The Catalog Supplement is not a standalone document and must be accompanied by the most current version of the catalog.

For more information about our graduation rates, median debt of students who completed Brookline College programs, and other important consumer information, please visit the “Reporting and Disclosure” link on our website at www.brooklinecollege.edu
School Calendar and Tuition and Fees

The tuition and fees outlined below may vary for individual students who have transfer credit or who complete competency examination(s) or credit by examination associated with their specific program of study. The cost of textbooks and uniforms, as applicable to a specific program, are included in the total program costs. For the programs charged on a credit load basis per semester, the charges are assessed at the beginning of the semester. Tuition and Fees are subject to change at any time.


During weeks that contain holidays, make-up hours will be scheduled to be completed before the term or module ends.

Phoenix Campus Residential and Online Programs

Master Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Start Dates</td>
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<tr>
<td>Administration</td>
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Health Systems Administration

<table>
<thead>
<tr>
<th>Programs</th>
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<tr>
<td>Administration</td>
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Nursing

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<tr>
<td>48 Weeks Baccalaureate Degree Graduate program</td>
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<tr>
<td>96 Weeks Standard Nursing Degree program</td>
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Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16; and, intentional breaks between consecutive terms/semesters. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Technology Fee</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Science – Nursing 1(3)</td>
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1(3)
Master of Administration\(^{(1)}\) $12,600 $675 – $13,275
Master of Science – Health Systems Administration\(^{(1)}\) $12,000 $675 – $12,675

*Technology Fees (for Online Only): $675 total per program (online student are charged $225 per payment period for technology fees. Master Degree programs consist of three (3) payment periods. Therefore, $225 \times 3 = $675).

(1)Tuition for Master of Science in Nursing- Nursing Education and Health Systems Administration is charged each semester on a per credit hour basis at the rate of $333.33/per credit hour.

(2)Tuition for Master of Administration is charged each semester on a per credit hour basis at the rate of $350/per credit hour.

**Bachelor Degree Programs**

<table>
<thead>
<tr>
<th>Programs</th>
<th>Medical Laboratory Science</th>
<th>Criminal Justice, Health Care Administration, and Management</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Dates</td>
<td>Graduation Dates</td>
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</tr>
<tr>
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<td>06/04/17</td>
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<td>11/30/15</td>
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<table>
<thead>
<tr>
<th>Programs</th>
<th>Nursing for Baccalaureate Degree Graduates</th>
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</table>

<table>
<thead>
<tr>
<th>Programs</th>
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</thead>
<tbody>
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<td>Start Dates</td>
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<tr>
<td>10/26/15</td>
<td>02/26/17</td>
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</tbody>
</table>
Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16; nursing students have intentional breaks between consecutive terms/semester. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

### Program Costs

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Technology Fee</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science – Medical Laboratory Science(^1)</td>
<td>$60,000</td>
<td>N/A</td>
<td>$60,000</td>
</tr>
<tr>
<td>Bachelor of Science – Criminal Justice(^2)</td>
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<tr>
<td>Bachelor of Science – Health Care Administration(^2)</td>
<td>$60,000</td>
<td>$1,800</td>
<td>– $61,800</td>
</tr>
<tr>
<td>Bachelor of Science – Management(^2)</td>
<td>$60,000</td>
<td>$1,800</td>
<td>– $61,800</td>
</tr>
<tr>
<td>Bachelor of Science in Nursing(^3)</td>
<td>$85,000</td>
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<tr>
<td>Bachelor of Science in Nursing for Baccalaureate Degree Graduates(^4)</td>
<td>$49,467</td>
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</tr>
<tr>
<td>Bachelor of Science Nursing – RN to BSN(^5)</td>
<td>$15,500</td>
<td>$900</td>
<td>– $16,400</td>
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</tbody>
</table>

\(^*\)Technology Fees (for Online Only): $1,800 total per program (online student are charged $225 per payment period for technology fees. Bachelor Degree programs consist of eight (8) payment periods. Therefore, $225 x 8 = $1,800).

\(^1\)Tuition for the Bachelor of Science – Medical Laboratory Science is charged each semester on a per credit load basis at the rate of: $491.80/per credit hour.

\(^2\)Tuition for the Bachelor of Science Criminal Justice, Health Care Administration, and Management is charged each semester on a per credit load basis at the rate of: $500/per credit hour.

\(^3, 4\)Tuition for the Bachelor of Science – Nursing, and Nursing for Baccalaureate Degree Graduates is charged each semester on a per credit load basis at the rate of: $696.72/per credit hour.

\(^5\)Tuition for the Bachelor of Science – RN to BSN program is charged each semester on a per credit hour basis at the rate of $400/per credit hour for nursing courses and $166.67/per credit hour for general education courses.

### Associate Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Accounting</th>
<th>Business</th>
<th>Criminal Justice</th>
<th>Health Care Administration</th>
<th>Medical Laboratory Technician</th>
<th>Paralegal Studies</th>
<th>Physical Therapist Assistant</th>
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</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td></td>
<td></td>
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<td>05/08/16</td>
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<td>Not Offered</td>
<td>12/04/16</td>
<td>Not Offered</td>
<td>Not Offered</td>
</tr>
</tbody>
</table>

3
Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16; and physical therapist assistant students have intentional breaks between consecutive terms/semester. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

### Technology Fees

*Technology Fees (for Online Only): $900 total per program (online student are charged $225 per payment period for technology fees. Associate Degree programs consist of four (4) payment periods. Therefore, $225 \times 4 = $900).*

(1) Tuition for the Associate of Science in Accounting, Business, Criminal Justice, Health Care Administration, Paralegal Studies, Physical Therapist Assistant is charged each semester on a per credit hour basis at the rate of: $500/credit hour.

(2) Tuition for the Associate of Science in Medical Laboratory Technician is charged each semester on a per credit hours basis at the rate of: $483.87.
<table>
<thead>
<tr>
<th>Programs</th>
<th>Medical Assistant</th>
<th>Medical Insurance Billing &amp; Coding</th>
<th>Patient Care Technician</th>
<th>Pharmacy Technician</th>
<th>Phlebotomy Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Dates</td>
<td>Graduation Dates</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>01/19/15</td>
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</tbody>
</table>

Expected graduation dates include a two-week winter break from 12/21/15 through 01/3/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

### Program Costs

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Technology Fees</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma – Dental Assistant</td>
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<td>–</td>
<td>$20,000</td>
</tr>
<tr>
<td>Diploma – Medical Assistant</td>
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<td>$15,225</td>
</tr>
<tr>
<td>Diploma – Medical Insurance Billing &amp; Coding</td>
<td>$15,225</td>
<td>–</td>
<td>$15,225</td>
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<tr>
<td>Diploma – Patient Care Technician</td>
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<td>$15,225</td>
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<tr>
<td>Diploma – Pharmacy Technician</td>
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<tr>
<td>Diploma – Phlebotomy Technician</td>
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<td>–</td>
<td>$15,225</td>
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</tbody>
</table>

Additional Student Costs – If applicable, the following fees are paid by the student and are not included in the program cost. Fees shown are estimated and subject to change.

- **Credit by Examination Test**: $40.00
- **Certification /Licensure (Allied Health)**: Cost varies by entity
- **Graduation Caps and Gowns**: Cost may vary

(1) Tuition for the Diploma – Dental Assistant is charged each semester on a per credit hour basis at the rate of: $572/per credit hour.

(2) Tuition for the Diploma – Medical Assistant, Medical Insurance Billing and Coding, Patient Care Technician, Pharmacy Technology and Phlebotomy Technician is charged each semester on a per credit hour basis at the rate of: $543.75/per credit hour.
Tempe Campus Residential Programs

Associate Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Criminal Justice</th>
<th>Health Care Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start Dates</strong></td>
<td><strong>Graduation Date</strong></td>
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<tr>
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<tr>
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</table>

Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate of Science – Criminal Justice(1)</td>
<td>$30,000</td>
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</tr>
<tr>
<td>Associate of Science – Health Care Administration(1)</td>
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</table>

(1) Tuition for the Associate of Science – Criminal Justice and Health Care Administration is charged each semester on a per credit hour basis at the rate of: $500/per credit hour.

<table>
<thead>
<tr>
<th>Programs</th>
<th>Dental Assistant</th>
</tr>
</thead>
<tbody>
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<td><strong>Start Dates</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Programs</th>
<th>Surgical Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start Dates</strong></td>
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</tbody>
</table>
Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

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</table>

Additional Student Costs – If applicable, the following fees are paid by the student and are not included in the program cost. Fees shown are estimated and subject to change.

- Credit by Examination Test: $40.00
- Certification /Licensure (Allied Health): Cost varies by entity
- Graduation Caps and Gowns: Cost may vary

(1) Tuition for the Diploma – Dental Assistant is charged each semester on a per credit hour basis at the rate of: $572/per credit hour.

(2) Tuition for the Diploma – Medical Assistant, Medical Insurance Billing and Coding, Patient Care Technician, Pharmacy Technician, and Phlebotomy Technician is charged each semester on a per credit hour basis at the rate of: $543.75/per credit hour.

(3) Beginning with the May start, tuition for the Diploma - Surgical Technology will be billed per credit hour at the rate of $479/credit hour.
Tucson Campus Residential Programs

Bachelor Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Start Dates</th>
<th>Criminal Justice</th>
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</thead>
<tbody>
<tr>
<td></td>
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</table>

Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science – Criminal Justice&lt;sup&gt;1&lt;/sup&gt;</td>
<td>$60,000</td>
<td>$60,000</td>
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</tbody>
</table>

<sup>1</sup>Tuition for the Bachelor of Science in Criminal Justice is charged each semester on a per credit hour basis at the rate of: $500/per credit hour.

Associate Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Start Dates</th>
<th>Business</th>
<th>Criminal Justice</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>01/19/15</td>
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Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.
<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate of Science – Business(^{(1)})</td>
<td>$30,000</td>
<td>$30,000</td>
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<tr>
<td>Associate of Science – Criminal Justice(^{(1)})</td>
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<tr>
<td>Associate of Science – Paralegal Studies(^{(1)})</td>
<td>$30,000</td>
<td>$30,000</td>
</tr>
</tbody>
</table>

\(^{(1)}\)Tuition for the Associate of Science in Business, Criminal Justice, and Paralegal Studies is charged each semester on a per credit hour basis at the rate of: $500/per credit hour.

### Diploma Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Dates</td>
<td>Graduation Dates</td>
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<tr>
<td>01/19/15</td>
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Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.
<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma – Business (1)</td>
<td>$15,225</td>
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</tr>
<tr>
<td>Diploma – Massage Therapy (2)</td>
<td>$12,750</td>
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<tr>
<td>Diploma – Medical Assistant</td>
<td>$15,225</td>
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</tr>
<tr>
<td>Diploma – Medical Insurance Billing &amp; Coding</td>
<td>$15,225</td>
<td>$15,225</td>
</tr>
<tr>
<td>Diploma – Patient Care Technician</td>
<td>$15,225</td>
<td>$15,225</td>
</tr>
<tr>
<td>Diploma – Pharmacy Technician</td>
<td>$15,225</td>
<td>$15,225</td>
</tr>
<tr>
<td>Diploma – Phlebotomy Technician</td>
<td>$15,225</td>
<td>$15,225</td>
</tr>
</tbody>
</table>

(1) Tuition for the Diploma – Business, Medical Assistant, Medical Insurance Billing and Coding, Patient Care Technician, Pharmacy Technician, and Phlebotomy Technician is charged each semester on a credit hour basis at the rate of $543.75/credit hour.

(2) Tuition for the Diploma – Massage Therapy will be divided equally between two payment periods.

Additional Student Costs – If applicable, the following fees are paid by the student and are not included in the program cost. Fees shown are estimated and subject to change.

- Credit by Examination Test: $40.00
- Certification/Licensure (Allied Health): Cost varies by entity
- Graduation Caps and Gowns: Cost may vary
### Albuquerque Campus Residential Programs

#### Bachelor Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Criminal Justice</th>
<th>Start Dates</th>
<th>Graduation Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16; nursing students have intentional breaks between consecutive terms/semester. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

<table>
<thead>
<tr>
<th>Program</th>
<th>Tuition*</th>
<th>Total Program Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Science – Criminal Justice(^{(1)})</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Bachelor of Science in Nursing(^{(2)})</td>
<td>$85,000</td>
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<tr>
<td>Bachelor of Science in Nursing for Baccalaureate Degree Graduates(^{(3)})</td>
<td>$49,467</td>
<td>$49,467</td>
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</table>

\(^{(1)}\) Tuition for the Bachelor of Science - Criminal Justice is charged each semester on a per credit hour basis at the rate of: $500/per credit hour.

\(^{(2,3)}\) Tuition for the Bachelor of Science – Nursing and Nursing for Baccalaureate Degree is charged each semester on a per credit hour basis at the rate of: $696.72/per credit hour.

### Associate Degree Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Accounting</th>
<th>Business</th>
<th>Criminal Justice</th>
<th>Paralegal Studies</th>
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<tr>
<th>Program</th>
<th>Tuition</th>
<th>Total Program Costs</th>
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</thead>
<tbody>
<tr>
<td>Associate of Science – Accounting(1)</td>
<td>$30,000</td>
<td>$30,000</td>
</tr>
<tr>
<td>Associate of Science – Business(1)</td>
<td>$30,000</td>
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<tr>
<td>Associate of Science – Criminal Justice(1)</td>
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<tr>
<td>Associate of Science – Paralegal Studies(1)</td>
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</tbody>
</table>

New Mexico Gross receipt Tax of 7.0% will be added to the tuition shown, the amount will reflect on the enrollment agreement.

(1) Tuition for the Associate of Science – Accounting, Business, Criminal Justice and Paralegal Studies is charged each semester on a per credit hour basis at the rate of: $500/per credit hour.

### Diploma Programs

<table>
<thead>
<tr>
<th>Programs</th>
<th>Medical Assistant</th>
<th>Medical Insurance Billing &amp; Coding</th>
<th>Pharmacy Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Start Dates</td>
<td>Graduation Dates</td>
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Expected graduation dates include a two-week winter break from 12/21/15 through 01/03/16. Expected graduation dates are subject to change due to a Leave of Absence, repeated course, or a change of program.

### Additional Student Costs

- Credit by Examination Test: $40.00
- Certification/Licensure (Allied Health): Cost varies by entity
- Graduation Caps and Gowns: Cost may vary

Tuition for the Diploma – Medical Assistant, Medical Insurance Billing and Coding and Pharmacy Technician is charged each semester on a per credit hour basis at the rate of: $543.75/per credit hour.

New Mexico Gross receipt Tax of 7.0% will be added to the tuition shown, the amount will reflect on the enrollment agreement.
<table>
<thead>
<tr>
<th>Program Type</th>
<th>Cost per credit Hour</th>
<th>Cost per semester</th>
<th>Cost per year</th>
<th>Tuition cost for entire program</th>
<th>Application fee (one time fee)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>On-campus Diploma Programs</strong></td>
<td>$821.43</td>
<td>$11,500.00</td>
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<td>$23,000.00</td>
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<tr>
<td><strong>On-campus Diploma Programs (Dental)</strong></td>
<td>$857.00</td>
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<td><strong>On-campus Associate Degree Programs</strong></td>
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<tr>
<td><strong>On-campus Associate Degree Programs (Physical Therapist Assistant)</strong></td>
<td>$742.86</td>
<td>$10,400.00</td>
<td>$20,800.00</td>
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<tr>
<td><strong>On-campus Bachelor Degree Programs</strong></td>
<td>$750.00</td>
<td>$22,500.00</td>
<td>$45,000.00</td>
<td>$90,000.00</td>
<td>$150.00</td>
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</tbody>
</table>
### On-campus Bachelor Degree Programs (Nursing)
- **Cost per credit Hour**: $1,024.59
- **Cost per semester**: $15,625.00
- **Cost per year**: $31,250.00
- **Tuition cost for entire program**: $125,000.00
- **Application fee (one time fee)**: $150.00

### On-campus Bachelor Degree Programs (Nursing for Baccalaureate Degree Graduates)
- **Cost per credit Hour**: $1,029.42
- **Cost per semester**: $17,500.00
- **Cost per year**: $35,000.00
- **Tuition cost for entire program**: $70,000.00
- **Application fee (one time fee)**: $150.00

*New Mexico Gross receipt Tax of 7.0% will be added to the tuition shown for enrollment at our Albuquerque campus.*

### Online Diploma Programs
- **Cost per credit Hour**: $821.43
- **Cost per semester**: $11,500.00
- **Cost per year**: $23,000.00
- **Tuition cost for entire program**: $23,000.00
- **Application fee (one time fee)**: $150.00

### Online Associate Degree Programs
- **Cost per credit Hour**: $750.00
- **Cost per semester**: $11,250.00
- **Cost per year**: $22,500.00
- **Tuition cost for entire program**: $45,000.00
- **Application fee (one time fee)**: $150.00

### Online Bachelor Degree Programs
- **Cost per credit Hour**: $750.00
- **Cost per semester**: $22,500.00
- **Cost per year**: $45,000.00
- **Tuition cost for entire program**: $90,000.00
- **Application fee (one time fee)**: $150.00

### Online Bachelor Degree Programs (RN to BSN)
- **Cost per credit Hour**: $686.27
- **Cost per semester**: $8,750.00
- **Cost per year**: $17,500.00
- **Tuition cost for entire program**: $35,000.00
- **Application fee (one time fee)**: $150.00
**Online Master Degree Programs**

<table>
<thead>
<tr>
<th>Cost per credit Hour</th>
<th>$694.44</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost per semester</td>
<td>$8,333.33</td>
</tr>
<tr>
<td>Cost per year</td>
<td>$16,666.66</td>
</tr>
<tr>
<td>tuition cost for entire program</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Application fee (one time fee)</td>
<td>$150.00</td>
</tr>
</tbody>
</table>
Catalog Corrections/Additions

**See page 25, “Institutional Refund Policy Section”**
Students shall have the option to withdraw from the school at any time by giving notice of their intent to terminate enrollment preferably in writing. In the absence of the student giving written notification, the student is dismissed after 14 consecutive calendar days from the last date of attendance, or upon the failure to return from an approved Leave of Absence. A student who does not attend at least 67% of the scheduled class hours will not receive credit for the course.

**See page 28, “Online Attendance Policy Section”**
Online students are encouraged to participate often in each course in which they are enrolled. Minimally, a student must submit a gradable item each week in order to be marked present for that week. A gradable item is defined as a threaded discussion, assignment, test or quiz. A student who does not complete at least 67% of the scheduled weeks will not receive credit for the course.

**Additional modification to create a separate “Online Completion Policy” with clearer language. (Based on the attendance standard previously classified as part of the Online Attendance Policy)**
A student who does not complete at least 67% of the gradable assignments will not receive credit for the course.

**See page 34, “Diploma and Undergraduate Program Requirements Section”**

Bachelor of Science in Nursing (RN to BSN)
This program is designed for students who hold an Associate’s Degree in nursing or a diploma in nursing and who wish to earn a Bachelor of Science Nursing degree.

Bachelor Degree Programs
All applicants enrolling into a Bachelor degree program must self-certify the attainment of a high school diploma, completion of a home schooling program, or a General Education Development (GED) certificate. Additionally, applicants may be considered for enrollment into a Bachelor degree program to complete the 3rd and 4th academic years, if they meet the following criteria:
1. The applicant must have completed an Associate’s degree with a minimum of 60 semester credits or 90 quarter credits from a nationally or regionally accredited school recognized by the U.S. Department of Education,
2. Coursework completed must have earned a minimum of a “C” grade,
3. The applicant must have earned at least a 2.0 grade point average (GPA) on a 4.0 scale,
4. Degrees conferred outside of ten years will be reviewed on a case-by-case basis. The Director of Education will make the final determination on whether transfer credits can be awarded.
5. If the conferred degree is not in a related field of study, the student may be required to take additional courses to satisfy program pre-requisites. For further information, please speak with the Campus Director of Education.

**See page 37, “Program –Specific Requirements Section”**

Physical Therapy Assistant Program (PTA)
Consideration for admission into the Physical Therapist Assistant program now requires the applicant to complete the TEAS V Exam™ (administered by Brookline College). The TEAS V Exam™ will now be preplacing the Wonderlic Scholastic Level Exam and Hobet V test. All applicants must have a high school diploma or GED and must score a minimum of 45 on the TEAS V Exam™. Retesting requires use of alternate form of test with a minimum 24-hour break between tests. Applicants are permitted no more than three attempts per start date. Test scores are valid for 12 months from the test date.

**See page 41, “Residential Attendance Policy Section”**
Students are expected to attend all scheduled class sessions. At the start of each course the student will receive a course syllabus with the attendance requirements outlined. Absences do not relieve the student of the responsibility for missed assignments and exams. Students shall notify the instructor in advance, if possible, of any anticipated absences. Prior arrangements must be made with each instructor for makeup work. Missed work may be made up at the instructor’s
discretion and in accordance with Brookline College policies. A student who does not attend at least 67% of the scheduled course hours will not receive credit for the course.

**See page 42, “Excessive Absence Section”**
After 14 consecutive calendar days of absence in all classes a student will be withdrawn from the College. If a student is enrolled in multiple courses, attends in one course but fails to attend the others, they will be withdrawn from the courses for which excessive absences are noted (i.e., after 14 days) in accord with the College’s procedures for course withdrawal. This policy applies to all continuing students and initiates at the point at which they attend during each term. This policy applies to new students at the point at which they have posted attendance in both Week 1 (i.e., the add/drop period) and Week 2. Any action taken due to excessive absences may affect financial aid and graduation dates. A student who does not attend at least 67% of the scheduled class hours will not receive credit for the course.

**See page 44, “Remedial Courses Section”**
Brookline College offers two three-credit courses, MH040 Remedial Math and EN044 Remedial English - that provide students with the opportunity to refresh of improve their basic skills in mathematics, reading and writing. These courses are optional and are graded on a pass/fail basis. These courses may each be repeated once.

MH040 and EN044 carry no credit toward an associate or bachelor degree, but they do count toward full-time status. They are not considered as part of the Satisfactory Academic Progress calculation and do not count in the student’s GPA. These courses are offered at no additional charge to the students.

**See pages 105-106, “Add/Drop Period Section”**
Students are expected to attend all scheduled class sessions. At the start of each course the student will receive a course syllabus with the attendance requirements outlined. Absences do not relieve the student of the responsibility for missed assignments and exams. Students shall notify the instructor in advance, if possible, of any anticipated absences. Prior arrangements must be made with each instructor for makeup work. Missed work may be made up at the instructor’s discretion and in accordance with Brookline College policies. A student who does not attend at least 67% of the scheduled class hours will not receive credit for the course.

**See page 106, “Excessive Absence Section”**
After 14 consecutive calendar days of absence in all classes a student will be withdrawn from the College. If a student is enrolled in multiple courses, attends in one course but fails to attend the others, they will be withdrawn from the courses for which excessive absences are noted (i.e., after 14 days) in accord with the College’s procedures for course withdrawal. This policy applies to all continuing students and initiates at the point at which they attend during each term. This policy applies to new students at the point at which they have posted attendance in both Week 1 (i.e., the add/drop period) and Week 2. Any action taken due to excessive absences may affect financial aid and graduation dates. A student who does not attend at least 67% of the scheduled class hours will not receive credit for the course.

**See page 64, “Diploma and Undergraduate Course Descriptions Section”**
Brookline College also offers two three-credit courses, MH040 Remedial Math and EN044 Remedial English - that provide students with the opportunity to refresh of improve their basic skills in mathematics, reading and writing. These courses are optional and are graded on a pass/fail basis.

EN044 – Remedial English (3 credits)

Remedial English

COURSE DESCRIPTION: This course provides an intense overview/ review of the basic elements of modern English usage. This is a remedial course for students who do not pass the EN144-English Composition or are not prepared to enroll in EN144. The course includes writing experience with attention to the basic mechanical and structural elements of the writing process. This course is offered to meet the need for a foundation in grammar and sentence structure. This course includes a study of sentence types, sentence variations, and sentence combining. The focus of this course is on the development and writing of various types of paragraphs. Ancillary short readings are required.
EN040 – Remedial Math (3 credits)

Remedial Math

COURSE DESCRIPTION: This course is designed to introduce students to the foundational concepts of algebra. Topics include: fractions, decimals, ratios, real numbers, graphing, variables, and equations.

**See pages 34-36, “Proof of English Language Proficiency” section and references**

All nonimmigrant student applicants must provide Brookline College with proof of English language skills to pursue enrollment with the College. Nonimmigrant students can either: a) provide, in form of official transcripts, successful completion of coursework from an accredited high school or English language school certified with SEVP, b) take either of the approved proficiency exams and meet the minimum score requirements. The TOEFL (Test of English as Foreign Language) and IELTS (International English Language Test System) are the approved proficiency exams.

A minimum score of 550 on the paper-based and 84 on the internet-based TOEFL is required as proof of proficiency in English. This test must be submitted directly from the testing organization to the campus, sent to the attention of the DSO, where the nonimmigrant student is applying.

A minimum score of 6 on the TOEFL IELTS test is required as proof of proficiency in English. This test must be submitted directly from the testing organization to the campus, sent to the attention of the DSO, where the nonimmigrant student is applying.

Unless the native language of the nonimmigrant student is English, and the College can confirm the native language, then the student is not required to take the TOEFL test. There is no limited amount of times a student can take the test. TOEFL test scores are valid for two (2) years after the test date. The official scores become part of the permanent student record once the student has enrolled with the College.

**See pages 43-44, “Grading System” section**

Grading System

Brookline College is on a block schedule system with students receiving grades for each course/module attempted. The school uses the following grading for all programs including general education courses; with exception of courses in the Nursing program.

The following grading scale applies to all courses/modules except courses in the Bachelor of Science in Nursing Degree Programs:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Rating</th>
<th>Grade Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
<td>Very Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>70-79%</td>
<td>Average</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>60-69%</td>
<td>Below Average – retake not required</td>
<td>1.0</td>
</tr>
<tr>
<td>D*</td>
<td>60-69%</td>
<td>Below Average – retake required</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>0-59%</td>
<td>Fail</td>
<td>0.0</td>
</tr>
<tr>
<td>Au</td>
<td>None</td>
<td>Audited Course</td>
<td>N/A</td>
</tr>
</tbody>
</table>
*For Health Care programs, a grade of “D*” in a program concentration course is considered unsatisfactory and the course must be repeated. In legal programs (i.e., Paralegal, Criminal Justice, Forensics and Investigation), a grade of “D*” in a legal concentration course is considered unsatisfactory and the course must be repeated. A grade of “D” in a “General Education” and/or “Additional Course Requirement” course is considered satisfactory. In the BSN programs, a grade of less than “C” in any program concentration, nursing support, or general education course is considered unsatisfactory, and the course must be repeated.

**Bachelor of Science in Nursing Programs Grading System**

The Bachelor’s-level nursing programs (BSN) use different grading systems for nursing courses and nursing support courses. Because of the critical nature of the work and employment standards, the BSN programs use the following grading system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Rating</th>
<th>Grade Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>80-89%</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>77-79%</td>
<td>Average (Nursing Courses and Nursing Support)</td>
<td>2.0</td>
</tr>
<tr>
<td>C₉</td>
<td>70-79%</td>
<td>Average (General Education Courses)</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>60-76%</td>
<td>Failing (Nursing Courses and Nursing support)</td>
<td>1.0</td>
</tr>
<tr>
<td>D₉</td>
<td>60-69%</td>
<td>Failing (General Education Courses)</td>
<td>1.0</td>
</tr>
<tr>
<td></td>
<td>Any</td>
<td>Failing (did not meet additional course requirements)</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>Below 60%</td>
<td>Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>P</td>
<td>None</td>
<td>Passing</td>
<td>0.0</td>
</tr>
<tr>
<td>I</td>
<td>None</td>
<td>Incomplete</td>
<td>N/A</td>
</tr>
<tr>
<td>R</td>
<td>None</td>
<td>Repeated</td>
<td>N/A</td>
</tr>
<tr>
<td>CR</td>
<td>None</td>
<td>Test Out</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Rating</th>
<th>Grade Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>None</td>
<td>Withdrawal</td>
<td>N/A</td>
</tr>
<tr>
<td>WF</td>
<td>None</td>
<td>Withdrawal/Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>TC</td>
<td>None</td>
<td>Transfer Credit</td>
<td>N/A</td>
</tr>
</tbody>
</table>

In the BSN programs, a grade of less than “C” in any program concentration, nursing support, or general education course is considered unsatisfactory, and the course must be repeated.

**All Programs**

An “R” is used to denote a repeated class. If a course must be repeated, the original grade for the course is changed to an “R.” A student is permitted to obtain a letter grade of “W” if they withdraw from a course prior to no greater than 50% of the scheduled classroom hours having elapsed and all assignments have been submitted up to the point of a request for a withdrawal being made. Failure to attend or complete any class from which the student has not been officially withdrawn through a written request process will result in the grade earned in the course being that which includes all work completed up to that point and any missed work. **Students that officially withdraw after 50% of the classroom hours have elapsed will take a “WF” grade. The “WF” grade is calculated as credits attempted and carries a grade point value of 0.0 for the purposes of determining Satisfactory Academic progress.** Both “R” and “W” grades will be calculated as courses attempted and but will not have any point value for the purposes of determining Satisfactory Academic Progress.

A grade of “I” is granted only when, due to extreme extenuating circumstances, a student is unable to complete the work outlined in the course. It is the responsibility of the student to request an incomplete from the instructor for the course in writing. A student is only eligible for an “I” if they have attended 75% of the course and completed all required assignments up to the point at which an incomplete is requested.

In addition, a student cannot be on probation status. If an “I” is granted, a Contract for Success must be filled out and signed by both the faculty member and the student. The student will have an additional seven (7) calendar days from the scheduled end of the course to submit all outstanding assignments and satisfy the Contract for Success. Failure to submit outstanding assignments by that deadline will result in the “I” being replaced by the grade earned in the course, which will include any missed work.

“TC” designates transfer credits awarded for previous successful completion of academic coursework. “CR” denotes credit granted based upon CLEP/DSST/ACE or challenge test procedures.

**Addition to page 45, “Course Repetitions and Withdrawals” section**

The grade earned by a student retaking a course as a regular student becomes the recorded grade for that course. If a course is repeated (due to failure), the original grade for the course is changed to an “R” and will not count in the calculation of the student’s CGPA. The credits attempted in both courses will be considered calculated credit hours attempted for the purpose of determining Satisfactory Academic Progress (SAP).

Students enrolled in an Allied Health modular program **for the first time** will be allowed to retake one class at no additional charge. Any additional courses that are retaken will be billed on a per credit hour basis. Retakes in the Surgical Technology program are $750.00 per module. Students will be charged for all retakes that are listed on their transcript. Students enrolled in an Associate of Science or Bachelor of Science program will be charged on a per credit hour basis for each retaken course. Retake fees must be paid in full prior to the first day of class if they cannot be covered with TIV funds, with the exception of the Massage Therapy program. In the Massage Therapy program, retakes cannot be covered using TIV funds. Students may only repeat the same course or module one time within each program of study, unless otherwise outlined in the College Catalog or program handbook.

A student is required to submit a written request to officially withdraw from Brookline College. Written requests must be presented to the Office of the Registrar. Non-attendance does not constitute official withdrawal. Brookline College may withdraw a student who has not filed a written request based on the last date of attendance if the student doesn’t notify...
Brookline College of their intention to withdraw or fails to attend school based on the attendance policy of Brookline College. Financial obligations are based on the last date of attendance per agreement signed by the student and Brookline College.

**Addition to page 3, “Accreditation and Affiliation” section

The Nursing baccalaureate and master's programs at Brookline College are accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791.

**See page 28, “Online Attendance Policy” section

Online students are encouraged to participate often in each course in which they are enrolled. Minimally, a student must submit a gradable item each week in order to be marked present for that week. A gradable item is defined as a threaded discussion, assignment, test or quiz.

**Page 28, “Online Completion Policy”

A student who does not complete at least 67% of the gradable assignments in a particular course will not receive credit for the course.

**See page 63-64, “Diploma – Surgical Technology” section

Diploma - Surgical Technology

63 CREDITS - 1,440 CLOCK HOURS - 60 WEEKS

The surgical technology program is designed to provide students with the necessary knowledge and skills required to practice in the operating room environment. The surgical technologist is an integral part of the operating room team. Surgical technologists work under the supervision of a surgeon and an operating room nurse to ensure that the operating room environment is safe, equipment is functioning properly and that during the operative procedure all team members are maximizing patient safety. Students study topics that include hospital organization, safety and legal issues, anatomy and physiology, aseptic technique, surgical procedures. Upon successful completion of the program, graduates will have acquired the skills required for entry-level positions in a variety of settings.

<table>
<thead>
<tr>
<th>Program Concentration – 63 59 Credits – 1440 1455 Clock Hours</th>
<th>Credit Hours</th>
<th>Lecture Hours</th>
<th>Lab Hours</th>
<th>Practicum</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST Module I STMOD1 Anatomy and Physiology/Medical Terminology</td>
<td>20.0 15</td>
<td>200 150</td>
<td>9 150</td>
<td>0</td>
</tr>
<tr>
<td>ST Module II STMOD2 Introduction to Surgical Technology</td>
<td>18.0 17.5</td>
<td>250 225</td>
<td>50 75</td>
<td>0</td>
</tr>
<tr>
<td>ST Module III STMOD3 Surgical Techniques</td>
<td>12.0 13.5</td>
<td>90 105</td>
<td>240 195</td>
<td>0</td>
</tr>
<tr>
<td>ST Module IV STMOD4 Clinical Externship</td>
<td>12.0 13</td>
<td>0 15</td>
<td>0</td>
<td>540</td>
</tr>
<tr>
<td>TOTAL</td>
<td>63.0 59</td>
<td>640 495</td>
<td>260 420</td>
<td>540</td>
</tr>
</tbody>
</table>

**See page 34, “Admittance Requirements for Bachelor of Science in Nursing programs” section

If accepted, all nursing students will need the following at least two weeks before beginning clinical experiences:
1. Current American Heart Association CPR certificate
2. Drug screen
3. Physical exam and health and immunization records including the following
   a. Two-step PPD: PPD
b. Proof of immunity to measles, mumps, rubella, varicella, Hepatitis B (or Hepatitis B series in progress or signed refusal)
c. Td or Tdap recommended

**See page 37, “Program Specific Requirements for Bachelor of Science in Nursing programs” section**

Nursing

In order to progress from semester to semester in the nursing program, students must complete and pass all coursework in all prior semesters (unless approved by the Dean of Nursing or Vice President of Nursing due to mitigating circumstances). Students who fail to achieve an average grade of 77% on all exams within selected nursing courses will not be permitted to progress into the next semester and must repeat the course. Courses that require students to achieve a 77% average grade on course exams include: NUR 202, NUR 302, NUR 305, NUR 306, NUR 307, NUR 308, NUR 401, NUR 402, and NUR 404. A grade of less than “C” in any two or more nursing program concentration courses at any time in the curriculum will result in dismissal from the program.

**See page 33, “Bachelor of Science in Nursing” section of the “Undergraduate Admittance Requirements”**

To be considered for admission to the Bachelor of Science in Nursing program, applicants must:

1. Have a high school diploma, evidence of completion of a home schooling program, or a General Education Development (GED) certificate
2. Testing
   a. Minimum composite score of 75% on the HESI Admission Assessment Examination; and a minimum score of 70% on the math and 74% on the vocabulary parts. Applicants are required to take the following four parts of the HESI admission examination: Reading Comprehension, Vocabulary, Grammar, and Math. Applicants are limited to two attempts to achieve the required passing score on the HESI exam per start date. Applicants may submit HESI Admission Assessment examination scores taken for another institution for consideration for admission if the test was taken within two years of applying to Brookline College.
   b. For international students, a TOEFL test with a minimum score of 84 and a minimum speaking score of 26 on the internet-based test will be acceptable in place of the HESI Admission Assessment Examination.

**Addition to page 4, “Delivery Modes” section**

**Blended:**

Blended courses utilize both residential and online delivery modes. Students are expected to meet on campus in a traditional classroom setting as well as participate in classwork presented through an online learning management system.

**Hybrid:**

Students may have the opportunity to supplement or augment their schedule by participating in both residential and online courses, creating a “Hybrid” program format.

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**Phoenix Campus Staff & Faculty**

**Campus Director**
Val Crewse

**Academics**
Janina C. Johnson-Carter, MSN, RN, Dean of Nursing
Cathy Dolan, EdD, MEd, RN, Assistant Dean of Nursing  
Elissa Shapiro, Faculty Services Manager  
Darcy L. Richardson, M.B.A., Corporate Director of Online Operations

**Student Services**
Trinity Verdun, Student Services Manager (Online)  
Jessi Quintana, Student Services Advisor (Online)  
Muhammad Butt, Student Services Advisor (Online)  
Victoria Pritchett, Student Services Advisor (Online)  
Armando Galindo, Student Services Advisor (Online)

**Financial Aid**
Financial Aid Administrators  
Anthony Friedrich  
Iris Lopez  
Danielle Serna  
Joanny Fakih  
Stacy Sandoval  
Stacy Milyard  
Marina Carrizosa  
Tiffany Haag, Sr. Financial Aid Administrator (Online)  
Heather Toscano (Online)  
Anastasiya McCann (Online)  
Paris Johnson (Online)

**Registration and Records**
Bonnie Eason, Registrar  
Jena Johnson, Registrar (Online)

**Career Services**
Donna Russo, Director of Career Services  
Angela Fowble, Career Advisor  
Diane Puckett, Career Advisor  
Jeff Hardy, Career Advisor  
Crystal Phillips, Career Advisor  
Alleyn Ansay, Career Advisor  
Corrie McDonald, Career Advisor

**Learning Resource Center**
Tracy Skousen, LRC Director  
Christina Freer- Parsons LRC Assistant

**Business Office Specialists**
Tara Larson

**Admissions**
Tony McCrea, Assistant Director of Admissions (Online)  
Jamie Williams, Assistant Director of Admissions (Online)  
Zeke Misner, Assistant Director of Admissions – Phoenix Campus (Nursing)
**Admissions Representatives**

Brian Childs  
Alicia Campbell  
Susan Wysocki  
Alexandra Zamarron  
Marcus Smith  
Carol Oliverio  
Carmen Egizio (Online)  
James Watts (Online)  
Dale Robinson (Online)  
Daniel Walker (Online)  
Isaac Martinez (Online)  
Jordan Teasley (Online)  
Levi Vincent (Online)  
Niecesha McClain (Online)  
Russell Lopez (Online)  
Robert Brimley (Online)  
Stephen Quezada (Online)  
Wanda McKay (Online)  
Thomas Montoya (Online)

**Administrative Coordinators**

Margie Plueger  
Ashley Overton, Online Admissions Coordinator

**Program Directors**

Rory Huschka, MA Ed., MT (ASCP) – Program Director, Medical Laboratory Technician and Clinical Laboratory Science Program  
- MA - Education - Argosy University  
- BS - Medical Technology/ Minor: Spanish - North Dakota State University

Tamalia Meadows, LPN - Program Director, Patient Care Technician  
- Practical Nursing Degree - Metro Tech  
- Licensed Practical Nurse - Arizona State Board of Nursing

Garrett Husted, CPhT - Program Director, Pharmacy Technician  
-BS – Chemistry, Western New Mexico University

Lee Pfeiffer, PT – Program Director, Physical Therapy Assistant  
- MA, HSA: University of St. Francis  
- BS - Physical Therapy; University of Colorado

Christopher Wright – Program Director, Masters of Administration  
- Ed.D - Educational Leadership - University of Phoenix  
- MBA - Business Administration - University of Phoenix  
- BA - Theatre - Arizona State University

Troy Sebastian, Program Director, Healthcare Administration
Faculty

Melissa Abella – General Education (Online)
- MEd – Curriculum and Instruction – University of Phoenix
- BA – English Education – University of Maryland

Claudia Angulo - Nursing
- BSN – University of Phoenix
- Licensed Registered Nurse - Arizona State Board of Nursing

Abbey Bailey – Physical Therapist Assistant
- AAS – Physical Therapist Assisting – Marion Technical College
- Licensed Physical Therapist Assistant – Arizona State Board of Physical Therapy

Gay Brack, PhD
- PhD - Literature, Arizona State University
- MA - English, Arizona State University
- BA - Journalism, Arizona State University

Kathleen Burke, PhD
NIMH Postdoctoral Fellowship, Yale University School of Medicine, New Haven, CT
- PhD – Neuroscience - Indiana University, Bloomington, IN
- MS – Biology - Missouri State University, Springfield, MO
- BS – Biology - Missouri State University, Springfield, MO
- AD – Nursing - Joliet Junior College, Joliet, IL
- BS – English - Illinois State University, Normal, IL

Deborah Busby – General Education (Online)
- MA – English – Northern Arizona University
- Graduate Certificate Professional Writing – Northern Arizona University
- MEd – Educational Leadership – Northern Arizona University
- BA – Public Administration – Northern Arizona University

Jody Caldwell – Legal Studies (Online)
- MS - Administration Justice - University of Phoenix
- BS - Criminal Justice Administration - University of Phoenix
- AS - Paralegal/Legal Assisting - Metropolitan College of Legal Studies

Yasmine Candis – Health Care Administration/MIBC (Online)
- MS in Health Informatics – Walden University
- BS in Computer Information Systems – DeVry Institute of Technology

Thomas Cavanaugh - Medical Insurance Billing and Coding (Online)
- BA - Management - University of Phoenix
- Certified Medical Insurance Biller and Coder - National Center for Competency Testing

Eryn Cloutier - General Education (Online)
- MA - Clinical Psychology - St. Mary’s University
- BS - Psychology - University of Arizona

Cherry Cook – Nursing
- MS – Nursing – University of Phoenix
- BS – Nursing – Grand Canyon University
- RN – Arizona State Board of Nursing
Jayme Cook – General Education (Online)
- MEd Leadership – Northern Arizona University
- BA – English – Arizona State University

Michael Coplan – Criminal Justice (Online)
- MS – Justice Studies/Law Enforcement – Grand Canyon University
- MA – Public Management – Northern Arizona University
- BS – Criminal Justice – Northern Arizona University

Ryan Cornell - General Education (Online)
- MAEd - Math Education - University of Phoenix
- BA - Political Science - Arizona State University

Eddy Davison - Legal Studies
- MA - History - Prescott College
- BA - History - Ottawa University
- AAS - Arizona Institute of Business and Technology

Amerigo Diehl – General Education (Online)
- MEd – Elementary Education – University of Phoenix
- MA – Social Science/Interpersonal Relations – California University of Pennsylvania
- BA – Political Science – California University of Pennsylvania

Cathy Dolan - Nursing
- MEd - Education - Teachers College/Columbia University
- MA - Administration - Teachers College/Columbia University
- BS - Nursing - Adelphi University
- RN - Arizona State Board of Nursing

Kimberly Drayton - Nursing
- MS - Nursing Education - Grand Canyon University
- BS - Nursing - University of Florida
- AA - St. Petersburg College
- RN - Arizona State Board of Nursing

Jimmie Evans - Medical Laboratory Technician
- BS – Medical Technology – University of Texas
- American Society of Clinical Pathology (ASCP) Certification

Sheryl Evenson (Online)
- Master of Arts in Science Education - Western Governors University

Carol Farabee – Criminal Justice (Online)
- MS – Information Systems Engineering – Western International University
- MBA – Management – Western International University
- BA – Sociology – University of Northern Florida
- AA – General Studies – Florida Junior College

Desiree Fields - General Education (Online)
- MS - Counseling/Psychology - Troy State University
- BA - Art/Psychology/Sociology - Huntingdon College
Susan Forsythe - Patient Care Technician Extern Coordinator
- LPN – Putnam Vocation Tech School
- LPN Certification - Arizona State Board of Nursing

Selina Fritter – Business/Accounting (Online)
- MS - Accounting – Southern New Hampshire University
- BS – Global Business – Arizona State University

April Garrett - Medical Assistant Externship Coordinator
- AS - Medical Assistant - Bryman School
- Certified Medical Assistant – NHS

Marla Greenspan - Business (Online)
- MEd - Curriculum and Instruction - Arizona State University
- BA - Marketing - Arizona State University

Kellen Hansen – Health Care Administration (Online)
- Masters of Public Administration – University of Wisconsin-Milwaukee
- BA – Political Science – Brigham Young University

Roy Hawkins – Business/Management (Online)
- MBA - Business Administration - Arizona State University
- BS - Agricultural Economics - Southern University and A&M College

Tammie Hertel - Management/Core Studies (Online)
- MAEd - e-Education - University of Phoenix
- MBA - Information Technology Management - University of Phoenix
- BA - Management - William Patterson University

Dana Jackson - Dental Assistant
- AAS - Dental Assistant - Phoenix College
- Certified Dental Assistant - Dental Assistant National Board
- Certificate - Arizona State Radiography - Dental Assistant National Board

Theresa Jenkins – General Education (Online)
- Doctorate in Health and Wellness - University of the Rockies

Bruce Janis – Business (Online)
- MBA - Yale School of Management

Robin Kirschner – Nursing
- Ed.D – Argosy University
- MA – New York University
- BSN – University of Oregon
- Licensed Registered Nurse – Arizona State Board of Nursing

Amy Langord – Health Care Administration (Online)
- Masters in Healthcare Administration & Education – University of Phoenix

Joshua Lee – Criminal Justice/Paralegal Studies (Online)
- MS – Legal Studies – American Military University
- BA – Justice Studies – Grand Canyon University
- AAS – Law Enforcement Technology – Rio Salado College
Marvin Manross – Business (Online)
- JD - Arizona State University College of Law

Kathleen Markov – Nursing Education
- MS – Nursing – University of Maryland
- BSN – Nursing – University of Delaware

Compreca Martin – Health Care Administration (Online)
- MBA – Health Care Management – University of Phoenix
- BS – Health Care Management – University of Phoenix

Samuel Martin - Business/Management (Online)
- MBA - General Business - Pace University
- BA - Political Science - Southern University

Michael Montoya – Nursing
- MSN – Nursing – Grand Canyon University
- BS – Nursing – University of Arizona
- RN – Arizona State Board of Nursing

Michael Morris – General Education (Online)
- Masters in Guidance Counseling – Ottawa University
- MEd – Educational Leadership – Northern Arizona University
- BA – Sociology – Norfolk State University

Lorenza Murphy – Nursing
- MSN – Walden University
- BSN – University of Phoenix
- RN – Arizona State Board of Nursing

Peter Neshwat - Business (Online)
- MBA - Business Administration/Accounting - University of Phoenix
- BS - Interdisciplinary Studies - Arizona State University

John Oviatt - Computer Applications (Online)
- MS - Computer Information Systems - University of Phoenix
- BS - Business Information Systems - University of Phoenix

Harold Rankin – Criminal Justice (Online)
- Masters of Public Administration – Arizona State University
- BS – Justice Studies – Arizona State University

Ruxandra Simona Parvulescu-Codrea – Nursing
- PhD – Aarhus University, Denmark
- MSN – CNL – University of Virginia
- MD – University of Copenhagen Medical School, Denmark
- MD – University of Bucharest Medical School, Romania
- RN – Arizona State Board of Nursing

Nicole Riley – Medical Assisting
- Diploma - Medical Assistant - Pima Medical Institute
- Certified Registered Medical Assistant - American Medical Technologies

Roxana Rogers – Nursing
- MSN – Nursing – University of Phoenix
- BS – Nursing – University of Phoenix
- AAS – Rhode Island Junior College
- RN – Arizona State Board of Nursing

Barbara Rubin - Health Care Administration (Online)
- MEd - Adult Education Community Service - University of Central Oklahoma
- BS - Medical Records Administration - East Central University

Gregory Scott – Business/Criminal Justice (Online)
- Masters of Management/Human Resource Management - University of Maryland University College

Troy Sebastian – Healthcare Administration (Online)
- MS – Heath Care Administration – Grand Canyon University
- BS – Business Administration – Grand Canyon University

Rob Shah - Business/Management (Online)
- MBA - Business Administration - Keller Graduate School of Management
- BS - Accountancy - Arizona State University

Clarice Spiss - Health Information Technology (Online)
- BS - Allied Health Professions – Ohio State University
- AS - Medical Records – Cuyahoga Community College
- Registered Health Information Administrator - American Health Information Management Association (AHIMA)

Daniel Stamps - Business / Public Administration (Online)
- MPA - Public Administration - Northern Arizona University
- BS - Political Science - Arizona State University
- AA - General Studies - Glendale Community College

Mamasa Sumare - General Education (Online)
- MS - Bioengineering - University of Arizona
- BS - Bioengineering - Arizona State University

Ilyssa Summer – General Education
- MS – Applied Mathematics - Arizona State University
- BS – Mathematics – Arizona State University

Karen Lynne Taylor – General Education (Online)
- MS – Counseling – Grand Canyon University
- MEd – Instructional Technology – American Inter-Continental University
- BA – Professional Communication – Alverno College

Paul Taylor - Criminal Justice (Online)
- BS - Criminal Justice - Everest College of Phoenix

Diane Tinker - Nursing
- MNS - Nursing - University of Arkansas for Medical Sciences
- BSN - Nursing - Boston College
- RN/APN - Arizona State Board of Nursing

Frank Torres - Business / Management (Online)
- MA - Organizational Management - University of Phoenix
- BUS - University Studies - University of New Mexico

Taralyn Valade Wear – Nursing Education
- MSN – Nursing Education – Grand Canyon University
- BS – Nursing – Grand Canyon University
- RN – Arizona State Board of Nursing

Brandy Wilcox – Medical Insurance Billing and Coding (Online)
- BS - Kaplan University

Jennifer Williams - English (Online)
-MA in Communications - Edinboro University of Pennsylvania

Kara Witte - Health Care Administration (Online)
- BS - Social Work - Southwest Missouri State University

Patrick Wolter - Criminal Justice (Online)
- MA - Educational Leadership - Northern Arizona State University
- BS - Business Management - University of Phoenix
- Certificate in Law Enforcement Technology - Rio Salado Community College
- Certificate in Telecommunications - U.S. Army Signal Center

Christopher Wright – Masters of Administration (Online)
-EdD – Educational Leadership – University of Phoenix
-MBA – Business Administration – University of Phoenix
-BA – Theatre – Arizona State University

Tempe Campus Staff & Faculty

**Academics**
Mary Lou Lauer, PhD - Director of Education and Associate Campus Director

**Student Services**
Alison Brownell - Student Services Coordinator

**Financial Aid**
Katrina Turgun – Financial Aid Manager
Branden Kidwell – Financial Aid Administrator
Emeline Latu – Financial Aid Administrator
Career Services
Jeff Hardy – Supervisor Career Services
Deena Lipinski, Career Services Advisor
Christina Storm, Career Services Advisor

Registration and Records
Jessica Bieterman, Registrar

Learning Resource Center
Emily Bettcher, LRC Director

Admissions
Rafael Salazar, Director of Admissions

Admissions Representatives
Cynthia Trudel
Julius Rogers
Brett Monson
Cynthia Trudel

Program Directors
Alison Wilson – Interim Program Director, Surgical Technology
-AS – Waukesha County Technical College – Surgical Technology
-BS – University of Phoenix – Health Care Management and Administration
-Certified Surgical Technologist (CST) National Board of Surgical Technology and Surgical Assisting

Tamalia Meadows - Program Director, Patient Care Technician
- Practical Nursing Degree - Metro Tech
- Licensed Practical Nurse - Arizona State Board of Nursing

Faculty
Woodward Young – Surgical Technology
- Army Surgical Technology Program
-BS – Grand Canyon University
-Certified Surgical Technologist (CST) – National Board of Surgical Technology and Surgical Assisting

Jon Jason Judy, CST – Surgical Technology
-AS – Bryman School
- (CST) National Board of Surgical Technology and Surgical Assisting

Cho Long Elizabeth Kim, MD (Adjunct) – Surgical Technology
-Dr. of Naturopathic Medicine – Southwest college of Naturopathic Medicine
-BS, Biochemistry – University of California
-Arizona Naturopathic Physician

Jim Sorrick - Patient Care Technician
- Practical Nursing Degree – Northland Pioneer College
- Licensed Practical Nurse – Arizona State Board of Nursing
Lea Thomas – Medical Assistant
- Diploma – Medical Assisting Clinical – Kelsey Jenney College
- Certified Medical Assistant – National Center for Competency Testing

Cheryl Iverson - Program Director, Patient Care Technician
- AAS - Practical Nursing – Northwest Technical College
- Licensed Practical Nurse - Arizona State Board of Nursing
Tucson Campus Staff & Faculty

Campus Director
Mathew Gibbs

Academics
Anna Slaski, Director of Education
John Mares, GED Tutor

Financial Aid
Joyce Quitugua – Financial Aid Manager
Iris Lopez – Financial Aid Administrator
Anthony Friedrich – Financial Aid Administrator

Career Services
J. Michelle Gregory - Director of Career Services
Dennis Elias - Career Advisor
Thao Nguyen - Career Advisor

Registration and Records
Jami DeLoe - Registrar

Learning Resource Center
David Seng - LRC Director
Alexis VanPool – LRC Assistant

Systems Administrator
Frank Bumgarner

Admissions Representatives
Israel Bojorquez
Regina Gonzales
Sergio Parra
Christina Foglia
Chandler Shaw
June James

Program Directors
Trinket Acevedo - Program Director, Massage Therapy
- BS – Business Administration – University of Phoenix
- AS - Computer Science - Pima Community College
- Diploma - Desert Institute of the Healing Arts
- Licensed Massage Therapist - Arizona State Board of Massage Therapy

Shamiran Asad – Program Director, Phlebotomy Technician and Medical Assistant Externship Coordinator
- Diploma - Medical Assisting - Apollo College
- Certified Medical Assistant - American Medical Technologists/Registered Medical Assistant
- Certified Phlebotomy Technician - National Healthcareer Association

Deneen Dotson – Program Director, Medical Assisting
- Diploma – Medical Assistant – Apollo College
- Certified Medical Assistant – National Healthcareer Association
Jessica Pitts – Program Director, Medical Insurance Billing and Coding
- MBA - University of Phoenix
- BS - Health Promotion, Community Health Education - Northern Arizona University
- Certified Coder - National Healthcareer Association

Chelsei Scott - Program Director, Patient Care Technician
- Diploma – PCT- Pima Community College
- Certified PCT- National Healthcareer Association

Sara White - Program Director, Pharmacy Technician
- Diploma-Pharmacy Technician - Bryman College
- PTCB National Certification – Pharmacy Technician Certification Board
- Licensed Pharmacy Technician – Arizona State Board of Pharmacy

Gilda Rada – Program Director, Business
- MBA – Business Administration – University of Phoenix
- BS – Business/Marketing – University of Phoenix

Faculty
Satish Anand - Computer Applications
- MS - Computer Information System - University of Phoenix

Nicole Bousquet – Criminal Justice
- MS- Administration of Justice and Security-University of Phoenix
- BS- Public Administration- University of Arizona

Kristian Everly - Criminal Justice
- BA - Criminal Justice - Bloomsburg University of Pennsylvania

Armando Martinez - Phlebotomy Technician
- Diploma - Phlebotomy - Pima Medical Institute
- Certified Phlebotomy Technician - National Healthcareer Association

Kaushal Pandey - Business
- MBA - International Business - Schiller International University

Rafael Quiñonez – Phlebotomy Technician
- Pima Medical Institute – Diploma Phlebotomy Technician
- Certified Phlebotomist – National Healthcareer Association
Albuquerque Campus Staff & Faculty

Campus Director
Interim Thomas Bogush

Academics
Teresa V. Flowers, BA, Certified Pharmacy Technician GED Administrator and Pearson Proctor Liliya Rivera, MBA, AS, BS GED Tutor

Student Services

Financial Aid
Maggie Geymont, Financial Aid Administrator Melissa Gutierrez

Career Services
Marc Duske, Director of Career Services

Registration and Records
Roxanna Billie, Registrar

Learning Resource Center
Peggy Martinez, LRC Director

Administrative Assistant
Sylvia Escarsega

Admissions
Cole Leslie, Director of Admissions

Admissions Representatives
Oliver Pope Raymond Martinez Raina Jackson Christopher Jackson Jeannie Pennington

Program Directors
Teresa V. Flowers – Program Director, Pharmacy Technician
- BA – Human Services – Wayland Baptist University
- New Mexico Licensed Pharmacy Technician
- Certified Pharmacy Technician

Nicole Holland – Program Director, Medical Assistant
- AA - General Studies - Georgia Military College
- Medical Assisting Diploma - Southwest Georgia Technical College
- Certified Medical Assistant - American Association of Medical Assistants (AAMA)

Faculty
Donald Pritchett II - Business / Legal Studies
- MA - Management - Webster University
- BA - Criminal Justice - Wayland Baptist University
- AAS - Criminal Justice - Community College of the Air Force
Charles Bazner – Instructor and Tutoring  MBA  E-Business  University of Phoenix  BBA  Management
University of Phoenix
Barbara Egelman - Nursing
- MSN – University of Phoenix
- BSN – Nursing – University of Phoenix
- Licensed Registered Nurse – New Mexico State Board of Nursing

John Smolley – Nursing Support
- MD - University of Utah
- BS - Pre-Med - University of Nevada

Jamie Howard – Nursing  MSN – Nursing—University of Phoenix  BSN—Nursing—Grand Canyon University
Licensed Registered Nurse—New Mexico State Board of Nursing
Sheral Cain - Nursing
- MSN – Nursing - Walden University
- BSN – Nursing - Chamberlain
- ADN- Nursing - Albuquerque TVI
- Licensed Registered Nurse – New Mexico State Board of Nursing

Theresa Strassburger - Nursing
- MSN - Nursing – Northern Illinois University
- BSN - Nursing - Northern Illinois University
- Licensed Registered Nurse – New Mexico State Board of Nursing

Jessica Fuqua--Nursing  MSN – Nursing –Tennessee State University  BSN – Nursing –University of Tennessee at Martin
Licensed Registered Nurse—Tennessee State Board of Nursing
Felicia Hoffman – Nursing
MSN—Nursing –Chamberlain University
BSN – Nursing –Chamberlain University
Licensed Registered Nurse – New Mexico State Board of Nursing

Heidy Roberts – Nursing
MSN – Nursing— University of Phoenix
BSN-Nursing—St. Francis Medical Center Community College
Licensed Registered Nurse – New Mexico State Board of Nursing

Victoria Yu – Nursing
MSN—Nursing—University of New Mexico
BSN – Nursing –University of New Mexico
Licensed Registered Nurse – New Mexico State Board of Nursing

Jennifer Carr—Nursing
MSN—Nursing—Florida International University
BSN—Nursing -- Florida Atlantic University
Licensed Registered Nurse – New Mexico State Board of Nursing

Nancy Bartlett – Nursing
MSN—Nursing—University of Phoenix
BSN – Nursing – University of New Mexico
Licensed Registered Nurse – New Mexico State Board of Nursing