

Master's Degree - Catalog Addendum

Yo San University of Traditional Chinese Medicine

June 2020

Amendment 1: Page 6

This catalog is effective September 1, 2019 and supersedes all previous catalog editions. It will remain in effect through December 31, 2020 or until a new edition of the MATCM catalog is published, whichever is earlier. This catalog is updated annually.

Amendment 2

This catalog is mailed or manually given to prospective students per request. It is given to the students again in person at the Orientation along with Enrollment Agreement at the time of enrolling.

Amendment 3 : Page 8

“Prospective students are encouraged to review this catalog prior to signing an Enrollment Agreement. Students are also encouraged to review the School Performance Fact Sheet, which must be provided prior to students signing an Enrollment Agreement.”

Change to

“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.”

Amendment 4 : Page 30

THE YO SAN UNIVERSITY'S PHYSICAL FACILITIES

The University is located in a contemporary three-story office building on West Washington Boulevard in the Culver City/Marina Del Rey area. The University space includes 4 classrooms, Library, Student Lounge, Faculty Lounge, second floor Administration Suite, secured storage rooms, Herbal Dispensary and YSU Blount Community Clinic. The classrooms come in different sizes and can fit between 16 and 50 seats. Each of the classrooms is equipped with a large monitor for connecting with instructor's laptop. The classroom equipments include treatment tables, skeleton, life-size acupuncture model, ear acupuncture model, scalp acupuncture model etc. The Blount Community Clinic has up to 10 treatment rooms. Each room has necessary equipments and furniture such as treatment table, heat lamp, and sharp container. The herbal dispensary has various raw herbs and formulas and a tablet machine. Students may purchase acupuncture needles and herb samples from the clinic.

Amendment 5 : page 29

Patrons may search the online library catalog or ask a staff person to locate library items.

Masters students may check out a maximum of five items at one time for a period of 14 days. Doctoral students may check out a maximum of 6 items at one time for a period of 30 days. Borrowed items may be renewed in person, by an email to library@yosan.edu, or by phone 888-451-6585 ext. 112. Library items must be renewed by the patron responsible. The fine for overdue items is \$0.25 per day. The fine for lost items is equivalent to the item's replacement value.

Amendment 6: page 6

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: Bureau for Private Postsecondary Education (BPPE)
1747 N. Market Blvd. Ste 225 Sacramento, CA 95834
P.O. Box 980818, West Sacramento CA 95798-0818
Website Address: www.bppe.ca.gov
Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897
(916) 574-8900 or by fax (916) 263-1897

Amendment 7: page 33

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Yo San University to another institution is at the complete discretion of the institution to which students may seek to transfer. Acceptance of the MATCM degree you earn at Yo San University is also at the complete discretion of the institution to which you seek to transfer. If the MATCM degree credits 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 the coursework at that institution. For this reason you should make certain that attendance at this institution will meet educational goals. This may include contacting an institution to which you may seek to transfer after attending Yo San University to determine if your MATCM degree will transfer. Yo San University does not enter into any articulation or transfer agreement with any other college or university.

Amendment 7.5a : Page 26

POLICIES REGARDING ACHIEVEMENT TESTS, ABILITY-TO-BENEFIT AND EXPERIENTIAL LEARNING

No achievement tests are required in the admissions process. Yo San University does not admit ability-to-benefit students nor award credit for prior experiential learning.

Amendment 7.5b : Page 32

No more than 20% of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward a Master's degree. An institution may accept transfer credits only from the institution of higher learning described in subsection.

Amendment 8: page 26

The prospective international student is responsible for all fees associated with the student visa application and SEVP registration process. The University DSO follows SEVP procedures with due diligence in verifying student status before issuing I-20 and vouch for the student status for the duration of active enrollment.

Amendment 9: Page 6

California Acupuncture Board (CAB) licensure is required for the practice of acupuncture and Oriental medicine in California. Yo San University is approved by the CAB. The education at Yo San University prepares students to sit for the Acupuncture Licensing Examination, but the student is responsible for meeting all the requirements for sitting for the Exam. State of California Acupuncture Board 1747 North Market Blvd, Suite 180 Sacramento, CA 95834 www.acupuncture.ca.gov

Amendment 9a : Page 8

LICENSING EXAMINATIONS AND REQUIREMENTS

Licensure and Certification Disclosure

Licensing and certifying agencies or employers may perform background checks to determine eligibility to become licensed or employed. Applicants who have a conviction should check the regulations of the states in which they want to become licensed to consider their eligibility.

Therefore, it is impossible for any institution to guarantee admission to, eligibility for, or passage of any licensing exam required by any state or national licensing or testing board.

The date of graduation may affect a student's eligibility date to sit for required exams.

Acupuncture Licensure

Qualified graduates of the MATCM program may apply to take the California Acupuncture Licensing Examination (CALE). Only graduates from schools approved by the California

Acupuncture Board are allowed to sit for this exam. As of January 2017, only graduates of colleges that have applied for ACAOM accreditation will be eligible to sit for the CALE.

During the internship year of their program, eligible students may apply to take the following exams of the National Commission for the Certification of Acupuncture and Oriental Medicine (NCCAOM): Acupuncture, Foundations of Oriental Medicine, Point Location Chinese Herbology and Biomedicine. The NCCAOM acupuncture exam is used by many states outside California, as a part of their licensing requirements. Specific information about all states' licensure requirements can be obtained by contacting the Office of the Registrar.

To the best of our knowledge, the MATCM curriculum at Yo San University meet or exceed the classroom requirements of all states where acupuncturists are licensed. For current approval information, or for exact licensing and testing requirements in any state, please contact the Office of the Registrar.

Amendment 10 : Page 49 and 50

MATCM PROGRAM 2020 TUITION & ADMINISTRATIVE FEE SCHEDULE

Effective January 1, 2020

Tuition

Didactic (Classroom) Units: 1 unit = 15 hours	\$ 19.33 per hour	\$290 per unit
Clinic Units: 1 clinic unit = 30 hours	\$ 14.93 per hour	\$448 per unit
Observation Units: 1 observation unit = 30 hours	\$ 14.93 per hour	\$448 per unit
Clinic Externship Unit: 1 externship unit = 60 hours	\$ 14.93 per hour	\$448 per unit
Herb Lab: 1 herb lab unit = 15 hours	\$ 4.66 per hour	\$ 70 per unit
Auditing a Course	\$ 100 per course	

Registration Fees Non-refundable

Continuing Students	\$ 60 per trimester
New Students	\$ 100
Late Fee – Registration	\$ 100

Application Fees Non-refundable

New Students	\$ 75
International Students	\$ 150

Exam Fees

Make-up Exam	\$ 100 per exam
First Comprehensive Exam	\$ 75
Pre-Clinical Exam	\$ 75 (Written \$50 + Practical \$25)

Graduation Exam	\$ 75
Challenge Exam	50% of course tuition
Administrative Fees	
Add-Drop Charge Fee	\$ 20 per submission
Clinic Professional Liability Fee	\$ 100 per trimester
Student Association Fee	\$ 15 per trimester
Graduation Fee*	\$ 250
Official Transcript Requests	\$ 10 per request
Transfer Credit	\$ 50 per course for up to five courses; \$ 250 for five or more courses
Document Request Fee (photocopy of records)	\$ 1 per page
Late Tuition Payment	\$ 50 for missing 1st payment due-date \$ 100 for missing 2nd payment due-date.
Returned Checks, Check Re-Issue, or Stop Payment	\$ 35
Student Tuition Recovery Fund	\$ 0 Non-refundable (Effective 1/1/2015. Rate is subject to change.)

*includes processing transcripts for the California Acupuncture Licensing Exam (CALE), the National Certification Commission of Acupuncture and Oriental Medicine (NCCAOM) exams, and issuing of diploma

All tuition and fees are subject to change annually.

Changes, if any, are announced each July before implementation on January 1 of the following year.

TUITION AND FEE CHARGES FOR FIRST TRIMESTER FULL-TIME STUDENTS ARE EXPECTED TO BE APPROXIMATELY: **\$5,120** FOR STUDENTS WHO ARE NOT TRANSFERING CREDITS FROM OTHER INSTITUTIONS, THE ESTIMATED TOTAL CHARGES FOR THE ENTIRE EDUCATIONAL PROGRAM ARE EXPECTED TO BE: **\$65,288** INCLUDING NORMAL FEES SUCH AS REGISTRATION, EXAMS AND GRADUATION, BUT EXCLUDING VARIABLE FEES SUCH AS ADD/DROP, AUDIT, AND ELECTIVE TUITIONS. THIS ESTIMATE IS BASED ON PROGRAM COMPLETION IN FOUR (4) YEARS AND INCLUDES A THREE PERCENT (3%) ANNUAL COST INCREASE. THIS ESTIMATE DOES NOT TAKE INTO ACCOUNT AN EXTENDED TIMELINE FOR DEGREE COMPLETION. IF YOU REQUIRE LONGER THAN FOUR YEARS TO COMPLETE DEGREE REQUIREMENTS, A NEW ENROLLMENT AGREEMENT MUST BE EXECUTED AND ADDITIONAL TUITION COSTS AND FEES MAY BE ASSESSED. STUDENTS TRANSFERING UNITS FROM ANOTHER INSTITUTION WILL EXECUTE AN ENROLLMENT AGREEMENT WITH ADJUSTED TOTAL COSTS BASED ON THOSE UNITS. UPON ENROLLMENT A FULL TIME STUDENT IS EXPECTED TO PAY EITHER THROUGH CASH PAYMENT (INSTALLMENT PAYMENT ARRANGEMENTS MAY BE MADE WITH THE OFFICE OF THE BURSAR), OR VIA AN APPROVED FINANCIAL AID APPLICATION (NOTE THAT THE TOTAL ESTIMATED PROGRAM COSTS FOR TRANSFER STUDENTS AND THE TOTAL FIRST TRIMESTER ESTIMATED COSTS WILL DEPEND RESPECTIVELY ON THE NUMBER OF CREDITS APPROVED FOR TRANSFER, AND THE NUMBER OF CREDITS TAKEN EACH TRIMESTER.)

Amenment 11 : Page 42

STUDENT TUITION RECOVERY FUND (STRF)

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

P.O. Box 980818, West Sacramento CA 95798-0818

Website Address: www.bppe.ca.gov

Telephone and Fax #'s: (888) 370-7589 or by fax (916) 263-1897

(916) 574-8900 or by fax (916) 263-1897

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.
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 award 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 have 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 noncollection 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.

Amendment 12 : Page 42

Tuition refund calculations are made daily, on a prorated basis. The amount owed equals the daily charge for the trimester (total institutional charge divided by the number of days in the trimester), multiplied by the number of days you attended, until 75% of the course has been completed. After the 75% point of course completion, no additional refunds are offered. This refund policy applies to students who voluntarily withdraw as well as those who are dismissed from the program for any reason. Tuition refunds resulting from dropped classes are calculated and refund checks are prepared the week following the last day to drop classes for the trimester. For students who have chosen installment payments, the Add/Drop fees are equally divided and added to remaining installment date(s). Each transaction of adding/dropping is charged an Add/Drop fee after the second week of the trimester.

Amendment 13 : Page 46

The University Administration will arrange for the student to have an interview with the Student Affairs Officer or another appropriate person within thirty (30) days to evaluate and attempt to resolve the grievance.

Amendment 14 : Page 31

Although the University does not provide on-campus housing, the City of Los Angeles and the neighboring communities of Culver City, Playa Vista, Mar Vista, West Los Angeles, Marina Del Rey and Venice have extensive rental apartments and housing in all price ranges (\$800 - \$2,400 per room). YSU is also within commuting distance from a number of other residential communities including Santa Monica, Westchester, and El Segundo.

Amendment 15: Page 28

Yo San University prepares its graduates to become Licensed Acupuncturists : United Stated Department of Labor's Standard Occupational Classification code 29-1199.01.