

SP24 Catalog Addendum

Faculty

Michelle Carter, LMT - Michelle is an alum of AIAM and has been practicing massage therapy since 2014.

Michelle teaches in the Medical Massage Therapy program.

Mischa Dansby, RN, MSN, APRN, WHNP-BC, PMHNP-BC – Mischa received her Bachelor of Nursing from Wright State University in 1994. She earned her Master of Nursing in 2012. She earned her post-masters certificate in 2022. Mischa has been a Registered Nurse since 1994. She spent six years in maternal-child, 10 years in surgical services, 12 years in women’s health, and over one year in mental health. She taught at a high school for those on a medical career track for one year. Mischa is a member of Black Therapists Rock organization. She co-authored the chapter ‘Sexual Health in Pregnancy and Family-Centered Perinatal Education’ in Sex and Gender: Current Clinical Concepts and Practices. Mischa teaches in the Nursing programs.

Valerie Hessler, RN, BSN – Valerie received her Bachelor of Science from The Ohio State University in 2013. She earned her Associate of Applied Science in Nursing in 2011 from Columbus State Community College. She has been a practicing Registered Nurse since 2011. Valerie was a school nurse for 11 years. She taught CPR and CPR in a health class for two years. Valerie teaches labs in the Nursing programs and teaches didactic in the Practical Nursing program.

Chase Manes, BSN, RN – Chase received her Bachelor of Nursing from Truman State University in 2020. She was a PCU RN for six months during COVID and has two years of experience in the NICU at Akron’s Children’s hospital and one year as a traveling med/surg RN. She has won two Daisy awards. Chase teaches in the Practical Nursing program.

Eleanor Shaw, MSN – Eleanor received her Master of Nursing in 2019 and Bachelor of Nursing in 2016 from Chamberlain College of Nursing. She has been an RN since 2015. She has over 2 years of teaching experience at AMI. Eleanor is the NCLEX and Remediation Specialist for the Nursing programs.

Shani K. Simmers, MS, BSN, RN, MT(ASCP), CLS – Shani received her Bachelor of Science in Nursing from Capella University in 2021. She earned her Associate of Science in Nursing from Ohio University in 1995. Shani also earned a Bachelor of Science in Allied Health, Clinical Laboratory Scientist from The Ohio State University in 1988 and her Master of Science in Strategic Organization Management from Indiana Wesleyan University in 2012. She has been a Registered Nurse since 1995. Shani worked in Mental Health for less than five years, was an ED Care Coordinator/Case Manager for six years, did home health nursing for two years. She did medical assessments for less than 20 years and worked with diabetics for nearly five years. Shani teaches clinicals in the Nursing programs.

Burton L. Solomon Jr., BSN, RN – Burton received his Bachelor of Science in Nursing from Grand Canyon University in 2019. He earned his Associate of Applied Science in Nursing from the American Institute of Alternative Medicine in 2017. He has been a Registered Nurse since 2017 and a Lab Manger since 1996. He has 15 years of experience in adult education. Burton teaches labs in the Nursing programs.

Mor Tandiag, MSN, FNP-BC – Mor received his Master of Science in Nursing from Mount St. Joseph in 2021 and his Family Nurse Practitioner certification from Mount Carmel College of Nursing in 2023. He also has his Bachelor of Science from Ohio University in Biological Sciences that he earned in 2020. He

has been a Registered Nurse since 2021 and a Cardiology Nurse Practitioner since 2023. Mor teaches in the Nursing programs.

Revocation of Academic Award

A diploma or degree may be revoked in the event it was awarded in error or through fraud. Fraud includes evidence of academic misconduct, fraudulent documentation, false representation, or any demonstrable misconduct that puts the integrity of the degree in jeopardy. Intention to commit fraud is not a required condition. Lack of intent to commit fraud is not an acceptable defense.

The revocation of an academic award requires review and agreement by the Chair of the Department, the Assistant Director of Education/Student Services, and the Academic Dean. The recommendation is then given to the Campus President/COO, who has the final decision.

Counseling and Guidance Policy on p. 64

1. The AIAM Director of Nursing assists students in developing and following an academic plan that will provide for the timeliest and most efficient completion of his/her program of study.
2. The Director of Nursing or qualified designee assumes responsibility for admitted nursing program students in order to expedite nursing program related program of study or related concerns.
3. All Nursing students who are on Academic Warning/Probation for being under the Satisfactory Academic Progress requirements will be required to meet with the NCLEX and Remediation Specialist as part of their Academic Improvement Plan.
4. All nursing students who fail a nursing course will be required to meet with the NCLEX and Remediation Specialist at least once within the first three weeks of the repeating quarter.
5. All readmitted nursing students who were dismissed previously for academic reasons will be required to meet with the NCLEX and Remediation Specialist as part of their Academic Improvement Plan.
6. All academic advising interactions will be noted in the student's electronic file.
7. Students are encouraged to contact either the Academic Dean or Director of Nursing on a consistent basis to ensure satisfactory academic progress is achieved.
8. The Director of Nursing is responsible for overseeing the timely completion of student progress through monitoring of reports via school software.

Effective for Summer 2024:

p. 11, point 5 update to:

RN: Must hold active Practical Nursing license OR be a graduate of an approved Practical Nursing program within 13 months of the starting quarter date. (The AIAM Readmission Policy in place at the time of readmission applies to readmitting RN students. See Readmission Policy).

p. 82 Delete last paragraph:

AIAM acknowledges that since books are something a student must purchase in order to succeed academically, students may purchase books from the AIAM bookstore and add those costs to his or her account (see Books—Buy Now, Pay Later). Since the students (not AIAM) controls the purchasing, the student (not the School) is responsible for the additional costs now on her or his account. After adding the cost of books to her or his account, the student is responsible for the following: ensuring these charges are paid or that payment arrangements are made (such as a payment plan, or payment in full by the end of the payment period), and ensuring all charges are paid by the end of program of study. If a student is enrolled in a payment plan, and needs to adjust the amount auto-deducted from his or her account due to addition of book charges, the student must visit the Financial Aid Office to obtain a new form and new payment amount. Failure to adjust student payment due to addition of book charges means that book costs will come due in full at the end of an academic year or the end of the program of study, whichever comes first. AIAM does not require students to purchase his or her books through the AIAM bookstore. Instead, AIAM simply offers the ability to purchase books and add those costs to the student account as a means to allow students access to books. A student using the AIAM bookstore must still consider the added financial responsibility before adding these costs to his or her total program costs.

p. 89: Change Books & Supplies to:

Supplies

AIAM allows students a way to obtain or purchase required supplies and charge these items to their student account. This includes grant eligible students who will have a credit balance with the school. Students are encouraged to track the amount of supplies being charged on their account. Students must sign an authorization if they want to charge supplies to their account. See the Financial Aid office for more details. Policy for Title IV Financial Aid Recipients and Students Using Other Means to Pay: • Title IV aid recipients and students using other means to pay for educational expenses purchase books at their own expense from sources such as Amazon or halfprice.com or other vendors. It is the responsibility of the student to purchase all required books for their program. • It is the student's responsibility to review the book list on our website and confirm the title and ISBN number for the current book being used for the course with their instructor, as editions can change frequently. p. 93 Books In the Practical Nursing and Registered Nursing programs, e-books are included with the program as part of the Technology Fee. Other books are the responsibility of the student. • It is the responsibility of the student to purchase all required books for their program. • It is the student's responsibility to review the book list on our website and confirm the title and ISBN number for the current book being used for the course with their instructor, as editions can change frequently.

p. 98 Under Testing, add as a third para:

The Director of Nursing, Associate Director of Nursing, Academic Dean, or Assistant Director of Education/Student Services may discount a test found to be with anomalies in their judgement and at their discretion. The test will be required to be retaken in the proctor room.

p. 99 under Appeals, amend second sentence to:

If regarding a decision rendered by the Director of Nursing or Associate Director of Nursing, the appeal must be submitted in writing to the Academic Dean or the Assistant Director of Education/Student Services within 5 calendar days of the rendered decision to be considered.

p. 107 Dropping a Course – change first paragraph to:

To drop a course, students must submit a written request to the Academic Dean by the published official quarter add/ drop date for that quarter. This request should be by email to the Academic Dean stating the course number and name. If this submission is on time, no notation is made on the student's transcript of the drop, and all related tuition and fees for that quarter will be refunded except for any supplies that have been charged to the students' account. Supplies may be returned if they are in new condition.

Deleting 3rd paragraph of Student Access to Education Records on p. 129 and replace it with this:

A student who is financially indebted to AIAM may have restrictions on receiving a copy of his or her academic transcript/ diploma, as well as requests to transmit the academic transcript/diploma released to another person or agency so long as the debt remains within the provisions of regulation 34 CFR 668.14(b)(34) as described below. Students receiving non-Title IV funds or self-paying will not receive a copy of his or her transcript/diploma nor will these be released to another person or agency except directly to an employer for employment purposes only. However, the student will be permitted to view the documents in accordance with the provisions of this policy.

The regulations under 34 CFR 668.14(b)(34) provide that an institution must provide an official transcript that includes all the credit or clock hours for payment periods in which a student received Title IV funds and for which all institutional charges were paid or included in an agreement to pay at the time the request is made. This may result in a partial transcript release.

- Partial transcript release refers to transcript holds related to individual payment periods where a balance is owed. If a student has not paid for all the institutional charges associated with the credits they have earned an institution may withhold specific transcript credits from payment periods in which the student has not paid for all institutional charges.
- For equipment issued to students which are considered an allowable institutional charge and the late or failure to return results in a debt, all institutional charges will not have been paid for that payment period. For purposes of these provisions, we consider an institutional charge to be "for a payment period" if they are allowable charges for the payment period, as defined under § 668.164(c)(1).

The school is not required to include on that transcript credits for periods where a student received non-Title IV funds, unless the student has fully paid the institutional charges, or credits where a student received Title IV funds and has not paid all the institutional charges (and does not have a signed agreement to pay).

- For purposes of determining whether a student is entitled to an official transcript that includes credits earned for a particular payment period, a school must consider a student to have fully paid for a payment period if an institutional payment plan has been established by the student,

or on the student's behalf, to cover the charges and the responsible individual is current on the plan (i.e., has not missed any payments). The institution is permitted to wait for the student to make their first payment from their agreement before providing them with their transcript.

- When a student is on a payment agreement but does not pay or has missed payments the school will not transcript credits for periods where the student has not paid for all the institutional charges associated with the credits they have earned, except when such charges are covered by a payment plan. In this case, the institution will withhold transcripts or transcript credits from payment periods in which the student has not received Title IV, HEA funds or has not paid for all institutional charges. The school will still provide a transcript with the credits from all other payment periods in which the student has received title IV, HEA funds and has paid for all institutional charges.

AIAM will not confer a degree or other credential to a student who has not fully paid the amount they owe to the school (unless the institution made an error in its administration of Title IV funds, in which case 34 CFR 668.14(b)(33) applies).

The college will provide a student with an official transcript that includes all the credits that the student earned for periods in which the student received Title IV funds and for which all institutional charges were paid (or were included in an agreement to pay). The degree award will not be listed on the transcript, nor will a diploma be issued.

MMT Program

MEDICAL MASSAGE THERAPY 600 HR CURRICULUM

FIRST QUARTER

| Method | Course# /Title | Clock Hours | Credits |
|---------------|--|--------------------|----------------|
| Online | MTS 101d Anatomy & Physiology I | 30 | 2.0 |
| On-campus | MTS 102c Musculoskeletal Anatomy | 48 | 3.5 |
| On-campus | ETH 101c Ethics for Massage Therapists | 10 | 0.5 |
| On-campus | MTT 101c Basic Massage Therapy Techniques | 50 | 2.5 |
| *Hybrid | INCL 101c Introduction to Massage Therapy Clinic I | <u>10</u> | <u>0.5</u> |
| | | 148 | 9.0 |

SECOND QUARTER

| | | | |
|-----------|---|------------|------------|
| Online | MTS 103d Anatomy & Physiology II | 30 | 2.0 |
| Online | MTTH 102c Massage Therapy Theory | 28 | 1.5 |
| On-campus | MTS 104d Anatomical Kinesiology | 36 | 2.5 |
| On-campus | MTT 102d Adv Deep Tissue Massage Therapy Techniques | 15 | 0.5 |
| On-campus | MTCL 102d Student Clinic I | 29 | 1.5 |
| On-campus | INCL 102c Introduction to Massage Therapy Clinic II | <u>12</u> | <u>0.5</u> |
| | | 150 | 8.5 |

THIRD QUARTER

| | | | |
|-----------|--|----|-----|
| Online | MTS 105d Anatomy & Physiology III | 32 | 2.0 |
| Online | MTS 106Ad Pathology for Massage Therapists I | 18 | 1.0 |
| On-campus | BIW 101 Body Integration & Wellness | 12 | 0.5 |

| | | | |
|-----------|-----------------------------|------------|------------|
| On-campus | AB 102c Asian Bodywork | 12 | 0.5 |
| On-campus | PPB 103A Prof Prac & Bus I | 12 | 0.5 |
| On-campus | MTCL 103d Student Clinic II | 32 | 1.5 |
| On-campus | NMT 101d Intro to NMT | <u>28</u> | <u>1.5</u> |
| | | 146 | 7.5 |

FOURTH QUARTER

| | | | |
|-----------|---|------------|------------|
| Online | MTS 108 Anatomy & Physiology IV | 22 | 1.5 |
| Online | MTS 106Bc Pathology for Massage Therapists II | 15 | 1.0 |
| Online | MTS 107c Anatomy & Physiology Review | 35 | 2.0 |
| Online | MBXR 103 MBLEx Review | 16 | 1.0 |
| On-campus | PPB 103B Prof Practice & Bus II | 13 | 0.5 |
| On-campus | MTCL 104c Student Clinic III | 37 | 1.5 |
| On-campus | MTT 103d Advanced Medical Massage Techniques | <u>18</u> | <u>1.0</u> |
| | | 156 | 8.5 |

TOTAL PROGRAM HOURS 600 TOTAL CREDITS 33.5

* INCL 101 3 hours on campus/7 online

MMT Tuition

| | |
|--|--------------------|
| 33.5 credit hours of tuition at \$326 per credit hour | \$10,921.00 |
| Matriculation Fee | \$250.00 |
| Graduation Fee | \$250.00 |
| Uniform (AIAM Polo shirt) | \$75.00 |
| Student Identification Card | \$10.00 |
| Technology Fee (\$783.34 per quarter) | \$3,133.36 |
| Compliance Fee | \$550.00 |
| FA Processing Fee | \$300.00 |
| TOTAL TUITION & REQUIRED FEES*** | \$15,489.36 |

PN Tuition

| | |
|---|--------------------|
| 46 credit hours of tuition at \$326 per credit hour | \$14,996.00 |
| Nursing Supply Bag | \$750.00 |
| Matriculation Fee | \$250.00 |
| Graduation Fee | \$250.00 |
| Lab Fee (\$500 per quarter) | \$1,500.00 |
| Student Identification Card | \$10.00 |
| Uniform (2 patches) | \$50.00 |
| Technology Fee (\$2,509.00 per quarter) (includes eBooks as applicable) | \$7,527.00 |
| Compliance Fee | \$550.00 |
| FA Processing Fee | \$300.00 |
| TOTAL TUITION & REQUIRED FEES*** | \$26,183.00 |

RN Tuition

| | |
|---|--------------------|
| 90 credit hours of tuition at \$335 per credit hour | \$30,150.00 |
| Nursing Supply Bag | \$750.00 |
| Matriculation Fee | \$250.00 |
| Graduation Fee | \$250.00 |
| Lab Fee (\$400 per quarter) | \$2,000.00 |
| Student Identification Card | \$10.00 |
| Uniform (2 patches) | \$50.00 |
| Technology Fee (\$2,509.00 per quarter) (includes eBooks as applicable) | \$12,545.00 |
| Compliance Fee | \$550.00 |
| FA Processing Fee | \$300.00 |
| TOTAL TUITION & REQUIRED FEES*** | \$46,855.00 |