



Student

Policy & Procedure

Catalog

STUDENT POLICY & PROCEDURE CATALOG



SOUTHWEST INSTITUTE OF HEALING ARTS MAIN CAMPUS, ONLINE EDUCATION & CONTINUING EDUCATION:

1100 E APACHE BLVD. TEMPE, AZ 85281

480-994-9244

1/888/504-9106

INFO@SWIHA.EDU

www.SWIHA.edu

AUXILIARY CLASSROOM:

1112 E APACHE BLVD. TEMPE, AZ 85281



SOUTHWEST INSTITUTE OF NATURAL AESTHETICS

BRANCH CAMPUS:

1460 E. SOUTHERN AVE. TEMPE, AZ 85282

480-393-1415

www.NaturalBeautyAZ.com



SOUTHWEST INSTITUTE OF HEALING ARTS SPIRIT OF YOGA

AUXILIARY CLASSROOM:

1420 E SOUTHERN TEMPE, AZ 85282

480-567-0695

www.MySpiritOfYoga.com

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PROFESSIONAL MEMBERSHIPS AND LICENSING AGENCIES

- Accredited by the Accrediting Council for Continuing Education & Training
- Licensed by the Arizona State Board for Private Postsecondary Education
- Approved for the Training of Veterans by Arizona Department of Veteran Services
- Approved as a continuing education provider by the National Certification Board for Therapeutic Massage and Bodywork
- Member of the Arizona Private School Association
- Member of Associated Body Workers and Massage Professionals
- Member of the Better Business Bureau
- Certified by the American Board of Hypnotherapy
- American Reflexology and Certification Board
- Approved by Yoga Alliance
- Arizona State Board of Cosmetology
- Arizona Radiation Regulatory Agency
- American Association of Cosmetology Schools (AACS)
- Associated Skin Care Professionals
- United Aesthetics Association
- Certified by American Council of Hypnotists Examiners
- Member of International Medical Dental Hypnosis Association
- American Herbalist Guild
- National Association of Transpersonal Hypnotherapists



Southwest Institute of Healing Arts LLC Owners: KC and Brain Miller

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Dear Student,

Welcome to Southwest Institute of Healing Arts (SWIHA) and the Southwest Institute of Natural Aesthetics (SWINA). We are delighted you have selected our school to help you fulfill your dreams! SWIHA has more than doubled its student population over the past twenty plus years. We now offer online programs which allows us to touch more lives, heal more bodies, and free more souls. Our main campus continues to teach those interested in the massage and bodywork and other healing modalities. Our Science and Wellness auxiliary classroom houses many of our Science, Nutrition and Western Herbalism classes. Our Spirit of Yoga auxiliary classroom is aptly named for housing our yoga classes. Finally, SWINA is its very own branch, offering professional education in Aesthetics and Laser. We are blessed to find that up to 50% of our new students come on the recommendations of past students.

Please take the time to read this catalog and acquaint yourself with our policies and procedures. It contains important information which will support you on your journey; such as our: Code of Ethics, attendance and grade policies and other critical information.

In addition, we want you to know that the Founder/Owner, KC Miller, has an open door policy for you at all times. This is *your* school! We want your experience here to be as meaningful and joyful as possible.

Our entire staff and instructors welcome you! We are ready to make your SWIHA and SWINA experience the very best it can be as you, '*Do Your Dream.*'

Blessings,
Southwest Institute of Healing Arts and Southwest Institute of Natural Aesthetics

ABOUT OUR SCHOOL

STATEMENT OF EDUCATIONAL PHILOSOPHY

Southwest Institute of Healing Arts (SWIHA) and Southwest Institute of Natural Aesthetics is accredited by The Accrediting Council for Continuing Education and Training (ACCET) as a private college for Holistic Healthcare careers and continuing education. SWIHA is also licensed by the State of Arizona. SWIHA considers itself a community-healing center. It is dedicated to providing professional, affordable education for those interested in entering the healing arts profession, for professionals continuing their education, as well as individuals seeking personal and spiritual growth. We are dedicated to providing on-going entrepreneurial support for holistic healthcare practitioners in private practice and to those establishing or growing a business.

Our mottos are:

Learn to Touch Lives, Heal Bodies, and Free Souls

~ and ~

Let me be an instrument, not an ego, in the peace and healing of others.

All of the programs offered at SWIHA are designed to prepare students to begin in entry-level positions in their chosen Holistic Healthcare fields. Lifelong learning is modeled and encouraged through our various choices of continuing education classes. The core values on which the college was founded, and on which it continues to operate are:

Spirit-Directed: We believe in the body-mind-spirit connection and acknowledge a higher power, a divine plan and the spiritual nature of health and healing, life and death, the known and the unknown. We believe we are spiritual beings having a human experience. While we do not subscribe to or endorse any particular dogma or doctrine, we openly acknowledge the divine presence in our lives. We embrace prayer, mediation, divine inspiration, intuition and the great mystery of life.

Choice and Flexibility: There are a minimum number of core courses required, with the majority of the curriculum based upon the student's interest, aptitude and ability. We are committed to individuals discovering and developing their unique gifts and talents. The college is an open entry school, offering day, night, and weekend courses in a semi-modular, continuous system allowing students to build their courses and programs around their life commitments and timing. The college is committed to a worldwide focus, presence, and educational delivery system.

Diversity in Learning Styles and Delivery Systems: Students are encouraged to evaluate their learning styles, their gifts and graces, their personality profiles, as well as understand their dreams, their fears, phobias and their individual 'withholds', while developing their personal and professional skills.

Self-healing ~ Self-empowerment ~ Self-sufficiency: Personal and professional healing and growth are emphasized, with the goal being to prepare individuals to move toward gainful employment or entrepreneurship, achieving spiritual and financial stability.

Entrepreneurship: SWIHA is committed to advancing the holistic healthcare movement by providing on-going support to those individuals who are committed to owning and growing their own private practices or businesses.

Community-Centered: The College is actively involved in the community as a way of providing service and Showing gratitude.

Our mission is to inspire individuals to discover their gifts and graces, and support them as they share their talents with the world in a loving and profitable way.

INTRODUCTION

Southwest Institute of Healing Arts was originally established as Southwest Institute of Myotherapy (SWIM) in September 1992 for the express purpose of providing a variety of high caliber continuing education for massage therapists. Shortly thereafter, SWIM sought to offer a career-training program in massage therapy and was granted licensure by the Arizona State Board of Post-Secondary Education in May 1993. The focus of the program at that time was on classic Swedish massage and a deep therapeutic modality known as Myotherapy. Myotherapy was the flagship program. Inspired by a passion for highly intuitive, deep rehabilitative work, KC Miller soon initiated and designed an entire Massage Therapy Program. The name of the school was changed in May 1996 to Southwest Institute of Healing Arts (SWIHA) to more accurately reflect the wide variety of Holistic Health and Wellness careers offered at the college. To increase the high standards of the school, SWIHA was granted accreditation by the Accrediting Council for Continuing Education & Training (ACCET) in August 2003.

Life Coaching, Hypnotherapy, and Polarity

Life coaching, Hypnotherapy, and Polarity are staple SWIHA courses. Life Coaching Foundations is included as a general education course in our Associate Degree of Holistic Healthcare as well as a part of some of our diplomas. Life Coaching is an ongoing partnership that helps people produce fulfilling results in their personal, professional, and spiritual lives. Through the process of coaching, clients deepen their learning, improve their performance, and enhance their quality of life. Students come to change their own lives or learn to assist others in their transformation.

SWIHA is one of the only educational institutions to offer a residential **Hypnotherapy** training program. The science of hypnotherapy is the actualization of the mind-body connection, a foundational concept at SWIHA. The hypnotherapy program is designed to prepare the student for a private practice in hypnotherapy; however many students complete this program as a core specialty track in one of our larger programs. Other students complete the hypnotherapy program to enhance personal growth, to improve their self-understanding and communication skills. Graduates are eligible to join the American Board of Hypnotherapy.

Polarity Therapy

Polarity Therapy has been an integral part of the SWIHA curriculum since 1993. Polarity is a natural healing system combining the wisdom of the ancients with discoveries of quantum physics and weaves them into tools for ultimate health. Polarity asserts that the key to vitality and consciousness lays in our vibrational-state, the fundamental frequency of our energy. Polarity is designed as a four-fold system, which includes hands-on bodywork, exercise/stretching postures, and an energetic approach to nutrition/cleansing and communication skills. After completion of the Associate Polarity Practitioner (APP) or Registered Polarity Practitioner (RPP), an application may be made to the American Polarity Therapy Association for national certification.

Yoga

Blending the highest intentions of Eastern and Western philosophy and practice, our life-changing and career-elevating programs guide students through a deep exportation of the roots, practice and development of yoga as a path to self-realization. Our programs, including the 200 & 600-hour Yoga Teacher Training and the 800-hour Yoga Teacher Training / Yoga Therapist programs allow successful graduates to become registered as Yoga teachers through the internationally-recognized Yoga Alliance® Organization. Spirit of Yoga is SWIHA's yoga teacher training center. Additionally, we offer a state of the art yoga studio open to the public and hold workshops, events, seminars, and gatherings which celebrate the personal-spiritual connection inherent within the practice of yoga.

Associate of Occupational Studies Degree Program

In the tradition of growth and development, SWIHA added its first Associate of Occupational Studies (AOS) degree program in 1997, which was Holistic Health Care. In keeping with the trends in holistic healthcare, an additional AOS program was added in 2000 known as Mind- Body Transformational Psychology. Now, in aligning with the times, SWIHA offers one degree program, Associate Degree of Holistic Healthcare, with several concentrations to choose from. The concentrations offer select specialized tracks in Polarity, Yoga Teacher Training, Hypnotherapy, Life Coaching, and various modalities of bodywork. Our programs offer great versatility in scheduling and diversity of courses, which makes it possible for students to specialize in the areas of greatest interest.

The Associate of Occupational Studies (AOS) degree is founded on the principles put forth by the American Holistic Health Association (AHHA). The goal is to promote holistic health as an approach to creating wellness, which encourages individuals to:

- Balance and integrate the physical, mental, emotional and spiritual aspects of health
- Establish respectful, cooperative relationships with others and the environment
- Make wellness-oriented lifestyle choices
- Actively participate in health decisions and healing process

The degree is designed to give students a broad foundation of classes integrating the physical, mental, emotional and spiritual aspects of health. The Mind-Body Transformational Psychology Concentration is focused on the mental and spiritual aspects of healing. It emphasizes the connection of mind, body, and spirit and views all possible aspects of health and happiness. The Mind-Body Transformational Psychology Concentration teaches that health and happiness are ongoing processes. The majority of the students in this Concentration choose Polarity, Hypnotherapy, Life Coaching, or Spiritual Studies as their emphasis.

The Professional Massage Practitioner, Advanced Bodywork, and Western Herbalism Concentrations are an approach to life. Rather than focusing on illness or specific parts of the body, these concentrations consider the whole person and how he/she interacts with his/her environment. The goal is to achieve maximum well-being. With either Concentration, students choose two or more areas of specialization that will ultimately help clients make wellness-oriented choices. Students choose their destiny - it is not prescribed.

** The AOS degree is specifically designed with entrepreneurial emphases. Approximately 75% of the students enrolled in the AOS degree dream of owning their own businesses. Although employment cannot be guaranteed, every effort is made to support your goals and dreams. The SUCCESS CENTER is committed to placement assistance and entrepreneurial support.

Online Classes

Southwest Institute of Healing Arts offers select online courses, in addition to the 600-hour Mind-Body Wellness Practitioner diploma and our Associate Degree of Holistic Healthcare with a concentration in Mind Body Wellness Transformation Psychology. We believe in leveraging the expanding capabilities of online education to broaden our ability to touch lives, heal bodies, and free souls. Please check the course calendar and our website (<http://www.swiha.edu/registration>) for further information on availability.

Branch Campus

The Southwest Institute of Natural Aesthetics (SWINA), a division of the Southwest Institute of Healing Arts (SWIHA) was founded in July 2005 and the first class began October of 2005. SWINA offers an integrative, holistic and natural approach to wellness and beauty.

At SWINA our students can become highly trained Aestheticians, with the option to become dually licensed as a Massage Therapist or Laser Technician. We provide an educational approach to wellness and teach our students to bring out inner-beauty naturally, in both themselves and in their clients. We offer training in a wide range of aesthetic careers, ranging from make-up application to laser treatments and facials. With just one certification, you can follow several different career paths. SWINA's mission is to help individuals discover their gifts and graces, and support them as they share their talents with the world in a loving and profitable way. We graduate aestheticians, in tune with current market trends, technologies and the energy of individual clients.

SWIHA TEMPE MAIN CAMPUS FACILITIES, LOCATION, AND HOURS

Front Desk Hours		Clinic Hours		Student Services Hours		Class Hours	
Monday	8:00 am - 7:00* pm	Monday	12:00 pm - 8:00 pm	Monday	8:00 am - 6:30 pm	Monday	8:30 am - 10:00 pm
Tuesday	8:00 am - 7:00* pm	Tuesday	9:30 am - 8:00 pm	Tuesday	8:00 am - 6:30 pm	Tuesday	8:30 am - 10:00 pm
Wednesday	8:00 am - 7:00* pm	Wednesday	9:30 am - 8:00 pm	Wednesday	8:00 am - 6:30 pm	Wednesday	8:30 am - 10:00 pm
Thursday	8:00 am - 7:00* pm	Thursday	9:30 am - 8:00 pm	Thursday	8:00 am - 6:30 pm	Thursday	8:30 am - 10:00 pm
Friday	8:00 am - 7:00* pm	Friday	9:30 am - 8:00 pm	Friday	8:00 am - 6:30 pm	Friday	8:30 am - 10:00 pm
Saturday	8:00 am - 12:00 pm	Saturday	8:00 am - 6:00 pm	Saturday	8:00 am - 12:00 pm	Saturday	8:00 am - 6:00 pm
Sunday	8:00 am - 12:00 pm	Sunday	10:00am - 6:00pm	Sunday	CLOSED	Sunday	8:00 am - 6:00 pm

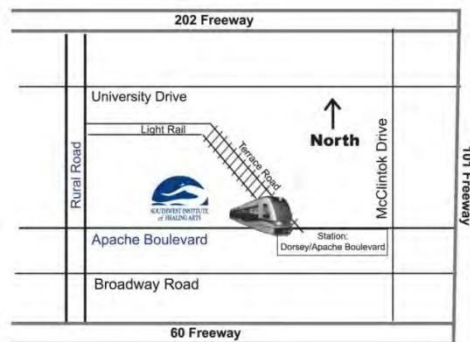
Light Rail Accessible Dorsey/Apache Blvd Station

On Site Facilities:

- Administration Reception Area Student Services
- Student Records and Registrar
- Classrooms
- Healing Pages Campus Bookstore
- Student Therapy Rooms
- Student Healing Arts Clinic

The SWIHA campus is nestled the heart of Tempe next to Arizona State University. It is within walking distance of restaurants, shops, coffeehouses, and the city transit system, including the Phoenix Metro Light Rail System, operational December 2008. The classrooms and administrative offices are housed in stand-alone facilities with approximately 25,000 square feet decorated with native flora and gathering areas. The library is accessible to students during the normal hours of operation and features a wide variety of books, text editions, copies of all suggested reading material for our programs, current professional journals, and periodicals. The campus is well supplied for the classes with audio-visual equipment, massage tables and futons for bodywork classes and a wide variety of charts, visual aids, skeletons, video and over-head projection equipment for educational purposes. The Meditation Room is a place of quiet reflection where students are welcome to escape into their own thoughts, prayers, and meditation. The large Community Center Room is designed with a labyrinth as the floor welcoming students to journey on their own into the energetic center. There is an on-campus store, *Healing Pages*, which features a wide variety of books, lotions, and supplies needed for massage therapy and holistic practices, as well as, all required textbooks for our classes.

SWIHA Area Map



Southwest Institute of Healing Arts
1100 E. Apache Blvd Tempe, AZ 85281
(480) 994-9244

Auxiliary Classroom
1112 E. Apache Boulevard Tempe, AZ 85281
(480) 393-1415

SWINA TEMPE BRANCH CAMPUS FACILITIES, LOCATION, AND HOURS

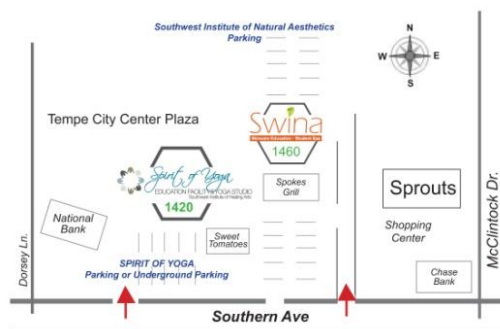
Front Desk Hours		Clinic Hours		Class Hours	
Monday	9:00 am - 9:00 pm	Monday	1:00 pm - 9:00 pm	Monday	8:30 am - 10:00 pm
Tuesday	9:00 am - 9:00 pm	Tuesday	8:30 am - 9:00 pm	Tuesday	8:30 am - 10:00 pm
Wednesday	8:30 am - 4:30 pm	Wednesday	8:30 am - 4:30 pm	Wednesday	8:30 am - 10:00 pm
Thursday	8:30 am - 9:00 pm	Thursday	8:30 am - 9:00 pm	Thursday	8:30 am - 10:00 pm
Friday	8:30 am - 4:30 pm	Friday	8:30 am - 4:30 pm	Friday	8:30 am - 10:00 pm
Saturday	8:00 am - 12:00 pm	Saturday	8:30 am - 4:30 pm	Saturday	8:30 am - 10:00 pm
Sunday	CLOSED	Sunday	CLOSED	Sunday	8:30 am - 10:00 pm

On Site Facilities:

- Administration
- Reception Area
- Student Services
- Student Records and Registrar
- Classrooms Campus
- Bookstore
- Student Therapy Rooms
- Aesthetics Clinic

SWINA is conveniently located in the heart of Tempe next to Arizona State University. It is within walking distance of restaurants, shops, coffee houses, city transit system, and is just minutes from the 101 and 202 and 60 freeways. The freestanding facility has approximately 10,000 square feet of floor space. SWINA houses three academic classrooms and a clinic floor where students work on the public once they have successfully passed the necessary competencies. There is a student lounge, library/media center provided for students, along with lockers for storage of personal items and Valuables.

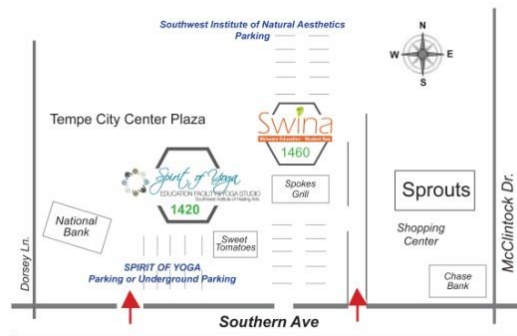
SWINA Area Map



Southwest Institute of Natural Aesthetics
1460 E. Southern Ave, Tempe, AZ 85282
(480) 393-1415

Front Desk Hours		Clinic Hours		Class Hours	
Monday	9:00 am - 9:00 pm	Monday	1:00 pm - 9:00 pm	Monday	8:30 am - 10:00 pm
Tuesday	9:00 am - 9:00 pm	Tuesday	8:30 am - 9:00 pm	Tuesday	8:30 am - 10:00 pm
Wednesday	8:30 am - 4:30 pm	Wednesday	8:30 am - 4:30 pm	Wednesday	8:30 am - 10:00 pm
Thursday	8:30 am - 9:00 pm	Thursday	8:30 am - 9:00 pm	Thursday	8:30 am - 10:00 pm
Friday	8:30 am - 4:30 pm	Friday	8:30 am - 4:30 pm	Friday	8:30 am - 10:00 pm
Saturday	8:00 am – 12:00 pm	Saturday	8:30 am - 4:30 pm	Saturday	8:30 am - 10:00 pm
Sunday	CLOSED	Sunday	CLOSED	Sunday	8:30 am - 10:00 pm

Reception Area
Classrooms
Bookstore
Yoga Studio



Code of Ethics

Southwest Institute of Healing Arts and Southwest Institute of Natural Aesthetics has adopted the Code of Ethics issued by the National Certification Board for Therapeutic Massage and Bodyworkers because we are committed to the highest standards of professionalism and integrity.

SWIHA/SWINA agrees that it and its students will :

1. Have a sincere commitment to providing the highest quality care to those who seek our professional service.
2. Perform only those services for which they are qualified and which are within the purview of current education, credentials, professional affiliations and other qualifications.
3. Strive for professional excellence through regular assessment of personal and professional strengths and weaknesses and by continued education and training.
4. Abide by all laws governing the practice of Myotherapy/massage, bodywork, and mind/body modalities and will act only within the legal scope of practice.
5. Acknowledge the limitations of and contraindications for massage and bodywork, and mind/body modalities and refer clients to appropriate medical and psychotherapeutic professionals when indicated.
6. Respect the client's right to privacy, and keep all information strictly confidential.
7. Establish clear boundaries in the professional relationship, and provide a safe atmosphere free from physical and emotional abuse of clients. SWIHA's staff, faculty and students refrain from any sexual conduct with clients.
8. Respect the inherent work of all persons, and refuse to unjustly discriminate against clients or other ethical health professionals.
9. Conduct business and professional activities with honesty and integrity, and project a professional image in all aspects of practice.
10. Respect the spiritual beliefs and paths of others.

PROGRAM AND TUITION GUIDE WITH AWARD EARNED

Program Name	Total Class Room Hours	Total Credit Hours	Registration Fee	Required Book \$	Recommended Book \$	Supply Fee	Material Fee	Tuition Estimate	Licensing/ Certification Fee	Award Earned
Associates of Occupational Studies Concentration in: Mind Body Transformational Psychology	1116-1156	60.00	\$75	\$813-848	\$73.82	\$31-450	\$20-50	\$17,880	\$70*	Associates of Occupational Studies Degree
Associates of Occupational Studies -Mind Body Transformational Psychology ONLINE	1008-1028	60.00	\$75	\$1169-1274	\$31-44	\$10-20	\$10.00	\$15340.-15630	\$70*	Associates of Occupational Studies Degree
Associates of Occupational Studies Concentration in: Professional Massage Practitioner	1131-1334	60.00	\$75	\$960-1095	\$82-418	\$30-500	\$20-50	\$17,025-20,085	\$217	Associates of Occupational Studies Degree
Associates of Occupational Studies Concentration in: Western Herbalism	1078	60.00	\$75	\$920	\$117	\$655-1181	\$20-50	\$16,230-17400	none	Associates of Occupational Studies Degree
Associates of Occupational Studies Concentration in: Western Herbalism and Holistic Nutrition	1062	60.00	\$75	\$972	\$117	\$1781-1055	\$20-50	\$15,990-16350	none	Associates of Occupational Studies Degree
Holistic Wellness Practitioner ONLINE	600	33.00-34.75	\$75	\$610-725	\$16.00	\$10-20	\$0.00	\$9,300-9355	none	Diploma
Master Massage Practitioner	1000	41.00-49.00	\$75	\$612-914	\$115-165	\$30-530	\$10-20	\$15000-15300	\$217	Diploma
Master Massage Practitioner w/ Natural Aesthetics	1046-1050	43.75-44.00	\$75	\$404-434	\$35-110	\$2520-2540	\$0.00	\$1500-15300	\$402	Diploma
Mind Body Wellness Practitioner	600	25.50-34.75	\$75	\$182-634	\$0-229	\$41-467	\$20-40	\$9000-9600	\$70*	Diploma
Professional Massage Practitioner	750	30.75-36.25	\$75	\$497-793	\$35-110	\$85-410	\$10-45	\$11,250-11,550	\$217	Diploma
Western Herbalism	700	37.25	\$75	\$528	\$65	\$796	\$20	\$10,560	none	Diploma
Yoga Teacher Training 600 Hour Level	600	22.50	\$75	\$401	360	\$20	\$47	\$9000-9600	\$350-600*	Diploma
Yoga Teacher Training/ Yoga Therapist	800	32.25	\$75	\$445	\$360	\$20-45	\$62	\$12,000-12,420	\$350-600*	Diploma
Aromatherapy	100	5.50	\$25	\$120	\$25	\$260-310	\$0	\$1,500	none	Certificate of Completion
Cranial Unwinding	200	8.50	\$25	\$35	\$55	\$0	\$0	\$3,000	none	Certificate of Completion
Holistic Nutrition	200	11.75	\$25	\$295	\$0	\$126	\$0	\$3,000	none	Certificate of Completion
Holistic Nutrition ONLINE	200	11.75	\$25	\$246	\$0	\$10	\$0	\$3,000	none	Certificate of Completion
Hypnotherapy	100	4.75	\$25	\$129	\$0	\$0	\$0	\$1,500	\$70*	Certificate of Completion
Hypnotherapy ONLINE	100	4.75	\$25	\$141	\$0	\$0	\$0	\$1,500	\$70*	Certificate of Completion
Clinical Hypnotherapy	300	14.00	\$25	\$234	\$37	\$0	\$0	\$4,560	\$175*	Certificate of Completion
Clinical Hypnotherapy Practitioner ONLINE	310	15.75	\$25	\$296	\$0	\$0	\$0	\$4765.	\$175*	Certificate of Completion
Life Coaching P\$	100	5.00	\$25	\$85	\$0	\$0	\$0	\$1,800	none	Certificate of Completion
Life Coaching ONLINE	100	5.00	\$25	\$89	\$0	\$0	\$0	\$1,800	none	Certificate of Completion
Medical Massage	100	3.75	\$25	\$61	\$261	\$0	\$10	\$1,500	None	Certificate of Completion

Myofacial	100	3.00	\$25	\$18	\$0	\$0	\$0	\$1,500	none	Certificate of Completion
Myotherapy	200	6.25	\$25	\$65	\$75	\$25	\$0	\$3,000	none	Certificate of Completion
Polarity-Associate Polarity Practitioner	200	9.00	\$25	\$44	\$0	\$40	\$0	\$3,000	\$240*	Certificate of Completion
Polarity - Registered Polarity Practitioner	700	31.25	\$25	\$250	\$30	\$55	\$25	\$10,500	\$400*	Certificate of Completion
Reflexology	200	7.50	\$25	\$129	\$36	\$65-100	\$0	\$3,000	none	Certificate of Completion
Reiki Traditional	100	2.75	\$25	\$60	\$0	\$0	\$0	\$1,500	none	Certificate of Completion
Reiki - Transformational	100	2.75	\$25	\$42	\$0	\$0	\$0	\$1,500	none	Certificate of Completion
Spa Treatments	200	7.25	\$25	\$143	\$75	\$325	\$0	\$3,090	none	Certificate of Completion
Special Touch	100	3.00	\$25	\$37	\$75	\$30	\$10	\$1,500	none	Certificate of Completion
Spiritual Studies	300	18.75	\$25	\$126	\$139	\$20	\$0	\$4,560	none	Certificate of Completion
Urban Farming & Conscious Living	100	5.00	\$25	\$77	\$0	\$15	\$0	\$1,500	none	Certificate of Completion
Urban Farming & Conscious Living ONLINE	100	5.00	\$25	\$115	\$0	\$0	\$0	\$1,500	none	Certificate of Completion
Yoga Nidra	100	4.50	\$25	\$74	\$0	\$0	\$0	\$1,800	none	Certificate of Completion
Unity Yoga Teacher Training	200	6.25	\$25	\$70	\$0	\$45	\$0	\$3,000	none	Certificate of Completion
SOUTHWEST INSTITUTE OF NATURAL AESTHETICS -				Uniform		Supply				
Natural Aesthetics Practitioner	600	24	\$75	\$100	**	\$2400	**	\$9000	\$217	Diploma
Natural Aesthetics Master Educator Diploma	600	24.75	\$75	\$100	**	\$195	**	\$9000	\$217	Diploma
Advanced Skincare Practitioner & Laser Technician Diploma	780	31	\$75	\$100	**	\$2850	**	\$13000	\$217	Certificate of Completion
Laser Technician Certificate	180	7	\$75	\$100	**	\$450	**	\$4000	\$30	Certificate of Completion

Book costs, supply fees, material fees and lab fees are subject to change.

**Included in Tuition

Certificates of Excellence are NOT designed to be stand-alone vocational training. Certificates of Excellence are also primary Specialties with in the Diploma and Degree Programs

ADDITIONAL COSTS

Massage, Asian Bodywork or Yoga students may need to be prepared to incur the following approximate additional costs:

Linens	\$45* (2 flat twin sheets/1 hand towel/1 bath towel)
Lotions/Oils	\$45*
Yoga Mats	\$35 - \$100 depending on grade of mat purchased
Massage – Arizona Licenses	\$279 - Now included in the cost of tuition for Massage programs or Concentrations
Liability Insurance	\$50 to \$149 yr. Note: Rates vary according to provider.
Table	\$450 (optional)
Bolsters, pillows, etc.	\$45*

Tutoring for missed classes** \$25 per hour paid at Student Services

*Please note: Students for massage or bodywork classes are required to furnish their own linens and lotions. Many students find that they already have linens and pillows that they can utilize for these purposes, without needing to incur much additional expense. Students may also wish to purchase a massage table. However, the school has an adequate number of tables for in-class use.

**Please note: Two tutoring hours are required for each missed 4 hours of hands-on training and one hour for each missed 4 hours of theory courses.

***Please Note: Online Students are responsible for purchasing their resources and textbooks. We believe in providing you this freedom so you can obtain them in the most economical and appropriate way for your unique circumstance. Some online classes may also require you to interact with other professionals in your area, which may incur additional fees

ASSOCIATE OF OCCUPATIONAL STUDIES DEGREE IN HOLISTIC HEALTH CARE

Go beyond the Hippocratic Oath of “First, Do No Harm” ~ Strive to “Do More Good”

At Southwest Institute of Healing Arts we use the term Holistic based on our commitment to the health and wellness of the whole person - **Mind/ Body/ Spirit**.

As part of this degree program, graduates develop expertise in **Massage, or Western Herbalism and Holistic Nutrition** Choose a concentration that best expresses your 'gifts'.

- Focus on **prevention** and **education** to improve the health of your clients and community.
- Treat the physical body with **nutrition, massage and body work**.
- Promote emotional and spiritual well-being through **psychology, hypnotherapy, life coaching, spiritual studies and yoga**.
- Activate the body's own **extraordinary resources** to repair and rebuild.
- Discern the truth about **healthy eating** in a world of contradictory information.
- Gain **entrepreneurial support** and **grow your own business!**

Federal Financial aid is available to those students who qualify.

The following pages demonstrate all the options you have to choose from. The faculty and staff here at Southwest Institute of Healing Arts invite you to **"Do Your Dream"**!

ASSOCIATE OF OCCUPATIONAL STUDIES IN HOLISTIC HEALTH CARE CONCENTRATION IN: MIND- BODY TRANSFORMATIONAL PSYCHOLOGY (AOS/C-PSYCH)

Credit Hours: 60

Classroom Hours: 1008 -1028

This program is unique, in that it is a journey into personal transformation. The curriculum is a balance of body, mind and spiritual classes designed to address both the personal aspects of the transformational processes and the clinical/professional applications for the therapist. Students may choose from a number of specialty areas that include Hypnotherapy, Polarity, Yoga and more.

Students who graduate from the Mind-Body Transformational Psychology Program will enter the field as independent therapists or in tandem with licensed mental health care workers, hospices, hospitals, and elder care facilities. Their entry-level training will include: self-empowerment, death and dying, developmental stages, growth and trauma, chemical dependency, various religious belief systems, alternative lifestyles, professional boundaries, and ethical communication.

Many of our graduates become licensed massage therapists also with an elevated awareness of the mind body connection or become independent consultants in their area of expertise. These practitioners earn from \$35.00 to \$75.00 a session. Other graduates go into the mental health care field. Entry-level positions such as intake or support counselors can range from \$15 to \$20 per hour.

As with all of the degree programs and many of the diploma programs at SWIHA, you choose a specialty that best expresses your 'gifts'.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 200	Basic Finance	16	1.00	
BC 105	Business Writing	15	1.00	
BC 550 P\$	Life Coaching - Foundation	20	1.25	
CC 302	Mastery Skills for Health Care Practitioners	30	2.00	
HN 101	Nutrition – Introduction to Holist Nutrition	30	2.00	
BC 401	Public Speaking	15	1.00	
CC 250	Psychology Theories - Honoring the Masters	30	2.00	
BC 250	Statistical Research Project	16	1.00	
BC 402	Seminar & Presentation	15	1.00	
NC 120	Stress Management	15	1.00	
HH 500	Sustainability & Conscious Living	15	1.00	
BC 410	Writing for Publication	15	1.00	
AOS GENERAL EDUCATION REQUIREMENTS SUBTOTAL		232	15.25	
SM 150	Ayurveda - Introduction	30	2.00	
EC101	Energy Anatomy - Introduction	36	2.50	
EC 400	Chakras - Introduction	16	1.00	
OS 500	Traditional Chinese Medicine - Introduction	16	1.00	
HY 101	Hypnotherapy - Foundations Level I	20	1.25	
CC 120	Intuitive Studies - Intro	30	2.00	
PC 100	Polarity - Basic I	20	1.00	
AOS & MIND BODY CORE COURSES SUBTOTAL		168	10.75	
CC 115	Alternative Lifestyles & Diversity	30	2.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
CC 140	Developmental Psychology - Awakening the Heroes Within	30	2.00	
CC 130	Psychology of Addiction - Understanding the Shadow	30	2.00	
BC115	Social Media - Introduction	15	1.00	
TRANSFORMATIONAL PSYCHOLOGY CORE COURSES SUBTOTAL		153	8.25	
CHOOSE 25.75 CREDITS OF SPECIALTIES AND/OR ELECTIVES *Please see advisor for list of available elective choices that will compliment your chosen specialty. Below are optional specialties.				
AR	Aromatherapy	100	5.50	
HY-C	Clinical Hypnotherapy	212	10.25	
CRA	Cranial Unwinding	200	8.50	
HN	Holistic Nutrition Specialist	170	9.75	

HY	Hypnotherapy	80	3.50	
LC	Life Coaching	80	3.75	
MBWP	Mind-Body Wellness Practitioner	457	23.75	
POL-APP	Polarity - Associate Polarity Practitioner	180	8.00	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
SP	Spiritual Studies	300	18.75	
YO	Yoga Teacher Training	200	6.25	
	SPECIALTIES & ELECTIVES SUBTOTAL	563-603	25.75	
	TOTAL	1008-1028	60.00	

Must have a total of 60 credits to graduate. Note: A completed class that is required for a core and/or one or more specialties will fulfill the class requirement in all areas. The course credits/hours will only be applied once. Substituting an equal amount of elective class credits/hours to account for the discrepancy satisfies the credit/hour requirement. Students must have a total of 60 credits of completed classes to graduate.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Associate of Occupational Studies in Holistic Health Care

CIP CODE: 51.3306 Holistic Health <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3306>

O*NET NUMBER: 29-9099.00 Healthcare Practitioners & Technical Workers, All Others
<http://www.onetonline.org/link/summary/29-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$17,880	
Required Books:	\$813-848	
Recommended Books:	\$73-82	
Supply Fee:	\$30-450	
Material Fee:	\$20-50	
Licensing Fee:	NONE	

Full-Time: 24 Months	Maximum Time Frame: 36 Months
Part-Time: 36 Months	Maximum Time Frame: 54 Months

National Wages & Employment Trends	
Median wages (2014)	\$23.76 hourly, \$49,430 annual
Employment (2012)	52,000 employees
Projected growth (2012-2022)	Average (15% to 21%)
Projected job openings (2012-2022)	22,800
Top industries (2012)	HealthCareandSocialAssistance Educational Services

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Associate of Occupational Studies Degree in Holistic Health Care	68.42%	90.32%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$4.525
Private Educational Loans	0
Institution Financing Plans	0

ASSOCIATE OF OCCUPATIONAL STUDIES IN HOLISTIC HEALTH CARE MIND-BODY TRANSFORMATIONAL PSYCHOLOGY ONLINE (AOS-MBTP-OL)

Credit Hours: 60

Classroom Hours: 1008 -1028

In our Associate of Occupational Studies in Mind-Body Transformational Psychology degree, entrepreneurship is a major focus of the program; learn to start your own business. Graduates from this program may also work in rewarding careers at elder care and mental health facilities, hospitals, hospices and establishments that require training in individual empowerment, growth and trauma, developmental stages, chemical dependency, religious belief systems and/or ethical communication. Our online curriculum allows you to be very flexible with when you complete your coursework, and can fit into most any lifestyle. Full-time students may complete this program in as little as twenty-four months, earning 60 Credits

PROGRAM OBJECTIVE: Through an integrated approach, an Associate of Occupational Studies in Mind-Body Transformational Psychology assists in the peace and healing of others through the use of proven holistic methods, professional coaching practices and clarity of intention.

Code	Course	Total Clock Hours	Total Credit Hours	Pre Requisite
BC 105-OL	Business Writing ONLINE	15	1.00	
BC 111-OL	Public Speaking and Writing for Publication *	40	2.50	
BC 402-OL	Seminar & Presentation ONLINE	15	1.00	
BC 550-OL P\$	Life Coaching - Foundation ONLINE *	20	1.25	
CC 140-OL	Developmental Psychology - Awaken the Heroes Within ONLINE	30	2.00	
CC 250	Psychology Theories - Honoring the Masters ONLINE	30	2.00	
CC 305-OL	Ethical Consciousness *	24	1.50	
HH 500-OL	Sustainability & Conscious Living ONLINE	15	1.00	
HN 121-OL	Nutrition-Foundations of Transformational Healing & Holistic Nutrition ONLINE †	40	2.50	
NC 120-OL	Stress Management ONLINE	15	1.00	
AOS GENERAL EDUCATION REQUIREMENTS SUB TOTAL		244	15.75	
AR 100-OL	Aromatherapy - Introduction ONLINE	20	1.25	
CC 120-OL	Intuitive Studies - Introduction ONLINE	30	2.00	
EC 120-OL	Energy Anatomy ONLINE	68	4.00	
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE ‡	20	1.25	
SM 150	Ayurveda - Introduction ONLINE	30	2.00	
AOS & HWP CORE COURSES COURSES		168	10.50	
CC 115-OL	Alternative Lifestyles & Diversity ONLINE	30	2.00	
CC 130-OL	Psychology of Addiction - Understanding the Shadow ONLINE	30	2.00	
SP 151-OL	Comparative Religion/Unity & Tolerances ONLINE *	25	1.75	
SP 275-OL	Prayer Therapy ONLINE *	15	1.00	
SP 430-OL	Death, Dying, and Hospice ONLINE *	15	1.00	
TRANSFORMATIONAL PSYCHOLOGY & SPIRITUAL STUDIES CORE COURSES		115	7.75	

HOLISTIC WELLNESS PRACTITIONER DIPLOMA

AR 121-OL	Aroma-Auriculotherapy ONLINE	40	2.50	
AR 133-OL	Flower Essences ONLINE	16	1.00	
BC 111-OL	Public Speaking & Writing for Publication ONLINE	40	2.50	
BC 555-OL	Entrepreneurial Business Development ONLINE	40	2.50	
BC 550-OL P\$	Life Coaching - Foundation ONLINE	20	1.25	
BC 561-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation Core Part I ONLINE	40	2.00	BC 550-OL
BC 562-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation Core Part 2 ONLINE	40	1.75	BC 561-OL
CC 305-OL	Ethical Consciousness-ONLINE	24	1.50	
RF 150-OL	Toe Reading - Introduction ONLINE	16	0.50	
SC 210-OL	Homeopathic Remedies - Introduction ONLINE	24	1.50	
HOLISTIC WELLNESS PRACTITIONER CORE COURSES		300	17.00	

2. SPECIALIZING IN HOLISTIC NUTRITION & URBAN FARMING AND HYPNOTHERAPY				
HN 121-OL	Nutrition-Foundations of Transformational Healing & Holistic Nutrition ONLINE*	40	2.50	
HN 122-OL	Nutrition-Understanding Micronutrients, Macronutrients and Supplements for Optimum Health ONLINE	40	2.50	HN 121-OL
HN 151-OL	Nutrition-Conscious Eating, Behavior Modifications & Dietary Systems ONLINE	40	2.50	HN 121-OL, or HN 122-OL
HN 221-OL	Nutrition-Examining Whole & Raw Foods ONLINE	40	1.75	HN 121-OL, or HN 122-OL
HN 251-OL	Nutrition-Nutritional Assessment & Client Coaching ONLINE	40	2.50	HN 121-OL, HN 122-OL, HN 151- OL
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE *	20	1.25	
HY 201-OL	Hypnotherapy II ONLINE	40	2.50	HY 100-OL
HY 301 OL	Hypnotherapy - Level III Clinic ONLINE	40	1.00	HY 200-OL
	OPTION #1 SUBTOTAL	240	12.75	
	AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #1 SPECIALTY/ELECTIVE COMBINATION			
HY 315-OL	Hypnotherapy - Fears, Phobias & Addictions ONLINE	15	1.00	HY 200-OL
EL 725-OL	Neuro Linguistic Programming (NLP ONLINE	20	0.50	
	OPTION #1 AOS ELECTIVE SUBTOTAL	35	1.50	
2. SPECIALIZING IN HOLISTIC NUTRITION & URBAN FARMING AND CONSCIOUS LIVING				
HN 121-OL	Nutrition-Foundations of Transformational Healing & Holistic Nutrition ONLINE *	40	2.50	
HN 122-OL	Nutrition-Understanding Micronutrients, Macronutrients and Supplements for Optimum Health ONLINE	40	2.50	HN 121-OL
HN 151-OL	Nutrition-Conscious Eating, Behavior Modifications & Dietary Systems ONLINE	40	2.50	HN 121-OL, or HN 122-OL
HN 221-OL	Nutrition-Examining Whole & Raw Foods ONLINE	40	1.75	HN 121-OL, or HN 122-OL
HN 251-OL	Nutrition-Nutritional Assessment & Client Coaching ONLINE	40	2.50	HN 121-OL, HN 122-OL, HN 151- OL
HH 500-OL	Sustainability & Conscious Living ONLINE	15	1.00	
UF 100-OL	Urban Farming - Field to Fork ONLINE	40	2.25	
UF 120-OL	Urban Farming - Seed to Sale ONLINE	20	1.25	UF 100
UF 140-OL	Urban Farming - Externship ONLINE	25	0.50	HH 500-OL & UF 100-OL
	OPTION #2 SUBTOTAL	260	14.25	
	AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #2 SPECIALTY/ELECTIVE COMBINATION			
UF 240-OL	Urban Farming Educator - Sharing Sustainability ONLINE	20	1.00	HH 500-OL
	OPTION #2 AOS ELECTIVE SUBTOTAL	20	1.00	
3. CONCENTRATION IN SPIRITUAL STUDIES AND SPECIALIZING IN HYPNOTHERAPY				
SP 211-OL	Introduction to Comparative Religions and Prayer Practices ONLINE	40.00	2.50	
SP 212-OL	Sacred Ceremonies & Traditions ONLINE	40.00	2.50	
SP 213-OL	Spiritual Practices for Life Transitions ONLINE	40.00	2.50	
SP 214-OL	Mysticism & Unrevised Law ONLINE	40.00	2.50	
SP 215-OL	Ministerial Duties & Mentoring ONLINE	40.00	2.50	
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE *	20	1.25	
HY 201-OL	Hypnotherapy II ONLINE	40.00	2.50	HY 100-OL
HY 301 OL	Hypnotherapy - Level III Clinic ONLINE	40.00	1.00	HY 200-OL
	OPTION #3 SUBTOTAL	280.00	16.00	
	AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #3 SPECIALTY/ELECTIVE COMBINATION			
HY 315-OL	Hypnotherapy - Fears, Phobias & Addictions ONLINE	15	1.00	HY 200-OL
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE	25	1.00	HY 300 or HY 300-OL
	OPTION #3 AOS ELECTIVE SUBTOTAL	40	2.00	
4. CONCENTRATION IN CLINICAL HYPNOTHERAPY				
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE	20	1.25	
HY 201-OL	Hypnotherapy II ONLINE	40	2.50	HY 100-OL
HY 301-OL	Hypnotherapy III ONLINE	40	1.00	HY 200-OL
HY 315-OL	Hypnotherapy - Fears Phobias & Addictions ONLINE	15	1.00	HY 201-OL
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE	25	1.00	HY 301-OL
HY 350-OL	Hypnotherapy - Past Life Regression ONLINE	20	1.00	HY 301-OL

* Denotes courses that are satisfied in the Holistic Wellness & Entrepreneurial requirements

† Denotes courses that are satisfied in the Holistic Wellness Holistic Nutrition Certificate

‡ Denotes courses that are satisfied in the Holistic Wellness Hypnotherapy Certificate

Must have a total of 60 credits to graduate. Note: A completed class that is required for a core and/or one or more specialties will fulfill the class requirement in all areas. The course credits/hours will only be applied once. Substituting an equal amount of elective class credits/hours to account for the discrepancy satisfies the credit/hour requirement. Students must have a total of 60 credits of completed classes to graduate.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: SWIHA.edu

Credential Earned: Associate of Occupational Studies in Holistic Health Care

CIP CODE 51.3306 Holistic Health <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3306>

O*NET NUMBER 29-9099.00 Healthcare Practitioners & Technical Workers, All Others
<http://www.onetonline.org/link/summary/29-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$5,340-15630	
Required Books:	\$1169-1274	
Recommended Books:	\$73-82	
Supply Fee:	\$10-20	
Material Fee:	\$0	
Technology Fee:	\$300	
Licensing Fee:	NONE	

Full-Time: 24 Months	Maximum Time Frame: 36 Months
Part-Time: 36 Months	Maximum Time Frame: 54 Months

National Wages & Employment Trends	
Median wages (2014)	\$23.76 hourly, \$49,430 annual
Employment (2012)	52,000 employees
Projected growth (2012-2022)	Average (15% to 21%)
Projected job openings (2012-2022)	22,800
Top industries (2012)	HealthCare and Social Assistance Educational Services

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PROGRAM	Completion %	Placement %
Associate of Occupational Studies Degree in Holistic Health Care	100%	100%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	*
Private Educational Loans	0
Institution Financing Plans	0

*New program, stats are not yet available

*AOS-MBTP-OL was approved and the first enrollments began in 2013 the above information will be unavailable until 2015

ASSOCIATE OF OCCUPATIONAL STUDIES IN HOLISTIC HEALTH CARE MIND-BODY: PROFESSIONAL MASSAGE PRACTITIONER (AOS/C-MT750)

Credit Hours: 60

Classroom Hours: 1131-1334

The Holistic Health Care Program was created for many different applications. It can be a stand-alone curriculum for students desiring an entry- level position into Holistic Health and Wellness facilities or it can be an entree into one's own practice. Researchers in the New England Journal of medicine tell us that Americans spend more than \$10 billion a year on alternative therapies – considerably more than on traditional medicine. This growing field offers opportunities to learn a broad spectrum of therapies such as Nutrition, Massage, Herbalism, Polarity and Hypnotherapy.

Holistic Health Care workers are now entering into the field of elder care, hospice care, and private practice. Entry-level career opportunities will include an enhanced holistic health care practice as a massage therapist, support group facilitation for eating management groups, employment in health food stores as consumer educators, and patient educators in health clinic settings. Graduates can find employment opportunities in management and sales in retail/wholesale situations where there are positions ranging from \$12 to \$20 per hour, often plus a commission. Group facilitators are paid \$30 or more per hour, and as entrepreneurs they average \$45-\$60 per session, especially if also licensed as a massage therapist

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 200	Basic Finance	16	1.00	
BC 105	Business Writing	15	1.00	
BC 550 P\$	Life Coaching - An Introduction	20	1.25	
CC 302	Mastery Skills for Practitioners	30	2.00	
HN 101	Nutrition - Fundamentals of Holistic Nutrition & Wellness	30	2.00	
BC 401	Public Speaking	15	1.00	
CC 250	Psychology Theories - Honoring the Masters	30	2.00	
BC 250	Statistical Research Project	16	1.00	
BC 402	Seminar & Presentation	15	1.00	
NC 120	Stress Management	15	1.00	
HH 500	Sustainability & Conscious Living	15	1.00	
BC 410	Writing for Publication	15	1.00	
	AOS GENERAL EDUCATION REQUIREMENTS SUBTOTAL	232	15.25	
SM 150	Ayurveda - Introduction	30	2.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
SC 455	Exercise Wellness & Introduction to Yoga	30	2.00	
	AOS CORE COURSES SUBTOTAL	108	5.25	
MT 115	Anatomy	60	4.00	
BC 302	Business Practices for Massage Therapists	12	0.75	
CC 100	Communication Skills for Practitioners I	15	1.00	
CC 101	Communication Skills for Practitioners II	15	1.00	CC 100
MT 530	CPR Certification	4	0.25	
BC 301	Ethics for Massage Therapists	8	0.50	
MT 521	First Aid	8	0.25	
MT 151	Kinesiology - Anatomical Applications	36	2.25	MT 115
SC 415	Pathology - BW	40	2.50	
MT 500	Physiology	60	4.00	
BC 110	SOAP Notes	6	0.25	
	PROFESSIONAL MASSAGE CORE COURSES SUBTOTAL	264	16.75	
MT 200	Swedish Massage*	40	1.25	
EV 003	Massage Clinic Orientation **	-	-	
MT 750	Massage Clinic - Supervised MT 750	75	1.50	MT 200 or Licensed
PC 850	Cranial Unwinding I	20	1.00	
TE 220	Deep Tissue Sculpting	24	0.75	MT 200 or Licensed
MT 400	Myotherapy - 7 Step Release	40	1.25	MT 200 or Licensed
TE 560	Reflexology - Introduction **	8	0.25	
	PROFESSIONAL MASSAGE HANDS-ON COURSES SUBTOTAL	207	6.00	

CHOOSE 16.75 CREDITS OF SPECIALTIES AND/OR ELECTIVES *Please see advisor for list of available elective choices that will compliment your chosen specialty. Below are optional specialties.				
AR	Aromatherapy	100	5.50	
CRA	Cranial Unwinding	180	7.5	
HN	Holistic Nutrition Specialist	170	9.75	
HY	Hypnotherapy	100	4.75	
MEDM	Medical Massage	100	3.75	
MYF	Myofascial	100	3.00	
TM1	Myotherapy	200	6.25	
POL-APP	Polarity - Associate Polarity Practitioner	200	9.00	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
ST	Spa Treatments	200	7.50	
SPT	Special Touch	100	3.00	
YO	Yoga Teacher Training	200	6.25	
SPECIALTIES & ELECTIVES SUBTOTAL		309-449	16.75	
TOTAL		1131-1334	60.00	

Must have a total of 60 credits to graduate. Note: A completed class that is required for a core and/or one or more specialties will fulfill the class requirement in all areas. The course credits/hours will only be applied once. Substituting an equal amount of elective class credits/hours to account for the discrepancy satisfies the credit/hour requirement. Students must have a total of 60 credits of completed classes to graduate.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Associate of Occupational Studies in Holistic Health Care

CIP CODE 51.3306 Holistic Health <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3306>

O*NET NUMBER 29-9099.00 Healthcare Practitioners & Technical Workers, All Others
<http://www.onetonline.org/link/summary/29-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$17025-20085	
Required Books:	\$960-1095	
Recommended Books:	\$82-418	
Supply Fee:	\$30-500	
Material Fee:	\$20-50	
Licensing Fee:	\$217	

Full-Time: 24 Months	Maximum Time Frame: 36 Months
Part-Time: 36 Months	Maximum Time Frame: 54 Months

National Wages & Employment Trends	
Median wages (2014)	\$23.76 hourly, \$49,430 annual
Employment (2012)	52,000 employees
Projected growth (2012-2022)	Average (15% to 21%)
Projected job openings (2012-2022)	22,800
Top industries (2012)	HealthCareandSocialAssistance
	Educational Services

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Associate Degree	68.42%	90.32%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$6,928
Private Educational Loans	0
Institution Financing Plans	0

ASSOCIATE OF OCCUPATIONAL STUDIES IN HOLISTIC HEALTH CARE MIND-BODY: WESTERN HERBALISM (AOS/C-WH)

Credit Hours: 60

Classroom Hours: 1062

Act as an environmental steward in your community by educating clients to live a more sustainable lifestyle using renewable, non-toxic, affordable and accessible options. Empower clients to take responsibility for their own health, and provide health care options that avoid the overuse of costly medications and invasive procedures. This program prepares practitioners to provide natural alternatives as the first line of defense for acute and chronic disease, in addition to promoting general good health and well-being. Reconnect with the natural world and cultivate a passion

for the earth and all it naturally provides. Western Herbalism draws from herbal traditions based on generations of wisdom in the treatment and prevention of illness.

The AOS Degree in Holistic Healthcare with a Concentration in Western Herbalism program offered at SWIHA is a special career-oriented curriculum designed to give students the opportunity to experience every aspect of plant medicine, from seed to sale. Our program is directed by JoAnn Sanchez, was given the award of 'Teacher of the Year 2010' by the Arizona Private School Association. JoAnn has created one of the top Herbalism programs in the country and we are so blessed to be able to offer such a high-caliber education to you.

Both plant and human science courses solidify the foundation for herbal studies expertise. Students learn to speak publicly, write plant-based literature, coach clients, and develop business plans, lending themselves to future professional success as Herbalists. Our program is designed to enhance the student's connection with the earth and plants from a spiritual and energetic point of view, as well as from the phytochemical science- focused perspective. Healing with holistic plant medicines is far from a new practice; however, it is regaining popularity as more healthcare practitioners are recognizing the need for natural nurturing. This makes choosing an herbalist training program a viable, leading edge career choice. The experienced herbalists who teach the core classes enhance the exploration of botanical properties and preparations, while introducing students to an array of vocational choices after the program is complete. Completing this program and the receipt of a diploma provides graduates a contemporary formatted framework of all the appropriate training and experiences to set the stage to become a professional, successful, qualified business person and Herbalist.

Ample support is provided for each student to pursue his or her own unique dream in the field of herbalism. Field work in the desert allows the class to become familiar with local plant life and encourages sustainable wild crafting practices. There is also an externship which includes opportunities for community education, supervised clinical intake, retail experience and research thesis. A 30 hour introduction lays the foundation of herbal studies and sets the stage for future learning by presenting the working language of the herbalist and discussion of contemporary issues in the field. This class begins cultivation, medicine making and local plant identification study.

Other lesson overview topics include traditional Chinese herbals, Ayurveda, plants native to America, endangered plants, earth stewardship, plant chemistry, botanical plant families, herb gardening and studies of medicinal plants and the applications of these for all human body systems. A thorough series of herbal pharmacy and medicine-making lessons are included midway. Field study emphasizes desert botanicals identification and use and includes native uses, plant spirit medicine, flower study, and harvesting concepts.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 200	Basic Finance	16	1.00	
BC 105	Business Writing	15	1.00	
BC 550 P\$	Life Coaching - An Introduction	20	1.25	
CC 302	Mastery Skills for Practitioners	30	2.00	
HN 101	Nutrition - Fundamentals of Holistic Nutrition & Wellness	30	2.00	
BC 401	Public Speaking	15	1.00	
CC 250	Psychology Theories - Honoring the Masters	30	2.00	
BC 250	Statistical Research Project	16	1.00	
BC 402	Seminar & Presentation	15	1.00	
NC 120	Stress Management	15	1.00	
HH 500	Sustainability & Conscious Living	15	1.00	
BC 410	Writing for Publication	15	1.00	
	AOS GENERAL EDUCATION REQUIREMENTS SUBTOTAL	232	15.25	
SM 150	Ayurveda - Introduction	30	2.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
SC 455	Exercise Wellness & Intro to Yoga	30	2.00	
	AOS CORE COURSES SUBTOTAL	108	5.25	

SC 250	Botany	45	3.00	
SC 425	Pathology - WH	40	2.50	MT 500
MT 500	Physiology	60	4.00	
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	
WH 210	Western Herbalism - Sect A - Sowing	45	2.50	WH 100
WH 220	Western Herbalism - Sect B - Germination	45	2.50	WH 210
WH 230	Western Herbalism - Sect C - Growth	45	2.50	WH 220
WH 240	Western Herbalism - Sect D - Harvest	45	2.50	WH 230
WH 275	Western Herbalism - Herbal Flowers	16	1.00	
WH 280	Western Herbalism - Herbal Bio Arts Clinic Preparations	45	3.00	WH 230
WH 300	Western Herbalism - Externship - Flight	60	1.25	WH 240
WH 350	Western Herbalism - Master Project	40	1.00	WH 100
WESTERN HERBALISM CORE COURSES SUBTOTAL		516	27.75	
CHOOSE 11.75 CREDITS OF SPECIALTIES AND/OR ELECTIVE SPECIALTY COMBINATION				
*Please see advisor for list of other available elective choices that will compliment your chosen specialty.				
AR	Aromatherapy	100	5.50	
UFC	Urban Farming Conscious Living	100	5.50	
ELECTIVE COMBINATION THAT COMPLIMENTS ABOVE SPECIALTY CHOICES				
*Please see advisor for list of other available elective choices that will compliment your chosen specialty.				
WH 365	Western Herbalism - Manufacturing & Remedy Production	14	0.50	WH 100
WH 376	Western Herbalism - Formulary Practicum	15	0.75	WH 240
SPECIALTIES & ELECTIVES SUBTOTAL		229	11.75	
TOTAL		1062	60.00	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Associate of Occupational Studies in Holistic Health Care

CIP CODE: 51.3306 Holistic Health <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3306>

O*NET NUMBER: 29-9099.00 Healthcare Practitioners & Technical Workers, All Others
<http://www.onetonline.org/link/summary/29-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$16,230	
Required Books:	\$918	
Recommended Books:	\$117	
Supply Fee:	\$926-1181	
Material Fee:	\$20	
Licensing Fee:	NONE	

Full-Time: 24 Months	Maximum Time Frame: 36 Months
Part-Time: 36 Months	Maximum Time Frame: 54 Months

National Wages & Employment Trends	
Median wages (2014)	\$23.76 hourly, \$49,430 annual
Employment (2012)	52,000 employees
Projected growth (2012-2022)	Average (15% to 21%)
Projected job openings (2012-2022)	22,800
Top industries (2012)	HealthCareandSocialAssistance
	Educational Services

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2012 to December 31, 2012. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Associates Degree in Holist Health Care concentration in Western Herbalism	68.42%	90.32%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	*
Private Educational Loans	0
Institution Financing Plans	0

ASSOCIATE OF OCCUPATIONAL STUDIES IN HOLISTIC HEALTH CARE MIND-BODY: WESTERN HERBALISM and HOLISTIC NUTRITION (AOS/C-WH/HN)

Credit Hours: 60

Classroom Hours: 1062

In the Western Herbalism and Holistic Nutritionist program you will learn to use herbs for natural healing and how to coach people on improving their nutrition, food choices and eating habits for a healthy and energized life. With SWIHA's Associate Degree in Holistic Healthcare with Concentrations in Western Herbalism and Holistic Nutrition, you can educate others to live more sustainable lives by using non-toxic, affordable, renewable and accessible health choices, and avoid the overuse of expensive medications and invasive procedures. You will also learn to support others with a healthier, mindful "diet" called S.O.U.L. nutrition, which means choosing foods that are Seasonal, Organic, Unprocessed and Local.

In Western Herbalism students learn hands-on, guided intermediate application and practice in areas including herb cultivation, research writing, teaching herbalism in the community, retail merchandising, supervised clinic work and botanical pharmacy application. Science courses include Pathology, Homeopathy and Biosciences provide the focused connection between body and earth.

In Holistic Nutrition, students learn to shop, chop and prepare ahead. Then dive into valuing, cooking, tasting and coaching others on the benefits of truly healthy foods! You gain a comprehensive understanding of the foundations of whole food nutrition and how it contributes to the prevention of illness and the promotion of optimal health. Students come to understand the therapeutic properties of unrefined whole-food nutrients, develop healthy purchasing habits, utilize high-quality seasonal recipes, and learn specific holistic cooking and storage techniques

Western Herbalism

Enrich your connection with the earth and plants from a spiritual and energetic perspective, as well as from a phytochemical science education. Holistic healing with plant medicines is far from a new practice, yet it is regaining approval as more healthcare practitioners recognize its value. Choosing herbalist training is a wise decision; creating a career you love that all will benefit from.

Holistic Nutrition

The foods we choose to eat profoundly affect our lives and our total well-being. At SWIHA, Holistic Nutrition is mindful of the mind-body-spirit connection, recognizing that high nutritional value of the food taken into the body is essential for completing the circuit between all aspects of our being. Discover and share the facts about healthy whole foods as the foundation for a new, healthy, sustainable lifestyle.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 200	Basic Finance	16	1.00	
BC 105	Business Writing	15	1.00	
BC 550 P\$	Life Coaching - An Introduction	20	1.25	
CC 302	Mastery Skills for Practitioners	30	2.00	
HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness	30	2.00	
BC 401	Public Speaking	15	1.00	
CC 250	Psychology Theories - Honoring the Masters	30	2.00	
BC 250	Statistical Research Project	16	1.00	
BC 402	Seminar & Presentation	15	1.00	
NC 120	Stress Management	15	1.00	
HH 500	Sustainability & Conscious Living	15	1.00	
BC 410	Writing for Publication	15	1.00	
	AOS GENERAL EDUCATION REQUIREMENTS SUBTOTAL	232	15.25	
SM 150	Ayurveda - Introduction	30	2.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
SC 455	Exercise Wellness	30	2.00	
	AOS CORE COURSES SUBTOTAL	108	5.25	
SC 250	Botany	45	3.00	
SC 425	Pathology - WH	40	2.50	MT 500
MT 500	Physiology	60	4.00	
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	
WH 210	Western Herbalism - Sect A - Sowing	45	2.50	WH 100
WH 220	Western Herbalism - Sect B - Germination	45	2.50	WH 210

WH 230	Western Herbalism - Sect C - Growth	45	2.50	WH 220
WH 240	Western Herbalism - Sect D - Harvest	45	2.50	WH 230
WH 275	Western Herbalism - Herbal Flowers	16	1.00	
WH 280	Western Herbalism - Herbal Bio Arts Clinic Preparations	45	3.00	WH 230
WH 300	Western Herbalism - Externship - Flight	60	1.25	WH 240
WH 350	Western Herbalism - Master Project	40	1.00	WH 100
WESTERN HERBALISM CORE COURSES SUBTOTAL		516	27.75	
HN 120	Nutrition - Foundations of Holistic Health and Wellness	15	1.00	None
HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness			None
HN 150	Nutrition - Comparative Dietary Systems	30	2.00	HN101 or HN 120
HN 110	Nutrition - Principles of Conscious Eating & Behavior Modification for Weight Management	15	1.00	HN101 or HN 120
HN 123	Nutrition - Understanding Micronutrients, Macronutrients and Supplements for Optimum Health	45		
NC 200	Nutrition - Whole Food Cooking	20	0.50	None
HN 220	Nutrition - Raw Food Cuisine	15	0.25	HN101 or HN 120
HN 250	Nutrition - Nutritional Assessment & Coaching	30	2.00	Any 2: HN101, HN102, HN 150
HOLISTIC NUTRITION CORE COURSES SUBTOTAL		170	9.75	
CHOOSE 2 CREDITS OF ELECTIVES*Please see advisor for list of other available electives that will compliment your chosen specialty.				
WH 150	Western Herbalism - Herbal Specialties in Clinical Herbalism	10	0.50	
WH 365	Western Herbalism - Manufacturing & Remedy Production	14	0.50	WH 100
WH 265	Western Herbalism - The Herbal Goddess	18	1.00	
ELECTIVES SUBTOTAL		42	2.00	
TOTAL		1068	60.00	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Associate of Occupational Studies in Holistic Health Care

CIP CODE: 51.3306 Holistic Health <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3306>

O*NET NUMBER: 29-9099.00 Healthcare Practitioners & Technical Workers, All Others

<http://www.onetonline.org/link/summary/29-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$15,990-16350	
Required Books:	\$972	
Recommended Books:	\$117	
Supply Fee:	\$781-1055	
Material Fee:	\$20-50	
Licensing Fee:	NONE	

Full-Time: 24 Months	Maximum Time Frame: 36 Months
Part-Time: 36 Months	Maximum Time Frame: 54 Months

National Wages & Employment Trends	
Median wages (2014)	\$23.76 hourly, \$49,430 annual
Employment (2012)	52,000 employees
Projected growth (2012-2022)	Average (15% to 21%)
Projected job openings (2012-2022)	22,800
Top industries (2012)	HealthCareandSocialAssistance
	Educational Services

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM Associate of Occupational Studies Degree in Holist Health Car concentration in: Western Herbalism & Holistic Nutrition	Completion % 68.42%	Placement % 90.32%

FINANCING What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$5,349
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Holistic Wellness Practitioner – Online (HWP-OL)

Clock hours: 600

56 Weeks Full Time

If you have ever dreamed of owning your own holistic health and wellness business where you help others embrace their overall health, prosperity, potential and happiness. SWIHA's Holistic Wellness Practitioner Diploma Program is for you! Imagine coaching people using the more up-to-date Holistic Nutrition and Urban Farming methods, or imagine the blessings of using Hypnotherapy and Spiritual Studies techniques. Offering more modern choices, here you will experience an amazing personal transformation and sight your own perceptions of the world, preparing you to help others to do the same.

Code	Course	Clock Hour	Credit Hour	Pre-Requisite
AR 121-OL	Aroma-Auriculotherapy ONLINE	40	2.50	
AR 133-OL	Flower Essences ONLINE	16	1.00	
BC 555-OL	Entrepreneurial Business Development ONLINE	40	2.50	
BC 550-OL P\$	Life Coaching-An Introduction ONLINE	20	1.25	
BC 561-OL P\$	Life Coaching - Core Part I ONLINE	40	2.00	BC 550-OL
BC 562-OL P\$	Life Coaching - Core Part II ONLINE	40	1.75	BC 561-OL
CC 310-OL	Developing Ethical Consciousness-ONLINE	28	1.75	
RF 150-OL	Toe Reading - Introduction ONLINE	16	0.50	
BC 117-OL	Professional Communications ONLINE	40	2.50	
BC 557-OL	Webinar and Social Media Marketing ONLINE	20	1.25	
	HOLISTIC WELLNESS PRACTITIONER CORE COURSES	300	17.00	
OPTION 1. SPECIALIZING IN HOLISTIC NUTRITION & HYPNOTHERAPY				
HN 121-OL	Nutrition – Foundations of Transformational Healing & Holistic Nutrition ONLINE	40	2.50	
HN 122-OL	Nutrition-Understanding Micronutrients, Macronutrients and Supplements for Optimum Health ONLINE	40	2.50	HN 121-OL
HN 151-OL	Nutrition-Conscious Eating, Behavior Modifications & Dietary Systems ONLINE	20	1.25	HN 121-OL, or HN 122-OL
HN 155-OL	Nutrition – Comparative Dietary Systems ONLINE	20	1.25	HN 121-OL, or HN 122-OL
HN 221-OL	Nutrition-Examining Whole & Raw Foods ONLINE	40	1.75	HN 121-OL, or HN 122-OL
HN 251-OL	Nutrition-Nutritional Assessment & Client Coaching ONLINE	40	2.50	HN 121-OL, HN 122-OL, HN 151-OL
HY 101-OL	Hypnotherapy - Level I ONLINE	20	1.25	
HY 201-OL	Hypnotherapy - Level II ONLINE	40	2.50	HY 100-OL
HY 301 OL	Hypnotherapy - Level III Clinic ONLINE	40	1.00	HY 200-OL
	OPTION #1 SUBTOTAL	300	16.50	
OPTION2. SPECIALIZING IN HOLISTIC NUTRITION & URBAN FARMING AND CONSCIOUS LIVING				
HN 121-OL	Nutrition – Foundations of Transformational Healing & Holistic Nutrition ONLINE	40	2.50	
HN 122-OL	Nutrition-Understanding Micronutrients, Macronutrients and Supplements for Optimum Health ONLINE	40	2.50	HN 121-OL
HN 151-OL	Nutrition-Conscious Eating, Behavior Modifications & Dietary Systems ONLINE	20	1.25	HN 121-OL, or HN 122-OL
HN 155-OL	Nutrition – Comparative Dietary Systems ONLINE	20	1.25	HN 121-OL, or HN 122-OL
HN 221-OL	Nutrition-Examining Whole & Raw Foods ONLINE	40	1.75	HN 121-OL, or HN 122-OL
HN 251-OL	Nutrition-Nutritional Assessment & Client Coaching ONLINE	40	2.50	HN 121-OL, HN 122-OL, HN 151-OL
HH 500-OL	Sustainability & Conscious Living ONLINE	15	1.00	
UF 100-OL	Urban Farming - Field to Fork ONLINE	40	2.25	

UF 120-OL	Urban Farming - Seed to Sale ONLINE	20	1.25	UF 100-OL
UF 140-OL	Urban Farming - Externship ONLINE	25	0.50	HH 500-OL & UF100-OL
	OPTION #2 SUBTOTAL	300	16.75	
3. CONCENTRATION IN SPIRITUAL STUDIES AND SPECIALIZING IN HYPNOTHERAPY				
SP 211-OL	Introduction to Comparative Religions and Prayer Practices ONLINE	40.00	2.50	
SP 212-OL	Sacred Ceremonies & Traditions ONLINE	40.00	2.50	
SP 213-OL	Spiritual Practices for Life Transitions ONLINE	40.00	2.50	
SP 214-OL	Mysticism & Universal Law ONLINE	40.00	2.50	
SP 215-OL	Ministerial Duties & Mentoring ONLINE	40.00	2.50	
HY 101-OL	Hypnotherapy - Level I ONLINE	20.00	1.25	
HY 201-OL	Hypnotherapy – Level II ONLINE	40.00	2.50	HY 100-OL
HY 301 OL	Hypnotherapy - Level III Clinic ONLINE	40.00	1.00	HY 200-OL
	OPTION #3 SUBTOTAL	300.00	17.25	
	HOLISTIC WELLNESS PRACTITIONER TOTAL	600	33.00-34.25	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3699 Movement & Mind Body Therapies & Education , Other
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3699>

O*NET NUMBER 31-9099.00 Healthcare Support Workers, All Other <http://www.onetonline.org/link/summary/31-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$9,300	
Required Books:	\$576-734	
Recommended Books:	\$41	
Supply Fee:	\$40	
Material Fee:	\$10	
Licensing Fee:	NONE	

Full-Time: 9 Months	Maximum Time Frame: 13.5 Months
Part-Time: 18 Months	Maximum Time Frame: 36 Months

National Wages & Employment Trends	
Median wages (2012)	\$25.58 hourly, \$53,210 annual
Employment (2010)	33,000 employees
Projected growth (2010-2020)	Average (20% to 28%)
Projected job openings (2010-2020)	16,300
Top industries (2010)	HealthCare and Social Assistance
	Self-Employed

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.

PROGRAM	Completion %	Placement %
Holistic Wellness Practitioner	55.36%	77.78%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	*
Private Educational Loans	0
Institution Financing Plans	0

* There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

DIPLOMA PROGRAMS

Mind-Body Wellness Practitioner (MBWP)

Classroom Hours: 600

Credit Hours: 25.00 - 34.75

Wellness is a state of balance and harmony with ourselves and with all of Life. As you become more and more aware of the interconnectedness of body, mind and spirit within your own being, the next natural progression is to become more and more aware of the interconnectedness of all humans and all forms of life. The result – people are feeling a deep inner calling to help make a positive difference in the wellness of others. The Mind-Body Wellness Practitioner diploma program is one of the fastest growing programs here at Southwest Institute of Healing Arts.

"Mind-Body Wellness" means just what its title represents, and more! In this holistic modality program, you will learn how to assist others with embracing overall health, prosperity, potential and happiness on every level. Through an integrated approach, a Mind-Body Wellness Practitioner assists in the peace and healing of others using proven holistic methods, professional coaching practices and clarity of intention. As you go through your training, you will experience amazing personal transformation and shift your own perceptions of the world, preparing you to help others do the same.

Our MBWP-600 is designed to be fully customized to your unique interests and gifts. In addition to the required Mind-Body Wellness core and the Entrepreneur core, choose from five exciting options of additional training in specialty areas that interest you most. This vocational program is recognized by our national accrediting agency and the U.S. Department of Education.

Code	Course	Clock Hours	Credit Hours	Pre- Requisite
HY 101	Hypnotherapy - Foundations Level I	20	1.25	
BC 550 P\$	Life Coaching - Foundation	20	1.25	
HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness	30	2.00	
BC 401	Public Speaking	15	1.00	
BC 410	Writing for Publication	15	1.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
	MIND-BODY WELLNESS CORE COURSES SUBTOTAL	148	7.75	

CHOOSE ONE OPTION FROM THE FOLLOWING FIVE CHOICES:

OPTION #1: HOLISTIC NUTRITION, LIFE COACHING, HYPNOTHERAPY

HN	Holistic Nutrition Specialist	170	9.75	
LC	Life Coaching	80	3.75	
HY	Hypnotherapy	80	3.50	
	OPTION #1 SUBTOTAL	330	17.00	
CERTIFICATE CHOICES WITHIN THE CORE SPECIALTY TO EQUAL 100 HOURS				
AR	Aromatherapy ****OR****	100	5.50	
RE	Reiki	100	2.75	
	OPTION #1 SPECIALTY SUBTOTAL	100	2.75-5.50	
CHOOSE 22 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.				
AR 111	Aromatherapy - Ginger Compress	5	0.25	
AR 112	Aromatherapy - Wellness for Women	5	0.25	
OS 740	Chi Gung - Meridian Exercises	12	0.25	
	OPTION # 1 ELECTIVE SUBTOTAL	22	0.08	
	MBWP w/OPTION #1 TOTAL	600	28.25-31.00	

OPTION #2: SPIRITUAL STUDIES

SP	Spiritual Studies	300	18.75	
	OPTION #2 SUBTOTAL	300	18.75	
CERTIFICATE CHOICES WITHIN THE CORE SPECIALTY TO EQUAL 80-100 HOURS				
AR	Aromatherapy	100	5.50	
LC	Life Coaching	80	3.75	
HY	Hypnotherapy	80	3.50	
RE	Reiki	100	2.75	
	OPTION #2 SUBTOTAL	80-100	2.75-5.50	

CHOOSE 52-72 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.				
AR 106	Aromatherapy for the Spirit	20	1.25	
EC 700	Reiki I - Traditional	16	0.50	
EC 400	Chakras - Intro	16	1.00	
	52 HOURS ELECTIVE SUBTOTAL	52	2.75	
HY 450	Spirit Releasement	12	0.75	
AR 120	Aromatherapy - Therapeutic Touch	8	0.25	
	72 HOURS ELECTIVE SUBTOTAL	72	3.75	
	ELECTIVE SUBTOTAL	52-72	2.00-3.25	
	MBWP w/OPTION #2 TOTAL	600	33.00-34.75	

OPTION #3: YOGA TEACHER TRAINING

YO	Unity Yoga Teacher Training	200	6.25	
	OPTION #3 SUBTOTAL	200	6.25	

CERTIFICATE CHOICES WITHIN THE CORE SPECIALTY TO EQUAL 160 - 200 HOURS

YO-N	Yoga Nidra	100	4.50	
AR	Aromatherapy	100	5.50	
CRA	Cranial Unwinding	200	8.50	
HN	Holistic Nutrition Specialist	170	9.75	
HY	Hypnotherapy	80	3.50	
LC	Life Coaching	80	3.75	
POL-APP	Polarity - Associate Polarity Practitioner	200	9.00	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
	OPTION #3 SPECIALTY SUBTOTAL	170-200	7.25-10.50	

CHOOSE 52-92 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.

OS 740	Chi Gung - Meridian Exercises	12	0.25	
YO 508	Yoga - Restorative Yoga	20	0.75	
YO 522	Yin Yoga - Teaching a Practice of Surrender	20	0.00	
YO 506	Yoga - Transformational Yoga Coaching	40	1.75	
	ELECTIVE SUBTOTAL	52-92	2.00-3.75	
	MBWP w/OPTION #3 TOTAL	600	24.00-25.50	

OPTION #4: POLARITY

POL-APP	Polarity - Associate Polarity Practitioner	200	9.00	
	OPTION #4 SUBTOTAL	200	9.00	

CERTIFICATE CHOICES WITHIN THE CORE SPECIALTY TO EQUAL 160-200 HOURS

AR	Aromatherapy	100	5.50	
CRA	Cranial Unwinding	200	8.50	
HN	Holistic Nutrition Specialist	170	9.75	
HY	Hypnotherapy	80	3.50	
LC	Life Coaching	80	3.75	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
	OPTION #4 SPECIALTY SUBTOTAL	150-200	7.25-8.50	

CHOOSE 52-92 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.

OS 740	Chi Gung - Meridian Exercises	12	0.25	
PC 601 P\$	Polarity - Seat of the Teacher Intro	20	0.75	
PC 602 P\$	Polarity - Seat of the Teacher Intermediate	20	0.75	
PC 603 P\$	Polarity - Seat of the Teacher 3	24	0.75	
EC 400	Chakras - Intro	16	1.00	
	ELECTIVE SUBTOTAL	52-92	2.00-3.75	
	MBWP w/OPTION #4 TOTAL	600	27.25 - 27.50	

OPTION #5 HOLISTIC NUTRITION & URBAN FARMING (start dates limited)

HN	Holistic Nutrition	170	9.75	
UFC	Urban Farming & Conscious s Living	100	5.00	
OPTION #5 SUBTOTAL		270	20.25	
CHOOSE 82 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.				
AR 100	Aromatherapy - Intro	20	1.25	
AR 101	Aromatherapy - Advanced	32	2.00	AR 100
WH 150	Western Herbalism - Specialties: an Introduction to Children & Female Herbals	10	0.50	
WH 250	Western Herbalism - Herbs for Babies & Children	8	0.50	
WH 256	Western Herbalism - The Green Man	12	0.75	
OPTION #5 ELECTIVE SUBTOTAL		82	5.00	
MBWP w/OPTION #5 TOTAL		600	33.00	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3699 Movement & Mind Body Therapies & Education , Other
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cip=51.3699>

O*NET NUMBER: 31-9099.00 Healthcare Support Workers, All Other <http://www.onetonline.org/link/summary/31-9099.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$9,000-\$9492	
Required Books:	\$227-605	
Recommended Books:	\$0-229	
Supply Fee:	\$24-460	
Material Fee:	\$10-130	
Licensing Fee:	NONE	

Full-Time: 12 Months	Maximum Time Frame: 18 Months
Part-Time: 18 Months	Maximum Time Frame: 36 Months

National Wages & Employment Trends	
Median wages (2012)	\$25.58 hourly, \$53,210 annual
Employment (2010)	33,000 employees
Projected growth (2010-2020)	Average (20% to28%)
Projected job openings (2010-2020)	16,300
Top industries (2010)	HealthCareandSocialAssistance
	Self-Employed

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.

PROGRAM	Completion %	Placement %
Mind Body Wellness Practitioner	80.00%	75.00%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$2,929
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Master Massage Practitioner (MT-1000)

Classroom Hours: 1000

Credit Hours: 41.00-49.00

The Master Massage Practitioner diploma program offered at SWIHA is designed to far exceed the requirements for massage therapy training in nearly all states in the country. Upon completion of this program, the student is prepared for an entry to mid-level position or may choose to begin their own practice. Completed in as little as 14 months full-time or 29 months part-time, this 1000-hour program includes all of the core competencies required of a classically trained massage therapist, plus additional hours of training in two or more primary specialty areas which interest you.

Choose from Aromatherapy, Holistic Nutrition, Polarity, Spiritual Studies, Reflexology, Yoga Teacher Training, Reiki, Cranial Unwinding, Spa Management, and more! The compensation for a Massage Therapist ranges from \$35 to \$60 per session.

PROGRAM OBJECTIVE: Students will meet and exceed requirements to be licensed in the State of Arizona
TRAINING - RELATED JOB TITLES/POSITIONS FOR WHICH PROGRAM GRADUATES WILL QUALIFY:
Massage Therapist

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
MT 115	Anatomy*	60	4.00	
MT 200	Swedish Massage*	40	1.25	
BC 302	Business Practices for Massage Therapists	12	0.75	
CC 100	Communication Skills for Practitioners I	15	1.00	
CC 101	Communication Skills for Practitioners II	15	1.00	CC 100
MT 530	CPR Certification	4	0.25	
BC 301	Ethics for Massage Therapists	8	0.50	
MT 521	First Aid	8	0.25	
MT 151	Kinesiology - Anatomical Applications	36	2.25	MT 115
SC 415	Pathology - BW	40	2.50	
MT 500	Physiology	60	4.00	
BC 430	Practice Development Portfolio	15	1.00	
BC 110	SOAP Notes	6	0.25	
EV 003	Massage Clinic Orientation **	-	-	
MT 999	Massage Clinic – Supervised	100	2.00	MT 200
PC 850	Cranial Unwinding I ***	20	1.00	
TE 220	Deep Tissue Sculpting	24	0.75	MT 200
MT 400	Myotherapy - 7 Step Release System	40	1.25	MT 200
TE 560	Reflexology - Intro ****	8	0.25	
	MESSAGE CORE COURSES SUBTOTAL	511	24.25	
CHOOSE A COMBINATION OF SPECIALTIES TO TOTAL 400-480 HOURS				
AR	Aromatherapy	100	5.50	
CRA	Cranial Unwinding	180	7.50	
HN	Holistic Nutrition Specialist	200	11.75	
HY	Hypnotherapy	100	4.75	
MEDM	Medical Massage	100	3.75	
MYF	Myofascial	100	3.00	
TMI	Myotherapy	200	6.25	
POL-APP	Polarity - Associate Polarity Practitioner	200	9.00	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
ST	Spa Treatments	200	7.50	
SPT	Special Touch	100	3.00	

YO	Yoga Teacher Training	200	6.25	
SPECIALITY SUBTOTAL		480	16.25-24.75	
CHOOSE 9-89 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.				
TE 512	Posture for Massage Therapists	5	0.25	
TE 511	Stretching Your Client with Advanced Draping Techniques	4	0.25	
ELECTIVE SUBTOTAL		9	0.50	
TOTAL		1000	41.00-49.00	

*Required Courses

**Required Orientation before scheduling into the massage clinic.

***If Reflexology Specialty is taken as part of the MT750 program, TE560 Reflexology - Introduction is no longer required for the MT750 Diploma

****PC 850 satisfies core requirement and specialty requirement

The following classes are not eligible to be used for clinic hours in the MT-750 hour programs:

OS 920 Asian Therapy Clinic EC 795 Reiki Clinic Transformational

RF 103 Reflexology Clinic

PC 930 Polarity - Sessions given for Associate Polarity Practitioner, PC 970 Polarity - Sessions given for Registered Polarity Practitioner

EC 799 Reiki Clinic Traditional

HY 300 Hypnotherapy III

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cipid=87830>

O*NET NUMBER: 31-9011 Massage Therapist <http://www.onetonline.org/link/summary/31-9011.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$15,000-15,120	
Required Books:	\$612-914	
Recommended Books:	\$115-165	
Supply Fee:	\$10-530	
Material Fee:	\$10-20	
Licensing Fee:	\$217	

Full-Time: 14 Months	Maximum Time Frame: 21 Months
Part-Time: 22 Months	Maximum Time Frame: 33 Months

National Wages & Employment Trends	
Median wages (2012)	\$17.29 hourly, \$35,970 annual
Employment (2010)	154,000 employees
Projected growth (2010-2020)	Average (20% to 28%)
Projected job openings (2010-2020)	5,900
Top industries (2010)	Other Services (Except Public Administration)
	Self-Employed

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 201. Statistics are compiled and sent to ACCET by May1st of the following year for the previous year.

PROGRAM	Completion %	Placement %
Master Massage Therapist	95.45%	88.89%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$10,064
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Professional Massage Practitioner (MT-750)

Classroom Hours: 750

Credit Hours: 31.25-37.75

The Professional Massage Practitioner diploma program is offered through an 11 month comprehensive program. The program exceeds the 700-hour requirement for massage therapy training in Arizona. Upon completion, students are prepared for an entry-level position or may choose to begin their own practice. This 750-hour program includes all core competencies required of a classically trained massage therapist, plus additional hours of training in one or two primary specialty areas which interest you! Think of this specialty as a minor to your Massage diploma! Compensation for an independent massage therapist is approximately 35 to \$60 per session.

PROGRAM OBJECTIVE: Students will meet and exceed requirements to be licensed in the State of Arizona
TRAINING - RELATED JOB TITLES/POSITIONS FOR WHICH PROGRAM GRADUATES WILL QUALIFY:
Massage Therapist

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
MT 115	Anatomy*	60	4.00	
BC 302	Business Practices for Massage Therapists	12	0.75	
CC 100	Communication Skills for Practitioners I	15	1.00	
CC 101	Communication Skills for Practitioners II	15	1.00	CC 100
MT 530	CPR Certification	4	0.25	
BC 301	Ethics for Massage Therapists	8	0.50	
MT 521	First Aid	8	0.25	
MT 151	Kinesiology - Anatomical Applications	36	2.25	MT 115
SC 415	Pathology - BW	40	2.50	
MT 500	Physiology	60	4.00	
BC 430	Practice Development Portfolio	15	1.00	
BC 110	SOAP Notes	6	0.25	
MESSAGE CORE COURSES SUBTOTAL		279	17.75	
MT 200	Swedish Massage*	40	1.25	
EV 003	Massage Clinic Orientation **	-	-	
MT 750	Massage Clinic – Supervised MT 750	75	1.50	MT 200 or Licensed
PC 850	Cranial Unwinding I ****	20	1.00	
TE 220	Deep Tissue Sculpting	24	0.75	MT 200 or Licensed
MT 400	Myotherapy - 7 Step Release	40	1.25	MT 200 or Licensed
TE 560	Reflexology - Introduction ***	8	0.25	
MESSAGE HANDS-ON CORE COURSES SUBTOTAL		207	6.00	
CHOOSE A COMBINATION OF SPECIALTIES TO TOTAL 180-200 HOURS				
	Aromatherapy	100	5.50	
CRA	Cranial Unwinding ****	180	7.50	
HN	Holistic Nutrition Specialist	200	11.75	
HY	Hypnotherapy	100	4.75	
MEDM	Medical Massage	100	3.75	
MYF	Myofascial	100	3.00	
TMI	Myotherapy	200	6.25	
POL-APP	Polarity - Associate Polarity Practitioner	200	9.00	
RF	Reflexology	200	7.50	
RE	Reiki	100	2.75	
ST	Spa Treatments	200	7.50	
SPT	Special Touch	100	3.00	
YO	Yoga Teacher Training	200	6.25	
CHOOSE 64-84 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.				
ELECTIVE SUBTOTAL		64-84	2.00-2.75	
TOTAL		750	31.25 - 37.75	

*Required Courses

**Required Orientation before scheduling into the massage clinic.

***If Reflexology Specialty is taken as part of the MT750 program, TE560 Reflexology - Introduction is no longer required for the MT750 Diploma

****PC 850 satisfies core requirement and specialty requirement

The following classes are not eligible to be used for clinic hours in the MT-750 hour programs:

IOS 920 Asian Therapy Clinic

EC 795 Reiki Clinic Transformational

EC 799 Reiki Clinic Traditional

RF 103 Reflexology Clinic

HY 300 Hypnotherapy III

PC 930 Polarity - Sessions given for Associate Polarity Practitioner, PC 970 Polarity - Sessions given for Registered Polarity Practitioner

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cipid=87830>

O*NET NUMBER: 31-9011 Massage Therapist <http://www.onetonline.org/link/summary/31-9011.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$11,250-11,550	
Required Books:	\$497-793	
Recommended Books:	\$35-110	
Supply Fee:	\$85-410	
Material Fee:	\$20-40	
Licensing Fee:	\$217	

Full-Time: 11 Months	Maximum Time Frame: 16.5 Months
Part-Time: 22 Months	Maximum Time Frame: 33 Months

National Wages & Employment Trends	
Median wages (2012)	\$17.29 hourly, \$55,970 annual
Employment (2010)	154,000 employees
Projected growth (2010-2020)	Average (20% to 28%)
Projected job openings (2010-2020)	55,900
Top industries (2010)	Other Services (Except Public Administration)
	Self-Employed

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Professional Massage Practitioner (750 Hours)	88.33%	89.80%

FINANCING What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$6,928
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Western Herbalism (WH750)

700 Classroom Hours
37.25 Credit Hours

The Western Herbalism diploma program offered at SWIHA is a special 700-hour career-oriented curriculum designed to give students the opportunity to experience every aspect of plant medicine, from seed to sale. Both plant and human science courses solidify the foundation for herbal studies expertise. Students learn to speak publicly, write plant based literature, coach clients and develop business plans, lending themselves to future professional success as Herbalists. The externship includes opportunities for community education, supervised clinical intake and protocol generation, retail experience and a research thesis. Upon full completion, the graduate will have all the prerequisite knowledge and experience to become and Associate Member of the American Herbalist Guild.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
SC 250	Botany	45	3.00	
BC 511	Business Development & Entrepreneurial Support	48	1.25	
BC 550 P\$	Life Coaching - Foundation	20	1.25	
HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness	30	2.00	
SC 425	Pathology - WH	40	2.50	MT 500
MT 500	Physiology	60	4.00	
BC 401	Public Speaking	15	1.00	
HH 500	Sustainability & Conscious Living	15	1.00	
BC 410	Writing for Publication	15	1.00	
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	
WH 210	Western Herbalism - Sect A - Sowing	45	2.50	WH 100
WH 220	Western Herbalism - Sect B - Germination	45	2.50	WH 210
WH 230	Western Herbalism - Sect C - Growth	45	2.50	WH 220
WH 240	Western Herbalism - Sect D - Harvest	45	2.50	WH 230
WH 275	Western Herbalism - Herbal Flowers	16	1.00	
WH 280	Western Herbalism - Herbal Bio Arts Clinic Preparations	45	3.00	WH 230
WH 300	Western Herbalism - Externship - Flight	60	1.25	WH 240
WH 350	Western Herbalism - Master Project	40	1.00	WH 100
WESTERN HERBALISM CORE COURSES SUBTOTAL		659	35.25	
CHOOSE 41 HOURS OF ELECTIVES *The electives below are merely recommended see advisor for additional options				
WH 376	Western Herbalism - Formulary Practicum	15	0.75	WH 200
WH 256	Western Herbalism - The Green Man	12	0.75	WH 100
WH 365	Western Herbalism - Manufacturing & Remedy Production	14	0.50	
ELECTIVE SUBTOTAL		41	2.00	
TOTAL		700	37.25	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3702 Herbalism/Herbalist <http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?v=55&cid=87830>

O*NET NUMBER: 31-9099 <http://www.onetonline.org/link/summary/29-1129.00>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$10,560	
Required Books:	\$556	
Recommended Books:	\$65	
Supply Fee:	\$796	
Material Fee:	\$20	
Licensing Fee:	none	

Full-Time: 14 Months	Maximum Time Frame: 21 Months
Part-Time: 29 Months	Maximum Time Frame: 42 Months

National Wages & Employment Trends	
Median wages (2012)	\$25.58 hourly, \$53,210 annual
Employment (2010)	33,000 employees
Projected growth (2010-2020)	Average (20% to 28%)
Projected job openings (2010-2020)	16,300
Top industries (2010)	Health Care and Social Assistance
	Self-Employed

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Western Herbalism	71.43%	87.50%

FINANCING What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$4,335
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Yoga Teacher Training 600-Hour Level (YO600)

Classroom Hours: 600

Credit Hours: 21.75

Blending the highest intentions of Eastern and Western philosophy and practice, Southwest Institute of Healing Art's Yoga Teacher Training 600-Hour Level Program guides students through a deep exploration of the roots, practice, and development of Yoga as a personal path to self-realization.

Our Yoga Teacher Training draws its elements from a variety of long established Yoga traditions. SWIHA also invites nationally and internationally-respected Yoga teacher trainers and Yoga-related teachers as guest presenters of our program. Our students have the opportunity to receive and experience the wealth of talent available both within and beyond our local SWIHA community.

We welcome both the experienced and the novice. It is SWIHA's intention to hold the space for all who are passionate about Yoga and committed to learning what it means to be a Yoga teacher both on and off the yoga mat. Facilitators of the program help to guide students in developing their own personal practice alongside what is presented during the teacher training program.

PPROGRAM OBJECTIVE::Demonstration of Advanced Yoga Teaching Skills advanced sequencing and deeper knowledge of the core yoga principles.

TRAINING-RELATED JOB TITLES/POSITIONS FOR WHICH PROGRAM GRADUATES WILL QUALIFY:
Yoga Teacher, being able to assist clients in private studios, health clubs and spas.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
YO 111	Yoga - Module I - UNITY Yoga Foundations*	60	2.00	
YO 112	Yoga - Module II - UNITY Yoga Teaching Foundations*	60	2.00	
YO 113	Yoga - Module III - UNITY Yoga Deepening the Teaching Path*	60	2.00	
YO 119	Yoga - UNITY Yoga Practicum	20	0.25	
	YOGA CORE COURSES SUBTOTAL	200	6.25	
MT 521	First Aid	8	0.25	
MT 530	CPR	4	0.25	
YO 321	Yoga - Philosophical Foundation & Applied Yoga Philosophy	30	1.00	
YO 322	Yoga - Advanced Adjustments	28	1.00	
YO 323	Yoga - Business of Yoga	16	1.00	
YO 324	Yoga - Advanced Teaching Methods	28	1.00	
YO 325	Yoga - Yogic Energy Anatomy	28	1.00	
YO 326	Yoga - Modified Poses, Props & Principles	28	1.00	
YO 327	Yoga - Advanced Practicum	30	1.00	
	ADVANCED YOGA CORE COURSES SUBTOTAL	200	7.50	
	TOTAL	400	13.75	
CHOOSE A YOGA SPECIFIC SPECIALTY				
OPTION #1: YOGA NIDRA (100 HOURS)				
YO 401 P\$	Yoga Nidra I	20	1.00	
YO 402 P\$	Yoga Nidra II	20	1.00	
YO 403 P\$	Yoga Nidra III	20	1.00	
YO 404 P\$	Yoga Nidra IV	20	1.00	
YO 409 P\$	Yoga Nidra Practicum	20	0.50	
	OPTION #1 SUBTOTAL	100	4.50	
OPTION #2 TRANSFORMATIONAL YOGA COACHING				
YO 506	Yoga – Transformational Yoga Coaching	40	1.75	
YO 151	Toe Reading I – Reflexology, Assessment & Intro to Dialogue	20	0.50	
YO 152	Toe Reading II – Soul Coaching	20	0.50	
PC 100	Polarity Basic – I	20	1.00	
	OPTION #2 SUBTOTAL	100	3.75	

OPTION #3: CORE STRENGTH VINYASA (100 HOURS)				
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Yoga Anatomy	20	1.00	
YO 603	Yoga – Core Strength Vinyasa Principles: Building a Safe & Strong Practice	20	1.00	
YO 604	Yoga – Core Strength Vinyasa: Bends, Twists & Intro to Arm Balances	20	1.00	
YO 605	Yoga – Core Strength Vinyasa: Yoga & Fitness Fusion	20	1.00	
	OPTION #1 SUBTOTAL	100	5.00	
OPTION #4: STUDIO CONCENTRATION TRACK (100 HOURS) *Choose 5 of the following electives:				
AR 113	Aromatherapy – Intro for Yoga Teachers	20	1.00	
YO 128	Yoga for PTSD	20	1.00	
YO 132	Intro to Sacred Sound and Meditation: Singing Bowls and the Gong	20	1.00	
YO 504	Yoga – Prenatal Yoga	20	1.00	
YO 508	Yoga – Restorative Yoga	20	0.75	
YO 522	Yin Yoga – Teaching the Practice of Surrender	20	1.00	
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Anatomy	20	1.00	
OPTION #5: STUDIO CONCENTRATION TRACK (100 HOURS) *Choose 3 of the following (20 hour) electives and 1 (40 hour) elective:				
AR 113	Aromatherapy – Intro for Yoga Teachers	20	1.00	
YO 128	Yoga for PTSD	20	1.00	
YO 132	Intro to Sacred Sound and Meditation: Singing Bowls and the Gong	20	1.00	
YO 504	Yoga – Prenatal Yoga	20	1.00	
YO 508	Yoga – Restorative Yoga	20	0.75	
YO 522	Yin Yoga – Teaching the Practice of Surrender	20	1.00	
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Anatomy	20	1.00	
YO 506	Yoga – Transformational Yoga Coaching	40	1.75	
YO 526	Yoga – Hatha Gong™ Certification	40	1.50	
CHOOSE 1 OF THE FOLLOWING RECOMMENDED SPECIALITIES OR ELECTIVES (100 Hours)				
AR	Aromatherapy	100	5.50	
RE	Reiki	100	2.75	
HY	Hypnotherapy	100	4.85	
LC	Life Coaching	100	5.00	

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 PH: 480-944-9244 Web: www.SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3602 Yoga Teacher Training / Yoga Therapist
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?v=55&cipid=51.3602>

O*NET NUMBER: 11-9039.02 Fitness & Wellness Coordinator <http://www.onetonline.org/link/summary/11-9039.02>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$9,000-9,600	
Required Books:	\$401	
Recommended Books:	\$360	
Supply Fee:	\$20	
Material Fee:	\$47	
Licensing Fee:	\$350-600	

*Certification through Yoga Alliance, not required By SWIHA for graduation

National Wages & Employment Trends	
Median wages (2012)	\$36.95 hourly, \$76,860 annual
Employment (2010)	33,000 employees
Projected growth (2010-2020)	Average (10%-19% %%)
Projected job openings (2010-2020)	13,300
Top industries (2010)	Educational Services
	<u>Government</u>

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May 1st of the following year for the previous year.		
PROGRAM	Completion %	Placement %
Yoga Teacher Trainings 600 Hour Level	75.00%	87.50%

FINANCING	
What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:	
Federal Loans	\$5,727
Private Educational Loans	0
Institution Financing Plans	0

DIPLOMA PROGRAMS

Yoga Teacher Training / Yoga Therapist 800-Hour Level (YO600)

Classroom Hours: 800

Credit Hours: 32.25

Mission of Unity Yoga: Unity Yoga strives to teach an authentic expression of yoga with a transformational approach, honoring a diversity of practices and belief systems. Our program is based on the principle that yoga is a unifying tool for creating health, well-being and a deep spiritual connection. Our commitment is to provide structure, yet educational freedom, so all may find their own truth, while incorporating a 'living yoga' approach to their lives. Blending the highest intentions of Eastern and Western philosophy and practice, Southwest Institute of Healing Art's Yoga Teacher Training/Yoga Therapist Program guides students through a deep exploration of the roots, practice, and development of Yoga as a personal path to self-realization.

Our Yoga Teacher Training draws its elements from a variety of long established Yoga traditions. SWIHA also invites nationally and internationally-respected Yoga teacher trainers and Yoga-related teachers as guest presenters of our program. Our students have the opportunity to receive and experience the wealth of talent available both within and beyond our local SWIHA community.

We welcome both the experienced and the novice. It is SWIHA's intention to hold the space for all who are passionate about Yoga and committed to learning what it means to be a Yoga teacher both on and off the yoga mat. Facilitators of the program help to guide students in developing their own personal practice alongside what is presented during the teacher training program.

PROGRAM OBJECTIVE: Advanced yoga teaching skills and specialization

TRAINING - RELATED JOB TITLES/POSITIONS FOR WHICH PROGRAM GRADUATES WILL QUALIFY: Yoga Teacher, being able to assist clients in private studios, health clubs and spas.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
YO 111	Yoga - Module I - UNITY Yoga Foundations*	60	2.00	
YO 112	Yoga - Module II - UNITY Yoga Teaching Foundations*	60	2.00	YO 111
YO 113	Yoga - Module III - UNITY Yoga Deepening the Teaching Path*	60	2.00	YO 112
YO 119	Yoga - UNITY Yoga Practicum	20	0.25	YO 113
YOGA CORE COURSES SUBTOTAL		200	6.25	
MT 521	First Aid	8	0.25	
MT 530	CPR	4	0.25	
YO 321	Yoga - Philosophical Foundation & Applied Yoga Philosophy	30	1.00	
YO 322	Yoga - Advanced Adjustments	28	1.00	
YO 323	Yoga - Business of Yoga	16	1.00	
YO 324	Yoga - Advanced Teaching Methods	28	1.00	
YO 325	Yoga - Yogic Energy Anatomy	28	1.00	
YO 326	Yoga - Modified Poses, Props & Principles	28	1.00	
YO 327	Yoga - Advanced Practicum	30	1.25	
ADVANCED YOGA CORE COURSES SUBTOTAL		200	7.75	
CHOOSE A YOGA SPECIFIC SPECIALITY				
OPTION #1: YOGA NIDRA (100 HOURS)				
YO 401 P\$	Yoga Nidra I	20	1.00	
YO 402 P\$	Yoga Nidra II	20	1.00	
YO 403 P\$	Yoga Nidra III	20	1.00	
YO 404 P\$	Yoga Nidra IV	20	1.00	
YO 409 P\$	Yoga Nidra Practicum	20	0.50	
OPTION #1 SUBTOTAL		100	4.50	
OPTION #2 TRANSFORMATIONAL YOGA COACHING				
YO 506	Yoga – Transformational Yoga Coaching	40	1.75	
YO 151	Toe Reading I – Reflexology, Assessment & Intro to Dialogue	20	0.50	
YO 152	Toe Reading II – Soul Coaching	20	0.50	
PC 100	Polarity Basic – I	20	1.00	
OPTION #2 SUBTOTAL		100	3.75	

OPTION #3: CORE STRENGTH VINYASA (100 HOURS)				
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Yoga Anatomy	20	1.00	
YO 603	Yoga – Core Strength Vinyasa Principles: Building a Safe & Strong Practice	20	1.00	
YO 604	Yoga – Core Strength Vinyasa: Bends, Twists & Intro to Arm Balances	20	1.00	
YO 605	Yoga – Core Strength Vinyasa: Yoga & Fitness Fusion	20	1.00	
	OPTION #1 SUBTOTAL	100	5.00	
OPTION #4: STUDIO CONCENTRATION TRACK (100 HOURS) *Choose 5 of the following electives:				
AR 113	Aromatherapy – Intro for Yoga Teachers	20	1.00	
YO 128	Yoga for PTSD	20	1.00	
YO 132	Intro to Sacred Sound and Meditation: Singing Bowls and the Gong	20	1.00	
YO 504	Yoga – Prenatal Yoga	20	1.00	
YO 508	Yoga – Restorative Yoga	20	0.75	
YO 522	Yin Yoga – Teaching the Practice of Surrender	20	1.00	
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Anatomy	20	1.00	
OPTION #5: STUDIO CONCENTRATION TRACK (100 HOURS) *Choose 3 of the following (20 hour) electives and 1 (40 hour) elective:				
AR 113	Aromatherapy – Intro for Yoga Teachers	20	1.00	
YO 128	Yoga for PTSD	20	1.00	
YO 132	Intro to Sacred Sound and Meditation: Singing Bowls and the Gong	20	1.00	
YO 504	Yoga – Prenatal Yoga	20	1.00	
YO 508	Yoga – Restorative Yoga	20	0.75	
YO 522	Yin Yoga – Teaching the Practice of Surrender	20	1.00	
YO 601	Yoga – Core Strength Vinyasa Intro	20	1.00	
YO 602	Yoga – Anatomy	20	1.00	
YO 506	Yoga – Transformational Yoga Coaching	40	1.75	
YO 526	Yoga – Hatha Gong™ Certification	40	1.50	
CHOOSE FROM THE FOLLOWING RECOMMENDED SPECIALITIES OR ELECTIVES (300 Hours)				
AR	Aromatherapy	100	5.50	
RE	Reiki	100	2.75	
HY	Hypnotherapy	100	4.85	
HYCC	Clinical Hypnotherapy	300	14.00	
LC	Life Coaching	100	5.00	
UFC	Urban Farming & Conscious Living	100	5.00	
POLAPP	Associate Polarity Practitioner	200	9.00	
CRA	Cranial Unwinding	200	8.50	
SP	Spiritual Studies	300	18.75	
RF	Reflexology	200	7.50	
HN	Holistic Nutrition	200	11.75	

Campus Location: Main Campus: 1460 E Southern Blvd, Tempe AZ 85282 PH: 480-944-9244 Web: SWIHA.edu

Credential Earned: Diploma

CIP CODE: 51.3602 Yoga Teacher Training / Yoga Therapist
<http://nces.ed.gov/ipeds/cipcode/cipdetail.aspx?y=55&cipid=51.3602>

O*NET NUMBER: 11-9039.02 Fitness & Wellness Coordinator <http://www.onetonline.org/link/summary/11-9039.02>

Registration Fee:	\$75.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more.
Tuition:	\$12,000-12,420	
Required Books:	\$301	
Recommended Books:	\$360	
Supply Fee:	\$20-45	
Material Fee:	\$62	
Licensing Fee:	\$350-600	

*Certification through Yoga Alliance, not required By SWIHA for graduation

Full-Time: 67	Maximum Time Frame: 75 weeks
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National Wages & Employment Trends	
Median wages (2012)	\$36.95 hourly, \$76,860 annual
Employment (2010)	33,000 employees
Projected growth (2010-2020)	Average (10%-19%%)
Projected job openings (2010-2020)	13,300
Top industries (2010)	Educational Services
	Government

SWIHA/SWINA's accrediting body, the Accrediting Council for Continuing Education and Training's (ACCET) benchmark for program completion in each individual vocational program each year is 67%. Their benchmark for placement in each individual vocational program each year is 70%. The following are SWIHA and SWINA's completion and placement statistics as reported to ACCET for January 1, 2014 to December 31, 2014. Statistics are compiled and sent to ACCET by May1st of the following year for the previous year.

PROGRAM	Completion %	Placement %
Yoga Teacher Training / Yoga Therapists	70.83%	93.33%

FINANCING

What are my financing options to pay for the program: In addition to any grant and scholarship aid for which they are eligible, 85% of graduates used loans to finance their education. The median debt for program graduates:

Federal Loans	\$5,937
Private Educational Loans	0
Institution Financing Plans	0

*100% attendance is required by instructor in order to receive the Hatha Gong Certification. If student is not seeking the Gong Certification Certificate, they will still receive credit for the course by maintaining the SWIHA attendance policy.

CERTIFICATES OF EXCELLENCE

And Primary Specialties

SWIHA is committed to letting students '*Do Your Dream*' by choosing from a wide variety of Primary Specialties as they pursue a Diploma or Associate of Occupational Studies Degree in various fields. At the same time, it is our responsibility as an educational institution to provide strong direction and structure in your elective choices. Certificates of Excellence are awarded to students pursuing continuing education or personal growth and development.

The following are the Primary Specialties that apply to the degrees and diplomas. These Primary Specialties are not designed to be stand- alone programs and will not prepare a student for gainful employment if taken independently of a diploma or degree program. Each Primary Specialty lists the diplomas or degrees to which it applies.

“Dreams are Answers To
Questions We Haven't Yet
Figured Out How to Ask.”

AROMATHERAPY (AR)

Clock Hours:100

5.50 Credits:

This program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education.

In this program, you will study the properties of various essential oils, including the differences between true and synthetic substances, methods of extraction, appropriate applications, and how to correctly blend selected oils for desired outcomes. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 100 hours of specialization in the field of Aromatherapy

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
AR 100	Aromatherapy - Introduction	20	1.25	
AR 101	Aromatherapy - Advanced	32	2.00	AR 100
AR 110	Aromatherapy - Pharmacology	8	0.50	AR 100
AR 106	Aromatherapy for the Spirit	20	1.25	
	SUB TOTAL	80	5.00	
<i>CHOOSE 20 HOURS OF ELECTIVES *Recommended Electives-other elective choices available please see advisor for more information</i>				
AR 425	Aromatherapy - Massage with Oils	16	0.50	MT 200 or Licensed
AR 120	Aromatherapy - Therapeutic Touch	8	0.25	
AR 125	Aromatherapy - Essential Oil Hydrating Wrap	8	0.25	MT 200 or Licensed
AR 115	Aromatherapy - Foot Chakra Reflexology	8	0.25	
AR 132	Flower Essences	16	1.00	
AR 111	Aromatherapy - Ginger Compress	4	0.25	
AR 150	Aromatherapy - Spirit of the Stones	20	0.50	MT 200 or Licensed
AR 300	Aromatherapy - Toning & Detox	4	0.25	
AR 118	Aromatherapy - Wellness for Women	8	0.25	
AR 410	Aromatherapy – 5 Element Acupressure for Emotional Healing	20	0.75	
	SUB TOTAL	20		
	TOTAL	100		

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3701 Aromatherapy

O*NET NUMBER: 29-1129.00 Therapist, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500.00	
Required Books:	\$120.00	
Recommended Books:	\$24.95	
Supply Fee:	\$265.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

CLINICAL HYPNOTHERAPY (HY-CC)

Classroom Clock Hours: 300

Credit Hours: 14.00

Our Clinical Hypnotherapy 300 Hour program includes the full Hypnotherapy 100 Hour program with the addition of advanced techniques. Students will study fears, phobias and addictions, past-life regression, script writing, subconscious intervention, life coaching foundations and more. Finally, students will receive classes in entrepreneurial support and preparation for external certification through the American Council of Hypnotist Examiners (ACHE).

What Are the Benefits of Transpersonal Hypnotherapy? Transpersonal Hypnotherapy has been proven effective in easing a wide variety of physical, emotional and psychological problems. Think of Hypnotherapy as a tool for bridging the gap between the body, mind and spirit. By using guided imagery and harnessing the power of the subconscious mind, powerful healing and transformation can take place.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HY 101	Hypnotherapy - Foundations Level I	20	1.25	
HY 201	Hypnotherapy - Foundations Level II	40	2.50	HY 101
HY 301	Hypnotherapy - Foundations Level III	40	1.00	HY 201
HY 402	Hypnotherapy - Advanced Techniques	24	0.75	HY 301
HY 315	Hypnotherapy - Fears, Phobias & Addictions	15	1.00	HY 201
HY 350	Hypnotherapy - Past Life Regression	20	1.00	First half of HY 301
HY 420	Hypnotherapy - Script Writing	15	1.00	HY 201
HY 520	Hypnotherapy - Subconscious Intervention	20	1.00	HY 201
BC 511	Business Development Entrepreneurial Support	48	1.25	
BC 550 P\$	Life Coaching - An Introduction	20	1.25	
	SUB TOTAL	262	12.00	
CHOOSE 38 HOURS OF ELECTIVES *Recommended Electives-other elective choices available please see advisor for more information				
HY 580	Hypnotherapy - Medical Imagery	15	0.75	
SP 410	Ceremonies & Sacred Space	15	1.00	
HY 340	EFT Introduction - Emotional Freedom Techniques Level1	8	0.25	
	SUB TOTAL	38	2.00	
	TOTAL	300	14.00	
OTHER AVAILABLE HYDROTHERAPY – ELECTIVE COURSES				
HY 351	Hypnotherapy - Past Life Introduction	4	0.25	
HY 450	Spirit Releasement	12	0.75	
EL 725	Neuro Linguistic Programming (NLP)	20	0.50	
EV 370	Hypnotherapy - Clinical Certification Prep	8	0.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3603 Hypnotherapy / Hypnotherapist

O*NET NUMBER: 29-1129.00 Therapist, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$4,560	
Required Books:	\$234	
Recommended Books:	\$37	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	\$175*	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

CLINICAL HYPNOTHERAPY PRACTITIONER - ONLINE (CHP-OL)

Classroom Clock Hours: 310

Credit Hours: 15.75

Our Clinical Hypnotherapy 310 Hour program includes the full Hypnotherapy 100 Hour program with the addition of advanced techniques. Students will study fears, phobias and addictions, past-life regression, script writing, subconscious intervention, life coaching foundations and more. Finally, students will receive classes in entrepreneurial support and preparation for external certification through the American Council of Hypnotist Examiners (ACHE).

What Are the Benefits of Transpersonal Hypnotherapy? Transpersonal Hypnotherapy has been proven effective in easing a wide variety of physical, emotional and psychological problems. Think of Hypnotherapy as a tool for bridging the gap between the body, mind and spirit. By using guided imagery and harnessing the power of the subconscious mind, powerful healing and transformation can take place.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 550-OL P\$	Life Coaching - Foundation ONLINE	20	1.25	
BC 555-OL	Entrepreneurial Business Development ONLINE	40	2.50	
EL 725-OL	Neuro Linguistic Programming (NLP) ONLINE	20	0.50	
EV 370-OL P\$	Hypnotherapy Clinical Certification Preparation ONLINE	8	0.25	
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE	20	1.25	
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE	40	2.50	HY 101-OL
HY 301-OL	Hypnotherapy - Foundations Level III ONLINE	40	1.00	HY 201-OL
HY 315-OL	Hypnotherapy - Fears, Phobias & Addictions ONLINE	15	1.00	HY 201-OL
HY 350-OL	Hypnotherapy - Past Life Regression ONLINE	20	1.00	HY 301-OL
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE	25	1.00	HY 301-OL
HY 421-OL	Hypnotherapy - Script Writing ONLINE	20	1.25	HY 201-OL
HY 475-OL	Hypnotherapy - Dreams and Metaphors ONLINE	20	1.00	HY 101-OL
HY 581-OL	Hypnotherapy - Medical Imagery ONLINE	22	1.25	HY 201-OL
	HOLISTIC WELLNESS PRACTITIONER TOTAL	310	15.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3603 Hypnotherapy / Hypnotherapist

O*NET NUMBER: 29-1129.00 Therapist, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$4,605	
Required Books:	\$296	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	\$175*	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

CRANIAL UNWINDING (CRA)

Clock Hours: 200

Credit Hours: 8.5

With all the demands of our fast-paced society, sometimes you need a trained professional to help your body and mind relax and unwind. At Southwest Institute of Healing Arts (SWIHA), our comprehensive 200-hour Cranial Unwinding program will lead the way. This program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education. In this program, you will learn how to read the "story" of the body, identify areas where issues are held, and follow the natural priorities for healing as directed by the client's own physiology. Powerful healing transformations are often experienced by both the client and the practitioner. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 200 hours of specialization in the field of Cranial Unwinding.

"Cranial Unwinding," also known as "Craniosacral Therapy," is based on the research of osteopathic physician John Upledger, founder of the Upledger Institute. The craniosacral rhythms are at the core of the body's pulse, and learning to palpate and balance them is like discovering the ebb and flow of the ocean. With gentle manipulations of the skull and spine, restrictions of nerve passages can be eased or released. Cerebrospinal fluid can once again move freely, restoring balance and promoting healing throughout the body. Cranial unwinding honors the body's own innate healing ability. Subtle, palpatory skills are used to get into harmony, resonance and rapport with the client, while maintaining healthy boundaries. The idea is to develop a relationship that is completely non-invasive and client centered. This grounded, therapeutic modality is perfect for the individual who seeks to connect and harmonize the fluid nature of the body on both the physical and emotional levels.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
PC 850	Cranial Unwinding I	20	1.00	
PC 860	Cranial Unwinding II	24	1.00	PC 850
PC 870	Cranial Unwinding III	24	1.00	PC 850
PC 880	Cranial Unwinding IV	24	1.00	PC 850
PC 855	Cranial Anatomy - Listening Skills	16	0.75	PC 850
PC 400	Polarity - Communication, Resonance, and Relations I	32	2.00	PC100 or PC 850
PC 200	Polarity APP/Cranial - Practicum	30	1.25	PC100
PC 931	Cranial Unwinding - Sessions Given	30	0.50	PC 850
TOTAL		200	8.50	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3799 Energy & Biologically Based Therapies, Other

O*NET NUMBER: 31-9099 Healthcare Support Worker

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,000	
Required Books:	\$35	
Recommended Books:	\$55	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

HOLISTIC NUTRITION SPECIALIST (HN)

Classroom Clock Hours: 200

Credit Hours: 11.75

The old paradigm known as the Standard American Diet or S.A.D. diet is replaced by learning about S.O.U.L nutrition ~ Seasonal, Organic, Unprocessed and Local whole food as the foundation for a new, healthy, sustainable lifestyle. For a full understanding of our newly revised curriculum please review the courses in the Program Sheet above! Our Holistic Nutrition Specialist program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education. All of our core Holistic Nutrition classes can also be taken Online!

The word "holistic" means "the whole." The foods we choose to eat often profoundly affect our lives and our total well-being. At the core of our Holistic Nutrition program is a mindfulness of the mind-body-spirit connection, recognizing that the nutritional value of the foods taken into the body is essential for completing the circuit between all aspects of our being. Incorporating Holistic Nutrition into your lifestyle involves understanding the therapeutic properties of unrefined whole-food nutrients, developing healthy shopping habits, utilizing high-quality seasonal recipes, specific cooking techniques, and more. These days, labels proclaiming an item to be a "healthy choice" have been added to everything from sugary breakfast cereals to processed frozen dinners. In the midst of a world of contradictory information, this program will help you discern the truth about healthy eating.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HN 120	Nutrition -Foundations of Holistic Health and Wellness	15	1.00	
HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness	30	2.00	
HN 123	Nutrition - Understanding Micronutrients, Macronutrients and Supplements for Optimal Health	45	3.00	HN101 or HN 120 or HN121-OL
HN 150	Nutrition - Comparative Dietary Systems	30	2.00	HN101 or HN 120
HN 110	Nutrition - Principles of Conscious Eating & Behavior Modification for Weight Management	15	1.00	HN101 or HN 120
NC 200	Nutrition - Whole Food Cooking	20	0.50	
HN 220	Nutrition - Raw Food Cuisine	15	0.25	HN101 or HN 120
HN 250	Nutrition - Nutritional Assessment & Coaching	30	2.00	Any 2 : HN101, HN102, HN 150
TOTAL		200	11.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 19.0599 Foods, Nutrition & Related Services

O*NET NUMBER: 29-0131 Dieticians & Nutritionists

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,000	
Required Books:	\$295	
Recommended Books:	\$0.00	
Supply Fee:	\$126	
Material Fee:	\$10	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

HOLISTIC NUTRITION ONLINE (HN-OL)

Classroom Clock Hours: 200

Credit Hours: 11.75

How do you sort fact from fiction when it comes to making healthy food choices? At Southwest Institute of Healing Arts (SWIHA), our comprehensive 200-hour Holistic Nutrition Online program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education.

Featuring instructional videos, discussion forums, and dedicated instructor guidance, you can take all of these great classes anywhere in the world.

In this program, you will study the fundamentals of human nutrition, including dietary therapies, whole foods cuisine, nutritional supplements, obesity and eating disorders, and contemporary dietary practices including alternative theories for body detoxification. Upon successful completion, you will be awarded a Certificate of Excellence showing 200-hours of specialization in the field of Holistic Nutrition.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HN 121-OL	Nutrition – Foundations of Transformational Healing and Holistic Nutrition ONLINE	40	2.5	
HN 122-OL	Nutrition – Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE	40	2.5	HN101 & HN120 or HN121-OL
HN 111-OL	Nutrition – Principals of Conscious Eating and Behavior Modification ONLINE	20	1.25	HN101 & HM120 or HN121-OL
HN 155-OL	Nutrition – Comparative Dietary Systems ONLINE	20	1.25	HN101 & HM120 or HN121-OL
HN 221-OL	Nutrition – Examining Whole and Raw Foods ONLINE	40	1.75	HN101 & HN120 or HN121-OL
HN 251-OL	Nutrition – Nutritional Assessment and Client Coaching ONLINE	40	2.5	HN101-OL, HN102-OL, & HN150-OL or HN121-OL, HN122-OL, & HN151-OL
	TOTAL	200	11.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 19.0599 Foods, Nutrition & Related Services

O*NET NUMBER: 29-0131 Dieticians & Nutritionists

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,000	
Required Books:	\$146	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

HYPNOTHERAPY (HY)

Classroom Clock Hours: 100

Credit Hours: 4.75

Southwest Institute of Healing Arts (SWIHA) offers two levels of Transpersonal Hypnotherapy training – our Hypnotherapy 100-hour program and our Clinical Hypnotherapy 300-Hour program. In just a few short months, you could launch a new career that positively impacts people's lives!

The Hypnotherapy 100-hour program includes Hypnotherapy Foundations Levels I, II and III. Upon completion of the program, students receive a certificate of training and may begin a private practice. After successful completion of the 100-hours the student will be eligible for certification through National Association of Transpersonal Hypnotherapists (NATH) or American Board of Hypnotherapy (ABH). This option is also available online. Many of our Hypnotherapy Specialist graduates go on to sign up for the additional 200-hours of training in our Clinical Hypnotherapy 300-hour program and become nationally certified Hypnotherapists.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HY 101	Hypnotherapy - Level I	20	1.25	
HY 201	Hypnotherapy - Level II	40	2.50	HY 101
HY 301	Hypnotherapy - Level III Clinic	40	1.00	HY 201
	TOTAL	100	4.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3603 Hypnotherapy / Hypnotherapist

O*NET NUMBER: 29-1129.00 Therapist, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$129	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	\$70*	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

* Hypnotherapy Licensing is not done through SWIHA. After 100-hours students are recommended to get their certification from either NATH (National Association of Transpersonal Hypnotherapists) or ABH (American Board of Hypnotherapy) After the 300 hour clinical requirements students will go to ACHE (American Council of Hypnotist Examiners) for their certification.

HYPNOTHERAPY - ONLINE (HY-OL)

Classroom Clock Hours: 100

Credit Hours: 4.75

Southwest Institute of Healing Arts (SWIHA), we offers two levels of Transpersonal Hypnotherapy training – our Hypnotherapy 100-hour program and our Clinical Hypnotherapy 300-hour program. In just a few short months, you could launch a new career that positively impacts people's lives!

The Hypnotherapy 100-hour program includes Hypnotherapy Foundations Levels I, II and III. Upon completion of the program, students receive a certificate of training and may begin a private practice. After successful completion of the 100-hours the student will be eligible for certification through National Association of Transpersonal Hypnotherapists (NATH) or American Board of Hypnotherapy (ABH). Many of our Hypnotherapy Specialist graduates go on to sign up for the additional 200-hours of training in our Clinical Hypnotherapy 300-hour program and become nationally certified Hypnotherapists.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE	20	1.25	
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE	40	2.50	HY 101
HY 301-OL	Hypnotherapy - Foundations Level III ONLINE	40	1.00	HY 201
	TOTAL	100	4.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3603 Hypnotherapy / Hypnotherapist

O*NET NUMBER: 29-1129.00 Therapist, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$141	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	\$70*	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

* Hypnotherapy Licensing is not done through SWIHA. After 100-hours students are recommended to get their certification from either NATH (National Association of Transpersonal Hypnotherapists) or ABH (American Board of Hypnotherapy) After the 300 hour clinical requirements students will go to ACHE (American Council of Hypnotist Examiners) for their certification.

LIFE COACHING (LC)

Classroom Clock Hours: 100

Credit Hours: 5.00

Southwest Institute of Healing Arts (SWIHA) offers a comprehensive 100-hour Life Coaching program that covers all the core competencies as outlined by both the International Coach Federation (ICF) and the International Association of Coaching (IAC). Life Coaching is an ongoing partnership in which clients have a unique opportunity to deepen their awareness, improve their performance, overcome their obstacles and enhance their quality of life. Coaches use questioning, exploring, reporting, and consistent commitment to move the client forward. With greater focus and awareness of choice, achievement of life goals is accelerated.

Great coaching, whether we label it business coaching, executive coaching, personal coaching, spiritual coaching or whatever coaching, all boils down to one thing: bringing out the very best in yourself and others!

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 550 P\$	Life Coaching - Foundation	20	1.25	
BC 560 P\$	Life Coaching - Strategies, Techniques	80	3.75	BC 550
	TOTAL	100	5.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.1504 Community Health Services/Liaison/Counseling

O*NET NUMBER: 21-1091.00 Counselors, All Others

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,800	
Required Books:	\$85	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

LIFE COACHING - ONLINE (LC-OL)

Classroom Clock Hours: 100

Credit Hours: 5.00

Southwest Institute of Healing Arts (SWIHA) offers a comprehensive 100-hour Life Coaching program that covers all the core competencies as outlined by both the International Coach Federation (ICF) and the International Association of Coaching (IAC). Life Coaching is an ongoing partnership in which clients have a unique opportunity to deepen their awareness, improve their performance, overcome their obstacles and enhance their quality of life. Coaches use questioning, exploring, reporting, and consistent commitment to move the client forward. With greater focus and awareness of choice, achievement of life goals is accelerated.

Great coaching, whether we label it business coaching, executive coaching, personal coaching, spiritual coaching or whatever coaching, all boils down to one thing: bringing out the very best in yourself and others!

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
BC 550-OL P\$	Life Coaching - An Introduction ONLINE	20	1.25	
BC 561-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE	40	2.00	BC 550-OL P\$
BC 562-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE	40	1.75	BC 561-OL P\$
	TOTAL	100	5.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.1504 Community Health Services/Liaison/Counseling

O*NET NUMBER: 21-1091.00 Counselors, All Others

Registration Fee:	\$25.00	P\$:Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,800	
Required Books:	\$85	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

MEDICAL MASSAGE (MEDM)

Classroom Clock Hours: 100

Credit Hours: 3.75

Massage therapists can specialize in over 80 different types of massage modalities. Medical Massage is 'result-oriented', and the treatment is specifically directed to resolve conditions that have been diagnosed and prescribed by a physician. The therapist may use a variety of modalities or procedures during the treatment, but will focus only on the areas of the body related to the diagnosis and prescription. Medical Massage Practitioner of America (MMPA) further believes that "all forms of massage therapy can be therapeutic when applied by a skillful and knowledgeable therapist; therefore, medical massage is not limited to any particular specific technique."

The medical benefits of "friction" were first documented in Western culture by the Greek physician Hippocrates around 400 B.C. Today, massage therapy is being used as a means of treating painful ailments, decompressing tired and overworked muscles, reducing stress, rehabilitating sports injuries and promoting general health. This is done by manipulating the soft tissue of the body including fascia and skin, muscles, and lymphatic system of the body in order to improve circulation and remove waste products from the muscles and their supporting systems.

Massage therapy may help cancer patients cope with the stress, anxiety, fatigue, pain, and sleeping difficulties associated with a cancer diagnosis. The medical community widely embraces this alternative form of cancer therapy for its mind-body healing benefits. Unlike conventional medicine, massage therapy addresses the psychological self, not just the body.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
TE 143	Breast Health I	4	0.25	MT 200 or Licensed
TE 302	Elder Touch - Medical	16	0.50	MT 200 or Licensed
TE 260	Fibromyalgia Therapy	16	0.50	MT 200 or Licensed
TE 340	Lymphatic Massage	16	0.50	MT 200 or Licensed
TE 422	Medical Conditions - Deep & Light Touch	16	1.00	
TE 402	Medical Massage for Cancer Survivors	16	0.75	MT 200 or Licensed
EL 126	Myofascial Energetic Massage: Tissue Talk - Master Touch Skills	16	0.50	MT 200 or Licensed
	TOTAL	100	4.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$61	
Recommended Books:	\$261	
Supply Fee:	\$0.00	
Material Fee:	\$10	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

MYOFASCIAL MESSAGE (MYF)

100 Classroom Clock Hours

3.00 Credit Hours

Our comprehensive 100-hour Myofascial program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education.

In this program, you will become efficient in connective tissue evaluation and release, enabling you to assist people who suffer from chronic muscular holding patterns with resulting pain and dysfunction. The term "myofascia" refers to the muscles' connective tissues. By learning to tune into – and work with – the neuronet matrix of the myofascia, you will develop a master's touch. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 100 hours of specialization in the field of Energetic Myofascial Massage.

"Energetic Myofascial Massage" was designed by experienced nurse and massage therapist, Pam Field. She discovered how to read her clients' tissues and intuitively know the appropriate pressure, direction and technique for the most beneficial effect. She named this effective, innovative method of healing massage "Tissue Talk" – and it is essentially just that. Each layer of body tissue requires different mobilization techniques: subcutaneous tissue, fascia, myofascia, tendons, joints and bone. The practitioner's touch can range from energetic to light to deep pressure. Movement and stretching are combined with massage – an approach that is easier for both the client and the therapist because you work with the natural release patterns of each layer instead of using force to try to relax the muscles

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
EL 112	Myofascial Energetic Massage	20	0.50	MT 200 or Licensed
EL 118	Myofascial Energetic - Adv. Head & Neck	8	0.25	MT 200 or Licensed
EL 120	Myofascial Energetic - Adv. Shoulders, Thoracic Cage, Arms & Hands	8	0.25	MT 200 or Licensed
EL 122	Myofascial Energetic - Adv. Lower Spine, Pelvis & Legs	8	0.25	MT 200 or Licensed
EL 128	Myofascial Energetic - Tissue Talk – Master Touch Skills	16	0.50	MT 200 or Licensed
OE 320	Hand & Wrist Health Maintenance	4	0.25	MT 200 or Licensed
TE 701	Swedish Sedona	20	0.75	MT 200 or Licensed
SUB TOTAL		84	2.75	
Choose 16 hours of electives				
EC 700	Reiki I – Traditional	16	0.50	
TE 340	Lymphatic Massage	16	0.50	MT 200 or Licensed
EC 105	Energetic Acupressure	16	0.50	MT 200 or Licensed
TE 422	Medical Conditions – Deep & Light Touch	16	1.00	MT 200 or Licensed
PC 855	Cranial Anatomy – Listening Skills	16	0.75	PC 850
TOTAL		100		

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$18	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee:	none	

This Certificate is Self-Paced
*However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

MYOTHERAPY MESSAGE (TM1)

Classroom Clock Hours: 200

Credit Hours: 6.25

The comprehensive 200-hour Myotherapy program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development.

In this program, you will study the advanced techniques of Myotherapy along with therapeutic massage. In addition, you will learn energetic acupressure, reflexology, postural analysis, how to find and release trigger points, and so much more. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 200 hours of specialization in the field of Myotherapy.

"Myotherapy" is a generic term for whatever it takes to restore balance to a person's physical or emotional body. It is based on the belief that to release and rehabilitate the physical body, the body's skeleton must move, or be moved, in such a way to release trapped muscles and, many times, trapped emotions as well. Graduates are equipped with the skills necessary to assist in rehabilitating the client's skeleton and muscles using a wide array of techniques. Therapeutic Myotherapy is one of the original programs offered at SWIHA and has been time tested for its comprehensive course of study.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
TE 362	Myotherapy - Seven Step Progression	16	0.50	MT 200 or Licensed
TE 121	Myotherapy Mastery	20	0.75	MT 200 or Licensed
TE 160	Carpal Tunnel/Thoracic Outlet Release	8	0.25	MT 200 or Licensed
TE 320	Lower Back Pain Release	8	0.25	MT 200 or Licensed
TE 380	Neck Release	8	0.25	MT 200 or Licensed
TE 590	Removing the Armor	12	0.25	MT 200 or Licensed
TE 225	Rotator Cuff/Shoulder Joint	8	0.25	MT 200 or Licensed
TE 600	Rock and Unlock	12	0.25	MT 200 or Licensed
TE 650	Sports Massage - Intro	8	0.25	MT 200 or Licensed
EL 720	Thumbless Therapy	8	0.25	MT 200 or Licensed
TE 690	Trigger Point - Intro	16	0.50	MT 200 or Licensed
TE 340	Lymphatic Massage	16	0.50	MT 200 or Licensed
TE 662	Hydrotherapy/Injury Management	20	0.75	MT 200 or Licensed
TE 700	Swedish Sedona	40	1.25	MT 200 or Licensed
TOTAL		200	6.25	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$65	
Recommended Books:	\$75	
Supply Fee:	\$25	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

POLARITY ASSOCIATED POLARITY PRACTITIONER (POL-APP)

Classroom Clock Hours: 200

Credit Hours: 9.00

Southwest Institute of Healing Arts (SWIHA) is proud to be the only college in Arizona to offer full Polarity Practitioner training programs approved by the American Polarity Therapy Association (APTA). Our comprehensive 200-hour Polarity APP program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education. See also Polarity RPP. In this program, you will experience the exciting new paradigm of energy healing. Study the energy system of the human body and how it relates to and influences health and dis-ease. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 200 hours of specialization in the field of Polarity APP and will be eligible to apply for national certification through the APTA.

Polarity practitioners work with the reciprocal, complementary or "polarized" forces, known as yin and yang. Although, the concept implies two forces in opposition, these dualities are believed to be mediated by a third subtle neutral factor, leading to the idea that phenomena are essentially triune in nature. The three factors are known as Rajas, Tamas and Satva, which correlate with the underlying Ayurvedic traditions on which this program is based.

PROGRAM OBJECTIVE: The Associate Polarity Practitioner APP specialty fulfills the eligibility requirements for certification status of Associate Polarity Practitioner by the American Polarity Therapy Association. This program is designed for students who want to integrate effective hands-on techniques with counseling skills, nutritional guidance and a series of self-help tools resulting in high level wellness of both practitioner and client.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
PC 850	Cranial Unwinding I	20	1.00	
PC 930	Polarity – Associate Polarity Practitioner Sessions Given	30	0.50	PC 100 & PC 400
PC 200	Polarity - Associate Polarity Practitioner/Cranial - Practicum	30	1.25	PC 100 & PC 400
PC 100	Polarity - Basic I	20	1.00	
PC 150	Polarity - Basic II	48	2.25	PC 100
PC 400	Polarity - Communication, Resonance, & Relations I	32	2.00	PC 100 or PC 850
PC 700	Polarity - Reflexology	20	1.00	PC 100 & PC 400
TOTAL		200	9.00	
POLARITY - ELECTIVE COURSES				
PC 110 P\$	Polarity - Trance Counseling	24	1.00	
PC 601 P\$	Polarity – Seat of the Teacher Introduction	20	0.75	
PC 602 P\$	Polarity – Seat of the Teacher Intermediate	20	0.75	
PC 980	Polarity – Boot Camp	24	.075	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3703 Polarity Therapy

O*NET NUMBER: 31-9099 Healthcare Support Workers, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,000	
Required Books:	\$44	
Recommended Books:	\$0.00	
Supply Fee:	\$25	
Material Fee:	\$15	
Licensing Fee::	none	

This Certificate is Self-Paced
*However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

*To meet American Polarity Therapy Association Requirements, the student must receive five (5) Polarity sessions from a Polarity RPP. The financial commitment of these sessions can be as much as \$500.

POLARITY ASSOCIATED POLARITY PRACTITIONER (POL-APP)

Classroom Clock Hours: 700

Credit Hours: 31.25

Southwest Institute of Healing Arts (SWIHA) is proud to be the only college in Arizona to offer full Polarity Practitioner training programs approved by the American Polarity Therapy Association (APTA). Our comprehensive 700-hour Polarity RPP program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education. Polarity RPP contains our Polarity APP course within it.

In this program, you will take the exciting new paradigm of energy healing to a more advanced level. Study anatomy, pathology and advanced cranial unwinding, along with a multitude of Polarity courses. Explore the energy system of the human body and how it relates to and influences health and dis-ease. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 700 hours of specialization in the field of Polarity RPP and will be eligible to apply for national certification through the APTA.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
	POLARITY APP 200 HOUR	200	9.00	
MT 115	Anatomy	60	4.00	
SC 415	Pathology - BW	40	2.50	
PC 800	Polarity - Business and Ethics	30	2.00	
PC 998	Polarity - Spinal Balancing	24	0.75	
PC 986	Polarity - 5 & 6 Point Star	24	0.75	
PC 940	Polarity - Cleanse & Exercise	37	1.00	
PC 993	Polarity - Communication, Resonance, & Relations II	32	2.00	PC 100 and PC 850
PC 999	Polarity - Autonomic Nervous System	24	0.75	
PC 997	Polarity - Energetic Nutrition	24	1.50	PC 100
PC 988	Polarity - Registered Polarity Practitioner Practicum	61	2.00	PC 100 & PC 400
PC 860	Cranial Unwinding II	24	1.00	PC 850
PC 870	Cranial Unwinding III	24	1.00	PC 850
PC 970	Documented – Registered Polarity Practitioner Sessions Given	70	1.50	
PC 995	Polarity - Advanced Supervision & Clinical Development	26	1.50	
	TOTAL	700	31.25	
POLARITY - ELECTIVE COURSES				
PC 110	Polarity - Trance Counseling	24	1.00	
PC 933	Polarity - Thai Yoga Therapy I	20	0.75	
PC 934	Polarity - Thai Yoga Therapy II	20	0.75	
PC 570	Polarity – Advanced Elements	32	1.00	
PC 980	Polarity – Advanced Clinic Skills & Development	26	1.50	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3703 Polarity Therapy

O*NET NUMBER: 31-9099 Healthcare Support Workers, All Other

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$10,500	
Required Books:	\$250	
Recommended Books:	\$30	
Supply Fee:	\$25	
Material Fee:	\$25	
Licensing Fee:	none	

This Certificate is Self-Paced
*However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

*To meet American Polarity Therapy Association Requirements, the student must receive five (5) Polarity sessions from a Polarity RPP. The financial commitment of these sessions can be as much as \$500.

REFLEXOLOGY (RF)

200 Classroom Clock Hours

7.50 Credit Hours

Our comprehensive 200-hour Reflexology program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development through continued education.

In this program, you will study the physical and clinical applications of Reflexology, as well as the emotional and medical intuitive realms. Learn about the 10 longitudinal zones, and how the organs and other body systems as represented on our face, ears, hands and feet can be influenced to promote healing. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 200 hours of specialization in the field of Reflexology.

"Reflexology" (also called "zone therapy") is based on the theory that each body part is represented on the face, ears, hands and feet – much like a hologram. The Reflexology practitioner applies pressure to the feet, hands, ears, etc. with specific thumb and finger techniques without the use of oils and lotions. By pressing or stimulating a specific zone or area, the flow of energy, blood, nutrients and nerve impulses is restored and the zone is balanced.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
RF 100	Reflexology - Western Approach	28	1.00	
RF 101	Reflexology - Pathology & Assessment	24	1.00	RF 100
RF 102	Reflexology - Balance & Being	20	0.75	RF 100 & RF 101
RF 103	Reflexology - Clinic	16	0.25	RF 100 & RF 101
RF 110	Reflexology - Emotional	16	0.50	TE 560 or RF 100
RF 151	Toe Reading - Reflexology Assessment I	20	0.50	
RF 575	Reflexology - Hand	4	0.25	TE 560 or RF 100
EL 146	Auriculotherapy	20	1.00	
PC 700	Polarity - Reflexology	20	1.00	
REFLEXOLOGY CORE COURSES SUB TOTAL		168	6.25	
CHOOSE 32 HOURS OF ELECTIVES *Recommended Electives-other elective choices available please see advisor for more information				
AR 115	Aromatherapy - Foot Chakra Reflexology	8	0.25	
RF 104	Reflexology - Color	8	0.25	RF 560 or RF 100
RF 120	Reflexology - Face	4	0.25	
RF 154	Reflexology - Soul Points	16	0.50	
OE 650	Thai Massage - Foot Massage	20	0.50	
AR 410	Aromatherapy – 5 Element Acupressure for Emotional Healing	20	0.75	
TOTAL		200	7.50	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,000	
Required Books:	\$129	
Recommended Books:	\$36	
Supply Fee:	\$55	
Material Fee:	\$0.00	
Licensing Fee:	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

REIKI - TRADITIONAL (RE)

Classroom Clock Hours: 100

Credit Hours: 2.75

Reiki is a specialty of choice for students interested in utilizing universal healing energies. This comprehensive 100-hour Traditional Reiki program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development. In this program, you will gain the knowledge and experience necessary to incorporate Reiki healing into your own life and the lives of others. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 100-hours of specialization in the field of Traditional Reiki.

The term "Reiki" is a combination of two Japanese characters – Rei which means "spiritual" or "sacred" and Ki which means "energy." In the West, Reiki is most often described as universal life force energy – an unseen force that gives us life and flows through us. Furthermore, it is believed that when this life force energy is low or depleted, we are more likely to suffer stress and dis-ease. When it is high, we are more likely to be joyful and healthy. Reiki is administered by a "laying on of hands" and can have remarkable healing effects. A treatment may feel like a warm, glowing radiance flowing through and around you. Although Reiki training involves learning symbols and techniques, the healing ability itself is not "taught" in the usual sense. It is transferred to the student by a Reiki Master during an "attunement," allowing the student to tap into the unlimited supply of universal life force energy.

SWIHA offers both Traditional and Transformational Reiki programs. Traditional Reiki is based on traditions that have been handed down for generations. Transformational Reiki is a newly evolved way of teaching this healing art, incorporating an awareness of elements from Native American and world ceremonies into the student's training. Transformational Reiki includes sounding, chanting and accelerated revelation of the sacred symbols.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
EC 700	Reiki I - Traditional	16	0.50	
EC 710	Reiki II - Traditional	8	0.25	EC 700
EC 720	Reiki III - Advanced Traditional	8	0.25	EC 710
EC 730	Reiki and Beyond - Traditional	8	0.25	EC 715 or EC 700 & 710
EC 740	Reiki Guides - Traditional	8	0.25	EC 715 or EC 700 & 710
EC 750	Reiki Symbolism and Geometric	16	0.50	EC 715 or EC 710
EC 766	Reiki Master/Teacher Initiation - Traditional	20	0.50	EC 720
EC 799	Reiki Clinic - Traditional	16	0.25	EC 715 or EC 700 & 710
	TOTAL	100	2.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$:Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$18	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

This Certificate is Self-Paced
***However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe**

REIKI - TRANSFORMATIONAL (RE)

Classroom Clock Hours: 100

Credit Hours: 2.75

Reiki is a specialty of choice for students interested in utilizing universal healing energies. This comprehensive 100-hour Transformational Reiki program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development. In this program, you will gain the knowledge and experience necessary to incorporate Reiki healing into your own life and the lives of others. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 100-hours of specialization in the field of Transformational Reiki.

The term "Reiki" is a combination of two Japanese characters – Rei which means "spiritual" or "sacred" and Ki which means "energy." In the West, Reiki is most often described as universal life force energy – an unseen force that gives us life and flows through us. Furthermore, it is believed that when this life force energy is low or depleted, we are more likely to suffer stress and dis-ease. When it is high, we are more likely to be joyful and healthy. Reiki is administered by a "laying on of hands" and can have remarkable healing effects. A treatment may feel like a warm, glowing radiance flowing through and around you. Although Reiki training involves learning symbols and techniques, the healing ability itself is not "taught" in the usual sense. It is transferred to the student by a Reiki Master during an "attunement," allowing the student to tap into the unlimited supply of universal life force energy.

SWIHA offers both Traditional and Transformational Reiki programs. Traditional Reiki is based on traditions that have been handed down for generations. Transformational Reiki is a newly evolved way of teaching this healing art, incorporating an awareness of elements from Native American and world ceremonies into the student's training. Transformational Reiki includes sounding, chanting and accelerated revelation of the sacred symbols.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
EC 715	Reiki I & II - Transformational	24	0.75	
EC 725	Reiki III - Advanced Transformational	8	0.25	EC 715
EC 733	Sacred Mudras & More - Transformational	8	0.25	
EC 745	Reiki Angels & Masters - Transformational	8	0.25	EC 715 or & 710
EC 755	Reiki Symbols & Sound - Transformational	16	0.50	EC 715 or & 710
EC 765	Reiki Master/Teacher Initiation - Transformational	20	0.50	EC 725
EC 795	Reiki Transformational Clinic	16	0.25	EC 715 or EC 700 & 710
	TOTAL	100	2.75	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$18	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

SPA TREATMENTS (ST)

Classroom Clock Hours: 200

Southwest Institute of Healing Arts (SWIHA) took the time to research the most requested spa therapies offered in five-star resorts in Arizona and Colorado, and incorporated our findings into our comprehensive 200-hour Spa Treatments program to give our students the leading edge. This program may be taken to fulfill part of your primary specialty requirements within some of our degree or diploma programs, to enhance your professional status, or simply to further your own personal growth and development.

We discovered that some of the most popular treatments clients prefer are Swedish Sedona Massage, LaStone Therapy, and Lymphatic Massage – all of which are included in this specialty program. Clients place a strong emphasis on wellness and detox, as well as relaxation and pampering. Once successfully completed, you will be awarded a Certificate of Excellence showing completion of 200 hours of specialization in the field of Spa Treatments.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
ST 101	Spa Treatments – Professional Foundations	8	0.50	
ST 102	Spa Treatments – Clay & Sea Mineral Masks	8	0.25	
ST 103	Spa Treatments – Custom Seasonal Treatments	8	0.25	
EC 146	Spa Lomi Massage	24	0.75	MT 200 or Licensed
AR 100	Aromatherapy Introduction	20	1.25	
AR 300	Aromatherapy for Tone/Detox	4	0.25	
AR 109	Aromatherapy - Ginger Compress	4	0.25	
AR 125	Aromatherapy – Essential Oil Hydrating Wrap	8	0.25	
RF 215	East Indian Head Massage - Basic	8	0.25	
RF 216	East Indian Head Massage - Advanced	8	0.25	RF 215
TE 340	Lymphatic Massage	16	0.50	MT 200 or Licensed
ST 355	Sugar Polish & Salt Glow Massage	8	0.50	MT 200 or Licensed
TE 560	Reflexology - Intro	8	0.25	
RF 102	Reflexology - Balance & Being	20	0.75	
EC 700	Reiki I – Traditional	16	0.50	
	SPA TREATMENT CORE COURSES SUB TOTAL	168	6.75	
CHOOSE 32 HOURS OF ELECTIVES *Recommended Electives-other elective choices available please see advisor for more information				
AR 425	Aromatherapy – Massage with Oils	16	0.50	
RF 145	Reflexology – Sole Points	16	0.50	
OE 640	Thai Massage – Foot Massage	20	0.50	
AR 115	Aromatherapy – Foot Chakra Reflexology	8	0.25	
TE 701	Swedish Sedona	20	0.75	MT 200 or Licensed
	ELECTIVE SUB TOTAL	32		
	TOTAL	200		

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$3,145	
Required Books:	\$150	
Recommended Books:	\$75	
Supply Fee:	\$270	
Material Fee:	\$0.00	
Licensing Fee::	none	

This Certificate is Self-Paced
*However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

SPECIAL TOUCH (SPT)

Classroom Clock Hours: 100

Credit Hours: 3.00

SWIHA students are offered the unique opportunity to specialize in the techniques of massage with a 'special touch' to those populations of massage clients whom require light massage touch techniques. Emphasis is placed on the therapeutic and relaxation values as well as the necessary specialization of the medical needs of these clients.

Primary Specialty in Special Touch was designed to be a part of the massage therapy diploma programs or as a part of the Associates of Occupational Studies in Holistic Healthcare. Emphasis is placed on the therapeutic and relaxation values of the protocol, as well as the medical ramification of working on special population clients.

This massage specialization is designed to combine the physical, emotional and spiritual healing of clients such as those with fibromyalgia, arthritis, nerve and muscle damage or may be pregnant or elderly. Students who complete this program receive a Certificate of Excellence.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
AR 120	Aromatherapy - Therapeutic Touch	8	0.25	
CB 410	Baby Touch	12	0.25	MT 200 or Licensed
TE 143	Breast Health I	4	0.25	MT 200 or Licensed
TE 144	Breast Health II	4	0.25	
TE 300	Elder Touch	8	0.25	MT 200 or Licensed
TE 260	Fibromyalgia Therapy	16	0.50	MT 200 or Licensed
TE 340	Lymphatic Massage	16	0.50	MT 200 or Licensed
CB 400	Mother Touch	8	0.25	MT 200 or Licensed
CB 401	Mother Touch Advanced	8	0.25	CB 401 or Licensed
EC 700	Reiki I - Traditional	16	0.50	
		100	3.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3501 Massage Therapy/Therapeutic Massage

O*NET NUMBER: 31-9011 Massage Therapist

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$37	
Recommended Books:	\$75	
Supply Fee:	\$15	
Material Fee:	\$10	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

SPIRITUAL STUDIES (SP)

Classroom Clock Hours: 300

Credit Hours: 18.75

Our Spiritual Studies program is designed for those individuals being "called" to a place of spiritual leadership in their lives and in their own communities. Whether this calling leads them to be an ordained minister, spiritual healer or simply leads to a journey of self awakening, our nondenominational, non-rhetoric based path of study emphasizes discovery of one's own individual heart-felt path through the discovery and development of one's own spirit given gifts.

This is a Certificate of Excellence/Primary Specialty for Mind-Body Transformational Psychology AOS Degree and Mind-Body Wellness Practitioner diploma program at Southwest Institute of Healing Arts. The program is based on a path of study which encompasses a four-corner foundation of integrity, community, ideology, and life of inspiration to self and to others.

With a Certificate of Excellence in Spiritual Studies, you can experience the remarkable sense of serenity that comes with spiritual healing. No matter how you classify your spiritual self, you can learn to grow in the SWIHA program as we take a non denominational approach in our teaching. The emphasis of this program is given to discovering one's own individual gifts and graces.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
SP 150	Comparative Religion - Unity & Tolerances	30	2.00	
SP 160	Mysticism	15	1.00	
SP 275	Prayer Therapy	15	1.00	
SP 400	Sacred Agreements - Setting Your Spiritual Intention	15	1.00	
SP 410	Ceremonies & Sacred Space	15	1.00	
SP 420	Ministerial Duties/Ethics & Responsibilities	30	2.00	
SP 425	Speaking Truth - Homiletics	15	1.00	
SP 430	Death, Dying, and Hospice	15	1.00	
SP 435	Developing Spiritual Gifts	15	1.00	
SP 440	Spiritual Coaching	30	2.00	
SP 446	Universal Laws - Practical Application	20	1.00	
SP 450	Meditation and Mindfulness *	15	1.00	
SP 460	Celebrate Your Light - Completion Project	15	1.00	
	SPRITUAL STUDIES CORE COURSES SUB TOTAL	246	16.00	
CHOOSE 55 HOURS OF ELECTIVES *Recommended Electives-other elective choices available please see advisor for more information				
BC 550 P\$	Life Coaching- An Introduction	20	1.25	
SP 310	Ceremonies (Native American) Medicine Wheel	15	1.00	
EC 700	Reiki – Traditional	8	0.25	
EC 715	Reiki I & II Transformational	12	0.50	
	ELECTIVE SUB TOTAL	55		
	TOTAL	300		
OTHER AVAILABLE ELECTIVES				
AR 120	Aromatherapy – Therapeutic Touch	8	0.25	
SP 333-OL	Archangels – ONLINE	15	1.00	
SP 311	Advanced Ceremonies (Native American) Medicine Wheel	14	1.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 39.0601 Theology / Theological Studies

O*NET NUMBER: 21-2011 Clergy

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$4,560	
Required Books:	\$126	
Recommended Books:	\$139	
Supply Fee:	\$0.00	
Material Fee:	\$10	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

URBAN FARMING AND CONSCIOUS LIVING (UFC)

Classroom Clock Hours: 100

Credit Hours: 5.00

Urban Farming and Conscious Living helps students learn how to transform their personal or community green spaces into productive gardens for personal use or community sale. Students will learn to contribute to their local food economy through increasing the amount of food available to people living in cities, and allowing fresh vegetables and fruits to be made available to urban consumers.

Households and small communities can take advantage of vacant land and contribute not only to their household food needs, but also the needs of their resident city. This certificate requires students to participate in a local externship through which they will practice what they have learned while building a small garden of their own.

More and more people in the growing urban areas love this productive hobby and healthy way of living. Here, not only are you able to use your energy wisely, but you are opening a whole new gateway to better health, for yourself and your family. The basic requirements necessary for productive growth are sun, containers, soil, plants and water. With these items, plus time and knowledge, you will be a city farmer in no time at all.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HH 500	Sustainability & Conscious Living	15	1.00	
UF 100	Urban Farming - Field-to-Fork	40	2.25	
UF 120	Urban Farming - Seed-to-Sale	20	1.25	UF 100
UF 140	Urban Farming Externship	25	0.50	HH 500 & UF 100
TOTAL		100	5.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 01.0301 Agriculture Productions, Operations, General

O*NET NUMBER: 11-9013 Farmers, Ranchers and Other Agricultural Managers

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$80	
Recommended Books:	\$0.00	
Supply Fee:	\$15	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

URBAN FARMING AND CONSCIOUS LIVING – ONLINE (UFC-OL)

Classroom Clock Hours: 100

Credit Hours: 5.00

Urban Farming and Conscious Living helps students learn how to transform their personal or community green spaces into productive gardens for personal use or community sale. Students will learn to contribute to their local food economy through increasing the amount of food available to people living in cities, and allowing fresh vegetables and fruits to be made available to urban consumers.

Households and small communities can take advantage of vacant land and contribute not only to their household food needs, but also the needs of their resident city. This certificate requires students to participate in a local externship through which they will practice what they have learned while building a small garden of their own.

More and more people in the growing urban areas love this productive hobby and healthy way of living. Here, not only are you able to use your energy wisely, but you are opening a whole new gateway to better health, for yourself and your family. The basic requirements necessary for productive growth are sun, containers, soil, plants and water. With these items, plus time and knowledge, you will be a city farmer in no time at all.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
HH 500-OL	Sustainability & Conscious Living ONLINE	15	1.00	
UF 100-OL	Urban Farming - Field-to-Fork ONLINE	40	2.25	
UF 120-OL	Urban Farming - Seed-to-Sale ONLINE	20	1.25	UF 100
UF 140-OL	Urban Farming Externship ONLINE	25	0.50	HH 500 & UF 100
TOTAL		100	5.00	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Main Campus: 1100 E Apache Blvd, Tempe AZ 85281 Phone: 480-994-9244 Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 01.0301 Agriculture Productions, Operations, General

O*NET NUMBER: 11-9013 Farmers, Ranchers and Other Agricultural Managers

Registration Fee:	\$25.00	PS: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$115	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	none	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

YOGA TEACHER TRAINING 200-HOUR LEVEL (YO)

Classroom Clock Hours: 200

Credit Hours: 6.25

Unity Yoga strives to teach an authentic expression of yoga with a transformational approach, honoring a diversity of practices and belief systems. Our program is based on the principle that yoga is a unifying tool for creating health, well-being and a deep spiritual connection. Our commitment is to provide structure, yet educational freedom, so all may find their own truth, while incorporating a 'living yoga' approach to their lives. Discover and enhance your yoga practice with SWIHA's enriched curriculum. Our Yoga Teacher Training (YTT) programs are designed to support those who wish to deepen their personal spiritual connection while mastering the principles and practice of yoga. Our life-changing and career-elevating programs guide students through a deep exploration of the roots, practice, and development of yoga as a path to self-realization and enlightenment.

Yoga may be your path to freedom and flexibility, spiritually and financially. The core of this training includes an introduction to classic yoga philosophy and initial understanding of the Yoga Sutras. YTT 200 is designed to fully prepare you to take the Advanced Yoga program, which is also newly customized to suit your authentic yoga practice, self-expression and connection to Spirit.

SWIHA's Yoga Teacher Training allows successful graduates to become registered as Yoga teachers through the internationally-recognized Yoga Alliance® Organization.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
YO 111	Yoga - Module I - UNITY Yoga Foundations	60	2.00	
YO 112	Yoga - Module II - UNITY Yoga Teaching Foundations	60	2.00	YO 111
YO 113	Yoga - Module III - UNITY Yoga Deepening the Teaching Path	60	2.00	YO 112
YO 119	Yoga - UNITY Yoga Practicum	20	0.25	
	TOTAL	200	6.25	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Spirit of Yoga Auxiliary Classroom: 1420 E Southern Ave., Tempe, AZ 85282 Phone: 480-994-9244

Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3602 Yoga Teacher Training / Yoga Therapist

O*NET NUMBER: 11-9039.02 Fitness & Wellness Coordinators

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,500	
Required Books:	\$54	
Recommended Books:	\$0.00	
Supply Fee:	\$45	
Material Fee:	\$0.00	
Licensing Fee::	\$300 Yoga Alliance	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed within the program timeframe

YOGA NIDRA (YO-N)

Classroom Clock Hours: 100

Credit Hours: 4.50

Yoga Nidra is a branch of Yoga that has been gaining much popularity in yoga studios across the nation. The Sanskrit word Yoga means 'union' or 'one pointed awareness' and Nidra means 'sleep.' In Yoga Nidra, the body, mind and intellect are completely relaxed while one appears to be sleeping. The consciousness is actually functioning at a deeper level and the subconscious and unconscious realms of the mind open up. The subconscious and the unconscious mind are the most powerful forces in the human being. In Yoga Nidra you learn how to access these powerful forces to gain knowledge, cure disease, increase creativity and realize your true self.

Yoga Nidra is a highly powerful ancient meditation technique originated from the Tantras. Practically, it is the scientific way to eliminate the root causes of negatives and stresses with in people's lives. Yoga Nidra comprises the secrets of total transformation while giving a true, positive direction to our lives through eliminating the root cause of all negativities such as stress related disorders, ailments like hypertension, depression, insomnia, asthma, digestive disorders, etc.

Yoga Nidra is a more efficient and effective form of psychic and physiological rest and relaxation than routine sleep. A single hour of Yoga Nidra is as restful and refreshing as four hours of conventional sleep. By making Yoga Nidra a part of your daily life, you not only relax completely, but restructure and reform your whole personality from within. This process of transformation is not only quicker than the other systems which work on an external basis only, but the results are also more reliable and permanent.

Code	Course	Clock Hours	Credit Hours	Pre-Requisite
YO 401 P\$	Yoga - Yoga Nidra I	20	1.00	
YO 402 P\$	Yoga - Yoga Nidra II	20	1.00	YO 401
YO 403 P\$	Yoga - Yoga Nidra III	20	1.00	YO 402
YO 404 P\$	Yoga - Yoga Nidra IV	20	1.00	YO 403
YO 409 P\$	Yoga - Yoga Nidra Practicum	20	0.50	YO 403
	TOTAL	100	4.50	

NOTE: Certificates of Excellence are not necessarily designed to serve as stand-alone vocational training and may not prepare you for gainful employment if taken independently of a diploma or degree program.

Campus Location: Spirit of Yoga Auxiliary Classroom:1420 E Southern Ave., Tempe, AZ 85282Phone: 480-994-9244

Web: www.SWIHA.edu

Credential Earned: Certificate of Completion – Avocational

CIP CODE: 51.3602 Yoga Teacher Training / Yoga Therapist

O*NET NUMBER: 11-9039.02 Fitness & Wellness Coordinators

Registration Fee:	\$25.00	P\$: Premium Courses: Minimum of \$18.00 per classroom hour. Some courses may be more
Tuition:	\$1,800	
Required Books:	\$73	
Recommended Books:	\$0.00	
Supply Fee:	\$0.00	
Material Fee:	\$0.00	
Licensing Fee::	\$300 Yoga Alliance	

Self-Paced *However if the specialty is chosen within a diploma or degree program then it must be completed with in the program timeframe

SOUTHWEST INSTITUTE OF NATURAL AESTHETICS

Advanced Skin Care & Laser Technician Practitioner (NAL)

Classroom Hours: 780 Credits: 31 Day: 35 weeks Full-time Evening 55 weeks Full-time

Required Program Courses

Code	Course	Clock	Credit	Pre-Requisite
NA 500	Natural Aesthetics - White Block - Foundations	224	11.00	
NA 505	Natural Aesthetics - Red Block - Waxing & Makeup	64	3.00	
NA 510	Natural Aesthetics - Green Block - Holistic & Business Practices	64	3.00	
NA 515	Natural Aesthetics - Blue Block - Spa Technologies	64	3.00	
NA 932	Natural Aesthetics - Clinic I - Practical Application	32	0.75	
NA 152	Natural Aesthetics - Clinic II - Practical Application	152	3.25	
NAL 180	Natural Aesthetics - Laser Technician - Didactic & Application	180	7.00	

**Please Note: Per Arizona Radiation Regulatory Agency regulations, applicants for the 180 hour Laser Technician Program must be a licensed aesthetician OR currently enrolled in the SWINA aesthetics program.*

Branch Campus Location: Southwest Institute of Natural Aesthetics 1460 E Southern Ave, Tempe AZ 85282

Credential Earned: Diploma

CIP Code: 12.0409 Aesthetician/Esthetician & Skin Care Specialist

O*NET: 39-5094.00 Skincare Specialists

Registration Fee: \$75

Tuition: \$13,000

Books: \$100

Supply Fee: \$2,850

Material Fee: \$Included in tuition

Arizona State Aesthetics License \$217

Natural Aesthetics Educator (NAE)

Classroom Hours: 600 Credits: 24.75

Required Program Courses

Code	Course	Clock	Credit	Pre-Requisite
NA 670	Aesthetics Educator – Foundations for Career Education Instructors	100	5.00	
NA 675	Aesthetics Educator – Educational Theory & Professional Development	100	5.00	
NA 580	Aesthetics Educator – Classroom Experience and Skillset	100	2.75	
Na 585	Natural Aesthetics - Blue Block - Spa Technologies	64	3.00	
NA 932	Natural Aesthetics - Clinic I - Practical Application	32	0.75	
NA 152	Natural Aesthetics - Clinic II - Practical Application	152	3.25	
NAL 180	Natural Aesthetics - Laser Technician - Didactic & Application	180	7.00	

Required Life Coaching Specialty

BC 550	Life Coaching – An Introduction	20	1.25	
BC 560	Life Coaching – Strategies, Techniques	80	5.00	

*Life Coaching is taught at SWIHA Campus or online as ALTERNATIVE LEARNING hours, and will count toward State Board of Cosmetology hours.

Please Note: Per Arizona Radiation Regulatory Agency regulations, applicants for the 180 hour Laser Technician Program must be a licensed aesthetician OR currently enrolled in the SWINA aesthetics program.

Branch Campus Location: Southwest Institute of Natural Aesthetics 1460 E Southern Ave, Tempe AZ 85282

Credential Earned: Diploma

CIP Code: 12.0409 Aesthetician/Esthetician & Skin Care Specialist

O*NET: 39-5094.00 Skincare Specialists

Registration Fee: \$75

Tuition: \$9000

Books: \$100

Supply Fee: \$195

Material Fee: \$Included in tuition

Arizona State Aesthetics License \$217

Natural Aesthetics Practitioner (NA)

Classroom Hours: 600 Credits: 24 Day: 30 weeks Full-time Evening 50 weeks Full-time

Aesthetics is defined as "the application of various techniques to the epidermal layer of the human body which may include, but is not limited to: facial steaming, exfoliation, waxing, pore cleansing, extraction, epidermabrasion, chemical peels, maintenance skin care and skillful makeup application."

The Aesthetics Program is designed to be a comprehensive, integrative, holistic and natural approach to skin care wellness. The curriculum offers students an extensive base of classes, using the Ayurvedic Theory as the educational foundation. We believe that by integrating the physical, mental, emotional and spiritual aspects of health and beauty, graduates will begin their career as a more skilled and confident practitioner. The program provides an "Educational Approach to Wellness and Beauty" focusing on a person's inner-beauty versus the more traditional teaching of glamour and superficial surface beauty. Students will be trained to integrate a full range of holistic services based on a "conscious touch" philosophy.

SWINA's aesthetics program provides a unique "whole body wellness" approach with emphasis on nutrition, self-care education and retail product opportunities. After completion of this diploma, the student is prepared for licensure through the Arizona State Board of Cosmetology and an entry-level position. Compensation for an independent aesthetics practitioner is approximately \$25 to \$65 per session in Arizona.

Code	Course	Hours	Credits
NA 500	Natural Aesthetics - White Block - Foundations	224	11.00
NA 505	Natural Aesthetics - Red Block - Waxing & Makeup	64	3.00
NA 510	Natural Aesthetics - Green Block - Holistic & Business Practices	64	3.00
NA 515	Natural Aesthetics - Blue Block - Spa Technologies	64	3.00
NA 932	Natural Aesthetics - Clinic II - Practical Application	32	0.75
NA 152	Natural Aesthetics - Clinic II - Practical Application	32	0.75
TOTAL		600	24.00

Branch Campus Location: Southwest Institute of Natural Aesthetics 1460 E Southern Ave, Tempe AZ 85282

Credential Earned: Diploma

CIP Code: 12.0409 Aesthetician/Esthetician & Skin Care Specialist

O*NET: 39-5094.00 Skincare Specialists

Registration Fee: \$75

Tuition: \$9000

Books: \$100

Supply Fee: \$2400

Material Fee: \$Included in tuition

Arizona State Aesthetics License \$217

Laser Technical Certificate (NAL 180)

Classroom Hours: 180 Credits: 7 Day: 15 weeks Full-time Evening 15 weeks Full-time

Required Program Courses

Code	Course	Hours	Credit
NAL 180	Natural Aesthetics – Laser Technician – Didactic & Application	180	7.00
	TOTAL	180	7.00

Branch Campus Location: Southwest Institute of Natural Aesthetics 1460 E Southern Ave, Tempe AZ 85282

Credential Earned: Certificate of Completion - Avocational

CIP Code: 12.0409 Aesthetician/Esthetician & Skin Care Specialist

O*NET: 39-5094.00 Skincare Specialists

Registration Fee: \$ 75
 Tuition: \$ 4,000
 Books: \$ 450
 Supply Fee: \$ Included in Tuition
 Material Fee: \$ Included in Tuition
 Licensing Fee: \$30.00

ADMISSIONS

SWIHA and SWINA invite people from all walks of life to learn and grow personally from our diverse course offerings. Students come here for the sheer delight of personal achievement, to acquire credit for continuing education or to complete classes toward one of our certificate or diploma programs. Students may also pursue an Associate of Occupational Studies Degree (AOS). To enroll in a certificate, diploma or degree program, the student must speak in person or on the phone with an Admissions Coach or Coordinator.

A potential student's first experience on-campus will be a tour of the facilities with an Admissions Coach. A discussion of SWIHA and SWINA's retention and placement rates, total tuition, fees, supplies, and book costs may take place in the first appointment or at the time of enrollment. Each individual's one on one time with an Advisor is catered to their specific needs. These specific needs are aptly identified by our Admissions Coaches, who have been dually-trained as Life Coaches.

ENROLLMENT REQUIREMENTS ADMISSIONS POLICY

On-Campus students who enroll at SWIHA or SWINA must be able to maintain a professional and therapeutic approach and sense of self, and must be able to present that to other students and/or potential clients by providing a safe environment and process. This is as true for our online courses as it is for our traditional ones. Therefore, SWIHA and SWINA reserve the right to refuse admission to or cancel the enrollment of any student deemed unable to maintain a therapeutic level of professionalism. It is our desire to graduate students who bring an elevated expertise and awareness to the healing community and to their chosen profession.

Applicants for our degree and diploma programs are required to have proof of a High School Diploma, General Equivalency Diploma (GED), or College Degree. Students who enroll on or after July 1, 2012 under the Ability to Benefit (ATB) provision are no longer eligible for federal student aid. This includes both ATB tests and the six-credit alternative. As of July 1, 2012, students must have a high school diploma or GED, or have been home schooled in order to be eligible for Title IV aid. ATB students who enroll prior to July 1, 2012 will be aid-eligible under the current federal regulations.

Applicants for our Certificate of Excellence programs are not entitled to Federal Student Aid Title IV funding because these programs are avocational in nature and taken for personal development or continuing education purposes. Therefore, proof of a High School Diploma, General Equivalency Diploma (GED), or College Degree are not required to enroll.

We may consider tests with passing scores from the following examination agencies toward the equivalency of a high school diploma: ACT Proficiency Examination Program (PEP), the Regents' College Examinations, the College Board's Advanced Placement (AP) program and College-level Examination Program (CLEP), the Defense Activity for Non-Traditional Educational Support (DANTES, Subject Standardized Testing (DSST) or Institution developed tests.

Applicants to SWIHA Massage programs who do not have a high school diploma or equivalency certificate and who will not use financial aid during any part of their enrollment can be admitted with the intention of receiving a high school diploma or recognized equivalent prior to graduating in order to meet the Arizona State law of licensure. Students who have completed the program but have not received their high school diploma or recognized equivalent are not eligible for graduation or licensure until obtained. A felony conviction or mental instability may disqualify individuals from being eligible to be a licensed bodyworker and/or massage therapist in certain states. SWIHA's Master Massage program, Professional Massage Practitioner program and Associate's Degree with a concentration in the Professional Massage Practitioner diploma program meets the requirements of the Arizona State Board of Massage Therapy to be a licensed Massage Therapist in the state of Arizona (LMT). Final decisions for licensure in the state of Arizona are made by the Arizona State Board of Massage Therapy and therefore SWIHA can not guarantee licensure. Nor can SWIHA guarantee licensing in other states or countries. All students are encouraged to research the requirements of the state they hope to practice bodywork and/or massage in.

Individuals under the age of 18, but not younger than 17, may be accepted to a certificate, diploma, and/or degree program with written consent of a parent or legal guardian.

All potential students are required to provide picture identification; i.e. driver's license, passport, etc.

Application fees paid in full are preferred at the time of enrollment. These fees are \$25 for a Certificate of Excellence and \$75 for a diploma or degree program.

Because each student is unique, applicants are encouraged to write a narrative answering questions provided on their pre - application form as to the reason they want to study in their particular chosen field. This is reviewed with an Admissions Advisor during an admissions appointment prior to enrollment.

Online students are required to have a computer that meets the hardware and software specifics as detailed on the Technical Requirements Agreement form. Online students will receive information for downloading and installing the Online Learning Management software at no charge during the week before their courses begin to use for the duration of their chosen program of study."

Additionally, students who are considering online courses must also have strong self-motivation and self-discipline to be successful. Applicants to the online programs are asked to complete an Online Learner Readiness Assessment to help them determine if learning in a technology rich environment is a good fit for them. Applicants will work with an Online Success Coach to improve their skills in the areas where they scored below a certain disclosed threshold before they begin their online coursework.

Students wishing to incorporate online courses into their on-campus program may do so by registering for one online course within their program first. The student may register for more online courses within their on - campus program after successfully completing their first online course. Successful completion includes a grade of 2 or better, with no outstanding homework or assignments, and/or by approval of staff.

SWINA's NATURAL AESTHETICS EDUCATOR program also requires a valid aesthetics or cosmetology license, as well as proof of one-year work experience in the field.

DISCRIMINATION POLICY

SWIHA and SWINA does not discriminate against any student, faculty, or staff member for reason of race, religion, gender, sexual preference, age, disability, citizenship, national origin, or political philosophy. Rejection of an applicant is limited to occurrences which would prevent the applicant from completing the program requirements or finding gainful employment in the field of study. Students must be able to provide a safe healing environment and process for their fellow students and prospective clients.

POLICY ON PROVISION OF SERVICES FOR STUDENTS WITH DISABILITIES

SWIHA and SWINA recognizes the Americans with Disabilities Act of 1990 (ADA) and the Rehabilitation Act of 1973 that prohibits discrimination on the basis of disability. We strive to ensure that students with disabilities are provided reasonable accommodations wherever necessary. Students have the responsibility to self-disclose and request accommodations a minimum of two months prior to the start of a program. To request accommodations, and allow management the opportunity to discuss ways in which SWIHA can best support you, please send written requests to the Executive Director of SWIHA for on-campus or online programs. Accommodation requests for SWINA should be submitted in writing to the Executive Director of SWINA.

SPECIAL NEEDS

Applicants with special needs should put in writing their request for accommodations to the Executive Director for SWIHA programs, and to the Executive Director of SWINA for Natural Aesthetics programs.

STUDENT COMPLETION RATE

SWIHA and SWINA are required to publish student completion rates on all vocational programs. These rates represent the percentage of a given cohort of certificate, diploma or degree seeking undergraduate students who graduate from the College. The College publishes the student completion rate annually as required by the United States Department of Education and the Accrediting Council for Continuing Education and Training (ACCET).

TRANSFER CREDITS

Students from schools accredited by the United States Department of Education recognized agencies including the Council for Higher Education Accreditation and institutions approved by the state in which students are located are welcomed. In addition, we will consider transfers from providers recognized by the American Council on Education Center (ACE) for Adult Learning and Education Credential programs. We also accept other industry certifications, including, but not limited to; First Aid, CPR, National Certification Board for Therapeutic Massage and Bodywork and Yoga Alliance.

Students desiring to transfer credits must provide documentation of successful completion of the course(s) verifiable through transcripts or certificate of completion from recognized providers. Classes to be transferred must have been completed with a "C" or better. Education older than ten years may not be accepted for transfer credits. All transcripts received from other providers will become part of a student's permanent record. In addition, we may request a demonstration of competencies or more information, such as course descriptions, from the previous provider for the courses for which credit is being requesting. Education transferred in for the sake of credit must be no older than ten years from the date of enrollment.

A transfer form detailing each course to be considered for transfer will be completed at the time of Admissions. Students may be asked to provide an official course catalog from the originating institution that includes the courses in question. The Executive Director, Director of Education, Director of Student Operations, Student Services Manager or Lead must sign the transfer form to approve all outside transfers into a program at the time of enrollment. Courses accepted in as transferred will be entered as complete and will have no effect on the grade point average achieved at Southwest Institute of Healing Arts.

A transfer fee of \$2.00 per clock hour is assessed. If classroom hours are not provided, the following conversion will be used:

1 credit equals 15 hours of lecture, 1 credit equals 30 hours of lab/hands-on, or 1 credit equals 45 hours of clinic/externship/internship.

In the event a student opts to transfer in credits at a time other than during the admissions process, a copy will be given to the Academic Advisor, which will be passed on to the Executive Director, Director of Education, Director of Student Operations or Student Services Manager or Lead to approve of the transfer. The Financial Aid department is then notified of any additional transfer credits, at which time Awarded Aid is reevaluated and when necessary the appropriate refunds are made.

Completed SWIHA or SWINA courses may be transferred in without a fee at the time of enrollment or at any time within the course of the student's program. Students are encouraged to transfer credits in closer to the beginning of their program in order to prevent a change in their tuition balance or requirements. All other enrollment fees and contract conditions will apply. Potential students wishing to discuss their transfer options are encouraged to set up an appointment with an Admissions Coach before enrolling. Any time after enrollment, current students are to meet with their Academic Advisor in order to discuss the possibilities of transferring in credits.

Students may transfer no more than 50% of the hours/credits required for any diploma program or degree. The exception to this would be: VA Benefit, SWIHA Personal Development or SWIHA Continuing Education courses, and Massage/Natural Aesthetics/Cosmetology licenses. A competency exam may be required upon transfer hours into one of the Natural Aesthetics and/or Laser programs to ensure the student's knowledge base. A charge of \$100 could be assessed.

TEST OUT

Those wishing to test out of core course or general education requirements such as anatomy, physiology, finance, etc. because their education is past 10 years old may do so by taking a College Level Examination Program (CLEP) test through a community college and submitting the passing documentation for their file. Again, the transfer fee will apply. Credit will not exceed credit hours offered at SWIHA. An admission representative will initially review all documentation and then submit the request to the Executive Director, Director of Education, Director of Student Operations or Student Services Manager or Lead, if applicable, for final approval.

PROGRAM SCHEDULES

SWIHA offers students a unique opportunity to design their program specialties, electives, and most clinic hours to fit into their individual life schedule. There are recommended schedules to complete a program within a designated time period, especially if the student is applying for financial aid.*

The majority of the programs are designed to have open-entry-open-exit capabilities for the students. Therefore the student can enter and rotate into the current track at any time throughout the year, at the earliest start date.

SWINA offers the same flexibility by offering day and evening classes, but with a standard block scheduled. The student may choose a full-time, part-time or personal development/continuing education schedule. (Note: Students wishing to access Title IV Financial Aid must comply with the attendance requirements of that program, which is full-time.)

SWIHA and SWINA's websites and class calendar provides start and end dates for courses in the programs and the specific electives choices available. All electives may not be offered all the time or in every program. Start dates are also available in Student Services. Believing in the Montessori Method of learning, a vast collection of our courses has been designed without pre-requisites. The majority of the Primary Specialties/Certificates of Excellence are scheduled on a rotating basis, which allows the student to enter at the beginning of any course. Massage, Hypnotherapy, Life Coaching, and Western Herbalism are designed so students start with the basic course and then continue into the more advanced work.

CONSUMER INFORMATION NOTICE

Institutions that participate in Title IV Federal Financial Aid Programs are required to disseminate consumer information to potential and currently enrolled students. The disclosure is intended to outline consumer information that you have the right to request and review. The following information is available online on SWIHA's website (www.swiha.edu), SWINA's website (www.naturalbeautyaz.com) and in hard copy as noted in each section.

Consumer Information Disclosures for review include:

- Rights Under Family Education Rights and Privacy Act (FERPA)
- Campus Safety Information
- Drug and Alcohol Abuse Prevention Program
- Student Completion Rate
- Dissemination of Institutional and Financial Assistance Information
- Available Financial Assistance Information
- Cost of Attendance
- Requirements for Officially Withdrawing from the College
- Applicable Refund Policies
- Academic Program and Instructional Facilities Information
- Entities that Accredite, License and approve the College
- Services for Disabled Students
- FFEL Deferments

HOUSING

SWIHA nor SWINA offer on-campus student housing.

COMPARABLE PROGRAMS

For information about comparable programs students may contact the Arizona Private School Association, 202 E. McDowell, Suite 273, Phoenix, AZ 85004 (602) 254-5199, The Arizona Commission for Postsecondary Education, 2020 N. Central, Suite 275, Phoenix, AZ 85004 (602) 229-2591, the Arizona State Board for Private Postsecondary Education, 1400 W. Washington, Room 260, Phoenix, AZ 85007 (602) 542-5709 or the Accrediting Council for Continuing Education & Training (ACCET), 1722 N. Street, N.W., Washington, DC 20036, 202-955-1113.

FINANCE AND FINANCIAL

TUITION PAYMENT POLICY

SWIHA offers several options for paying program tuition. Cash and credit cards are accepted and financing is available to qualified enrolled students. A student's admissions advisor will explain the various payment options. Any student accounts that are passed due and in default may be turned over to an outside collection agency. Students may also be responsible to pay all finance charges and collection costs up to 50% of the outstanding balance at the time the account is placed with an agency. In addition, any attorney fees, court costs and other costs incurred by SWIHA during the collection process may be passed on to the student. Our intention is to offer financing opportunities to students so they may fully follow their destined path. However, commitments to these payments are fully expected.

The agreement to pay SWIHA for an in-house payment plan is as follows: Students who become delinquent on payments will have ten days to bring their account current. A \$25.00 charge for each NSF check will be assessed. If the school receives one NSF check, each subsequent payment must be paid by cashier's check, money order, or cash.

DISSEMINATION OF INSTITUTIONAL AND FINANCIAL ASSISTANCE INFORMATION

Information about SWIHA and SWINA's available financial assistance may be obtained from the Financial Aid Department during regular business hours. Financial Aid is available for students who qualify. Students, who have enrolled in an eligible program and wish to apply for financial assistance, must speak or meet with the Financial Aid department. SWIHA and SWINA participate in the Federal Stafford Student Loan Programs and Federal Grant Programs based on the student's needs analysis, which is determined by completing and submitting a Financial Application (FAFSA) to the Department of Education. Students are required to submit their financial aid applications on an award year basis. Priority consideration for receipt of financial aid funds administered by the Financial Aid Office shall be given to students who submit all required documentation by the assigned deadline. Once the FAFSA has been processed and received at the school, it is the student's responsibility to contact the Financial Aid Office to schedule a financial aid interview. Those scheduling an enrollment appointment with Admissions will automatically be scheduled for a Financial Aid appointment afterward if they have completed their FAFSA.

SWIHA/SWINA participates in the Federal Financial Aid Programs, which includes the Federal PLUS Loan, the Federal Pell Grant, and the Federal Supplemental Education Opportunity Grant. In order to qualify and maintain eligibility for the program, the student must apply for financial aid, consistent with the published requirements for the aid program, and adhere to the college policies and regulations governing each program. Students receiving federal loans and grants have varying rights and responsibilities. These rights and responsibilities include the ability to appeal financial aid decisions and the requirement to maintain satisfactory academic progress.

Other outside agencies are sometimes able to help students pay for their education. Neither SWIHA nor SWINA provide the applications for these other resources, but will readily assist in any documentation that they may need. Some examples are Arizona Department of Veteran Services, Vocational Rehabilitation, Tribal Funding, and employee reimbursement. Some scholarships are available from the Lifelong Learning Corporation. For more information about applying for these scholarships, contact Arizona Private School Association, 202 W. McDowell, Suite 273 Phoenix, AZ 85004 (606) 254-5199.

Students may utilize the option of setting up individual payment plans for students who are unable to receive aid in paying for school. These payment plans can be arranged at the time of enrollment with the Admissions Advisor or with Student Services. The program must be paid in full, with no outstanding fees, in order to receive a certificate, diploma, degree or official transcript.

ACADEMIC AND FINANCIAL AID CLOCK-HOURS TO CREDIT-HOURS

The Carnegie Unit is used in measuring the credits earned for academic standards and financial aid awarding.

SWIHA'S ASSOCIATE DEGREE OF HOLISTIC HEALTHCARE:

A clock hour consists of 50 minutes of classroom instruction for every hour of class time. Semester credit hours are determined by the following table (credits are rounded off to the lower quarter with no class being less than .25):

- at least 15 clock hours = 1 credit for a science or theoretical class
- at least 30 clock hours = 1 credit for hands-on/experiential lab classes
- at least 45 clock hours = 1 credit for externship or clinic hours

The Associate Degree of Holistic Healthcare includes the choice of several concentration options. Many of these options derive directly from the same program structure of the independent diploma programs offered at SWIHA and SWINA. Therefore, the majority of the classes from the diploma program accounts for the 60 credits within the Associate Degree, while 15.25 core credits are general education requirements specific to the Degree.

SWIHA/SWINA'S DIPLOMA PROGRAMS:

Credit for diploma programs is measured in credit-hours that are converted from clock-hours. One clock-hour is equal to 60 minutes of classroom, Lab or extern/internship time with a minimum of 50 minutes of instructional time. The conversion of 30 clock hours is equal to at least one credit hour (30/1).

WORK EXCHANGE PROGRAM

Students have the opportunity to participate in the *Do Your Dream* program on a limited, temporary basis (in house work- exchange program). On occasion SWIHA has special mailings, filing, data entry, events, telephoning, etc. that requires short - term assistance.

These opportunities are open to students on a work-exchange basis which allows the student to exchange every hour worked for the cost of tuition. Students may pay up to 50% of their Financial Aid gap in this manner. Students in the Yoga Teacher Training 200-hour Certificate of Excellence program may also use this option to pay 25% of their total cost of tuition.

Students who are interested in this type of temporary work must first seek eligibility with Financial Aid, even if they are not planning on using, nor eligible for Financial Aid (EX: Yoga Teacher Training 200 hour Certificate of Excellence). Once eligibility is determined by Financial Aid, the student will be sent to the Success Center to learn about the *Do Your Dream* program. The student will then complete all necessary paperwork if deemed eligible.

FFEL DEFFERMENTS

Students who are currently enrolled in an eligible program may be eligible to have their current and prior federal loan payments deferred. Semi-monthly enrollment data is submitted electronically to the National Student Loan Database as required by the Department of Education. This electronically reported student status data is required by lenders to make appropriate deferment decisions.

In addition to in-school deferments, students may be eligible for loan deferments based on periods of volunteer service or service in the Peace Corps. Borrowers must formally request a deferment through the procedures established by the holder of their loan(s). You may review additional information regarding deferments in the 'Financial Aid' section of this catalog. All policies and statistics can be obtained by accessing the following: www.swiha.edu

STUDENT DELINQUENCY POLICY

In the event a student misses a scheduled tuition payment she or he is notified within 30 days so arrangements can be made to make up the payment. If a student does not make up the payment by the agreed to date, or continues to miss tuition payments, she or he may be suspended from classes or withdrawn from the program until a resolution is made. Class suspension may interfere with a student's satisfactory academic progress that could lead to further disciplinary action or termination from the program. If student fails to make payments when due, and the account may be sent to a licensed collection agency.

VETERANS AND THEIR ELIGIBLE DEPENDENTS

SWIHA/SWINA has a pro-rata refund policy for all Veterans and their eligible dependents. Any unused portion of a paid tuition and or fees will be refunded to Veterans not completing the program. For example: An approved program consists of 100 days and a Veteran who has paid for the entire program only attends fifty days. Fifty percent of this prepaid tuition or 50 days of tuition will be refunded.

APPLICABLE REFUND POLICIES

The College Refund Policies are in accordance with state and accrediting bodies' applicable laws and regulations. The tuition refund policy generally applies to students who are withdrawn from the school. A review of detailed information regarding tuition refund policies is located in the 'Refund Policy' Section of the Catalog or on the back of the enrollment agreement.

The College follows the Federal Return of Title IV Funds provisions for federal aid recipients. Under these provisions, when a recipient of Federal Student Financial Aid Funds (FSA) withdraws from the College, the College must determine the amount of FSA funds earned as of the student's last day of attendance. If the total amount of funds earned is less than the amount disbursed, funds will be returned to the appropriate FSA Programs. If the total amount of FSA funds earned is greater than the total amount of funds disbursed, the difference between these amounts may be treated as a post-withdrawal disbursement.

A review of detailed information regarding the FSA return provision is in the SWIHA Catalog or on the back of the enrollment agreement.

COST OF ATTENDANCE

The college establishes standard student budgets as a basis for awarding federal student financial aid funds. These budgets are not intended to represent exact living expenses that will be incurred, but represent average expenses. The cost of attendance (COA) includes average living expenses and established book and supplies, tuition and fee charges. The average monthly living expenses estimates used in the federal cost of attendance are indicated in the tables below. In addition to the costs represented in those tables, students will also be responsible for a monthly tuition cost based on their chosen program of study.

DEPENDENTS LIVING WITH PARENTS				
MONTHS	ROOM & BOARD	PERSONAL	TRANSPORTATION	TOTAL
1	\$ 624.00	\$ 468.00	\$ 207.00	\$ 1,299.00
2	\$ 1,247.00	\$ 935.00	\$ 416.00	\$ 2,598.00
3	\$ 1,871.00	\$ 1,402.00	\$ 624.00	\$ 3,897.00
4	\$ 2,494.00	\$ 1,871.00	\$ 831.00	\$ 5,196.00
5	\$ 3,118.00	\$ 2,338.00	\$ 1,039.00	\$ 6,495.00
6	\$ 3,741.00	\$ 2,806.00	\$ 1,247.00	\$ 7,794.00
7	\$ 4,365.00	\$ 3,274.00	\$ 1,455.00	\$ 9,094.00
8	\$ 4,988.00	\$ 3,741.00	\$ 1,663.00	\$ 10,391.00
9	\$ 5,612.00	\$ 4,208.00	\$ 1,870.00	\$ 11,690.00
10	\$ 6,235.00	\$ 4,676.00	\$ 2,078.00	\$ 12,989.00
11	\$ 6,858.00	\$ 5,144.00	\$ 2,286.00	\$ 14,288.00
12	\$ 7,482.00	\$ 5,611.00	\$ 2,484.00	\$ 15,587.00

INDEPENDENT OR DEPENDENT NOT LIVING WITH PARENTS				
MONTHS	ROOM & BOARD	PERSONAL	TRANSPORTATION	TOTAL
1	\$ 930.00	\$ 698.00	\$ 310.00	\$ 1,938.00
2	\$ 1,860.00	\$ 1,395.00	\$ 621.00	\$ 3,876.00
3	\$ 2,791.00	\$ 2,093.00	\$ 930.00	\$ 5,814.00
4	\$ 3,720.00	\$ 2,790.00	\$ 1,240.00	\$ 7,750.00
5	\$ 4,651.00	\$ 3,488.00	\$ 1,550.00	\$ 9,689.00
6	\$ 5,581.00	\$ 4,186.00	\$ 1,860.00	\$ 11,627.00
7	\$ 6,512.00	\$ 4,883.00	\$ 2,170.00	\$ 13,565.00
8	\$ 7,441.00	\$ 5,582.00	\$ 2,480.00	\$ 15,503.00
9	\$ 8,372.00	\$ 6,278.00	\$ 2,790.00	\$ 17,440.00
10	\$ 9,302.00	\$ 6,976.00	\$ 3,100.00	\$ 19,378.00
11	\$ 10,232.00	\$ 7,673.00	\$ 3,411.00	\$ 21,316.00
12	\$ 11,162.00	\$ 8,371.00	\$ 3,721.00	\$ 23,254.00

STUDENT SERVICES AND ACADEMIC POLICIES

SWIHA and SWINA are dedicated to facilitating your education by granting the options that allow you to ‘*Do Your Dream*’ and plan your own studies for optimal success. If your life situation prevents you from full-time enrollment you can still get started, there are many options. We offer open entry and open exit enrollment – this means that you can start a program as soon as it is available. The class calendar provides the start and end dates for all courses in the programs and the specific elective choices available. All electives may not be offered all the time.

STUDENT SUPPORT

Students in programs of 600 hour or more begin their academic journey with a New Student Orientation. Orientations are scheduled and relayed to the student at the time of Admissions.

SWIHA ORIENTATIONS

for on-campus students is available at the beginning and end of every month with varying times for flexibility.

ONLINE ORIENTATIONS

are self-paced and to be completed prior to the student’s first class.

SWINA ORIENTATIONS

are conducted within the classroom the first few days of the student’s program.

On-campus and Online program students at SWIHA are also scheduled a First Advisement with their Academic Advisor at the time of Admissions. The First Advisement takes place within the first month of the student’s course of study. The First Advisement allows the Academic Advisor to review student policies and procedures discussed at New Student Orientation, as well discuss more in depth the expectations of their program and the policies.

Academic Advisors are available for appointments to review a student’s academic selection throughout one’s program. However, administration is proud to have an open door policy. Students are encouraged to contact staff at any time for support or concerns.

The Faculty Manager, Director of Education, and/or Executive Director of Online Education are available to discuss questions, concerns and feedback regarding instructors. SWIHA on-campus students may speak to the Director of Student Operations and/or the Executive Director of SWIHA On - Campus should they feel their concerns have not been adequately addressed within a particular department.

SWIHA Online students may speak to the Director of Online Operations and/or the Executive Director of SWIHA Online should they feel their concerns have not been adequately addressed within a particular department.

SWINA students may speak to the Student Services Director of SWINA and/or the Executive Director of SWINA should they feel their concerns have not been adequately addressed within a particular department.
(See Grievance Policy)

An On-Campus Life Coach is also offered for program students during their program enrollment for extra support in processing emotional issues which might be affecting academic success. This service is free of charge to active program students. Appointments can be made with Student Services at any time. Inquiry regarding the reason for the appointment will never be discussed. And all information disclosed within the session with the Life Coach is strictly confidential, unless the student has disclosed immediate danger to themselves or others.

Note: SWIHA and SWINA are bound by law to immediately report child or elder abuse to the authorities. Finally, from the school’s inception, KC Miller, the Founder/Owner, has had an open-door policy for all students as well.

STAFF AND STUDENT REQUEST FORMS - SWINA

Blue request forms are used as a means of communication between SWINA students and staff and should be used for the following reasons:

1. Submit information regarding a discrepancy in clocked hours or attendance
2. Request a meeting with a school official regarding 550-hour academic status, prescreening for state board, final exit interview, etc.
3. Request records, and
4. Inform the school in advance if you will be absent.
 - Requests regarding attendance and hour discrepancies must be submitted to the Student Services mailbox within 7 days of the date in question.
 - A request to notify clinic staff that a student will be absent for their scheduled clinic shift must be approved at least 72 hours prior to the shift. Requests regarding clinic shifts must be submitted to the Clinic mailbox.

Submission of any request does not guarantee approval of your request. Administration will reply within 24-48 hours by placing the blue request into the Communications Bin, located next to the student time clock.

GRIEVANCE POLICY

SWIHA/SWINA encourages students who have a concern to first seek to understand by speaking with the individual the concern is with. Staff has an open door policy and will make every effort to be available to listen to concerns and determine the best course of action for all involved. The student is encouraged to speak to the staff member's direct supervisor if the concern cannot be rectified on an individual level or if the subject matter pertains to a specific policy, procedure or concern in that supervisor's department. Should concerns not be addressed at a department level, students may address the following individuals with their concern via email or postal mail:

For SWIHA Main Campus and auxiliary classroom concerns which cannot be resolved at a department level, email or send postal mail to:

Jennifer Smits, Executive Director of SWIHA On-Campus and/or Maria Hunter, Associate Executive Director of SWIHA On-Campus 1100 Apache Blvd., Tempe, AZ 85281.

For SWIHA Online concerns which cannot be resolved at a department level, email the Dean of Education and/or Director of Online Operations:

Michael Dye, Dean of Online Instruction and/or David Dye, Executive Director Online

For SWINA concerns which cannot be resolved at a department level, email or send postal mail to:

Julie Stafford, Executive Director of SWINA and/or Autumn Grijalva, Director of Student Services/Education Coordinator 1460 E. Southern Ave. Tempe, AZ 85282.

Concerns will be addressed within ten days from receipt of the emailed/written complaint. You may contact SWIHA Main Campus, SWIHA Online or SWINA Student Services for current contact information on all staff members.

If the complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is 1400 W. Washington Street, Room 260, Phoenix, AZ 85007, website address: www.azppse.gov

A student may consider contacting SWIHA/SWINA's national accrediting body, the Accrediting Council for Continuing Education & Training (ACCET), should they still feel their complaint has not been adequately addressed at the school or state level. All complaints considered by the Council must be in written form, with permission from the complainant(s) for the Council to forward a copy of the documentation to the school for a response. The complainant(s) will remain informed to the status of the complaint, as well as, the final resolution by the Council. Accrediting Council for Continuing Education & Training (ACCET) 1722 N Street, NW, Washington, DC 20036. Phone (202) 955-1113

STUDENT ADVISEMENT-SWINA

In the event a student does not comply with the academic or behavioral standards of SWINA, a student advisement form will be issued.

Types of advisements include:

- Attendance
- Academic
- Financial
- Behavioral

Advisement levels are:

- Documented conversation
- Warning
- Probation
- Suspension*
- Withdrawal

Once a student has been placed on Probation, he or she may not incur any other policy infractions or advisements until the probation period has ended. In the event an infraction occurs, the student will be suspended.

Probation periods last for 30 days; probation periods and standards of conduct will be communicated by Student Services to students who are placed on probation. If a student on probation does not follow these guidelines, he or she will be put on suspension.

* Length and degree of suspension will be determined by school official. Student Services will determine the appropriate level of on-campus/off-campus suspension.

STUDENT RECORDS - SWIHA

SWIHA Students may review their academic and financial records at any time. SWINA students may review their academic and financial records by submitting a blue request form to the Student Services mailbox located outside the administrative offices. Student records are not released to any other individuals without the written consent of the student (P.L.93-380, Sec. 438FERPA). Inquiries made as to the enrollment or graduation status of a particular student by offices or agencies directly involved with the academic or professional industry will be released without written consent of the student.

Students receive two official transcripts at the time of graduation. Any additional official transcripts are available at \$10 each. Students may request unofficial transcripts at no extra charge. Student records are kept permanently.

Students also have the right to request records be corrected which they believe to be inaccurate or misleading. This request must be made in writing to the Director of Student Operations, Director of Online Operations, or Executive Director of SWINA. If the school determines the record in question is accurate, and should not be amended, the eligible student then has the right to a formal meeting with appropriate administration. After the meeting, if administration still deems the record as accurate, the student has the right to place a statement with the record stating his or her view about the contested information.

NOTIFICATION OF RIGHTS UNDER FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

Compliance with the Family Education Rights and Privacy Act (FERPA) of 1974 (amended in January 1975 and appearing in its final form in July 1976) is strictly maintained. The Privacy Act defines requirements, which are designed to protect the privacy of students concerning their records maintained by the College. The information pertaining to a student's records shall not be released to a third party without written authorization of the students, judicial order, or a lawfully issued subpoena. Education records are all records the college maintains regarding a student.

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Southwest Institute of Healing Arts (the "school") receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the school to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the school decides not to amend the record as requested, the school will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the university discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Southwest Institute of Healing Arts in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of Southwest Institute of Healing Arts who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Southwest Institute of Healing Arts. Upon request, the school also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by Southwest Institute of Healing Arts to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures.

CHANGE OF ADDRESS

It is important students notify Student Services when a change of address occurs. It is imperative the correct address, e-mail and telephone number for each student at all time is on file. Upon graduation, it is mandatory that students who have Federal Family Loans through Title IV funding keep their current address and phone number on file.

ATTENDANCE

If an on-campus SWIHA and SWINA student is out of attendance for over 14 days he or she will be considered out of compliance with the attendance policy and will be withdrawn from his or her program.

If an online SWIHA student has not submitted work for over 14 days they will be considered out of compliance with the attendance policy and will be withdrawn from their program.

In the event that a student's education schedule is interrupted, the student must communicate with a Student Services Academic Advisor to determine whether the student needs to re-establish the student's completion date or whether the student needs to officially withdraw from the program and re-enroll at a future date. Student attendance and punctuality is held in high regard to prepare students to enter into the workforce. As an institution committed to the success of each graduate; students are expected to arrive for class on time; as would be expected in a working environment. When a student arrives late to on-campus classes, they not only miss important material, but disrupt the instructor and other students. Therefore, attendance is tracked in 15 minute intervals and all time missed from a class will be calculated and applied to a students' overall attendance requirements.

Time missed will be documented and subtracted from the total attendance for the course in the event a situation arises when a student must be tardy to start class or exit a class early due to extenuating circumstance. The time missed will be documented and subtracted from the total clock hour attendance for the course ensuring that no less than 90% attendance for SWIHA On-Campus students and 90% attendance for SWINA students are completed to earn credit for that course.

Each class hour will consist of an average of 50 minutes of academics and a ten-minute break. Faculty may make changes to this schedule if the break time will interfere with the curriculum content.

The maximum time frame for completion of a program shall not exceed 1.5 times the normal duration of the program. The Student Services Academic Advisor does incremental evaluations.

ATTENDANCE – SWIHA POLICY

90% attendance of each course is required to receive a passing grade (2, equivalent to a C) for all courses beginning on or after February 1, 2012. Students will need to partake in make-up options should 90% attendance not be acquired in the initial attempt. Those with a final course grade of 1 (equivalent to a D) or higher are eligible for these make-up opportunities. Those with a final course grade of 0 (equivalent to an F) are required to retake the course in its entirety to receive a passing grade. Students should contact the student service office or their academic advisor regarding make-up forms and make-up eligibility.

ATTENDANCE – ONLINE POLICY

Attendance for Online courses is credited to students when they respond to discussion board questions. Homework assignments, response posts, and activity in other areas of the course will not create positive attendance. For classes meeting between 1 and 4 hours per week, a student must post at least one original reply to a discussion question. For classes meeting between 5 and 8 hours per week, students must post at least two original replies to discussion questions. Attendance is monitored and recorded by the Online Student Services advisor or delegated Online Specialist. Attendance is recorded on the Online Course checklist as well as in Diamond D. In the event a student falls below the 90% attendance requirement, he/she will be required to make-up this time by attending an appropriate make-up class.

ATTENDANCE– SWINA POLICY

90% attendance of each course is required to receive a passing grade of 2 (equivalent to a C) for all courses beginning on or after February 1, 2012. Students will need to partake in make-up options should 90% attendance not be acquired in the initial attempt. Those with a final course grade of 1 (equivalent to a D) or higher are eligible for make-up opportunities. Those with a final course grade of 0 (equivalent to an F) are required to retake the course in its entirety to receiving a passing grade. Please speak to Student Services for more details on ways to make-up attendance hours

ABSENT/TARDY REQUIREMENTS - SWINA

New Processes - Instructors will begin attendance roll call at the beginning of every class. The student's initials and time of arrival will be required for those on the roster who enter after roll call has been taken. Students leaving early are to sign out and include the time of their departure. Those who leave class early and do not sign out with their instructor will only receive credit for being in attendance for one (1) hour. Roll call will be taken silently by the Instructor at the end of the class. Those students not in attendance who did not sign out with an early departure will only receive credit for being in attendance for one (1) hour. Students arriving late from breaks will be documented as such by the Instructor and will affect the student's final attendance.

APPROVED EXCUSED ABSENCE REQUEST- SWIHA

Students who have unforeseen circumstances occur may apply for 10% of their absence in a course to be excused. Those whose 10% is approved as an excused absence may then receive a passing grade in the course by obtaining 80% attendance. Unforeseen circumstances include illness, hospitalization, death in the family, military leave and other circumstances deemed beyond your control by the Director of Student Services, Director of Education, and/or Executive Director. All 10% excused considerations are to be given to Student Services no later than 24-hours after the completion of the final class of the course you are wishing to have the absence excused. Attendance 79%-60%, excused or unexcused, will require a student to make-up attendance hours. Those with 59% attendance or less are not eligible for make-up opportunities and will need to retake the course in its entirety.

APPROVED EXCUSED ABSENCE REQUEST-SWINA

Students who have unforeseen circumstances occur may apply for their absence in a course to be excused. Excused absences may not exceed 10% of each course/block hours. Unforeseen circumstances include illness, hospitalization, death in the family, military leave and any other circumstances deemed beyond your control by Director of Education, and/or Executive Director(s). All 10% excused considerations are to be submitted no later than 24 hours after the completion of the final class of the course/block you are wishing to have the absence excused. All requests are to be given to Student Services. Please speak to Student Services for more details on ways to make-up attendance hours. Those with 59% attendance or less are not eligible for make-up opportunities and will need to retake the course in its entirety.

ROLL CALL-SWIHA

Instructors or Class Assistants will begin attendance roll call at the beginning of every class. Students whose names are not on the roster and have a Blue Attendance Slip, Make-up Form or Guest Pass will be asked to sign the roster with the time of arrival/departure. The student's signature and time of arrival will be required for those on the roster who enter after roll call has been taken. Students who arrive late to class after the instructor has taken roll call need to sign in on the attendance roster and indicate their arrival time. It is the student's responsibility to ensure his/her late arrival time is clearly documented. Students who arrive late and do not sign the attendance roster will be marked "Absent" for the class meeting. Attendance is the student's sole responsibility. Students leaving early are to sign out and include the time of their departure. Those who leave early and do not sign out for class will only receive credit for being in attendance for one hour. Roll call will be taken silently by the Instructor or Assistant at the end of the class. Those not in attendance, who did not sign out with an early departure, will only receive credit for being in attendance for one hour. Students arriving late from breaks will be documented as such by the Instructor or Assistant and will affect the student's final attendance.

COMPETENCY TIMELINE-SWIHA

Competencies are considered opportunities, tests, check -offs, etcetera completed in class. Homework is not considered a competency because it is performed outside of the classroom. Students who are absent or do not complete a competency during class time have up to 60 days from the end of their course to fulfill this requirement and receive a grade. Students who complete the competency after 60 days from the end of their course will receive either a passing (2 = equivalent to a 70% or 'C') or failing grade (0 =equivalent to 0% or 'F'). Once a competency has been passes, the passing grade is the final grade. Student cannot retake a competency in order to improve their grade.

CLOCKING HOURS - SWINA

In order to receive attendance credit a SWINA student must clock in and out upon arriving, during breaks that exceed 30 minutes, and upon leaving. Students must also sign attendance sheets for each day in class an d/or clinic. Any additional time clocked before or after class or clinic will not be counted towards total hours.

VERIFYING HOURS - SWINA

Clocked hours of attendance are posted daily for the day prior. Students are expected to review and initial posted hours each day in order to verify hours were clocked properly. Any discrepancies should be reported to student services on a Blue Request Form within seven (7) days of the date in question. After seven (7) days, attendance is considered final. Requests may be denied for students who repeatedly forget to clock in or out.

LEAVE OF ABSENCE

A student is granted a first leave of absence (LOA) up to sixty-days (60) at a time. Students needing additional time for unforeseen circumstances may request an extension not to exceed a maximum of one hundred-eighty days (180) within any 12-month period or ½ the published length of the program which ever is shorter, which the student is not considered withdrawn and no refund calculation is required. Unforeseen circumstances may include: military reasons, circumstances covered by the Family and Medical Leave Act of 1993, jury duty, or other unforeseen circumstances. The total period of time of all LOA's will not be considered as time elapsing for maximum timeframe purposes.

The leave of absence will not involve additional charges to the student by the institution. A leave of absence will be considered an approved leave of absence if the school determines that there is reasonable expectation that the student will return. In addition, the student must follow SWIHA and SWINA's policy in requesting the leave of absence by providing a written, signed and dated request to the student service department prior to the leave. If unforeseen circumstances prevent a student from providing a signed request, the student may submit the LOA within fourteen (14) days of their last day of attendance.

The LOA start date will begin the day following the student's last date of attendance and will be used to count the number of days in the leave. The count should be based on the number of days between the last date of attendance (LDA) and the re - entry date. The initial LDA is used when determining the start date for the 12-month period. Students are not required to make their monthly institutional cash payments, however, if the student would like to continue to make their payment, they may do so by mailing the payment to the accounts receivable department.

Student's returning from a leave of absence will be permitted to complete the coursework they began prior to the LOA. Students are responsible for ensuring that they are scheduled appropriately upon return to meet attendance policies. Students are responsible for contacting the Financial Aid Department for information pertaining to the effect that their failure to return from the leave may have on student loan repayment terms, including the exhaustion of some or all of their grace period. A student on an approved leave of absence will be considered enrolled at the institution and would be eligible for an in- school deferment for his or her student loans. If a student does not return from an approved leave of absence on or before their scheduled date of return as written on the official leave of absence form, their withdrawal date and beg inning of their grace period will be the last date of attendance.

MAXIMUM TIME FRAME SWIHA

All program requirements must be met within a maximum time frame of 1.5 times the normal program length, as measured in calendar time. Time spent on an approved leave of absence is not counted against the maximum time frame.

MAXIMUM TIME FRAME SWINA

Effective January 16th, 2012, Students who do not complete their program by their estimated graduation date (found on your enrollment contract), will:

- Meet with Student Services to sign a Maximum Time Frame Letter (this letter will inform the student of the latest date possible for the student to finish their program). Students exceeding their Maximum Time Frame will be dropped from their program)
- continue to report to their scheduled clinic shift, however students will not be booked with clients (priority clinic shifts will be issued to “junior” students as clinic shifts are limited)
- attend mandatory “Study-Hall” during a students’ normal clinic shift
- Need to bring make-up items from a previous block to work on, or an assignment will be issued to the student by the Instructor. Each assignment will be turned into the Instructor at the end of the designated clinic shift, in order to receive credit for that shift.

This policy will supersede previous versions located within your Student Handbook. This addendum will further assist in strengthening the overall development of its students.

ACADEMIC AND FINANCIAL AID CLOCK-HOURS TO CREDIT HOURS

SWIHA utilizes the Carnegie Unit in measuring the credits earned for academic standards and financial aid awarding.

SWIHA’s Associate Degree of Holistic Healthcare:

A clock hour consists of 50 minutes of classroom instruction for every hour of class time. Semester credit hours are determined by the following table (credits are rounded off to the lower quarter with no class being less than .25):

- at least 15 clock hours = 1 credit for a science or theoretical class
- at least 30 clock hours = 1 credit for hands-on/experiential lab classes
- at least 45 clock hours = 1 credit for externship or clinic hours

The Associate Degree of Holistic Healthcare includes the choice of several concentration options. Many of these options derive directly from the same program structure of the independent diploma programs offered at SWIHA and SWINA. Therefore, the majority of the classes from the diploma program accounts for the 60 credits within the Associate Degree, while 15.25 core credits are general education requirements specific to the Degree.

SWIHA/SWINA DIPLOMA PROGRAMS

Credit for diploma programs is measured in credit-hours that are converted from clock-hours. One clock-hour is equal to 60 minutes of classroom, Lab or extern/internship time with a minimum of 50 minutes of instructional time. The conversion of 30 clock hours is equal to at least one credit hour (30/1).

GRADING POLICY

Students are required to maintain a minimum grade point average of 2.0 (70%) in order to receive credit for a course. A syllabus with course requirements will be handed out at the first meeting for each new course. Online students will find their syllabus in the main course conference, in the First Class course management system. Progress will be measured using multiple assessment methods, including but not limited to: written evaluations, class observation, hands-on check-off evaluations, tests (opportunities). Approved recipients (ex: licensed massage therapists) will receive massages for the hands-on check-off evaluations in massage and bodywork courses in the classroom. Students will receive regular feedback on their strengths and ways in which they can improve their session through client and instructor feedback. This feedback could be written, verbal, or as appropriate for each course. Also, regardless of course completion, if after a hands-on check-off evaluation an instructor recommends the student repeat/audit the course, the student will need to retake the noted class/es or arrange tutoring for the material. After completing additional classes or tutoring, the student will need to complete the check-off again to show competency.

Students in online classes will be evaluated on their participation in the discussion board, professionalism in their communication, and knowledge demonstrated through the discussion board and independent project activities. Online students must complete all course requirements prior to the end of the course, and are ineligible for submitting make-up work after the course has ended. Online students are advised to check their course syllabus and confirm all grading criteria with their instructor.

If the course is a program requirement, a grade of 2.0 (70%) must be obtained; if the course is an elective, the student can choose to substitute another course with the permission of the Student Services Academic Advisor.

Failure to complete the minimum requirements 2.0 (70%) for any required or core course will necessitate the student's repeating that course or doing appropriate make up to demonstrate competency and increase the grade. Upon successful completion of the course make-up, if the student had previously received a 1, the highest grade will be reflected on the student's transcript and the lower grade will be dropped. Courses in which a student earns 0 credits will remain on the student's transcript permanently and impact the student GPA. **Students participating in Title IV funding will not be eligible for funding if they are not in compliance with the Grade Point Average policy at each evaluation point.**

GRADING SCALE

A student's grade point average (GPA) is calculated by multiplying the grade points earned in each course by the clock hours awarded for the course. The total grade points are then divided by the total clock hours earned to arrive at the cumulative overall GPA.

4 = equivalent to an A = 90 – 100%, 4 grade points: Outstanding effort, a mastery of the subject area, excellent standard of work.

3 = equivalent to a B = 80 – 89%, 3 grade points: Extra effort reflecting mastery of a subject area, with high standard of work.

2 = equivalent to a C = 70 – 79%, 2 grade points: Competent in subject area with acceptable standard of work.

1 = equivalent to a D = 69% - 60% – 1 grade point, will be required to make-up work to bring grade to an acceptable standard: Subject area is well below average. (Note: I-D was a code previously used on transcripts to define the same standard.)

0 = equivalent to an F = 59% and below – 0 grade points, will be required to re-take the class to earn a passing grade. The 0 will remain on the student's transcript, even after the class has been re-taken and the student has received a passing grade.

INC = Incomplete, No Credit

Students who are withdrawn either voluntarily or involuntarily must abide by the standard Make -up/Tutorial Policy in order to receive credit for incomplete courses. Courses that a student chooses to drop may count as credits attempted or credits achieved and will have an impact on the GPA. Courses that a student chooses to drop within the first four hours of a course, will not count as credits attempted or credits achieved and will have a 0.00 value toward the GPA. Students who drop their course after the first four hours will receive a '0' on their transcript.

SATISFACTORY ACADEMIC PROGRESS (SAP) POLICY FOR SOUTHWEST INSTITUTE OF HEALING ARTS ON-CAMPUS AND ONLINE

Applicable to every student enrolled in diploma and degree programs, the Satisfactory Academic Progress Policy (SAP) ensures that students make satisfactory progress towards successful completion of their academic programs. The evaluation points contained in the policy are meant to identify problems for which actions of early intervention and/or remediation can be taken.

Most critical to this policy is a student's ability to enroll in and complete courses on a consistent manner. This ability is measured in two ways: Cumulative grade-point-average (GPA) of 2.0 or better, and the pace at which the student earns hours/credits towards program completion. Failure to complete courses successfully for any reason may negatively affect academic progress. Failing, dropping or not completing courses could result in the loss of financial aid.

In order for a student to graduate, the minimum requirements are a GPA of 2.0 and completion of the program in no more than 150% of the published length of the program. Students who exceed their estimated graduation date are placed on automatic probation and will work with the Academic Advisor to establish an academic plan to ensure program requirements are met before the program's maximum timeframe. Students in Certificates of Excellence programs are obtaining their education for personal development purposes only and have declared no intention for gainful employment at the time of enrollment. Therefore, Satisfactory Academic Progress Reports are not necessary or completed for these individuals.

EVALUATION POINTS FOR SATISFACTORY ACADEMIC PROCESS: PROGRAMS 1 ACADEMIC YEAR IN LENGTH OR LESS

1. 75 hours into the program
2. Midpoint of the program
3. Expected graduation date of the program

Students receive notification of their progress in writing at each evaluation point with an attached transcript. Additionally, students may obtain their grade reports from the Student Services Office upon request at any time. All program requirements must be completed within a timeframe of 1.5 times the normal program length.

If SAP is not being met at any of the evaluation points, the student will be placed on an academic warning or academic probation, until the next evaluation point. Students may be terminated from their program if they do not improve upon their attendance or academic accomplishments during the warning/probation period. Students will be notified of their status in writing.

Program	1 st 75 hour SAP	1 st AT midpoint SAP	Estimated Grad SAP
Advanced Bodyworker Practitioner (BW600)	75 hours	300 hours/ 4.5 months	600 hours 40 weeks
Holistic Wellness Practitioner (HWP-OL)	75 hours	300 hours/ 22.5 weeks	600 hours 52 weeks
Mind Body Wellness Practitioner (MBWP)	75 hours	300 hours/ 6 months	600 hours 52 weeks
Professional Massage Practitioner (MT750)	75 hours	350 hours/ 5.5 months	750 hours 48 weeks
Yoga Teacher Training 600 Hour Level (YO 600)	75 hours	300 hours/ 25 weeks	600 hours/ 50 weeks

EVALUATION POINTS FOR SATISFACTORY ACADEMIC PROCESS:

PROGRAMS MORE THAN 1 ACADEMIC YEAR IN LENGTH

1. 75 hours into the program
2. Midpoint of the 1st academic year
3. End of the 1st academic year
4. Midpoint of the 2nd academic year
5. Expected graduation date of the program

Program	1 st 75 hours	1 st AY mid-point SAP	End of AY 1 SAP	2 nd AY mid-point SAP	Estimated Grad SAP
Master Massage Practitioner (MT 1000)	75 hours	426 hours 6 months	852 hours 12 months	N/A	1000 hours 60 weeks
Western Herbalism (WH 700)	75 hours	300 hours 6 months	600 hours 12 months	N/A	700 hours 64 weeks
Yoga Teacher Training/Yoga Therapist(YO 800)	75 hours	312 hours 26 weeks	600 hours 52 weeks	N/A	800 hours 67 weeks
Associates of Occupational Studies in Holistic Healthcare (AOS)	75 hours	15 credits 6 months	30 credits 12 months	45 credits 18 months	60 credits 104 weeks
Associates of Occupational Studies in Mind Body Transformational Psychology (AOS/MBTP-OL)	75 hours	15 credits 6 months	30 credits/ 12 months	45 credits 18 months	60 credits 104 weeks

Students receive notification of their progress in writing at each evaluation point with an attached transcript. Additionally, students may obtain their grade reports from the Student Services Office upon request at any time. All program requirements must be completed within a timeframe of 1.5 times the normal program length.

If SAP is not being met at any of the evaluation points, the student could be placed on an academic warning or academic probation, until the next evaluation point. Students may be terminated from their program if they do not improve upon their attendance or academic accomplishments during the warning/probation period. Students will be notified of their status in writing.

CONSEQUENCES OF FAILURE TO MEET SAP POLICY

WARNING:

Students will be placed on a warning for failure to meet academic, attendance, student conduct standards, or non-payment of tuition. Students will be notified in writing if they are placed on a warning. The warning will remain in effect until the next evaluation point, or as deemed necessary by the Administration, however it will not exceed a payment period. The terms and conditions will be specified per situation based on the student's individual needs to achieve academic success. Students who fail to successfully pass the warning period may be placed on an additional warning period, probation, or terminated from the program.

PROBATION:

Students may be placed on probation for failure to meet academic, attendance, student conduct standards, or non-payment of tuition. Students will be notified in writing if they are placed on probation. The probation will remain in effect until the next evaluation point, or as deemed necessary by the Administration, however it will not exceed a payment period. The terms and conditions will be specified per situation based on the student's individual needs to achieve academic success. Students who fail to successfully pass the probation period may be placed on an additional probation period or terminated from the program.

TERMINATION:

In the event of termination, the student will be notified in writing and the Refund Policy shall prevail.

APPEALS:

Students may appeal a determination that they are not meeting the SAP Policy by submitting a letter in writing, to the Administration, specifically the Director of Student Operations, within three business days of receiving the notification. To be included with the letter should be substantiating documentation from the student as to why s/he failed to meet SAP and what has changed the student's situation that will allow him/her to meet SAP by the next evaluation period. The Administration will review the appeal within 10 business days of the receipt of the appeal and notify the student in writing of the decision. All appeal decisions are final. In the event that the appeal is approved, the student shall be allowed to continue classes at the discretion of the Administration and the student will be held to the terms of an academic plan in lieu of a warning or probation. Any further breach of the rules or interference with the orderly conduct of the school may be cause for immediate termination without appeal.

ACADEMIC PLAN:

Upon a successful appeal, the Administration will develop an academic plan that the student will follow to ensure that s/he is able to meet SAP by a specific time, and may require more SAP evaluations than by the next payment period.

ADDITIONAL ELEMENTS OF SAP:

Factors that may also effect a student's ability to meet SAP include, but are not limited to; Incomplete grades, course withdrawals, course repetitions, non-credit course work, transfer of credit from other institutions. Please note, the same requirements are applied to transfers from one program to another within SWIHA/SWINA and must be cumulative. SWIHA/SWINA will count transfer hours which are accepted toward completion of a student's program as both hours attempted and hours completed.

SATISFACTORY ACADEMIC PROGRESS FOR SOUTHEAST INSTITUTE OF NATURAL AESTHETICS (SWINA) – BRANCH CAMPUS

Satisfactory Academic Progress (SAP) is a measurement of a student's qualitative and quantitative performance based on grade point average (GPA), attendance, and total hours required to clock within the maximum time frame allotted. This is our way of ensuring that each graduate has mastered the minimum learning requirements to support gainful employment when they are finished with their studies.

SWINA students must have a 2.0 (70%) or better and a minimum of 90% attendance in each individual block in order to graduate. Blocks prior to January 1, 2012 were required a minimum of 80% attendance in each individual block. Various opportunities are offered to students to make up or retake the needed courses in order to raise proficiency.

SAP is evaluated at the completion of each block, at which time students will receive notification of SAP or USAP (Unsatisfactory Academic Progress) with an attached report of their progress. In the event that a student is not making SAP, they will be notified in writing and may be placed on academic probation. If the student does not show attendance or academic improvement during their probationary period they may be withdrawn from the program. Students may remain eligible for financial aid during their probationary period.

All program requirements must be completed within a maximum time frame of 1.5 times the normal program length, as measured in calendar time. Time spent on an approved leave of absence is not counted against the maximum time frame.

MAXIMUM TIME FRAME SWINA

Effective January 16th, 2012, Students who do not complete their program by their estimated graduation date (found on your enrollment contract), will: Meet with Student Services to sign a Maximum Time Frame Letter (this letter will inform the student of the latest date possible for the student to finish their program). Students exceeding their Maximum Time Frame will be dropped from their program) This policy will supersede previous versions located within your Student Handbook. This addendum will further assist in strengthening the overall development of its students.

CONSEQUENCES OF FAILURE TO MEET SAP POLICY:

Warning: Students will be placed on a warning for failure to meet academic, attendance, student conduct standards, or non - payment of tuition. Students will be notified in writing if they are placed on a warning. The warning will remain in effect until the next evaluation point, or as deemed necessary by the Administration, however it will not exceed a payment period. The terms and conditions will be specified per situation based on the student's individual needs to achieve academic success. Students who fail to successfully pass the warning period may be placed on an additional warning period, probation, or terminated from the program.

PROBATION: Students may be placed on probation for failure to meet academic, attendance, student conduct standards, or non -payment of tuition. Students will be notified in writing if they are placed on probation. The probation will remain in effect until the next evaluation point, or as deemed necessary by the administration, however it will not exceed a payment period. The terms and conditions will be specified per situation based on the student's individual needs to achieve academic success. Students who fail to successfully pass the probation period may be placed on an additional probation period or terminated from the program.

TERMINATION: In the event of termination, the student will be notified in writing and the Refund Policy shall prevail.

APPEALS:

Every student has the right to appeal termination, probation, or any concerns in regards to their academic standing to the Executive Director of the division and/or Director of Student or Online Operations. The appeal must be submitted in writing within three business days of notification and include supporting documentation as needed. To be included with the letter should be substantiating documentation from the student as to why s/he failed to meet SAP and what has changed the student's situation that will allow him/her to meet SAP by the next evaluation period. Administration will respond within 10 business days of the receipt of the appeal request and notify the student in writing of the decision. All appeal decisions are final. Students reinstated upon appeal are on a probationary status until the next increment of evaluation and must meet the terms outlined in the letter granting the appeal. Any further breach of the rules or interference with the orderly conduct of the school may be cause for immediate termination without appeal.

ACADEMIC PLAN:

Upon a successful appeal, the Administration will develop an academic plan that the student will follow to ensure that s/he is able to meet SAP by a specific time, and may require more SAP evaluations than by the next payment period.

ADDITIONAL ELEMENTS OF SAP:

Factors that may also effect a student's ability to meet SAP include, but are not limited to; Incomplete grades, course withdrawals, course repetitions, non-credit course work, transfer of credit from other institutions. Please note, the same requirements are applied to transfers from one program to another within SWIHA/SWINA and must be cumulative. SWIHA/SWINA will count transfer hours which are accepted toward completion of a student's program as both hours attempted and hours completed.

PROBATION

If a student does not comply with the SAP, academic or behavioral standards of SWIHA or SWINA, they will be referred to their Academic Advisor, Director of Student or Online Operations, or Assistant Executive Director for counseling and placed on a probationary period as appropriate. SWIHA and SWINA uphold no tolerance for inappropriate/unsafe behavior in class (traditional or online). No student is allowed on campus if under the influence of intoxicating or mind altering substances. A student may be put on a one-incident probation period until all courses are completed or up to a month probation restricted completely from the campus, or from all online courses.

CANCELLATION OF A STUDENT FROM A PROGRAM -ONLINE

Content (Policy language and/or procedural steps) the cancel policy has three components and applies to those students starting in a program. The policy is reviewed at 1 week, 2 weeks, and 5 weeks. Each of these is detailed below.

After the first week of class, if a student has not posted into any of their classes they will be withdrawn from the program and considered a "no start." These students will have an opportunity to re-enroll at the next online start.

After the first two weeks of classes, if a student does not have a minimum of one post in each week of each of their program classes, they will be cancelled from their program. These students will have an opportunity to re-enroll at the next online start. After 5 weeks from the start of an ONLINE program, a student must meet the following conditions:

1. 14-day attendance policy compliance
2. Completed courses have an earned grade of 2 ("C") or better
3. A passing grade is being earned in currently running courses

If a student is not meeting the above requirements after 5 weeks, their student advisor will evaluate their overall academic performance, then meet with them to determine which of the following options they will pursue:

1. To complete make-up work to comply with the requirements stated above before they reach their 100th earned course hour*
---If the requirements are not met prior to reaching their 100th earned course hour*, the student will be removed from their program with an opportunity to restart at a later date after completing a required complimentary Life Coaching session from SWIHA's resident Life Coach
2. To be dropped from the program to restart at a later date after a required complimentary Life Coaching session from SWIHA's resident Life Coach

*Note: after reaching 60% attendance in any course, the complete hours associated with that course are considered earned – therefore one can earn more hours than they have actually attended.

CORRECTIVE ACTION

In the event that corrective action is needed, a student advisement form will be issued. Areas which could be addressed are attendance, academic progress, financial responsibility, and/or behavioral modification. Student does not complying with academic or behavioral standards will be referred to the appropriate Academic Advisor, Director of Student or Online Operations, Director of Education or Executive Directors for coaching and will be issued an advisement form as appropriate. SWIHA and SWINA upholds no tolerance for inappropriate/unsafe or unethical behavior in class. No student is allowed on campus if under the influence of intoxicating or mind altering substances. A student may be put on a one-incident probation period until all courses are completed or up to a month probation restricted completely from the campus. Other advisements are based on the following scale:

- Warning #1
- Warning #2
- Probation
- Suspension
- Withdrawal

MAKE-UP WORK - SWIHA ON-CAMPUS

Make-up is defined as attending the same class that was missed at a later date, (i.e., if class #4 of Anatomy was missed, then the make-up would be made in another class #4 of a later schedule Anatomy class). If there are no scheduled classes appropriate for a make-up, the student may be required to arrange a tutoring session with the instructor or teaching assistant, or complete an appropriate make-up assignment.

When tests, assignments or hands-on evaluations are missed for required core classes, the student must complete them prior to graduation. A student must pick up a Make-up Form in Student Services before entering the classroom. Student Services will print out the classes within that course that were missed. This form must be verified and signed by the Instructor and returned with the daily attendance sheet to the Student Service Department in order to input the date the make-up was completed. (See our Tutoring policy if a similar class is not offered in time before student's completion.)

MAKE-UP WORK - SWINA

Students who are required to make up academic work or classroom hours must meet with the Director of Education to determine an appropriate action plan. This may include, but is not limited to: Attend an appropriate make-up class approved by the Instructor / Director of Education or schedule additional clinic floor time as approved by the Director of Education.

When tests, assignments or hands-on evaluations are missed, the student has until the end of the next block to make them up. Failure to make up work in the allotted time may result in a requirement to repeat the block. Students will receive a make-up form from Student Services. It is the students' responsibility to have an instructor/clinic supervisor sign off on all make up work. In order to receive credit, students must return the completed make up form to Student Services.

MAKE-UP WORK - ONLINE

Make-up work for online classes is available at the discretion of the instructor. All make-up work must be submitted to the course conference by the end of the course. If extenuating circumstances exist, please contact your student advisor to petition for a deadline extension. Students with an I-D grade in an online class are required to make-up work by contacting the online student advisor.

TUTORING

Tutoring is defined as a time arranged by the student and instructor/teaching assistant when the course material will be covered on an individual basis. Tutoring may be done to complete a course, raise a grade or to deepen the student's knowledge and skills and may be required in the case that a student is unable to schedule a make-up prior to graduation. Tutoring must be done on school grounds unless and off-campus tutoring session has been approved by the director of Education and the Director of Student Services. In order to schedule and confirm tutoring, please complete the following steps

1. Speak with the desired teacher to make tutoring date and time arrangements
2. Confirm these arrangements by paying for your scheduled tutoring time 24 hours in advance in Student Services by phone or in person.
3. Student Services will contact the teacher to confirm the scheduled date and time upon receipt of payment.
4. There is a 24-hour cancellation fee of the full tutorial amount if Student Services is notified less than 24 hours in advance of the scheduled tutoring date and time.

*This policy remains the same for those making tutoring arrangements within less than 24 hours.

The student must obtain the tutoring form from the Student Service Department and pay the tutoring fee before they can begin a tutoring session. After the session, the tutoring instructor must verify and sign this form, and return it to Student Services for the student to receive credit.

The fee for attending a tutoring session is **\$25.00** per hour, which must be paid in the Student Service Department prior to attending the class. One to five students from the same class may attend the same make-up session and share this fee, providing the class content is appropriate for all. If the incomplete course work is not made up before graduation, an incomplete grade will be recorded on the student's transcript.

Conversion of classroom hours into tutoring hours:

- Theory classes: 1 hour of tutoring = 4 hours class time.
- Hands-on classes: 2 hours of tutoring = 4 hours class time.
- No more than 40% of a class can be completed through tutoring or make-up assignments.
(See Make-Up policy for attending a similar class at no charge.)

Online students who wish to deepen their knowledge and skills through synchronous tutoring with their instructor should contact their student advisor. After payment has been received, the student advisor or student services representative will notify both the instructor and student so an appropriate time may be scheduled. **Please Note:** Tutoring time for online classes may only be utilized to deepen student understanding of a topic. It may not be utilized to make -up for missed assignments, or completed for academic credit after the course has ended.

ADDING OR DROPPING CLASSES

ON-CAMPUS program students of 600-hours or more must take their required courses as indicated on their schedule.* **On- campus** program and continuing education students may add or drop an elective course by completing an Add/Drop form in Student Services.

ONLINE students may obtain this form by contacting their Online Academic Advisor.

*Exceptions may be made by the student's academic advisor due to unforeseen extenuating circumstances beyond the student's control. Students must contact their academic advisor for final approval and re-scheduling. Course registration simply requires the completion of an "add form" in Student Services for continuing education or personal development students.

CLASS SUBSTITUTIONS

Appropriate classes may be substituted for those printed in the calendar or handbook when necessitated by issues such as schedule changes, need to upgrade, current new techniques, modalities, or teacher availability. Please see student services for more information.

AUDITING CLASSES

SWIHA Students who successfully complete the course on the first attempt and who have paid in full for the class are welcome to audit most courses at any time to further their understanding of the material according to the following guidelines:

1. Standard priced classes may be audited at no charge for no credit on a space available basis. *
2. Standard priced classes previously taken at SWIHA may be audited for full credit at half the current tuition price on a space available basis. *
3. Premium priced classes may not be audited at no charge without prior permission of the instructor and the Education Coordinator
4. Courses taught by specialty instructors may only be taken for credit at half price, see student services for specific courses that fall under this guideline.
5. Supply fees must be paid at the time of registration when auditing a course and are non-refundable.
6. Online Courses are only eligible to audit for credit at this time.

*Space available is defined as adequate physical space in the classroom and a student ratio, which does not put the class into an attendee count that requires an assistant solely for the auditing student(s).

AUDIT FOR NO CREDIT (AUN)

SWIHA students who have successfully completed a course with a passing grade, and who have paid in full for the course, are welcome to audit the same course at any time to further their understanding of the material according to the following guidelines:

- Students may register to audit courses on a space available basis.
- Space available is defined as adequate physical space in the classroom and a student ratio which does not put the class into an attendee count that requires an assistant solely for the auditing student(s).
- The Class Calendar will indicate courses that are audit for no credit, as well as courses which are not eligible for audit.
- Supply fees must be paid at the time of registration when auditing a course.
- Supply fees are non-refundable and are not issued to the student outside of class time.
- Students who do not attend the first class of the course will be dropped from the course.
- Online Courses are only eligible to audit for credit at this time.

COURSE CANCELLATIONS

Students are encouraged to register for classes early. Classes are subject to cancellation if six students are not registered and confirmed three days in advance of a course start date. If this should happen, SWIHA will refund all money paid by the student in the cancelled course. SWIHA reserves the right to suspend, cancel or postpone a class or classes after training has begun in the event of an occurrence that unavoidably limits the use of school facilities such as fire, flood, storm, war, or civil disorder. In such cases a pro-rata refund will be made of any fees or tuition prepaid by the student, unless the student elects to continue the training in a later class. If a class is cancelled and a student arrives without being notified of the cancellation, Student Services may offer the student any class being offered at the same time or a credit for a future class. Highest priority is given to rescheduling and satisfying the needs of the students.

GRADUATION REQUIREMENTS–SWIHA ON-CAMPUS/ONLINE

1. A final cumulative grade point average of at least 2.0.
2. A passing grade in all required courses.
3. Meet satisfactory academic progress requirements (See SAP Policy)
4. All assigned work completed and submitted.
5. Internship, Externship or Observed Clinical Practice completed (If applicable to the program.)
6. Fulfill all tuition and fee obligations
7. Meet with required school official for Exit Interview. (Online Program students are required to attend two success center webinars.)

Students receive a diploma/certificate and 2 official transcripts at the time of graduation. Additional diplomas, certificates, and official transcripts are available at a cost of \$10 each. Students may request unofficial transcripts at no extra charge. Student records are kept permanently.

GRADUATION REQUIREMENTS-SWINA

1. Minimum of 90% attendance in each block
2. Minimum 2.0 GPA in each block
3. Meet minimum program clock hour requirements:
 - a. Aesthetics – 600 clock hours
 - b. Aesthetics Instructor – 600 clock hour
5. Meet satisfactory academic progress requirements (See SAP Policy)
6. Pass Mock State Board written and practical exam with a 75% or higher grade
7. Complete all tests and projects
4. Fulfill all tuition and fee obligations
5. Meet with required school officials for Exit Interview

Students receive a diploma/certificate and 2 official transcripts at the time of graduation. Additional diplomas, certificates, and official transcripts are available at a cost of \$10 each. Students may request unofficial transcripts at no extra charge. Student records are kept permanently.

REQUIREMENTS FOR OFFICIALLY WITHDRAWING FROM THE COLLEGE

Students who find it necessary to interrupt their attendance by withdrawing from their program before completion must speak with their Academic Advisor and express this in person or in writing.

TERMINATION POLICY

Any student may be dismissed from the school prior to completion of said program/course for the following reasons:

1. Failure to maintain passing grades, SAP or Probationary terms
2. Failure to comply with the Attendance Policy
3. Failure to comply with established Policies and Procedures
4. Unprofessional behavior (in traditional or online classes), cheating, theft, attending class under the influence of mind- altering drugs
5. Unlawful possession, distribution, or use of illegal substances
6. Sexual misconduct, inappropriate sexual overtures or behavior discouraged within the Code of Ethics
7. Endorsement or promotion of the purchase of specific products or professional services in any school setting
8. Providing false information or falsified documents
9. Demonstration of physical/verbal/written abuse of anyone in the school community
10. Failure to meet financial agreements and obligations
11. Inability to maintain a professional and therapeutic sense of self and the inability to present that to his or her fellow students, administrators, instructors and potential clients in order to provide a safe therapeutic process.

TRANSFER OUT

Students who seek to have credits earned transferred to another institution will need to complete and submit a transcript request form to Student Services. Assuming all financial obligations have been met, the transcript will be mailed to the address given no later than ten-business days after receipt of the request. Approval of transfer credits is at the discretion of the receiving institution, agency, or licensing board. SWIHA or SWINA does not guarantee the transfer of credits or licensure.

READMISSION TO A PROGRAM ONCAMPUS &ONLINE

1. Submit letter of intention for re-enrollment to the Director of Student Services
 - a.) Letter should identify why the student's original program did not result in graduation, what are the student's current circumstances which would support academic success if re-enrollment was approved, and the student's goals upon graduation
2. Any incomplete grade(s) on the transcript must be completed successfully as to raise the Grade Point Average
 - a.) Either through make-up work or tutorials
3. Balance with SWIHA is \$0 (including any previously written off balance), verify with Amber Imes in SWIHA Finance Department
4. A meeting with an Executive or Department Director or a Staff Life Coach may be requested to help identify educational goals and to discuss how one can create a successful balance to reach their dreams.

APPEALS POLICY

Every student has the right to appeal termination to the Executive Director of the division and/or Director of Student or Online Operations. The appeal must be submitted in writing and have substantiating documentation supporting this. The Appeals Committee (Executive Directors) will respond within 10 business days of the receipt of the appeal request. The decision of the Appeals Committee is final. Students reinstated upon appeal are on a probationary status until the next increment of evaluation and must meet the terms outlined in the letter granting the appeal.

EDUCATION

CAMPUS SAFETY INFORMATION

Campus Safety Policies and Campus Crime Statistics are published in the SWIHA Campus Safety Report for SWIHA and SWINA Campus Safety Report for SWINA. The Campus Safety Policies cover issues concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other related matters. The Campus Crime Statistics cover crimes reported to the College over the previous three calendar years that occurred on campus, in certain off-campus buildings or property owned or controlled by the College, and on public property within or immediately adjacent to and accessible from the campus.

CHEMICAL DEPENDENCY PROGRAM

SWIHA is committed to the care and nurturing of our students during their educational experience. Students seeking help for chemical dependency problems will be treated with consideration and confidence. Confiding in an administrator regarding substance abuse issues is very different from using these substances while on campus. Students who are caught using, selling, or distributing illegal substances or alcohol while on campus will be immediately placed on probation or expelled.

DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

Drug and alcohol abuse affects the workplace, as well as, our homes, our schools, and our community. The U.S. Department of Education requires colleges to implement a drug prevention and awareness program for their students and employees. Consumption of alcohol or drugs while attending class, or meeting with campus personnel is prohibited. This offence may be subjected to disciplinary action.

SAFE CAMPUS POLICY

GENERAL HARASSMENT, DISCRIMINATION, AND SEXUAL HARASSMENT POLICY

SWIHA and SWINA are committed to a campus environment free from any form of discrimination and sexual harassment of any student or employee. This includes all online discussion conferences and course areas. Discrimination on the basis of gender, ethnicity, religion, national origin, age, physical, developmental or emotional differences, or sexual orientation or sexual harassment including intimidation, or coercion will not be tolerated. Violation of SWIHA harassment, discrimination, or sexual harassment policies shall subject the offending parties to appropriate disciplinary action up to and including termination (faculty and staff) or expulsion (students). Retaliation for reporting such conduct will not be tolerated, the party(s) participating in the retaliation will be subject to appropriate disciplinary action up to and including termination (faculty and staff) or expulsion (students).

Sexual harassment is an unlawful infringement of your right to attend school or work in an environment free from unlawful sexual conduct and pressure. Sexual harassment is a form of sex discrimination that violates the Civil Rights Act of 1964. We strongly prohibit unlawful sexual harassment of applicants, students or any other person on or off our campus.

Harassment of students can affect any student, regardless of sex, race, or age. Sexual harassment can threaten a student's physical or emotional well-being, influence how well a student does in school, and make it difficult for a student to achieve his or her career goals. Moreover, harassment, including sexual harassment is illegal--Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination, including sexual harassment. Preventing and remedying sexual harassment at SWIHA is essential to ensuring a nondiscriminatory, safe environment in which students can learn.

Therefore, we encourage any student who believes he or she is being harassed in any way to immediately notify the Director of Education, or the Director of Student Operations. Any report of such behavior will be handled with utmost respect and confidentiality. If you have any questions about our policy, please request a full copy of it from a Student Advisor, the Director of Education or the Director of Student Operations.

REVISION POLICY

SWIHA and SWINA reserve the right to revise and add to all policies as is deemed necessary and appropriate. Programs may be cancelled or postponed, instructors may change, and tuition rates may be adjusted during a student's program of study. Tuition rates published in the catalog at the time a student signs his or her enrollment contract will be honored for the selected program for the life of the contract.

STUDENT/TEACHER RATIO

We preserve an instructor/student ratio of the following to maintain a sound, educational learning process:

SWIHA's student to teacher ratio **on-campus** is:

- **Lecture** = 50 students for 1 instructor
- **Lab** (Hands-on) = 15 students for 1 instructor. One assistant for each additional 16 students.
- SWIHA's student to teacher ratio **online** is approximately 20 students for one instructor.
- SWINA's student to teacher ratio is:
- **Lecture** = 40 students for one instructor
- **Lab** (Hands-on) = 20 students for one instructor.

CONTINUING EDUCATION - SWINA

SWINA Students are encouraged, but not required, to register for the various continuing education (CE's) courses that SWINA offers. Courses include: Dermaplaning, Brazilian Waxing, and Advanced Chemical Peels. Approved PREMIUM elective classes must be paid for at the time of registration in the Student Services office with a student services specialist. Registrants must meet eligibility requirements (please see course descriptions for specific details). SWINA students who have passed their white block may register for advanced classes. Classes are subject to cancellation if six students are not registered and confirmed seven days in advance of class start date. In the event of a cancellation, SWINA will refund all monies paid by the student for the class. If the applicant is denied enrollment, the applicant will receive notification and all funds for that course will be refunded within 30 days from the date of determination. There is NO REFUND for books, supplies/kits, and PREMIUM class fees.

Attendance guidelines are as follows: participants must attend all scheduled hours in order to receive credit for a course. Certificates will be mailed to students or made available in their student mailbox upon completion. SWINA students may earn clocked hours toward aesthetics clinic attendance, not to exceed the credit hours denoted for the class.

Active CE's are posted in the SWINA student lounge, and students may reference the SWIHA student catalog for course descriptions.

COPYRIGHT INFRINGEMENT POLICY

By using SWIHA or SWINA's internet connection, individuals agree to respect and honor the ownership of copyrighted materials. Illegally downloading and distributing a song, photo, or other copyrighted material is stealing, and carries the same karmic impact as taking money from your neighbor's wallet. Please do not use our network to illegally download or share copyrighted materials, including music, games, movies and videos any more than you would steal money from our front desk.

Such activity is illegal, and beyond any karmic repercussions, may subject you to serious civil and criminal penalties. Please read the following summary, and do not steal from others!

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the Web site of the U.S. Copyright Office at www.copyright.gov, especially their FAQ's at www.copyright.gov/help/faq.

STATEMENT OF REQUIRED EQUIPMENT

SWIHA and SWINA hereby state that the establishment has the equipment required by statute and rule for the school.

HOLIDAYS

Classes are not held on the following holidays:

New Year's Day	Memorial Day
Martin Luther King	Veterans Day (observed day after Thanksgiving)
Easter Day	Thanksgiving Day
July 4th	Christmas Day
Labor Day	Winter and Summer Break

Holidays 2014	SWIHA	SWINA
MLK Jr. Day Jan. 20	X	X
Spring Break March 23 - March 30		X
Easter March 31	X	X
Memorial Day Weekend May 24 - May 26	X	X
Summer Break June 29 - July 6	X	X
Labor Day Weekend August 30 - Sept. 1	X	X
Fall Break Nov. 23 - 30		X
Winter Break Dec. 21, 2014 - Jan. 4, 2015	X	X

SWIHA and SWINA are officially closed in the winter for a holiday break and a summer holiday break. The dates of this break vary from year to year. Students should refer to their schedule for return dates.

DUAL ROLES

DUAL/PERSONAL RELATIONSHIPS

Personal dual relationships with students can result in claims of undue influence, partiality, and personal conflict. **(All such relationships are prohibited for the duration of program enrollment; certificate, diploma or degree).** If a student is not in a program (i.e. Personal Development or Continuing Education), the prohibition remains in effect for the duration of the course or sequence of courses a student is registered for. Personal Dual relationships include: hiring students for work in your personal business or organization, bartering work for trade or intern hours with students currently registered in SWIHA programs, paying for referrals, socializing off campus in non-related environments including unsanctioned class parties, or any romantic (dating), sexual or social relationship. Additionally, attending lunch/dinner breaks off campus with students is prohibited.

Instructors may see registered students as clients or patients professionally for services or treatment, provided the student is not enrolled in a course the instructor is teaching at the time of services. The only exception is when the services are specifically required and the interruption of such services would be detrimental to the student, or if such sessions are required as part of the student's course of study. (Example: The American Polarity Therapy Association requires that students receive sessions from their professional instructors in order to become eligible for membership in AMPTA). This policy applies to all students regardless of gender, age, sexual orientation, or student consent to dual relationship.

Any instructor choosing to create or allow a professional dual relationship with a student must fully disclose the costs and/ or fees and provide the same level of care they would provide for other patients or clients. Ultimately, instructors are responsible for upholding the standard of conduct/ethics as set forth by any governing or regulating agency that provides oversight to his/her occupation regarding dual relationships with clients and/or students.

SWIHA ON-CAMPUS SUPPLY FEE REFUNDS

SWIHA On-Campus supplies fees are non-refundable if the student withdraws from a course 14 days or less prior to the start of the course.

UNIFORMS AND PERSONAL HYGIENE - SWIHA

SWIHA does not require uniforms in the classroom. SWIHA requires attire in the clinic;

1. SWIHA logo T-shirt
2. Black pants
3. Closed toe shoes

UNIFORMS AND PERSONAL HYGIENE - SWINA

The SWINA uniform consists of the following:

- SWINA uniform top
- Name tag (worn at all times)
- Solid black pants, capris, or skirt at the knee (NO black jeans)
- Solid black, white, brown or tan soft sole shoes with a closed toe and closed heel
- Solid black, white, brown or tan shirt with sleeves may be worn underneath uniform top; sleeves may be long or short provided that underarms are not exposed
- SWINA logo T-shirt may be worn on Thursday evenings, Fridays and Saturdays
- Fingernails must be kept short and neat.
- Hair longer than shoulder length should be pulled back during practical and clinic applications.
- The use of perfume and aromatherapy should be limited due to client and fellow student sensitivity.
- Jewelry can be expressive as long as it does not interfere with treatments.

VALUABLES

SWIHA nor SWINA is responsible for the theft or loss of personal items or valuables. Please leave all valuables at home or locked in your vehicle. Lockers are only available at the SWINA campus. All personal items and valuables brought on to campus are done at the student's own risk.

CELL PHONES

Cell phones must be silent, and texting is not permitted in the classroom or in the clinic at any time.

FOOD AND DRINKS

Food must be kept in the student lounge, or student sitting areas in the hallways and/or the outside picnic area. Water bottles and closed containers are permitted in the classroom during class hours at the discretion of the instructor. Food and drinks are never permitted in the student clinic, except for SWIHA's therapist lounge.

VISITORS ON-CAMPUS AND IN THE CLASSROOM

On-Campus visitors are welcome during the hours of operation. Visitors in the classroom are welcome with a Guest Pass issued by Admissions or Student Services. Children are to be supervised at all times, and are only allowed in the classroom at the discretion and prior approval of the instructor and/or management. This approval can be arranged through email, phone, or in prior classes. Classes exempt from this rule, in which children may not be present regardless of instructor consent, include but may not be limited to classes in:

- Unclothed bodywork
- Cooking
- Clinics
- And, any courses with materials contraindicated for children

CLINICAL INTERNSHIP - SWIHA

The student clinic is operated to provide the educational opportunity for the student to receive time -on-body training, which prepares them for or their own private practice. Massage students in the Professional Massage Practitioner Diploma, Master Massage Practitioner Diploma, and Associates Degree with a concentration in one of the diplomas are required to participate in observed clinical practice where the student applies the skills and technical expertise of his or her program. This clinic is a vital part of the massage training. This practical experience is conducted on campus under the watchful eye of the Clinic Manager, Clinic Staff and other licensed massage therapists in the clinic, who guide the students with encouragement and individual training. Staff input decreases with time, until the student is conducting him/herself as a self-directed therapist. This clinic is open to the public to experience quality massage, bodywork, and energy work at a nominal fee.

CLINICAL INTERNSHIP - SWINA

In order to better prepare our graduates with real life experience, SWINA operates a full time aesthetics clinic. Students have the opportunity to provide services to the public develop their communication and interpersonal skills, practice and perfect their techniques in a safe, supervised and professional setting. The clinic is a stepping stone for students as they begin their career as professional Aestheticians. All services are monitored by licensed aesthetic instructors.

All students begin their clinic shift with 100 points. Deductions will be taken based on the following criteria:

- (25) Professionalism: Improper Uniform, Improper conduct, tardiness, failing to complete Scheduled shift
- (25/100) Attendance: unexcused absence, no show / no call *
- (25) Competency: Improper room setup, failing to complete client progress notes, failure
- To follow protocol
- (25) Sanitation: Failure to follow sanitation guidelines & procedures

*No show/ no call will result in an advisement form and zero points for the day.

Students are expected to be ready and available at all times during their clinic shift. Refusing to provide a service will result in zero points received and suspension for the remainder of the day.

CLINIC ATTENDANCE REQUIREMENTS – SWINA CLINIC ATTENDANCE

In order to be prepared for clinic, students must arrive on time for their clinic shifts. Students arriving late will receive an advisement form. Absences are excused if a student submits their change within 72-hours of their scheduled shift.* Changing a schedule without a 72-hour notice is considered an unexcused absence. In this case, an advisement form will be issued and points will be deducted to reflect the student's grade.

*In the event where a 72-hour notice cannot be given i.e.; illness (doctor's note must be provided) or family emergency, a minimum of 24-hour notice must be given to avoid advisement.

NO CALL NO SHOW POLICY

Students who do not give proper notice will be placed on immediate suspension. (Please see student advisement policy) Students needing to make up a shift in clinic will need to speak to the Assistant Executive Director for an approved make up day. Please note that all make up days will result in a "shadow" period during the duration of the make-up shift. Shadow shift students are to assist junior students and/or the clinic instructor during their make-up clinic shift. Other tasks will be determined by a school official.

SPIRIT OF YOGA

Students who currently enrolled as a SWIHA, SWINA, SCNM, PIHMA Student are able to utilize the Spirit of yoga center and the Yoga classes offered to the public. Rate are as follows:

- Drop in Fee's are only \$8 with Student ID Card
- \$50 per month unlimited yoga with Student ID Card
- Off the Wall classes now require an eight dollar charge & reservations required.

GUN/WEAPON POLICY

Use, possession, display, or storage of any weapon, explosive device, or fireworks is prohibited on all land and buildings owned, leased, or under the control of Southwest Institute of Healing Arts or its affiliated or related entities, in all SWIHA residential facilities (whether managed by SWIHA or another entity), in all vehicles parked at SWIHA, SWINA or Soy Parking Lots, and at all SWIHA or SWINA affiliate-sponsored events and activities, except as provided in *Arizona Revised Statutes* § 12-781.

SWIHA, SWINA and SOY students and employees are required to report violations and suspected violations of this policy to Director of Student Operations and/or an available Director immediately.

Exceptions to this policy are as follows:

1. peace officers certified by the State of Arizona and currently employed by an Arizona law enforcement agency performing his or her official duties
2. peace officers certified by the State of Arizona in an off-duty capacity and currently employed by an Arizona law enforcement agency
3. any law enforcement officer working under their color of authority

All reports of violence in the SWIHA Facilities/Workplace will be taken seriously and will be investigated thoroughly and promptly. To the extent possible, SWIHA will keep the identity of the reporting employee confidential. However, under certain circumstances, SWIHA may need to disclose the reporting employee's identity (for example, to protect that individual's safety). SWIHA will not tolerate retaliation in any form against an employee who makes a report of workplace violence.

If, after a thorough investigation, SWIHA determines that workplace violence has occurred, appropriate corrective action will be taken, and discipline will be imposed on the offending employee(s). The level of appropriate discipline will depend on the facts in each case, and may include oral or written warnings, reassignment of responsibilities, probation, suspension, or termination. If a non-employee is responsible for the violent activities, SWIHA will take corrective action to ensure that such behavior is not repeated.

CONCEALED WEAPONS POLICY

SWIHA Corporation does not allow any job applicant, employee, contractor, subcontractor, vendor, agent or representative to possess, use, conceal, carry or maintain a concealed weapon or handgun on SWIHA's premises. Such premises include any portion of the building in which SWIHA is housed, any private or public driveway, parking lot, sidewalk, street, parking garage or any other parking area used in connection with SWIHA's business, and any vehicle used, owned or leased by SWIHA.

SWIHA also prohibits the carrying of a weapon or concealed handgun on your person or property while you are rendering any services or attending any event or function relating to your employment with SWIHA or conducting any business on the company's behalf. This prohibition includes carrying or maintaining a concealed weapon or handgun in any vehicle used in connection with your employment or brought onto SWIHA's premises.

If SWIHA has a reasonable suspicion at any time that a concealed handgun or weapon has been maintained, carried or stored in violation of this policy, SWIHA reserves the right to conduct a reasonable search of the person, work area, personal items or any vehicle in the possession or subject to the control of such person to investigate whether or not a prohibited weapon is present. Any employee who witnesses the concealment or possession of a weapon or who witnesses a physical or verbal assault involving another person should report it to their supervisor or the human resources department immediately. Violating this policy or refusing to consent to a reasonable search conducted pursuant to this policy may lead to discipline up to and including termination. Compliance with this policy is also a term and condition of continued education/employment with SWIHA.

SUCCESS CENTER

The Success Center offers entrepreneurial and placement assistance for students enrolled in any vocational certificate, diploma or degree program. Career development resources are available to all students and alumni at no additional cost. Although every effort will be made, the school does not guarantee placement or employment upon completion of a class, certificate, diploma or degree. Employment opportunities are available to all students who are near graduation, and all alumni. Students are required to set an appointment with a member of the Success Center staff prior to their graduation date to begin the preparation and pre-exit interview process. Students who are not in good financial standing may not expect to be placed by the Success Center until those balances are satisfied, or the Accounts Receivable Specialist provides a release.

Online students may make an appointment for a phone interview and consultation on materials submitted via email to the Success Center staff.

Weekly emails are sent to all graduates and individual appointments are available for:

- Cover Letter and Résumé Development
- Interviewing Techniques
- Marketing Material Assistance
- Professional Profiles on SWIHA Websites
- Professional Development Webinars (specifically for online students)
- Licensing/Insurance Information
- Employment Opportunities
- Room Rental/Equipment Sales
- Events (volunteer and paid opportunities)
- Entrepreneurial/Career Coaching
- Small Business Association information

TUITION REFUND POLICY

INSTITUTIONAL TUITION REFUND POLICIES

CONTINUING EDUCATION/PERSONAL DEVELOPMENT/CERTIFICATE

All prepaid tuition in excess of tuition due in accordance with the following refund policy upon withdrawal by the student from a course.

1. If the applicant is denied enrollment into a course, the applicant will receive notification and all funds for that course will be refunded to the applicant within 45 days from the date of determination.
2. Tuition fees will be refunded on a pro-rata basis per course up to 60% completion, determined by hours attended, of that course. After completion of 60% of the course, no refund will be applicable.
3. Online Technology Fee is non-refundable upon completion of 60% of the total hours of the student's first course.
4. There is NO REFUND for books, supplies/kits, and PREMIUM class fees.
5. For all additional fees, Southwest Institute of Healing Arts (SWIHA) or Southwest Institute of Natural Aesthetics (SWINA) agrees to refund within 45 days from the date of determination.
6. Approved PREMIUM elective classes or additional courses outside of those contracted for must be paid for at the time of registration.
7. Any applicable refunds due to the applicant will be made within 45 days from the date of determination.
8. Grounds for termination/cancellation include and *are not limited to*, non-payment of tuition, and not abiding to the student conduct policy.
9. Students seeking transfer of credit (for courses taken at SWIHA or SWINA) into eligible programs must meet with the appropriate parties for transfer and completion of a program. See Transfer of Credit policy.
10. All Tuition and Fees must be paid in full for the student to be issued a Certificate or official transcript.

DIPLOMA/ASSOCIATES DEGREE PROGRAM

Southwest Institute of Healing Arts' refund policy complies with the rules and regulations of the United States Department of Education and/or Accrediting Council for Continuing Education & Training (ACCET), our accrediting body, whichever is most beneficial to the student.

1. An applicant may cancel the enrollment agreement within three business days (excluding Saturday, Sunday and State and Federal holidays) of the date the enrollment agreement is signed by providing a written notice to SWIHA. All funds including the application fee will be refunded in full within 30 days.
2. SWIHA would refund all monies paid within 45 days should the student decide not to start, less the Application Fee.
3. If the applicant is denied enrollment, they will receive notification and all funds, including the Application Fee, will be returned to the applicant within 45 days.
4. The refund policy is based on the number of weeks attended within the academic year of a program. The refund policy differs for each type of program (Degree, Diploma, Certificate of Excellence, or Personal Development).
 1. Tuition charges for the enrollment period (not to exceed 12 months) will be determined based upon the student's last day of attendance and the resulting percentage of the enrollment period completed. The percentage of the enrollment period completed is determined by dividing the total number of weeks elapsed, from the student's start date to the last day of attendance, by the total number of weeks in the enrollment period per academic year.
 2. **If the student completes more than 60% of the Academic Year the school will charge 100% of the total tuition for that Academic Year.**
 1. **Degree Program:** The tuition amount charged is the percentage of the weeks completed, divided by the total number of weeks in the Academic Year, plus 10% of the unearned tuition for the Academic Year.
 2. **Diploma Program:** The tuition amount charged is the percentage of the number of hours completed, divided by the total number of hours in the Academic Year, plus 10% of the unearned tuition for the Academic Year.

5. Special Cases: In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical for the student to complete the program, the school may make a settlement, which is reasonable and fair.
6. Online Program Technology Fee: Students enrolling into an online program will be assessed a Technology Fee for digital media and technology access. The Technology Fee is non-refundable once a student has completed the first 100 hours of their program.
7. Supply fees are non-refundable if the student withdraws from a course within 14 days of the courses start date. For SWIHA Online students, once the supplies and/or materials have shipped they are non-refundable.
8. The additional fees for approved PREMIUM elective courses must be paid for at the time of registration.
9. Refunds will be made within 45 days from the date of determination. See school catalog for termination, Satisfactory Academic Progress (SAP) and attendance policies.
10. Grounds for termination/cancellation include, and *are not limited to*, non-payment of tuition, not abiding by SAP and Attendance Policies, and not abiding to the student conduct policy. See school Catalog for details.
11. Students seeking transfer of credit (for courses taken at SWIHA) into eligible programs must meet with an Admissions Advisor or Academic Advisor for transfer and completion of a course or program.
- 12. Students applying for Financial Aid are ultimately responsible for their tuition, books and supplies.**
13. All Tuition and Fees must be paid in full for the student to be issued a Degree, Diploma, Certificate, or official transcript.
- 14. If for any reason it is determined that the student is not eligible or does not qualify for Financial Aid or is disqualified due to SAP, the program must be paid in full before the student is issued a Degree, Diploma, Certificate, or official transcript.**
- 15. Financial Aid is only available for approved programs. Financial Aid eligibility may require full time enrollment.**

RETURN OF TITLE IV FUNDS

According to the Federal Student Aid Handbook, "Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded." Federal regulations [HEA Section 484B, 485(a)(1)(F), 34 CFR 668.22] require when a student withdraws, ceases attending, or is administratively withdrawn the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive. According to these regulations, the College and the student are allowed to retain only the amount of Title IV (federal) financial aid that is earned. The College is required by Federal regulation to determine the amount of Title IV grant or loan assistance (Federal Pell, FSEOG, Federal Direct Stafford Loan, and Federal Direct Parent PLUS Loan) that the student earned as of the student's withdrawal/last day attended. The unearned portion of the Title IV aid must be returned to the appropriate Title IV program(s).

This policy applies to students who complete 60% or less of the payment period for which they received Federal Title IV aid. A student who drops a class but still completes one or more classes does not qualify for the Return of Title IV Funds policy. The term "Title IV aid" refers to the following Federal financial aid programs: Unsubsidized Federal Stafford loans, Subsidized Federal Stafford loans, Federal PLUS (Parent) loans, Federal Pell Grants, and Federal SEOG (Supplemental Educational Opportunity Grant).

To conform to the policy, the College must determine the student's last day of attendance. For Title IV purposes, the last date of academic attendance is one of the following: the date the formal withdrawal process begins, the date the student otherwise gives official notice of intent to withdraw (e.g., letter, withdrawal form, in -person), or the last documented date of attendance in an academically-related activity (e.g., documented attendance in a class or lab or submission of an assignment in an on-line course).

The calculation required determines a student's earned and unearned Title IV aid based on the percentage of the payment period completed by the student. The percentage of the period that the student remained enrolled is derived by dividing the number of days the student attended by the number of days in the period. Calendar days (including weekends) are used, except institutional holidays and approved leaves of absence are excluded. Breaks of at least 5 days are excluded from both the numerator and denominator.

Clock hour programs

Total number of clock hour's completed/Total number of clock hours in the payment period.

Credit hour programs

Total number of calendar day's completed/Total number of calendar days in the payment period.

Until a student has passed the 60% point of an enrollment period, only a portion of the student's aid has been earned. A student who remains enrolled beyond the 60% point is considered to have earned all awarded aid for the enrollment period.

Earned aid is not related in any way to institutional charges. In addition, the College's refund policy and Return to Title IV Funds procedures are independent of one another.

A student who withdraws from a course may be required to return unearned aid and still owe the college for the course. The responsibility to repay unearned Title IV aid is shared by the College and the student. For example, the calculation may require the College to return a portion of Federal funds to the Federal Title IV programs. In addition, the student may also be required to return funds based on the calculation. A student returns funds to the Federal Stafford loan programs based on the terms and conditions of the promissory note of the loan. A student who receives a Federal Pell Grant may be required to repay 50% of the funds received. Federal regulation requires that Title IV financial aid be used to cover only the length of time the student was enrolled before withdrawal, dismissal, or ceasing attendance. Disbursed funds for the purpose of this policy include funds disbursed and retained by the institution for allowable charges. Allowable charges are defined as tuition charges, books and other institutional fees.

The College will return Title IV funds to the Title IV grant or loan assistance allocated among the Title IV programs in the following order of return:

1. Federal Direct Unsubsidized Stafford Loan
2. Federal Direct Subsidized Stafford Loan
3. Federal Direct PLUS Loan
4. Federal Pell Grant
5. Federal SEOG

Post-withdrawal Disbursements

These disbursements will be made in accordance with Federal Regulations. If a student is due a post-withdrawal disbursement, the disbursement must be made from available grant funds before available loan funds. The disbursement must be made within 90 days of the institution's determination that the student withdrew. After the eligible post-withdrawal disbursements are credited to the student's outstanding current semester charges, the institution must follow specific steps, outlined in Federal Regulations.

Timeframe for the Return of Title IV Funds to the Federal Programs

Return of Title IV Funds process will begin as soon as possible after it is determined that a student has withdrawn or ceased attendance. The College must determine the withdrawal date for a student who withdrew without providing notification no later than 30 days after the end of the semester. The College must return funds no later than 45 days after the date the College determined that the student withdrew.

OWNERSHIP & ADMINISTRATION

Founder & Owner

KC Miller, HHCP, LMT, APP, CHT, LC

Owner

Brian P. Miller, Ed.D

MAIN CAMPUS

Executive Director of SWIHA On-Campus

Jennifer Smits, LMT, NCBTMB

ACCOUNTING & PAYROLL

Director of Finance and Financial Aid/Controller

Salisha Tamandi-Kacic

Student Accounts Specialist

Amber Imes

Accounting Specialist

Michele Hill

ADMISSIONS

Associate Executive Director of SWIHA

On-Campus

Maria Hunter

Admissions Director

Bridgett Magpayo

Admissions Coach

Jennifer Dionne, LMT

Admissions Coach

Renee Schneider

Online Admissions Coach

Brad Boute, MFA

Online Admissions Coach

Nicole Raitano

Admissions Coach SWINA

Alexis Bellows

Admissions Support

Sierra Byers

BOOKSTORE – MAIN CAMPUS

Healing Pages Store Manager

Barb Moeller

Online Bookstore Specialist

Jessie Adams

Bookstore Specialist

Anyada Francis

Bookstore Specialist

Roann Monson

Bookstore Specialist

Matt Hagan

EDUCATION ON-CAMPUS and ONLINE

Associate Director of On-Campus Education/Faculty Manager

Janell Erickson, AOS, LMT, LC

Master Course Layout Designer/Scheduler

Katherine McAniff, BA, HTW, NJH

Executive Director of Online Division of SWIHA

David Dye, BS

Dean of Online Instruction

Michael Dye, BS

Online Project Manager / Lead Tech Support / Audio Engineer

Alan Taylor

Online Curriculum Support

Tom King

Online Curriculum Support

Zoey Greco

Online Graphic Designer and Class Calendar Distribution

Carmen Marerro, LMT, LC

FACILITIES

Facilities & Education Operations Manager

Sara Zejda, LMT, LST, AOS

Maintenance

Mark Landers

Lead Classroom & Event Set-Up Specialist

Rob Austin, LMT

Maintenance Crew

Matt Pierce, LMT

Maintenance Crew

Gail Clay

Maintenance Crew

Sean Sheppard

FINANCIAL AID

Director of Financial Aid

Joy Klein, MPA, RYT

Financial Aid Specialist

Marissa Caro

Financial Aid Coordinator

Chelsea Trautman

FRONT DESK

Barb Moeller

Gail Clay

Jill Wolf

Matt Hagan

Information Technologies

Director of Information Technologies Manager

Mike Labelle, LC

I.T. Specialist

Bob Chamberlain, LC

MARKETING

Webmaster and Lead Generation/SEM Specialist

Erik Teichmann

Marketing and Media Specialist/Graphic Designer

Brian McKinney

Marketing Specialist

Jenna Zizzo

Graphic Designer/Web Specialist

Carmen Marrero

MASSAGE CLINIC - SWIHA

Clinic Manager

Amy Higgins, LMT

Clinic Coordinator

Jenny Buford

Clinic Coordinator

Tara Beaulieu

STUDENT SERVICES ON-CAMPUS

Associate Executive Director of SWIHA On-Campus

Maria Hunter, BA

Student Services Support Manager

Angelica Valenzuela, LA, CLT

Academic Advisor

Jacqueline Wright, LMT

Academic Advisor

James Silva, Rev., LC, CHt

Academic Advisor

Jenifer Dionne

Academic Advisor

Michele Spann

Attendance and Grades Specialist

Rosa Rogers

Student Services Registrar

Frannie Walsh, MA

Student Services Specialist

Crystal Clay

STUDENT SERVICES ONLINE

Director of Online Operations

David Dye, BS

Online Student Services Manager

Bernadette Bialach, BSBA

Online Academic and Technical Support Advisor

Matt Bialach

Online Academic Advisor

Theresa Alvarez

Online Grades/Attendance

LisaKay Kearn

SUCCESS CENTER

Entrepreneurial Division Manager

Will Zecco, LA, RYT

Entrepreneurial Support Specialist

James Silva, AOS

Placement Division

Success Center Coordinator/ On-Campus

Placement Specialist

Ramona Sandoval, LC

Online Placement Specialist

Nancy Jackson

SPIRIT OF YOGA (SOY) AUXILIARY CLASSROOM

Director of Yoga Education Operations/Academic Advisor

James Silva

Yoga Program Director

Laura McKinzie

Yoga Facilities & Studio Manager

Wayne Hoffman

Front Desk & Studio Instructor

Earle Duskey, LMT

Front Desk

Ian Griesbacher, LMT

SWINA BRANCH CAMPUS

Executive Director of SWINA and Aesthetics' Education

Julie Stafford, LAI, LC, LMT, Cht, LT

ADMISSIONS SWIHA

Admissions Advisor SWINA

Alexis Barnett

EDUCATION SWINA

Aesthetics Instructor/Instructor Liaison

Michael Shuey, LAI

Aesthetics Instructor

Aurora Araman, LAI

Aesthetics Instructor

Edie Buckheister, LAI

Aesthetics Instructor

Erinn Eszcarzaga, LAI

Aesthetics Instructor

Lisa Manseuto, LAI

Aesthetics Instructor

Lydia Castro, LAI

Aesthetics Instructor

Stephanie Betts, LAI

Aesthetics Instructor

Stephanie Locklear, LAI

Aesthetics Instructor

Yvonne Brevards, LAI

SWINA SPA

Lead Spa Coordinator

Annie Fonnegra

Spa Coordinator

Lex Soto, LA

Spa Coordinator

Arica Ternes

Spa Coordinator

Lisa Willis

STUDENT SERVICES SWINA

Director of Student Services/Education Coordinator

Autumn Grijalva, BA

Student Services Specialist

Chelsea Haile

Lead Operations & Purchasing Specialist

Jamie Moos

FACULTY – ALPHABETICAL ORDER

Abeyta, Mary

EL 112	Myofascial Energetic Massage
EL 122	Myofascial Energetic Massage – Advanced: Lower Spine, Pelvis, Legs
EL 120	Myofascial Energetic Massage – Advanced: Shoulders, Thoracic Cage, Arm and Hand
EL 118	Myofascial Energetic Massage – Advanced: Head and Neck
EL 128	Myofascial Energetic Massage – Advanced: Tissue Talk

Acer, Julia Ph.D. MBA

CC 120	Intuitive Studies - Intro
EC 300	Aura
EC 400	Chakras – Intro

Albert, Melanie

BC 555-OL	Entrepreneurial Business Development ONLINE
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Arena, James BA, R.P.P., C.P.E

PC 942	Polarity Yoga and Dr. Stone's Mystical Philosophy
PC 998	Polarity - Spinal Balancing

Armitage, Duane E- RYT 500

YO 505	Yoga - Hatha Gong Certification
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Barnes, Laura

BC 550-OL	Life Coaching - Foundation ONLINE
BC 561-OL	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
BC 562-OL	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE

Beaulieu, John

PC 943 P\$	Polarity - Sound Healing
PC 944 P\$	Polarity - Sound Healing Clinical Skills

Bennett, Linda BS, CCHT, CAS, LC

BC 550 P\$	Life Coaching – Foundation
BC 550-OL	Life Coaching - Foundation ONLINE
BC 560 P\$	Life Coaching Core - Strategies, Techniques & Implementation
CC 115-OL	Alternative Lifestyles & Diversity - Embodying Compassion ONLINE
CC 120	Intuitive Studies - Intro
CC 120-OL	Intuitive Studies ONLINE
CC 130-OL	Psychology of Addiction - Understanding the Shadow ONLINE
EV 370	Hypnotherapy - Clinical Certification Prep
HY 101	Hypnotherapy - Foundations Level I
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE
HY 201	Hypnotherapy - Foundations Level II
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE
HY 301	Hypnotherapy - Foundations Level III Clinic
HY 301 - OL	Hypnotherapy - Foundations Level III ONLINE
HY 315	Hypnotherapy - Fears, Phobias and Addictions
HY 315 -OL	Hypnotherapy - Fears, Phobias and Addictions ONLINE
HY 350	Hypnotherapy - Past Life Regression
HY 350-OL	Hypnotherapy - Past Life Regression ONLINE
HY 351	Hypnotherapy - Past Life Introduction
HY 370-OLP\$	Hypnotherapy Clinical Certification Preparation ONLINE
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE
HY 402	Hypnotherapy - Advanced Techniques
HY 450	Spirit Releasement
HY 475	Hypnotherapy - Dreams and Metaphors
HY 475-OL	Hypnotherapy - Dreams and Metaphors- ONLINE
HY 520	Hypnotherapy - Subconscious Intervention
HY 581-OL	Hypnotherapy - Medical Imagery Hypnosis ONLINE
SP 400	Sacred Agreements - Setting Your Spiritual Intention

Birkemeier, Torrie

UF 100-OL Urban Farming: Field to Fork ONLINE
UF 120-OL Urban Farming - Seed-to-Sale ONLINE

Bohlen, Aandra, LC

BC 555-OL Entrepreneurial Business Development ONLINE
BC 561-OL Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE

Brevard, Yvonne LA

NA 152 Natural Aesthetics - Clinic II - Practical Application
NA 500 Natural Aesthetics - White Block - Foundations & Fundamentals
NA 510 Natural Aesthetics - Green Block - Holistic & Business Practices
NA 515 Natural Aesthetics - Blue Block - Spa Technologies
NA 932 Natural Aesthetics - Clinic I - Practical Application

Bruce, Mary E-RYT 500, Level II Cert. Para Yoga Teacher, Relax and Renew Trainer, Certified Yoga Nidra Facilitator

YO 508 Yoga - Restorative Yoga

Buckheister, Edie LA

NA 685 Aesthetics Educator - Advanced Education Methods & Practical Application
NA 680 Aesthetics Educator - Classroom Experience & Skillset Integration
NA 670 Aesthetics Educator - Foundations for Career Education Instructors
NA 530 P\$ Natural Aesthetics - Advanced Chemical Peel Concepts
NA 515 Natural Aesthetics - Blue Block - Spa Technologies
NA 525 P\$ Natural Aesthetics - Brazilian Waxing Workshop
NA 932 Natural Aesthetics - Clinic I - Practical Application
NA 152 Natural Aesthetics - Clinic II - Practical Application
NA 535 P\$ Natural Aesthetics - Dermaplaning Advanced Exfoliation
NA 505 Natural Aesthetics - Red Block - Waxing & Makeup Application
NA 400 Natural Aesthetics - State Board Prep
NA 500 Natural Aesthetics - White Block - Foundations & Fundamentals

Cabano, Ann LMT, Reiki Master Teacher, Toe Reader, LC

CC 101 Communications Skills for Practitioners II
EC 715 Reiki I & II - Transformational
EC 725 Reiki III - Advanced Transformational
EC 755 Reiki Symbols & Sound - Transformational
EC 765 Reiki Master/Teacher Initiation - Transformational
EC 795 Reiki Clinic - Transformational
NC 120-OL Stress Management ONLINE
RF 150-OL Toe Reading - Reflexology Assessment I - Elemental ONLINE
RF 162 Toe Reading II - Soul Coaching

Castro, Lydia LA

NA 152 Natural Aesthetics - Clinic II - Practical Application
NA 932 Natural Aesthetics - Clinic I - Practical Application

Chischilly, Leah

HN 151-OL Nutrition- Conscious Eating, Behavior Modifications, and Comparative Dietary Systems ONLINE
HN 111-OL Nutrition - Principles of Conscious Eating and Behavior Modification ONLINE
HN 155-OL Nutrition - Comparative Dietary Systems ONLINE

Coleman, Kaye Toe Reader, LC

BC 511-OL Business Development & Entrepreneurial Support ONLINE
BC 550-OLP\$ Life Coaching - Foundation ONLINE
BC 555-OL Entrepreneurial Business Development ONLINE
BC 561-OL Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
BC 562-OLP\$ Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE
HY 101-OL Hypnotherapy - Foundations Level I ONLINE
HY 201-OL Hypnotherapy - Foundations Level II ONLINE
HY 301 - OL Hypnotherapy - Foundations Level III ONLINE

Collins, Sandy MEd, B.S. Psychology, E-RYT500, LC, CH

CC 250-OL Psychology Theories - Honoring the Masters ONLINE
CC 302-OL Mastery Skills for Health Care Practitioners ONLINE
CC 305-OL Ethical Consciousness ONLINE
NC 120-OL Stress Management ONLINE

Crujido, Carla AA, LC, LA

AR 100-OL Aromatherapy - Intro ONLINE
AR 106-OL Aromatherapy for the Spirit ONLINE
AR 121-OL Aroma-Auriculotherapy ONLINE
AR 133-OL Flower Essences ONLINE
EC 101-OL Energy Anatomy Part 1 ONLINE
SM 150-OL Ayurveda - Intro ONLINE
SP 151-OL Comparative Religion - Unity & Tolerances ONLINE
SP 160-OL Mysticism ONLINE
SP 333-OL Archangels ONLINE
SP 410-OL Ceremonies & Sacred Space ONLINE
SP 435-OL Developing Your Spiritual Gifts
SP 446-OL Universal Laws - Practical Application ONLINE

Cullipher, Ricky LMT

HH 320 Castor Oil Cleansing Therapy

Dashevsky, Yana N.D.

CC 130-OL Psychology of Addiction - Understanding the Shadow ONLINE
HN 121-OL Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
HN 122-OL Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE
HN 151-OL Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE
HN 221-OL Nutrition - Examining Whole & Raw Foods ONLINE
HN 251-OL Nutrition - Nutritional Assessment & Client Coaching ONLINE
MT 500 Physiology
SC 425 Pathology - WH

Debesai, Senit N.D.

CC 130-OL Psychology of Addiction - Understanding the Shadow ONLINE
HN 121-OL Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
HN 122-OL Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE
HN 151-OL Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE
HN 251-OL Nutrition - Nutritional Assessment & Client Coaching

DeLong, Peggy

HN 121-OL Nutrition - Foundations of Transformational Healing & Holistic Nutrition
HN 122-OL Nutrition - Understanding Macronutrients and Micronutrients for Optimum Health
HN 151-OL Nutrition- Conscious Eating, Behavior Modifications, and Comparative Dietary Systems ONLINE
HN 220-OL

Desai, Kamini PhD, E-RYT 500

YO 401 P\$ Yoga - Nidra I
YO 402 P\$ Yoga - Nidra II
YO 403 P\$ Yoga - Nidra III
YO 404 P\$ Yoga - Nidra IV
YO 409 P\$ Yoga - Yoga Nidra Practicum

Deszynski, Peggy N.D.

HN 102-OL Nutrition - Understanding Micro & Macronutrients ONLINE

Dixon, Chyllia

AR 100-OL Aromatherapy - Intro ONLINE
AR 106-OL Aromatherapy for the Spirit ONLINE
CC 140-OL Developmental Psychology - Awakening the Heroes Within ONLINE
CC 250-OL Psychology Theories - Honoring the Masters ONLINE
NC 120-OL Stress Management ONLINE
NC 125-OL Support Group Facilitation ONLINE
SP 430-OL Death, Dying & Hospice ONLINE

Dose, Liz

AR 100-OL Aromatherapy - Intro ONLINE
AR 121-OL Aroma-Auriculotherapy ONLINE
AR 133-OL Flower Essences ONLINE
SP 275-OL Prayer Therapy ONLINE

Dubroff, Joseph N.D

HN 102-OL Nutrition - Understanding Micro & Macronutrients ONLINE
HN 110-OL Nutrition - Principles of Conscious Eating & Behavior Modification for Weight Management ONLINE
HN 121-OL Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
HN 151-OL Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE
HN 251-OL Nutrition - Nutritional Assessment & Client Coaching ONLINE

Duskey, Earle LMT, LC, CHT, Time Line®

BC 301 Ethics for Massage Therapists
BC 302 Business Practices for Massage Therapists
EL 720 Thumbless Therapy
OE 320 Hand & Wrist Health Maintenance
TE 160 Carpal Tunnel/Thoracic Outlet Release
TE 220 Deep Tissue Sculpting
TE 225 Rotator Cuff/Shoulder Joint
TE 260 Fibromyalgia Therapy
TE 511 Stretching Your Client with Advanced Draping Techniques
TE 512 Posture for Massage Therapists
TE 590 Removing the Armor
TE 650 Sports Massage - Intro

Dye, Lori

BC 561-OLP\$ Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
BC 562-OL Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE
NC 125-OL Support Group Facilitation ONLINE
SP 450-OL Meditation & Mindfulness ONLINE
UF 100-OL Urban Farming - Field-to-Fork ONLINE
UF 240-OL Urban Farming Educator - Sharing Sustainability ONLINE

Dye, Michael B.S. Marketing

BC 105-OL	Business Writing ONLINE
BC 200-OL	Basic Finance ONLINE
BC 410-OL	Writing for Publication ONLINE
BC 515-OL	Business Development & Entrepreneurial Support ONLINE
BC 555-OL	Entrepreneurial Business Development ONLINE
BC 550-OL	Life Coaching - Foundation ONLINE
NC 120-OL	Stress Management - ONLINE

Ellisor, Sonja LC

NAL 180	Cosmetic Laser Technician Didactic & Application
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Erickson, Janell AOS, LMT, LC, RF

RF 151	Toe Reading I – Reflexology Assessment and Intro to Dialogue
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Escarzaga, Erin LC

TBD

Evans, Loren BA

BC 105	Business Writing
BC 110	Soap Notes
BC 200	Basic Finance
BC 200-OL	Basic Finance ONLINE
BC 250	Statistical Research Project
BC 301	Ethics for Massage Therapists
BC 302	Business Practices for Massage Therapists
BC 401	Public Speaking
BC 410	Writing for Publication
OE 620	Thai Massage - Traditional
OE 640	Thai Massage - Foot Massage

Fields, Pam LMT, RN, BSN, NCBTMB

EL 112	Myofascial Energetic Massage
EL 118	Myofascial Energetic Massage: Advanced - Head & Neck
EL 120	Myofascial Energetic Massage: Advanced - Shoulders, Thoracic Cage, Arm & Hand
EL 122	Myofascial Energetic Massage: Advanced - Lower Spine, Pelvis & Legs
EL 126	Myofascial Energetic Massage: Tissue Talk - Master Touch Skills
EC 101	Energy Anatomy - Introduction
MT 115	Anatomy
SC 415	Pathology – BW

Fritz, TJ LMT, Certified Acupressure Practitioner, Tai Chi & Qigong Instructor

MT 115	Anatomy
MT 200	Swedish Massage
OS 500	Traditional Chinese Medicine – Introduction
TE 160	Carpal Tunnel/Thoracic Outlet Release
TE 340	Lymphatic Massage

Hart, Debbie BA, CM, RPP, LMT

HY 340	EFT Introduction / EFT Level I
PC 100	Polarity - Basic I
PC 150	Polarity - Basic II
PC 200	Polarity APP/Cranial - Practicum
PC 400	Polarity - Communications, Resonance & Relations I
PC 941	Polarity Cleanse Group
PC 997	Polarity - Energetic Nutrition

Gackstatter, Shari USPS Ed

EC 420 Crystal Healing

Garentine, Rene M.B.A.

BC 105-OL Business Writing ONLINE

BC 401-OL Public Speaking ONLINE

BC 402-OL Seminar & Presentation ONLINE

Gialelis, Jimmy BS, LMT, REM

MT 151 Kinesiology

SC 415 Pathology

Grace, Taylor LC, LMY

EC 715 Reiki I & II Transformational

EC 725 Reiki III Advanced Transformational

EC 745 Reiki Angels & Masters Transformational

EC 755 Reiki Symbols & Sound Transformational

Grunwald, Ellie LC

EC 733 Sacred Mudras and More

EC 700 Reiki I Traditional

EC 710 Reiki II Traditional

EC 720 Reiki III Advanced Traditional

Guinn, Erica, BS

SC 250 Botany

Hansen, Ari LMT AOS

MT 400 Myotherapy - 7 Step Release System

MT 521 First Aid

MT 530 CPR Certification

OE 320 Hand and Wrist Health Maintenance

PC 100 Polarity Basic I

PC 150 Polarity Basic II

PC 200 Polarity APP/Cranial Practicum

PC 850 Cranial Unwinding I

TE 121 Myotherapy - Mastery

TE 220 Deep Tissue Sculpting

TE 320 Lower Back Pain Release

TE 362 Myotherapy - Seven Step Progression

TE 380 Neck Release

TE 690 Trigger Point

TE 740 TMJ Release

Hegeman, Michael B.S., M.Div., ThM., CHT., Ph.D.

CC 115-OL	Alternative Lifestyles & Diversity - Embodying Compassion ONLINE
CC 250-OL	Psychology Theories - Honoring the Masters ONLINE
SP 150	Comparative Religion - Unity & Tolerances
SP 151-OL	Comparative Religion - Unity & Tolerances ONLINE
SP 160	Mysticism
SP 160-OL	Mysticism ONLINE
SP 213-OL	Spiritual Practices for Life Transitions ONLINE
SP 215-OL	Ministerial Duties & Mentoring ONLINE
SP 275	Prayer Therapy
SP 275-OL	Prayer Therapy ONLINE
SP 333-OL	Archangels ONLINE
SP 420-OL	Ministerial Duties ONLINE
SP 421-OL	Ministerial Duties - Ethics & Responsibilities ONLINE
SP 430-OL	Death, Dying & Hospice ONLINE
SP 435-OL	Developing Your Spiritual Gifts ONLINE
SP 445	Universal Law - Practical Applications
SP 446-OL	Universal Laws - Practical Application ONLINE
SP 450-OL	Meditation & Mindfulness

Higgins, Amy LMT

MT 950	Massage Clinic - Supervised MT 1000 w/NA
MT 975	Massage Clinic - Supervised MT 750
MT 999	Massage Clinic - Supervised MT 1000

Hogg, Gretchen BSN, Master Hypnotherapist

HY 580	Hypnotherapy - Medical Imagery
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Jackson, Melanie LMT, LA

EL 220	Face-Lift Acupressure
SM 150	Ayurveda - Intro
SM 150 - OL	Ayurveda - Intro ONLINE

Jaeger, April LMT

AR 100	Aromatherapy - Intro
AR 101	Aromatherapy - Advanced
AR 106	Aromatherapy for the Spirit
AR 110	Aromatherapy - Pharmacology
AR 111	Aromatherapy - Ginger Compress
AR 112	Aromatherapy - Wellness for Women
AR 113	Aromatherapy - Intro for Yoga Teachers
AR 114	Aromatherapy - Men's Health
AR 115	Aromatherapy - Foot Chakra Reflexology
AR 117	Aromatherapy - Pet Care
AR 120	Aromatherapy - Therapeutic Touch
AR 125	Aromatherapy - Essential Oil Hydrating Wrap
AR 132	Flower Essences
AR 300	Aromatherapy - Toning & DeTox
AR 425	Aromatherapy - Massage with Oils
ST 101	Spa Treatments – Professional Foundation
ST 102	Spa Treatments – Clay and Sea Mineral Masks
ST 103	Spa Treatments – Custom Seasonal Treatments
ST 355	Sugar Polish Treatments & Salt Glow Massage
TE 220	Deep Tissue Sculpting
TE 260	Fibromyalgia Therapy
TE 590	Removing the Armor
TE 690	Trigger Point - Intro

Johnson, Jodi LMT, RPP

AR 150	Aromatherapy - Spirit of the Stones
BC 301-OL	Ethics for Massage Therapists ONLINE
CB 410	Baby Touch
CC 120-OL	Intuitive Studies ONLINE
CC 302-OL	Mastery Skills for Health Care Practitioners ONLINE
CC 305-OL	Ethical Consciousness ONLINE
EC 101-OL	Energy Anatomy Part 1 ONLINE
EC 102-OL	Energy Anatomy Part 2 ONLINE
PC 850	Cranial Unwinding I
PC 855	Cranial Anatomy - Listening Skills
PC 860	Cranial Unwinding II
PC 870	Cranial Unwinding III
PC 885	Cranial Unwinding for Infants and Children
TE 140-OL	Breast Health ONLINE

Kassim, Hassena AOS, ISA, DGB, WMG

UF 120	Urban Farming - Seed-to-Sale
UF 120-OL	Urban Farming - Seed-to-Sale ONLINE
UF 210-OL	Urban Farming Educator - Herbiology Introduction ONLINE
UF 220-OL	Urban Farming Educator - Advanced Growing Techniques ONLINE
UF 240-OL	Urban Farming Educator - Sharing Sustainability ONLINE

Kearn, Lisa, AOS, RPP

PC 100	Polarity Basic I
PC 150	Polarity II
PC 200	Polarity APP/Cranial Practicum
PC 850	Cranial Unwinding I

Kenney, Constance Cht

HY 420	Hypnotherapy - Script Writing
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Kuehn, Tiffany RN, LMT

CB 400	Mother Touch
CB 401	Mother Touch - Advanced
TE 140	Breast Health
TE 740	TMJ Release

Lambert, Laura N.D.

HN 101-OL	Nutrition - Fundamentals of Holistic Nutrition ONLINE
HN 102-OL	Nutrition - Understanding Micro & Macronutrients ONLINE
HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
HN 122-OL	Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health- OL
HN 151-OL	Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE
HN 251-OL	Nutrition - Nutritional Assessment & Client Coaching ONLINE

Lamadrid, Edward, DoM, MA, LMT

MT 151	Kinesiology
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Lee, Janet BS P.E., Chef

HN 220	Nutrition - Raw Food Cuisine
HN 250	Nutrition - Nutritional Assessment & Coaching

Lewis, Deborah C.Ht.

HY 301	Hypnotherapy - Foundations Level III Clinic
SP 305 24	Tarot - The Art & Science

Locklear, Stephanie LA

NA 152	Natural Aesthetics - Clinic II - Practical Application
NA 500	Natural Aesthetics - White Block - Foundations & Fundamentals
NA 932	Natural Aesthetics - Clinic I - Practical Application

Long, Courtney MSW, LC, CHt, ATP, Author

BC 401	Public Speaking
CC 115	Alternative Lifestyles & Diversity - Embodying Compassion

MacBeth, Jordan, RYT

YO 325	Yogic Energy Anatomy
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Mansueto, Lisa LA

NA 152	Natural Aesthetics - Clinic II - Practical Application
NA 500	Natural Aesthetics - White Block - Foundations & Fundamentals
NA 535 P\$	Natural Aesthetics - Dermaplaning Advanced Exfoliation
NA 932	Natural Aesthetics - Clinic I - Practical Application

Martinez, Lance LMT

EC 146	Spa Lomi Massage
EC 700	Reiki I – Traditional
EC 710	Reiki II - Traditional
EC 795	Reiki Clinic – Transformational
EL 720	Thumbless Therapy
MT 400	Myotherapy - 7 Step Release System
MT 521	First Aid
MT 530	CPR Certification
TE 121	Myotherapy – Mastery
TE 160	Carpal Tunnel, Thoracic Outlet Release
TE 220	Deep Tissue Sculpting
TE 225	Rotator Cuff/Shoulder Joint
TE 320	Lower Back Pain Release
TE 362	Myotherapy - Seven Step Progression
TE 380	Neck Release
TE 600	Rock & Unlock
TE 650	Sports Massage - Intro
TE 690	Trigger Point – Intro

Matthews, Lyn MA Art Education, B.S., LMT, ABT, OMC, CMP

AR 410	Aromatherapy - 5 Element Acupressure For Emotional Healing
EC 105	Energetic Acupressure - Overview of Asian Therapies
EL 220	Facelift Acupressure
OE 130	Barefoot Shiatsu
OE 150	Seated Shiatsu
OE 380	Moxibustion
OS 300	Zen Shiatsu - Form
OS 310	Zen Shiatsu - Meridian Therapy
OS 320	Zen Shiatsu - Clinical Assessment
OS 500	Traditional Chinese Medicine - Introduction
OS 740	Chi Gung - Meridian Exercises
RF 102	Reflexology - Balance & Being

Mayer, Jane, RYT

YO 322	Yoga – Advanced Adjustments
YO 324	Yoga – Advanced Teaching Methods
YO 326	Yoga – Modified Poses, Props and Principles

McCaffrey, Dee CDC, BS

HN 101	Nutrition - Introduction to Holistic Nutrition and Wellness
HN 110	Nutrition – Principles of Conscious Eating and Behavioral Modification for Weight Management
HN 120	Nutrition – Foundations of Holistic Health and Wellness
HN 123	Nutrition - Understanding Micronutrients, Macronutrients and Supplements for Optimum Health
HN 150	Nutrition - Comparative Dietary Systems
HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition
HN 151-OL	Nutrition- Conscious Eating, Behavior Modifications, and Comparative Dietary Systems ONLINE

McGovern, Natalie CHt, LC

BC 550	Life Coaching – Foundation
BC 560	Life Coaching – Core Strategies, Techniques & Implementation
CC 130	Psychology of Addiction - Understanding the Shadow
CC 302	Mastery Skills
HY 301	Hypnotherapy Foundations Level III – Clinic

McKinzie, Laura E-RYT500

YO 111	Yoga Module I - UNITY Yoga Foundations
YO 112	Yoga Module II - UNITY Yoga Teaching Foundations
YO 113	Yoga Module III - UNITY Yoga Deepening the Path

McLaughlin, Suzie BA, LMT, LC, C-MLDT

BC 110	SOAP Notes
BC 401	Public Speaking
BC 550-OLP\$	Life Coaching - Foundation ONLINE
BC 561-OLP\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
BC 562-OLP\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE
CC 100	Communication Skills for Practitioners I
CC 101	Communications Skills for Practitioners II
EL 571	Star Teacher Training - Part I - Diversity in Learning Styles
EL 572	Star Teacher Training - Part II - Developing a Successful Lesson Plan
MT 115	Anatomy
MT 200	Swedish Massage
MT 500	Physiology
MT 530	CPR Certification
NC 120	Stress Management
TE 140	Breast Health
TE 142	Scar Tissue Massage
TE 300	Elder Touch
TE 302	Elder Touch - Medical
TE 402	Medical Massage for Cancer Survivors
TE 422	Medical Conditions - Deep & Light Touch
TE 701	Swedish Sedona

McNutt, Jezaree AOS, LMT, YTT, Cht

MT 200	Swedish
OE 320	Hand and Wrist Health Maintenance
TE 220	Deep Tissue
TE 320	Lower Back Pain Release
TE 650	Sports Massage – Intro
TE 662	Hydrotherapy & Injury Management

Meyer, Vernon

SP 151-OL	Comparative Religion - Unity & Tolerances ONLINE
SP 160-OL	Mysticism ONLINE

Miller, KC BA, AA, LMT, HHC, E-RYT

BC 550 P\$	Life Coaching – Foundation
BC 515-OL	Business Development & Entrepreneurial Support ONLINE
EL 146	Auriculotherapy
EL 571	Star Teacher Training - Part I - Diversity in Learning Styles
EL 572	Star Teacher Training - Part II - Developing a Successful Lesson Plan
PC 100	Polarity - Basic I
SP 215-OL	Ministerial Duties & Mentoring ONLINE
SP 440	Spiritual Coaching
SP 441-OL	Spiritual Coaching & Guidance Mentoring ONLINE
YO 506 P\$	Yoga - Transformational Yoga Coaching

Murry, Laura

HH 500-OL	Sustainability and Conscious Living ONLINE
UF 100-OL	Urban Farming - Field-to-Fork ONLINE
UF 120-OL	Urban Farming - Seed-to-Sale ONLINE
UF 140-OL	Urban Farming - Externship ONLINE

Newman, Nancy

RF 150-OL	Toe Reading - Reflexology Assessment I - Elemental ONLINE
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Niezwagg, Crissy LMT, LA First Aid

NA 530 P\$	Natural Aesthetics - Advanced Chemical Peel Concepts
NA 500	Natural Aesthetics - White Block - Foundations & Fundamentals
NA 152	Natural Aesthetics - Clinic II - Practical Application
NA 932	Natural Aesthetics - Clinic I - Practical Application

Page, Monica E-RYT 500

YO 111	Yoga Module I - UNITY Yoga Foundations
YO 112	Yoga Module II - UNITY Yoga Teaching Foundations
YO 113	Yoga Module III - UNITY Yoga Deepening the Path

Patterson, Tim LC

BC 550-OLP\$	Life Coaching - Foundation ONLINE
CC 115	Alternative Lifestyles & Diversity – Embodying Compassion
SP 151-OL	Comparative Religion - Unity & Tolerances ONLINE
SP 441-OL	Spiritual Coaching & Guidance Mentoring ONLINE
SP 440	Spiritual Coaching

Pierson, Deborah LMT,

EC 715	Reiki I & II - Transformational
EC 725	Reiki III - Advanced Transformational
EC 765	Reiki Master/Teacher Initiation - Transformational

Principe, Heather BS in Education, Pol-Rpp, CPE, RYT

PC 110	Polarity - Trance Counseling
PC 986	Polarity - Five & Six Point Star
SP 310	Ceremonies (Native American) Medicine Wheel
SP 311	Advanced Ceremonies (Native American) Medicine Wheel

Rathke, Elise MEd, RD, LMT

HN 110	Nutrition - Principles of Conscious Eating & Behavior Modification for Weight Management
HN 150	Nutrition - Comparative Dietary Systems

Rohner Ravynn, LMT, RYT

YO 506	Yoga – Transformational Yoga Coaching
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Ryan, Angela MAEd

CC 115-OL	Alternative Lifestyles & Diversity - Embodying Compassion ONLINE
CC 120-OL	Intuitive Studies ONLINE
HH 500-OL	Sustainability and Conscious Living ONLINE
HN 120-OL	Nutrition - Principles of Transformational Healing ONLINE
HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
HN 122-OL	Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE
SP 411-OL	Ceremonies & Sacred Space ONLINE

Sada, Caron AOS, LC, CHT

CC 130-OL	Psychology of Addiction - Understanding the Shadow
ONLINE CC 250	Psychology Theories - Honoring the Masters

Saylan, Lisa Reiki Master, LMT

EC 146	Spa Lomi
EC 700	Reiki I - Traditional
EC 710	Reiki II - Traditional
EC 720	Reiki III - Advanced Traditional
EC 740	Reiki & Guides - Traditional
EC 745	Reiki Angels & Masters - Transformational
EC 750	Reiki Symbolism & Geometric - Traditional
EC 766	Reiki Master/Teacher Initiation - Traditional
EC 799	Reiki Clinic - Traditional
RF 100	Reflexology - A Western Approach
RF 103	Reflexology – Clinic
TE 220	Deep Tissue
TE 600	Rock & Unlock

Salomon, Cliff LMT, CHT, HHCP, CCHt, Reiki Master, AOS Culinary Science

BC 250-OL	Statistical Research Project ONLINE
BC 402-OL	Seminar & Presentation ONLINE
CC 302-OL	Mastery Skills for Health Care Practitioners ONLINE
CC 305-OL	Ethical Consciousness ONLINE
EC 101-OL	Energy Anatomy Part 1 ONLINE
EC 102-OL	Energy Anatomy Part 2 ONLINE
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE
HY 301-OL	Hypnotherapy - Foundations Level III ONLINE
HY 315 -OL	Hypnotherapy - Fears, Phobias and Addictions ONLINE
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE
HY 421-OL	Hypnotherapy - Script Writing ONLINE

Sanchez, Joann B.S.

WH 100	Western Herbalism - Foundations of American Herbal Studies
WH 150	Western Herbalism - Specialties: an Introduction to Children & Female Herbals
WH 210	Western Herbalism - Section A: Seed Sowing
WH 220	Western Herbalism - Section B: Germination
WH 230	Western Herbalism - Section C: Growth & Evolution
WH 240	Western Herbalism - Section D: Harvest & Reap
WH 250	Western Herbalism - Herbs for Babies & Children
WH 256	Western Herbalism - The Green Man
WH 265	Western Herbalism - The Herbal Goddess
WH 275	Western Herbalism - Herbal Flowers
WH 280	Western Herbalism - Herbal Bioarts Clinic Preparations
WH 300	Western Herbalism - Externship: Flight
WH 350	Western Herbalism - Master Project
WH 365	Western Herbalism - Manufacturing & Remedy Production
WH 376	Western Herbalism - Formulary Practicum

Sandoval, Ramona, LC; HY, RE master

SP 460	Celebrate Your Light - Completion Project
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Seaman, Richard LC, CHT

BC 550-OLP\$ Life Coaching - Foundation ONLINE
 BC 560 P\$ Life Coaching Core - Strategies, Techniques & Implementation
 BC 561-OLP\$ Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
 BC 562-OLP\$ Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE
 BC 580 Life Coaching - Advanced Coaching Skills
 SP 435 Developing Your Spiritual Gifts

Segura, Narcissa WH

SC 250 Botany

Shimpock, Kathy JD, MLL, MBA, CCHt, RMT, CSGM, Transpersonal Practitioner

BC 550-OL Life Coaching - Foundation ONLINE
 BC 511 Business Development & Entrepreneurial Support
 CC 140 Developmental Psychology - Awakening the Heroes Within
 CC 140-OL Developmental Psychology - Awakening the Heroes Within ONLINE
 CC 250 Psychology Theories - Honoring the Masters
 CC 250-OL Psychology Theories - Honoring the Masters ONLINE
 HY 201-OL Hypnotherapy - Foundations Level II ONLINE
 HY 301 - OL Hypnotherapy - Foundations Level III ONLINE
 PC 400 Polarity - Communications, Resonance & Relations I
 SP 160-OL Mysticism ONLINE
 SP 213-OL Spiritual Practices for Life Transitions ONLINE
 SP 215-OL Ministerial Duties & Mentoring ONLINE
 SP 275 Prayer Therapy
 SP 275-OL Prayer Therapy ONLINE
 SP 333-OL Archangels ONLINE
 SP 410 Ceremonies & Sacred Space
 SP 410-OL Ceremonies & Sacred Space ONLINE
 SP 420 Ministerial Duties
 SP 420-OL Ministerial Duties ONLINE
 SP 421-OL Ministerial Duties/Ethics & Responsibilities
 SP 425 Speaking Truth - Homiletics
 SP 430 Death Dying & Hospice
 SP 430-OL Death, Dying & Hospice ONLINE
 SP 435-OL Developing Your Spiritual Gifts
 SP 441-OL Spirit-Directed Coaching Online
 SP 446-OL Universal Laws - Practical Application ONLINE
 SP 450 Meditation & Mindfulness
 SP 450-OL Meditation & Mindfulness

Shire, Gila RN, E-RYT, LMT, Dula

YO 504 Yoga – Prenatal Yoga

Shoham, Gilad LMT

BC 110 Soap Notes
 BC 301 Ethics for Massage Therapists
 CB 410 Baby Touch
 CC 100 Communication Skills for Practitioners I
 CC 101 Communications Skills for Practitioners II
 MT 521 First Aid
 MT 530 CPR Certification
 PC 100 Polarity - Basic I
 PC 150 Polarity - Basic II
 PC 200 Polarity APP/Cranial - Practicum
 PC 400 Polarity - Communications, Resonance & Relations I
 PC 850 Cranial Unwinding I
 PC 860 Cranial Unwinding II
 PC 931 Cranial Unwinding for Infants and Children
 SP 408 Spiritual Studies - Introduction to Embodied Kabbalah

Shuey, Michael LMT, LA

NA 510 Natural Aesthetics - Green Block - Holistic & Business Practices

Silva, James Rev., LC, C.Ht, AOS

BC 511 Business Development & Entrepreneurial Support

Silver, Anita

HN 101-OL Nutrition - Fundamentals of Holistic Nutrition ONLINE
 HN 120-OL Nutrition - Principles of Transformational Healing ONLINE
 HN 121-OL Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE
 HN 151-OL Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE
 HN 251-OL Nutrition - Nutritional Assessment & Client Coaching ONLINE
 SM 150 - OL Ayurveda - Intro ONLINE

Smith, Chris CPR Instructor

MT 521 First Aid
 MT 530 CPR

Smits, Jennifer LMT

TE 662 Hydrotherapy / Injury Management
 YO 119 Unity Yoga Practicum

Spann, Michele, BA, AOS, LMT, LC,

BC 110 SOAP Notes
 BC 430 Practice Development Portfolio
 CC 100 Communication Skills for Practitioners I
 CC 101 Communication Skills for Practitioners II
 MT 200 Swedish
 RF 215 East Indian Head Massage - Basic
 RF 216 East Indian Head Massage – Advanced

Speen, Cheryl LMT

AR 121-OL Aroma-Auriculotherapy ONLINE
 EL 142-OL Auriculotherapy ONLINE
 EL 146 Auriculotherapy
 RF 100 Reflexology - A Western Approach
 RF 101 Reflexology - Pathology & Assessment
 RF 104 Reflexology - Color
 RF 110 Reflexology - Emotional
 RF 151 Toe Reading - Reflexology Assessment & Intro to Dialogue
 RF 150-OL Toe Reading - Reflexology Assessment I - Elemental ONLINE
 RF 162 Toe Reading II - Soul Coaching & Facilitated Dialogue
 RF 167 Toe Reading Practicum

Strauss, Gary MS, RPP, PWE

PC 100 Polarity - Basic I
 PC 400 Polarity - Communications, Resonance & Relations I
 PC 601 P\$ Polarity - Seat of the Teacher Intro
 PC 602 P\$ Polarity - Seat of the Teacher Intermediate
 PC 603 P\$ Polarity - Seat of the Teacher 3
 PC 604 P\$ Polarity - Seat of the Teacher 4
 PC 605 P\$ Polarity - Seat of the Teacher 5
 PC 800 Polarity - Business & Ethics
 PC 850 Cranial Unwinding I
 PC 855 Cranial Anatomy - Listening Skills
 PC 870 Cranial Unwinding III
 PC 880 Cranial Unwinding IV
 PC 885 Cranial Unwinding for Infants and Children
 PC 980 Polarity – Clinical Skills and Practice
 PC 988 Polarity - Practicum
 PC 993 Polarity - Communications, Resonance & Relations II
 PC 995 Polarity - Advanced Supervision & Clinical Development
 PC 997 Polarity - Energetic Nutrition

Sulli, Maria MA

AR 410	Aromatherapy - 5 Element Acupressure For Emotional Healing
EL 220	Face-Lift Acupressure
RF 101	Reflexology – Pathology and Assessment
RF 104	Reflexology – Color
RF 120	Reflexology - Face
RF 215	East Indian Head Massage – Basic
RF 216	East Indian Head Massage – Advanced
RF 575	Reflexology Hand

Sunnes, Izzi AOS-WH-HN, RYT-200

YO 325	Yoga - Yogic Energy Anatomy
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Trautman-Birkemeier, Torrie CPD

UF 100-OL	Urban Farming - Field-to-Fork ONLINE
UF 120-OL	Urban Farming - Seed-to-Sale ONLINE
UF 140	Urban Farming - Externship
UF 140-OL	Urban Farming - Externship ONLINE

Tomczyk, Piperlyne

BC 550-OL	Life Coaching - Foundation ONLINE
BC 561-OL	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE
BC 562-OL	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE
CC 120-OL	Intuitive Studies ONLINE
CC 305-OL	Ethical Consciousness ONLINE
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE
HY 203-OL	Hypnotherapy - Foundations Level III ONLINE

Tsunoda, Itsuko, BA, AOS, LMT, RPP

PC 100	Polarity Basic I
PC 150	Polarity Basic II
PC 200	Polarity APP/Cranial Practicum
PC 700	Polarity Reflexology
PC 850	Cranial Unwinding I

Valentyn, Alica RYT, LMT

EL 600	Canine Massage
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Vincent, Elmas

BC 550-OL	Life Coaching - Foundation ONLINE
BC 200	Basic Finance
EL 725	Neurolinguistic Programming (NLP)
EL 725-OL	Neurolinguistic Programming (NLP) ONLINE
BC 401	Public Speaking
BC 250	Statistical Research
BC 105	Business Writing
BC 550	Life Coaching – Foundation
BC 560	Life Coaching – Core Strategies, Techniques & Implementation

White, Shannon AOS; LMT; POL-RPP

PC 100	Polarity Basic I
PC 150	Polarity Basic II
PC 200	Polarity APP/Cranial Practicum
PC 400	Polarity – Communication: Resonance and Relations
PC 700	Polarity Reflexology
PC 850	Cranial Unwinding I
PC 860	Cranial Unwinding II
PC 941	Polarity Cleanse Group

Yohe, Jennifer LMT, RPP

AR 410	Aromatherapy - 5 Element Acupressure For Emotional Healing
EC 105	Energetic Acupressure - Overview of Asian Therapies
HH 320	Castor Oil Cleansing Therapy
PC 100	Polarity - Basic I
PC 150	Polarity - Basic II
PC 200	Polarity APP/Cranial - Practicum
PC 700	Polarity - Reflexology

Zavacky, Darla LA

NA 152	Natural Aesthetics - Clinic II - Practical Application
NA 505	Natural Aesthetics - Red Block - Waxing & Makeup Application
NA 510	Natural Aesthetics - Green Block - Holistic & Business Practices
NA 515	Natural Aesthetics - Blue Block - Spa Technologies
NA 932	Natural Aesthetics - Clinic I - Practical Application

Zizzo, Jenna BA, RYT-500

BC 410	Writing for Publication
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Zecco, Will RYT-200

YO 125	Yoga - Song of the Gong: Raising the Vibration Through Meditation
YO 323	Yoga - Business of Yoga

Zeida, Sara LMT, LS, AOS

TE 220	Deep Tissue
TE 380	Neck Release
TE 362	Myotherapy – Seven Step Progression
TE 400	Myotherapy – Seven Step Release

CLOCK & CREDIT HOURS BY PROGRAM WITH LECTURE, LAB AND EXTERNSHIP/INTERSHIP BREAKDOWN

Associate of Occupational Studies in Holistic Health Care Concentration in : Mind Body Transformational Psychology (AOS/C-PSYCH)

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Intern- ship Clock Hours	Extern/ Intern- ship Credits Hours	Total Clock Hours	Total Credit Hours
BC 200	Basic Finance	16	1.00	0	0.00	0	0.00	16	1.00
BC 105	Business Writing	15	1.00	0	0.00	0	0.00	15	1.00
BC 550 P\$	Life Coaching - Foundation	20	1.25	0	0.00	0	0.00	20	1.25
CC 302	Mastery Skills for Health Care Practitioners	30	2.00	0	0.00	0	0.00	30	2.00
HN 101	Nutrition - Fundamentals of Holistic Nutrition & Wellness	30	2.00	0	0.00	0	0.00	30	2.00
BC 401	Public Speaking	15	1.00	0	0.00	0	0.00	15	1.00
CC 250	Psychology Theories - Honoring the Masters	30	2.00	0	0.00	0	0.00	30	2.00
BC 250	Statistical Research Project	16	1.00	0	0.00	0	0.00	16	1.00
BC 402	Seminar & Presentation	15	1.00	0	0.00	0	0.00	15	1.00
NC 120	Stress Management	15	1.00	0	0.00	0	0.00	15	1.00
HH 500	Sustainability and Conscious Living	15	1.00	0	0.00	0	0.00	15	1.00
BC 410	Writing for Publication	15	1.00	0	0.00	0	0.00	15	1.00
SM 150	Ayurveda - Intro	30	2.00	0	0.00	0	0.00	30	2.00
EC 100	Energy Anatomy	68	4.50	0	0.00	0	0.00	68	4.50
HY 101	Hypnotherapy - Foundations Level I	20	1.25	0	0.00	0	0.00	20	1.25
CC 120	Intuitive Studies - Intro	30	2.00	0	0.00	0	0.00	30	2.00
PC 100	Polarity - Basic I	12	0.75	8	0.25	0	0.00	20	1.00
CC 115	Alternative Lifestyles & Diversity - Embodying Compassion	30	2.00	0	0.00	0	0.00	30	2.00
BC 511	Business Development & Entrepreneurial Support	48	1.25	0	0.00	0	0.00	48	1.25
CC 140	Developmental Psychology - Awakening the Heroes Within	30	2.00	0	0.00	0	0.00	30	2.00
CC 130	Psychology of Addiction - Understanding the Shadow	30	2.00	0	0.00	0	0.00	30	2.00
NC 125	Support Group Facilitation	15	1.00	0	0.00	0	0.00	15	1.00
CHOOSE 25.75 CREDITS OF SPECIALTIES AND/OR ELECTIVES *Please see advisor for list of available elective choices that will compliment your chosen specialty. Below are optional specialties.									
AR	Aromatherapy	90	5.50	10	0.00	0	0.00	100	5.50
CRA	Cranial Unwinding	91	5.50	81.5	2.50	30	0.50	200	8.50
HN	Holistic Nutrition	190	12.25	10	0.25	0	0.00	200	11.75
HY	Hypnotherapy **	70	4.00	30	0.75	0	0.00	100	4.75
LC	Life Coaching **	65	4.00	35	1.00	0	0.00	100	5.00
POL-APP	Polarity- Associate Polarity Practitioner	96	6.00	76.5	2.25	30	0.50	200	9.00
RE	Reiki - Transformational	48	2.00	52	0.75	0	0.00	100	2.75
RE	Reiki - Traditional	48	2.00	56	0.75	0	0.00	100	2.75
RF	Reflexology	98	5.00	86	2.25	16	0.25	200	7.50
SP	Spiritual Studies	294	18.75	6	0.00	0	0.00	300	18.75
YO	Unity Yoga Teacher Training	120	4.50	58	1.50	20	0.25	200	6.25
YO-N	Yoga Nidra	75	5.00	25	0.00	0	0.00	100	4.50
	TOTAL	853-903	57.75-58.00	75-85	1.50-2.25	0-25	0-.50	1008-	60.00

Associate of Occupational Studies in Holistic Health Care Concentration in : Mind Body Transformational Psychology ONLINE (AOS-MBTP)

CODE	Course Name	LEC	LEC	LAB	LAB	EX	EX	T.HRS	T.CRD
BC 105-OL	Business Writing ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
BC 111-OL	Public Speaking & Writing for Publication ONLINE *	40	2.50	0	0.00	0	0.00	40	2.50
BC 402-OL	Seminar & Presentation ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
BC 550-OL P\$	Life Coaching - Foundation ONLINE *	20	1.25	0	0.00	0	0.00	20	1.25
CC 140-OL	Developmental Psychology - Awakening the Heroes Within ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
CC 250-OL	Psychology Theories - Honoring the Masters ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
CC 305-OL	Ethical Consciousness ONLINE	24	1.50	0	0.00	0	0.00	24	1.50
HH 500-OL	Sustainability and Conscious Living ONLINE ‡	15	1.00	0	0.00	0	0.00	15	1.00
HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
NC 120-OL	Stress Management ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
AOS GENERAL EDUCATION REQUIREMENTS SUB TOTAL		204	15.75	0	0.00	0	0.00	244	15.75
AR 100-OL	Aromatherapy - Intro ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
CC 120-OL	Intuitive Studies ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
EC 120-OL	Energy Anatomy ONLINE	68	4.00	0	0.00	0	0.00	68	4.00
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
SM 150 - OL	Ayurveda - Intro ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
AOS & HWP CORE COURSES		168	10.50	0	0.00	0	0.00	168	10.50
CC 115-OL	Alternative Lifestyles & Diversity - Embodying Compassion ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
CC 130-OL	Psychology of Addiction - Understanding the Shadow ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
SP 151-OL	Comparative Religion - Unity & Tolerances ONLINE	25	1.75	0	0.00	0	0.00	25	1.75
SP 275-OL	Prayer Therapy ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
SP 430-OL	Death, Dying & Hospice ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
TRANSFORMATIONAL PSYCHOLOGY & SPIRITUAL STUDIES CORE COURSES		115	7.75	0	0.00	0	0.00	115	7.75
HOLISTIC WELLNESS PRACTITIONER DIPLOMA OPTION 1-3									
AR 121-OL	Aroma-Auriculotherapy ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
AR 133-OL	Flower Essences ONLINE	16	1.00	0	0.00	0	0.00	16	1.00
BC 111-OL	Public Speaking & Writing for Publication ONLINE								
BC 555-OL	Entrepreneurial Business Development ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
BC 550-OL P\$	Life Coaching - Foundation ONLINE								
BC 561-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE	30	1.75	10	0.25	0	0.00	40	2.00
BC 562-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE	28	1.50	12	0.25	0	0.00	40	1.75
CC 305-OL	Ethical Consciousness ONLINE								
RF 150-OL	Toe Reading - Reflexology Assessment I - Elemental ONLINE	8	0.25	8	0.25	0	0.00	16	0.50
SC 210 - OL	Homeopathic Remedies - Introduction ONLINE	24	1.50	0	0.00	0	0.00	24	1.50
OPTION #1-3HOLISTIC WELLNESS PRACTITIONER CORE COURSES		186	11.00	30	0.75	0	0.00	216	11.75
HOLISTIC WELLNESS PRACTITIONER DIPLOMA OPTION 4									
AR 121-OL	Aroma-Auriculotherapy ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
AR 133-OL	Flower Essences ONLINE	16	1.00	0	0.00	0	0.00	16	1.00
BC 111-OL	Public Speaking & Writing for Publication ONLINE								
BC 555-OL	Entrepreneurial Business Development ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
BC 550-OL P\$	Life Coaching - Foundation ONLINE								
BC 561-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 1 ONLINE	30	1.75	10	0.25	0	0.00	40	2.00
BC 562-OL P\$	Life Coaching - Core Strategies, Techniques & Implementation, Part 2 ONLINE	28	1.50	12	0.25	0	0.00	40	1.75
CC 305-OL	Ethical Consciousness ONLINE								
RF 150-OL	Toe Reading - Reflexology Assessment I - Elemental ONLINE	8	0.25	8	0.25	0	0.00	16	0.50
SC 210 - OL	Homeopathic Remedies - Introduction ONLINE	24	1.50	0	0.00	0	0.00	24	1.50
HN 120-OL	Nutrition - Principles of Transforamntional Healing ONLINE * this course id fulfilled vy the HN 121-OL								
NC 120-OL	Stress Management ONLINE								
SP 441-OL	Spiritual Coaching & Guidance Mentoring ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
OPTION 4 HOLISTIC WELLNESS PRACTITIONER CORE COURSES		206	12.25	30	0.75	0	0.00	236	13.00
OPTION 1. SPECIALIZING IN HOLISTIC NUTRITION & HYPNOTHERAPY									

HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE								
HN 122-OL	Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HN 151-OL	Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HN 221-OL	Nutrition - Examining Whole & Raw Foods ONLINE	25	1.25	15	0.50	0	0.00	40	1.75
HN 251-OL	Nutrition - Nutritional Assessment & Client Coaching ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE								
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HY 301 OL	Hypnotherapy - Foundations Level III ONLINE	10	0.25	30	0.75	0	0.00	40	1.00
OPTION #1 SUBTOTAL		155	11.50	45	1.25	0	0.00	240	12.75
AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #1 SPECIALTY/ELECTIVE COMBINATION									
HY 315 -OL	Hypnotherapy - Fears, Phobias and Addictions ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
EL 725-OL	Neuro Linguistic Programming (NLP) ONLINE	10	0.25	10	0.25	0	0.00	20	0.50
OPTION #1 AOS ELECTIVE SUBTOTAL		25	1.25	10	0.25	0	0.00	35	1.50
2. SPECIALIZING IN HOLISTIC NUTRITION & URBAN FARMING AND CONSCIOUS LIVING									
HN 121-OL	Nutrition - Foundations of Transformational Healing & Holistic Nutrition ONLINE								
HN 122-OL	Nutrition - Understanding Micronutrients, Macronutrients, and Supplements for Optimum Health ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HN 151-OL	Nutrition - Conscious Eating, Behavior Modifications, & Dietary Systems ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HN 221-OL	Nutrition - Examining Whole & Raw Foods ONLINE	25	1.25	15	0.50	0	0.00	40	1.75
HN 251-OL	Nutrition - Nutritional Assessment & Client Coaching ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HH 500-OL	Sustainability and Conscious Living ONLINE								
UF 100-OL	Urban Farming - Field-to-Fork ONLINE	30	2.00	10	0.25	0	0.00	40	2.25
UF 120-OL	Urban Farming - Seed-to-Sale ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
UF 140-OL	Urban Farming - Externship ONLINE	0	0.00	0	0.00	25	0.50	25	0.50
OPTION #2 SUBTOTAL		155	12.00	25	0.75	25	0.50	245	13.25
AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #2 SPECIALTY/ELECTIVE COMBINATION									
UF 240-OL	Urban Farming Educator - Sharing Sustainability	20	1.00	0	0.00	0	0.00	20	1.00
OPTION #2 AOS ELECTIVE SUBTOTAL		20	1.00	0	0.00	0	0.00	20	1.00
3. CONCENTRATION IN SPIRITUAL STUDIES AND SPECIALIZING IN HYPNOTHERAPY									
SP 151-OL	Comparative Religion - Unity & Tolerances ONLINE								
SP 421 OL	Ministerial Duties/Ethics & Responsibilities	30	1.25	0	0.00	0	0.00	30	1.25
SP 333-OL	Archangels ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
SP 450-OL	Meditation & Mindfulness	15	1.00	0	0.00	0	0.00	15	1.00
SP 160	Mysticism	15	1.00	0	0.00	0	0.00	15	1.00
SP 441-OL	Spiritual Coaching & Guidance Mentoring ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
SP 275-OL	Prayer Therapy ONLINE								
SP 411-OL	Cerimonies and Sacred Space ONLINE	30	2.00	0	0.00	0	0.00	30	2.00
SP 430-OL	Death, Dying & Hospice ONLINE								
SP 446-OL	Universal Laws - Practical Application ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE								
HY 201-OL	Hypnotherapy - Foundations Level II ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HY 301 OL	Hypnotherapy - Foundations Level III Online	10	0.25	30	0.75	0	0.00	40	1.00
OPTION #3 SUBTOTAL		195	11.50	30	0.75	0	0.00	225	12.25
AOS ELECTIVE COURSE(S) BASED ON HWP OPTION #3 SPECIALTY/ELECTIVE COMBINATION									
HY 315 -OL	Hypnotherapy - Fears, Phobias and Addictions ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE	10	0.50	15	0.50	0	0.00	25	1.00
OPTION #3 AOS ELECTIVE SUBTOTAL		25	1.50	15	0.50	0	0.00	40	2.00
4. CLINICAL HYPNOTHERAPY CORE CORSES									
HY 101-OL	Hypnotherapy - Foundations Level I ONLINE								

HY 201-OL	Hypnotherapy - Foundations Level II ONLINE	40	2.50	0	0.00	0	0.00	40	2.50
HY 301 - OL	Hypnotherapy - Foundations Level III ONLINE	10	0.25	30	0.75	0	0.00	40	1.00
HY 315 -OL	Hypnotherapy - Fears, Phobias and Addictions ONLINE	15	1.00	0	0.00	0	0.00	15	1.00
HY 401-OL	Hypnotherapy - Advanced Techniques ONLINE	10	0.50	15	0.50	0	0.00	25	1.00
HY 350-OL	Hypnotherapy - Past Life Regression ONLINE	20	1.00	0	0.00	0	0.00	20	1.00
HY 421-OL	Hypnotherapy - Script Writing ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
EL 725-OL	Neuro Linguistic Programming (NLP) ONLINE	10	0.25	10	0.25	0	0.00	20	0.50
HY 475-OL	Hypnotherapy - Dreams and Metaphors- ONLINE	20	1.25	0	0.00	0	0.00	20	1.00
HY 581-OL	Hypnotherapy - Medical Imagery Hypnosis ONLINE	22	1.25	0	0.00	0	0.00	22	1.25
HY 370-OL P\$	Hypnotherapy Clinical Certification Preparation ONLINE	8	0.25	0	0.00	0	0.00	8	0.25
OPTION #4 SUBTOTAL		175	9.50	55	1.50	0	0.00	230	10.75
SP 446-OL	Universal Laws - Practical Application ONLINE	20	1.25	0	0.00	0	0.00	20	1.25
SP 450-OL	Meditation & Mindfulness	15	1.00	0	0.00	0	0.00	15	1.00
OPTION #4 AOS ELECTIVE SUBTOTAL		35	2.25	0	0.00	0	0.00	35	2.25
AOS-MBTP-OL	AOS-Mind Body Transformational Psychology ONLINE	853-903	57.75-58.00	75-85	1.50-2.25	0-0-25	0-.50	1008-1028	60.00

Associate of Occupational Studies in Holistic Health Care Concentration in : Professional Massage Practitioner (AOS/C-MT 750)

CODE	Course Name	LEC	LEC	LAB	LAB	EX	EX	T.HRS	T.CRD
BC 200	Basic Finance	16	1.00	0	0.00	0	0.00	16	1.00
BC 105	Business Writing	15	1.00	0	0.00	0	0.00	15	1.00
BC 550 P\$	Life Coaching - Foundation	20	1.25	0	0.00	0	0.00	20	1.25
CC 302	Mastery Skills for Health Care Practitioners	30	2.00	0	0.00	0	0.00	30	2.00
HN 101	Nutrition - Fundamentals of Holistic Nutrition and Wellness	30	2.00	0	0.00	0	0.00	30	2.00
BC 401	Public Speaking	15	1.00	0	0.00	0	0.00	15	1.00
CC 250	Psychology Theories - Honoring the Masters	30	2.00	0	0.00	0	0.00	30	2.00
BC 250	Statistical Research Project	16	1.00	0	0.00	0	0.00	16	1.00
BC 402	Seminar & Presentation	15	1.00	0	0.00	0	0.00	15	1.00
NC 120	Stress Management	15	1.00	0	0.00	0	0.00	15	1.00
HH 500	Sustainability and Conscious Living	15	1.00	0	0.00	0	0.00	15	1.00
BC 410	Writing for Publication	15	1.00	0	0.00	0	0.00	15	1.00
SM 150	Ayurveda - Intro	30	2.00	0	0.00	0	0.00	30	2.00
BC 511	Business Development & Entrepreneurial Support	48	1.25	0	0.00	0	0.00	48	1.25
SC 455	Exercise Wellness	30	2.00	0	0.00	0	0.00	30	2.00
MT 115	Anatomy	60	4.00	0	0.00	0	0.00	60	4.00
BC 302	Business Practices for Massage Therapists	12	0.75	0	0.00	0	0.00	12	0.75
CC 100	Communication Skills for Practitioners I	15	1.00	0	0.00	0	0.00	15	1.00
CC 101	Communications Skills for Practitioners II	15	1.00	3	0.00	0	0.00	15	1.00
MT 530	CPR Certification	4	0.25	0	0.00	0	0.00	4	0.25
BC 301	Ethics for Massage Therapists	8	0.50	0	0.00	0	0.00	8	0.50
MT 521	First Aid	4	0.25	4	0.00	0	0.00	8	0.25
MT 151	Kinesiology - Anatomical Applications	34	2.25	2	0.00	0	0.00	36	2.25
SC 415	Pathology - BW	38	2.50	2	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
BC 110	Soap Notes	4	0.25	2	0.00	0	0.00	6	0.25
MT 200	Swedish Massage	20	0.75	20	0.50	0	0.00	40	1.25
EV 003	Massage Clinic Orientation	0	0.00	0	0.00	0	0.00	X	X
MT 975	Massage Clinic - Supervised	0	0.00	0	0	75	1.50	75	1.50
PC 850	Cranial Unwinding I	12	0.75	8	0.25	0	0.00	20	1.00
TE 220	Deep Tissue Sculpting	12	0.50	12	0.25	0	0.00	24	0.75
MT 400	Myotherapy - 7 Step Release System	20	0.75	20	0.50	0	0.00	40	1.25
TE 560	Reflexology - Intro	4	0.25	4	0.00	0	0.00	8	0.25
CHOOSE 16.75 CREDITS OF SPECIALTIES AND/OR ELECTIVES *Please see advisor for list of available elective choices that will compliment your chosen specialty. Below are optional specialties.									
AOS -MT 750 TOTAL		944- 928	53- 56.25	131- 319	2.75- 5.50	75	1.50	1131- 1334	60.00

Associate of Occupational Studies in Holistic Health Care Concentration in: Western Herbalism (AOS/C-WH)

CODE	Course Name	LEC	LEC	LAB	LAB	EX	EX	T.HRS	T.CRD
BC 200	Basic Finance	16	1.00	0	0.00	0	0.00	16	1.00
BC 105	Business Writing	15	1.00	0	0.00	0	0.00	15	1.00
BC 550 P\$	Life Coaching - Foundation	20	1.25	0	0.00	0	0.00	20	1.25
CC 302	Mastery Skills for Health Care Practitioners	30	2.00	0	0.00	0	0.00	30	2.00
HN 101	Nutrition - Introduction to Holistic Nutrition	30	2.00	0	0.00	0	0.00	30	2.00
BC 401	Public Speaking	15	1.00	0	0.00	0	0.00	15	1.00
CC 250	Psychology Theories - Honoring the Masters	30	2.00	0	0.00	0	0.00	30	2.00
BC 250	Statistical Research Project	16	1.00	0	0.00	0	0.00	16	1.00
BC 402	Seminar & Presentation	15	1.00	0	0.00	0	0.00	15	1.00
NC 120	Stress Management	15	1.00	0	0.00	0	0.00	15	1.00
HH 500	Sustainability and Conscious Living	15	1.00	0	0.00	0	0.00	15	1.00
BC 410	Writing for Publication	15	1.00	0	0.00	0	0.00	15	1.00
SM 150	Ayurveda - Intro	30	2.00	0	0.00	0	0.00	30	2.00
BC 511	Business Development & Entrepreneurial Support	48	1.25	0	0.00	0	0.00	48	1.25
SC 455	Exercise Wellness	30	2.00	0	0.00	0	0.00	30	2.00
SC 250	Botany	45	3.00	0	0.00	0	0.00	45	3.00
SC 425	Pathology - WH	40	2.50	0	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	0	0.00	0	0.00	30	2.00
WH 210	Western Herbalism - Section A: Seed Sowing	30	2.00	15	0.50	0	0.00	45	2.50
WH 220	Western Herbalism - Section B: Germination	30	2.00	15	0.50	0	0.00	45	2.50
WH 230	Western Herbalism - Section C: Growth & Evolution	30	2.00	15	0.50	0	0.00	45	2.50
WH 240	Western Herbalism - Section D: Harvest & Reap	30	2.00	15	0.50	0	0.00	45	2.50
WH 275	Western Herbalism - Herbal Flowers	16	1.00	0	0.00	0	0.00	16	1.00
WH 280	Western Herbalism - Herbal Bioarts Clinic Preparations	45	3.00	0	0.00	0	0.00	45	3.00
WH 300	Western Herbalism - Externship: Flight	0	0.00	0	0	60	1.25	60	1.25
WH 350	Western Herbalism - Master Project	4	0.25	36	0.75	0	0.00	40	1.00
CHOOSE 11.75 CREDIT HOURS OF ELECTIVES *The electives below are merely recommended see advisor for additional options									
WH 150	Western Herbalism - Specialties: an Introduction to Children & Female Herbs	8	0.50	2	0.00	0	0.00	10	0.50
WH 250	Western Herbalism - Herbs for Babies & Children	8	0.50	0	0.00	0	0.00	8	0.50
WH 256	Western Herbalism - The Green Man	8	0.50	0	0.00	0	0.00	12	0.75
WH 265	Western Herbalism - The Herbal Goddess	15	1.00	3	0.00	0	0.00	18	1.00
WH 365	Western Herbalism - Manufacturing & Remedy Production	10	0.50	4	0.00	0	0.00	14	0.50
WH 376	Western Herbalism - Formulary Practicum	7.5	0.50	7.5	0.25	0	0.00	15	0.75
AR 100	Aromatherapy - Intro	20	1.25	0	0.00	0	0.00	20	1.25
AR 101	Aromatherapy - Advanced	30	2.00	2	0.00	0	0.00	32	2.00
AR 112	Aromatherapy - Wellness for Women	4	0.25	1	0.00	0	0.00	5	0.25
AR 410	Aromatherapy - 5 Element Acupressure For Emotional Healing	12	0.50	8	0.25	0	0.00	20	0.75
UF 100	Urban Farming - Field-to-Fork	30	2.00	10	0.25	0	0.00	40	2.25
UF 120	Urban Farming - Seed-to-Sale	20	1.25	0	0.00	0	0.00	20	1.25
AOS/C-WH	AOS/C-Western Herbalism	881	55.50	134	3.50	60	1.25	1078	60.00

Associate of Occupational Studies in Holistic Health Care Concentration in : Western Herbalism with Holistic Nutrition (AOS/C-WH-HN)

CODE	Course Name	LEC	LEC	LAB	LAB	EX	EX	T.HRS	T.CRD
BC 200	Basic Finance	16	1.00	0	0.00	0	0.00	16	1.00
BC 105	Business Writing	15	1.00	0	0.00	0	0.00	15	1.00
BC 550 P\$	Life Coaching - Foundation	20	1.25	0	0.00	0	0.00	20	1.25
CC 302	Mastery Skills for Health Care Practitioners	30	2.00	0	0.00	0	0.00	30	2.00
HN 101	Nutrition - Introduction to Holistic Nutrition	30	2.00	0	0.00	0	0.00	30	2.00
BC 401	Public Speaking	15	1.00	0	0.00	0	0.00	15	1.00
CC 250	Psychology Theories - Honoring the Masters	30	2.00	0	0.00	0	0.00	30	2.00
BC 250	Statistical Research Project	16	1.00	0	0.00	0	0.00	16	1.00
BC 402	Seminar & Presentation	15	1.00	0	0.00	0	0.00	15	1.00
NC 120	Stress Management	15	1.00	0	0.00	0	0.00	15	1.00
HH 500	Sustainability and Conscious Living	15	1.00	0	0.00	0	0.00	15	1.00
BC 410	Writing for Publication	15	1.00	0	0.00	0	0.00	15	1.00
SM 150	Ayurveda - Intro	30	2.00	0	0.00	0	0.00	30	2.00
BC 511	Business Development & Entrepreneurial Support	48	1.25	0	0.00	0	0.00	48	1.25
SC 455	Exercise Wellness	30	2.00	0	0.00	0	0.00	30	2.00
SC 455	Exercise Wellness	30	2.00	0	0.00	0	0.00	30	2.00
SC 250	Botany	45	3.00	0	0.00	0	0.00	45	3.00
SC 425	Pathology - WH	40	2.50	0	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	0	0.00	0	0.00	30	2.00
WH 210	Western Herbalism - Section A: Seed Sowing	30	2.00	15	0.50	0	0.00	45	2.50
WH 220	Western Herbalism - Section B: Germination	30	2.00	15	0.50	0	0.00	45	2.50
WH 230	Western Herbalism - Section C: Growth & Evolution	30	2.00	15	0.50	0	0.00	45	2.50
WH 240	Western Herbalism - Section D: Harvest & Reap	30	2.00	15	0.50	0	0.00	45	2.50
WH 275	Western Herbalism - Herbal Flowers	16	1.00	0	0.00	0	0.00	16	1.00
WH 280	Western Herbalism - Herbal Bioarts Clinic Preparations	45	3.00	0	0.00	0	0.00	45	3.00
WH 300	Western Herbalism - Externship: Flight	0	0.00	0	0	60	1.25	60	1.25
WH 350	Western Herbalism - Master Project	4	0.25	36	0.75	0	0.00	40	1.00
WH CORE COURSES SUBTOTAL		360	23.75	96	2.75	60	1.25	516	27.75
HN 101	Nutrition - Introduction to Holistic Nutrition								
HN 120	Nutrition -Foundations of Holistic Health and Wellness	15	1.00	0	0.00	0	0.00	15	1.00
HN 110	Nutrition - Principles of Conscious Eating & Behavior Modification for Weight Management	15	1.00	0	0.00	0	0.00	15	1.00
HN 123	Nutrition - Understanding Micronutrients, Macronutrients and Supplements for Optimum Health	45	3.00	0	0.00	0	0.00	45	3.00
HN 150	Nutrition - Comparative Dietary Systems	30	2.00	0	0.00	0	0.00	30	2.00
HN 220	Nutrition - Raw Food Cuisine	15	0.25	0	0.00	0	0.00	15	0.25
HN 250	Nutrition - Nutritional Assessment & Coaching	30	2.00	0	0.00	0	0.00	30	2.00
NC 200	Nutrition - Whole Food Cooking	10.0	0.25	10	0.25	0	0.00	20	0.50
HOLISTIC NUTRITION SPECIALITY SUB TOTAL		160	9.50	10	0.25	0	0.00	170	9.75
WH 150	Western Herbalism - Specialties: an Introduction to Children & Female Herbs	8	0.50	2	0.00	0	0.00	10	0.50
WH 250	Western Herbalism - Herbs for Babies & Children	8	0.50	0	0.00	0	0.00	8	0.50
WH 265	Western Herbalism - The Herbal Goddess	15	1.00	3	0.00	0	0.00	18	1.00
ELECTIVE SUB TOTAL		31	2.00	5	0.00	0	0.00	36	2.00
AOS/C-Western Herbalism & Holistic Nutrition TOTAL		891	55.75	111	3.00	60	1.25	1062	60.00

Professional Massage Practitioner (MT 750)

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Internship Clock Hours	Extern/ Internship Credits Hours	Total Clock Hours	Total Credit Hours
MT 115	Anatomy	60	4.00	0	0.00	0	0.00	60	4.00
BC 302	Business Practices for Massage Therapists	12	0.75	0	0.00	0	0.00	12	0.75
CC 100	Communication Skills for Practitioners I	15	1.00	0	0.00	0	0.00	15	1.00
CC 101	Communications Skills for Practitioners II	12	0.75	3	0.00	0	0.00	15	0.75
MT 530	CPR Certification	4	0.25	0	0.00	0	0.00	4	0.25
BC 301	Ethics for Massage Therapists	8	0.50	0	0.00	0	0.00	8	0.50
MT 521	First Aid	4	0.25	4	0.00	0	0.00	8	0.25
MT 151	Kinesiology - Anatomical Applications	34	2.25	2	0.00	0	0.00	36	2.25
SC 415	Pathology - BW	38	2.50	2	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
BC 430	Practice Development Portfolio	15	1.00	0	0.00	0	0.00	15	1.00
BC 110	Soap Notes	4	0.25	2	0.00	0	0.00	6	0.25
MT 200	Swedish Massage	20	0.75	20	0.50	0	0.00	40	1.25
EV 003	Massage Clinic Orientation	0	0.00	0	0.00	0	0.00	X	X
MT 975	Massage Clinic - Supervised	0	0.00	0	0	75	1.50	75	1.50
PC 850	Cranial Unwinding I	12	0.75	8	0.25	0	0.00	20	1.00
TE 220	Deep Tissue Sculpting	12	0.50	12	0.25	0	0.00	24	0.75
MT 400	Myotherapy - 7 Step Release System	20	0.75	20	0.50	0	0.00	40	1.25
TE 560	Reflexology - Intro	4	0.25	4	0.00	0	0.00	8	0.25
CHOOSE A COMBINATION OF SPECIALITIES TO EQUAL 180-200 CLASSROOM CLOCK HOURS									
AR	Aromatherapy	90	5.50	10	0.00	0	0.00	100	5.50
CRA	Cranial Unwinding for MT 750	79	4.75	73.5	2.25	30	0.50	180	7.50
HN	Holistic Nutrition	190	12.25	10	0.25	0	0.00	200	11.75
HY	Hypnotherapy	70	4.00	30	0.75	0	0.00	100	4.75
LC	Life Coaching	65	4.00	35	1.00	0	0.00	100	5.00
MEDM	Medical Massage	58	2.50	42	1.25	0	0.00	100	3.75
MYO	Myofascial	52	2.25	48	0.75	0	0.00	100	3.00
POL-APP	Polarity- Associate Polarity Practitioner	96	6.00	76.5	2.25	30	0.50	200	9.00
RE	Reiki - Transformational	48	2.00	52	0.75	0	0.00	100	2.75
RE	Reiki Traditional	48	2.00	56	0.75	0	0.00	100	2.75
RF	Reflexology	98	5.00	86	2.25	16	0.25	200	7.50
SPT	Special Touch	50	2.25	50	0.75	0	0.00	100	3.00
ST	Spa Treatments	100	4.50	100	2.75	0	0.00	200	7.25
TM1	Myotherapy	100	4.50	100	1.75	0	0.00	200	6.25
YO	Unity Yoga Teacher Training	120	4.50	58	1.50	20	0.25	200	6.25
YO-N	Yoga Nidra	75	5.00	25	0.00	0	0.00	100	4.50
CHOOSE 64-84 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.									
	Total	468-571	23.25-31.75	107-211	1.75-4.25	75-105	1.50-2.00	750	30.75-36.25

Master Massage Practitioner (MT-1000)

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Internship Clock Hours	Extern/ Internship Credits Hours	Total Clock Hours	Total Credit Hours
MT 115	Anatomy	60	4.00	0	0.00	0	0.00	60	4.00
MT 200	Swedish Massage	20	0.75	20	0.50	0	0.00	40	1.25
BC 302	Business Practices for Massage Therapists	12	0.75	0	0.00	0	0.00	12	0.75
CC 100	Communication Skills for Practitioners I	15	1.00	0	0.00	0	0.00	15	1.00
CC 101	Communications Skills for Practitioners II	12	0.75	3	0.00	0	0.00	15	1.00
MT 530	CPR Certification	4	0.25	0	0.00	0	0.00	4	0.25
BC 301	Ethics for Massage Therapists	8	0.50	0	0.00	0	0.00	8	0.50
MT 521	First Aid	4	0.25	4	0.00	0	0.00	8	0.25
MT 151	Kinesiology - Anatomical Applications	34	2.25	2	0.00	0	0.00	36	2.25
SC 415	Pathology - BW	38	2.50	2	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
BC 430	Practice Development Portfolio	15	1.00	0	0.00	0	0.00	15	1.00
BC 110	Soap Notes	4	0.25	2	0.00	0	0.00	6	0.25
EV 003	Massage Clinic Orientation	0	0.00	0	0.00	0	0.00	-	-
MT 999	Massage Clinic - Supervised	0	0.00	0	0	100	2.00	100	2.00
PC 850	Cranial Unwinding I	12	0.75	8	0.25	0	0.00	20	1.00
TE 220	Deep Tissue Sculpting	12	0.50	12	0.25	0	0.00	24	0.75
MT 400	Myotherapy - 7 Step Release System	20	0.75	20	0.50	0	0.00	40	1.25
TE 560	Reflexology - Intro	4	0.25	4	0.00	0	0.00	8	0.25
CHOOSE A COMBINATION OF SPECIALITIES TO EQUAL 480 CLASSROOM CLOCK HOURS									
AR	Aromatherapy	90	5.50	10	0.00	0	0.00	100	5.50
CRA	Cranial Unwinding for MT 750	79	4.75	73.5	2.25	30	0.50	180	7.50
HN	Holistic Nutrition	190	12.25	10	0.25	0	0.00	200	11.75
HY	Hypnotherapy	70	4.00	30	0.75	0	0.00	100	4.75
LC	Life Coaching	65	4.00	35	1.00	0	0.00	100	5.00
MEDM	Medical Massage	58	2.50	42	1.25	0	0.00	100	3.75
MYO	Myofacial	52	2.25	48	0.75	0	0.00	100	3.00
POL - APP	Polarity- Associate Polarity Practitioner	96	6.00	76.5	2.25	30	0.50	200	9.00
RE	Reiki - Transformational	48	2.00	52	0.75	0	0.00	100	2.75
RE	Reiki Traditional	48	2.00	56	0.75	0	0.00	100	2.75
RF	Reflexology	98	5.00	86	2.25	16	0.25	200	7.50
SPT	Special Touch	50	2.25	50	0.75	0	0.00	100	3.00
ST	Spa Treatments	100	4.50	100	2.75	0	0.00	200	7.25
TM1	Myotherapy	100	4.50	100	1.75	0	0.00	200	6.25
YO	Unity Yoga Teacher Training	120	4.50	58	1.50	20	0.25	200	6.25
YO-N	Yoga Nidra	75	5.00	25	0.00	0	0.00	100	4.50
CHOOSE 9 HOURS OF ELECTIVES *Please see advisor for available elective choices that will compliment your specialty choices.									
TE 512	Posture for Massage Therapists	4	0.25	1	0.00	0	0.00	5	0.25
TE 740	TMJ Release	4	0.25	0	0.00	0	0.00	4	0.25
	TOTAL	571-703	32.25-43.50	169.50-305.5	3.00-6.25	0-130	0-2.5	1000	41.00-49.0

Western Herbalism (WH-700)

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Internship Clock Hours	Extern/ Internship Credits Hours	Total Clock Hours	Total Credit Hours
SC 250	Botany	45	3.00	0	0.00	0	0.00	45	3.00
BC 511	Business Development & Entrepreneurial Support	48	1.25	0	0.00	0	0.00	48	1.25
BC 550 P\$	Life Coaching - Foundation	20	1.25	0	0.00	0	0.00	20	1.25
HN 101	Nutrition - Introduction to Holistic Nutrition	30	2.00	0	0.00	0	0.00	30	2.00
SC 425	Pathology - WH	40	2.50	0	0.00	0	0.00	40	2.50
MT 500	Physiology	60	4.00	0	0.00	0	0.00	60	4.00
BC 401	Public Speaking	15	1.00	0	0.00	0	0.00	15	1.00
HH 500	Sustainability and Conscious Living	15	1.00	0	0.00	0	0.00	15	1.00
BC 410	Writing for Publication	15	1.00	0	0.00	0	0.00	15	1.00
WH 100	Western Herbalism - Foundations of American Herbal Studies	30	2.00	0	0.00	0	0.00	30	2.00
WH 210	Western Herbalism - Section A: Seed Sowing	30	2.00	15	0.50	0	0.00	45	2.50
WH 220	Western Herbalism - Section B: Germination	30	2.00	15	0.50	0	0.00	45	2.50
WH 230	Western Herbalism - Section C: Growth & Evolution	30	2.00	15	0.50	0	0.00	45	2.50
WH 240	Western Herbalism - Section D: Harvest & Reap	30	2.00	15	0.50	0	0.00	45	2.50
WH 275	Western Herbalism - Herbal Flowers	16	1.00	0	0.00	0	0.00	16	1.00
WH 280	Western Herbalism - Herbal Bioarts Clinic Preparations	45	3.00	0	0.00	0	0.00	45	3.00
WH 300	Western Herbalism - Externship: Flight	0	0.00	0	0.00	60	1.25	60	1.25
WH 350	Western Herbalism - Master Project	4	0.25	36	0.75	0	0.00	40	1.00
WH 376	Western Herbalism - Formulary Practicum	7.5	0.50	7.5	0.25	0	0.00	15	0.75
WH 256	Western Herbalism - The Green Man	8	0.50	0	0.00	0	0.00	12	0.75
WH 365	Western Herbalism - Manufacturing & Remedy Production	10	0.50	4	0.00	0	0.00	14	0.50
	TOTAL	529	32.75	107.5	3.00	60	1.25	700	37.25

Yoga Teacher Training 600 Hour Level

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Internship Clock Hours	Extern/ Internship Credits Hours	Total Clock Hours	Total Credit Hours
YO 111	Yoga Module I - UNITY Yoga Foundations	40	1.50	20	0.50	0	0.00	60	2.00
YO 112	Yoga Module II - UNITY Yoga Teaching Foundations	40	1.50	20	0.50	0	0.00	60	2.00
YO 113	Yoga Module III - UNITY Yoga Deepening the Path	40	1.50	18	0.50	0	0.00	60	2.00
YO 119	Yoga - YTT 200 Practicum	0	0.00	0	0.00	20	0.25	20	0.25
MT 521	First Aid	4	0.25	4	0.00	0	0.00	8	0.25
MT 530	CPR Certification	4	0.25	0	0.00	0	0.00	4	0.25
YO 321	Yoga - Philosophical Foundation & Applied Yoga Philosophy	20	0.75	10	0.25	0	0.00	30	1.00
YO 322	Yoga - Advanced Adjustments	16	0.75	12	0.25	0	0.00	28	1.00
YO 323	Yoga - Business of Yoga	16	0.75	0	0.00	0	0.00	16	1.00
YO 324	Yoga - Advanced Teaching Methods	16	0.75	12	0.25	0	0.00	28	1.00
YO 325	Yoga - Yogic Energy Anatomy	16	0.75	12	0.25	0	0.00	28	1.00
YO 326	Yoga - Modified Poses, Props & Principles	16	0.75	12	0.25	0	0.00	28	1.00
YO 327	Yoga - YTT Advanced Practicum	0	0.00	0	0.00	30	0.75	30	1.25
YO-N	Yoga Nidra	75	5.00	25	0.00	0	0.00	100	4.50
YO 124	Yoga - Heart of Listening - One to One	10	0.50	10	0.25	0	0.00	20	0.75
YO 125	Yoga - Song of the Gong: Raising the Vibration Through Meditation	10	0.50	10	0.25	0	0.00	20	0.75
YO 506 P\$	Yoga - Transformational Yoga Coaching	20	1.00	20	0.75	0	0.00	40	1.75
YO 522	Yin Yoga - Teaching a Practice of Surrender	10	0.00	10	0.00	0	0.00	20	0.00
	TOTAL	353.00	16.50	195	4.00	50	1.00	600	21.75

Yoga Teacher Training 800 Hour Level

CODE	Course Name	Lecture Clock Hours	Lecture Credit Hours	Lab Clock Hours	Lab Credit Hours	Extern/ Internship Clock Hours	Extern/ Internship Credits Hours	Total Clock Hours	Total Credit Hours
YO 111	Yoga Module I - UNITY Yoga Foundations	40	1.50	20	0.50	0	0.00	60	2.00
YO 112	Yoga Module II - UNITY Yoga Teaching Foundations	40	1.50	20	0.50	0	0.00	60	2.00
YO 113	Yoga Module III - UNITY Yoga Deepening the Path	40	1.50	18	0.50	0	0.00	60	2.00
YO 119	Yoga - YTT 200 Practicum	0	0.00	0	0.00	20	0.25	20	0.25
MT 521	First Aid	4	0.25	4	0.00	0	0.00	8	0.25
MT 530	CPR Certification	4	0.25	0	0.00	0	0.00	4	0.25
YO 321	Yoga - Philosophical Foundation & Applied Yoga Philosophy	20	0.75	10	0.25	0	0.00	30	1.00
YO 322	Yoga - Advanced Adjustments	16	0.75	12	0.25	0	0.00	28	1.00
Yo 323	Yoga - Business of Yoga	16	0.75	0	0.00	0	0.00	16	1.00
YO 324	Yoga - Advanced Teaching Methods	16	0.75	12	0.25	0	0.00	28	1.00
YO 325	Yoga - Yogic Energy Anatomy	16	0.75	12	0.25	0	0.00	28	1.00
YO 326	Yoga - Modified Poses, Props & Principles	16	0.75	12	0.25	0	0.00	28	1.00
YO 327	Yoga - YTT Advanced Practicum	0	0.00	0	0.00	30	0.75	30	1.25
YO-N	Yoga Nidra	75	5.00	25	0.00	0	0.00	100	4.50
POL-APP	Polarity- Associate Polarity Practitioner	96	6.00	76.5	2.25	30	0.50	200	9.00
YO 124	Yoga - Heart of Listening - One to One	10	0.50	10	0.25	0	0.00	20	0.75
YO 125	Yoga - Song of the Gong: Raising the Vibration Through Meditation	10	0.50	10	0.25	0	0.00	20	0.75
YO 506 P\$	Yoga - Transformational Yoga Coaching	20	1.00	20	0.75	0	0.00	40	1.75
YO 522	Yin Yoga - Teaching a Practice of Surrender	10	0.00	10	0.00	0	0.00	20	0.00
	YOGA 800 TOTAL	449.00	22.50	271.5	6.25	80	1.50	800	30.75

DEFINITIONS - ACCET

ADMINISTRATIVE HEADQUARTERS/CORPORATE OFFICE

A recognized but unaccredited operational facility located away from accredited educational and training sites and from which the principal executive and administrative oversight activities are conducted and general control is exercised over all campus(es) and teaching site(s) of the institution.

AUXILIARY CLASSROOM

A classroom site, geographically apart from and operated and supervised by the main or branch campus, at which instruction in one or more training programs is offered. An auxiliary classroom operates under the same ownership/authority and administrative policies and procedures as the accredited main campus and may or may not have its own faculty; however, the number and duties of administrative personnel are limited, and may include a receptionist or site supervisor. Enrollment activities and student support services, such as counseling, placement, or financial aid processing, are provided at the main or branch campus.

AVOCATIONAL INSTITUTION

A post-secondary institution that offers courses/programs designed exclusively for personal or professional development and enhancement.

BRANCH CAMPUS

A full-service facility, geographically apart from, but under the direction of the main campus, at which complete continuing education and training programs are offered. A branch operates under the same ownership/authority and administrative policies and procedures as the accredited main campus, but has comprehensive on-site administrative and support services including its own faculty and administrative or supervisory organization, and its own budget.

CLASSROOM EXTENSION

A classroom site, geographically apart from, yet in close enough proximity for adequate oversight (usually not more than five miles) by the main or branch campus, at which instruction in one or more training programs is offered. A classroom extension operates under the same ownership/authority and administrative policies and procedures as the accredited main/branch campus and may or may not have its own faculty; however, the number and duties of administrative personnel are limited, but may include a site supervisor. Enrollment activities and student support services, such as counseling, placement, or financial aid processing, are provided at the main or branch campus. Classroom extensions are generally used as temporary sites (no more than 12 months) in order to allow an institution time to accommodate an overflow of students at the main or branch campus or are due to unique facility requirements for a specific program of study.

COURSE

A defined instructional unit which may be offered as a component of a program of study or as a stand-alone unit for personal and professional development.

EXTERNSHIP/INTERNSHIP/PRACTICUM

Training-related work or practical experience which is: (1) formally part of a program; (2) based upon a preplanned outline of experience/skills to be acquired; (3) an application of previously studied knowledge and skills; (4) formalized through a signed agreement between the institution and site; (5) systematically supervised by a qualified individual at the institution and the externship site; and (6) evaluated by both the on-site supervisor and the institution's staff member based on established criteria.

INSTITUTION

A clearly defined, appropriately authorized entity, which has or seeks accreditation, and conducts activities within the scope of the accrediting authority of ACCET.

INSTITUTIONAL ACCREDITATION

A term that describes the extent of ACCET's grant of accreditation of an entity, including all education and training activities of the institution that are within the scope of ACCET's accrediting authority. By contrast, the term "programmatic accreditation," which is not offered by ACCET, refers to the accreditation that is granted to a program rather than an institution as a whole. See Document 11 – Policies and Practices of the Accrediting Commission for a detailed definition of institutional accreditation.

LABORATORY/PRACTICE

Educational activity, conducted under the direction of the institution, consisting of supervised student practice through the completion of exercises relevant to previously introduced subject matter, and during which practical skills and knowledge are developed and reinforced.

LECTURE/CLASS

Educational activity conducted under the direction of an instructor during which subject matter, theories, and concepts are introduced through such methods as presentation, simulation, demonstration, debate, role-playing, discussion, and tutorial exercises, and/or guest presenters.

MAIN CAMPUS

The location of the operational facility designated by the institution and recognized by ACCET as the controlling entity responsible for meeting and maintaining ACCET's standards for accreditation for the entire institution, including branches, auxiliary classrooms, and classroom extensions. The main campus provides comprehensive administrative and support services for continuing education and training programs recognized by ACCET.

PROGRAM

A series of sequentially combined courses which has a terminal objective and leads to a certificate of completion, diploma, or occupational associates degree.

TITLE IV INSTITUTION

An institution that has been approved by the U.S. Department of Education to be eligible and certified to participate in the Title IV Federal Student Aid programs, whether or not it chooses to access Federal Title IV funds.

VOCATIONAL INSTITUTION

A postsecondary vocational institution that offers at least one program that is designed to prepare students for gainful employment in a recognized occupation. The program will be sufficiently comprehensive to train or retrain an individual for employment/occupational advancement. Recognized occupations under this definition are usually listed in the latest edition of the Directory of Occupational Titles, published by the U.S. Department of Labor.