commonly used statistics. Prerequisite: College Algebra. This is an upper division online course. *3 Credit Hours*

MATH104 Math for Dosage Calculations
This course focuses on development of the math skills necessary to accurately calculate dosages for medication administration. *1 Credit Hour*

MBC10 Medical Billing and Coding Theory 1
This course provides an overview of medical insurance, medical ethics, confidentiality practices and the life cycle of an insurance claim. Anatomy, physiology, and terminology units including levels of organization, anatomical position, planes and body cavities and related medical terminology are presented. An overview of the musculoskeletal system is presented, as are associated coding and medical terminology. This is an online course. *3.5 Credit Hours*

MBC10.5 Medical Billing and Coding Theory 1
This course provides an overview of medical insurance, medical ethics, confidentiality practices and the life cycle of an insurance claim. Anatomy, physiology, and terminology units including levels of organization, anatomical position, planes and body cavities and related medical terminology are presented. An overview of the musculoskeletal system is presented, as are associated coding and medical terminology. This is an online course. *3 Credit Hours*

MBC10.H Medical Billing and Coding Theory 1
This course provides an overview of medical insurance, medical ethics, confidentiality practices and the life cycle of an insurance claim. Anatomy, physiology, and terminology units including levels of organization, anatomical position, planes and body cavities and related medical terminology are presented. An overview of the musculoskeletal system is presented, as are associated coding and medical terminology. This is a blended course. *3.5 Credit Hours*

MBC20 Medical Billing and Coding Theory 2
This course provides an overview of surgery guidelines, pathology and laboratory and medical procedures performed in the healthcare field. It also covers an overview of the International Disease Classification, 9th Revision (ICD-9) conversion to the 10th revision (ICD-10), as well as word processing and PowerPoint. An anatomy, physiology and terminology unit is presented on the integumentary system and includes appendages of the skin, pathology, diagnoses, special procedures, and related coding. This is an online course. *3.5 Credit Hours*

MBC20.5 Medical Billing and Coding Theory 2
This course provides an overview of surgery guidelines, pathology and laboratory and medical procedures performed in the healthcare field. It also covers an overview of the International Disease Classification, 9th Revision (ICD-9) conversion to the 10th revision (ICD-10), as well as word processing and PowerPoint. An anatomy, physiology and terminology unit is presented on the integumentary system and includes appendages of the skin, pathology, diagnoses, special procedures, and related coding. This is an online course. *3 Credit Hours*

MBC20.H Medical Billing and Coding Theory 2
This course provides an overview of surgery guidelines, pathology and laboratory and medical procedures performed in the healthcare field. It also covers an overview of the International Disease Classification, 9th Revision (ICD-9) conversion to the 10th revision (ICD-10), as well as word processing and PowerPoint. An anatomy, physiology and terminology unit is presented on the integumentary system and includes appendages of the skin, pathology, diagnoses, special procedures, and related coding. This is a blended course. *3.5 Credit Hours*

COURSE DESCRIPTIONS

MBC30 Medical Billing and Coding Theory 3
This course focuses on day-to-day medical financial practices, patient statements, collection techniques and communication skills. It addresses cultural diversity, HIV and AIDS. An anatomy, physiology and terminology unit is presented on the gastrointestinal, genitourinary, and reproductive systems. This is an online course. *3.5 Credit Hours*

MBC30.5 Medical Billing and Coding Theory 3
This course focuses on day-to-day medical financial practices, patient statements, collection techniques and communication skills. It addresses cultural diversity, HIV and AIDS. An anatomy, physiology and terminology unit is presented on the gastrointestinal, genitourinary, and reproductive systems. This is an online course. *3 Credit Hours*

MBC30.H Medical Billing and Coding Theory 3
This course focuses on day-to-day medical financial practices, patient statements, collection techniques and communication skills. It addresses cultural diversity, HIV and AIDS. An anatomy, physiology and terminology unit is presented on the gastrointestinal, genitourinary, and reproductive systems. This is a blended course. *3.5 Credit Hours*

MBC40 Medical Billing and Coding Theory 4
This course provides students with an understanding of the various models of managed care including Medicare, Medicaid and Medi-Cal. Topics include federal and state guidelines, eligibility requirements, benefits, managed care implications, participating providers, pre-approval of services guidelines and step-by-step claim form instructions. It includes extensive ICD-10 coding, CPT coding and authorizations and referrals. An anatomy, physiology and terminology unit is presented on the cardiovascular system and related coding and medical terminology. This is an online course. *3.5 Credit Hours*

MBC40.5 Medical Billing and Coding Theory 4
This course provides students with an understanding of the various models of managed care including Medicare, Medicaid and Medi-Cal. Topics include federal and state guidelines, eligibility requirements, benefits, managed care implications, participating providers, pre-approval of services guidelines and step-by-step claim form instructions. It includes extensive ICD-10 coding, CPT coding and authorizations and referrals. An anatomy, physiology and terminology unit is presented on the cardiovascular system and related coding and medical terminology. This is an online course. *3 Credit Hours*

MBC40.H Medical Billing and Coding Theory 4
This course provides students with an understanding of the various models of managed care, including Medicare, Medicaid and Medi-Cal. Topics include federal and state guidelines, eligibility requirements, benefits, managed care implications, participating providers, pre-approval of services guidelines and step-by-step claim form instructions. It includes extensive ICD-10 coding, CPT coding and authorizations and referrals. An anatomy, physiology and terminology unit is presented on the cardiovascular system and related coding and medical terminology. This is a blended course. *3.5 Credit Hours*

MBC50 Medical Billing and Coding Theory 5
This course provides an overview of health information technology in the dental office, covering dental anatomy, terminology, charting, insurance, claim forms, coding, and written communications. Other topics include disability and worker's compensation programs and claims. This is an online course. *3.5 Credit Hours*

MBC50.5 Medical Billing and Coding Theory 5
This course provides an overview of health information technology in the dental office, covering dental anatomy, terminology, charting, insurance, claim forms, coding, and written communications. Other topics include disability and worker's compensation programs and claims. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

MBC50.H Medical Billing and Coding Theory 5
This course provides an overview of health information technology in the dental office, covering dental anatomy, terminology, charting, insurance, claim forms, coding, and written communications. Other topics include disability and worker's compensation programs and claims. This is a blended course. *3.5 Credit Hours*

MBC101 Applications 1
Application of concepts learned in MBC10 is included in this course. Students practice word processing and gain proficiency in completing and submitting insurance claims. *2.5 Credit Hours*

MBC101.5 Applications 1
Application of concepts learned in MBC10.5 is included in this course. Students practice word processing and gain proficiency in completing and submitting insurance claims. *2 Credit Hours*

MBC102 Applications 2
Application of content learned in MBC20 is included in this course. Students gain further experience with insurance claims, word processing, and related projects. *2.5 Credit Hours*

MBC102.5 Applications 2
Application of content learned in MBC20.5 is included in this course. Students gain further experience with insurance claims, word processing, and related projects. This is an online course. *2 Credit Hours*

MBC103 Applications 3
Application of concepts learned in MBC30 is included in this course. Students gain further experience with insurance claims, word processing and related projects. *2.5 Credit Hours*

MBC103.5 Applications 3
Application of concepts learned in MBC30.5 is included in this course. Students gain further experience with insurance claims, word processing and related projects. This is an online course. *2 Credit Hours*

MBC104 Applications 4
Application of content learned in MBC40 is included in this course. Students gain further experience with insurance claims, word processing and related projects. *2.5 Credit Hours*

MBC104.5 Applications 4
Application of content learned in MBC40.5 is included in this course. Students gain further experience with insurance claims, word processing and related projects. This is an online course. *3 Credit Hours*

MBC105 Applications 5
Application of concepts learned in MBC50 is included in this course. Students gain further experience with insurance claims, word processing and related projects. *2.5 Credit Hours*

MBC105.5 Applications 5
Application of concepts learned in MBC50.5 is included in this course. Students gain further experience with insurance claims, word processing and related projects. This is an online course. *3 Credit Hours*

MBC501 Externship
The externship provides students with field experience in a professional setting. Students practice acquired skills under direct supervision. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

COURSE DESCRIPTIONS

MBC550 Certification Preparation
This course is designed to prepare students for success on their national allied health certification examinations. Through targeted review sessions, practice assessments, and test-taking strategies, students will strengthen their knowledge in core healthcare concepts, procedures, and professional standards. The course emphasizes exam readiness, critical thinking, and professional communication skills essential for entry-level allied health positions.
This is an online course. Prerequisite: Successful completion of all technical coursework. *2 Credit Hours*

MEDT120 Medical Terminology
This course introduces medical terminology commonly utilized in health science disciplines including terms, abbreviations, and symbols. *1 Credit Hour*

MOP91 Externship
Students will apply their acquired skills and knowledge in a professional environment under the direct supervision of an externship site supervisor. Maintaining expected professionalism, proper policy, and protocol along with upholding state and federal laws at all times is essential. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

MOP92 Applied Theory: Integrated Learning and Practice
In this course, students demonstrate their understanding of key clinical and administrative concepts, preparing students to proficiently navigate both clinical and administrative roles in their future careers. This is an online course. *2 Credit Hours.*

MOP110 Medical Insurance Principles
This course focuses on the requirements of a billing and coding specialist as well as insurance terminology, legislation and regulations that affect billing and coding. Students will perform fundamental administrative and communication skills needed to work in a medical facility. Students will practice the basics of CPT and ICD coding as well as complete insurance claim forms. Students will be trained in CPR and first aid. Keyboarding skills are also emphasized in this course. *5 Credit Hours*

MOP120 CPT and HCPCS Coding
The course examines coding concepts associated with the Current Procedural Terminology manual and the HCPCS code book. The Evaluation and Management, Anesthesia, Surgery, Radiology, Pathology/Laboratory and Medicine sections are covered with emphasis on section guidelines and proper code selection. Keyboarding skills are also emphasized in this course. *3 Credit Hours*

MOP130 Billing Principles
The course focuses on the procedures for billing in both hospital and clinical settings. Students will identify a variety of source documents used in billing, compare and complete the forms used in hospitals and offices, analyze the revenue cycles, and apply the correct codes to the different venues. *2 Credit Hours*

MOP140 ICD Coding
The course covers coding concepts associated with the International Classification of Diseases and Clinical Modification codebook. Students will practice using terminology following documentation guidelines and applying codes to various forms and documents. Keyboarding skills are also emphasized in this course. *3 Credit Hours*

MOP211 Medical Office Principles
The course presents basic bookkeeping and collection tasks. The course also emphasizes effective communication and documentation skills required in the medical office. *3 Credit Hours*

COURSE DESCRIPTIONS

MT1.2 Massage Therapy Theory 1
The anatomy and physiology of the skeletal and muscular systems are presented, as are the bones and major muscles of the back and pelvic and shoulder girdles. Professional development skills, including ethics, self-care and practice management are also covered. *4 Credit Hours*

MT2.2 Massage Therapy Theory 2
The anatomy and physiology of the respiratory, circulatory and cardiovascular systems are presented, as are the bones and major muscles of the head, face, neck, chest and abdomen. Professional development skills, including ethics, self-care and practice management are also covered. *4 Credit Hours*

MT3.2 Massage Therapy Theory 3
Sports theory and the anatomy and physiology of the integumentary (skin, hair, and nails) and nervous systems are presented, as are the bones and major muscles of the legs and feet. Professional development skills including ethics, self-care, practice management and success skills are further covered. *4 Credit Hours*

MT4.2 Massage Therapy Theory 4
The anatomy and physiology of the endocrine, lymphatic and immune systems are presented, as are the bones and major muscles of the arms, forearms, and hands. Professional development skills including ethics, self-care and practice management are explored further this course. *4 Credit Hours*

MT5.2 Massage Therapy Theory 5
Shiatsu theory and the anatomy and physiology of the digestive, urinary and reproductive systems are presented. Professional development skills, including ethics, self-care, and practice management, are covered. *4 Credit Hours*

MT101.2 Massage Applications and Lab 1
This course presents elements of Swedish massage as applied to the body. Techniques for special populations also covered. Student skills are developed through participation, application, and practice of each of these techniques. *2 Credit Hours*

MT102.2 Massage Applications and Lab 2
This course presents elements of deep-tissue and trigger-point technique as applied to the body. Techniques for special populations are also covered. Student skills are developed through participation, application, and practice of each of these techniques. *2 Credit Hours*

MT103.2 Massage Applications and Lab 3
Sports massage, assessment, core strengthening, and movement therapies are taught in this course. Student skills are developed through participation, application, and practice of each of these techniques. *2 Credit Hours*

MT104.2 Massage Applications and Lab 4
Chair massage and introductory reflexology, aromatherapy and dry room spa techniques are presented during this course. Student skills are developed through participation, application, and practice of each of these techniques. *2 Credit Hours*

MT105.2 Massage Applications and Lab 5
Shiatsu massage is taught in this course. Other eastern modalities are demonstrated and discussed. Student skills are developed through participation, application, and practice of each of these techniques. *2 Credit Hours*

MT502.2 Externship
Students are assigned to a professional or clinical office that provides work experience in massage therapy. This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision of a clinical instructor, skills they have learned. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *3 Credit Hours*

COURSE DESCRIPTIONS

MTH121 College Algebra Part A
This course integrates technology with mathematics through the use of online learning resources and covers the fundamentals and terminology of algebra. Topics include real numbers, order of operations, single and multiple step linear equations and inequalities, use of formulas, algebraic expressions, polynomials, systems of equations, and graphing of linear equations. Students will utilize the metric and U.S. standard systems. The fundamentals and real-world formulaic terminology will be provided. This course offers applications that allow students to relate to and to apply concepts to their field of study. This is an online course. *3 Credit Hours*

MTH122 College Algebra Part B
This course integrates technology with mathematics through the use of online learning resources. Topics include use of formulas, algebraic expressions, polynomials, exponential and logarithmic expressions, and quadratic equations. Students will utilize rational and radical expressions and conics functions. This course offers applications that allow students to relate to and to apply concepts to their field of study. This is an online course. *3 Credit Hours*

NUR107 Fundamentals and Medical-Surgical Nursing
This course introduces the nursing process and critical thinking and provides a foundation for nursing practice with a focus on health assessment skills using Gordon's Functional Health Patterns. Concepts are examined from historical, educational, ethical, and legal viewpoints. Students consider gender, culture, ethnicity, sexuality, and age in relation to providing nursing care using therapeutic communication skills. Clinical competency is developed in acute-care and community settings by providing holistic adult and geriatric client care. *4 Credit Hours*

NUR107.1 Fundamentals and Medical-Surgical Nursing
This course introduces the nursing process and critical thinking and provides a foundation for nursing practice with a focus on health assessment skills using Gordon's Functional Health Patterns. Concepts are examined from historical, educational, ethical, and legal viewpoints. Students consider gender, culture, ethnicity, sexuality, and age in relation to providing nursing care using therapeutic communication skills. Clinical competency is developed in acute-care and community settings by providing holistic adult and geriatric client care. *7 Credit Hours*

NUR108 Fundamentals and Medical-Surgical Nursing – Clinical
This course provides the foundation upon which students build their nursing practice and develop their ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in clinical settings. Students gain clinical experience in the non-acute-care and/or acute-care setting, providing holistic care for adult and geriatric clients with predictable outcomes and are introduced to working collaboratively with members of the interdisciplinary healthcare team. *5 Credit Hours*

NUR108.1 Fundamentals and Medical-Surgical Nursing – Lab
This course provides the foundation upon which students build their nursing practice and develop their ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in clinical settings. Students gain clinical experience in the non-acute-care and/or acute-care setting, providing holistic care for adult and geriatric clients with predictable outcomes and are introduced to working collaboratively with members of the interdisciplinary healthcare team. *2 Credit Hours*

NUR122 Medication Administration
The course focuses on development of the knowledge, skills, and attitudes to safely administer medications. Key concepts include therapeutic communication, health teaching, preparation, and administration of medication by the topical, oral, nasogastric, intradermal, subcutaneous and intramuscular routes. Students are introduced to the administration of intravenous fluids and medications within the scope of the Nurse Practice Act. Client monitoring and the legal implication of documenting medication administration are incorporated. Focus is placed on meeting the holistic needs of clients throughout the lifespan. *2 Credit Hours*

COURSE DESCRIPTIONS

NUR130 Fundamentals and Medical-Surgical Nursing I
This course provides a foundation upon which students build their role as a professional nurse. Nursing concepts are examined from historical, educational, ethical, and legal perspectives. Assessment and basic nursing skills needed to provide care for adults with predictable outcomes in order to promote and restore health are introduced. Critical thinking, nursing process, and nursing judgement are identified as the foundation of professional nursing practice. Geriatric and multicultural considerations are explored in relationship to providing nursing care while utilizing effective communication skills. Course concepts enable students to acquire knowledge, skills, and abilities needed to function within the role of nurse as the professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course includes theory, lab, and clinical components. *8 Credit Hours*

NUR140 Pharmacology I
This course provides an introduction and overview of the role of the professional nurse in drug therapy. Content includes drug actions, interactions, the principles of drug administration, impact of drug abuse, over-the-counter drugs, and herbal therapy, while incorporating the math skills necessary to accurately calculate dosages for medication administration. Emphasis is placed on using the nursing process to meet the holistic needs of the patient as it relates to pharmacological administration. Nursing responsibilities, ethical considerations, and legal implications are incorporated throughout the course to facilitate critical thinking and judgment in the use of chemical agents while providing a theoretical base for the knowledge required to administer medications. *3 Credit Hours*

NUR157.1 Maternal Child Nursing
In this course, students learn to apply the nursing process, therapeutic communication, and critical thinking in the care of the well childbearing client and her family. Client teaching and collaboration between the nurse and the client and family members are emphasized, as is utilizing the nursing process to identify and prioritize the health care needs of clients with increasingly less predictable outcomes or who demonstrate a change in their health status. Concepts pertaining to working as a member of an interdisciplinary healthcare team are incorporated. Also covered is the acquisition of knowledge, skills and attitudes needed in the role of the nurse as a provider of care, member within the discipline and manager of care within the scope of nursing practice. Prerequisite: NUR108.1 *3.5 Credit Hours*

NUR157.A Maternal Child Nursing
In this course, students learn to apply the nursing process, therapeutic communication, and critical thinking in the care of the well childbearing client and her family. Client teaching and collaboration between the nurse and the client and family members are emphasized, as is utilizing the nursing process to identify and prioritize the health care needs of clients with increasingly less predictable outcomes or who demonstrate a change in their health status. Concepts pertaining to working as a member of an interdisciplinary healthcare team are incorporated. Also covered is the acquisition of knowledge, skills and attitudes needed in the role of the nurse as a provider of care, member within the discipline and manager of care within the scope of nursing practice. Prerequisite: NUR108.1 *3 Credit Hours*

NUR158.1 Community and Mental Health Nursing
This course comprises theory and clinical components, incorporating the use of therapeutic communication, cultural aspects, socioeconomic concerns, and critical thinking in the nursing care of patients experiencing mental, psychological and psychiatric disorders. Emphasis is placed on utilizing the nursing process to identify and prioritize the health care needs of patients, prevention and working as a member of an interdisciplinary healthcare team. Prerequisite: NUR108 and NUR122 *4 Credit Hours*

COURSE DESCRIPTIONS

NUR159.1 Nursing Care of Specialized Populations–Lab

This course further develops students' ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in caring for clients with increasingly less predictable outcomes or demonstrating a change in health status. Clinical experience is gained in the acute- and non-acute-care and/or community health settings to enhance development of clinical competency in caring for clients. Working collaboratively with other members of interdisciplinary healthcare teams is emphasized. Prerequisite: NUR108 *1 Credit Hour*

NUR160 Concepts in Clinical Pharmacology

This course builds on the principles of pharmacology previously introduced. Pharmacokinetic factors in drug therapy are examined in relation to the major body systems and management of client health. Pharmacological aspects of nursing care are integrated using the nursing process. Major drug classification prototypes and related nursing implications are discussed. *3 Credit Hours*

NUR165.1 Pediatric Nursing

In this course, students learn to apply the nursing process, therapeutic communication, and critical thinking in the holistic care of infants, children, adolescents, and their families. Client teaching and collaboration between the nurse and the client and family members are emphasized, as is utilizing the nursing process to identify and prioritize the health care needs of clients with increasingly less predictable outcomes or who demonstrate a change in their health status. Concepts pertaining to working as a member of an interdisciplinary healthcare team are incorporated. Also covered is the acquisition of knowledge, skills and attitudes needed in the role of the nurse as a provider of care, member within the discipline and manager of care within the scope of nursing practice. Prerequisite: NUR108.1 *3.5 Credit Hours*

NUR165.A Pediatric Nursing

In this course, students learn to apply the nursing process, therapeutic communication, and critical thinking in the holistic care of infants, children, adolescents, and their families. Client teaching and collaboration between the nurse and the client and family members are emphasized, as is utilizing the nursing process to identify and prioritize the health care needs of clients with increasingly less predictable outcomes or who demonstrate a change in their health status. Concepts pertaining to working as a member of an interdisciplinary healthcare team are incorporated. Also covered is the acquisition of knowledge, skills and attitudes needed in the role of the nurse as a provider of care, member within the discipline and manager of care within the scope of nursing practice. Prerequisite: NUR108.1 *3 Credit Hours*

NUR206 Pharmacology

This course builds on all previously learned concepts and theories in medication dosage and solutions. An overview of the role of the professional nurse in drug therapy is provided. Content includes principal actions, therapeutic uses, and adverse effects of the major classifications of drugs utilized throughout the patient's lifespan. Nursing responsibilities, ethical considerations, legal implications, and dosage calculations are incorporated throughout the course. *3 Credit Hours*

NUR208 Nutrition

This course presents nutrients and their relationship to human growth, development, and maintenance. The structures, types, and metabolism of the six basic nutrients are examined. Practical analyses of nutrient information and application of nutritional knowledge are included, as is the role of ethnicity, culture, and age on nutrition. Emphasis is placed on the role of nutritional support for medical abnormalities. *3 Credit Hours*

COURSE DESCRIPTIONS

NUR209 Community Mental Health Nursing
This course builds on previously learned concepts and theories, with students applying the nursing process, therapeutic communication, and critical thinking in caring for patients and their families experiencing mental, psychological and psychiatric disorders. Patient teaching and collaboration among the nurse, patients, and family members are covered. Increased emphasis is placed on utilizing the nursing process to identify and prioritize the health care needs of patients with increasingly less predictable outcomes or who demonstrate a change in their health status. Concepts pertaining to working as a member of a professional member of a healthcare team are incorporated. The course has a theory and clinical component. *3 Credit Hours*

NUR215.A Medical-Surgical Nursing
This course builds on previously learned concepts and theories to develop students' ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in caring for clients and their families across the lifespan experiencing multiple acute and chronic health problems. Collaboration with members of the multidisciplinary healthcare team to modify the client's plan of care is incorporated. Prerequisite: NUR159.1 4 *Credit Hours*

NUR215.1 Medical-Surgical Nursing
This course builds on previously learned concepts and theories to develop students' ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in caring for clients and their families across the lifespan experiencing multiple acute and chronic health problems. Collaboration with members of the multidisciplinary healthcare team to modify the client's plan of care is incorporated. Prerequisite: NUR159.1 *9 Credit Hours*

NUR217 Medical-Surgical Nursing – Clinical
This course builds on previously learned concepts and theories to develop students' ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in caring for clients and their families across the lifespan experiencing multiple acute and chronic health problems or who are demonstrating a change in their health status. Experience is gained in acute-care, non-acute-care and/or community health settings to develop clinical competency. Prerequisite: NUR159 *6 Credit Hours*

NUR217.1 Medical-Surgical Nursing – Lab
This course builds on previously learned concepts and theories to develop students' ability to use the nursing process, critical thinking, therapeutic communication, and basic nursing skills in caring for clients and their families across the lifespan experiencing multiple acute and chronic health problems or who are demonstrating a change in their health status. Experience is gained in acute-care, non-acute-care and/or community health settings to develop clinical competency. Prerequisite: NUR159.1 *1 Credit Hour*

NUR222 Transition LPN/RN – Professional Nursing Health Assessment
In this course, licensed practical nurses (LPNs) acquire knowledge, skills, and attitudes to begin the transition to the role of registered nurse (RN). Key concepts include Gordon's Functional Health Patterns to organize health assessment skills, therapeutic communication, values clarification, principles of adult learning, the nursing process, nursing theory, informatics and trends, evidence-based practice, and legal/ethical issues. This course provides further development of the student nurse as a professional provider of care, professional member within the discipline and professional manager of care within the scope of the nursing practice. In the lab, students develop advanced bedside assessment skills and devise nursing care plans for clients with predictable and unpredictable health care needs. Prerequisite: Current Practical Nursing License. *2 Credit Hours*

COURSE DESCRIPTIONS

NUR224 Professional Nursing Throughout the Lifespan
This course builds on previously learned concepts and theories to further enhance students' ability to use the nursing process to meet the needs of individuals throughout the lifespan in a safe, legal, and ethical manner. Teaching/learning concepts, socioeconomic, cultural and community concepts are incorporated. Health promotion based on Gordon's Functional Health Patterns is presented for all ages and all populations. *2 Credit Hours*

NUR232 NCLEX–PN Review
This course provides a comprehensive review of nursing theory in preparation for the National Council Licensure Examination-Practical Nurse (NCLEX-PN). Students gain experience by taking computerized examinations that simulate the NCLEX-PN test-taking experience. Emphasis is placed on the development of test-taking skills and success strategies. *2 Credit Hours*

NUR234 Manager of Care for PN
This course synthesizes previously learned concepts and theories and provides instruction in leadership, critical thinking, legal-ethical issues, managing a group of clients and role transition. Emphasis is placed on the application of knowledge, skills and attitudes needed as a provider of care member within the discipline and manager of care within the scope of nursing practice. *1 Credit Hour*

NUR240 Pediatric Nursing
This course incorporates previously learned concepts and theories and principles of nursing judgement in the provision of safe, quality patient centered care for infants, children, and adolescents with increasingly less predictable outcomes. Emphasis is placed on the growth and development of children and the promotion of health and the prevention and management of illness in children. Patient teaching and collaboration among the nurse, health team, patient, and family members is addressed within clinical nursing practice. The course has a theory and clinical component. *3.5 Credit Hours*

NUR241 Pharmacology II
This course builds on previously learned content on medication dosage and solutions and the role of the professional nurse in drug therapy. Content includes principal actions, therapeutic uses, and adverse effects of the major classifications of drugs used by patients across the lifespan. Nursing responsibilities, ethical considerations, legal implications, and dosage calculations are incorporated throughout the course. Prerequisite: NUR140. *3 Credit Hours*

NUR243 Medical-Surgical Nursing II
In this course, an expanded emphasis is placed on the application of the nursing process, therapeutic communication, critical thinking, and advanced nursing skills in promoting the health of adult and geriatric patients experiencing multiple acute and chronic health problems with predictable outcomes. Collaboration with members of the multidisciplinary healthcare team to develop the patient's plan of care is incorporated. Nutrition, growth and development, pharmacology and pathophysiology are integrated throughout the course. Experience is gained in the healthcare setting to enhance the development of clinical competency in promoting the health of patients within a family and community context. Also emphasized is the acquisition of knowledge, skills and abilities needed to function as a professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course has a theory and clinical component. Prerequisite: NUR130 *5 Credit Hours*

NUR247 Maternal Child Nursing
This course explores nursing care for women during the prenatal, postpartum, and neonatal periods. Emphasis is placed on the promotion of women's health and management of complications during pregnancy, the birth process, and the neonatal period. Clinical experience allows for the application of nursing skills, knowledge, therapeutic communication, collaboration, and critical thinking necessary for the safe, quality care of the obstetrical and neonatal population within a family context. The course has a theory and clinical component. *3.5 Credit Hours*

COURSE DESCRIPTIONS

NUR251 Medical-Surgical Nursing III

This course builds on the medical-surgical and pharmacology knowledge. The role of the nurse in making judgements in practice which are substantiated with evidence in provision of safe, quality care is emphasized. Clinical experience allows for early identification and prioritization of interventions for patients who demonstrate changes in health, therapeutic communication, and nursing judgment in promoting the health of adult and geriatric patients experiencing chronic and acute health problems with unpredictable outcomes. Collaboration with members of the healthcare team to contribute to and integrate nursing science in the provision of care is an area of focus. Emphasis is placed on acquisition of knowledge, skills and attitudes related to the role as a professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course has a theory and clinical component. Prerequisite: NUR243 (Arizona students). *5 Credit Hours*

NUR259 Medical-Surgical Nursing III

This course builds on the medical-surgical and pharmacology knowledge. The role of the nurse in making judgements in practice which are substantiated with evidence in provision of safe, quality care is emphasized. Clinical experience allows for early identification and prioritization of interventions for patients who demonstrate changes in health, therapeutic communication, and nursing judgment in promoting the health of adult and geriatric patients experiencing chronic and acute health problems with unpredictable outcomes. Collaboration with members of the healthcare team to contribute to and integrate nursing science in the provision of care is an area of focus. Emphasis is placed on acquisition of knowledge, skills and attitudes related to the role as a professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course has a theory and clinical component. Prerequisite: NUR217 or equivalent (Idaho students) *5 Credit Hours*

NUR261 Medical-Surgical Nursing IV

This course builds on previously learned concepts and theories to develop students' ability to apply principles of nursing judgement in the provision of safe, quality patient centered care for patients and their families across the lifespan with unpredictable outcomes or who are demonstrating a critical change in health status. Patient teaching and collaboration among the nurse, patients and family members are covered. Experience is gained in acute- care, non-acute-care and/or community health settings to develop clinical competency. Emphasis is placed on acquisition of knowledge, skills and attitudes related to the role as a professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course has a theory and clinical component. Prerequisite: NUR251 *5 Credit Hours*

NUR262 Manager of Care

This course synthesizes information presented within the nursing program into the knowledge, skills, and attitudes needed as an entry level nurse. The course will examine various roles including acting as a professional provider of patient centered care, professional member within the discipline, and professional member of a healthcare team. The scope and ethics of nursing practice and concepts are expanded upon with regard to leadership, safety, critical thinking, evidence-based knowledge, and legal and ethical issues in nursing. Methods of assessing the workload of the professional nurse, prioritization of patient needs, as well as role transition along with delegation of care will be examined. *2 Credit Hours*

COURSE DESCRIPTIONS

NUR263 Medical-Surgical Nursing IV
This course builds on previously learned concepts and theories to develop students' ability to apply principles of nursing judgement in the provision of safe, quality patient centered care for patients and their families across the lifespan with unpredictable outcomes or who are demonstrating a critical change in health status. Patient teaching and collaboration among the nurse, patients and family members are covered. Experience is gained in acute- care, non-acute-care and/or community health settings to develop clinical competency. Emphasis is placed on acquisition of knowledge, skills and attitudes related to the role as a professional provider of patient centered care, professional member within the discipline, professional member of a healthcare team, and patient safety advocate. The course has a theory and clinical component. Prerequisite: NUR259 *5 Credit Hours*

NUR265 NCLEX-RN Review
This course provides a comprehensive review of nursing theory to assist students in preparation for the National Council Licensure Examination–Registered Nurse (NCLEX-RN). Students gain experience by taking computerized examinations that simulate the NCLEX-RN test to determine strengths and weaknesses in their knowledge base. Remediation opportunities are presented, as are strategies that increase the likelihood of graduates successfully completing the NCLEX-RN examination. *2 Credit Hours*

NUR266 NCLEX-RN Review
This course provides a comprehensive review of nursing theory to assist students in preparation for the National Council Licensure Examination–Registered Nurse (NCLEX-RN). Students gain experience by taking computerized examinations that simulate the NCLEX-RN test to determine strengths and weaknesses in their knowledge base. Remediation opportunities are presented, as are strategies that increase the likelihood of graduates successfully completing the NCLEX-RN examination. *2 Credit Hours*

NUR322 Nursing Informatics
Nursing Informatics course presents the student with an overview of the advancement in sophistication and reach of information technologies to support healthcare processes, communication, and clinical thinking. The course will offer perspectives on health information technology as it is required for person-centered service across the continuum of care to positively impact patient outcomes, use of information technology to contribute to quality, interprofessional collaboration, and fundamental nursing practice. Prerequisite: Unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR332 Health Assessment
This course explores the knowledge and skills necessary to complete health assessments for patients across the lifespan. The principles and techniques of nursing assessment are presented with emphasis on history taking, review of systems, physical examination techniques, and documentation of findings. Use of clinical decision making based on assessment findings is also examined. Integration of assessment skills and ability to interpret findings along with societal and environmental considerations are emphasized. Prerequisite: Unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR342 Nursing Research and Evidence Based Practice
This course focuses on the importance of utilizing accepted research methodologies to gather and interpret statistics and other data. Focus is on the analysis and evaluation of research studies as they apply to nursing practice and the implementation of evidence-based practice. Prerequisite: RM310 and unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

COURSE DESCRIPTIONS

NUR351 Health Policy and Ethics

This course will examine policy decisions and related issues that shape the organization, economics, and implementation of healthcare services and delivery systems. Ethical, social, religious, and political issues that affect the provision of healthcare, nursing services, communities, and society are critically analyzed. Related roles, trends, and influences of healthcare systems, providers. consumers, government and law are also discussed. This is an upper division online course. *3 Credit Hours*

NUR352 Nursing Management and Leadership

This course focuses on the knowledge, skills, and attitudes needed to be a nursing leader who can function as a contributing member of the interprofessional team. The development of transformational leadership skills, organizational theory, and management techniques needed to coordinate the provision of safe, quality person-centered leadership are highlighted. Emphasis is placed on professional behaviors, formation of personal leadership style, and communication that supports information exchange and conflict mediation in healthcare delivery while considering commitment to personal health and well being. Leadership principals and theories in multiple settings, organizational change, equity, and inclusion are discussed. Identification of role models and mentors to support professional growth are identified. Prerequisite: NUR351 and unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR361 Population Health

This course will identify principles and methods for ethical population healthcare delivery and management, define a target population in the continuum of care and develop advocacy strategies. Identification and consideration of equity, community priorities, management, effective collaboration and mutual accountability strategies, economic impact of healthcare delivery and public health disaster response management are included. The impact of political, religious, economic, social environmental, and cultural concerns on the health of populations are examined. Focus is on vulnerable, culturally diverse, and underserved populations in epidemiological and determinants of health in public health nursing in evidence-based population health management. Prerequisite: Unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR362 Cultural Competency and Diversity

The course will amplify cultural and linguist knowledge, philosophies, theories, and practices and explore the impact of diversity in healthcare delivery. Students will explore the impact of cultural diversity within interdisciplinary collaborative environments for the provision of person-centered care. Cultural competency includes integration of cultural knowledge and identification of personal and professional barriers and bias to support individualized care and patient education. Prerequisite: Unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR371 Nursing Theory and Systems

This course briefly explores nursing theories of historical and international significance in the development of nursing theory. Application, evaluation, and analysis of nursing theory models within healthcare provision will be explored. The relationship between macrosystems, mesosystems and microsystems will be discussed with application in systemic approach for decision making and organizational strategic planning. Prerequisite: Unencumbered RN license in state of residence. This is an upper division online course. *3 Credit Hours*

NUR372 Quality and Safety

This course will consider techniques and strategies in process establishment and improvement of evidence-based quality standardization for person-centered care delivery. Analysis of benchmarks and monitoring systems within quality improvement and risk management is explored with identification of national safety and quality standards to guide nursing practice. Prerequisite: Unencumbered RN license in state of residence. Corequisite: NUR381 This is an upper division online course. *3 Credit Hours*

COURSE DESCRIPTIONS

NUR381 Capstone
This course allows students to apply previously learned theoretical and clinical knowledge. Students will examine and identify contemporary healthcare needs and issues. Students will synthesize their learning experiences and conduct evidence-based research to develop a project that aims at impacting an identified healthcare need or issue. The project should originate from the student's area of interest in patient population, healthcare setting, and/or policy. Prerequisite: NUR342 and unencumbered RN license in state of residence. Corequisite: NUR372. This is an upper division online course. *3 Credit Hours*

NUT200 Principles of Nutrition
This course presents basic scientific principles as they apply to human nutrition in maintaining health and preventing disease. Biochemical functions and interrelationships among nutrients in the body are examined. Contemporary nutritional controversies are evaluated. This is an online course. *3 Credit Hours*

PHIL1C Ethics
This course provides an introduction to the ethical problems and issues in modern society. Students will discuss current events related to ethical issues and participate in group discussions. This is an online course. *3 Credit Hours*

PHIL301 Critical Thinking for Professionals
This course presents concepts and principles of thinking and decision making including the Wonder, Investigate, Speculate, Evaluate (W.I.S.E) approach. Through application and evaluation, students practice problem solving through investigation, research, and application of persuasive skills. Emphasis is placed on applying critical thinking skills to practical issues applicable to professional career paths, and the evaluation and development of solutions. This is an upper division online course. *4 Credit Hours*

PHL12 Basic and Advanced Procedures in Phlebotomy with Lab
Introduction to blood specimen collection and processing. Content areas include related body system anatomy and function, site selection, equipment and supplies, anticoagulants, specimen processing, safety, standard precautions, professionalism, ethics, and review of the healthcare delivery system. Successful completion of lecture and practicum will allow student to sit for a national certification examination. This is a blended course. *0 Credit Hours*

PHM111L Retail Operations Lab
This course provides hands-on lab experience with shelf stocking, ordering systems and retail operations such as pulling and filling medication orders and packaging prescriptions for verification by pharmacists. Students also perform reconstitutions of antibiotics and become proficient in understanding drug labels and equipment used in dosage measurement. Retail pharmacy procedures, calculations and cash register operations are practiced in simulations. *2.5 Credit Hours*

PHM111T.H Nervous System, Anti-Infectives and Retail Operations Theory
This course introduces students to the anatomy and physiology of the nervous system and pharmacological effects of medications and antimicrobial therapies on it. Emphasis is placed on pain management, pharmacology and psychopharmacology as they relate to diseases of the nervous system such as epilepsy, Parkinson's disease and Alzheimer's disease and the medications used in their treatment. Over-the-counter-medications theory and practical use are introduced. This is a blended course. *3.5 Credit Hours*

COURSE DESCRIPTIONS

PHM112L Prescription Processing and Pharmacy Calculations Lab
This course provides hands-on lab experiences that allow students to work with software used in a pharmacy setting. Students enter mock patient profiles, prescriptions, and physician information in addition to printing medication labels and filling prescriptions for verification by the pharmacists. Students will also work in a group setting to research the legalities to open a pharmacy, from the type of building required to startup costs. Students will transcribe handwritten paper prescriptions into pharmacy specific computer software using basic keyboarding techniques and 10-key touch-typing methods. *2.5 Credit Hours*

PHM112T.H Prescription Processing, Pharmacy Software and Pharmacy Calculations Theory
This course covers pharmacy-related federal laws and regulations and provides a clear and concise method of calculating oral and parenteral drug dosages and medication-days supplies. Also covered are systems of measurement, mathematics, ratio proportions and conversions between the Metric, US Customary and Apothecary systems of measurement. This course also introduces students to the ratio proportion method of solving mathematical equations related to the practice of pharmacy. This is a blended course. *3.5 Credit Hours*

PHM113L Pharmacy Calculations and Unit Dose Lab
This course provides hands-on lab experiences for students to transcribe and process prescriptions on a typical pharmacy computer system. Students practice filling unit-dose and crash carts as well as repackaging bulk medications into unit doses. Also covered is transcription of handwritten paper prescriptions into pharmacy specific computer software using basic keyboarding techniques and 10-key touch-typing methods. *2.5 Credit Hours*

PHM113T.H Pharmacy Calculations and Body Systems Theory
This course introduces students to basic mathematics, conversions between measurement systems and the use of ratio proportion for pharmaceutical calculations in context. Also provided is an overview of the physiology and pharmacology of the cardiovascular, musculoskeletal, and endocrine systems. Students gain a working knowledge of the medications used to treat common diseases of these systems, including hypertension, stroke, heart attacks and diabetes. Automated medication dispensing systems are introduced. This is a blended course. *3.5 Credit Hours*

PHM114L Compounding and Pharmacy Calculations Lab
This course provides hands-on lab experience in transcribing and processing prescriptions on a typical pharmacy computer system. Additional hands-on training includes repackaging for long-term care, extemporaneous (non-sterile) compounding technique and law, inventory control and purchasing. *2.5 Credit Hours*

PHM114T.H Compounding, Pharmacy Calculations and Body Systems Theory
This course introduces students to specialized patient dosage calculations, conversions between measurement systems and utilizing ratio proportion for pharmaceutical calculations in context. This course provides an overview of the anatomy, physiology, and pharmacological effects of medications on the respiratory, digestive, and renal systems. Students will gain a working knowledge of the medications used to treat common diseases in all three systems, including mechanisms of action, common interactions and dosing considerations. This is a blended course. *3.5 Credit Hours*

PHM115L Hospital Operations and Parenteral Dosage Calculations Lab
Students in this course get hands-on lab experience in sterile product preparation under vertical and horizontal laminar flow hoods as well as proper aseptic technique while in a biological safety cabinet. Also studied are pharmaceutical calculations for intravenous drugs, chemotherapy preparation and parenteral dosages. *2.5 Credit Hours*

COURSE DESCRIPTIONS

PHM115T.H Hospital Operations and Parenteral Dosage Calculations Theory
This course introduces students to the practice of pharmacy in the hospital environment including hospital policies and formularies. The course covers universal precautions and disease prevention with discussions on HIV and hepatitis. Human relations are also explored with an emphasis on communication styles and problem-solving techniques with patients and co-workers. Additionally, students are introduced to the pharmacological effects of chemotherapy. This is a blended course. *3.5 Credit Hours*

PHO111L Retail Operations Lab
This online lab course offers simulation experience in retail pharmacy operations, including shelf stocking, ordering systems, and tasks such as pulling and filling medication orders and packaging prescriptions for pharmacist verification. Students will gain proficiency in interpreting drug labels and performing retail pharmacy calculations. Simulations provide a practical foundation in retail pharmacy procedures, enhancing skills and confidence in real-world applications.
This is an online course. *2 Credit Hours*

PHO111T Nervous System, Anti-Infectives and Retail Operations Theory
This online course delivers comprehensive experience in retail pharmacy operations, including shelf stocking, inventory ordering systems, and essential tasks such as pulling and filling medication orders and packaging prescriptions for pharmacist verification. Emphasis is placed on proficiency in interpreting drug labels and utilizing dosage measurement equipment. Through practical simulations, the course reinforces retail pharmacy procedures and calculations, equipping students with the skills and confidence needed for real-world pharmacy settings. This is an online course. *4 Credit Hours*

PHO111T.5 Nervous System, Anti-Infectives and Retail Operations Theory
This online course delivers comprehensive experience in retail pharmacy operations, including shelf stocking, inventory ordering systems, and essential tasks such as pulling and filling medication orders and packaging prescriptions for pharmacist verification. Emphasis is placed on proficiency in interpreting drug labels and utilizing dosage measurement equipment. Through practical simulations, the course reinforces retail pharmacy procedures and calculations, equipping students with the skills and confidence needed for real-world pharmacy settings. This is an online course. 3 *Credit Hours*

PHO112L Prescription Processing and Pharmacy Calculations Lab
This online lab course provides simulation experience using pharmacy software. The laboratory experience emphasizes entering mock patient profiles, processing prescriptions, and managing physician information, gaining essential skills for a pharmacy setting. This is an online course. *2 Credit Hours*

PHO112T Prescription Processing, Pharmacy Software and Pharmacy Calculations Theory
This course covers pharmacy-related federal laws and regulations and provides a clear and concise method of calculating oral and parenteral drug dosages and medication-days supplies. Also covered are systems of measurement, mathematics, ratio proportions and conversions between the Metric, US Customary and Apothecary systems of measurement. This course also introduces students to the ratio proportion method of solving mathematical equations related to the practice of pharmacy. This is an online course. *4 Credit Hours*

PHO112T.5 Prescription Processing, Pharmacy Software and Pharmacy Calculations Theory
This course covers pharmacy-related federal laws and regulations and provides a clear and concise method of calculating oral and parenteral drug dosages and medication-days supplies. Also covered are systems of measurement, mathematics, ratio proportions and conversions between the Metric, US Customary and Apothecary systems of measurement. This course also introduces students to the ratio proportion method of solving mathematical equations related to the practice of pharmacy. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

PHO113L Pharmacy Calculations and Unit Dose Lab
This online lab course offers simulation lab experiences where students learn to transcribe and process prescriptions using a standard pharmacy software systems. Emphasis is placed on hands-on practice with insurance simulations to build real-world skills. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, and PHO112T. This is an online course. *2 Credit Hours*

PHO113T Pharmacy Calculations and Body Systems Theory
This course introduces students to basic mathematics, conversions between measurement systems and the use of ratio proportion for pharmaceutical calculations in context. Also provided is an overview of the physiology and pharmacology of the cardiovascular, musculoskeletal, and endocrine systems. Students gain a working knowledge of the medications used to treat common diseases of these systems, including hypertension, stroke, heart attacks and diabetes. Automated medication dispensing systems are introduced. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, and PHO112T. This is an online course. *4 Credit Hours*

PHO113T.5 Pharmacy Calculations and Body Systems Theory
This course introduces students to basic mathematics, conversions between measurement systems and the use of ratio proportion for pharmaceutical calculations in context. Also provided is an overview of the physiology and pharmacology of the cardiovascular, musculoskeletal, and endocrine systems. Students gain a working knowledge of the medications used to treat common diseases of these systems, including hypertension, stroke, heart attacks and diabetes. Automated medication dispensing systems are introduced. Prerequisite: Successful completion of CDV198.2, PHO111L, PHO111T.5, PHO112L, PHO112T.5, and PHO401.5. This is an online course. 3 *Credit Hours*

PHO114L Compounding and Pharmacy Calculations Lab
This online lab course offers simulation lab experience in transcribing and processing prescriptions using a standard pharmacy software systems. Lab experiences involve simulations of routine pharmacy operations to develop practical skills. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, PHO112T, PHO113L, PHO113T, and PHO401. This is an online course. *2 Credit Hours*

PHO114T Compounding, Pharmacy Calculations and Body Systems Theory
This course introduces students to specialized patient dosage calculations, conversions between measurement systems and utilizing ratio proportion for pharmaceutical calculations in context. This course provides an overview of the anatomy, physiology, and pharmacological effects of medications on the respiratory, digestive, and renal systems. Students gain a working knowledge of the medications used to treat common diseases in all three systems, including mechanisms of action, common interactions, and dosing considerations. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, PHO112T, PHO113L, PHO113T, and PHO401. This is an online course. *4 Credit Hours*

PHO114T.5 Compounding, Pharmacy Calculations and Body Systems Theory
This course introduces students to specialized patient dosage calculations, conversions between measurement systems and utilizing ratio proportion for pharmaceutical calculations in context. This course provides an overview of the anatomy, physiology, and pharmacological effects of medications on the respiratory, digestive, and renal systems. Students gain a working knowledge of the medications used to treat common diseases in all three systems, including mechanisms of action, common interactions, and dosing considerations. Prerequisite: Successful completion of CDV198.2, PHO111L, PHO111T.5, PHO112L, PHO112T.5, PHO113L, PHO113T.5, and PHO401.5. This is an online course. *3 Credit Hours*

PHO115L Hospital Operations and Parenteral Dosage Calculations Lab
This online lab course provides simulation lab experience in sterile product preparation. In addition the skills of completing pharmaceutical calculations for intravenous medications, chemotherapy preparation, and parenteral dosages are included. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, PHO112T, PHO113L, PHO113T, and PHO401. This is an online course. *2 Credit Hours*

COURSE DESCRIPTIONS

PHO115T Hospital Operations and Parenteral Dosage Calculations Theory
This course introduces students to the practice of pharmacy in the hospital environment including hospital policies and formularies. The course covers universal precautions and disease prevention with discussions on HIV and hepatitis. Human relations are also explored with an emphasis on communication styles and problem-solving techniques with patients and co-workers. Additionally, students are introduced to the pharmacological effects of chemotherapy. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, PHO112T, PHO113L, PHO113T, and PHO401. This is an online course. *4 Credit Hours*

PHO115T.5 Hospital Operations and Parenteral Dosage Calculations Theory
This course introduces students to the practice of pharmacy in the hospital environment including hospital policies and formularies. The course covers universal precautions and disease prevention with discussions on HIV and hepatitis. Human relations are also explored with an emphasis on communication styles and problem-solving techniques with patients and co-workers. Additionally, students are introduced to the pharmacological effects of chemotherapy. Prerequisite: Prerequisite: Successful completion of CDV198.2, PHO111L, PHO111T.5, PHO112L, PHO112T.5, PHO113L, PHO113T.5, and PHO401.5. This is an online course. *3 Credit Hours*

PHO401 Externship 1
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision, skills they have learned. Please review the Program Requirements section for the specific amount of minimum required hours of externship to complete the course. Prerequisite: Successful completion of PHO111L, PHO111T, PHO112L, and PHO112T. This is a credit/no credit course. *1 Credit Hour*

PHO401.5 Externship 1
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision, skills they have learned. Please review the Program Requirements section for the specific amount of minimum required hours of externship to complete the course. Prerequisite: Successful completion of PHO111L, PHO111T.5, PHO112L, and PHO112T.5. This is a credit/no credit course. *3 Credit Hours*

PHO501 Externship 2
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision, skills they have learned. Please review the Program Requirements section for the specific amount of minimum required hours of externship to complete the course. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *3 Credit Hours*

PHO550 Certification Preparation
This course is designed to prepare students for success on their national allied health certification examinations. Through targeted review sessions, practice assessments, and test-taking strategies, students will strengthen their knowledge in core healthcare concepts, procedures, and professional standards. The course emphasizes exam readiness, critical thinking, and professional communication skills essential for entry-level allied health positions. This is an online course. Prerequisite: Successful completion of all technical coursework. *3 Credit Hours*

COURSE DESCRIPTIONS

PHR15 Pharmacy Science and Applications 2
This course covers the theory of anatomy, physiology, pathophysiology, and related pharmacology of the urinary, circulatory, and respiratory systems. A comprehensive overview of pharmaceutical dosage forms, pharmacokinetics, terminology, abbreviations and symbols, the difference between trade and generic drugs and interpretation of prescriptions in relation to these systems will be included. Students will utilize the pharmacy lab in the applications of pharmacy science. Interpretations of doctor's orders along with prescription filling, refilling, and labeling procedures are practiced. Also presented in this course are procedures for the generation and maintenance of accurate pharmacy records, third party claims and the use of pharmacy reference materials. Emphasis is placed on the importance of diligence in documentation and related issues of potential liability. Computerized pharmacy systems and keyboarding skills are also an integral component of this course. A minimum grade of C is required to pass this course. *5 Credit Hours*

PHR20 Pharmacy Law and Ethics
This course presents an overview of the history of the pharmacy as well as the duties and responsibilities of a pharmacist and the State and Federal laws governing pharmacy practice, standards and regulations. This course includes HIPAA (Health Insurance Portability and Accountability Act) statutes, regulations, and preparation for certification. Current ethical issues in pharmacology will be discussed. A minimum grade of C is required to pass this course. *3 Credit Hours*

PHR26 Pharmacy Records and Documentation
This course focuses on enhancing the skills to properly interpret, fill and label prescription orders. An emphasis of this course is to train students to properly maintain and document pharmacy records. Students will be introduced to the duties of inventory control in a pharmacy practice and explore legal parameters of dispensing medications. A minimum grade of C is required to pass this course. *2 Credit Hours*

PHR30 Pharmacy Math and Computations
This course focuses on the fundamentals of arithmetic processes involving fractions, decimals, ratios, and percentages including the metric, household, and apothecary systems. Emphasis is placed on utilizing the math skills in pharmaceutical applications which are required to determine medication dosages and preparations. Students will also learn the business practices in a retail pharmacy. A minimum grade of C is required to pass this course. *3 Credit Hours*

PHR91 Externship
Students will apply their acquired skills and knowledge in a professional environment under direct supervision of an externship site supervisor. Maintaining expected professionalism, proper policy, and protocol along with upholding state and federal laws at all times is essential. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *2 Credit Hours*

PHR92 Applied Theory: Integrated Learning and Practice
The focus of this course is to prepare students for the certification exam through projects, practice and review based on established certification criteria. Students will be provided with an online self-paced study program and instructor facilitated review. Students will also take a practice exam built to content specifications with the same look, feel, and functionality as an actual certification exam. Students will discuss expectations and general responsibilities during the externship. Students must pass this course with a minimum score of 70% for credit in the course. This is an online course. *2 Credit Hours.*

COURSE DESCRIPTIONS

PHR100 Pharmacy Math and Computations
This course covers the theory of anatomy, physiology, pathophysiology, and related pharmacology of the gastrointestinal, integumentary and sensory systems. A comprehensive overview of pharmaceutical dosage forms, pharmacokinetics, terminology, abbreviations and symbols, the difference between trade and generic drugs and interpretation of prescriptions in relation to these systems will be included. Students will utilize the pharmacy lab in the applications of pharmacy science. Interpretations of doctor's orders along with prescription filling, refilling, and labeling procedures are practiced. Computerized pharmacy systems and keyboarding skills are also an integral component of this course. A minimum grade of C is required to pass this course. *5 Credit Hours*

PHR120 Pharmacy Clinical Applications 1
This course covers the theory of anatomy, physiology, pathophysiology, and related pharmacology of the nervous systems, including mental health, and nutrition. A comprehensive overview of pharmaceutical dosage forms, pharmacokinetics, terminology, abbreviations and symbols, the difference between trade and generic drugs and interpretation of prescriptions in relation to this system will be included. Students will utilize the pharmacy lab in the applications of pharmacy science. Interpretations of doctor's orders along with prescription filling, refilling, and labeling procedures are practiced. A minimum grade of C is required to pass this course. *2 Credit Hours*

PHR136 Pharmacy Clinical Applications 2
This course covers the theory of anatomy, physiology, pathophysiology, and related pharmacology of the endocrine and reproductive systems. An overview of pharmaceutical dosage forms, pharmacokinetics, terminology, abbreviations and symbols, the difference between trade and generic drugs and interpretation of prescriptions in relation to these systems will be included. This course will also cover the physical and chemical properties of drugs. Interpretations of doctor's orders along with prescription filling, refilling, and labeling procedures are practiced. A minimum grade of C is required to pass this course. *2 Credit Hours*

PHR151 Pharmaceutical Compounding
This course focuses on the fundamentals of aseptic technique, sterile, and extemporaneous compounding. Emphasis is placed on practical lab applications for drug distribution and dispensing, compounding, and packaging procedures. Dosage calculations are integrated in the applications of this course. A minimum grade of C is required to pass this course. *5 Credit Hours*

PHR312 Pharmacy Business, Simulations, and Computer Applications
This course offers a study of pharmacy computer applications specializing in processing prescriptions, drug information retrieval, and other practical applications including legal documentation, patient profiles, and related topics. A minimum grade of C is required to pass this course. *3 Credit Hours*

PHY301 Physics I with Lab
This course is the first part of a two part physics series. This course presents principles of kinematics, mechanics, thermodynamics, fluids, oscillations, waves and sound. Emphasis is on conceptual development and numerical problem solving. This is an upper division online course. *4 Credit Hours*

PHY302 Physics II with Lab
This course is the second part of a two part physics series. This course presents principles of electricity, magnetism, geometrical and physical optics, and modern physics. This is an upper division online course. *4 Credit Hours*

COURSE DESCRIPTIONS

PSY1 General Psychology
This course covers the study of human behavior, moral development, and psychological theory as it applies to the individual, group and community. Behavioral disorders and treatment, social perceptions, emotions and motivation, social influence, and group processes are topics included in this course. This is an online course. *3 Credit Hours*

PSY101 Introduction to Psychology
This course provides a foundation for understanding, predicting, and directing behavior. Organized within a frame-work encompassing foundations, general topics and applications, the course provides an understanding of how psychological principles and concepts relate to professional and personal life. Topics include learning, attitude formation, personality, social influence, dynamics of communication, conflict resolution, motivation, leadership and group roles and processes. This is an online course. *3 Credit Hours*

PSY155 Human Development Across the Lifespan 1
This course focuses on the physical, cognitive, social, and emotional development of humans through all phases of life. Emphasis is placed on the practical application of developmental principles. This is an online course. *3 Credit Hours*

PSY302 Group Dynamics
This course examines the principles of group dynamics in business, industry, public and private life. In order to develop as effective group participants (whether members or leaders), individuals must understand group dynamics, group process, and group facilitation. In professional settings, individuals are frequently tasked with participating in groups or working as teams. Understanding and applying principles of group dynamics will improve effectiveness and marketability. This is an upper division online course. *4 Credit Hours*

PTA112 Fundamentals of Physical Therapist Assisting
In this course, students are introduced to the origins of physical therapy and the specific roles of physical medicine and rehabilitation professionals in the healthcare system. Topics covered are core values of the profession, the role of the physical therapist assistant, laws, regulations and policies, current issues, and the American Physical Therapy Association. In addition, students learn measurement skills, patient care and handling and universal precautions. Prerequisite: Successful completion of semesters 1 and 2; corequisites: PTA189 and PTA224 *3 Credit Hours*

PTA153.1 Physical Agents and Soft Tissue Mobilization
This course introduces use of evidence-based therapeutic modalities in physical therapy practice. Lectures and lab experience develop problem-solving and critical-thinking skills for use of electrical stimulation, heat, cold, ultrasound, diathermy, laser, and hydrotherapy. The technique of soft tissue mobilization as a therapeutic modality is also presented. Prerequisite: PTA112 and PTA224; Corequisite: PTA177 and PTA189 *3 Credit Hours*

PTA177 Management of Orthopedic Disorders
In this course, students are introduced to management of common orthopedic disorders. Lecture and lab experience include instruction on tissue healing, gait training, therapeutic exercise, common orthopedic injuries, and management of surgical cases. Prerequisite: PTA112 and PTA224; Corequisite: PTA153 and PTA189 *4 Credit Hours*

PTA189 Pathophysiology for the PTA
This course reviews signs, symptoms, and complications of disease states of the body and covers the essential nature of diseases and abnormalities of structure and function. Physical, clinical and laboratory presentation of diseases is examined. Prerequisite: Successful completion of semesters 1 and 2; Corequisites: PTA112 and PTA224 *3 Credit Hours*

COURSE DESCRIPTIONS

PTA199 Clinical Education I
This course provides students with supervised instruction in PT/PTA clinical activities. Emphasis is placed on developing professional behaviors and interpersonal skills. Students practice data collection, therapeutic modalities, transfers, patient positioning, patient instruction and therapeutic exercise, as well as documentation of measurements and interventions. Students practice assessment techniques including goniometry, manual muscle testing and patient functional levels. Skills practiced are dependent on the clinical site and determinations of the supervising faculty. Prerequisite: Completion of all semester 3 PTA technical courses with at least a 2.0 GPA; Corequisites: PTA210, PTA240, PTA223, and PTA230 *2 Credit Hours*

PTA210 Management of Neurological Disorders
In this course, students are introduced to neurological impairments and neuro-rehabilitation concepts. Neuroanatomy and motor development are discussed, as is management of neurological conditions in children and adults. The course addresses non-progressive spinal cord and central nervous system disorders as well as progressive disorders of the central nervous system. Prerequisite: Successful completion of PTA semester 3; Corequisites: PTA240 *4 Credit Hours*

PTA223 Advanced Concepts for PTA
In this course, students develop knowledge of treatment of various states and conditions such as geriatrics, pulmonary disease, amputation, integumentary disorders, age-related conditions, and arthritis. Orthotics/prosthetics, wound cleansing, dressing changes and environmental assessment are presented as they relate to these conditions. Prerequisite: Completion of semester 3 courses, PTA210 and PTA240; Corequisites: PTA230 *4 Credit Hours*

PTA224 Physical Therapy Data Collection and Documentation
Students are introduced to patient measurement including joint range of motion, muscle length and muscle strength testing, patient interviews, segmental volume measurements, leg length measurements, girth measurements, deep tendon reflexes, pain assessments, vital signs assessment and sensation testing. This course also introduces students to patient confidentiality issues, medical chart review, documentation, medical terminology, and billing. Prerequisite: Successful completion of semesters 1 and 2; Corequisites: PTA112 and PTA189 *3 Credit Hours*

PTA230 Clinical Applications Across the Lifespan
Relevant clinical cases and journal articles are presented for discussion in this course. Students are encouraged to present journal articles in class for further understanding of current treatment options. Prerequisite: Completion of semester 3 PTA courses, PTA210, and PTA240; Corequisites: PTA223 *2 Credit Hours*

PTA240 Ethics and Jurisprudence
This course addresses ethical and legal issues facing physical therapist assistants. Topics presented include ethics and values, patient advocacy, professionalism, personal and professional development, access to healthcare, reimbursement, quality assurance and jurisprudence. Prerequisite: Completion of semester 3 PTA courses; Corequisites: PTA210 *2 Credit Hours*

PTA258 Clinical Education II
This full-time clinical experience allows students to apply therapeutic treatments learned in the classroom within a real-world clinical setting. Under the supervision of a licensed physical therapist, students will practice and refine their clinical skills, progressively taking on more responsibility as their abilities develop. Having successfully completed the didactic portion of the curriculum, students will work toward achieving safe and competent entry-level PTA skills by the end of this experience. The specific skills practiced will vary based on the clinical site. Prerequisite: Successful completion of all semester four PTA classes. *6 Credit Hours*

COURSE DESCRIPTIONS

PTA289 Clinical Education III
This is full-time clinical experience enables students, under the guidance of a licensed physical therapist, to apply therapeutic treatments acquired in the academic program. Drawing on the knowledge and skills developed throughout the program, students deliver patient care aligned with entry-level PTA standards, further building on competencies gained in Clinical Education II. Prerequisite: Completion of all semester 4 PTA courses and PTA258. This is a credit/no credit course. *6 Credit Hours*

PTA297 Licensure Review
This course prepares students to take the National Physical Therapy Examination (NPTE) for physical therapist assistants. Students review critical concepts and State Specific Revised Statutes and Codes and complete a full-length practice examination. Students will also review clinical concepts and skills developed throughout the program. This review will include hands-on practice, clinical application, case studies, emergent procedures, and will help to prepare the student for their terminal clinical experiences in PTA258 and PTA289. Prerequisite: Successful completion of PTA210, PTA223, PTA230, and PTA240. This is a credit/no credit course. *3 Credit Hours*

PTT114L Physical Agents Application
Students apply rationale and physiological interventions to soft tissue injuries in their various stages of repair.
They learn new skills related to ultrasound, electrical stimulation and heat and cold applications. Additionally, students gain hands-on experience with various therapeutic techniques related to assisting a physical therapist, physical therapist assistant or chiropractor. *1.5 Credit Hours*

PTT114T Physical Agents Theory
Students explore rationale and physiological interventions to soft tissue injuries in their various stages of repair. They learn ultrasound, electrical stimulations, heat and cold applications and various therapeutic techniques related to assisting a physical therapist, physical therapist assistant or chiropractor. *3 Credit Hours*

PTT114T.H Physical Agents Theory
Students explore rationale and physiological interventions to soft tissue injuries in their various stages of repair. They learn ultrasound, electrical stimulations, heat and cold applications and various therapeutic techniques related to assisting a physical therapist, physical therapist assistant or chiropractor. This is a blended course. *3 Credit Hours*

PTT121L Fundamentals of Physical Therapy Technology Application
Students will obtain and assess specific vital signs. Students will also demonstrate the correct height of assistive devices, weight bearing statuses, various types of transfers and gait patterns using various assistive devices. Additionally, scope of practice will be discussed throughout the course. *1.5 Credit Hours*

PTT121T Fundamentals of Physical Therapy Technology Theory
Students learn about the history of physical therapy and the significance of scope of practice. Student will also discuss the importance of vital sign assessment and injury management within the physical therapy clinic. Additionally, transfers and gait training protocols will be reviewed. *3 Credit Hours*

PTT121T.H Fundamentals of Physical Therapy Technology Theory
Students learn about the history of physical therapy and the significance of scope of practice. Student will also discuss the importance of vital sign assessment and injury management within the physical therapy clinic. Additionally, transfers and gait training protocols will be reviewed. This is a blended course. *3 Credit Hours*

COURSE DESCRIPTIONS

PTT122L Exercise and Wellness Application
Students will be able to teach appropriate therapeutic exercises for muscle groups based on their patient's plan of care. Additionally, students will be able to create an exercise program based on the basic principles of physical training which can include cardiorespiratory endurance, muscle strength and endurance and flexibility. *1.5 Credit Hours*

PTT122T Exercise and Wellness Theory
Students learn the basic principles of physical training including cardiorespiratory endurance, muscle strength, endurance, and flexibility with the goal of being a design a complete program. Students will also learn about nutrition and various other aspects of health and wellness. *3 Credit Hours*

PTT122T.H Exercise and Wellness Theory
Students learn the basic principles of physical training including cardiorespiratory endurance, muscle strength, endurance, and flexibility with the goal of being a design a complete program. Students will also learn about nutrition and various other aspects of health and wellness. This is a blended course. *3 Credit Hours*

PTT123L Kinesiology Basics Application
Students learn to apply various palpation techniques to locate specific bones and muscles. Students also gain experience in proper draping and positioning. They learn to effectively stretch specific groups of muscles that directly relates to working in a physical therapy office. *1.5 Credit Hours*

PTT123T Kinesiology Basics Theory
Students explore the science of human movement, art of palpation, draping techniques, trigger points and stretching in relation to physical therapy. Students will learn how to locate specific bones and muscles via touch. Additionally, students will learn the origins, insertions and actions associated with the musculoskeletal system. *3 Credit Hours*

PTT123T.H Kinesiology Basics Theory
Students explore the science of human movement, art of palpation, draping techniques, trigger points and stretching in relation to physical therapy. Students will learn how to locate specific bones and muscles via touch. Additionally, students will learn the origins, insertions and actions associated with the musculoskeletal system. This is a blended course. *3 Credit Hours*

PTT125L Introduction to Stretching Application Students will be able to demonstrate and apply appropriate stretching techniques for specific muscle groups. Students will also design a stretching program based upon a client's/patient's needs and goals utilizing various types of stretching methods. *1.5 Credit Hours*

PTT125T Introduction to Stretching Theory
Students learn about the structures involved with therapeutic stretching. Different types of stretching will be discussed in addition to proprioceptive neuromuscular facilitation. Students will be able to identify specific stretches for various muscle groups. *3 Credit Hours*

PTT125T.H Introduction to Stretching Theory
Students learn about the structures involved with therapeutic stretching. Different types of stretching will be discussed in addition to proprioceptive neuromuscular facilitation. Students will be able to identify specific stretches for various muscle groups. This is a blended course. *3 Credit Hours*

PTT200 Externship
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision, skills they have learned. Prerequisite: Successful completion of all technical coursework and 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

COURSE DESCRIPTIONS

RC110 Pharmacology

This course will study the drugs administered to treat pulmonary disease. It will also include other classifications of drugs that have an effect on cardiopulmonary status. Areas will include drug calculations, indications, classification, proper dosage, modes of administration, the physiological actions of pharmacokinetics, pharmacodynamics, and pharmacogenetics, side effects, precautions, hazards, therapeutic effects, and patient monitoring. *3 Credit Hours*

RC111 Introduction to Respiratory Care

This course provides an introduction of the physical world to students in health majors and to practices encountered within healthcare environments. Topics will include classroom theory and laboratory exploration of physical dynamics as they relate to health professions, with an emphasis in respiratory care, as well as, advanced directives, patient bill of rights, bioterrorism preparedness and management. Procedures and practices related to common settings will be explored. *6 Credit Hours*

RC120 Clinical Laboratory Practice

This course will prepare the student for their clinical rotations with various preparatory requirements. They include certifications, orientations, clinical management methods, safety procedures, and clinical seminars. *2 Credit Hours*

RC121 Fundamentals of Respiratory Care

This course provides an introduction to the physical world to students in health majors and to practices encountered within healthcare environments. Topics will include classroom theory and laboratory exploration of physical dynamics as they relate to health professions, with an emphasis in respiratory care, as well as, advanced directives, patient bill of rights, bioterrorism preparedness and management. Procedures and practices related to common settings will be explored. *4 Credit Hours*

RC122 Respiratory Care Pathophysiology

The focus of this course is on the cardiopulmonary systems and the application of protocol based clinical Respiratory Therapy treatment to deliver disease-specific patient care. Respiratory pathophysiology, assessment techniques and indices, basic pharmacology as it applies to the treatment and prevention of pulmonary disease, humidity, and aerosol modalities as they apply to the treatment of pulmonary disease, electrophysiology, and correlation of acid-base and arterial blood gas interpretation are among the topics emphasized. *3 Credit Hours*

RC130 Ventilatory Principles of Respiratory Care

The focus of this course is management of the airway and mechanical ventilation. Topics include endotracheal intubation, resuscitation devices, invasive and non-invasive ventilation, and initiation, monitoring, managing, and discontinuation of mechanical ventilation. Students will apply hemodynamics to positive pressure ventilation. *5 Credit Hours*

RC140 Critical Care Principles of Respiratory Care

The focus of this course is on the management of the advanced and difficult airway, advanced mechanical ventilation strategies, and assisting the physician performing bedside critical care procedures. Topics include advanced airway management and tracheostomy care, advanced techniques in mechanical ventilation, advanced hemodynamic monitoring, and identification of both beneficial and adverse effects of PPV. Students will recognize how to assist a physician performing the following procedures: Bronchoscopy, Chest Tube insertion and monitoring, Arterial Line Insertion, Central-line insertion and Hemodynamic Monitoring, Conscious Sedation and Cardioversion. *3 Credit Hours*

COURSE DESCRIPTIONS

RC141 Neonatal and Pediatric Respiratory Care

The focus of this course is special applications in respiratory care, and neonatal and pediatric respiratory care. Topics include neonatal and pediatric anatomy, physiology, and pathology. Specialized diagnostics and certifications also occur during this course. *7 Credit Hours*

RC142 Specialized Respiratory Care

The focus of this course is advanced pulmonary function testing and critical care with emphasis on hemodynamic monitoring. Topics include advanced physical, radiological, and clinical laboratory assessment along with invasively monitored cardiac assessment and special procedures. Routine and specialized pulmonary function tests are also covered. *5 Credit Hours*

RC150 Advanced Respiratory Care

The focus of this course is insight and analysis of alternate work sites and job readiness for successful employment in Respiratory Care. Topics include patient and family education health and case management, care of the patient in alternative settings and polysomnography. Job readiness along with licensure and credentialing examination preparation will also be examined in this course. *7 Credit Hours*

RC151 NBRC Review

This course provides a comprehensive review of respiratory care in preparation for the National Board for Respiratory Care (NBRC) exam. Students gain experience by taking computerized examinations that simulate the NBRC exam to determine strengths and weaknesses in their knowledge base. *2 Credit Hours*

RC300 Clinical Practice I

Students will participate in clinical rotations in acute and sub-acute respiratory therapy conducted at local hospitals and medical centers. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. *3 Credit Hours*

RC310 Clinical Practice II

Students will participate in clinical rotations in adult intensive care, emergency care, and pediatric floor care conducted at local hospitals and medical centers. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. *3 Credit Hours*

RC500 Clinical Practice III

Students will participate in advanced rotations in adult, pediatric, and neonatal critical care conducted at local hospitals and medical centers. Specialized clinical experiences, as available, in respiratory home care, asthma education, pulmonary function testing, sleep studies, land/air patient transport, intra-hospital patient transport, disaster management, medical emergency team (MET) and pulmonary rehabilitation. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. *6 Credit Hours*

RCP100 Introduction to Respiratory Care

This course provides an introduction to the physical world to students in health majors and practices encountered within health care environments. Topics will include classroom theory and laboratory exploration of physical dynamics as they relate to health professions, with an emphasis in respiratory care, as well as advanced directives, patient bill of rights, bioterrorism preparedness and management. Procedures and practices related to common settings will be explored. A minimum grade of C is required to pass this course. 7 *Credit Hours*

COURSE DESCRIPTIONS

RCP120 Clinical Laboratory Practice

This course will prepare the student for their clinical rotations with preparatory requirements, certifications, orientations, introduction to ClinicalTrac clinical management system, safety procedures, and clinical seminars. A minimum grade of C is required to pass this course. *1 Credit Hour*

RCP130 Fundamentals of Respiratory Care

This course provides an introduction to the physical world to students in health majors and practices encountered within health care environments. Topics will include classroom theory and laboratory exploration of physical dynamics as they relate to health professions, with an emphasis in respiratory care, as well as advanced directives, patient bill of rights, bioterrorism preparedness and management. Procedures and practices related to common settings will be explored. A minimum grade of C is required to pass this course. *4 Credit Hours*

RCP140 Pharmacology

This course will study the drugs administered to treat pulmonary disease. It will also include other classifications of drugs that have an effect on cardiopulmonary status. Areas will include drug calculations, indications, classification, proper dosage, modes of administration, the physiological actions of pharmacokinetics, pharmacodynamics, and pharmacogenetics, side effects, precautions, hazards, therapeutic effects, and patient monitoring. A minimum grade of C is required to pass this course. *4 Credit Hours*

RCP150 Ventilatory Principles of Respiratory Care

The focus of this course is management of the airway and mechanical ventilation. Topics include endotracheal intubation, resuscitation devices, invasive and non-invasive ventilation, and initiation, monitoring, managing, and discontinuation of mechanical ventilation. Students will apply hemodynamics to positive pressure ventilation. A minimum grade of C is required to pass this course. *5 Credit Hours*

RCP160 Critical Care Principles of Respiratory Care

The focus of this course is management of the airway and mechanical ventilation. Topics include endotracheal intubation, advanced airway management, resuscitation devices, invasive and non-invasive ventilation, tracheostomy care, and initiation, monitoring, managing, and discontinuation of mechanical ventilation. Students will apply hemodynamics to positive pressure ventilation. A minimum grade of C is required to pass this course. *3 Credit Hours*

RCP170 Neonatal and Pediatric Respiratory Care

The focus of this course is special applications in respiratory care, and neonatal and pediatric respiratory care. Topics include neonatal and pediatric anatomy, physiology, and pathology. Specialized diagnostics and certifications also occur during this course. A minimum grade of C is required to pass this course. *7 Credit Hours*

RCP180 Specialized Respiratory Care

The focus of this course is advanced pulmonary function testing and critical care with emphasis on hemodynamic monitoring. Topics include advanced physical, radiological, and clinical laboratory assessment along with invasively monitored cardiac assessment and special procedures. Routine and specialized pulmonary function tests are also covered. A minimum grade of C is required to pass this course. *5 Credit Hours*

COURSE DESCRIPTIONS

RCP190 Advanced Respiratory Care

The focus of this course is alternate work sites and job readiness for successful employment in Respiratory Care. Topics include land/air patient transport, disaster management, patient and family education and health management, case management, home care, long term care, pulmonary rehabilitation, and sleep studies. Job readiness along with licensure and credentialing examination preparation also occurs in this course. A minimum grade of C is required to pass this course. *7 Credit Hours*

RCP210 Clinical Practice Rotation 1

Students will participate in clinical rotations in acute and sub-acute respiratory therapy conducted at local hospitals and medical centers. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. A minimum grade of C is required to pass this course. *5 Credit Hours*

RCP220 Clinical Practice Rotation 2

Students will participate in clinical rotations in adult intensive care, emergency care, and pediatric floor care conducted at local hospitals and medical centers. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. A minimum grade of C is required to pass this course. *5 Credit Hours*

RCP230 Clinical Practice Rotation 3

Students will participate in advanced rotations in adult, pediatric, and neonatal critical care conducted at local hospitals and medical centers. Specialized clinical experiences, as available, in respiratory home care, asthma education, pulmonary function testing, sleep studies, land/air patient transport, intra-hospital patient transport, disaster management, medical emergency team (MET) and pulmonary rehabilitation. The student will be assessed on supervised clinical practice and completion of clinical assignments and performance objectives. A minimum grade of C is required to pass this course. *5 Credit Hours*

RCP401 Protocol-Based Critical Care

The focus of this course is to examine evidence-based practice, clinical guidelines and care protocols. The emphasis will be on the following concepts: best practice, clinical efficacy, current research, autonomy, decision- making, cost effectiveness and quality assurance. The student will explore the process of developing, synthesizing evidence, implementation and evaluation of care protocol. A minimum grade of C is required to pass this course. This is an upper division online course. *4 Credit Hours*

RCP410 Education Principles for Healthcare Professionals

The focus of this course is on addressing all practical issues health professionals confront as they strive to provide effective patient, family, and staff education. Topics include education in healthcare; application of learning theories to healthcare practice; determinants of learning; compliance, motivation, and behaviors of the learner; literacy in adult client population; socioeconomic and cultural attributes of the learner; learners with disabilities; instructional methods and materials, and evaluation techniques in healthcare education. A minimum grade of C is required to pass this course. This is an upper division online course. *4 Credit Hours*

RCP460 Advanced Respiratory Practice for the Critical Care Patient

The focus of this course is to prepare the Respiratory Care Practitioner to act as an effective team member in the critical care setting, while understanding the importance of an interdisciplinary approach to critical care. The course will assist the non-intensivist in dealing with the sudden deterioration of critically ill patients and prepares the therapist to be a high functioning member of the interdisciplinary team. A minimum grade of C is required to pass this course. This is an upper division online course. *4 Credit Hours*

COURSE DESCRIPTIONS

RCS115 Human Anatomy and Physiology For The Respiratory Care Therapist with Lab
This course provides students in health majors an introduction to the structure and function of the major organs, essential structures, and physiological principles of the human body with emphasis on primary organ systems. Integration of multi-organ functions and relevant terminology will be included. A minimum grade of C is required to pass this course. *4 Credit Hours*

RCS125 Introduction to General Chemistry for the Respiratory Care Therapist with Lab
This course focuses on composition of matter and physical and chemical changes; fundamental laws and principles; atomic and molecular structure; acid-base chemistry, redox, equilibria, qualitative and quantitative techniques and theory. A minimum grade of C is required to pass this course. *4 Credit Hours*

RCS135 Microbiology
An introduction to microbiology covering the fundamental aspects of taxonomy, morphology, classification, genetics and reproduction, physiology, nutrition and growth, control, host parasite relationships, and immunology. Bacteria, fungi, protozoa, viruses and the roles and importance in the biological world will be covered. Basic techniques for culturing, staining, counting, and identifying microorganisms are emphasized in the laboratory. A minimum grade of C is required to complete this course. *4 Credit Hours*

RM301 Introduction to Research
This course is designed to expose students to the fundamentals of quantitative and qualitative research. Students will learn how to identify and utilize multiple sources and resources when conducting research. Students will explore how to interpret, analyze, critique, and synthesize research related to healthcare and learn the basic principles of data collection, measurement, and assessment. This is an upper division online course. *3 Credit Hours*

RM310 Writing for Research
This course is designed to provide students with the framework necessary for research writing; the course will provide guidance in creating a literary review, allowing students to focus on research pertaining to their discipline of study. The course will outline the research process, APA formatting for research writing, and the literary review process. Students will utilize peer-reviewed journals to synthesize data pertaining to their studies in preparation for their Senior Capstone Project. This is an upper division online course. *3 Credit Hours*

RN10 Fundamentals of Nursing – Theory
This course provides an introduction to nursing and the roles of the nurse as well as profession related and patient care concepts. Emphasis is placed on the knowledge and skills needed to provide safe, quality care. An introduction to the nursing process provides a decision-making framework to assist students in developing effective clinical judgment skills. A minimum grade of C is required to pass this course. Corequisite: RN10L and RN12 *3 Credit Hours*

RN10L Fundamentals of Nursing – Clinical
This course provides the theoretical foundation for nursing skills and give students the opportunity to demonstrate these skills in a laboratory setting. Clinical site rotations include patient care units within acute care agencies. A minimum grade of C is required to pass this course. Corequisite: RN10 and RN12. *3 Credit Hours*

RN12 Nursing Seminar 1: Pathophysiology
This course introduces the student to basic pathophysiology and disruptions in the normal body functioning, assessment findings, diagnostic testing, and interventions for specific health problems are discussed. A minimum grade of C is required to pass this course. Corequisite: RN10, RN10L, RN43, and RN43L. *2 Credit Hours*

COURSE DESCRIPTIONS

RN22 Nursing Seminar 1: Pharmacology
This course provides an introduction to the principles of pharmacology, including pharmacokinetics, pharmacodynamics, medication interactions and potential adverse medication reactions. Emphasis is placed on drug classifications and nursing care related to the safe administration of medication to patients across the life span. A minimum grade of C is required to pass this course. Corequisite: RN23, RN23L, RN24 and RN24L. *2 Credit Hours*

RN23 Maternal Newborn Nursing - Theory
This course provides an integrative, family-centered approach to the care of mothers and newborns. Emphasis is placed on normal and high-risk pregnancies, normal growth and development, family dynamics and the promotion of healthy behaviors in patients. A minimum grade of C is required to pass this course. *3 Credit Hours*

RN23L Maternal Newborn Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe patient care to mothers and newborns in selected settings. A minimum grade of C is required to pass this course. *2 Credit Hours*

RN24 Beginning Medical Surgical Nursing - Theory
This course focuses on the care of adult patients with common acute and chronic health conditions that require medical and/or surgical intervention. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. A minimum grade of C is required to pass this course. Corequisite: RN24L and RN22. *3 Credit Hours*

RN24L Beginning Medical Surgical Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe client care to adults experiencing common acute and chronic health conditions in acute care settings. A minimum grade of C is required to pass this course. Corequisite: RN24 and RN22. *3 Credit Hours*

RN28 Basic Medical Surgical Nursing Concepts
This course focuses on the care of adult patients with common acute and chronic health conditions that require medical and/or surgical intervention. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. This course also facilitates the transition of the student to the role of an LPN/LVN. Emphasis is placed on issues related to nursing and health care as well as skills necessary to provide care to multiple patients and assign tasks to other LPNs/LVNs and unlicensed personnel. Standards of practice and the importance of practicing according to state regulations and statutes are examined. A minimum grade of C is required to pass this course. 4 *Credit Hours*

RN30 Gerontology Community Health Nursing - Theory
This course provides an introduction to the care of older adults while focusing on their unique physiological and psychosocial needs. Emphasis is placed on promoting healthy aging and retaining functional ability within community settings that include home and residential environments. Common health conditions of the older adult as well as safety and end-of-life care are introduced. A minimum grade of C is required to pass this course. Corequisite: RN30L and RN44. *1 Credit Hour*

RN30L Gerontology Community Health Nursing - Clinical
In this course, students will experience a variety of community health nursing roles. They will utilize aspects of the nursing process in a range of community settings. A minimum grade of C is required to pass this course. Corequisite: RN30 and RN44. *1 Credit Hour*

COURSE DESCRIPTIONS

RN34 Maternal Child Nursing - Theory
This course provides an integrative, family-centered approach to the care of mothers, newborns, children, and adolescents. Emphasis is placed on normal and high-risk pregnancies, normal growth and development, family dynamics, pediatric disorders and the promotion of healthy behaviors in patients. A minimum grade of C is required to pass this course. Corequisite: RN34L and RN44. 3 *Credit Hours*

RN34L Maternal Child Nursing - Clinical
Clinical experiences in this course provide the student with the opportunity to apply theoretical concepts and implement safe patient care to mothers, newborns, children, and adolescents in selected settings. A minimum grade of C is required to pass this course. Corequisite: RN34 and RN44. 2 *Credit Hours*

RN35 Intermediate Medical Surgical Nursing - Theory
This course builds on the content of the previous nursing courses and continues to focus on nursing care of clients with complex acute and chronic health conditions that require medical and/or surgical intervention. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. A minimum grade of C is required to pass this course. Corequisite: RN35L and RN36. *3 Credit Hours*

RN35L Intermediate Medical Surgical Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe client care to adults experiencing complex acute and chronic health conditions in acute care settings. A minimum grade of C is required to pass this course. Corequisite: RN35 and RN36. *3 Credit Hours*

RN36 Health Assessment
This course provides the framework for preparing students to perform comprehensive health assessments on patients across the lifespan. Emphasis is placed on taking a thorough nursing history, performing physiological, psychological, sociological, cultural, and spiritual assessments, as well as identification of stressors and health risks. Concurrent clinical experiences provide an opportunity to practice assessment skills on patients across the lifespan in a variety of settings. A minimum grade of C is required to pass this course. Corequisite: RN35 RN35L, RN37 and RN37L. *2 Credit Hours*

RN37 Pediatrics - Theory
This course provides an integrative, family-centered approach to the care of children, and adolescents. Emphasis is placed on normal growth and development, family dynamics, pediatric disorders and the promotion of healthy behaviors in patients. A minimum grade of C is required to pass this course. Corequisite: RN36 and RN37L. *3 Credit Hours*

RN37L Pediatrics - Clinical
This course consists of skills lab and clinical hours that apply concepts of RN 37. Students will apply specific skills, effective communication, the nursing process, and concepts in the care of pediatric client/family collaboration with other health care team members. A minimum grade of C is required to pass this course. Corequisite: RN36 and RN37. *2 Credit Hours*

RN43 Mental Health Psychiatric Nursing - Theory
This course focuses on the care of patients across the lifespan experiencing cognitive, mental, and behavioral disorders. Emphasis is placed on the care of patients facing emotional and psychological stressors as well as promoting and maintaining the mental health of individuals and families. Concepts of crisis intervention, therapeutic communication, anger management, and coping skills are integrated throughout the course. A minimum grade of C is required to pass this course. Corequisite: RN43L and RN12. *3 Credit Hours*

COURSE DESCRIPTIONS

RN43L Mental Health Psychiatric Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe patient care to patients in selected mental health settings. A minimum grade of C is required to pass this course. Corequisite: RN43 and RN12. *2 Credit Hours*

RN44 Leadership
This course facilitates the transition of the student to the role of a professional nurse. Emphasis is placed on contemporary issues and management concepts, as well as developing the skills of delegation, conflict management, and leadership. Legal and ethical issues are discussed with a focus on personal accountability and integrity. Standards of practice and the significance of functioning according to state regulations and statutes are analyzed. A minimum grade of C is required to pass this course. Corequisite: RN30, RN30L, RN46, and RN46L. *3 Credit Hours*

RN45 Advanced Medical Surgical Nursing - Theory
This course builds on the content of the previous nursing courses and focuses on nursing care of clients with complex, multisystem acute and chronic health conditions that require medical and/or surgical intervention. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. A minimum grade of C is required to pass this course. Corequisite: RN44 and RN45L. *3 Credit Hours*

RN45L Advanced Medical Surgical Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe patient care to adults experiencing complex, multisystem acute and chronic health conditions in acute care settings. This course also focuses on leadership skills while managing the care of multiple patients and collaborating with the inter-professional healthcare team. A minimum grade of C is required to pass this course. Corequisite: RN44 and RN45. *3 Credit Hours*

RN46 Advanced Medical Surgical Nursing - Theory
This course builds on the content of the previous nursing courses and focuses on nursing care of clients with complex, multisystem acute and chronic health conditions that require medical and/or surgical intervention. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. A minimum grade of C is required to pass this course. Corequisite: RN44 and RN46L. *3 Credit Hours*

RN46L Advanced Medical Surgical Nursing - Clinical
Clinical experiences in this course provide the student an opportunity to apply theoretical concepts and implement safe patient care to adults experiencing complex, multisystem acute and chronic health conditions in acute care settings. This course also focuses on leadership skills while managing the care of multiple patients and collaborating with the inter-professional healthcare team. A minimum grade of C is required to pass this course. Corequisite: RN44 and RN46L. *4 Credit Hours*

RN50 Work Study
This course provides students enrolled in the Registered Nursing / Registered Nursing – LVN to RN Bridge program an opportunity to obtain structure work study experiences, under the supervision of registered nurses, in participating healthcare agencies. Work Study provides opportunities for additional practice and development of confidence and critical thinking through application of previously learned knowledge and skills. This is a Pass/Fail course, is not a graduation requirement, and is not granted attendance in the program. *0 Credit Hour*

COURSE DESCRIPTIONS

RN150 LVN to RN Transition – Theory
This course introduces and familiarizes students with the philosophy and conceptual framework of the LVN to ADN program. Role expectations for the registered nurse as caregiver, teacher and member of the healthcare team are discussed. Correct use of the nursing process, critical thinking and technical skills are emphasized in caring for culturally diverse clients throughout the lifespan. Corequisite: RN155 *1 Credit Hour*

RN155 LVN to RN Transition – Lab
This course facilitates LVNs' transition to the role and responsibilities of the RN. Emphasis is placed on knowledge and application of the nursing process, critical thinking, communication skills, problem-solving and decision-making in the RN role. Successful completion of the course requires satisfactory demonstration of specified clinical skills and competencies prior to enrolling in subsequent RN courses. Completion of this course is required for taking the RN150 final examination. Corequisite: RN150. This is a credit/no credit course. *0.5 Credit Hours*

RN202 Leadership Management 1
This course prepares students to assume the registered nurse leadership/management role, focusing on professional issues that affect nursing managerial/leadership, interdisciplinary functions, legal/ethical dilemmas and delegatory functions in clinical practice. Application of theoretical concepts, critical thinking and problem- solving are emphasized, as is providing competent nursing care to groups of clients in a variety of healthcare settings. Prerequisite: RN150 and RN155 *1 Credit Hour*

RN210 Psychiatric and Mental Health Nursing – Theory
This course discusses application of the nursing process to meet the needs of clients at all stages of life with common psychiatric and mental health disorders. Theories of psychiatric and mental health are integrated with the RN role and scope of practice, citing healthy as well as maladaptive behaviors. Critical thinking and problem-solving skills are utilized in individual and group exercises to demonstrate application of concepts. Prerequisite: RN150 and RN155. Corequisite: RN215, successful completion of which is needed to take the RN210 final exam. *1.5 Credit Hours*

RN215 Psychiatric and Mental Health Nursing – Clinical
Clinical objectives are met in acute and community-based psychiatric and mental health settings. The course focuses on application of the nursing process and theoretical concepts in the care of clients experiencing common psychiatric and mental health disorders across the lifespan. Prerequisite: RN150 and RN155; Corequisite: RN210. This is a credit/no credit course. *2 Credit Hours*

RN221 Advanced Medical/Surgical Nursing 1 – Theory
This course furthers students' knowledge of comprehensive scientific principles and integration of the nursing process in treating clients with complex, high risk or unstable medical conditions. Conceptual critical thinking and problem-solving skills at the RN level are applied through group exercises, case studies and independent study. Prerequisite: RN150 and RN155. Corequisite: RN225, successful completion of which is needed to take the RN221 final exam. *3 Credit Hours*

RN225 Advanced Medical/Surgical Nursing 1 – Clinical
This course provides clinical experience in acute care hospitals and agencies and facilitates the application of advanced knowledge to include comprehensive scientific principles and integration of the nursing process. Students utilize the nursing process to provide nursing care, teaching, support and rehabilitation to clients across the lifespan experiencing high risk/unstable conditions. Simulation labs foster the development of critical thinking skills. This is a credit/no credit course. Prerequisite: RN150 and RN155. Corequisite: RN221 *2 Credit Hours*

COURSE DESCRIPTIONS

RN231 Advanced Medical /Surgical Nursing 2 – Theory
This course presents comprehensive scientific principles and integration of the nursing process to treating clients of all ages with complex, high risk or unstable medical/surgical conditions including high risk obstetrics and pediatrics. Conceptual critical thinking and problem-solving skills at the RN level are applied through individual and group exercises and case studies. Prerequisite: Completion of all Term 1 courses of the LVN to ADN program. Corequisites: RN241 and RN245 *2 Credit Hours*

RN241 Advanced Medical Surgical /Nursing: Care of the Older Adult – Theory
This course is a holistic study of older adults undergoing the aging process and the nursing process as it relates to treatment of acute and long-term health disruptions including high risk obstetrics and pediatrics. Critical thinking and problem solving skills are employed in group exercises and independent study within the RN scope of practice. Prerequisite: Completion of all Term 1 courses in the LVN to ADN program. Corequisites: RN245, successful completion of which is needed to take the RN241 final exam and RN231 *1.5 Credit Hours*

RN245 Advanced Medical/Surgical Nursing: Care of the Older Adult – Clinical
This course gives students the opportunity to apply their knowledge of comprehensive scientific principles and integration of the nursing process related to older adults in a clinical setting including high risk obstetrics and pediatrics. Experiences are integrated with and related to the RN scope of practice. Completion of this course is required to take the final exam for RN231 and RN241. This is a credit/no credit course. *3 Credit Hours*

RN250 Leadership Management 2
This course is further preparation for students to assume the registered nurse leadership/management role, focusing on professional issues that affect nursing managerial/leadership, interdisciplinary functions, legal/ethical dilemmas and delegatory functions in clinical practice. Application of theoretical concepts, critical thinking and problem-solving are emphasized, as is providing competent nursing care to groups of clients in a variety of healthcare settings. The last portion of this course is concurrent with the pre-licensure RN305 (Preceptorship). Students must pass RN305 to take the RN250 final exam. Prerequisite: Completion of all term 1 courses of the LVN and ADN program. Corequisite: RN305. *1 Credit Hour*

RN305 Leadership Management 3 – Preceptorship
The pre-licensure preceptorship prepares students to function as registered nurses. Students provide nursing care to clients under the guidance of a registered nurse (the preceptor) working in the community and the supervision of a faculty liaison. Critical thinking and problem-solving skills are used in the application of theoretical concepts in the RN scope of practice. Emphasis is placed on leadership/management, delegation, and cultural, spiritual, and legal/ethical issues during the pre-licensure preceptorship. Students must pass RN305 to take the final exam for RN250. In addition, students must pass a standardized exit exam to complete this course. This is a credit/no credit course. *3 Credit Hours*

SCI210 Environmental Science
This course draws on information from biology, chemistry, botany, geology, engineering, geography, economics, and sociology to explore key aspects and controversial environmental issues. Students identify connections among all living things, particularly between human communities and other natural systems, and consider the impact of civilization's products on the environment. This is an online course. *3 Credit Hours*

SOC101 Introduction to Sociology
This course explores the complexities of intercultural relationships in a diverse society. Students are given opportunities to share cultural experiences and to discuss cultural differences and commonalities. Students consider issues of self-identity, values clarification, cultural differences, and socialization practices. This is an online course. *3 Credit Hours*

COURSE DESCRIPTIONS

SPH205 Interpersonal Communication
This course involves practical communication skills useful for communicating in personal life as well as in working relationships. Topic areas include listening, nonverbal communication, assertiveness, self-awareness, intercultural communication, and conflict resolution. This is an online course. *3 Credit Hours*

SPH205.5 Interpersonal Communication
This course involves practical communication skills useful for communicating in personal life as well as in working relationships. Topic areas include listening, nonverbal communication, assertiveness, self-awareness, intercultural communication, and conflict resolution. This is an online course. *3 Credit Hours*

ST100 Anatomy & Physiology with Medical Terminology
This course offers a comprehensive introduction to medical terminology, focusing on word construction, common abbreviations, and symbols used in the healthcare profession. Students will explore the structure and function of the human body through the study of basic chemistry, cellular organization, tissues, membranes, and common human diseases. Emphasis is placed on the anatomy and physiology of major body systems, including the integumentary, skeletal, muscular, nervous, sensory, endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems. *5 Credit Hours*

ST105 Surgical Case Management Lab
This theory and lab course introduces students to the fundamental skills related to the principles of asepsis and the practice of sterile technique. Students apply these skills in a simulated operating room while learning the three phases of surgical case management: preoperative, intraoperative, and postoperative care. *2 Credit Hours*

ST110 Introduction to Surgical Technology
This theory and lab course explores the historical development of medicine, surgery, and the field of surgical technology. Key professional practice topics are examined, including patient care principles, pharmacology, anesthesia, surgical electricity, robotics, information technology, hazard preparedness, and microbiology. Students will also complete Basic Life Support (BLS) for Healthcare Providers certification as part of the course. *5 Credit Hours*

ST115 Surgical Case Management
This course provides an introduction to the surgical environment, including the roles of surgical team members, appropriate attire, operating room furniture, instrumentation, equipment, and supplies. Students will learn the principles of asepsis and the practice of sterile technique. The course also presents the fundamental elements of the three phases of surgical case management: preoperative, intraoperative, and postoperative. *3 Credit Hours*

ST120 Basic Surgical Procedures
This course introduces both noninvasive and invasive diagnostic procedures, along with fundamental surgical interventions. Emphasis is placed on procedures related to general surgery, obstetrics and gynecology, endoscopy, otorhinolaryngology, genitourinary, trauma, and orthopedic specialties. Prerequisite: All previous semester coursework. *8 Credit Hours*

ST125 Basic Surgical Procedures Lab
This lab course builds upon foundational surgical case management skills by providing students with opportunities to apply and integrate these skills in a simulated clinical environment. Through mock surgical procedures in the simulated operating room, students will demonstrate proficiency in preoperative, intraoperative, and postoperative case management, reinforcing critical thinking, aseptic technique, and team-based communication essential to surgical practice. Prerequisite: All previous semester coursework. *2 Credit Hours*

COURSE DESCRIPTIONS

ST130 Advanced Surgical Procedures
This course provides an in-depth study of surgical anatomy, physiology, pathophysiology, and diagnostic interventions related to advanced surgical procedures. Emphasis is placed on the unique considerations of ophthalmic, oral and maxillofacial, plastic and reconstructive, oncologic, cardiothoracic, peripheral vascular, neurosurgical, and pediatric surgical specialties. Prerequisite: All previous semester coursework. *8 Credit Hours*

ST140 Professional Development
This course focuses on mastering professional development and employability skills, including résumé writing and interview techniques. It provides a comprehensive review of the program content to prepare students for the National Certification Examination offered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA). Prerequisite: All previous semester coursework. *6 Credit Hours*

ST300 Clinical Experience 1
This clinical course provides students the opportunity, under direct supervision, to engage in both non-sterile and sterile surgical case management duties through simulated patient experiences and/or clinical site assignments, ensuring the development of essential skills in varied learning environments. Prerequisite: All previous semester coursework. *4 Credit Hours*

ST400 Clinical Experience 2
This clinical course provides students the opportunity, under direct supervision at the assigned clinical site, to perform both non-sterile and sterile surgical case management duties. Students are required to participate in a minimum of 120 select surgical cases to meet ARC/STSA graduation requirements. Prerequisite: All previous semester coursework.
7 Credit Hours

STC3 Clinical Experience 1
Under direct supervision, at the assigned clinical site, the student will perform non-sterile and sterile surgical case management duties. In conjunction with STC4, the student must participate in a minimum of 120 select surgical cases. Assignments may include the sterile processing department, preoperative holding area, surgery department, and the post-anesthesia care unit. This is a credit/no credit course. *5 Credit Hours*

STC4 Clinical Experience 2
Under direct supervision, at the assigned clinical site, the student will perform non-sterile and sterile surgical case management duties. In conjunction with STC3, the student must participate in a minimum of 120 select surgical cases. Assignments may include the sterile processing department, preoperative holding area, surgery department, and the post-anesthesia care unit. This is a credit/no credit course. *7 Credit Hours*

STL1 Surgical Case Management Lab
In this course, students will practice the basic skills related to the principles of asepsis and the practice of sterile technique. The three phases of surgical case management are learned in the simulated operating room. Corresponds with STT 12: Surgical Case Management. *2 Credit Hours*

STL2 Basic Surgical Procedures Lab
Building on the basic skills learned in STL1, students will assimilate surgical case management into regular practice and carry out mock surgical procedures in the simulated operating room. *5 Credit Hours*

COURSE DESCRIPTIONS

STS301 Introduction to Statistics
This course will provide a practical foundation in statistical concepts and practice with emphasis on acquiring the skills necessary to collect, interpret, describe and present sample data in a clear and focused manner. This course will cover how to obtain and interpret basic descriptive statistics, and how to calculate commonly used statistics. This is an upper division online course. *4 Credit Hours*

STT11 Introduction to Surgical Technology
This course covers development of medicine, surgery, and the field of surgical technology. Related professional practice issues are discussed. Patient care concepts, pharmacology, anesthesia, information technology, electricity, robotics, all-hazards preparation, and microbiology will also be studied. Basic Life Support for Healthcare Providers (CPR) is included. *5 Credit Hours*

STT11.H Introduction to Surgical Technology
This course covers development of medicine, surgery, and the field of surgical technology. Related professional practice issues are discussed. Patient care concepts, pharmacology, anesthesia, information technology, electricity, robotics, all-hazards preparation, and microbiology will also be studied. Basic Life Support for Healthcare Providers (CPR) is included. This is a blended course. *4 Credit Hours*

STT12.H Surgical Case Management
Orientation to the surgical environment includes introduction of the roles of the surgical team members, attire, furniture, instrumentation, equipment, and supplies. The principles of asepsis and the practice of sterile technique are introduced. Fundamental elements of the three phases of surgical case management are presented. This is a blended course. *3 Credit Hours*

STT22.H Basic Surgical Procedures
This course introduces noninvasive and invasive diagnostic procedures as well as basic surgical interventions for the following: general, obstetric, and gynecologic, endoscopic, otorhinolaryngologic, genitourinary, trauma, and orthopedic. This is a blended course. *7 Credit Hours*

STT33.H Advanced Surgical Procedures
This course encompasses an in-depth study of relevant surgical anatomy, physiology, pathophysiology, and diagnostic interventions as well as factors unique to the following advanced procedure areas: ophthalmic, oral, and maxillofacial, plastic and reconstructive, oncologic, cardiothoracic, peripheral vascular, neurosurgical, and pediatric. This is a blended course. *5 Credit Hours*

STT44.H Professional Development
Professional development and employability skills including resume writing and interview techniques are mastered. A comprehensive study of information learned throughout the program is provided in preparation for the National Certification Examination offered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA**).** This is a blended course. *6 Credit Hours*

VA100 Introduction to the Veterinary Assisting
Students will learn the role of the veterinary technician and assistant in various occupational settings. They will explain the legal and ethical responsibilities, as well as the communication and math skills needed for a veterinary setting. Students will differentiate basic husbandry practices and perform safe animal capture, handling, and restraint techniques. Disinfection and infection control procedures will also be covered. *2 Credit Hours*

COURSE DESCRIPTIONS

VA110 Introduction to Life Sciences
This course emphasizes the scientific method and how it is applied to the veterinary field. Students will be introduced to basic principles of biology, microbiology, and chemistry. Additional topics include disease etiology, animal homeostasis, and relating the principles of chemistry to biological processes. *3 Credit Hours*

VA120 Animal Nursing
This course focuses on infectious and non-infectious diseases of animals, including zoonotic diseases. Students will identify the basic principles of disease transmission, pathology, and prevention. The fundamentals of immunology will be introduced and discussed. Students will practice essential veterinary nursing skills. Prerequisite: VA100 and VA110
2 Credit Hours

VA130 Veterinary Anatomy and Physiology I
The course examines the foundational principles of the skeletal, muscular, lymphatic, immune, integumentary, nervous, and special senses body systems of various animal species. The course emphasizes the effective use of medical terminology through the study of the principles of word construction, elements, abbreviations, and symbols with emphasis on spelling and pronunciation. Prerequisite: VA100 and VA110 *3 Credit Hours*

VA140 Veterinary Anatomy and Physiology II
The course examines the foundational principles of the digestive, urinary, endocrine, reproductive, respiratory, and cardiovascular body systems of various animal species. The course emphasizes the effective use of medical terminology through the study of the principles of word construction, elements, abbreviations, and symbols with emphasis on spelling and pronunciation. Prerequisite: VA100, VA110, VA120 and VA130 *3 Credit Hours*

VA150 Veterinary Pharmacology
This course will provide a basic understanding of veterinary pharmaceuticals, their pharmacodynamics, pharmacokinetics and common use. Students will identify and explain pharmaceutical classes and identify controlled substances. Students will also perform pharmacological math calculations. Prerequisite: VA100, VA110, VA120 and VA130 *3 Credit Hours*

VA160 Veterinary Laboratory Procedures
This course focuses on demonstrations and laboratory exercises covering routine examinations of blood, urine, feces, and cytology from a variety of species. Normal and abnormal values will be presented and treatment for disorders will be discussed. The proper use and handling of lab equipment will be demonstrated, and lab samples will be analyzed. Basic microbiological procedures will be discussed and demonstrated. Prerequisite: VA100, VA120, VA130, VA140, and VA150
5 Credit Hours

VA170 Veterinary Radiology
This course focuses on the fundamentals of veterinary radiology. Students will demonstrate equipment quality assurance, perform proper animal positioning and digital radiograph acquisition, and evaluate image quality. The use of contrast studies, ultrasound, CT, MRI and basic endoscopy will be discussed. Students will follow current state radiology safety regulations and requirements. Prerequisite: VA100, VA120, VA130, VA,140, VA150, and VA160 *2 Credit Hours*

VA180 Veterinary Surgical Assisting
In this course students will demonstrate essential veterinary surgical assisting skills such as patient prep, aseptic technique, care of instruments, and medical documentation. Students will perform patient prep, patient assessments and monitor anesthesia. Students will be familiar with common anesthetic monitoring equipment, anesthetic protocols and proper documentation. Prerequisite: VA100, VA110, VA120, VA130, VA140, VA150, and VA160 *5 Credit Hours*

COURSE DESCRIPTIONS

VA190 Veterinary Dentistry and Critical Care
This course focuses on dentistry, emergency, and critical care. Dental prophylaxis and radiographs will be performed with an emphasis on client education regarding dental preventative and post-procedure care. Students will discuss and perform proper emergency response protocols and analyze emergency and critical care situations. The proper techniques required to place a bandage, cast, and splint on animals will be performed in this course. Prerequisite: VA100, VA120, VA130, VA140, VA150, VA160, and VA170 *5 Credit Hours*

VA500 Clinical Externship
This course provides work experience in a clinical setting under the direct supervision of a veterinarian or RVT. The teaching/learning facility will provide appropriate supervision and evaluation of student performance under the direction of the Externship Coordinator; students will submit a completed supervisor evaluation based on job tasks performed in the practice and weekly timecards. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *3 Credit Hours*

VA510 Certification Prep
In this course students will assess their performance and application of acquired skills and knowledge. They will learn skills to prepare for the Registered Veterinary Technician (RVT) licensure and practice professional behavior. Prerequisite: Successful completion of all technical coursework. *1 Credit Hour*

VAC111T.H Introduction to the Veterinary Hospital
This course covers anatomy and physiology of the muscular system, skeletal system, cardiovascular system and blood, lymph, and immunity. The student will study microbiology, parasitology, and zoonotic diseases, in addition to identification and administration of associated vaccines. Related medical vocabulary and terminology are covered. Principles and practices of radiography are discussed. A study of abbreviations, acronyms and symbols is included. In addition, the student will learn about and practice veterinary front office procedures, safety procedures and hospital sanitation. This is a blended course. *3 Credit Hours*

VAC111L Hospital Practices
This course uses hands on methods for students to explore animal body systems and basic hospital procedures. Students will practice taking patient histories and performing physical examinations, injections related to vaccinations, radiography safety and positioning, parasitology, and microbiology. *1.5 Credit Hours*

VAC112T.H Veterinary Laboratory
This course covers anatomy and physiology of the renal, urinary, reproductive, and endocrine systems and the related medical vocabulary and terminology. Students will learn laboratory techniques including urinalysis, hematology, serology, and cytology. A study of abbreviations, acronyms and symbols is included. This is a blended course. *3 Credit Hours*

VAC112L Laboratory Procedures
This course allows students hands on practice preparing cytology slides, examining various cytological samples, performing blood chemistries, PCV's and differentials, urinalysis, and dissection/necropsy, along with preparing samples for submission. *1.5 Credit Hours*

VAC113T.H Animal Nursing and Care
This course introduces basic concepts pertaining to the integumentary system, nervous system, and special senses. Also covered is anatomy and physiology for avian and exotic species. Basic nursing practices will be covered that include animal behavior, breed identification, handling and restraint for canine, feline, large animal, land equine species. This is a blended course. *3 Credit Hours*

COURSE DESCRIPTIONS

VAC113L Veterinary Assisting Techniques
In this course, students gain hands-on experience with skin assessment and treatments, handling, and restraint procedures, large animal, equine, small mammal, and exotic-species procedures. *1.5 Credit Hours*

VAC114T.H Surgical Nursing and Specialty Care
This course introduces students to practical skills essential to the veterinary assistant. The course includes surgical nursing, cardiopulmonary cerebral resuscitation (CPCR) and other emergency procedures, digestive system including dental care and nutrition and the respiratory system. This is a blended course. *3 Credit Hours*

VAC114L Surgical and Specialty Procedures
This course uses hands on practice for students to gain technical skills in surgical assisting techniques, cardiopulmonary cerebral resuscitation (CPCR), dental care, nutrition, and fecal analysis. *1.5 Credit Hours*

VAC115T.H Pharmacy and Pharmacology Calculations
This course introduces students to pharmacology, medical math, inventory, and client communication. This is a blended course. *3 Credit Hours*

VAC115L Pharmacy Practice
This course uses hands-on practice to understand and fill prescriptions, calculate dosages for in-patient treatments and medication administered at home and dispensing medications to clients. *1.5 Credit Hours*

VAC180 Veterinary Assisting Externship
The externship provides students with field experience and the opportunity to practice the skills they have learned, under direct supervision, in an actual work environment. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

VN15 Fundamentals of Nursing Theory
This course provides an introduction to nursing care concepts. Emphasis is placed on the knowledge and skills needed to provide safe, quality care. An introduction to the nursing process provides a decision-making framework to assist students in developing effective clinical judgment skills. A minimum grade of C is required to pass this course. *6 Credit Hours*

VN16 Pharmacology
This course provides an introduction to the principles of pharmacology, medication and food interactions, and potential adverse medication reactions. Emphasis is placed on drug classifications and nursing care related to the safe administration of medications to clients across the life span. A minimum grade of C is required to pass this course.
4 Credit Hours

VN17 Anatomy and Physiology
This course focuses on the anatomy and physiology of the human body. The functioning of the specific body systems and the changes that occur during the aging process are emphasized. A minimum grade of C is required to pass this course.
3 Credit Hours

VN22 Medical-Surgical Nursing Theory I
This course focuses on the care of adult clients with common acute and chronic health conditions related to specific systems in the human body that require medical and/or surgical intervention. Some of the systems are endocrine, cardiovascular, and musculoskeletal. There is an emphasis on gerontological considerations. The nurse's responsibility for client education is emphasized. Pharmacology, pathophysiology, and nutrition are integrated throughout the course.
A minimum grade of C is required to pass this course. *8 Credit Hours*

COURSE DESCRIPTIONS

VN34 Maternal and Pediatric Nursing Theory
This course focuses on introducing maternity and pediatric nursing care. The role of the nurse in maternity care is family-centered for the mother and newborn utilizing the nursing process. Pediatric nursing care utilizing the nursing process for infants, children and adolescents is addressed. A minimum grade of C is required to pass this course. *3 Credit Hours*

VN36 Medical-Surgical Nursing Theory II
This course focuses on the care of adult clients with common acute and chronic health conditions related to specific systems in the human body that require medical and/or surgical intervention. Some of the systems are reproductive, integumentary, and urinary. There is an emphasis on gerontological considerations. The nurse's responsibility for client education is emphasized. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. In addition, health promotion and disease prevention is a focus. A minimum grade of C is required to pass this course. *3 Credit Hours*

VN42 Medical-Surgical Nursing Theory III
This course focuses on the care of adult clients experiencing cognitive, mental and behavioral disorders. Concepts of promoting and maintaining mental health in addition to crisis interventions, therapeutic communication and coping skills are integrated during this focus. Course content includes medical/surgical concepts of care for clients with acute illnesses as well as those with rehabilitative and restorative nursing care needs. The role of nurse in providing care during natural and human disasters is presented. A minimum grade of C is required to pass this course. *8 Credit Hours*

VN47 Nursing Leadership
This course focuses on introducing the concepts of leadership, management and supervision responsibilities related to the LVN in specific work settings. Ethical issues in nursing care, medical care and psychological issues that impact clients and their families will be discussed. A minimum grade of C is required to pass this course. *2 Credit Hours*

VN52 Pharmacology Dosages and Calculations
This course presents clinical applications for common dosage determination and preparation though the use of calculations using the metric and household systems. A minimum grade of C is required to pass this course. *2 Credit Hours*

VN101.25 Fundamentals of Nursing Clinical
This course focuses on providing care to adult and geriatric clients in the long-term skilled nursing facility for chronic health conditions, end of life, or rehabilitation. The emphasis is on providing basic fundamental nursing care and developing the use of the nursing process to identify and manage the health problems of the client. A minimum grade of C is required to pass this course. *3 Credit Hours*

VN101 Introduction to Anatomy and Physiology
This course provides an overview of anatomical terminology, structural levels of organization and an introduction to the organ systems and their physiology. *3 Credit Hours*

VN102 Foundations of Nursing 1
This course presents professional vocational nursing concepts and the nursing process as they apply to well and infirm clients. Students learn accurate calculation of oral and parenteral drug dosages for medication administration as well as the basic nursing skills necessary to create and maintain a hygienic, comfortable, safe patient environment through the use of laboratory and clinical experiences. *5 Credit Hours.*

COURSE DESCRIPTIONS

VN103 Foundations of Nursing 2
This course introduces skills related to surgical asepsis, wound care, and intervention techniques for assisting clients in meeting basic nutrition, elimination, and oxygenation needs. Awareness of personal dignity, cultural and spiritual aspects, ethical or legal significance and required communication are integrated with each skill. Interpretation of drug labels, common medical abbreviations used in dosage calculations and general medication administration principles prepare students to administer medications safely. Guided laboratory experience complements theory. Prerequisite: VN102
8 Credit Hours

VN104 Mental Health Nursing Care
In this course, students learn to apply the nursing process to meet the needs of clients experiencing psychiatric disorders and maladaptive behaviors. Emphasis is on the community mental health-illness continuum throughout the lifespan.
2 Credit Hours

VN113 Fundamentals of Nursing Skills Clinical
This course focuses on the fundamental nursing concepts and basic bedside nursing skills that apply to all clinical areas in vocational nursing. There is emphasis on providing a safe environment and safe care to clients ranging in age from adults to the elderly. Health Insurance Portability and Accountability certification is earned. A minimum grade of C is required to pass this course. *2 Credit Hours*

VN201 Medical Surgical Nursing 1
This course introduces, in theory and practice, the physical, emotional, cultural, and spiritual needs of clients with common health conditions of varying severity. Also presented are a study of human physical needs, causes of disease and common diseases and disorders of the body systems. An overview of diagnostic tests, alternative and traditional treatment, and principles of nursing care as they apply to vocational nursing are included. Integrated throughout the course are basic concepts of nutrition and drug therapy used in treatment/management of disease. Clinical practice in a variety of settings provides students with an opportunity to gain competence in skills and nursing care. Prerequisite: VN102 and VN103
12 Credit Hours

VN202 Health Data Collection
Emphasis in this course is placed on a comprehensive assessment of individuals throughout the adult lifespan. Guided observations and lab practicum facilitate student learning. *3 Credit Hours*

VN202.25 Medical-Surgical Clinical I
This course focuses on providing care to adult clients with common acute and chronic health conditions that require medical and/or surgical intervention. There is emphasis on gerontological considerations. Providing client education is emphasized. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. In addition, medication administration skills and knowledge are applied. A minimum grade of C is required to pass this course. *5 Credit Hours*

VN203 Concepts in Clinical Pharmacology
This course builds on the principles of pharmacology previously introduced. Pharmacokinetic factors in drug therapy are examined in relation to the major body systems and management of client health. Pharmacological aspects of nursing care are integrated using the nursing process. Major drug classification prototypes and related nursing implications are discussed. *3 Credit Hours*

VN301 Introduction to Maternity and Pediatric Nursing
This course addresses nursing care of pregnant women, women in labor and during birth and newborn care. Application of the nursing process and principles of growth and development of children is also covered. Applicable skills and theoretical concepts are applied in clinical and laboratory settings. Prerequisite: VN102, VN103 and VN201 *5 Credit Hours*

COURSE DESCRIPTIONS

VN302 Medical Surgical Nursing 2

This course, a continuation of VN201, furthers study through theory and practice of the physical, emotional, cultural, and spiritual needs of clients with common health conditions that vary in severity. Also presented are a study of human physical needs, causes of disease, and common diseases and disorders of the body systems. An overview of diagnostic tests, alternative and traditional treatment, and principles of nursing care as they apply to vocational nursing are included. Integrated throughout the course are basic concepts of nutrition and drug therapy used in treatment/management of disease. This course also includes concepts of leadership, supervision, and basic management skills. The roles and responsibilities of a professional nurse and the legal and ethical implications of practice are discussed. Students also prepare for future employment via resume-writing and learning professional presentation techniques. Clinical practice in various settings provides students with an opportunity to gain competence in skills, nursing care and leadership. Prerequisite: VN102, VN103, and VN201. *11 Credit Hours*

VN302.25 Maternity, Pediatric, and Intermediate Medical-Surgical Clinical II

This course covers providing care to maternity, newborns, and pediatric clients. There will also be rotations to provide nursing care to medical-surgical clients with common acute and chronic health conditions that require medical and/or surgical intervention. There is an emphasis on gerontological considerations. Providing client education is emphasized. Pharmacology, pathophysiology, and nutrition are integrated throughout the course. Health promotion and disease prevention is also a focus. A minimum grade of C is required to pass this course. *5 Credit Hours*

VN303 NCLEX-PN Review

Students in this preparatory NCLEX-PN examination course learn to identify their knowledge deficits and implement strategies for reducing them. In addition, they gain computer-test-taking skills and other tools needed to effectively study for the examination. *2 Credit Hours*

VN402 Medical-Surgical Nursing Clinical III

This course focuses on providing clinical nursing care incorporating the concepts of holism and caring. Medical, surgical, and mental health nursing care is provided. In addition, rehabilitative and restorative nursing care to increase function is provided. Management and leadership nursing skills are also focused on for the role of the LVN.A minimum grade of C is required to pass this course. *5 Credit Hours*

VN501 Comprehensive Licensure Exam Review

This course focuses on review and preparation for passing the licensing exam required by the State Board of Vocational Nursing that allows a VN graduate from the State Board accredited program to become a Licensed Vocational Nurse. The course is designed to teach test taking strategies, assess knowledge needed and psychological approaches for successfully passing the exam. The exam is known as the National Certification Licensing Exam (NCLEX). This is a credit/no credit course. *2 Credit Hours*

VT105 VT Externship

The externship provides students with field experience and the opportunity to practice the skills they have learned, under direct supervision, in an actual work environment. Prerequisite: Successful completion of all previous course work and a 2.0 CGPA. This is a credit/no credit course. *4 Credit Hours*

VT120 Veterinary Applied Sciences

This course introduces concepts of practical skills essential to the veterinary technologist. Topics include medical records, physical examination, blood, lymph, and immunity, laboratory diagnostics, radiology, pharmacology, and parasitology concepts. Prerequisite: successful completion of term 1 courses. *3 Credit Hours*

COURSE DESCRIPTIONS

VT121 Companion Animal Diseases
This course provides a comprehensive study of the pathology, diagnostics, and treatments for common diseases of canines and felines. Emphasis is on the musculoskeletal, integumentary, hematologic, immunologic, urinary, reproductive, gastrointestinal, periodontal, ocular, optic, cardiovascular, respiratory, endocrine, neurologic and pansystemic systems. Prerequisite: successful completion of term 1 courses. *3 Credit Hours*

VT122 Clinical Procedures 1
This laboratory course emphasizes the development of technical skills in pharmacology, bandaging/splints, laboratory procedures, microbiology, parasitology, ocular and optic diagnostics, dentistry, diagnostic imaging, physical examinations, and necropsy. Prerequisite: successful completion of term 1 courses.
Prerequisite: successful completion of term 1 courses. *3 Credit Hours*

VT123 Clinical Rotation
The clinical rotation course provides students with field experience and the opportunity to practice the skills they have learned in the first half of the program, under direct supervision, in an actual work environment. Prerequisite: successful completion of term 1 courses. This is a credit/no credit course. *0.5 Credit Hours*

VT130 Surgical Assisting
This course provides a comprehensive study in the principles required in surgical and dental procedures assisting. Emphasis is placed on the identification and care of surgical instruments, maintaining aseptic technique, and preparation for a variety of surgical and dental procedures. The concepts of post-operative care, physical rehabilitation, and client communication are also explored. Prerequisite: successful completion of term 2 courses. *3 Credit Hours*

VT131 Anesthesia for Veterinary Technicians
This course covers all aspects of anesthesia including anesthetic agents, adjuncts, and patient preparation. Students will continue to explore anesthetic equipment and how it relates to anesthetic monitoring. Special Techniques and considerations for various species will be covered as well as anesthetic problems and emergencies. Prerequisite: successful completion of term 2 courses. *3 Credit Hours*

VT132 Clinical Procedures 2
This laboratory course emphasizes the development of technical skills for surgical assisting, anesthesia, and dentistry. Emphasis is placed on the identification and care of surgical instruments, gowning and gloving, suturing, and maintaining sterile technique. The key steps involved in administering anesthesia and troubleshooting any complications are explored. The course also covers honing the dentistry skills of scaling, polishing, radiographs, nerve blocks, extractions, and charting. Prerequisite: successful completion of term 2 courses. *3 Credit Hours*

VT133 Clinical Rotation
The clinical rotation course provides students with field experience and the opportunity to practice the skills they have learned in the first half of the program, under direct supervision, in an actual work environment. Prerequisite: successful completion of term 2 courses. This is a credit/no credit course. *1 Credit Hour*

VT140 Large Animal Medicine
This theory and lab course explores the medical management of various species including horses, cattle, sheep, goats, swine, and camelids. It covers a wide range of topics including general husbandry, methods of restraint and handling, techniques for collecting diagnostic samples, administering treatments, common diseases, preventive medicine, as well as anesthesia and surgical procedures specific to each species. Hands-on experience is gained through practical application. Prerequisite: successful completion of term 3 courses. *3.5 Credit Hours*

COURSE DESCRIPTIONS

VT141 Veterinary Technology Specialties
This theory and lab course introduces special aspects of veterinary medicine, including emergency care of the critically ill patient. Emphasis is placed on the general care, anatomy and physiology, and surgical and medical nursing of avian, reptile, and small mammal species. Hands-on experience is gained through practical application. Prerequisite: successful completion of term 3 courses. *3.5 Credit Hours*

VT142 Advanced Clinical Procedures and Surgery
This theory and lab course provides a comprehensive study of surgical nursing, anesthesia, and dentistry procedures with hands-on experience gained through performance of essential skills with real patients undergoing anesthesia procedures. This laboratory intensive course, at the heart of veterinary technology, involves mastery of essential skills. These essential skills include physical examinations, collection of samples for laboratory analysis, completion of radiographs, sterile pack and instrument preparation, client communication, drawing anesthetic drugs, and placing intravenous catheters. In addition, the skills of inducing, maintaining, and monitoring patients under general anesthesia are included. The dental procedures in this course include scaling, and polishing. Proper medical record documentation and dental charting are key components of this course. Prerequisite: successful completion of term 3 courses.
4 Credit Hours

VT143 Clinical Rotation
The clinical rotation course provides students with field experience and the opportunity to practice the skills they have learned in the first half of the program, under direct supervision, in an actual work environment. Prerequisite: successful completion of term 3 courses. This is a credit/no credit course. *1 Credit Hour*

VT150 Licensure Exam Comprehensive Review
This course helps students prepare for the Veterinary Technician National Exam as well as the State Veterinary Technician Exam by identifying knowledge deficits and implementing strategies for enhancing knowledge in a self-directed learning environment. This course reviews all content learned throughout the program. Prerequisite: successful completion of all previous course work. *4 Credit Hours*

XTP200 Externship
This externship course offers field experience in an actual work environment, providing an opportunity for students to practice, under direct supervision, skills they have learned. Hours required to complete the externship course may vary by program. Prerequisite: Successful completion of all technical coursework and a 2.0 CGPA. This is a credit/no credit course.
4 Credit Hours

HOLIDAY CALENDAR

2025 - 2026 Holiday Calendar

Memorial Day
Monday, May 26, 2025

Juneteenth
Thursday, June 19, 2025

Independence Day
Friday, July 4, 2025

Labor Day
Monday, September 1, 2025

Veteran's Day
Tuesday, November 11, 2025

Thanksgiving Break
November 27 – 28, 2025

Winter Holiday
December 20, 2025 – December 28, 2025
Students should contact their Program Director or Dean of Nursing for any exceptions regarding clinical or externship requirements during this time

New Year's Day
Thursday, January 1, 2026

Martin Luther King Jr. Day
Monday, January 19, 2026

Memorial Day
Monday, May 25, 2026

Juneteenth
Friday, June 19, 2026

Independence Day
Friday, July 3, 2026

Labor Day
Monday, September 7, 2026

Veteran's Day
Wednesday, November 11, 2026

Thanksgiving Break
November 26 – 27, 2026

Winter Holiday
December 19, 2026 – December 28, 2026
Students should contact their Program Director or Dean of Nursing for any exceptions regarding clinical or externship requirements during this time

START DATES AND TERM DATES

Dates listed below are term dates for all locations offering the program. Dates in bold represent program start dates for new cohorts as well as the start of a term for continuing students (see each program's introductory page to determine program availability by campus for new students)

Associate Degree in Nursing

Albuquerque, Las Vegas, Reno Day, Tucson

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Mesa

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Phoenix

May 5, 2025 – August 22, 2025
September 1, 2025 – December 19, 2025
January 5, 2026 – April 24, 2026
May 4, 2026 – August 21, 2026

Reno Evening

April 7, 2025 – July 25, 2025
August 4, 2025 – November 21, 2025
November 24, 2025 – March 20, 2026
March 23, 2026 – July 10, 2026

Bachelor of Science in Dental Hygiene

Online Division

August 4, 2025 – September 5, 2025
September 8, 2025 – October 10, 2025
October 13, 2025 – November 14, 2025
November 17, 2025 – December 19, 2025
December 29, 2025 – January 30, 2026
February 2, 2026 – March 6, 2026
March 9, 2026 – April 10, 2026
April 13, 2026 – May 15, 2026
May 18, 2026 – June 19, 2026
June 22, 2026 – July 24, 2026

Bachelor of Science in Healthcare Administration

Online Division

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Bachelor of Science in Nursing

Online Division

June 30, 2025 – August 22, 2025
August 25, 2025 – October 17, 2025
October 20, 2025 – December 12, 2025
December 15, 2025 – February 13, 2026
February 16, 2026 – April 10, 2026
April 13, 2026 – June 5, 2026
June 8, 2026 – July 31, 2026

Bachelor of Science in Respiratory Therapy

Online Division

August 4, 2025 – September 5, 2025
September 8, 2025 – October 10, 2025
October 13, 2025 – November 14, 2025
November 17, 2025 – December 19, 2025
December 29, 2025 – January 30, 2026
February 2, 2026 -March 6, 2026
March 9, 2026 – April 10, 2026
April 13, 2026 – May 15, 2026
May 18, 2026 – June 19, 2026
June 22, 2026 – July 24, 2026

Dental Assisting Certificate

Albuquerque, Boise, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Sacramento, San Jose, San Leandro, Stockton, Spokane, Tucson

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Bakersfield

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – February 6, 2026 (five week term)
December 29, 2025 – March 6, 2026 (ten week term)
February 2, 2026 – March 6, 2026 (five week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – June 19, 2026 (fifteen week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – June 19, 2026 (ten week term)
May 18, 2026 – June 19, 2026 (five week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – October 2, 2026 (fifteen week term)

Fresno

August 4, 2025 – September 5, 2025(five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
October 13, 2025 – December 19, 2025 (ten week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – February 6, 2026 (five week term)
December 29, 2025 – March 6, 2026 (ten week term)
December 29, 2025 – April 10, 2026 (fifteen week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – April 10, 2026 (ten week term)
March 9, 2026 – April 10, 2026 (five week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – June 19, 2026 (ten week term)
April 13, 2026 – July 24, 2026 (fifteen week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – July 24, 2026 (ten week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – October 2, 2026 (fifteen week term)

START DATES AND TERM DATES

Temecula and Visalia

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
October 13, 2025 – December 19, 2025 (ten week term)
November 17, 2025 – December 19, 2025 (five week term)
November 17, 2025 – January 30, 2026 (ten week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – April 10, 2026 (fifteen week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – April 10, 2026 (ten week term)
February 2, 2026 – May 15, 2026 (fifteen week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – May 15, 2026 (ten week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – July 24, 2026 (fifteen week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – July 24, 2026 (ten week term)
May 18, 2026 – August 28, 2026 (fifteen week term)

Victor Valley (Hesperia)

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
November 17, 2025 – January 30, 2026 (ten week term)
December 29, 2025 – February 6, 2026 (five week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – May 15, 2026 (fifteen week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – May 15, 2026 (ten week term)
March 9, 2026 – June 19, 2026 (fifteen week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – June 19, 2026 (fifteen week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – August 28, 2026 (fifteen week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – august 28, 2028 (ten week term)
June 22, 2026 – October 2, 2026 (fifteen week term)

Dental Assisting (Science Emphasis)

Sacramento

June 9, 2025 – September 26, 2025
September 29, 2025 – January 23, 2026
January 26, 2026 – May 15, 2025
May 25, 2026 – September 11, 2026

San Jose

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Dental Hygiene

Boise

June 9, 2025 – September 19, 2025 (15 Week Term)
June 23, 2025 – October 10, 2025 (16 Week Term)
October 13, 2025 – February 6, 2026 (16 Week Term)
February 9, 2026 – May 29, 2026 (16 Week Term)
June 8, 2026 – September 25, 2026 (16 Week Term)

Mesa

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Sacramento

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

San Jose

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Diagnostic Medical Sonography

Bakersfield

August 4, 2025 – September 5, 2025 (five week term)
August 4, 2025 – October 10, 2025 (ten week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
October 13, 2025 – December 19, 2025 (ten week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – March 6, 2026 (ten week term)
March 9, 2025 – April 10, 2026 (five week term)
March 9 2025 – May 15, 2026 (ten week term)
April 13, 2026 – May 15, 2026 (five week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – July 24, 2026 (ten week term)
June 22, 2026 – July 24, 2026 (five week term)
July 27, 2026 – October 2, 2026 (ten week term)

Temecula

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
October 13, 2025 – December 19, 2025 (ten week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – March 6, 2026 (ten week term)
March 9, 2025 – April 10, 2026 (five week term)
March 9 2025 – May 15, 2026 (ten week term)
April 13, 2026 – May 15, 2026 (five week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – July 24, 2026 (ten week term)
June 22, 2026 – July 24, 2026 (five week term)
July 27, 2026 – October 2, 2026 (ten week term)

Electrical Technology

Phoenix TEC

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026

Sacramento

June 30, 2025 – September 5, 2025 (10 week term)
August 4, 2025 – September 5, 2025 (5 week term)
September 8, 2025 – October 10, 2025 (5 week term)
October 13, 2025 -November 14, 2025 (5 week term)
November 17, 2025 – January 30, 2026 (10 week term)

START DATES AND TERM DATES

Health Studies

Online Division

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Heating, Ventilation, Air Conditioning, and Refrigeration

Phoenix TEC

August 4, 2025 – September 5, 2025 (5 Week Term)
September 8, 2025 – October 10, 2025 (5 Week Term)
October 13, 2025 – November 14, 2025 (5 Week Term)
October 13, 2025 – December 19, 2025 (10 Week Term)
November 17, 2025 – December 19, 2025 (5 Week Term)
December 29, 2025 – January 30, 2026 (5 Week Term)

LVN to ADN

Sacramento

June 9, 2025 – September 26, 2025
September 29, 2025 – January 12, 2026
January 26, 2026 – May 15, 2026
May 25, 2026 – September 11, 2026

Maintenance Technician

Phoenix TEC

August 4, 2025 – September 5, 2025 (5 Week Term)
September 8, 2025 – November 14, 2025 (10 Week Term)
November 17, 2025 – December 19, 2025 (5 Week Term)
December 29, 2025 – January 30, 2026 (5 Week Term)

Massage Therapy

Albuquerque, Boise, Spokane, Stockton, Tucson

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Medical Administrative Assistant

Online Division

June 16, 2025 – July 25, 2025
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Medical Assisting Certificate

Albuquerque, Boise, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Reno, Sacramento, San Jose, San Leandro, Stockton, Spokane, Tucson

July 28, 2025 – September 5, 2025 (six week term)
September 8, 2025 – October 10, 2025 (five week term)
September 8, 2025 – October 17, 2025 (six week term)
October 13, 2025 – November 14, 2025 (five week term)
October 20, 2025 – November 28, 2025 (six week term)
November 17, 2025 – December 19, 2025 (five week term)
December 1, 2025 – January 16, 2026 (six week term)
December 29, 2025 – January 30, 2026 (five week term)
January 19, 2026 – February 27, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
March 2, 2026 – April 10, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 25, 2026 – July 3, 2026 (six week term)

Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto (Salida), Ontario, Rancho Mirage, Santa Maria, Temecula, Victor Valley (Hesperia), Visalia

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – February 6, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – March 13, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – April 17, 2026 (six week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – June 26, 2026 (six week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – July 31, 2026 (six week term)

Medical Assisting

Online Division

July 28, 2025 – September 5, 2025 (six week term)
September 8, 2025 – October 10, 2025 (five week term)
September 8, 2025 – October 17, 2025 (six week term)
October 13, 2025 – November 14, 2025 (five week term)
October 20, 2025 – November 28, 2025 (six week term)
November 17, 2025 – December 19, 2025 (five week term)
December 1, 2025 – January 16, 2026 (six week term)
December 29, 2025 – January 30, 2026 (five week term)
January 19, 2026 – February 27, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
March 2, 2026 – April 10, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 25, 2026 – July 3, 2026 (six week term)

START DATES AND TERM DATES

Medical Assisting Associate Degree

Antelope Valley (Lancaster), Fresno, Modesto (Salida), Victor Valley (Hesperia)

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – February 6, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – March 13, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – April 17, 2026 (six week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – June 26, 2026 (six week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – July 31, 2026 (six week term)

Medical Billing & Coding

Online Division

July 28, 2025 – September 5, 2025 (six week term)
September 8, 2025 – October 10, 2025 (five week term)
September 8, 2025 – October 17, 2025 (six week term)
October 13, 2025 – November 14, 2025 (five week term)
October 20, 2025 – November 28, 2025 (six week term)
November 17, 2025 – December 19, 2025 (five week term)
December 1, 2025 – January 16, 2026 (six week term)
December 29, 2025 – January 30, 2026 (five week term)
January 19, 2026 – February 27, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
March 2, 2026 – April 10, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 25, 2026 – July 3, 2026 (six week term)
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Medical Billing & Coding

Blended Online

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026

Medical Office Administration

Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto (Salida), Rancho Mirage, Santa Maria, Temecula, Victor Valley (Hesperia), Visalia

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – February 6, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – March 13, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – April 17, 2026 (six week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – June 26, 2026 (six week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – July 31, 2026 (six week term)

Nursing Bridge

Boise

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Pharmacy Technology

Albuquerque, Boise, Mesa, Phoenix, Pleasant Hill, Sacramento, San Jose, San Leandro, Spokane, Stockton, Tucson

July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Antelope Valley (Lancaster), Bakersfield, Fresno, Modesto, Ontario, Rancho Mirage, Temecula, Victor Valley (Hesperia), Visalia

August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – February 6, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – March 13, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – April 17, 2026 (six week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – June 26, 2026 (six week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – July 31, 2026 (six week term)

START DATES AND TERM DATES

Online Division
July 28, 2025 – September 5, 2025 (six week term)
September 8, 2025 – October 10, 2025 (five week term)
September 8, 2025 – October 17, 2025 (six week term)
October 13, 2025 – November 14, 2025 (five week term)
October 20, 2025 – November 28, 2025 (six week term)
November 17, 2025 – December 19, 2025 (five week term)
December 1, 2025 – January 16, 2026 (six week term)
December 29, 2025 – January 30, 2026 (five week term)
January 19, 2026 – February 27, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
March 2, 2026 – April 10, 2026 (six week term)
March 9, 2026 – April 10, 2026 (five week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
May 18, 2026 – June 19, 2026 (five week term)
May 25, 2026 – July 3, 2026 (six week term)

Portland
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025

Phlebotomy Technician

Reno
July 28, 2025 – October 17, 2025
October 20, 2025 – January 16, 2026
January 19, 2026 – April 10, 2026
April 13, 2026 – July 3, 2026

Spokane
July 28, 2025 – October 17, 2025
December 1, 2025 – February 27, 2026
April 13, 2026 – July 3, 2026

Physical Therapist Assistant

Las Vegas and Pleasant Hill
June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Physical Therapy Technology

Mesa and Tucson
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Practical Nursing

Albuquerque and Boise
June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Registered Nursing

Ontario, Rancho Mirage, Visalia
August 25, 2025 – January 16, 2026
January 26, 2026 – June 12, 2026
June 22, 2026 – November 26, 2026

Registered Nursing – LVN to RN Bridge

Ontario, Rancho Mirage, Visalia
January 5, 2026 – May 22, 2026
June 1, 2026 – October 16, 2026

Respiratory Care

Las Vegas and Phoenix
June 23, 2025 – October 10, 2025 (sixteen week term)
October 13, 2025 – February 6, 2026 (sixteen week term)
February 9, 2026 – May 29, 2026 (sixteen week term)
June 8, 2026 – September 25, 2026 (sixteen week term)

Pleasant Hill
June 23, 2025 – October 10, 2025 (sixteen week term)
October 13, 2025 – February 6, 2026 (sixteen week term)
February 9, 2026 – May 29, 2026 (sixteen week term)
June 8, 2026 – September 25, 2026 (sixteen week term)

Respiratory Therapy

Las Vegas and Phoenix
October 13, 2025 – January 30, 2026 (fifteen week term)
February 9, 2026 – May 22, 2026 (fifteen week term)
June 1, 2026 – September 11, 2026 (fifteen week term)
September 21, 2026 – January 8, 2027 (fifteen week term)

Ontario and Rancho Cordova
May 26, 2025 – September 5, 2025
September 15, 2025 – January 2, 2026
January 5, 2026 – April 17, 2026
April 27, 2026 – August 7, 2026

Pleasant Hill
October 13, 2025 – January 30, 2026 (fifteen week term)
February 9, 2026 – May 22, 2026 (fifteen week term)
June 1 2026 – September 11, 2026 (fifteen week term)
September 21, 2026 – January 8, 2027 (fifteen week term)

Temecula
June 30, 2025 – October 10, 2025
October 20, 2025 – February 6, 2026
February 16, 2026 – May 29, 2026
June 8, 2026 – September 18, 2026

Visalia and Bakersfield
July 28, 2025 – November 7, 2025
November 17, 2025 – March 6, 2026
March 16, 2026 – June 26, 2026

Surgical Technology

Bakersfield and Fresno
August 18, 2025 – December 5, 2026
December 8, 2025 – April 3, 2026
April 6, 2026 – July 24, 2026
July 27, 2026 – November 13, 2026

Phoenix and San Jose
June 2, 2025 – September 19, 2025
September 22, 2025 – January 16, 2026
January 19, 2026 – May 8, 2026
May 18, 2026 – September 4, 2026

Rancho Cordova
October 13, 2025 – February 6, 2026

START DATES AND TERM DATES

February 9, 2026 – May 29, 2026
June 1, 2026 – September 18, 2026
September 21, 2026 – January 15, 2027

Temecula
November 3, 2025 – February 27, 2026
March 2, 2026 – June 19, 2026
June 22, 2026 – October 9, 2026
October 12, 2026 – February 5, 2027

Trades Studies

Online Division
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Veterinary Assistant

Bakersfield
August 4, 2025 – September 5, 2025 (five week term)
September 8, 2025 – October 10, 2025 (five week term)
October 13, 2025 – November 14, 2025 (five week term)
October 13, 2025 – December 19, 2025 (ten week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
December 29, 2025 – February 6, 2026 (six week term)
February 2, 2026 – March 6, 2026 (five week term)
February 2, 2026 – April 10, 2026 (ten week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – April 17, 2026 (six week term)
April 13, 2026 – May 15, 2026 (five week term)
April 13, 2026 – May 22, 2026 (six week term)
April 13, 2026 – June 19, 2026 (ten week term)
May 18, 2026 – June 19, 2026 (five week term)
May 18, 2026 – July 24, 2026 (ten week term)
June 22, 2026 – July 24, 2026 (five week term)
June 22, 2026 – July 31, 2026 (six week term)

Fresno
October 13, 2025 – November 14, 2025 (five week term)
November 17, 2025 – December 19, 2025 (five week term)
December 29, 2025 – January 30, 2026 (five week term)
February 2, 2026 – March 6, 2026 (five week term)
March 9, 2026 – April 10, 2026 (five week term)
March 9, 2026 – May 15, 2026 (ten week term)
April 13, 2026 – June 19, 2026 (ten week term)
May 18, 2026 – June 26, 2026 (six week term)
June 22, 2026 – July 31, 2026 (six week term)

Veterinary Assisting

Mesa, Portland, Spokane, Tucson
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Phoenix
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Phoenix TEC
July 28, 2025 – September 5, 2025
September 8, 2025 – October 17, 2025
October 20, 2025 – November 28, 2025
December 1, 2025 – January 16, 2026
January 19, 2026 – February 27, 2026
March 2, 2026 – April 10, 2026
April 13, 2026 – May 22, 2026
May 25, 2026 – July 3, 2026

Veterinary Technology

Ontario
August 18, 2025 – December 5, 2025
December 8, 2025 – April 3, 2026
April 6, 2026 – July 24, 2026

Pleasant Hill
June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Sacramento
July 14, 2025 – October 31, 2025
November 3, 2025 – February 27, 2026
March 2, 2026 – June 19, 2026
June 29, 2026 – October 16, 2026

San Jose and San Leandro
August 18, 2025 – December 5, 2025
December 8, 2025 – April 3, 2026
April 6, 2026 – July 24, 2026

Stockton
July 28, 2025 – November 14, 2025
November 17, 2025 – March 13, 2026
March 16, 2026 - July 3, 2026

Vocational Nursing Certificate

Sacramento
June 9, 2025 – September 26, 2025
September 29, 2025 – January 23, 2026
January 26, 2026 – May 15, 2026
May 25, 2026 – September 11, 2026

San Jose
June 9, 2025 – September 26, 2025
September 29, 2025 – January 23, 2026
January 26, 2026 – May 15, 2026
May 25, 2026 – September 11, 2026

Vocational Nursing (Science Emphasis)

START DATES AND TERM DATES

Sacramento

June 9, 2025 – September 26, 2025
September 29, 2025 – January 23, 2026
January 26, 2026 – May 15, 2026
May 25, 2026 – September 11, 2026

San Jose

June 23, 2025 – October 10, 2025
October 13, 2025 – February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Vocational Nursing Associate of Science

Bakersfield

May 5, 2025 – August 22, 2025
August 25, 2025 – December 12, 2025
December 29, 2025 – April 17, 2026
April 20, 2026 – August 7, 2026

Rancho Mirage and Santa Maria

October 13, 2025 - February 6, 2026
February 9, 2026 – May 29, 2026
June 8, 2026 – September 25, 2026

Visalia

August 11, 2025 - November 28, 2025
December 1, 2025 - March 27, 2026
April 6, 2026 – July 24, 2026

GENERAL STUDENT INFORMATION

Hours and Schedule

Campus hours of operation start on page 3. Program hours vary at each campus. Prospective students can obtain information and enroll whenever the school is open.

Carrington College programs are term- or semester-based. Terms vary by program and range from 5 to 18 weeks in length. New students can start classes at the beginning of a term or semester.

Generally, full-time students are required to attend three to six hours of instruction per day, depending upon the program schedule. Instruction includes classroom theory, practical lab experience, and computer skill training. A full-time externship (fieldwork experience) is also required for many programs.

Externships, in most cases, are full-time commitments. Required externship and clinical hours may vary from the schedule of classes. Students participating in externships may be required to fulfill this commitment in the evening and/or on weekends.

Requirements for Online Study

Technology specifications listed in the next section and unlimited internet access are required for online coursework completion at Carrington College.

Students taking online courses should have administrative rights to the computer used for college coursework. Those who do not have administrative rights to the computer used for the online study (e.g., library or workplace computers) may not be able to install plug-ins or other essential components. In these cases, students will have limited support options due to access constraints on these networks, so they should check with their workplace IT departments to ensure that they can access course materials from their company's network.

Students are responsible for the completion of all homework and classwork assignments, regardless of technical issues. Those experiencing technical difficulties must contact their instructor and technical support immediately.

Technology Specifications

Because technology changes rapidly in certain fields, students should note that PCs used to complete certain course work may need to be upgraded during the course of their program. Students are responsible for checking hardware/software requirements before registering for courses.

Technological Requirements

Computer hardware and software requirements for participation in online courses are as follows:

Windows	Mac
Microsoft Windows XP, Vista, or Windows 8.1	Macintosh® OS X or higher (in classic mode)
56K (or higher) modem	56K (or higher) modem
Screen resolution: 1024 x 768 pixels	Screen resolution: 1024 x 768 pixels
Soundcard and Speakers	Soundcard and Speakers

GENERAL STUDENT INFORMATION

Minimum Browser Requirements

Browsers listed below have been tested and are supported on the online platform. Users of unsupported browsers may encounter problems with the course software.

Microsoft Windows™	Mac®
Google Chrome™	Apple Safari®
Mozilla Firefox™	Mozilla Firefox 3™
	Google Chrome™

ADMISSION REQUIREMENT AND PROCEDURES

Change of Student Information

Students should inform Carrington College of any student demographic changes of their personal information of name, address, telephone number, or personal email address. A student requesting to change their name on their Carrington College record must submit supporting documentation of the legal name change with a copy of a marriage certificate, divorce decree, or court-ordered document along with a copy of their social security card indicating the same name as requested on the legal name change documentation.

College Health Insurance Requirements

Students may be required by clinical sites to provide proof of health insurance coverage for the duration of clinical assignments.

College Immunization Requirements

Many programs at Carrington College include an educational experience that may require immunizations. Students must provide proof of immunity of the required immunizations as outlined by the program. If a student is unable to provide proof of immunity this may affect the required lab, clinical, or externship activities within the program. Students can satisfy the immunization documentation requirement in one of three ways:

- Provide required immunization records or lab report proving immunity
- Provide a statement from a licensed physician stating that the individual cannot be vaccinated due to a medical condition (if applicable by program)
- Provide a statement from the individual (or parent/guardian if the individual is a minor) that they cannot be vaccinated due to their religious beliefs (if applicable by program)

Due to the COVID-19 pandemic, along with various state and federal mandates, clinical and externship sites have begun requesting information regarding COVID-19 vaccination status for students. Additionally, some states where Carrington College operates have mandated COVID-19 vaccinations and/or are requiring vaccination status updates along with weekly testing for those who are not vaccinated. Many employers of Carrington College graduates also fall into a category that requires adherence to federally mandated regulations requiring employees to be vaccinated or submit to weekly testing.

Students may be required to take one or more of the following actions in order to participate in clinical or externship courses or in order to secure employment in their field of study:

- Attest to their COVID-19 vaccination status
- Provide proof of vaccination
- Submit to weekly testing, if unvaccinated, at the student's expense

Standard Admission Requirements

The admission process includes an interview with an Enrollment Services Associate. During the interview, the Enrollment Services Associate discusses available programs in relation to the applicant's career objectives, training needs, and motivations. An interview with department faculty may be required in some programs.

To be considered for admission, applicants must meet the following standard admission requirements:

- Applicants must be a graduate of an approved high school or have earned a General Education Diploma/High School Equivalency credential.
- Applicants must pass the Wonderlic SLE with minimum score designated by the selected program (if applicable).

ADMISSION REQUIREMENT AND PROCEDURES

- Complete all enrollment documentation.
- Applicants must be the minimum age defined by the state in which they are attending Carrington College.
- Applicants attending on campus coursework in the state of Nevada and Oregon must meet the state immunization requirements.

Some programs have additional age or program-specific requirements that are found in program overviews.

Carrington College reserves the right to deny admission to any applicant and to change entrance requirements without prior notice.

Proof of High School Graduation

Each student must attest to the completion of high school or high school equivalency examination on their Application for Admission and must submit their proof of an approved high school graduation or attainment of a high school equivalency diploma.

Documentation is due no later than Orientation Day. If the student has not submitted proof of graduation by the Orientation Day deadline, the enrollment will be cancelled.

The College admits high school graduates and applicants beyond the age of compulsory school attendance who have a General Educational Development GED® credential or Certificate of Proficiency equivalent to a high school diploma. Carrington College does not participate in the ability-to-benefit program. Carrington College does not participate in the Student and Exchange Visitor Program to provide Visa services or vouch for student status. There are no associated charges. GED® is a registered trademark of the American Council on Education (ACE).

Additional Requirements for Applicants with Foreign Educational Credentials

International diplomas and transcripts must be translated into English and academically evaluated for equivalency by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) International Evaluation Services, a member of the Association of International Credential Evaluators (AICE), or a member of the National Association of Credential Evaluation Services (NACES). The official transcript evaluation, educational documents submitted for evaluation, and the and the English translation (if applicable) to fulfill proof of graduation must be submitted no later than Orientation Day. Documents submitted for transfer credits must be provided prior to starting the program. Documents submitted to fulfill admission requirements must be submitted prior to enrollment.

Legal status documentation is not an admission requirement. All applicants who meet admission requirements are welcome to enroll. However, applicants should note that several programs offered by Carrington College require an externship at a third-party site. These third parties usually require a full background check, and standard forms of identification are typically a required component. Students who are unable to complete the background check process may be unable to complete the externship and thus will be unable to complete the program at Carrington College.

Minimum Age Requirement

The age requirement varies by state. The minimum age requirement for attending Carrington College is 16 in Arizona and Idaho, 17 in California and Nevada, and 18 in New Mexico, Oregon, and Washington (or younger if the applicant demonstrates proficiency or is an early high school graduate). Those who are under the age of 18 at enrollment are required to have a parent or legal guardian sign the Enrollment Agreement.

ADMISSION REQUIREMENT AND PROCEDURES

Carrington College does not offer English as a Second Language (ESL) coursework. Students are required to have proficiency in English as all educational instruction is presented in English. All enrollment-related documents and required disclosures are printed in English.

Admission Testing

Applicants must pass the Wonderlic Scholastic Level Exam (SLE) for admission as administered by the College. Any additional admission requirements are noted on the program page.

Any applicant achieving a Wonderlic SLE score of 12 or higher may apply for the following programs:

- Dental Assisting Certificate
- Electrical Technology Certificate
- Heating, Ventilation, Air Conditioning, and Refrigeration Certificate
- Maintenance Technician Certificate
- Massage Therapy Certificate
- Medical Administrative Assistant Certificate
- Medical Assisting Certificate
- Medical Assisting Degree
- Medical Billing and Coding Certificate
- Medical Office Administration Certificate
- Pharmacy Technology Certificate
- Physical Therapy Technology Certificate
- Veterinary Assistant Certificate
- Veterinary Assisting Certificate

A minimum Wonderlic SLE score of 15 is required for admission to the following programs:

- Associate Degree in Nursing Degree
- Bachelor of Science in Healthcare Administration (entrance with no certificate or no associate degree)
- Dental Hygiene Degree
- Diagnostic Medical Sonography Degree
- Physical Therapist Assistant Degree
- Practical Nursing Certificate
- Surgical Technology Degree
- Veterinary Technology Degree
- Vocational Nursing Certificate

A minimum Wonderlic SLE score of 18 is required for admission to the following programs:

- Respiratory Care Degree
- Respiratory Therapy Degree

The following programs are not required to complete a Wonderlic SLE test for admission as the applicant has demonstrated academic ability based on the program admission requirements:

- Bachelor of Science in Dental Hygiene Degree
- Bachelor of Science in Healthcare Degree Administration (entrance with a certificate or an associate degree)
- Bachelor of Science in Nursing Degree
- Bachelor of Science in Respiratory Therapy Degree
- Dental Assisting (Science Emphasis) Degree
- Health Studies Degree
- LVN to ADN (Certificate and Degree)
- Registered Nursing (Certificate and Degree)
- Nursing Bridge Degree
- Trades Studies Degree
- Vocational Nursing Associate Degree
- Vocational Nursing (Science Emphasis) Degree

ADMISSION REQUIREMENT AND PROCEDURES

Retesting Policy

Applicants who do not meet the minimum score for their selected program may retake the assessment as follows:

- Second attempt: Eligible to retake on the same day as the first failed attempt.
- After second attempt: Applicants must wait six months before restarting the testing process.

The admission process includes the following:

- Interview with an Enrollment Services Associate: During the interview, the Associate will discuss available programs, aligning them with the applicant's career goals, training needs, and motivations.
- Educational Requirements: Applicants must be a graduate of an approved high school or hold a General Education Diploma (GED) or High School Equivalency credential.
- Assessment: Applicants must achieve the minimum required score on the Wonderlic SLE or applicable assessment.
- Documentation: All enrollment documentation must be completed.
- Age Requirement: Applicants must meet the minimum age requirement as defined by the state where they plan to attend Carrington College.
- Applicants attending on-campus coursework in the state of Nevada or Oregon must meet the state immunization requirements.
- Program specific additional admission requirements.

Entrance Exam Retention

Wonderlic Scholastic Level Exam entrance exams remain valid indefinitely. ATI TEAS entrance exams are valid for one year from the original test date and are valid for five years from the last date of attendance should the student withdraw from the program or graduate and use the ATI TEAS entrance test for a subsequent program If the student's original exam score is lower than the current requirement, the applicant must retest.

Nevada Immunization Requirements

Nevada state law requires new students attending courses onsite at a Nevada campus to provide proof of the following immunizations prior to attending courses on campus:

- Tetanus
- Diphtheria
- Measles
- Mumps
- Rubella
- Neisseria Meningitidis (only required if under 23 years old)

ADMISSION REQUIREMENT AND PROCEDURES

Students can satisfy the documentation requirement in one of three ways:

1. Provide proof of immunity.
    a. By providing immunization records showing the following:
        i. TD vaccine within ten years
        ii. Two doses of measles, mumps, and rubella (MMR) vaccine
        iii. One dose of MCV4 (if under 23 years of age)

    b. By providing a lab report proving immunity
2. Submit a written statement on a form provided by the Division of Public and Behavioral Health of the Department of Health and Human Services.
3. Submit a written statement annually on a form provided by the Division of Public and Behavioral Health of the Department of Health and Human Services.

Conditional Enrollment for Nevada Students

Students may be conditionally enrolled at Carrington College as long as the evidence is provided showing immunizations are in progress. If a student is able to show that any one of the required immunizations has been satisfied (see items under 1-a above), Carrington College will consider that student to be "in-process" of satisfying the immunization requirements, and the student will have until the first day of their 2nd term to obtain the remaining vaccinations. If a student is not able to meet the requirements by the deadline, their enrollment will be canceled, and they will receive a refund of all monies paid, subject to certain restrictions outlined in the academic catalog.

Oregon Immunization Requirements

Oregon state law requires new students attending courses onsite at an Oregon campus to provide proof of the following immunizations prior to starting classes:

- Measles*

The state provides three methods to satisfy the documentation requirement:

1. Provide proof of immunity.
    a. By providing immunization records showing one of the following:
        i. Two doses of measles vaccine
        ii. Two doses of measles, mumps, and rubella (MMR) vaccine

        Acceptable immunization records include:
        - Immunization records provided by a student, healthcare practitioner, or authorized representative of the local health department, including the month, day, and year of each dose.
        - A printout of immunization record from Oregon statewide immunization information system "ALERT IIS"

    b. By providing a lab report proving immunity.
2. Provide a statement from a licensed physician stating that the individual cannot be vaccinated due to a medical condition.
3. Provide a statement from the individual (or parent/guardian if the individual is a minor) that they cannot be vaccinated due to their religious beliefs.

ADMISSION REQUIREMENT AND PROCEDURES

Conditional Enrollment for Oregon Students

Students who had their first dose of the measles, mumps, and rubella (MMR) vaccine less than 30 days prior to attendance will have until the first day of their 2nd term to meet the state's immunization requirements. If a student is not able to meet the requirements by the deadline, their enrollment will be canceled, and they will receive a refund of all monies paid, subject to certain restrictions outlined in the academic catalog.

*Students born before 1957, Oregon permits an age exemption for measles.

Waitlist Policy

Due to the nature of our clinical degree programs, at the time of enrollment, all applicants will be placed in rank order based on meeting all admissions requirements and program selection criteria. Final selections and seat assignments will be made at least two weeks prior to the program start, according to the number of seats available and final rank order. Applicants on the waitlist will be notified of their status and may choose to cancel their enrollment in the program or apply for the next start.

Transfer Credit Policy

Credit earned at another accredited post-secondary institution may be evaluated for transfer. Transfer credit is not granted for clinical, externship or senior project capstone courses. Transfer credits may be granted for courses that meet the program's minimum passing requirement. If technical (core) coursework is over six months old, students may be required to complete a skills assessment. Students may be required to audit courses, or demonstrate skill proficiency in an open lab, for which they received the credit to ensure mastery.

- Science-related general education courses must have been completed within five years from the time of enrollment. Science-based courses are not eligible for transfer credit: BIO222 Clinical Kinesiology, BIO107 Human Anatomy and Physiology I, BIO223 Therapeutic Exercise Prescription.
- Students must complete at least 25% of the program requirements at Carrington College. Carrington College Portland campus must complete at least 50% of the program requirements at Carrington College.

The college may require further documentation such as course descriptions and program outlines, to complete the transfer credit evaluation. Students and sponsoring agencies will be notified of the transfer credit outcome.

Students can earn credit for specific general education courses through the nationally recognized tests of College Level Examination Program (CLEP), Defense activity for Non Traditional Education Support (DANTES), Excelsior College Examinations (Regents/ACT/PEP), or Advanced Placement (AP). Credit granted is based on the American Council on Education's minimum score earned and credit recommendation. No more than 25% of a program's total credits can be earned through the approved nationally recognized tests of CLEP, DANTES, Regents/ACT/PEP, and AP.

Incoming students receiving Veteran's Affairs benefits will have any previous college coursework or training (military and non-military) evaluated to determine whether the previously earned credit may be transferred into their program of study.

ADMISSION REQUIREMENT AND PROCEDURES

Official transcripts documenting coursework must be provided prior to starting the program. If official transcripts are not provided prior to the start of the program from all institutions attended, students must complete the required course(s). Official transcripts are identified as the issuing institution or an authorized third-party vendor sending the official transcript directly to Carrington College.

The College maintains a record of all transfer credit evaluations and keeps transcripts received for evaluation in the student's record. These transcripts become the property of Carrington College and are not copied or forwarded to other institutions.

Transfer from a Campus-Based (On-Ground) Program to an Online or Blended Modality Policy

Students who wish to initiate a transfer into a different mode of delivery (modality) for the program in which they are currently enrolled may request to do so at any time; however, students are encouraged to submit a transfer request as soon as possible. Transfers are permitted between terms and semesters. Modality program transfers may result in students having to take additional coursework to fulfill graduation requirements of the standardized program model.

Students must demonstrate Satisfactory Academic Progress by maintaining a minimum 2.0 GPA in order to be eligible for modality transfer. Students on financial aid probation or disciplinary probation will not be permitted to make the transfer until all requirements are satisfied for removing the probationary status.

Should Carrington College change the modality of a course or courses within a program, this policy would not apply to currently enrolled students.

The process to review each case:

- Student meets with financial services. Students transferring between Office of Postsecondary Education Identification (OPEID) or loan IDs must ensure all aid is disbursed before the transfer can be approved. Students using VA benefits should understand that the modality transfer will be classified as a drop and re-enrollment for the VA.
- If the transfer is between OPEIDs, students cannot transfer. They must drop and re-enroll.

Students must complete a transfer request and obtain signatures from academic administrators who will evaluate the students' academic progress to ensure that students are performing well and will be successful online based on academic and attendance performance.

Articulation Agreements

Carrington College currently has an articulation agreement with San Joaquin Valley College. For details regarding this articulation agreement, please contact an Enrollment Services Associate.

Experiential Learning

Carrington College does not grant credit for experiential learning (experiential learning is the process of learning through experience rather than through a traditional academic setting) unless the experiential learning culminated in licensure or certification in a professional field. Where a particular licensing or government agency requires credit for experience to be granted as determined by a written and/or practical examination, Carrington College will comply with such regulations.

Arbitration and Class Action Waiver Disclosure

ADMISSION REQUIREMENT AND PROCEDURES

Carrington College ("Carrington") requires each student to agree to a pre-dispute arbitration agreement and a class action waiver as a condition of enrollment ("Arbitration Agreement"). The Arbitration Agreement does not, in any way, limit, relinquish, or waive a student's ability to pursue filing a borrower defense claim, pursuant to 34 C.F.R. § 685.206(e) at any time.

The Arbitration Agreement does not require that the student participates in arbitration, or any internal dispute resolution process offered by Carrington College prior to filing a borrower defense to repayment application with the U.S. Department of Education pursuant to 34 C.F.R. § 685.206(e). Any arbitration required by the Arbitration Agreement tolls (pauses) the limitations period for filing a borrower defense to repayment application pursuant to 34 C.F.R. § 685.206(e)(6)(ii) for the length of time that the arbitration proceeding is underway. Any questions about the Arbitration Agreement or a dispute relating to a student's Title IV Federal student loans or to the provision of educational services for which the loans were provided should be directed to:

Alissa Shaub
Senior Director of Financial Services
1001 W. Southern Avenue, Suite 130
Mesa, AZ 85210
Alissa.Shaub@carrington.edu
628 239 1211

ACADEMIC POLICIES

Credit Hours and Types of Instruction

Instruction is delivered on-site and online. Campus-based instruction includes lectures, applications, laboratories, and externships. In online courses, contact hours occur when students access courses through the online delivery platform and complete an academic activity. Online courses also require substantial independent study in addition to meeting online course interaction requirements. Faculty teaching the online or blended modality is required to complete all grading of assignments by Wednesday of each week following the close of the previous week.

Carrington College delivers courses in a term or semester format. Credit hours listed in this catalog are semester hours as defined by the National Center for Education Statistics. One semester credit hour equals, at a minimum, 15 classroom hours of lecture, 30 hours of laboratory, and 45 hours of practicum or externship.

Many courses include a combination of lecture and laboratory hours as well as modalities. Each course syllabus details the lecture, laboratory, and practicum or externship hours, and out-of-class learning activities required to successfully complete the course. Students should expect to complete two hours of outside study for each hour of in-class instruction. Out-of-class learning activities may include but are not limited to required reading assignments, preparation for class activities, conducting research associated with homework assignments, completion of homework assignments, examination study and preparation activities, classroom presentation preparation, and any other activities related to preparation for instructional engagement. Carrington College reviews and assesses curricula quality and appropriateness on an ongoing basis. Utilizing faculty and subject matter experts paired with student input and Advisory Board review, this process determines the viability of the program and its applicability in the modern workplace.

Dress Code

Students must wear the uniform designated by the College, which is typical of the apparel required in the career for which the student is training. Students must dress in a neat, clean, and professional manner every day. Violation of the dress code may result in a code of conduct review. Students should refer to the Dress Code section in the Student Handbook for comprehensive information.

Grades and Designators

Students are evaluated on an ongoing basis and are regularly apprised of their progress toward successful course completion and graduation. Grades for coursework are not rounded up when final grades are calculated.

When a course is repeated, all attempted course grades remain on the student's permanent academic record but is designated as a repeated course. The highest grade earned for the repeated course is counted as credit hours completed and is used in the CGPA calculation.

ACADEMIC POLICIES

Grading Scale

A four-point scale is used to determine academic standing.

Grade	Quantitative Assessment	Qualitative Assessment	Grade Point
A	90-100%	Excellent	4
B	80-89%	Very Good	3
C	70-79% 75-79%*	Satisfactory	2
D	60-69% 60-74%*		1
F	Below 60%	Failing	0

*Minimum course passing grade requirement of 75% for:

1) Dental Hygiene (Boise and Mesa) courses
2) Dental Hygiene (Boise and Mesa) science-based and general education courses
3) Nursing courses
4) Nursing science-based general education courses
5) Science Emphasis Degree science-based general education courses
6) Vocational Nursing Associate degree PSY1 General Psychology

Extra Credit

Carrington College takes academic integrity very seriously. Thus, no extra credit in any format, including bonus questions, is given to students.

Other Designators

AU/AUD (Audit)

The designator of AU or AUD has no grade point value and, therefore, is not included in GPA calculations. This designator is used only to track the completion of an audited course.

CR/NC (Credit/No Credit)

In courses designated credit/no credit, students must meet all published course requirements to earn credit or a passing grade. Credit/no-credit grades are counted as credit hours attempted. Grade points are not awarded and therefore are not included in GPA calculations.

FW (Failed Withdrawal)

Continuing students who do not attend the final week of the term and are failing the course(s) within the term will be awarded an FW (Failing Withdrawal) grade. The course counts as credit hours attempted but are not calculated in the CGPA.

I/INC (Incomplete)

Required coursework was not completed during the term or semester of enrollment. The Incomplete grade does not count as credit hours attempted and is not included in the GPA calculation.

Pass (Satisfactory)

Pass/Fail grades are counted as credit hours attempted. Grade points are not awarded and therefore are not included in GPA calculations.

ACADEMIC POLICIES

Fail (Unsatisfactory)
Pass/Fail grades are counted as credit hours attempted. Grade points are not awarded and therefore are not included in GPA calculations.

TC (Transfer Credit)
When students have properly applied for and have been granted transfer credits prior to starting the program, the grade of TC is counted as credit hours earned. The course counts as credit hours attempted but are not included in the GPA calculation.

W (Withdrawal)
A grade of W is issued when a student withdraws or is administratively withdrawn from a course and/or the institution and courses are not completed by the end of the term. The course counts as credit hours attempted but are not calculated in the CGPA.

WC (Withdraw Cancel Enrollment)
A grade of WC is issued when the student's enrollment has been canceled. The course does not count towards credits attempted and is not calculated in the CGPA.

WM (Withdraw Military Obligation)
A grade of WM is issued when a student is unable to continue attending due to a military obligation and must withdraw from a course. The course does not count towards credits attempted and is not calculated in the CGPA.

WN (Withdrawn Not Attempted)
Students who remain in their program but drop a current course up to the 14th day of the term will be issued a WN grade. The course does not count toward credit hours attempted and is not calculated in the CGPA.

Honors and Awards

Carrington College recognizes academic excellence at commencement and at various times throughout the year. Students are recognized each term based on their term grade point average (GPA). Students earning a GPA of 3.50 – 3.75 receive Dean's List recognition. Students earning a 3.76 – 4.00 receive President's List recognition. At commencement, a student's program GPA is recognized. Students who have earned a program GPA of 3.50 – 3.75 are designated as a Dean's List recipient and students who have earned a GPA of 3.76 – 4.00 are designated as a President's List recipient.

Audit Policy

An audited course is one in which the attendee does not earn credit toward a Carrington College degree or certificate. Course audits are only available on a space-available basis and must be approved by the Campus Director or Academic Dean.

Returning Students/Students Repeating a Course

Students who are returning to a program that involves skills and competencies in both written and hands-on format must meet all requirements specific to that program in addition to obtaining approvals before enrolling (See Assessment of Clinical Skills for Returning Non-Graduated Students section).

Academic and Employability Probation

Students must meet academic requirements and employability standards defined for their program of study. Academic requirements are covered in this catalog and include, but are not limited to, Satisfactory Academic Progress, attendance requirements.

ACADEMIC POLICIES

Academic requirements also address maintaining a high degree of academic integrity as defined by the Academic Integrity policy in the Student Handbook. Employability standards are consistent with adhering to the Student Code of Conduct as described in the Student Handbook. These standards are also described in Programmatic Handbooks and relate to maintaining safe clinical practices which are designed to protect patient health.

When students are experiencing minor difficulties with academic performance, student conduct, or clinical skills, the student may meet with the Academic Dean or a faculty member to develop a Student Success Plan. This plan may be initiated by the student or by Carrington College. The Student Success Plan is intended to assist the student in setting goals to remediate any issues which interfere with their career goals. Once approved, the student will be expected to fulfill the requirements of the plan.

When Carrington College determines that a student has failed to meet these academic requirements and employability standards, the student is referred to the appropriate review process. The student's adherence to the Student Success Plan will be taken into consideration when reviewing continued student code of conduct violations or academic appeals.

Satisfactory Academic Progress

All students enrolled in a full program, including full-time and part-time students, Title IV and non-Title IV recipients, must demonstrate satisfactory academic progress (SAP) toward completing their chosen program of study by meeting Carrington College's established standards. Satisfactory academic progress is a measure of students' quantitative and qualitative progress, as defined below. Evaluation takes place at the end of each payment period. A payment period can be between 5 and 20 weeks in length, depending on the structure of the program. If a student falls below the quantitative and/or qualitative requirements at any review point during their enrollment, the steps defined below must be followed in order to meet graduation requirements.

The qualitative and quantitative standards must be cumulative and include all periods of the student's enrollment regardless of whether the student receives federal financial aid.

Qualitative Evaluation: Students are expected to maintain a minimum 2.0 cumulative grade point average (CGPA).

Quantitative Evaluation: At each evaluation period, the student is expected to complete an appropriate percentage of all credit hours attempted. Quantitative requirements are based on the combined credits attempted in the program at the time of the review. All repeated courses count as credit hours attempted in the timeframe evaluation for Satisfactory Academic Progress.

End of all payment periods: All students are required to successfully complete a minimum of 66.7% of all credits attempted at the end of each payment period.

Satisfactory Academic Progress Requirements		
Checkpoint	**Qualitative**	**Quantitative**
End of all term/payment periods	2.0 CGPA	Earned 66.7% of all credits attempted

Students utilizing Veteran's education benefits should be aware that benefit payments will not extend beyond 100% of the program length. Please see your Financial Services Advisor for additional information.

ACADEMIC POLICIES

Step 1 – Academic/Financial Aid Warning Status: The first time a student fails to meet the quantitative and/or qualitative requirement at the end of a payment period, the student will be placed on Academic/Financial Aid Warning status until the next evaluation point. Students not meeting SAP will be notified via email, within one week of their being determined to have not met the standard. Students remain eligible for financial aid during this period. If, at the next review point, the student meets both requirements, the student will then be returned to Active status. If the student fails to meet the quantitative and/or qualitative requirements, the student will lose eligibility for Title IV financial aid and may be withdrawn from school. In order to remain in school after the second sequential evaluation period of not meeting Satisfactory Academic Progress, the student will move on to step 2.

Step 2 – Academic/Financial Aid Probation Status: In order to remain in school, the student will need to complete an appeal within one week of the student being identified as not meeting Satisfactory Academic Progress. If the appeal is approved, an individualized Academic Plan and Student Success Plan will be created. Once the student agrees to meet the requirements of the plan, the student will be placed in an Academic/Financial Aid Probation status. Students remain eligible for financial aid during this period. If the student does not submit an appeal or accept the academic improvement plan within one week of being identified as not meeting Satisfactory Academic Progress, the student is not eligible to attend the term and will be withdrawn from the school.

If at the next evaluation period, the student meets the qualitative and quantitative requirements, the student will then be returned to Active status. If at the next evaluation period the student is not meeting Satisfactory Academic Progress and they are meeting the terms of their Academic Plan, they will remain on Academic/Financial Aid Probation status. Should the student not meet the terms of their Academic Plan, the student will be withdrawn from the school.

Maximum Coursework Allowed

Students may attempt up to 1.5 times the number of credit hours in their current certificate or degree program. Students who exceed this maximum and have not graduated are dismissed for not meeting Satisfactory Academic Progress. Students who are dismissed for exceeding the maximum number of credits causing the student to not meet Satisfactory Academic Progress may appeal to return. If the appeal is approved, upon their return they will remain ineligible for financial aid for the remainder of their program.

Satisfactory Academic Progress Determination Appeals

Students placed on Academic/Financial Aid Probation and withdrawn due to failure to meet SAP standards may appeal the determination in writing with evidence of mitigating circumstances to the Academic Dean or designee, on campus, within ten days of notification. Students will receive an appeal determination in writing within 15 business days.

Non-Credit Courses and Satisfactory Academic Progress

Carrington College does not offer remedial coursework. Non-credit or remedial coursework is not calculated into Satisfactory Academic Progress.

Changing Programs and Satisfactory Academic Progress

Students who change programs must have their SAP status evaluated prior to initiating the change of program. This includes the determination of the students' satisfactory academic progress standing related to credits attempted and grades earned that may count toward the new program of study.

ACADEMIC POLICIES

Course Repeats

For programs that do not have a maximum number of attempted failed courses policy, students may repeat a failed course for a total of three times including the original failed course. Should the student fail the third attempt of the course, the student will be academically withdrawn. Students who are eligible to return who were academically withdrawn due to the third failed attempt may take the failed course at another institution and seek transfer credit for the course. Please see the Transfer Credit Policies for specific guidelines on the requirements for transfer course eligibility.

Repeated coursework may affect a student's eligibility for Title IV funding. Students required to repeat courses are encouraged to meet with a financial aid advisor to discuss the impact on their financial obligations, program length and academic progress.

Veterans Benefits and Satisfactory Academic Progress

The Department of Veteran's Affairs requires Carrington College to have and enforce Standards of Academic Progress. All students adhere to the same Standards of Academic Progress. Carrington College notifies the Department of Veterans Affairs (VA) when students are placed on Academic/Financial Aid Warning status. Students remain eligible to receive veterans' educational benefits while on warning status. If the appeal is approved, students are placed on Academic/Financial Aid Probation and remain eligible to receive benefits during the probation period. If, after the end of the probation period the students' academic progress remains below graduation requirements and is dismissed, the student will no longer be certified. For more comprehensive information, please see section titled Satisfactory Academic Progress.

Teach Out Policy

In the event that a decision is made to discontinue an academic program, campus, or the institution, Carrington College will make every effort to ensure that students have a viable option for completing their program of study. A teach out plan will be developed that includes provisions for students to complete their remaining coursework at Carrington College or another institution of higher education that holds an institutional accreditation by an accreditor recognized by the U.S. Department of Education and identifies the timeline for completion. This information will be communicated to the students and faculty as soon as reasonably possible.

Independent Studies

To be eligible for an Independent Study (IS), the following three conditions must exist:

- The student must be able to realistically complete the Course Learning Outcomes;
- The student is maintaining Satisfactory Academic Progress; and
- There is no programmatic attendance policy that would preclude participation in independent study.

Students who meet these eligibility requirements may complete a maximum of 9.0 semester credit hours per program through independent study. An IS Plan will be submitted to the Program Director of Academic Dean for approval. If the IS request and corresponding plan are approved, the student, the faculty member, and the Program Director or Dean will meet and confirm the details of the IS plan. An IS may be granted for the entire module or portion of a module if the students anticipates less than fourteen (14) consecutive days' absence.

ACADEMIC POLICIES

Term Lengths and Weeks in Program

Certificate Programs		Campus Based	Blended	Online	Weeks In Term	Total Weeks
Dental Assisting	(Bakersfield, Fresno, Temecula, Victor Valley, and Visalia)	X			5/10/15	45
Dental Assisting	(Albuquerque, Boise, Glendale Learning Center, Mesa, Las Vegas, Phoenix, Pleasant Hill, Portland, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson)		X		6	36
Electrical Technology	(Phoenix Education Center)		X		6	36
Electrical Technology	(Sacramento)		X		5/10	40
Heating, Ventilation, Air Conditioning, and Refrigeration	(Phoenix Education Center)	X			5/10	40
LVN to ADN	(Sacramento)	X			16	32
Maintenance Technician	(Phoenix Education Center)	X			5/10	30
Massage Therapy	(Albuquerque, Boise, Portland, Spokane, Stockton, and Tucson)	X			6	36
Medical Administrative Assistant	(Sacramento)			X	6	36
Medical Assisting	(Antelope Valley, Bakersfield, Fresno, Modesto, Ontario, Rancho Mirage, Santa Maria, Temecula, Victor Valley, and Visalia)	X			5/6	36
Medical Assisting	(Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Reno, Sacramento, San Jose, San Leandro, Stockton, Spokane, and Tucson)		X		6	36
Medical Assisting (beginning 9/8/2025 start date and term date)	(Albuquerque, Boise, Glendale Learning Center, Las Vegas, Mesa, Phoenix, Pleasant Hill, Portland, Reno, Sacramento, San Jose, San Leandro, Stockton, Spokane, and Tucson)		X		5/6	36
Medical Assisting	(Sacramento and Spokane)			X	6	36
Medical Assisting (9/8/2025 start date)	(Sacramento and Spokane)			X	5/6	36
Medical Billing and Coding	(Sacramento and Spokane)			X	6	36
Medical Billing and Coding (9/8/2025 start date)	(Sacramento and Spokane)			X	5/6	36
Medical Office Administration	(Antelope Valley, Bakersfield, Fresno, Modesto, Rancho Mirage, Santa Maria, Temecula, Victor Valley, and Visalia	X			5/6	36
Pharmacy Technology	(Antelope Valley, Bakersfield, Fresno, Modesto, Ontario, Rancho Mirage, Temecula, Victor Valley, and Visalia)	X			5/6	36
Pharmacy Technology	(Albuquerque, Boise, Mesa, Phoenix, Pleasant Hill, Portland, Sacramento, San Jose, San Leandro, Spokane, Stockton, and Tucson)		X		6	36
Pharmacy Technology	(Sacramento and Spokane)			X	6	36
Pharmacy Technology (9/8/2025 start date)	(Sacramento and Spokane)			X	5/6	36
Phlebotomy Technician	(Reno and Spokane)		X		12	12
Physical Therapy Technology	(Mesa and Tucson)	X			6	36
Physical Therapy Technology	(Mesa and Tucson)		X		6	36
Practical Nursing	(Albuquerque and Boise)	X			16	48
Registered Nursing	(Ontario, Rancho Mirage, and Visalia)	X			20	60
Veterinary Assistant	(Bakersfield and Fresno)	X			5/6	36
Veterinary Assisting	(Mesa, Phoenix, Phoenix Education Center, Portland, Spokane, and Tucson)		X		6	36
Vocational Nursing	(Sacramento and San Jose)	X			16	48

Measuring point for satisfactory academic progress (SAP) is at the end of each payment period.

ACADEMIC POLICIES

Term Lengths and Weeks in Program

Degree Programs		Campus Based	Blended	Online	Weeks In Term	Total Weeks
Associate Degree in Nursing	(Albuquerque, Las Vegas, Mesa, Phoenix, Reno, and Tucson)	X		X	16	96
Bachelor of Science in Dental Hygiene	(Degree conferred from Sacramento)			X	5	50
Bachelor of Science in Healthcare Administration Leadership Concentration	(Degree conferred from Sacramento)			X	6	120
Bachelor of Science in Healthcare Administration Leadership Concentration (certificate entrance)	(Degree conferred from Sacramento)			X	6	96
Bachelor of Science in Healthcare Administration Leadership Concentration (associate degree entrance)	(Degree conferred from Sacramento)			X	6	60
Bachelor of Science in Healthcare Administration Clinical Science Concentration	(Degree conferred from Sacramento)			X	6/12	60
Bachelor of Science in Nursing	(Degree conferred from Sacramento)			X	8	64
Bachelor of Science in Respiratory Therapy	(Degree conferred from Sacramento)			X	5	65
Dental Assisting (science)	(Sacramento and San Jose)	X		X	16	100
Dental Hygiene	(Boise)	X		X	15	75
Dental Hygiene	(Boise and Mesa)	X		X	16	80
Dental Hygiene	(Sacramento and San Jose)	X			16	64
Diagnostic Medical Sonography	(Bakersfield and Temecula)	X		X	5/10/15	75
Health Studies	(Degree Completion conferred from Boise, Phoenix, Sacramento, and Spokane)			X	6	42
LVN to ADN	(Sacramento)	X		X	16	32
Medical Assisting	(Antelope Valley, Fresno, Modesto, and Victor Valley)	X		X	5/6	61
Nursing Bridge	(Boise)	X		X	16	48
Physical Therapist Assistant	(Las Vegas and Pleasant Hill)	X		X	16	80
Registered Nursing	(Ontario, Rancho Mirage, and Visalia)	X			20	80
Registered Nursing – LVN to RN Bridge	(Ontario, Rancho Mirage, and Visalia)	X			20	40
Respiratory Care	(Las Vegas, Phoenix, and Pleasant Hill)	X		X	16	80
Respiratory Therapy	(Bakersfield, Las Vegas, Ontario, Phoenix, Pleasant Hill, Rancho Cordova, Temecula, and Visalia)	X		X	15	75
Surgical Technology	(Bakersfield, Fresno, Phoenix, Rancho Cordova, San Jose, and Temecula)	X			16	64
Surgical Technology	(Phoenix and San Jose)		X		16	64
Trades Studies	(Degree Completion conferred from Phoenix)			X	6	30
Veterinary Technology	(Ontario, Pleasant Hill, Sacramento, San Jose, San Leandro, and Stockton)	X		X	16	80
Vocational Nursing	(Bakersfield, Rancho Mirage, Santa Maria, and Visalia)	X		X	16	64
Vocational Nursing (science)	(Sacramento and San Jose)	X		X	16	112

Measuring point for satisfactory academic progress (SAP) is at the end of each payment period.

ACADEMIC POLICIES

Incompletes

An incomplete grade can be assigned only when all of the following conditions are met:

- The student was making satisfactory progress in the course.
- The student is unable to complete some coursework because of unusual circumstances beyond personal control. An explanation of these circumstances must be presented in writing and deemed acceptable by the Program Director or Academic Dean.

All required work with the exception of Externship, hours must be completed and submitted to the instructor by Friday of the second week of the subsequent term. If course requirements are not satisfied by the deadline, the Incomplete grade must be converted to a grade of "F."

Transfer of Credit to Other Educational Institutions

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

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

Appeals for Returning Students

Students who were dismissed due to failure to meet Satisfactory Academic Progress (SAP) standards must appeal based on mitigating circumstances that caused an adverse impact on their academic progress in the program. The appeal must include documentation or a written statement demonstrating that these circumstances have been resolved, allowing the student to meet the academic standards of their program. Students readmitted after being withdrawn from school because of failure to meet Satisfactory Academic Progress standards while under an Academic Plan will be placed on Financial Aid/Academic Probation under an Academic Plan and Student Success Plan upon their return. No financial aid may not be disbursed during the first module or term upon return. Financial aid eligibility will be reevaluated at each subsequent evaluation point. Students who do not meet SAP and do not meet the terms of their Academic Plan during this probation period are dismissed. A maximum of two appeals will be considered for this type of dismissal. If denied, students may follow the Complaint and Grievance procedures on page 338.

Some examples of mitigating circumstances are:

- Documented medical condition or serious illness
- Documented illness of an immediate family member or member of household
- Death of an immediate family member
- Involuntary call to active military duty
- Documented involuntary change in employment conditions
- Any other extraordinary circumstances, such as a natural disaster

What is **not** a mitigating circumstance?

- Errors in judgment involving transportation, finances, academic ability, time management, computer access, etc.
- Lack of knowledge or misinterpretation of college policies and procedures
- Financial Aid not processed, not prepared for class, unable to afford books
- Dissatisfaction with course content or instruction
- Acceptance of employment
- Incarceration

- Immaturity and bad judgment
- Failure to meet the terms of your currently approved appeal

Assessment of Clinical Skills for Returning Non-Graduated Students

Returning students whose last day of attendance exceeds 180 days may be required to have their skills assessed by the Program Director, Dean of Nursing, or designee to prove competency in previously passed courses.

Some students may be required to audit courses in order to ensure they have the skills necessary to be successful while on externship or in a clinical setting.

Determination of Official Withdrawal

Students are expected to return to school at the beginning of each term of their enrollment. Failure to return to school 14 days from their last date of attendance results in dismissal. Students may drop courses up to two weeks before the course ends. Once the drop period has passed, a final grade will be issued for the student at the end of the course.

For courses dropped prior to the 10 percent point of the term, tuition is reversed, and Title IV funds are returned to the lender. Students who officially withdraw from a course after 10 percent and less than 60 percent of the term should refer to the refund policy in this catalog. Carrington College issues refunds to students who completely withdraw from all courses in this time frame. Students who withdraw after completing 60 percent or more of the course are charged for their full payment period.

Leaves of Absence

Students must petition the Program Director or Dean of Nursing in writing for an approved leave of absence (LOA) prior to the term start date for non Title IX related requests. The signed and dated request must include a reason for the leave request, the date the leave is starting, and the requested date of return to the program of study. A leave of absence may be granted if the College determines that the student can be scheduled to return and complete their course of study. Acceptable reasons for requesting a leave of absence include medical situations, personal emergencies, administrative reasons, military obligations, or other circumstances beyond the student's control. Leaves of absence cannot exceed a cumulative 180 calendar days in a 12-month period.

Deployment Policy

Carrington College recognizes the many hardships military personnel and their families face when deployed away from their homes, families, and their permanent duty stations. In support of our deployed students, we have adopted the following deployment policy:

Students who are members, or the spouse of a member of the member has a dependent child, of the national guard or reserve forces of the United States and who are ordered to national guard duty or federal active duty have the following options available:

1. Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
2. The arrangement will be made with the student's instructors for course grades or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact, and tuition and mandatory fees shall be assessed for the courses in full.
3. The arrangement will be made with only some of the student's instructors for grades or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact, and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped, and the tuition and mandatory fees for the course refunded.

In some cases, the student may have an account balance for prior work. Carrington College will place a hold on collections

of tuition, fees, and other course costs for the duration of the deployment. Following the student's deployment, the student may return to the school with the Satisfactory Academic Progress (SAP) standing as the term prior to that in which they were deployed.

Attendance Policy

Course Schedules and Attendance Requirements

Course schedules include the days and times of classes and are provided to students. Regular attendance is crucial for academic and professional success. Attendance is recorded as a part of the student's permanent record.

Courses are offered in various formats: onsite, blended, blended online, and fully online:
Onsite Courses: Attendance is recorded by the instructor.
Online Courses: Attendance is recorded automatically when the students complete an academic activity (e.g., submitting assignments, participating in threaded discussions, or completing quizzes/exams).
Blended and Blended Online Courses: Attendance is recorded by the instructor for in-person components, while online activities are recorded automatically when completed

First Day of Attendance

All new students are required to be in attendance on their first scheduled class. Absence will result in cancellation of the student's enrollment.

All new students in an online course are required to post attendance by 11:59pm (PST) on the second day of the term. Attendance is counted by submission of a gradable assignment to the course. Failure to post y 11:59pm (PST) on the second day will result in the cancellation of the student's enrollment.

Attendance Expectations and Consequences

Absences have significant implications on students' academic standing. Programs with specific attendance requirements are stated in their respective Program Handbooks.

Externship and Clinical Attendance

Attendance at externship or clinical sites is critical. Students must adhere to site and program-specific attendance requirements, including notifying their instructor and site supervisor in advance when time off is necessary and completing all required hours. Detailed program attendance expectations can be obtained from the Program Director, Dean of Nursing, instructor, or Academic Dean.

Withdrawal Due to Non-Attendance

Students are responsible for understanding and monitoring their attendance. Students absent for 14 consecutive calendar days from any course will be withdrawn from that course. If all courses are affected, the student will be withdrawn from the institution entirely. By following this policy, students can ensure they remain in good academic standing and succeed in their respective programs.

Domestic Access to College Technical Systems

All programs at Carrington College are intended for individuals residing in the United States of America. Students must provide a physical address in the United States at the time of their enrollment. Be advised that access to Carrington College resources such as M365 (including email, OneDrive, and InfoZone), eCourses Canvas Learning Management System, and the Student Portal, is not available by default outside of the United States. If a student needs temporary access while traveling, up to two weeks, please coordinate with the Help Desk in advance.

ACADEMIC POLICIES

Religious Accommodation

Carrington College will make good faith efforts to provide reasonable religious accommodations to students who have sincerely held religious practices or beliefs that conflict with a scheduled course/program requirement. Students requesting a religious accommodation should make the request, in writing, directly to their instructor with as much advance notice as possible. Being absent from class or other educational responsibilities does not excuse students from keeping up with any information shared or expectations set during the missed class.

Students are responsible for obtaining materials and information provided during any class missed. The student shall work with the instructor to determine a schedule for making up missed work. Examples of religious accommodations may include rescheduling an exam for the student in question, altering the time of a student's presentation, or arranging for increased flexibility in assignment due dates.

Tardiness

A student arriving after the scheduled class starting time, leaving before the scheduled ending time, returning late from break, or who is unprepared to begin class is considered tardy. Assignments that are missed due to tardiness or leaving class early may not be made up and may impact the final grade of the course. See the college attendance policy for guidance on how absences affect course grades, completion, and enrollment in the program.

Code of Conduct

Carrington College expects mature and responsible behavior from students and strives to create and maintain an environment of social, moral, and intellectual excellence. Students are required to follow the rules and standards similar to those practiced in an office or hospital environment. Violation of the Code of Conduct, which can be found in its entirety in the Student Handbook, may lead to probation or dismissal from school. Carrington College reserves the right to dismiss students whose work or conduct is deemed unsatisfactory.

Students must comply with all College policies including, but not limited to, those related to tardiness, grades, attendance, leaves of absence, conduct, honesty, safety, harassment, discrimination, satisfactory academic progress, and payment. Students who fail to comply with college policies may be withdrawn from their program. Tuition will be refunded in accordance with the College's refund policy. Students should refer to the Code of Conduct section in the Student Handbook for comprehensive information.

Changes to Graduation Requirements

To keep pace with educational, technological, regulatory, or similar developments, the College reserves the right to change the requirements for graduation Changes may be applied to students already enrolled. In those instances, the College will specify an alternate plan of study which must be completed in lieu of the original requirements.

Graduation

Certificate program and Veterinary Technology students must have a minimum GPA of 2.0 and meet each of their program competencies to be eligible for graduation. Students enrolled in other degree programs or certificate programs in nursing must have a minimum GPA of 2.0, meet each of their program competencies, and complete their program technical courses with a minimum grade of C in each course to be eligible for graduation.

ACADEMIC POLICIES

Ceremonies

Commencement ceremonies are held on a regular basis. Students who have completed graduation requirements within a one-year period from the commencement ceremony date receive a commencement eligibility notice from their campus. Online students may attend a commencement ceremony at the campus of their choice. Carrington College does not reimburse any expenses students incur to attend the commencement ceremony.

Academic Conferrals

Certificate of Achievement

Some programs culminate in a Certificate of Achievement that is conferred upon successful completion of all required coursework, minimum grade point average requirement, fieldwork, and/or clinical rotations. At least 25 percent of the total required credits must be earned at Carrington College. Students enrolled at Carrington College Portland campus must complete at least 50 percent of the program requirements at Carrington College.

Associate of Science Degree

Most Carrington College certificate programs can culminate in an Associate of Science degree that is conferred upon successful completion of all required course work, minimum grade point average requirement, fieldwork, and/or clinical rotations. At least 25 percent of the total required credits must be earned at Carrington College to qualify for an associate degree. Students enrolled at Carrington College Portland campus must complete at least 50% of the program requirements at Carrington College.

Bachelor of Science Degree

Some programs culminate in a Bachelor of Science degree that is conferred upon successful completion of all required coursework and minimum grade point average requirement. The program has specific course requirements in the discipline, general education, lower division courses, and upper division courses. At least 25 percent of the total required credits must be earned at Carrington College to qualify for a baccalaureate degree.

Program Costs

Program Cost varies by program; see Tuition and Fees section. Details are provided on the enrollment agreement addenda provided to each student upon enrollment. Students are required to complete a financial plan ("Funding Estimate") before the end of the add/drop period.

Students who withdraw or are withdrawn from school and are not reinstated within 180 calendar days from the last date of attendance are subject to a price increase. Students required to repeat a course will be charged a retake fee; repeated courses will extend the program length and total cost.

Textbooks may be purchased from another source, but they must be those required by Carrington College and in the student's possession for use on the first day of classes.

Textbook Opt-Out

All textbooks and other required resources necessary for the courses in each program are included in the program cost. Students may choose to opt-out of the inclusion of the textbooks at the time of enrollment and purchase all required items from other vendors. The College will apply a Textbook Opt-Out credit to the student's account. The applied student account credit varies by program and may be split across more than one award year.

ACADEMIC POLICIES

iPad® Opt-Out (For program starts on or before May 5, 2025 except for Vocational Nursing – AS Degree at Bakersfield Campus)

An iPad® with the latest iOS is required for the courses in each program and is included in the program cost. Students may choose to opt-out of the inclusion of the iPad® at the time of enrollment and purchase the iPad® from other vendors. The College will apply an iPad® Opt-Out credit of $377 to the student account after the cancelation period. Once issued iPads® are non-returnable and non-refundable.

iPad® Usage in Carrington Programs (For program starts after May 5, 2025 including the May 5, 2025 Vocational Nursing – AS Degree at the Bakersfield Campus)

Students attending programs based at a Carrington College campus will be issued an iPad® with the latest iOS for the entirety of their enrollment. During this time, the iPad® remains the property of the College. Active students that break or lose their iPad® will be charged $377 to replace the device. Upon graduation, students are welcome to keep the iPad® for their continued personal use. Students that cancel their enrollment, drop or are terminated from their program are expected to return the device within 30 days from their last date of attendance. Failure to return the iPad® may result in a charge of up to $377 on their student ledger.

Course Retake and Associated Fees

Students who fail a course required for graduation, who withdraw from a course after the 14th calendar day of the course, or are terminated from a course with a last date of attendance after the 14th calendar day of that course will be charged a Course Retake Fee in the amount of $750.00. Students who withdraw from a course prior to the 15th calendar day of the course or are terminated from the course with a last date of attendance within the first 14 calendar days of the course will not be subject to the Course Retake Fee.

Retake fees will be capped at $1,500 per course (two retakes). A student's third and any subsequent course retake under the charged-retake policy will not be assessed the retake fee.

Non-degree seeking students who wish to repeat a general education course to achieve a higher grade may retake the course at cost.

Background Check and Drug Screening

For programs requiring such screenings, the cost ranges will vary by program requirements and facility. Please see your Enrollment Services Associate for additional information.

Physical Exam

A physical examination is required for some programs.

Other Costs

Transportation, meals, health care, and personal expenses to off-campus clinical facilities are not included in the calculation of annual student costs. These expenses will vary according to individual student needs.

These costs pertain to all programs unless otherwise noted.

Official Transcripts - A $7.50 fee (plus applicable state tax) is charged for each official transcript request.

Duplicate Diploma - A $15 (plus applicable state tax) fee is charged for duplicate diplomas.

Nevada Student Indemnification Fee

Pursuant to NRS 394.557, the Nevada Department of Employment, Training, and Rehabilitation will be implementing a $5.00 Student Indemnification Fee (SIF) for each student initially enrolling in a program at a Nevada Commission on Postsecondary Education Approved School. This fee will begin July 1, 2024 and is anticipated to be in effect for at least four quarters.

ACADEMIC POLICIES

Student Tuition Recovery Fund Arizona

Arizona residents enrolling in a campus-based, blended or online program at Carrington College - Phoenix (including the Glendale Learning Center and the Trades Education Center), Carrington College - Mesa, or Carrington College - Tucson shall be assessed a Student Tuition Recovery Fund Fee of $10.

These fees contribute to the Arizona Student Tuition Recovery Fund (STRF), which was established and is administered by the Arizona State Board of Private Postsecondary Education. A person aggrieved by a private postsecondary education institution ceasing operations may recover from the fund an amount not to exceed the actual damages sustained.

This fee is non-refundable after a student has exceeded the cancellation period for their program.

Student Tuition Recovery Fund California

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf if 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.

You are not eligible for protection from the STRF, and you are not required to pay the STRF assessment if you are not a California resident or are not enrolled in a residency program." "It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school.

Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd. Ste. 225 Sacramento, CA 95834, 916 574 8900 or 888 370 7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.

2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120 day period before the program was discontinued.

3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.

5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary awards by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and has an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF. A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Effective April 1, 2024 the Bureau for Private Postsecondary Education (BPPE) changed the STRF assessment rate from $2.50 per $1,000 to $0 per $1,000 institutional charges.

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling toll free to 888 370 7589 or by visiting *https://osar.bppe.ca.gov/*.

TUITION AND FEES

Arizona *Effective August 23, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Associate Degree in Nursing	Degree	$22,528.00	$22,518.00	$22,518.00	$67,564.00
Dental Assisting (blended)	Certificate	$17,725.00	$3,543.00	N/A	$21,268.00
Dental Hygiene	Degree	$30,730.00	$30,720.00	$15,360.00	$76,810.00[2]
Electrical Technology	Certificate	$20,240.00	$4,046.00	N/A	$24,286.00
Health Studies (online completer)	Degree	$11,650.00	$4,656.00	N/A	$16,306.00
Heating, Ventilation, Air Conditioning, and Refrigeration	Certificate	$17,350.00	$6,936.00	N/A	$24,286.00
Maintenance Technician	Certificate	$20,238.00	N/A	N/A	$20,238.00
Massage Therapy	Certificate	$16,775.00	$3,353.00	N/A	$20,128.00
Medical Assisting (blended)	Certificate	$17,520.00	$3,502.00	N/A	$21,022.00
Pharmacy Technology (blended)	Certificate	$17,530.00	$3,504.00	N/A	$21,034.00
Physical Therapy Technology	Certificate	$19,924.00	N/A	N/A	$19,924.00
Physical Therapy Technology (blended)	Certificate	$19,924.00	N/A	N/A	$19,924.00
Respiratory Care	Degree	$22,916.00	$22,906.00	$11,453.00	$57,275.00
Respiratory Therapy	Degree	$22,916.00	$22,906.00	$11,453.00	$57,275.00
Surgical Technology (blended)	Degree	$23,404.00	$23,394.00	N/A	$46,798.00
Surgical Technology (on campus)	Degree	$23,404.00	$23,394.00	N/A	$46,798.00
Trades Studies (online completer)	Degree	$16,305.00	N/A	N/A	$16,305.00
Veterinary Assisting (blended)	Certificate	$19,924.00	N/A	N/A	$19,924.00

[1]Includes iPad® for program starts on or before May 5, 2025, eBook, tuition, physical textbooks, and STRF as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

[2]This program has an additional cost of $2,630.00 for the purchase of an instrument kit.

TUITION AND FEES

Sacramento Campus Non-California Residents February 15, 2025

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Academic Year 4	Total[1]
Bachelor of Science in Dental Hygiene (online completer)	Degree	$23,292.00	N/A	N/A	N/A	$23,292.00
Bachelor of Science in Healthcare Administration Leadership Concentration (online)	Degree	$16,270.00	$16,270.00	$16,270.00	$16,270.00	$65,080.00
Bachelor of Science in Healthcare Administration Leadership Concentration - certificate entrance (online completer)	Degree	$16,270.00	$16,270.00	$16,270.00	$3,254.00	$52,064.00
Bachelor of Science in Healthcare Administration Leadership Concentration - associate degree entrance (online completer)	Degree	$16,270.00	$16,270.00	N/A	N/A	$32,540.00
Bachelor of Science in Healthcare Administration Clinical Science Concentration (online completer)	Degree	$19,524.00	$13,016.00	N/A	N/A	$32,540.00
Bachelor of Science in Nursing (online)	Degree	$10,302.00	$10,302.00	N/A	N/A	$20,604.00
Bachelor of Science in Respiratory Therapy (online completer)	Degree	$29,984.00	N/A	N/A	N/A	$29,984.00
Health Studies (online completer)	Degree	$11,640.00	$4,656.00	N/A	N/A	$16,296.00
Medical Administrative Assistant (online)	Certificate	$15,205.00	$3,041.00	N/A	N/A	$18,246.00
Medical Assisting (online)	Certificate	$18,670.00	$3,734.00	N/A	N/A	$22,404.00
Medical Billing and Coding (online)	Certificate	$18,855.00	$3,771.00	N/A	N/A	$22,626.00
Pharmacy Technology (online)	Certificate	$18,670.00	$3,734.00	N/A	N/A	$22,404.00

[1]Includes iPad as applicable for program starts on or before May 5, 2025, eBook, tuition, physical textbooks, as required; total program costs will vary depending on transfer credits accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

California *Effective August 23, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Academic Year 4	STRF	Total[1]
Bachelor of Science in Dental Hygiene (online completer)	Degree	$16,304.00	$6,988.00	N/A	N/A	N/A	$23,292.00
Bachelor of Science in Nursing (online completer)	Degree	$10,302.00	$10,302.00	N/A	N/A	N/A	$20,604.00
Bachelor of Science in Healthcare Administration Leadership Concentration (online)	Degree	$16,270.00	$16,270.00	$16,270.00	$16,270.00	N/A	$65,080.00
Bachelor of Science in Healthcare Administration Leadership Concentration - certificate entrance (online completer)	Degree	$16,270.00	$16,270.00	$16,270.00	$3,254.00	N/A	$52,064.00

TUITION AND FEES

Bachelor of Science in Healthcare Administration Leadership Concentration - associate degree entrance (online completer)	Degree	$16,270.00	$16,270.00	N/A	N/A	N/A	$32,540.00
Bachelor of Science in Healthcare Administration Clinical Science Concentration (online completer)	Degree	$19,524.00	$13,016.00	N/A	N/A	N/A	$32,540.00
Bachelor of Science in Respiratory Therapy (online completer)	Degree	$18,452.00	$11,532.00	N/A	N/A	N/A	$29,984.00
Dental Assisting (campus-based)	Certificate	$20,286.00	$4,452.00	N/A	N/A	N/A	$24,738.00
Dental Assisting (blended)	Certificate	$20,615.00	$4,123.00	N/A	N/A	N/A	$24,738.00
Dental Assisting Science Emphasis (completer)	Degree	$13,732.00	$13,732.00	N/A	N/A	N/A	$27,464.00
Dental Hygiene	Degree	$38,400.00	$38,400.00	N/A	N/A	N/A	$76,800.00[2]
Diagnostic Medical Sonography	Degree	$27,410.00	$27,410.00	N/A	N/A	N/A	$54,820.00
Electrical Technology (blended)	Certificate	$26,978.00	$7,708.00	N/A	N/A	N/A	$34,686.00
Health Studies (online completer)	Degree	$11,640.00	$4,656.00	N/A	N/A	N/A	$16,296.00
LVN to ADN (30-semester-hour option)	Certificate	$47,350.00	N/A	N/A	N/A	N/A	$47,350.00
LVN to ADN	Degree	$47,350.00	N/A	N/A	N/A	N/A	$47,350.00
Massage Therapy	Certificate	$16,765.00	$3,353.00	N/A	N/A	N/A	$20,118.00
Medical Administrative Assistant (online)	Certificate	$15,205.00	$3,041.00	N/A	N/A	N/A	$18,246.00
Medical Assisting (campus-based)	Certificate	$19,840.00	$2,564.00	N/A	N/A	N/A	$22,404.00
Medical Assisting (campus-based)	Degree	$19,348.00	$14,208.00	N/A	N/A	N/A	$33,556.00
Medical Assisting (online)	Certificate	$18,670.00	$3,734.00	N/A	N/A	N/A	$22,404.00
Medical Assisting (blended)	Certificate	$18,670.00	$3,734.00	N/A	N/A	N/A	$22,404.00
Medical Billing and Coding (online)	Certificate	$18,855.00	$3,771.00	N/A	N/A	N/A	$22,626.00
Medical Office Administration	Certificate	$18,900.00	$3,492.00	N/A	N/A	N/A	$22,392.00
Pharmacy Technology (campus-based)	Certificate	$18,865.00	$3,539.00	N/A	N/A	N/A	$22,404.00
Pharmacy Technology (blended)	Certificate	$18,670.00	$3,734.00	N/A	N/A	N/A	$22,404.00
Pharmacy Technology (online)	Certificate	$18,670.00	$3,734.00	N/A	N/A	N/A	$22,404.00
Physical Therapist Assistant	Degree	$21,970.00	$21,970.00	$10,985.00	N/A	N/A	$54,925.00
Registered Nursing	Certificate	N/A	$45,792.00	N/A	N/A	N/A	$45,792.00
Registered Nursing	Degree	$38,166.00	$38,166.00	N/A	N/A	N/A	$76,332.00
Registered Nursing – LVN to RN Bridge	Degree	N/A	$45,792.00	N/A	N/A	N/A	$45,792.00
Respiratory Care	Degree	$25,176.00	$25,176.00	$12,588.00	N/A	N/A	$62,940.00
Respiratory Therapy (Pleasant Hill campus)	Degree	$25,176.00	$25,176.00	$12,588.00	N/A	N/A	$62,940.00
Respiratory Therapy	Degree	$22,906.00	$22,906.00	$11,453.00	N/A	N/A	$57,265.00

TUITION AND FEES

Surgical Technology (blended)	Degree	$23,394.00	$23,394.00	N/A	N/A	N/A	$46,788.00
Surgical Technology (campus-based)	Degree	$23,394.00	$23,394.00	N/A	N/A	N/A	$46,788.00
Veterinary Assistant	Certificate	$19,545.00	$3,872.00	N/A	N/A	N/A	$23,417.00
Veterinary Technology	Degree	$17,076.00	$17,076.00	$8,538.00	N/A	N/A	$42,690.00
Vocational Nursing	Certificate	$29,514.00	$14,757.00	N/A	N/A	N/A	$44,271.00
Vocational Nursing	Degree	$23,422.00	$23,422.00	N/A	N/A	N/A	$46,844.00
Vocational Nursing Science Emphasis (completer)	Degree	$12,058.00	$12,058.00	N/A	N/A	N/A	$24,116.00

[1]Includes iPad® as applicable for program starts on or before May 5, 2025, eBook, tuition, physical textbooks, and STRF as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

[2]This program has an additional cost of $3,500.00 for the purchase of an instrument kit.

California *Effective August 23, 2025*

Potential Additional Costs

Program	Credential	Total[1]	Live Scan	Drug/Health Screen	Background Check	Potential Estimated Cost [2]
Bachelor of Science in Dental Hygiene (online completer)	Degree	$23,292.00	N/A	N/A	N/A	$23,292.00
Bachelor of Science in Nursing (online completer)	Degree	$20,604.00	N/A	N/A	N/A	$20,604.00
Bachelor of Science in Healthcare Administration Leadership Concentration (online)	Degree	$65,080.00	N/A	N/A	N/A	$65,080.00
Bachelor of Science in Healthcare Administration Leadership Concentration - certificate entrance (online completer)	Degree	$52,064.00	N/A	N/A	N/A	$52,064.00
Bachelor of Science in Healthcare Administration Leadership Concentration - associate degree entrance (online completer)	Degree	$32,540.00	N/A	N/A	N/A	$32,540.00
Bachelor of Science in Healthcare Administration Clinical Science Concentration (online completer)	Degree	$32,540.00	N/A	N/A	N/A	$32,540.00
Bachelor of Science in Respiratory Therapy (online completer)	Degree	$29,984.00	N/A	N/A	N/A	$29,984.00
Dental Assisting (campus-based)	Certificate	$24,738.00	$20	$40	$106	$24,904.00
Dental Assisting (blended)	Certificate	$24,738.00	$20	$40	$106	$24,904.00
Dental Assisting Science Emphasis (completer)	Degree	$27,464.00	N/A	N/A	N/A	$27,464.00
Dental Hygiene	Degree	$76,800.00	$20	$40	$106	$76,966.00[2]
Diagnostic Medical Sonography	Degree	$54,820.00	$20	$40	$106	$54,986.00
Electrical Technology (blended)	Certificate	$34,686.00	$20	$40	$106	$34,852.00
Health Studies (online completer)	Degree	$16,296.00	N/A	N/A	N/A	$16,296.00
LVN to ADN (30-semester-hour option)	Certificate	$47,350.00	$20	$40	$106	$47,516.00
LVN to ADN	Degree	$47,350.00	$20	$40	$106	$47,516.00
Massage Therapy	Certificate	$20,118.00	$20	$40	$106	$20,284.00
Medical Administrative Assistant (online)	Certificate	$18,246.00	$20	$40	$106	$18,412.00

TUITION AND FEES

Medical Assisting (campus-based)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Medical Assisting (campus-based)	Degree	$33,556.00	$20	$40	$106	$33,722.00
Medical Assisting (online)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Medical Assisting (blended)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Medical Billing and Coding (online)	Certificate	$22,626.00	$20	$40	$106	$22,792.00
Medical Office Administration	Certificate	$22,392.00	$20	$40	$106	$22,558.00
Pharmacy Technology (campus-based)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Pharmacy Technology (blended)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Pharmacy Technology (online)	Certificate	$22,404.00	$20	$40	$106	$22,570.00
Physical Therapist Assistant	Degree	$54,925.00	N/A	N/A	N/A	$54,925.00
Registered Nursing	Certificate	$45,792.00	$20	$40	$106	$45,978.00
Registered Nursing	Degree	$76,332.00	$20	$40	$106	$76,518.00
Registered Nursing – LVN to RN Bridge	Degree	$45,792.00	$20	$40	$106	$45,978.00
Respiratory Care	Degree	$62,940.00	$20	$40	N/A	$63,000.00
Respiratory Therapy (Pleasant Hill campus)	Degree	$62,940.00	$20	$40	N/A	$63,000.00
Respiratory Therapy	Degree	$57,265.00	$20	$40	N/A	$57,325.00
Surgical Technology (blended)	Degree	$46,788.00	$20	$40	N/A	$46,848.00
Surgical Technology (campus-based)	Degree	$46,788.00	$20	$40	N/A	$46,848.00
Veterinary Assistant	Certificate	$23,417.00	$20	$40	$106	$23,583.00
Veterinary Assisting	Certificate	$23,417.00	$20	$40	$106	$23,583.00
Veterinary Technology	Degree	$42,690.00	$20	$40	$106	$42,856.00
Vocational Nursing	Certificate	$44,271.00	$20	$40	$106	$44,451.00
Vocational Nursing	Degree	$46,844.00	$20	$40	$106	$47,024.00
Vocational Nursing Science Emphasis (completer)	Degree	$24,116.00	N/A	N/A	N/A	$24,116.00

[1]Includes iPad® as applicable for program starts on or before May 5, 2025, eBook, tuition, physical textbooks, and STRF as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

[2]This program has an additional cost of $3,500.00 for the purchase of an instrument kit.

Idaho *Effective August 23, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Dental Assisting	Certificate	$17,715.00	$3,543.00	N/A	$21,258.00
Dental Hygiene	Degree	$30,720.00	$30,720.00	$15,360.00	$76,800.00[2]
Health Studies (online completer)	Degree	$11,640.00	$4,656.00	N/A	$16,296.00
Massage Therapy	Certificate	$16,765.00	$3,353.00	N/A	$20,118.00
Medical Assisting (blended)	Certificate	$17,510.00	$3,502.00	N/A	$21,012.00
Nursing Bridge	Degree	$22,516.00	$11,258.00	N/A	$33,774.00
Pharmacy Technology (blended)	Certificate	$17,520.00	$3,504.00	N/A	$21,024.00
Practical Nursing	Certificate	$28,180.00	$14,090.00	N/A	$42,270.00

[1]Includes iPad® for program starts on or before May 5, 2025, eBook, tuition, and physical textbooks, as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

[2]This program has an additional cost of $2,600.00 for the purchase of an instrument kit.

TUITION AND FEES

Nevada *Effective August 23, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Associate Degree in Nursing	Degree	$22,523.00	$22,518.00	$22,518.00	$67,559.00
Dental Assisting (blended)	Certificate	$17,720.00	$3,543.00	N/A	$21,263.00
Medical Assisting (blended)	Certificate	$17,515.00	$3,502.00	N/A	$21,017.00
Phlebotomy Technician					$2,601.00
Physical Therapist Assistant	Degree	$21,975.00	$21,970.00	$10,985.00	$54,930.00
Respiratory Care	Degree	$22,911.00	$22,906.00	$11,453.00	$57,270.00
Respiratory Therapy	Degree	$22,911.00	$22,906.00	$11,453.00	$57,270.00

[1]Includes iPad® for program starts on or before May 5, 2025, eBook, tuition, physical textbooks, and SIF as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

New Mexico *Effective February 15, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Associate Degree in Nursing	Degree	$22,518.00	$22,518.00	$22,518.00	$67,554.00
Dental Assisting (blended)	Certificate	$17,715.00	$3,543.00	N/A	$21,258.00
Massage Therapy	Certificate	$16,765.00	$3,353.00	N/A	$20,118.00
Medical Assisting (blended)	Certificate	$17,510.00	$3,502.00	N/A	$21,012.00
Pharmacy Technology (blended)	Certificate	$17,520.00	$3,504.00	N/A	$21,024.00
Practical Nursing	Certificate	$24,500.00	$12,250.00	N/A	$36,750.00

[1]Includes iPad® for program starts on or before May 5, 2025, eBook, tuition, and physical textbooks, as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

Oregon *Effective February 15, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Dental Assisting (blended)	Certificate	$17,715.00	$3,543.00	N/A	$21,258.00
Massage Therapy	Certificate	$16,765.00	$3,353.00	N/A	$20,118.00
Medical Assisting	Certificate	$17,510.00	$3,502.00	N/A	$21,012.00
Medical Assisting (blended)	Certificate	$17,510.00	$3,502.00	N/A	$21,012.00
Pharmacy Technology (blended)	Certificate	$17,520.00	$3,504.00	N/A	$21,024.00
Veterinary Assisting (blended)	Certificate	$19,914.00	N/A	N/A	$19,914.00

[1]Includes iPad® for program starts on or before May 5, 2025, eBook, tuition, and physical textbooks, as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

TUITION AND FEES

Washington *Effective February 15, 2025*

Program	Credential	Academic Year 1	Academic Year 2	Academic Year 3	Total[1]
Dental Assisting (blended)	Certificate	$17,715.00	$3,543.00	N/A	$21,258.00
Health Studies (online completer)	Degree	$11,640.00	$4,656.00	N/A	$16,296.00
Massage Therapy	Certificate	$16,765.00	$3,353.00	N/A	$20,118.00
Medical Assisting (blended)	Certificate	$17,510.00	$3,502.00	N/A	$21,012.00
Medical Assisting (online)	Certificate	$18,670.00	$3,734.00	N/A	$22,404.00
Medical Billing and Coding (online)	Certificate	$18,855.00	$3,771.00	N/A	$22,626.00
Pharmacy Technology (blended)	Certificate	$17,520.00	$3,504.00	N/A	$21,024.00
Pharmacy Technology (online)	Certificate	$18,670.00	$3,734.00	N/A	$22,404.00
Phlebotomy Technician				N/A	$2,596.00
Veterinary Assisting (blended)	Certificate	$19,914.00	N/A	N/A	$19,914.00

[1]Includes iPad® as applicable for program starts on or before May 5, 2025, eBook, tuition, and physical textbooks, as required; total program costs will vary depending on transfer credit accepted, course repeats, etc. The stated price includes all applicable state and local sales and use taxes.

FINANCIAL ASSISTANCE

Carrington College applicants are encouraged to meet with a Financial Services Advisor prior to enrollment so that eligibility for financial assistance may be determined. This practice enables applicants to evaluate their options for financing. "Funding Your Education," which explains each of the federal financial aid programs and is published by the U.S. Department of Education, is available from the Financial Services Department.

Carrington College is an eligible institution approved by the Department of Education to participate in the following programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Direct Student Loan
- Federal Parental Loan for Undergraduate Students (FPLUS)
- Federal Work Study Program (campus participation varies)

In addition to participating in federal and state financial aid programs, Carrington College students may qualify for private loans from third-party lenders or Carrington College's institutional loan program. More information on these loan programs is available from the Financial Services department.

Carrington College helps students develop plans for financing their education through a combination of financial assistance programs (if eligible), family contributions, employer tuition reimbursement (when available), and Carrington College's payment options (see Payment Options).

The first step in qualifying for these programs is completing the Free Application for Federal Student Aid (FAFSA®), which serves as an application for all federal – and most state – student aid programs. FAFSA® is a registered trademark of the U.S. Department of Education. The FAFSA® can be completed electronically by going to *https://studentaid.gov/h/apply-for-aid/fafsa* and should be completed as early as possible each year. Prompt completion assures consideration for maximum available financial aid.

FAFSA® information is used to determine the expected family contribution for federal and state financial aid.

Assistance packages are developed using information from the FAFSA® and any supplemental documents. Contributions from student and family income and assets are the foundation for all assistance packages. Carrington College provides students with award letters indicating the amount of financial aid for which they may be eligible, sources from which the aid may be received as well as approval of their Carrington College payment plan option.

The timing of financial aid disbursements is dependent on specific program requirements. The following requirements must be met for awards to be disbursed:

- All paperwork required to process awards has been submitted– including but not limited to promissory notes, verification and residency documents, and loan entrance counseling.
- Students must be enrolled in the class.
- Students must provide official proof of graduation and any transcripts for College verification (if applicable).

Disbursements occur throughout the term, generally beginning Saturday of the first week of classes.
More information is available via the My Finances tab on mycarrington.edu or by speaking with your Financial Services Advisor.

Retaking coursework may impact a student's financial plan. Students who need to retake a course due to a non-passing grade or choose to retake a previously passed course should contact their Academic Dean or Financial Services Advisor to determine if their financial aid will be affected prior to registering for the course.

FINANCIAL ASSISTANCE

Reinstated and readmitted students may be considered for financial aid if they meet all eligibility requirements. Carrington College complies with all applicable state and federal equal credit opportunity laws; however, Carrington College does not guarantee financial assistance or credit to any student.

Financial Aid Information Verification

The federal government requires Carrington College to verify the accuracy of the information on certain federal student aid applications. Selected applicants must submit requested documentation before awarded aid is disbursed.
Students and their parents may be required to submit a copy of their prior-year federal income tax documentation and additional household information. Other documents may also be required. If the information on any of the documents conflicts with what was reported on the application, students may be required to update their application and/or provide additional information to resolve the conflict. Failure to do so will result in loss or non-receipt of aid.

Loan Exit Counseling

Federal student aid regulations require that all borrowers complete loan exit counseling for their Federal Direct Loans. Students must complete loan exit counseling when they are graduating, leaving Carrington College, or enrolled in a less than half-time status. Loan exit counseling notifications are provided to all identified students. Student borrowers who have not completed loan exit counseling will be contacted by the Financial Services Department to help facilitate the process and are available to answer any questions.

Federal Student Aid Programs

There are three categories of federal financial assistance: grants, loans, and Federal Work-Study. Students are eligible for these types of aid if they:

- Are enrolled as a certificate or degree-seeking student.
- Are U.S. citizens or eligible non-citizens.
- Demonstrate financial need.
- Make satisfactory academic progress toward completing their program.
- Are not in default on a Federal Perkins/NDSL, Federal Direct, Federal Stafford/FFEL, Federal SLS, Income Contingent Loan, or Federal PLUS Loan received at any institution.
- Do not owe refunds on a Federal Pell Grant, FSEOG, Academic Competitiveness Grant, National SMART Grant, or State Student Incentive Grant received at any institution.
- Have a high school diploma or recognized equivalent.

To help students pay for post-secondary education, the U.S. Department of Education offers six primary federal financial aid programs. Carrington College is eligible to participate in all six, which are outlined below. More information on these programs is available from the Financial Services Department or at *www.carrington.edu.*

Applicants who are incarcerated and students who become incarcerated must immediately report this information to the Financial Services Office.

Federal Pell Grants

Federal Pell Grants help fund post-secondary education for undergraduate students who have not previously earned bachelor's degrees. Grants are need-based and do not require repayment if the student remains in school during that term. For many students, these grants provide a foundation of financial aid to which aid from other sources may be added. The maximum grant for the 2023-2024 and 2024-2025 award years is $7,395.

FINANCIAL ASSISTANCE

The actual amount of the grant is based on the cost of attendance, number of hours enrolled, Federal Pell Grant regulations, and your Expected Family Contribution (EFC) found on the 2023-2024 FAFSA® or your Student Aid Index (SAI) found on the 2024-2025 FAFSA®.

In accordance with the Higher Education Act, Carrington College allows all students to purchase books and supplies from the College's online bookstore and charge the expenses to their student accounts.

Federal Pell Grant recipients who do not wish to purchase books and supplies from Carrington College's online bookstore may qualify for a stipend to assist with these expenses. To determine stipend eligibility, students must complete a request prior to the start of the term. More information is available from a Carrington College Financial Services Advisor.

Federal Supplemental Educational Opportunity Grants

FSEOGs provide supplemental funds to Federal Pell Grant-eligible undergraduate students who demonstrate exceptional need. Exceptional need is defined as the lowest expected family contribution per federal need analysis methodology. Because FSEOG funds are limited, students should apply for these grants as early as possible.

Federal Work-Study

FWS enables students who demonstrate financial need to earn wages to assist with paying for their education expenses. Through part-time education-related or community-service employment. Students earn at least the current hourly minimum wage by working at the College for nonprofit agencies or for-profit businesses within the community. Carrington College helps eligible students locate jobs; certain restrictions apply. Unlike traditional sources of income, FWS earnings are exempt from the subsequent year's expected family contribution calculations. Students must complete the FAFSA® to be considered for FWS funds. FAFSA® is a registered trademark of the U.S. Department of Education.

Federal Direct Loans

Loans through the Federal Direct Loan program are obtained from the U.S. Department of Education. Loans area type of aid that must be repaid, typically once students have graduated or stopped attending school at least half the time. These loans have an origination fee that is subtracted from the value of each loan disbursement. For Federal Direct Loans first disbursed on or after October 1, 2021 and before October 1, 2023, the origination fee is 1.057 percent.

For Federal Direct PLUS Loans first on or after October 1, 2021, and before October 1, 2023, the origination fee is 4.228 percent. Additional information on interest rates and loan fees for Federal Direct Loans is available via *https://studentaid.gov/understand-aid/types/loans*

Federal Direct Subsidized and Unsubsidized Loans

Students who demonstrate financial need qualify for a subsidy of the Direct Loan interest while in school and for the grace period (first six months after leaving school or dropping below half time). The amount of the loan that may be subsidized is limited to the lesser of their demonstrated financial need or the academic year maximum. Students who demonstrate financial need below the academic year maximum may also borrow through this program; however, they are responsible for the interest on the amount borrowed in excess of demonstrated need.

Dependent undergraduate freshman, sophomore, and junior/senior students enrolled at least half time may borrow up to a maximum of $5,500, $6,500, and $7,500 per academic year, respectively, from subsidized and unsubsidized Federal Direct Loans.

Independent freshman and sophomore students may borrow an additional $4,000 per academic year in unsubsidized Federal Direct Loans. Independent junior and senior students may borrow an additional $5,000 per academic year in unsubsidized Federal Direct Loans.

FINANCIAL ASSISTANCE

The amount borrowed for undergraduate study may not exceed a total of $31,000 for dependent students and $57,500 for independent students, with no more than $23,000 of this funding obtained from subsidized loans. The interest rate for both subsidized and unsubsidized undergraduate Federal Direct Loans first disbursed on or after July 1, 2023 and before July 1, 2024, is fixed at 5.50%. Students have a 6-month grace period from the time they graduate, leave school or enroll less than half time per term before repayment begins. Monthly payments are based on aggregate borrowing; the minimum monthly payment is $50 per loan.

Repayment is usually completed within 10 years. Students who leave school or drop below half-time status must contact their lender(s) to establish repayment schedules. Students must notify Carrington College's Financial Services Office and their lender(s) of a change in local or permanent address.

Federal Direct PLUS Loans (Parent Loans)

These loans allow parents of students who are dependent by federal definition to borrow a maximum of educational costs less financial aid per academic year (two semesters). The interest rate for Direct PLUS Loans first disbursed on or after July 1, 2023 and before July 1, 2024 is fixed at 8.05%. Repayment begins within 60 days after the loan is fully disbursed.

Veterans Benefits

Students who may qualify for veteran's education benefits should notify their Carrington College Enrollment Services Associate and Financial Services Advisor regarding eligibility as far in advance of their scheduled class start date as possible.

GI Bill®

Benefits may be awarded for the pursuit of associate, bachelor, or graduate degrees from colleges and universities as well as courses leading to a certificate or diploma from a technical or vocational school. VA students receiving education benefits will not be able to be paid Basic Allowance for Housing during break periods.

Montgomery GI Bill® (Chapter 30)

This program offers educational benefits for students entering active duty for the first time after June 30, 1985, and meeting other criteria as determined by the Department of Veterans Affairs (VA). This benefit pays a monthly stipend based on enrollment status while the student attends school.

Montgomery GI Bill®- Selected Reserve

MGIB-SR program provides education and training benefits to eligible members of the Selected Reserve, including the Army Reserve, Navy Reserve, Air Force Reserve, Marine Corps Reserve and Coast Guard Reserve, and the Army National Guard and the Air National Guard.

Dependent's Education Assistance (Chapter 35)

This program offers educational benefits for spouses and children of veterans who are permanently and totally disabled due to a service-related condition or of Veterans who died while on active duty or as a result of a service-related condition.

Post-9/11 (Chapter 33)

This program offers educational benefits for active-duty veterans and their family members who served after September 10, 2001. Based on the student's percentage of eligibility, this benefit could pay tuition, fees, books, and a Monthly Allowance for Housing while the student attends school. Carrington College participates in the federal Yellow Ribbon program for students using Chapter 33 benefits.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at *www.benefits.va.gov/gibill.* Students may also contact the Veterans Affairs Education Office at 1-888-442-4551. Please see a Financial Services Advisor to determine if the school participates.

FINANCIAL ASSISTANCE

The Yellow Ribbon Program

The Yellow Ribbon GI Education Enhancement Program is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. This program allows institutions of higher learning to voluntarily enter into an agreement with the VA to fund tuition expenses that exceed the yearly rate as established by the VA. The institution can contribute up to 50% of those expenses, and the VA will match the same amount as the institution.

Only individuals entitled to the maximum benefit rate (based on service requirements) may receive this funding. The maximum contribution from Carrington College is $2,625 per year per student. The VA awarding cycle is August 1-July 31st of each calendar year. *Yellow Ribbon is not available at all locations.

Compliance with VA's 85/15 rule

Carrington College limits student enrollment to 85% veteran enrollment per program of study in accordance with U.S. Department of Veterans Affairs. In the event that a veteran wishes to enroll in a program that has already reached the 85% cap, he or she may do that but will not be eligible for VA funding. Chapter 35 and 31 students may still enroll even if the 85% cap has been realized.

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Veterans Readiness & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:

- Prevent the students' enrollment;
- Assess a late penalty fee to;
- Require secure student alternative or additional funding;
- Deny their access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the Certificate of Eligibility by the first day of class;
- Provide written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

Non-Federal Student Loans

Many lenders offer private loans to students to supplement their federal financial aid. Such loans are not subject to federal student loan rules. Terms of repayment, including interest rates, vary by loan. Lenders perform a credit check and determine a loan applicant's creditworthiness before approving these loans. In some cases, a loan applicant may be required to obtain a creditworthy cosigner before a loan will be approved. In most cases, having a cosigner will help improve the terms of the loan (i.e., lower the interest rate and any fees charged to the loan). Additional information and application assistance are available from the Financial Services Office.

Carrington College Payment Options

In-School Payment Plan

If a balance remains after all credits from aid and other sources have been applied, a student may be set up on a payment plan to be completed prior to graduation. Payments must be made monthly, up to a total of 10 payments, and the final payment is due before the student's last day of attendance. No interest is charged with this payment plan, and auto-debit is required. The first payment is due by the class start date. Check with a Financial Services Advisor for details.

FINANCIAL ASSISTANCE

Institutional Loan Program (ILP)

If a balance remains after all credits from aid and other sources have been applied, and a student is not able to pay the balance within the length of their program, Carrington College offers additional payment plan options for the student. These payment plans are serviced through a third-party servicer. Check with a Financial Services Advisor for details.

Other Sources Vocational Rehabilitation

Vocational Rehabilitation may provide services and financial assistance for education to students with certain disabilities. Further information can be obtained from your state Division of Vocational Rehabilitation or Veteran's Vocational Rehabilitation office.

Workforce Investment Act (WIA)

The Workforce Investment and Opportunity Act of 2014 (WIOA) provides funding through the Department of Labor. These funds are made available through local agencies for training persons meeting certain criteria. Individual agencies are responsible for assigning priority for funding.

Scholarships

Carrington College Scholarships and Grants

Note: In the rare case when scholarship, grant are combinable, students are made aware of this opportunity by a Financial Services Advisor.

Applicants may apply for Carrington College scholarships or grants during the admissions process and should work with their Enrollment Services Associate to do so.

Carrington College High School Scholarship

Graduating high school seniors or those who have graduated high school during the most recent academic year may be eligible for the Carrington College High School Scholarship of $1,000 to apply toward program cost. Scholarship applicants must meet the following criteria to qualify:

- Satisfy Carrington College admission requirements
- Submit high school transcripts evidencing a CGPA of 2.0 or better on a 4.0 scale
- Maintain a CGPA of 2.0 or better on a 4.0 scale for continued eligibility
- Begin classes by April 30
- Submit the following by the published deadline:
  - Completed scholarship application
  - 50-150-word essay about why the student is interested in a career in the chosen field
- Two letters of recommendation

Scholarship awards cannot exceed their program cost and will be applied directly to those charges. In the event that a student's program cost is less than the scheduled scholarship award, the scholarship will be reduced to the amount of the program cost. In the event of early withdrawal, the scholarship award will be limited to the same percentage of tuition earned in accordance with the college's refund policy. The deadline for submission of scholarship applications and accompanying materials is December 31 of the graduation year. Additional information is available at *http://carrington.edu/financial-aid/scholarships/.*

Financial Responsibility

Students who obtain loans to pay for an educational program will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund. If the student has received federal student financial aid funds, the student is entitled to a refund of the monies not paid from federal student financial aid program funds. The loans must be repaid even if students do not complete the educational program or are not employed after completing the program. Students who fail to repay a loan are considered to be in default.

FINANCIAL ASSISTANCE

Default on a student loan may result in the loan becoming immediately due and payable, withholding of federal and state income tax refunds, wage garnishment, ineligibility for future state and federal financial aid, and reporting of the default to a national credit bureau.

Book Credit

Federal aid recipients who do not wish to purchase books and supplies on account as provided by Carrington College may qualify for a credit to assist with these expenses. For more information on the program or to determine eligibility, students must speak with a Financial Services Advisor.

Cancellations

Applicants not accepted for admission to Carrington College are entitled to a refund of all monies paid. Applicants may cancel their enrollment without penalty at any time prior to midnight of the seventh calendar day (excluding institutionally recognized holidays) after the start of their first scheduled class session.

Cancellation requests must be addressed to the Registrar and presented to Enrollment Services. The notice need not take a particular form, but must be signed and dated, show that the applicant no longer wishes to enroll, and include the student's contact information (name, address, phone number, email address).

Cancellation requests may be hand-delivered or submitted by U.S. Mail, email, or fax. If submitted by U.S. Mail, the cancellation is effective on the date postmarked.

Subject to certain limitations, payments made by the student will be refunded within 30 days (15 days in Nevada) following receipt of the notice of cancellation.

To withdraw from school after attending classes, students must notify the Academic Dean, Registrar, and Program Director. Withdrawal is complete when the student has notified the designated official. Students who withdraw are responsible for all outstanding financial obligations. In addition, those receiving federal student loans must complete an exit interview prior to withdrawing.

Cancellation of Courses

Prior to opening the registration period, Carrington College makes every effort to provide sufficient course sections for students. The campus makes available the course schedule to students, along with registration instructions and deadlines. Course offerings, instructors, days, times, and class locations are not guaranteed and are subject to change at the discretion of the College. If the campus determines that a course offering will be canceled due to lack of enrollment or other reasons, they will remove all students from the course and notify students of the change of schedule via email.

Carrington College Refund Policy

Program charges for the enrollment period in which the student withdraws are based on the student's last day of attendance and the resulting percentage of the enrollment period completed unless other program cost adjustments are appropriate. An enrollment period is defined as a semester, quarter, term, or another period in which charges are assessed.

Students completing more than 60% of the enrollment period will be charged 100% of the program cost for the enrollment period. Program charges earned by Carrington College is determined by dividing the number of calendar days elapsed from the start date to the last day of attendance by the number of calendar days in the enrollment period. The refund shall be the amount the student paid in excess of the program charges earned by Carrington College for all attended periods of enrollment.

FINANCIAL ASSISTANCE

Refund calculation examples are available from the Financial Services office upon request. When state refund policies differ from Carrington College's refund policy, the student receives the more favorable refund. The amount owed by the student is derived by the total hourly charge for instruction (total institutional charge divided by the number of days or program hours) multiplied by the total hours attended by the student.

All refunds are calculated according to the last documented date of attendance and issued within 30 days of the withdrawal notification, the date Carrington College determines the student is no longer enrolled (whichever is earlier) or as otherwise required by applicable state and/or federal regulations. For a student who fails to return from an authorized leave of absence, the withdrawal date is the student's last date of attendance.

The institution will refund the excess funds in the order that most benefits the student for non-Title IV credit balances based on the student authorization.

Iowa Refund Policy

All tuition charges will be refunded to Iowa students who withdraw within the first two calendar weeks of instruction.

If an Iowa student terminates from any of the school's programs or courses after the first two calendar weeks of the semester, the student will receive a pro rata refund that is not less than ninety-five percent of the amount of tuition charged to the student multiplied by the ratio of the number of calendar days remaining in the school period to the total number of calendar days in the school period.

Exceptional Tuition Refund Policy – This policy applies when an Iowa student terminates a postsecondary educational Program after the first two calendar weeks of the semester due to the student's physically incapacity or, for a program that requires classroom instruction, due to the transfer of the student's spouse's employment to another city. The terminating student shall receive a refund of the tuition charges in an amount that equals the amount of tuition charged to the student multiplied by the ratio of the remaining number of calendar days in the school period to the total number of calendar days in the school period.

A refund of tuition charges shall be provided to the student within forty-five days following the date of the school's determination that a student has terminated from a postsecondary educational program.

Military Refund Policy Iowa Students

Carrington College is supportive of a student who is a member**,** or the spouse of a member if the member has a dependent child, of the Iowa National Guard or reserve forces of the United States and who is ordered to National Guard duty or federal active duty. Upon verification of orders requiring active duty, the student may select from several tuition credit options:

Options available to qualified students: Upon meeting with the Academic Dean to verify orders, Carrington College will work with the student to determine the best plan based on the individual circumstances. Carrington College has three options for the student to review and consider:

- Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
- Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.

- Make arrangements with only some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded.

Nevada Refund Policy

If the institution has substantially failed to furnish the program agreed upon in the enrollment agreement, the institution shall refund all money that the student has paid. If a student cancels their enrollment before the start of the program, the institution shall refund all money that the student has paid, minus 10 percent of the tuition or $150, whichever is less. If a student withdraws or is expelled after the start of the program and before the completion of more than 60 percent of a term, the institution shall refund the student a pro-rated amount of the tuition minus 10 percent of the tuition or $150, whichever is less.

If a student withdraws or is expelled by the institution after completion of more than 60 percent of the term, the institution is not required to refund the student any money and may charge the student the entire cost of the tuition.

If a refund is owed, the institution shall issue the refund within 15 calendar days after the date of cancellation by a student, date of termination by the institution, or the last day of attendance.

Educational supplies for individual use are not included in the policy described above. A separate refund must be paid by the institution to the student if those items were not used by the student. Disputes must be resolved by the Administrator for refunds on a case-by-case basis.

A period of a student's attendance must be measured from the first day of instruction through the student's last day of actual attendance, regardless of absences. The period of time for a program is the period set forth in the enrollment agreement. Tuition must be calculated using the tuition and fees set forth in the enrollment agreement and does not include books, educational supplies, or equipment that are listed separately from the tuition and fees.

Tuition Refund Policy for Oregon Students

Oregon Administrative Rule (OAR) 583-030-0035(18)(c), states after classes begin for a term, a student who withdraws from a course is eligible for a partial refund through the middle week of the term. Refunds for Oregon students shall be based on unused instructional time and shall be prorated on a weekly basis for schools using a semester, quarter or nontraditional calendar.

FINANCIAL ASSISTANCE

HYPOTHETICAL REFUND CALCULATION

Total charged and received for period attendance:	
Period of Attendance = 6 weeks (39 days)	$780
Cost per day ($780/39) =	$20
Number of days attended	20
Percentage of Attendance (20/39) =	**51%** If 61% (24 days) or more of the scheduled days in the period of attendance have been scheduled through the last day of attendance no refund will be provided.
Amount due to the College (daily charge for the course X number of days attended)	$400
Amount of refund= 19x$20	$380

Return of Title IV Funds Policy

According to federal regulations, a federal refund calculation must be performed if a student receiving financial aid withdraws completely from all classes after the start of the enrollment period.

Length of enrollment is equal to the number of calendar days, including weekends and holidays, in the periods in which the student was registered. Breaks of five days or more are excluded.

The date of determination is the date the student begins the official withdrawal process – electronically, in writing, in person, or by telephone, whichever is earlier – or otherwise officially notifies the institution of his/her intent to withdraw. For students who withdraw without notification, the school will use the administrative dismissal date. Failure to notify the Financial Aid Office of a withdrawal may result in additional tuition liability.

Return of funds is calculated as follows:

- If the student's percentage of the enrollment period completed (based on a student's last date of academic attendance) is greater than 60 percent, the student has earned – and must repay – 100 percent of the federal aid received.
- If the student's percentage of the enrollment period completed is 60 percent or less, the calculated percentage of enrollment will be used to determine the amount of aid returned.

Federal aid refunds that result from the return of funds calculation are distributed in the following order:

1. Unsubsidized Direct Federal Stafford Loan
2. Subsidized Direct Federal Stafford Loan
3. Federal Perkins Loan*
4. Federal PLUS Loan
5. Federal Pell Grant
6. Federal Supplemental Education Opportunity Grant (FSEOG)
7. Other Title IV aid programs
8. State grants and/or private or other institutional aid

* Carrington College cannot make Federal Perkins Loans to new borrowers after September 30, 2017. Please see Financial Services for questions and details about the Federal Perkins Loan.

New Mexico State Refund Policy

FINANCIAL ASSISTANCE

Cooling off period: Any student signing an enrollment agreement or making an initial deposit or payment toward tuition and fees of the institution shall be entitled to a cooling off period of at least three workdays from the date of agreement or payment or from the date that the student first visits the institution, whichever is later. During the cooling off period, the agreement can be withdrawn, and all payments shall be refunded. Evidence of personal appearance at the institution or deposit of a written statement of withdrawal for delivery by mail or other means shall be deemed as meeting the terms of the cooling off period.

A. Refunds prior to commencing instruction: Following the cooling off period but prior to the beginning of instruction, a student may withdraw from enrollment, effective upon personal appearance at the institution or deposit of a written statement of withdrawal for delivery by mail or other means, and the institution shall be entitled to retain no more than $100 or 5% in tuition or fees, whichever is less, as registration charges.

1. In the case of students enrolling for traditional non- instruction, a student may withdraw from enrollment following the cooling off period, prior to submission by the student of any lesson materials, and effective upon deposit of a written statement of withdrawal for delivery by mail or other means and the institution shall be entitled to retain no more than $100 or 5% in tuition or fees, whichever is less, as registration charges or an alternative amount that the institution can demonstrate to have been expended in preparation for that particular student's enrollment.

2. Upon request by a student or by the department, the institution shall provide an accounting for such amounts retained under this standard within five workdays.

B. Refunds following commencement of instruction: An institution licensed by the department shall adhere to either the following tuition refund schedule or to a schedule established by the institution's accrediting body and recognized by the U.S. Department of Education. Exceptions may be made on a case-by-case basis by the department or its designee.

A student may withdraw after beginning instruction or submitting lesson materials, effective upon appearance at the institution or deposit of a written statement of withdrawal for delivery by mail or other means: In accordance with the most recent U.S. Department of Education guidelines, the institution shall be entitled to retain, as registration charges, no more than $100 or 5% of tuition and fees, whichever is less. Additionally, institutions are eligible to retain tuition and fees earned and state gross receipts taxes at a pro-rata amount according to the following schedule, as outlined by the U.S. Department of Education:

Tuition and Fee Schedule

Date of student withdrawal as a % of the enrollment period for which the student was obligated	Portion of tuition and fees obligated and paid that are eligible to be retained by the institution
On 1st class day	0%
After 1st day; within 10%	10%
After 10%; within 25%	50%
After 25%; within 50%	75%
50% or thereafter	100%

C. The enrollment period for which the student was “obligated” means a quarter, semester, or other term of instruction followed by the institution which the student has begun and for which the student has agreed to pay tuition.

FINANCIAL ASSISTANCE

Washington State Refund Policy

Tuition paid in excess of tuition owed is refundable.

Washington State Residents

For Washington State residents seeking information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit *www.wsac.wa.gov/loan-advocacy* or contact the Student Loan Advocate at *loanadvocate@wsac.wa.gov.*

STUDENT SERVICES

Admission and Testing

Applicants must demonstrate that they can benefit from Carrington College academic programs by passing an entrance examination or demonstrating academic ability from previous program completion, as noted in the admission testing requirements. Enrollment Services Associate work closely with prospective students to help them select an appropriate course of study and to determine if they are reasonably motivated to succeed. Financial aid availability, transportation, childcare, and other relevant personal factors are also addressed.

Orientation

All students are expected to attend orientation. The specific date, time, and location of orientation will be provided during the admissions process.

Student Advising

Carrington College faculty and staff work closely with students to ensure that the appropriate support is available to maximize student success. Instructors, Program Directors, and the Academic Deans are available to consult with students who are having difficulty with their studies. Students are urged to take advantage of this valuable extra assistance.

Housing

Carrington College does not have dormitory facilities under its control, nor does it assist a student with finding housing. According to the *California Student Aid Commission: 2024-25 Student Expense Budgets*, students should budget $1,637 per month for housing (including rent and utilities). This cost varies widely depending on location and whether the space is shared or occupied along, and whether the student is securing only a room or an entire structure. Although the College has no responsibility to find or assist a student in finding housing, limited assistance can be provided by the Academic Dean.

Student Success Center

Carrington College's Library Services and Tutoring Services are combined within the Student Success Center (SSC). The SSC is the hub on campus for all student academic support and aligns with the mission of the school, providing new and exciting learning opportunities to students. Included are all library services combined with tutoring, student services, and specialized support to accommodate student needs at each campus. In addition, referral to outside support agencies is provided to students who have personal or family problems. Students are encouraged to take advantage of the valuable extra assistance available in the SSC. Students should refer to the Student Success Center section in the Student Handbook for comprehensive information.

STUDENT SERVICES

Online/Internet Policy

Internet access may only be used for lawful purposes. Transmission is prohibited of any material that is disruptive or is in violation of federal or state regulations. Carrington College also prohibits the transmission of any material containing ethnic slurs, racial epithets, or anything that may be viewed as harassment of others based on race, national origin, gender, age, disability, or religion. Students may not download personal information or files onto Carrington College computers. Internet access is not to include the following activities: Social Media, gambling, shopping, chatting online, spamming, advertising, playing games, or downloading software or files not related to school assignments.

Any use of email services that interferes with the College's mission, activities, and function or does not respect the image and reputation of the college is improper and thereby prohibited. Email users are required to comply with state and federal law, college policies, and normal standards of professional and personal courtesy and conduct. Access to email service is a privilege that may be partially or wholly restricted by the college without prior notice and without the consent of the affected email user. Making a statement or transmitting data that is threatening, malicious, tortuous, defamatory, libelous, vulgar, obscene, or invasive of another's privacy is strictly prohibited. Computer technology resources may not be used to transmit junk email, SPAM, pyramid schemes of any kind, or chain letters.

Tutorial Assistance

Faculty members are available to provide academic assistance to students on a short-term basis. Should longer-term assistance be required, student peers who are doing well in a given program are sought to provide additional help.

Study Groups

The College designates campus locations for student interaction. Instructors often suggest the formation of study groups for peer-to-peer tutorials and study sessions.

Student Records

All students' educational records are confidential and are made available for approved purposes only. In accordance with the Family Educational Rights & Privacy Act (FERPA) of 1974, the school will not release educational records to unauthorized persons without prior written consent from the student or, in the case of a minor, a parent, or legal guardian. The Registrar maintains student records and schedules, and students have access to the end-of-term grade reports, transcripts (on written request), and verification of college status letters.

Carrington College permanently maintains electronic records that include admission and attendance information, academic transcripts, and other relevant data. Students have the right to review their academic records, including grades and attendance. Students who wish to review their files must submit a written request to the Registrar. The review will be allowed during regular school hours under appropriate supervision. Copies may be provided to the student at the student's expense.

Transcripts

Official transcript requests must be submitted to Carrington College in writing or via Parchment with the accompanying fee. Processing can take up to 30 days.

Externships and/or Clinical Courses

Some programs require an externship and/or clinical course(s) to provide students with valuable hands-on learning. Students will not receive compensation for participation in externship or clinical course.

STUDENT SERVICES

Carrington College has agreements with a variety of facilities that host students during externship or clinical courses. These facilities retain the right to dismiss a student from externship for a variety of reasons, including misconduct, failure to follow established policies, etc. In some circumstances, the reason for the dismissal may result in a code of conduct review. The program will assess the grounds for dismissal and evaluate whether a new externship or clinical placement is suitable. If it is deemed appropriate, the program will work with the student to create a plan for success in the subsequent placement.

Additional information about externship and clinical courses are provided as students near the beginning of their externship or clinical terms.

Carrington College does not work with third parties that discriminate based on gender, age, race, national origin, sexual orientation, political affiliation or belief, religion, or disability for externships or clinical experiences.

Career Services

Carrington College works with every student on job-search strategies, job-market orientation, resume writing, and interviewing techniques. Career Services are available to all active students and graduates without charge. Success in securing employment depends on the graduate's efforts and motivation, as well as on educational performance. Carrington College does not guarantee employment, nor does it guarantee employment within specific salary ranges or in specific areas.

REGULATIONS

Family Educational Rights and Privacy Act (FERPA)

Carrington College complies with the Family Educational Rights and Privacy Act of 1974, as amended. The Act protects the privacy of students' education records, establishes students' rights to inspect and review their academic records, and provides guidelines for correcting inaccurate and misleading information through informal and formal hearings.

Carrington College's policy on releasing student-related information explains school procedures for complying with the Act's provisions. Copies of the policy are distributed annually, are available on *Carrington College's Student Consumer Information page*, and may be requested from campus administration.

Nondiscrimination Policy

Carrington College is committed to providing an education conducive to each individual's personal and professional development. It is committed to maintaining an environment free of discrimination and harassment based on race, color, religion, national origin, sex, age (40 or older), disability, veteran status, sexual orientation, political affiliation (and any other legally protected classes in the relevant jurisdiction) that complies with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and applicable state and local laws. Carrington College will not tolerate, condone, or allow discrimination or harassment, whether engaged in by fellow students, instructors, or staff.

The Dean of Instruction and Student Success is available to serve as a resource to any student or other Carrington College community member with a discrimination or harassment inquiry or complaint. The Dean of Instruction and Student Success will have information about the College's non-discrimination policy, rules, and procedures (including confidentiality) and options for investigating and resolving complaints.

Justin Willey
Dean of Instruction and Student Success
415 612 1478
StudentAffairs@carrington.edu

Students should refer to the Discrimination, Harassment & Complaints section in the Student Handbook for comprehensive information.

Title IX Compliance

Carrington College complies with Title IX of the Higher Education Amendments of 1972, applicable provisions of the Code of Federal Regulations, and state statutes that prohibit discrimination based on sex in any educational program or activity Carrington College operates. Carrington College's policy against sex discrimination extends to student admissions and employment. Carrington College's Title IX Coordinators are responsible for the school's overall compliance with Title IX, including response to reports of sexual misconduct affecting the campus community.

The Title IX Coordinators' contact information is listed below; questions about the application of Title IX and the school's compliance should be directed to one of these individuals.

Lea Marshall
Title IX Coordinator
312 287 4620
lmarshall@carrington.edu

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Jennifer Dean
Deputy Title IX Coordinator
559 512 2399
jennifer.dean@carrington.edu

Students and colleagues should refer to the Discrimination, Harassment & Complaints section in the Student Handbook or the Sexual Harassment and Sexual Assault Prevention Policy available at *https://carrington.edu/admissions/student-consumer-information/#Title-IX* for comprehensive Title IX information.

Students or colleagues who wish to report sexual misconduct affecting the campus community outside of Title IX should follow the grievance procedure published in this catalog.

Disability Accommodations

Carrington College is committed to maintaining an academic environment free of discrimination and complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Carrington College will make reasonable accommodations to afford students with disabilities full and equal enjoyment of Carrington College's programs and services. Carrington College makes no assumptions concerning any individual's abilities or disabilities and makes an individual assessment to determine whether each student's request for accommodations can be met at Carrington College.

Any student or applicant may begin the accommodation request process by contacting *ADA@carrington.edu*. Each request for accommodation will be evaluated on a case-by-case basis under Section 504. Accommodations are not retroactive.

Students or applicants should refer to the Disability Accommodations in Academic Programs sections in the Student Handbook for comprehensive information.

Background Checks

Students may be required to undergo a criminal background check if mandated by the state where they attend school or by a Carrington College clinical affiliate where they are training. Additionally, students are expected to research how prior criminal convictions could limit their progression in their program and in achieving career success prior to enrolling in the program, and maintain awareness of the impacts of any arrests or convictions during the time that the student is enrolled at Carrington College.

Students who knowingly falsify their criminal history will be withdrawn from the college and are responsible for all fees associated with the background check. Registration for certain Carrington College programs depends on the successful completion of a background check, as individuals with criminal convictions may face barriers to certification, licensure, or employment. Similarly, participation in externships and clinical courses may also require a cleared background check.

Students who falsify background information may be withdrawn from their program. Additionally, students who are unable to register due to unfavorable background check results, are entitled to tuition refunds as outlined in the Cancellation and Refund Policy on page 325.

Student Health Insurance

Carrington College does not provide or maintain health insurance for students. However, some clinical or externship sites may require students to provide proof of health insurance coverage for the entire duration of their clinical or externship courses.

REGULATIONS

Commitment to Drug-Free Schools

Carrington College complies with the Drug-Free Schools and Communities Act and forbids the use, possession, distribution, or sale of drugs or alcohol by students, faculty, or staff anywhere on school property. Anyone in violation of state, federal, or local regulations with respect to illegal drugs or alcohol may be subject to both criminal prosecution and school disciplinary action. The College is committed to providing a productive and safe learning environment for all students.

In accordance with this goal, the College reserves the right to investigate students suspected of drug or alcohol use upon reasonable cause. Such investigation may require students to submit to a drug or alcohol test. Students must consent to provide blood, breath, and/or urine samples upon request by an authorized representative of the College, to determine whether they are under the influence of drugs, alcohol, or other chemical intoxicants. Students must agree to fully cooperate with the College, its representatives, agents, medical review officer (if any) and any representative or agent of a clinic, laboratory, and/or hospital involved in sample collection, testing, evaluation, reporting, and confirmation. Students must further consent to and authorize the release of all information generated by or obtained from the substance test to the College, its agents, representatives, insurers, and appropriate governmental agencies. Refusal to comply with an investigation or a positive test result may be grounds for disciplinary action, which may result in dismissal.

Candidates who fail the preadmission drug screening, as noted in the program requirements, are ineligible for admission, but they may reapply after three months. Candidates taking prescription medications are required to present to the screening agency a copy of the prescription prior to the drug screen, to ensure that findings are consistent with the prescription and prescribed dosage. In such cases, applicants may pursue admission. In addition, students may be required to submit to drug screening based either on reasonable suspicion that the student is in violation of the Code of Conduct.

In addition, Carrington College students may be required to submit to random drug screening based either on reasonable suspicion that the student is in violation of the Code of Conduct or because of drug screen requirements of Carrington College's clinical affiliates.

Student Health Information

Students in certain programs require immunizations because they practice invasive procedures such as venipuncture and injections (see program requirements for immunization specifications). Students will be taught workplace safety practices to limit their risk of injury or illness as part of their curriculum and are required to always take standard precautions to minimize the risk of exposure to communicable diseases such as hepatitis, tuberculosis, and HIV/AIDS. Students are responsible for all costs associated with health screenings and immunizations.

In addition, certain courses require students to routinely perform diagnostic tests and practice clinical skills on one another. When such classroom practices are a required part of the curriculum, students are required to participate in the activities in order to graduate from the program. Students who have medical conditions that would prevent them from engaging in course activities such as working with radiography or certain chemicals should contact the accommodation coordinator at *ADA@Carrington.edu*.

Campus Safety and Security

Carrington College complies with the Campus Crime and Security Act of 1990 and publishes the required campus crime and security report on October 1 of each year. That report for each location is posted to the College website at *https://carrington.edu/admissions/student-consumer-information/* under the Annual Disclosure Section. Should students be witnesses to or victims of a crime, they should immediately report the incident to the local law enforcement agency and to campus administration. Emergency numbers are posted throughout the school.

REGULATIONS

The security of all school members is a priority. Each year Carrington College publishes a report outlining security and safety information, as well as crime statistics for the community. This report provides suggestions about crime prevention strategies as well as important policy information on emergency procedures, reporting of crimes, and support services for victims of sexual assault. This report is available at each campus. For comprehensive information, please see the section titled Commitment to a Safe and Clean Environment in the Student Handbook.

Students with ideas, concerns, or suggestions for improved safety are encouraged to share them, without fear of reprisal, with a faculty member or bring them to the attention of the Academic Dean. Carrington College strives to provide a safe and healthy school environment.

Voter Registration

Carrington College encourages all eligible students to vote in state, local and federal elections. The U.S. Election Assistance Commission provides a tool at its website, *https://www.eac.gov/voters/register-and-vote-in-your-state* where students can find links to information including the official state office website(s), information about registering to vote and checking registration status, where to vote, and information about early, absentee or by mail voting. The site also lists information about key federal elections dates and deadlines. Please send questions or corrections to *clearinghouse@eac.gov*.

Graduation Rates

Carrington College complies with the Student Right to Know Act and annually reports the graduation rate of its certificate and degree-seeking full-time students who have graduated by the end of the 12-month period ending August 31, during which 150 percent of the normal time for graduation from their program has elapsed. This information is available from the Carrington College enrollment services or the Carrington College website found at *Carrington.edu.*

Plagiarism Prevention

As part of our commitment to academic integrity, Carrington College subscribes to an online plagiarism prevention system. Student work may be submitted to this system, which protects student privacy by assigning code numbers, not names, to all student work stored in its databases.

Social Media Policy

The social media sites represented on the Carrington College home page (Facebook, Instagram, YouTube, Twitter, etc.) are produced and maintained by Carrington College. Links to content or other internet sites should not be construed as an endorsement of the organizations, entities, views, or content contained therein. Carrington College is not responsible for the content of those external websites.

While Carrington College does not regularly review content posted to social media sites, it shall have the right to remove any content for any reason including, but not limited to, content that it deems threatening, profane, obscene, a violation of intellectual property rights, or privacy laws, off-topic, commercial or promotion of organizations or programs not related to or affiliated with the college or otherwise injurious or illegal. Users are fully responsible for the content they load on any of Carrington College's social media sites.

By submitting content to any of Carrington College's social media sites, users understand and acknowledge that this information is available to the public and that Carrington College may use this information for internal and external promotional purposes. Please note that other participants may use posted information beyond the control of Carrington College. Users who do not wish to have the information they have made available via these sites used, published, copied, and/or reprinted should not post on the social media sites.

REGULATIONS

Increasing Course Load to Reduce Program Length

Due to the accelerated nature of Carrington College programs, exceeding the recommended number of courses taken per term is not permitted. In rare instances and with documentation of hardship, the Campus Director may authorize a student to increase his or her course load by no more than two courses. The total reduction of program length can never exceed six weeks. Students should be aware that changes in program length may affect financial aid awards.

Academic Freedom Policy

Educational institutions exist to transmit knowledge, contribute to the development of students, and advance the general wellbeing of society. Free inquiry and free expression are indispensable to the attainment of these goals. The faculty at Carrington College recognizes the special responsibilities placed on them. To this end, they devote their energy to developing and improving their teaching and professional competence with a commitment to intellectual honesty. In the exchange of criticism and ideas, they show due respect for the opinions of others.

The faculty of Carrington College, above all, seeks to be effective teachers. Although they observe the stated regulations of the institution and design their lectures, labs, and other class presentation to conform to institutionally approved curricula, they are given flexibility in presenting the subject matter of their course in a manner that will challenge and maintain the interest of the students. In the spirit of academic freedom, they always maintain the right, without fear of retribution or reprisal, to question and seek changes to improve the quality of education.

Complaint and Grievance Procedures

In most cases, students should first attempt to resolve their concerns with the individual(s) most directly connected to the student's complaint. Academic complaints should first be addressed to the faculty. Academic problems remaining unresolved should start with the Program Director or Dean of Nursing. General non-academic student complaints should be addressed to the department administrator at which the complaint is directed. If the student is not satisfied with these efforts, the student may pursue a formal review by submitting a formal complaint.

1. A formal complaint or grievance must be submitted in writing and should include the following:
    I. The Complainant's name, student number if applicable, address, email address, and phone number.
    II. A complete description of the concern/issue, including date, location, and all individuals involved, including the person against whom the complaint is filed and/or witnesses.
    III. A description of what effects, if any, have been made to resolve the issue informally, including individuals contacted by the student in the resolution attempt.
2. The complaint should be filed with the Campus Director or their designee at the campus the student attends, Online students should file a complaint with the Director of Student Affairs, Online Division. If the person holding one of these positions is the subject of the student's complaint, the student can submit the complaint to *studentaffairs@carrington.edu.*
3. The Campus Director or designee will confirm completion of the investigation with a written report emailed to the student usually within 45 days of receipt of the complaint.
4. If the student is not satisfied with the disposition of the complaint, the student may appeal in writing to the VP of Operations within ten business days of receipt. The appeal must include a copy of the written disposition and an explanation of why the student is not satisfied with that outcome.
5. The VP of Operations will review the report and the student's appeal and conduct any further investigation necessary, including requesting additional information from the student, Campus Director, or designee.
6. The VP of Operations will provide the student a written appeal finding, which will be sent within a timely manner. This written decision is the final disposition of the complaint.

REGULATIONS

Students will not be subject to adverse action as a result of filing a complaint or initiating the grievance process. Students not satisfied with the final disposition of the grievance may contact *studentaffairs@carrington.edu* (who serves as an impartial Carrington College representative), the state licensing authority, the College's accreditor, the Accrediting Commission for Community and Junior Colleges, 428 J Street, Suite 400, Sacramento, CA 95814, 415 506 0234 or the state attorney general. A complete listing of contact information for state licensing authorities and the state attorney general offices is located at *https://carrington.edu/student-consumer-info/*.

For information on procedures for filing grievances with institutional and regulatory agencies, please refer to pages 16-20 of this catalog.

A student or any member of the public within California may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website *http://www.bppe.ca.gov*.

Iowa – Iowa Department of Education – Bureau of Iowa College Aid (Iowa College Aid)

Postsecondary School Student Complaints are accepted from any student attending an Iowa postsecondary school, regardless of the student's state of residency, and from an Iowa resident attending any postsecondary school in the United States. Iowa Department of Education – Bureau of Iowa College Aid (Iowa College Aid) student complaint website *https://educate.iowa.gov/higher-ed/student-complaints*.

New Mexico residents - State rule provides a requirement that students or other parties with complaints or grievances against an institution first seek to resolve their complaint or grievance directly with the institution in accordance with the institution's complaint or grievance policy. A student or other party not satisfied with an institution's resolution of a complaint may submit a complaint to the Department in writing on the form provided at *https://hed.nm.gov/students-parents/student-complaints*. A student must file a complaint with the department within three (3) years of his/her last date of enrollment.

Contact information.
New Mexico Higher Education Department Private Postsecondary Schools Division
2044 Galisteo St. Suite 4
Santa Fe, NM 87505
505 476 8400

New Mexico Massage Therapy

Complaints concerning the registered massage therapy school, instructor(s), or other student(s) should first be addressed through the College's Grievance Procedure. If the College does not resolve the complaint adequately, or in extreme circumstances, a complaint may be brought before the board in accordance with 16.7.14.8 NMAC.

Students who wish to contact the Massage Therapy Board of New Mexico can complete a complaint form online at: *https://www.rld.nm.gov/boards-and-commissions/individual-boards-and-commissions/massage-therapy/*.

Mail completed form to:
BOARDS AND COMMISSIONS DIVISION
New Mexico Regulation and Licensing Department
Toney Anaya Building
2550 Cerrillos Road
Santa Fe, NM 87505
Information 505 476 4500
Direct 505 476 4600
Fax 505 476 4665
https://www.rld.nm.gov/

REGULATIONS

The Washington Student Achievement Council (WSAC) has authority to investigate student complaints against specific schools. WSAC may not be able to investigate every student complaint. Visit *https://wsac.wa.gov/student-complaints* for information regarding the WSAC complaint process.

Licensure and Certification

Carrington College prepares students to take appropriate certification and licensure exams related to their individual majors. The College does not guarantee students will successfully pass these exams or be certified or licensed as a result of completing the program.

Note: For Washington residents-nothing in this policy prevents the student from contacting the Workforce Board (the state licensing agency) at 360 709 4600 at any time with a concern or complaint workforce@wtb.wa.gov.

ADMINISTRATION & FACULTY

The following pages list Carrington College's administration and faculty by campus

Albuquerque

Administration

Molly Ashcraft, RN
Dean of Nursing
DNP, Chamberlain University

Candice Bethoney, RN
Assistant Dean of Nursing
MSN, Eastern New Mexico University

Amber Bueno, CCMA
Medical Assisting Program Director
BS, Carrington College

Adrianne Joubert-Thompson
Campus Director
MBA, MEd, Strayer University

Faculty

Chanelle Aguilar, RN
MSN, Grand Canyon University

Raven Baca, RN
BSN, Western Governors University

Kimberly Ben, RDA
Certificate, Pima Medical Institute

Jennifer Blackford, RN
BSN, Grand Canyon University

Amanda Burns, RN
BSN, Grand Canyon University

Stephen Buscemi, RN
MSN, Grand Canyon University

Cosmo Candelaria, LMT
Certificate, Universal Therapeutic Massage Institute

Sarah Dempsey, RN
BSN, Chamberlain University

Penny L. Edwards
MD, Belize School of Medicine

Jennifer Ehrlich, RN
BSN, Western Governors University

Carla Franco, RN
MSN, University of St. Francis

Stacey Goetz, RN
MSN, Western Governors University

Sandra Gonzales
BSN, University of Phoenix

Heather Griesel, RN
MSN, Northeastern State University

Rebecca Hall, RN
BSN, Brookline College

Ronillo Javellana, RN
MSN, Mercy University

Thomas McClure, RN
BSN, University of Illinois Chicago

Rosalinda Pacheco
BSN, University of New Mexico

Kristen Reese, RN
MSN, Aspen University

Jessica Reinhardt, CPhT
Certificate, Thomas Nelson Community College

Marissa Ricci, RN
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SUPPLEMENTAL INFORMATION

Volume XI Supplemental Information

Since the release of the Carrington College 2024-2025 Academic Catalog, the following significant changes have been implemented and are incorporated into this publication. Entries in red indicate changes since the last volume.

Volume Number	Pages on Which Change(s) Appear	Change/Update
XI	n/a	Added the Letter from the President
XI	3 - 11	Updated the campus telephone numbers
XI	7	Removed Massage Therapy from the Certificate programs in Portland
XI	3, 5, 10	Added Medical Assisting to the Associate Degree programs list for Antelope Valley, Modesto, and Victor Valley
XI	4	Added Pharmacy Technology Certificate program to Fresno
XI	15	Updated the Arizona section under the Licenses, Approvals, and Required Disclosures
XI	17	Updated the Distance Education section
XI	21	Updated the College Leadership
XI	22	Updated the Governing Board
XI	25	Added Medical Assisting Associate of Science to the Programs of Study
XI	46	Updated the Dental Assisting program description
XI	50	Updated the Dental Assisting (Science Emphasis) program description
XI	80	Removed Portland from the list of campuses offering the Massage Therapy program. Removed the statement of Portland not currently enrolling new students
XI	93, 96, 106, 113	Updated MAP92, MOP92, and PHR92 modality
XI	96	Added Medical Assisting Associate of Science program
XI	129	Removed the legacy Albuquerque Practical Nursing program
XI	140	Updated the Respiratory Therapy program
XI		Updated the Veterinary Assisting program description
XI	171, 242, 243	Updated the Vocational Nursing Degree course numbers
XI	207	Updated MAP92 course description
XI	210	Updated MOP92course description
XI	224	Updated PHR92 course description
XI	237	Updated STS301 course description
XI	241	Updated the Holiday Calendar Dates
XI	247	Removed VN203.A course description
XI	248 - 252	Updated Start Dates and Term Dates
XI	248 - 252	Added Start Dates and Term Dates for Dental Assisting Certificate, Diagnostic Medical Sonography, Medical Assisting Degree, Pharmacy Technology Certificate, and Veterinary Assistant Certificate
XI	256	Updated the submission deadline requirement for proof of graduation in the Proof of High School Graduation and Additional Requirements for Applicants with Foreign Educational Credentials sections
XI	257	Added Medical Assisting Degree in the Admission Testing section
XI	258	Removed the Veterans section

SUPPLEMENTAL INFORMATION

XI	259	Removed the National Testing Programs section
XI	260	Updated the Transfer Credit Policy section
XI	263	Updated the Dress Code section
XI	264	Updated the Grading Scale Other Designators section
XI	267	Updated Maximum Coursework Allowed section
XI	268	Added Teach Out Policy section
XI	268	Added Independent Studies section
XI	269	Removed Portland Massage Therapy from the Term Lengths and Weeks in Program chart
XI	270	Added Medical Assisting Degree to the Term Lengths and Weeks in Program chart
XI	271	Updated Appeals for Returning Students
XI	272	Removed Not Scheduled Temporary Out language from the Leaves of Absence section
XI	273	Updated the Attendance section
XI	273	Added Domestic Access to College Technical Systems section
XI	274	Updated the Code of Conduct section
XI	274	Added Changes to Graduation Requirements section
XI	279	Updated the iPad® Opt-Out section
XI	276	Added iPad® Usage section
XI	279 - 285	Updated the footnote on the Tuition tables
XI	281, 282	Added Medical Assisting Degree to the California Tuition tables
XI	299	Updated the Externships and/or Clinical Courses section
XI	300	Updated the Career Services section
XI	300	Removed the Media Release section
XI	303	Updated the Commitment to Drug-Free Schools section
XI.I	4	Added Medical Assisting Degree to the Fresno Campus
XI.I	5	Removed Medical Office Administration from the Ontario Campus
XI.I	5	Added Registered Nursing, Registered Nursing – LVN to RN Bridge, and Veterinary Technology Associate degrees and Registered Nursing Certificate to the Ontario Campus
XI.I	7	Updated the Portland Campus information
XI.I	7	Added Registered Nursing and Registered Nursing – LVN to RN Bridge Associate degrees and Registered Nursing Certificate to the Rancho Mirage and Visalia Campuses
XI.I	14	Updated the accreditation status of the Associate Degree in Nursing at the Las Vegas Campus
XI.I	15	Updated the accreditation status of the Bachelor of Science in Nursing at the Sacramento Campus
XI.I	15	Added the AVMA accreditation information of the Veterinary Technology program at the Ontario Campus
XI.I	16	Added the California Board of Registered Nursing approval status of the Registered Nursing programs at the Ontario, Rancho Mirage, and Visalia Campuses
XI.I	29	Added the statement that the Mesa Campus is not currently enrolling new students for the Associate Degree in Nursing program
XI.I	42	Updated the Bachelor of Science Admission Requirements
XI.I	43	Updated the Bachelor of Science Progression Requirements

SUPPLEMENTAL INFORMATION

XI.I	47	Updated the Standard Occupational Classification numbers for the Dental Assisting program
XI.I	65	Updated the Standard Occupational Classification numbers for Electrical Technology program
XI.I	82	Removed the immunization requirement for students attending onsite in Oregon from the Admission Requirements for the Massage Therapy program
XI.I	98	Added Fresno Campus to the Medical Assisting Associate Degree program
XI.I	101	Updated the Standard Occupational Classification numbers for the Medical Billing and Coding program
XI.I	118	Moved the minimum age requirement from the Progression Requirement to the Admission Requirement for Phlebotomy Technician
XI.I	132 – 134	Added the Registered Nursing program information
XI.I	139 - 142	Added the Registered Nursing – LVN to RN program information
XI.I	149	Updated the Standard Occupational Classification numbers for the Respiratory Therapy program
XI.I	145, 148	Removed Polio immunization requirement from Respiratory Care and Respiratory Therapy Progression Requirements
XI.I	161	Added the Ontario Campus to the Veterinary Technology Program
XI.I	172	Updated the Vocational Nursing Associate Degree Admission Requirements
XI.I	172	Updated the Vocational Nursing Associate Degree selection criteria
XI.I	175, 176	Updated the courses and term dates for non degree courses
XI.I	177	Added Ontario, Rancho Mirage, and Visalia non degree courses and term dates
XI.I	190 - 193	Updated the Dental Hygiene Course Descriptions
XI.I	198	Corrected the course number for ENG122 Composition and Reading Part B
XI.I	237 - 240	Added the Registered Nursing program course descriptions
		Added the Registered Nursing – LVN to RN program course descriptions
XI.I	251 – 257	Updated the term and start dates
XI.I	256	Added the Registered Nursing and Registered Nursing – LVN to RN Bridge start and term dates
XI.I	262	Added the Registered Nursing programs and Registered Nursing – LVN to RN Bridge program to the Admission Testing section
XI.I	263	Updated the Entrance Exam Retention section
XI.I	275	Added the Registered Nursing programs and Registered Nursing – LVN to RN Bridge program to the Term Lengths and Weeks in Program chart
XI.I	281	Updated the iPad® Usage section
XI.I	281	Updated the Satisfactory Academic Progress section
XI.I	286, 287	Corrected the program level for the Electrical Technology program to the Tuition table and Potential Additional Costs table
XI.I	286	Corrected the Medical Assisting Degree tuition per academic year
XI.I	286	Added the Registered Nursing programs and Registered Nursing – LVN to RN Bridge program to the Tuition table
XI.I	287	Added the Registered Nursing programs and Registered Nursing – LVN to RN Bridge program to the Potential Additional Costs table
XI.I	313 - 325	Updated the Administration and Faculty
XI.II	3	Added Surgical Technology to the Associate Degree programs offered at the Bakersfield Campus

SUPPLEMENTAL INFORMATION

XI.II	4	Added Surgical Technology to the Associate Degree programs offered at the Fresno Campus
XI.II	6	Added the relocation information for the Phoenix Campus
XI.II	6	Added Veterinary Assisting to the Certification programs offered at the Phoenix Campus
XI.II	6	Updated the campus status to not currently enrolling new students
XI.II	6	Removed all Certificate programs offered at the Phoenix Education Center (Trades Education Center)
XI.II	7	Corrected the Portland Campus address
XI.II	7	Added Surgical Technology to the Associate Degree programs offered at the Rancho Cordova Campus
XI.II	8	Removed Electrical Technology Certificate program from the Sacramento Campus
XI.II	8	Moved the Certificate programs of Medical Administrative Assistant, Medical Billing and Coding, Associate Degree program of Health Studies, and Bachelor of Science Degree programs of Bachelor of Science in Dental Hygiene, Bachelor of Science in Healthcare, Bachelor of Science in Nursing, and Bachelor of Science in Respiratory Therapy to the Online Division campus profile
XI.II	10	Added Surgical Technology to the Associate Degree programs offered at the Temecula Campus
XI.II	11	Updated the hours of operation for the Tucson Campus
XI.II	12	Added the Certificate programs of Medical Administrative Assistant, Medical Billing and Coding, and Pharmacy Technology, Associate Degree program of Health Studies, and Bachelor of Science Degree programs of Bachelor of Science in Dental Hygiene, Bachelor of Science in Healthcare, Bachelor of Science in Nursing, and Bachelor of Science in Respiratory Therapy to the Online Division campus profile
XI.II	16	Moved the Respiratory Care Associate of Science degree programmatic accreditation information to the Respiratory Care program page
XI.II	16	Added Las Vegas, Phoenix, and Pleasant Hill to the Respiratory Therapy programmatic accreditation information
XI.II	16	Added Bakersfield, Fresno, Rancho Cordova, and Temecula campuses to the Surgical Technology programmatic accreditation information
XI.II	30	Updated the Associate Degree in Nursing Admission Requirements for applicants in Nevada
XI.II	32, 113, 135, 181	Updated the hepatitis B immunization requirements
XI.II	56	Updated the Dental Hygiene Admission Requirements
XI.II	62	Updated the Dental Hygiene Progression Requirements
XI.II	66	Removed the Associate of Science degree information from the Electrical Technology program page
XI.II	66	Removed the campus locations offering the Electrical Technology program to new students
XI.II	67, 68	Added the Electrical Technology program enrollment status for the Phoenix Campus and Sacramento Campus
XI.II	72	Removed the Associate of Science degree information from the Heating, Ventilation, Air Conditioning, and Refrigeration program page

SUPPLEMENTAL INFORMATION

XI.II	72	Removed the campus locations offering the Heating, Ventilation, Air Conditioning, and Refrigeration program to new students
XI.II	74	Added the Heating, Ventilation, Air Conditioning, and Refrigeration program enrollment status for the Phoenix Education Center
XI.II	80	Removed the Associate of Science degree information from the Maintenance Technician program page
XI.II	80	Removed the campus locations offering the Maintenance Technician program to new students
XI.II	81	Added the Maintenance Technician program enrollment status for the Phoenix Education Center
XI.II	97	Added the updated blended Medical Assisting program
XI.II	98	Added the updated online Medical Assisting program
XI.II	99	Added the blended Medical Assisting program enrollment status
XI.II	100	Added the online Medical Assisting program enrollment status
XI.II	106	Added the updated online Medical Billing and Coding program
XI.II	107	Added the online Medical Billing and Coding program enrollment status
XI.II	107	Added the footnote regarding field experience in a healthcare setting
XI.II	113	Updated the Nursing Bridge Admission Requirements
XI.II	120	Added the updated online Pharmacy Technology program
XI.II	121	Added the online Pharmacy Technology program enrollment status
XI.II	126	Updated the Physical Therapist Assistant Admission Requirements
XI.II	128	Updated the Physical Therapist Assistant Clinical Progression Requirements
XI.II	135, 136	Updated the Practical Nursing Admission Requirements
XI.II	151	Removed the campus locations offering the Respiratory Care program to new students
XI.II	153, 154	Added the Respiratory Care program enrollment status
XI.II	155	Updated the Respiratory Care Progression Requirements
XI.II	157, 159	Added Las Vegas, Phoenix, and Pleasant Hill Campuses to the Respiratory Therapy program
XI.II	158	Removed the Respiratory Therapy additional Admission Requirements
XI.II	159	Updated the approximate time to complete the Respiratory Therapy program
XI.II	160	Updated the Respiratory Therapy Progression Requirements
XI.II	162	Added Bakersfield, Fresno, Rancho Cordova, and Temecula Campuses to the Surgical Technology program
XI.II	163	Removed the Surgical Technology additional Admission Requirements
XI.II	164	Added the on campus Surgical Technology program
XI.II	165	Added the blended Surgical Technology program enrollment status
XI.II	166	Updated the Surgical Technology Clinical Progression Requirements
XI.II	168	Removed the campus location offering the Trades Studies Online Degree Completion program to new students
XI.II	169	Added the Trades Studies Online Degree Completion program enrollment status
XI.II	174, 176	Added Phoenix Campus to the Veterinary Assisting program
XI.II	174, 176	Removed Phoenix Education Center from the Veterinary Assisting program
XI.II	176	Added the Veterinary Assisting program enrollment status at the Phoenix Education Center
XI.II	193 - 195	Updated the term dates for non degree courses

SUPPLEMENTAL INFORMATION

XI.II	225 - 232	Added Medical Assisting course descriptions
XI.II	234 - 237	Added Medical Billing and Coding course descriptions
XI.II	250 - 253	Added Pharmacy Technology course descriptions
XI.II	267	Added ST100 course description
XI.II	288 - 295	Updated and added start dates and term dates
XI.II	300	Updated Satisfactory Academic Progress Determination Appeals
XI.II	302	Updated Term Lengths and Weeks in Program chart for Medical Assisting, Medical Billing and Coding, and Pharmacy Technology
XI.II	302	Added Phoenix to the Veterinary Assisting Term Lengths and Weeks in Program chart
XI.II	302	Added Las Vegas, Phoenix, and Pleasant Hill to the Veterinary Assisting Term Lengths and Weeks in Program chart and updated the total weeks
XI.II	303	Added Bakersfield, Fresno, Rancho Cordova, and Temecula to the Surgical Technology Term Lengths and Weeks in Program chart
XI.II	312	Added Respiratory Therapy to the Arizona Tuition Table
XI.II	312, 315, 316	Added the Dental Hygiene footnote to the Tuition Table
XI.II	314	Added Respiratory Therapy Pleasant Hill to the California Tuition Table
XI.II	316	Added Respiratory Therapy Pleasant Hill to the California Potential Additional Costs Tuition Table
XI.II	316	Added Surgical Technology (campus-based) to the Tuition Table
XI.II	317	Added Respiratory Therapy to the Nevada Tuition Table
XI.II	341 - 353	Updated the Administration and Faculty