TUITION SCHEDULE

Diploma in Heating, Ventilation and Air Conditioning ........................................ $16,000.00

Diploma in Dental Assisting ...................................................................................... $15,995.00

Diploma in Medical Assisting ..................................................................................... $20,520.00

Diploma in Pharmacy Technician ............................................................................. $20,520.00

Associate of Applied Science in Criminal Justice .................................................. $25,500.00

Associate of Applied Science in Dental Hygiene ..................................................... $48,000.00

Associate of Applied Science in Medical Assisting ................................................ $27,360.00

Associate of Applied Science in Pharmacy Technician .......................................... $27,360.00

For disclosures of tuition costs, on-time graduation rates, median loan debt, placement rates, and occupational information, go to: www.remingtoncollege.edu/ge-disclosures.
ADMINISTRATORS AND FACULTY

ADMINISTRATORS.............................................................................................................................................. TITLES
Angel Almond.................................................................................................................................................. Campus President
Latonya Irons.................................................................................................................................................. Director of Education
Brittany Schauermann ............................................................................................................................... Area Director of Student Finance
Constance Bayne-Johnson .......................................................................................................................... Student Services Associate
Howard Chapman ......................................................................................................................................... Dental Assisting Chairperson
Holly Plemons .............................................................................................................................................. Dental Hygiene Program Admin.
Courtney Grant .............................................................................................................................................. Medical Assisting Chairperson
Timothy Davis .............................................................................................................................................. Pharmacy Tech. Program Director

CRIMINAL JUSTICE

FACULTY .................................................................................................................................................. CREDENTIALS .................................................................................................................................................. INSTITUTIONS
Herman Statum ........................................................ MS, Education ............................................................ University of Southern California
BS, Education .............................................................. Middle Tennessee State University
Jeff Houdysheff ........................................................ MA, Christian Ministries ........................................... Liberty University
BS, Criminal Justice ................................................ Toccoa Nazarene
Lara White .................................................................................................................................................. Grand Canyon University
BS, Psychology .......................................................... Kentucky State University
LaTamara Newman ................................................ MPH, Public Health ................................................ Argosy University
BA, Psychology ........................................................ Fisk University
Norris Teachworth ................................................ JD, Law ................................................................. Detroit College of Law
BA, Political Science .............................................. Olivet College
Robert Overstreet .................................................. BS, Criminal Justice ............................................. Bethel University
BA, Mass Communication ...................................... Tennessee State University
Steven Wright .......................................................... BA, Ministry Counseling ...................................... Lipscomb University
Thomas Gilligan ........................................................................... BS, Police Science & Administration ........ California State University
AA, Police Science .................................................. Pasadenia City College
Tom Essay (Lead Instructor) ....................................... MA, Conflict Resolution ....................................... Bethel University
BA, Criminal Justice ................................................ Middle Tennessee State University
AA, Law Enforcement ................................................. Middle Tennessee State University

DENTAL ASSISTING

FACULTY .................................................................................................................................................. CREDENTIALS .................................................................................................................................................. INSTITUTIONS
Christopher Groves ............................................... AAS, Dental Hygiene ............................................... Ozarks Technical Community College
Howard Chapman ............................................... Registered Dental Assistant .................................... Academy of Health Science
Latonya Irons .......................................................... EdD, Higher Education Leadership ....................... Union University
MEd, Administration and Supervision .................... Tennessee State University
LA, Chemistry .......................................................... Middle Tennessee State University
Laura Martinez .................................................... AAS, Health Science ............................................... Washington University
Mary Raphael .......................................................... BS, Dental Medicine .............................................. Alexandria University

DENTAL HYGIENE

FACULTY .................................................................................................................................................. CREDENTIALS .................................................................................................................................................. INSTITUTIONS
Amy Ayers ............................................................ BS, Dental Hygiene ................................................ Western Kentucky University
Antionette Armstrong ........................................... BS, Dental Hygiene ................................................ Tennessee State University
AS, Dental Hygiene ............................................... Tennessee State University
AS, General Studies ............................................. Columbia State Community College
Cheryl Richman .................................................... BS, Dental Hygiene ................................................ University of Tennessee
AS, Dental Hygiene ............................................... Tennessee State University
Holly Adcock .......................................................... AS, Dental Hygiene ................................................. Hinds Community College
Holly Plemons .......................................................... MEd, Administration and Supervision .......... Middle Tennessee State University
BPS, Professional Studies .................................... Austin Peay State University
AS, Dental Hygiene ................................................ Westbrook College
Nadine Ishmon ........................................................ MEd, Dental Hygiene ............................................. University of Tennessee at Memphis
BS, Dental Hygiene ............................................... University of Texas Health Science Center
Nicki Raines .......................................................... MS, Counseling Psychology ............................ Tennessee State University
BS, Psychology ...................................................... Tennessee State University
AS, Dental Hygiene ............................................... Tennessee State University
Sallie Benedict .......................................................... AS, Dental Hygiene ............................................... Tennessee State University
Trina Wilson .......................................................... BS, Biology .......................................................... David Lipscomb College
AS, Dental Hygiene ................................................ East Tennessee State University
GENERAL EDUCATION

FACULTY ........................................ CREDENTIALS ........................................ INSTITUTIONS
Christopher Garner ................................ MBA, Healthcare Administration ............... Western Governors University
DeVora Ramey .................................. MS, Public Service Management ............... Tennessee State University
Lara White ....................................... MA, Psychology ..................................... Grand Canyon University
Norris Teachworth ............................. JD, Law .............................................. Detroit College of Law
Roxanne Hurt ................................... MA, Education ..................................... Mercer University
Scott Melograna ................................. MS, Education ...................................... Miami University
Thomas Norvell .................................. MA, Counseling .................................... Harding University

MEDICAL ASSISTING

FACULTY ........................................ CREDENTIALS ........................................ INSTITUTIONS
Courtney Grant .................................. MBA, Healthcare Administration ............... Western Governors University
Ericka Perkins ................................. AAS, Pre-Nursing .................................. Nashville State Community College
Holly Santana ................................. BS, Psychology ..................................... Florida State University
Judy Pilcher ...................................... MS, Nursing ........................................ University of Tennessee
Rhonda Watson ............................... MS, Library Information Studies .............. Florida State University
Scott Lee ........................................ BS, Health and Human Performance ........ Austin Peay State University
Sharrie Ridings ................................ AS, Nursing ........................................ Columbia Basin College
Trishta Alvarado ............................... AAS, Health Science ................................ National College
Wendy Berry ................................... MBA, Business Administration ............... University of Phoenix

PHARMACY TECHNICIAN

FACULTY ........................................ CREDENTIALS ........................................ INSTITUTIONS
Demetrice Moore .............................. BS, Biology ............................................ Alabama A&M University
LaSharnika Williams ......................... MBA, Healthcare Administration ............... Walden University
Maulik Jesalpura ............................... BS, Pharmacy ....................................... Nirma University
Timothy Davis .................................. AS, General Science ................................ American River College

ADDITIONAL MODIFICATIONS

The address for Remington College’s Title IX Civil Rights Coordinator, Section 504 Compliance Coordinator, Age Discrimination Act Coordinator, Vice President of Human Resources, Chief Executive Officer, General Counsel (now known as the Legal Department) and General Counsel’s office (now known as the Legal Department) has changed to 7131 Business Park Lane Lake Mary, FL 32746.

Page 1: The following has been added to the ACCSCC Accreditation subsection of the Accreditation, Affiliations and Licensing section:

Remington College’s HiSET Preparation Course is not within the Campus’ scope of accredited programs.

Page 3: The first paragraph in Item 2 of the Admissions Requirements and Procedures has been revised to read as follows:

Provide documentation of high school graduation or equivalent (such as a GED) prior to enrollment (i.e., before the Enrollment Agreement is signed by the accepting school official and before being allowed to start classes).
The second sentence in Item 3 of the Admissions Requirements and Procedures has been revised to read as follows:

The Wonderlic Scholastic Level Exam (SLE) exam will be used as the sole acceptable entrance exam for all applicants other than those seeking admission under the Ability-to-Benefit determination, who will be subject to the exam procedures described in Item 4 below.

Items 4, 5, and 6 of the Admissions Requirements and Procedures have been renumbered 5, 6, and 7.

For the Medical Assisting diploma program, an applicant may be admitted under an Ability-to-Benefit determination that allows admission without requiring the applicant to have a high school diploma or equivalent, provided that the applicant is at least 18 years of age, has met the criteria to establish that he or she has the ability to benefit from the program and is also concurrently enrolled in Remington College’s HiSET Preparation Course. Applicants who intend to use Veteran’s Benefits must hold a high school diploma or equivalent and are not eligible to be admitted under the Ability-to-Benefit determination. To be admitted as an Ability-to-Benefit student, an applicant must achieve a passing score established by Remington College on a test approved by the United States Department of Education. Remington College uses the Wonderlic Basic Skills Test, Quantitative Form QS-1 or QS-2, and Verbal Form VS-1 or VS-2. A minimum score of 210 must be obtained on the quantitative test and a minimum score of 200 must be obtained on the verbal test in the same test administration. If an applicant does not pass both tests, the applicant may be eligible for re-testing. Retests are administered at the discretion of the Independent Test Administrator and the applicant must be retested on both the quantitative and verbal tests.

The following section has been added to the Admissions Requirements and Procedures as Item 4.

The first paragraph of the Attendance Requirements for Activation has been revised to read as follows:

In order to be eligible for activation, all applicants must meet the following attendance requirements for the term in which they begin classes:

- For applicants enrolled in courses delivered residentially:
  - Attend at least one class on at least 50% of the days classes are scheduled in the activation period, and
  - Attend at least one class on at least 50% of the days classes are scheduled in the second week of the term.

- For applicants enrolled in only courses delivered via distance education (on-line), attend at least once during the first two weeks of the term.

Applicants enrolled in courses delivered both residually and via distance education (on-line) will be required to meet the activation requirements for applicants enrolled in courses delivered residually. However, please note that failure to attend any scheduled distance education (on-line) courses during the first two weeks may result in the applicant being dropped from those courses. Please see the Procedures-Drop/Add Period and Adding or Dropping Courses policies for additional information.

The Transcript Fee policy has been replaced with the following policy:

Upon completion of the program, graduates will receive one official transcript free of charge, unless the graduate has unpaid financial or other remaining obligations to Remington College. Any additional transcript requests will be charged $15.00 per transcript for official or unofficial transcripts.

The following scholarship has been added to the Financial Aid and other Financial Assistance section of the catalog.

**CAREER READY SCHOLARSHIP**

The Career Ready Scholarship is available to students enrolling in one of the programs designated for participation in the Career Ready Scholarship program, and who satisfy the eligibility requirements set forth below. The amount of a Career Ready Scholarship is $1,500, which is awarded upon successful completion of the student’s program and is applied towards the student’s balance, if any, at the time of graduation. To be eligible to receive a Career Ready Scholarship, a student must 1) be a civil servant, a first responder, a law enforcement officer, active military, reservist, or government agency employee; 2) provide proof of employment from an approved agency at enrollment or at re-enrollment/re-entry and upon completion of the program; 3) enroll in and graduate from a Remington College program designated for participation in the Career Ready Scholarship program; and 4) have submitted a Career Ready Scholarship Application prior to enrollment. For a list of the programs designated for participation in the Career Ready Scholarship program or to obtain additional information or an application form, contact the Student Finance Department.
The following information has been added to the Programs of Study section of the Catalog.

**COURSE DELIVERY METHODS**

Courses offered may be delivered exclusively in person (residentially), exclusively online, or via a combination of both modalities. The maximum number of students permitted in an online class session is 30.

Remington College will provide the online learning management system ("LMS") via which online courses will be delivered. At the time of the printing of this Catalog, Remington College intends to use the Canvas LMS, but reserves the right to change the LMS platform at its discretion. The Campus’ computer labs are available for student use. Students who wish to access the LMS off campus will need to do so with a computer that is compatible with the LMS system. Students with technical questions or who are experiencing technical difficulties accessing the LMS or online library resources should contact their instructor for technical assistance or direction to someone who can provide technical assistance.

Below are the current requirements and recommendations.

**Computer Requirements:**
- Computer less than 5 years old preferred for optimal use
- Valid email address
- Color monitor
- Sound card with speakers or headphones
- 4 GB of RAM
- 1 GB of free disk space
- Broadband Internet connection (DSL or cable recommended)
- Web browser (Chrome is highly recommended)
- Cookies must be enabled
- JavaScript must be enabled
- Pop-up blocker is turned off

**Software Recommendations:**
- Chrome
- Adobe Acrobat Reader
- Adobe Flash
- Word Processing Software will be needed to view some course documents. Microsoft Office is preferred. OpenOffice is acceptable. OpenOffice is free software available at [http://www.openoffice.org](http://www.openoffice.org). Google Docs is also acceptable.

**Browser Recommendations:**

<table>
<thead>
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<th>Browser</th>
<th>Minimum version required</th>
<th>Recommended version</th>
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</thead>
<tbody>
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<td>Google Chrome</td>
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<tr>
<td>Mozilla Firefox</td>
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<tr>
<td>Apple Safari</td>
<td>6</td>
<td>Latest</td>
</tr>
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</table>

The Educational Equipment section has been amended to include the item below.

- HVAC equipment may include: refrigeration systems, air conditioners, heat pumps, and air conditioning and refrigeration service equipment.

The third paragraph of the description for the Medical Assisting diploma program has been revised to read as follows:

In order to be eligible for the externship period, students must successfully complete all courses in the academic periods and must have earned a minimum cumulative GPA of 2.0.

The fourth paragraph of the description for the Medical Assisting diploma program has been deleted.

The third paragraph of the description for the Pharmacy Technician diploma program has been revised to read as follows:

In order to be eligible for the externship period, students must successfully complete all courses in the academic periods and must have earned a minimum cumulative GPA of 2.0.

The fourth paragraph of the description for the Pharmacy Technician diploma program has been deleted.

A current American Heart Association CPR certification is a prerequisite for DH123.
The course description for MA133 has been revised to read as follows:

This course is designed to review and integrate the medical assisting concepts taught throughout the program and to serve as preparation for the Certified Clinical Medical Assisting (CCMA) exam from the National Healthcareer Association (NHA). Remington College reserves the right to change which National Commission for Certifying Agents (NCCA) accredited examination is used.

The course description for PT124 has been revised to read as follows:

This course is designed to review and integrate pharmacy technology concepts taught throughout the program and to serve as preparation for a nationally accredited pharmacy technician certification examination.

The following attendance policy has been added to the catalog.

**ATTENDANCE POLICY FOR THE HISET PREPARATION COURSE**
The HSET Preparation Course consists of 16 hours of instruction per each four-week module and is typically delivered in one-hour sessions four days per week. Students must attend at least 50% of the scheduled HSET Preparation Course sessions each module. A student who does not attend at least 50% for two consecutive modules will be dropped from the HSET Preparation Course AND the corresponding career training diploma program.

The following information has been added to the Attendance Policy.

**METHOD OF RECORDING ATTENDANCE IN ONLINE COURSES**
Students enrolled in courses that are delivered via a computer ("Online") do not "attend" classes in the same way as resident students whose programs are delivered in the classroom. The courses in online programs are conducted asynchronously, meaning that not all students in a particular course are online at the same time. Instead, students "attend" on their own schedule by interacting with the instructor and other students through a variety of online methods, such as bulletin boards, e-mails, etc.

A student enrolled in an online course who has failed to enter the online classroom for 14 consecutive calendar days during a course will be dropped (the 14 day limitation excludes scheduled break periods).

The Grade Adjustments Due to Excessive Absences section of the Attendance Policy applies only to residential courses.

The Tennessee State Refund Policy has been replaced with the Institutional Refund Policy.

**INSTITUTIONAL REFUND POLICY**
Remington College uses the following method of determining Tuition charges for students who do not complete their program:

1) Students whose last day of posted attendance occurs after 60% of the calendar days in a Payment Period will be charged 100% of the Payment Period Tuition.

2) Students whose last day of posted attendance occurs on or before 60% of the calendar days in a Payment Period will be charged on a pro rata basis through their last day of posted attendance and will be charged an additional $100 administrative fee.

**INSTITUTIONAL REFUNDS**
Once the return of Title IV funds calculation is made and the unearned portion, if applicable, is returned to the lender, then the institutional refund policy may be applied, if applicable.

The list of Directors and Officers has been replaced with the following list.

- Jerald M. Barnett Jr., Chairman
- Kevin M. Wilcox, Director
- Marshall McKissack, Director
- Jackson Farrow, Director
- Pam Bell, CEO / President
- Todd Zwaigzne, Regional Vice President of Operations
- Susan Race, Regional Vice President of Operations
- Brandon Shedron, Chief Academic Officer
- J Bonnell, Vice President of Information Technology
- Jonathan Baker, Vice President - Business Analysis
- Adam Martin, General Counsel / Vice President / Human Resources / Title IX Coordinator
- Emmylu Piscitelli, Controller
- James Dunn, National Director of Student Finance
- Mary Rhodes, National Director of Accreditation and Licensing
- Tom Becker, Campus Director / Baton Rouge
- Terhan Freeman, Campus President / Cleveland
- Louis LaMair, Campus President / Fort Worth
- Dr. Hiram Nall, Campus President / North Houston
- Greenie “Skip” Walls, Campus President / Dallas
- JoAnn Boudreaux, Campus President / Lafayette
- Jerry Driskill, Campus President / Shreveport
- Michael Seltzer, Campus President / Mobile
- Audra Hinton, Campus Director / Little Rock
- Sheria King, Campus President / Memphis
- Audra Hinton, Campus Director / Little Rock

The 2017 Calendar can be found on page 12 of this Addendum.
HEATING, VENTILATION AND AIR CONDITIONING
Diploma
12 Months

The Heating, Ventilation and Air Conditioning (HVAC) Diploma Program provides in-depth training in HVAC systems and demonstrates the hands-on skills needed to successfully maintain and troubleshoot today's complex heating, air conditioning, and refrigeration systems, up to and including commercial and industrial systems. It establishes a framework of understanding of environmental issues associated within the HVAC industry and presents theory, diagnostics, and repair procedures. Typical operating conditions, and systematic troubleshooting, maintenance, and installation techniques are also presented. The program includes exposure to indoor air quality standards and discusses various sources of indoor pollution with an emphasis on molds and how to improve indoor air quality.

The objective of this Program is to prepare graduates for entry-level positions in the HVAC industry, such as in residential heating and cooling, commercial or industrial heating and cooling, and residential, commercial, or industrial refrigeration and freezers. Students also receive training in commercial freight or shipping refrigerant systems and domestic air conditioning or refrigeration appliances.

This Program trains students in accordance with the National Skill Standards for HVAC technicians. Program completion normally requires 12 months (48 weeks) for full-time students.

The HVAC Program is divided into 12 monthly academic periods. Upon successful completion of all areas of this Program, graduates will be awarded a Diploma in Heating, Ventilation and Air Conditioning.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Clock Hours</th>
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<td>HV115</td>
<td>Introduction to HVAC and Refrigeration</td>
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<td>HV125</td>
<td>Fundamental HVAC Maintenance</td>
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<td>HV135</td>
<td>HVAC Automated Controls</td>
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<td>Motors and Motor Control</td>
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<td>HV155</td>
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<td>Commercial Refrigeration Systems</td>
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<td>HV195</td>
<td>Domestic Appliances and Cold Water Air Conditioning</td>
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<td>HV200</td>
<td>Heat Pumps and Hydronic Heating</td>
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<td>Ducting and Airflow</td>
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Total: 480 480 0 59
MEDICAL ASSISTING
ASSOCIATE OF APPLIED SCIENCE
24 Months

The Medical Assisting Degree Program provides training in both administrative and clinical procedures, including the basic elements of coding for the healthcare and insurance industries. The objective of this Program is to prepare graduates for entry-level positions such as medical assistant, clinical or medical administrative assistant, insurance billing clerk, medical biller, collections and billing clerk, or medical receptionist in work locations such as hospitals, clinics, nursing homes, medical supply businesses, and home health agencies.

The Program consists of 90 academic quarter credit hours and is designed to be delivered over twenty-four months, which are divided into eight three month quarters. The first four quarters consist of 12 one-month modules delivered in hybrid format. In the hybrid format, some courses are delivered residentially and some courses are delivered via distance education (i.e., on-line). Some of the courses delivered residentially may contain on-line/distance education components, exercises, learning resources, assignments, etc. The final four quarters are delivered as four 12-week quarters, and are entirely on-line.

In order to be eligible for the externship period, students must successfully complete all other 100- and 200-level courses in the academic periods and must have earned a minimum cumulative GPA of 2.0.

Upon successful completion of all areas of this Program, graduates will be awarded an Associate of Applied Science Degree in Medical Assisting.

<table>
<thead>
<tr>
<th>Course Number</th>
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<td>MA114</td>
<td>Medical Laboratory Procedures</td>
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<td>Specialty Exams, Urinalysis, and Microbiology</td>
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Total: 800 360 160 90
PHARMACY TECHNICIAN
ASSOCIATE OF APPLIED SCIENCE
24 Months

The Pharmacy Technician Degree Program provides training in the basic elements of the field of pharmacy such as medical abbreviations, prescription writing and interpretation, drug forms and routes of administration, sterile product mixtures and compounding, as well as developing relationships between the pharmacist and the pharmacy technician. The objective of this Program is to prepare graduates for entry-level positions such as pharmacy technician, pharmacy service representative, outpatient pharmacy technician, and inpatient pharmacy technician in work locations such as retail or mail-order pharmacies, hospitals, nursing homes, and assisted-living facilities.

The Program consists of 90 academic quarter credit hours and is designed to be delivered over twenty-four months, which are divided into eight three month quarters. The first four quarters consist of 12 one-month modules delivered in hybrid format. In the hybrid format, some courses are delivered residually and some courses are delivered via distance education (i.e., on-line). Some of the courses delivered residually may contain on-line/distance education components, exercises, learning resources, assignments, etc. The final four quarters are delivered as four 12-week quarters, and are entirely on-line, with the exception of a 40-hour externship course component. The externship portion of the program is 200 hours comprised of a 160-hour one month course/module and a 40-hour one week course/module.

In order to be eligible for the externship period, students must successfully complete all other 100- and 200-level courses in the academic periods and must have earned a minimum cumulative GPA of 2.0.

Students enrolling in the Pharmacy Technician Program will be subject to one or more background check(s) and drug screening(s). Additionally, the state of Tennessee requires pharmacy technicians to be registered. This process may include one or more background check(s).

Upon successful completion of all areas of this Program, graduates will be awarded an Associate of Applied Science Degree in Pharmacy Technician.

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<th>Clock Hours</th>
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<td>Literature</td>
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<td>OGE2930</td>
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<td>HS112</td>
<td>Health Science Business Procedures</td>
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<td>PT111</td>
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<td>PT112</td>
<td>Dosage Calculation</td>
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<td>Therapeutics and Medical Safety</td>
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<td>PT120B</td>
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<td>Sterile Products and Quality Assurance</td>
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<td>PT123</td>
<td>Extemporaneous Compounding and Inventory Management</td>
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<tr>
<td>PT124</td>
<td>Capstone and Certification Preparation</td>
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Total: 790  370  200  90

Page 9 of 12
BSN1108  6.00 Quarter Credit Hours
Packaged Applications  60/0/0
This course emphasizes the use of productivity software to provide solutions for business needs. Coursework includes an introduction to the concepts of word processing, spreadsheet management, database management, and presentation software. Emphasis is placed on developing practical skills in a commonly utilized office software package in order to become productive computer users.
Prerequisite(s): None

HS1004  8.00 Quarter Credit Hours
Healthcare Leadership  100/0/0
This course offers an opportunity develop the skills needed to become an effective leader in the healthcare field. Instruction provides tools and insights while integrating modern leadership ideas and practices with well-established methods in a way that may help to develop well-informed and practical leaders in the healthcare environment.
Prerequisite(s): None

HV115  5.00 Quarter Credit Hours
Introduction to HVAC and Refrigeration  40/40/0
This course is an introduction to the current state of HVAC technology, theory, and safety. Study includes the principles of thermodynamics, energy, and matter and how those concepts apply to refrigeration. Students are also instructed in the use of applicable HVAC tools and equipment, as well as the fundamental mathematics needed to analyze and maintain HVAC systems.
Prerequisite(s): None

HV125  5.00 Quarter Credit Hours
Fundamental HVAC Maintenance  40/40/0
This course presents the methods of evacuating, recharging, recovering, and disposing refrigerants; the various types of tubing and piping in HVAC systems; and the proper methods of configuring and connecting pipes or tubing. HVAC system calibration instruments are discussed and used. This course also continues the study of mathematics needed to analyze and maintain HVAC systems.
Prerequisite(s): HV115, HV135

HV135  5.00 Quarter Credit Hours
HVAC Automated Controls  40/40/0
This course introduces the theory and concepts of electricity and HVAC automated control systems, including the study of indoor air quality and causes of poor air quality. Using test equipment, students are instructed in how to measure voltage, resistance, power, and amperage in electrical circuits. Students are also instructed in the use, applications, troubleshooting, and repair of automated HVAC controls.
Prerequisite(s): None

HV142  3.50 Quarter Credit Hours
Motors and Motor Control  20/40/0
This course addresses the functions and maintenance of electrical motors and the motor control components of an HVAC system. The theory and application of electrical motors and how to troubleshoot and repair motors are studied.
Prerequisite(s): HV115

HV155  5.00 Quarter Credit Hours
Residential Systems I  40/40/0
This course addresses residential heating systems. Emphasis is placed on the diversity of heating systems and how they operate. Students receive instruction in how to troubleshoot and service residential heating systems.
Prerequisite(s): HV115

HV165  5.00 Quarter Credit Hours
Residential Systems II  40/40/0
This course addresses residential air conditioning (cooling) systems. Emphasis is placed on the diversity of refrigeration systems and how they operate. Air comfort, distribution, and balance are discussed. The course focuses on the installation, operation, and troubleshooting of air conditioning system components and controls.
Prerequisite(s): HV115

HV175  5.00 Quarter Credit Hours
Commercial HVAC Systems  40/40/0
This course is an introduction to the installation, operation, and servicing of commercial HVAC systems. The training covers evaporators, compressors, condensers, and expansion components. Troubleshooting and maintenance of these systems are also covered in lab settings.
Prerequisite(s): HV115, HV135

HV182  3.50 Quarter Credit Hours
Commercial Refrigeration Systems  20/40/0
This course is designed to teach the knowledge and skills necessary for the installation, troubleshooting, and repair of refrigeration equipment found in commercial environments. The installation, start-up, and maintenance of walk-in units, reach-in refrigerators, freezers, and ice machines are studied. Basic refrigeration systems for commercial shipping and freight are also discussed.
Prerequisite(s): HV115, HV125, HV135, HV142
HV195 5.00 Quarter Credit Hours
Domestic Appliances and Cold Water Air Conditioning 40/40/0
This course is an introduction to residential refrigeration, freezers, and portable air conditioning units. Coursework addresses the components, operation, maintenance, and troubleshooting of chilled water air conditioning systems.
Prerequisite(s): HV115, HV135

HV200 5.00 Quarter Credit Hours
Heat Pumps and Hydronic Heating 40/40/0
This course presents the theory and operation of air source heat pumps and introduces students to hydronic heating theory and operation. Troubleshooting and servicing heat pump equipment, systems and controls are also covered.
Prerequisite(s): HV115, HV125, HV135, HV142, HV155

HV205 5.00 Quarter Credit Hours
Ducting and Airflow 40/40/0
This course is designed to expand students' knowledge of the components and operation of airflow system design and installation. Effects of house pressure and components such as passive inlets, outlets, and transfer grilles are discussed. Students are instructed how to verify performance and perform testing, troubleshooting, service, and maintenance of airflow systems. Codes and standards, fan types, ventilation, humidifiers, dehumidifiers, and filters are covered. Indoor air and environmental quality concerns are also discussed.
Prerequisite(s): HV115, HV125, HV135, HV142

HV209 5.00 Quarter Credit Hours
Hydronic Systems 40/40/0
This course presents an understanding of the design, components, installation and operation of modern hydronic heating systems. Students are instructed how to assess the thermal and hydraulic performance of a hydronic system and to calculate the optimum performance of that system. Students are also instructed how to troubleshoot and service hydronic equipment, systems and controls.
Prerequisite(s): HV115, HV125, HV135, HV142, HV155

OGE1517 6.00 Quarter Credit Hours
Literature 60/0/0
This course introduces a range of narrative styles, including novels, drama, and poetry, with the goal of improving comprehension and engagement in literature. Text interpretation, analysis, and reflection are the focus of this course.
Prerequisite(s): None

OGE2930 6.00 Quarter Credit Hours
General Education Capstone 60/0/0
This course is designed to facilitate an understanding of how individual and group values and norms affect the acceptance of “facts” within the fields of communication, psychology, and mathematics. Topics include interpersonal communication, human development, psychological health, and applied statistics.
Prerequisite(s): None

PT120A 5.50 Quarter Credit Hours
Pharmacy Technician Externship 0/0/160
This externship enables students to work with patients and apply the principles and practices learned in the classroom. Externs work under the direct supervision of qualified personnel in retail, community practice, or other appropriate settings under the supervision of a person with appropriate instructor credentials. Current CPR certification, current first aid certification, and the externship handbook standards for Hepatitis B vaccination must be obtained before beginning externship.
Prerequisite(s): PT124

PT120B 1.50 Quarter Credit Hours
Pharmacy Technician Externship 0/0/40
This externship enables students to work with patients and apply the principles and practices learned in the classroom. Externs work under the direct supervision of qualified personnel in retail, community practice, or other appropriate settings under the supervision of a person with appropriate instructor credentials. Current CPR certification, current first aid certification, and the externship handbook standards for Hepatitis B vaccination must be obtained before beginning externship.
Prerequisite(s): PT124
## 2017 CALENDAR

### DIPLOMA PROGRAMS

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### MID-QUARTERS

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### QUARTERS

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### MEDICAL ASSISTING AND PHARMACY TECHNICIAN ASSOCIATE DEGREE PROGRAMS

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### BREAKS

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### HOLIDAYS

- Dr. Martin Luther King Day: January 16, 2017
- Memorial Day: May 29, 2017
- Independence Day: July 4, 2017
- Labor Day: September 4, 2017
- Thanksgiving: November 23, 2017
- Friday After Thanksgiving: November 24, 2017
- Christmas Day: December 25, 2017
- New Year’s Day: January 1, 2018

The Campus offers open registration/enrollment. Some quarters may require make-up days for holidays or breaks.