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www.scnm.edu | admissions@scnm.edu

Neil Riordan Center for Regenerative Medicine
2152 E. Broadway Road, Tempe, AZ 85282
Phone: 480.222.9300 | Fax 480.222.9341
patients.scnm.edu | psr@scnm.edu

SCNM Medical Center
2164 E. Broadway Road, Tempe, AZ 85282
Phone: 480.970.0000 | Fax: 480.970.0003
patients.scnm.edu | psr@scnm.edu

SCNM Medical Center Laboratory
2164 E. Broadway Road, Tempe, AZ 85282
Phone: 480.222.9818 | Fax: 480.970.0658
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SCNM Medicinary
2152 E. Broadway Road, Tempe, AZ 85282
Phone: 480.970.0001 | Fax: 480.970.1660
patients.scnm.edu | medicinary@scnm.edu

Editors: Jonette Pettyjohn and Pauline Caporaletti
This catalog is effective October 8, 2018.

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SCNM is a tax-exempt, not-for-profit corporation accredited by the Higher Learning Commission and approved to offer degrees by the Arizona Naturopathic Physicians Board of Medical Examiners and Arizona State Board of Private Postsecondary Education. SCNM’s ND program is accredited by the Council on Naturopathic Medical Education (CNME).

SCNM does not discriminate on the basis of race, ethnicity, gender, social-economic background, religion, sexual orientation, gender expression or identity, age, disability, veteran status, nationality, thinking styles, or life experiences in the administration of educational policies, admission policies, financial aid, employment, or any other program or activity.
# Table of Contents

President’s Message .................................................................................................................................................................................. 3
Vision, Mission, Core Values, & Strategic Plan .............................................................................................................................................. 4
Institutional Information .................................................................................................................................................................................... 5
SCNM Medical Facilities ................................................................................................................................................................................... 6
Oversight ........................................................................................................................................................................................................... 7
Academic Calendar ......................................................................................................................................................................................... 8
Tuition and Fees .................................................................................................................................................................................................. 9
Financial Policies .................................................................................................................................................................................................. 10
Distance Learning .................................................................................................................................................................................................. 13
Institutional Policies .................................................................................................................................................................................................. 14
Student Support Services .................................................................................................................................................................................. 23
Student Policies .................................................................................................................................................................................................... 24
ND Program Philosophy and Principles .......................................................................................................................................................... 30
ND Admissions .................................................................................................................................................................................................... 33
ND Academic Departments ............................................................................................................................................................................... 40
ND Program of Study ....................................................................................................................................................................................... 42
ND Four Year Program of Study ..................................................................................................................................................................... 44
ND Five Year Program of Study ...................................................................................................................................................................... 48
ND Academic Policies ..................................................................................................................................................................................... 53
ND Student Services ....................................................................................................................................................................................... 59
ND Academic Support ................................................................................................................................................................................... 59
ND Articulation Agreements and Partnerships ........................................................................................................................................... 61
ND Course Descriptions .................................................................................................................................................................................. 62
ND Selectives ..................................................................................................................................................................................................... 76
Administration ..................................................................................................................................................................................................... 81
Board of Trustees .................................................................................................................................................................................................. 81
Faculty and Physicians ...................................................................................................................................................................................... 82
Index ......................................................................................................................................................................................................................... 89
President’s Welcome from Southwest College of Naturopathic Medicine and Health Sciences

Naturopathic medicine integrates the best of conventional and alternative therapies guided by six principles and a conceptual framework known as the therapeutic order. The six naturopathic principles are: 1) First to do no harm; 2) Support the healing power of nature; 3) Identify and treat the cause; 4) Treat the whole person; 5) Practice prevention; and, 6) Doctor as teacher. The therapeutic order helps the naturopathic physician apply these principles to each individual patient’s needs by guiding the choice of therapeutic life changes, energetic modulation (e.g., acupuncture, mindfulness, homeopathy), support for organ systems (e.g., the gastrointestinal tract and microbiome), structural integrity (e.g., spinal alignment, surgical repair, gait), and prescription medications.

The SCNM 2018-2019 Catalog lays out the course of study—the curriculum, courses, and clinical rotations—that engages and educates students in the art and science of naturopathic medicine. Invisible to the reader, however, are the thousands of hours of refinement, preparation, and continuous improvement by faculty and staff to make the Catalog come to life as the SCNM experience. Over the past eight years, SCNM revised the curriculum and introduced team-based learning as well as hybrid and online courses. The College also offers students specialty rotations in pain management, substance abuse recovery, botanical medicine, homeopathy, and community health. This commitment to student learning, exceptional patient care, and the advancement of naturopathic medicine fuels our drive for excellence. The future successes of our graduates depend on it. So does the future of healthcare.

Peace,

Paul Mittman, ND, EdD
President/CEO, SCNM
Vision, Mission, Core Values, & Strategic Plan

Vision
A world that embraces the healing power of nature

Mission Statement
SCNM is a school of medicine and health sciences grounded in naturopathic principles. Dedicated to the ideal that everyone deserves high quality health care, we engage students in rigorous innovative academic programs, discover and expand knowledge, and empower individuals and communities to achieve optimal health.

Value Proposition
Challenge your mind and engage your heart to change lives through naturopathic healthcare at a medical school renowned for its dynamic culture of innovation and collaboration.

Core Values

We Love

We Achieve Excellence

We Do the Right Thing

We Are Resilient

We Shape the Future

Strategic Plan

Academic Excellence
SCNM engages students in a world-class academic program designed to develop their professional identity as naturopathic physicians in a rapidly changing healthcare system. The College enrolls and graduates outstanding ND candidates, recruits expert faculty, develops healthcare partnerships, and expands research to ensure SCNM graduates are among the most successful clinicians and leaders in the naturopathic profession.

Effective Healthcare
SCNM physicians and students engage patients in high-quality naturopathic patient care across all clinical sites. Exceptional value and customer service go hand in hand with consistent clinical outcomes.

Healthy and Safe Campus
SCNM promotes a culture of safety, health, inclusiveness, and well being. Employees, students, patients, and community members participate in cardiovascular, stress reducing, and lifestyle-empowering activities.

Continuous Improvement through Advanced Analytics
Building upon the academic assessment, faculty development plans, and student retention and graduation infrastructure, SCNM employs predictive modeling and other advanced analytics to guide educational, clinical, research, human resources, and financial decision-making.

Mission-focused Growth and Sustainability
SCNM’s mission guides revenue growth and diversification. The College increases public awareness of naturopathic medicine; pursues new opportunities for philanthropic funding; maximizes profitability at the Medical Center, Neil Riordan Center for Regenerative Medicine, and Medicinary; and develops successful new educational and clinical programs. SCNM continues the campus transformation with renovations, equipment, and furnishings in the Academic, Community Commons, and Medical Center/Administration buildings.
Institutional Information

Location

SCNM is situated in Tempe, Arizona—a sophisticated city of culture and learning. SCNM shares Tempe with Arizona State University, thereby providing our students with a rich college atmosphere and an abundance of affordable housing, research, and entertainment opportunities. Tempe is a great place to learn, live, work, and play.

Phoenix

Tempe is part of the Greater Phoenix Metro area, one of the top ten largest metropolitan areas in the United States. The “Valley of the Sun” has all the diversity of big-city life without the big-city cost. Among these assets are flat terrain, simple transportation routes, and a light-rail system. Not only is the transportation system evolving, but the housing communities provide comfortable, affordable homes for new and longtime residents.

With 300 days of sunshine each year, the Phoenix Metro area is a haven for outdoor enthusiasts. Students enjoy hiking, biking, boating, swimming, golf, tennis, horseback riding, and even skiing and snowboarding during the winter months in beautiful northern Arizona. They also enjoy weekend and day trips to breathtaking Sedona, Tucson, the Grand Canyon, Mogollon Rim, and the White Mountains.

Entertainment venues, fine dining, and shopping settings are plentiful, as well as countless golf courses. Along with the cosmopolitan treasures of the Herberger Theatre, Ballet Arizona, The Phoenix Symphony, and the world-renowned Heard Museum, the cities that make up Greater Phoenix are home to numerous professional sports teams including the Arizona Cardinals, Phoenix Suns, Arizona Diamondbacks, and Phoenix Coyotes. Tempe is also a sports mecca with the ASU Sun Devils, Phoenix Rising, Insight Bowl, spring training for Major League Baseball, the annual Rock ‘N’ Roll Arizona Marathon, and the Ironman Arizona Triathlon.

Phoenix is fortunate to be a growing city with a healthy economy. Uniquely, the cost of living in Phoenix and Tempe is lower relative to other metropolitan cities housing naturopathic colleges.

SCNM Community

The Tempe campus includes the SCNM Medical Center and Neil Riordan Center for Regenerative Medicine located in the SCNM Community Commons, which convey the excitement and enthusiasm that the staff, faculty, and students bring to naturopathic medical education. SCNM is poised to meet the demand for naturopathic physicians and is a highly respected source of information in the natural health care field. SCNM’s faculty, staff, and administrators collaborate to deliver a bold, innovative, and dynamic medical education for naturopathic medical students. Those who spend time on campus know that SCNM’s sense of community makes these goals a reality.

The SCNM Community Commons, a LEED platinum-certified building, features the integrative Neil Riordan Center for Regenerative Medicine, teaching kitchen, yoga studio, a medical library, Bourneman Board room with hi-definition teleconferencing, auditorium, classrooms, 18 group study/meeting rooms, weight and cardio room, student lounge, wellness rooms, and SCNM Medicinary. The first building of its kind at any naturopathic college, the Commons engages the public as it reshapes the SCNM experience. The SCNM campus also generates clean electricity, provides shade, and reduces energy costs through the installation of solar-panel-covered structures over 80% of all parking spaces. Abundant light, evidence-based design, and sustainable and non-toxic materials create an atmosphere that delights the eye as it inspires healing, learning, and community engagement. The top-of-the-line Steelcase furnishings are functional and environmentally sustainable, providing students, patients, and the public comfortable and ergonomically sound seating throughout the Commons.

The academic buildings are well equipped to serve the needs of the community. SCNM classrooms, SCNM Medical Facilities and the Community Commons are equipped with presentation technology and wireless internet. Online course notes and information are also available to students as an additional resource through the MySCNM web portal (http://my.scnm.edu). In addition, computers are available for student use throughout the College library and at the SCNM Medical Center. To top it all off, the beauty of the medicinal gardens creates an atmosphere for community learning, campus events, and medical conferences. The gardens also provide botanicals for classroom instruction and lab experiences.

Founded principally by naturopathic physicians Michael and Kyle Cronin, SCNM is one of only five recognized schools of naturopathic medicine in the United States. It is also the first medical school in the Phoenix Metropolitan area.

Prospective students are invited to experience SCNM by touring campus and/or sitting in on a class or a clinical shift. Visit the SCNM Website for more information, or call 480-858-9100 to speak with an admissions representative and schedule your visit to SCNM.
Institutional Information

Student Community
The student community at SCNM includes people from diverse backgrounds and experiences with a shared commitment to naturopathic medicine and associated disciplines. Student demographic information is available on the Student Consumer Information page on the SCNM website.

SCNM Medical Facilities

SCNM Medical Center
The SCNM Medical Center is a fragrance-free facility consisting of natural and recycled building materials and nontoxic paint. It is designed to support and enhance patient care and student learning through indoor healing spaces.

The SCNM Medical Center creates a clinical environment unique to any naturopathic clinical setting. Hydrotherapy, a core modality in naturopathic medicine and an important component of European water spas, comprises nearly thirty percent of the Center and includes a custom-designed steam area, two saunas (far infrared/radiant), a hydrotherapy/color therapy suite, and a colon hydrotherapy suite. There are also two minor surgery suites with high definition video equipment for recording or transmitting certain procedures, with patient consent, for learning purposes. Intravenous therapies, which can be a prominent treatment method for many health conditions, are provided in the IV Suite.

Neil Riordan Center for Regenerative Medicine
For two generations the name Riordan has been synonymous with medical advances harnessing the body’s innate healing ability. The Neil Riordan Center for Regenerative Medicine at SCNM will build on this legacy, turning the tide from symptom suppression to regeneration and healing. Opening in late 2018 and replacing the Pain Relief Center, the Neil Riordan Center for Regenerative Medicine will be located in the beautiful 6,200-square foot space on the ground floor of the SCNM Community Commons building. Through patient care, research and medical education, the Neil Riordan Center for Regenerative Medicine will help usher in a new era in the treatment of pain and chronic disease by:

- Developing innovative, safe, effective and promising practices for patients suffering from pain
- Training the next generation of physicians skilled in Regenerative Medicine
- Building the foundation for in vitro and clinical research in Regenerative Medicine to explore new treatments and explicate their mechanisms of action

Equipment and Technology
In addition to serving patients’ health needs, the SCNM Medical Center and Neil Riordan Center for Regenerative Medicine are the primary sites for students’ clinical training. Designed with video technology in each of the 6 classrooms and 27 exam rooms, these SCNM Medical facilities support student learning in the clinical environment. Corporate sponsors donated large LCD monitors to each classroom which enhance the physicians’ ability to use online resources, display a patient’s electronic health record (EHR), and closed-circuit observation of exam rooms when appropriate. This technology allows students to gain immediate feedback from their attending physician. In addition, state-of-the-art medical equipment in each exam room was donated by Welch-Allyn. Student learning is supported through the Clinical Resource Center, a specialized clinical collection that is an extension of the SCNM Library. The collection features resources in naturopathic modalities including acupuncture, botanical medicine, nutrition, homeopathy, hydrotherapy, and environmental, physical, and mind-body medicine. The SCNM Library subscribes to electronic books, journals, and specialized medical and naturopathic databases that supplement the on-campus print resources.

Thanks to a generous contribution from American Medical Solutions (AMS), one of healthcare’s premiere Electronic Health Records (EHR) companies, SCNM became the first naturopathic medical school to implement EHR. The utilization of EHR increases medical research opportunities and enhances patient benefits through electronic record keeping and communication among the SCNM Medical Facility physicians and other healthcare providers.

SCNM Laboratory
The SCNM Medical Center Laboratory is a CLIA moderate complexity laboratory and accredited by COLA. Students are required to participate in laboratory posts in which they gain a finer understanding of laboratory diagnostic tests as well as OSHA and CLIA standards. While on laboratory post, students have the opportunity to collect and prepare samples and perform CLIA-waived testing.
While some laboratory testing is done on site, the SCNM Medical Center laboratory also contracts with Laboratory Corporation of America (LabCorp) and Sonora Quest Laboratories for standard diagnostic tests. The laboratory utilizes 15 additional specialty labs for testing not available at LabCorp or Sonora Quest.

SCNM Medicinary
The SCNM Medicinary, located in the Community Commons, is Arizona’s largest natural medicinary with the largest inventory of homeopathic medicines and botanical tinctures in Arizona. Students are required to participate in a medicinary post in which they mix herbal tinctures, learn inventory management, and provide customer service. The Medicinary serves the patients of in-house physicians, providers across the Greater Phoenix area, and the general public.

Extended Sites Community Clinics

**Adelante Healthcare Mesa**
Community health
1705 W. Main Street, Mesa, AZ 85201
www.AdelanteHealthcare.com

**Hamilton Elementary School Clinic**
Pediatric and adult medicine
2020 W. Durango, Phoenix, AZ 85009
www.msdaz.org/hamilton

**Mission of Mercy Mobile Clinics**
Community Health
https://www.amissionofmercy.org/arizona/

Christ the King Catholic Church Community Center
1616 E. Broadway Road, Mesa, AZ

Maryvale Church
3201 N. 51st Avenue, Phoenix

Black Family and Child Services
1522 E. Southern Avenue, Phoenix

Shepherd of the Valley Lutheran Church,
1500 W. Maryland Avenue, Phoenix

**Phoenix Rescue Mission – Changing Lives**
Substance abuse rehabilitation
1801 S. 35th Ave, Phoenix, AZ 85009
www.phoenixrescuemission.org

**Roosevelt Health Center**
Pediatric and adult family medicine, community health education
6000 S. 7th Street, Phoenix, AZ 85042
www.rsd.k12.az.us

Institutional Information

**Sojourner Center**
Women and children, victims of domestic violence
PO Box 20156, Phoenix, AZ 85036
www.sojournercenter.org

**Southwest Center for HIV/AIDS**
HIV/AIDS treatment center
1101 N. Central Avenue, Suite 200, Phoenix, AZ 85007
www.swhiv.org

**World of Addiction & Health Institute (WAHI) Center**
Substance abuse rehabilitation
550 W. Indian School Road, Suite 122, Phoenix, AZ 85013

Oversight

**Academic Accreditation**
The Arizona State Board of Private Postsecondary Education granted a license to SCNM as a degree-granting institution in April 1993. SCNM’s ND program is accredited by the Council on Naturopathic Medical Education (CNME), the programmatic accreditor for naturopathic medicine programs. A copy of the CNME Handbook for Accreditation for Naturopathic Medical Colleges and Programs is available in the College Library. SCNM is also accredited by the Higher Learning Commission (HLC).

For additional information, please contact:

**Council on Naturopathic Medical Education**
342 Main Street, PO Box 178, Great Barrington, MA 01230
Tel: (413) 528-8877 | Fax: (413) 528-8880
www.cnme.org

**Higher Learning Commission**
230 S. LaSalle Street, Suite 7-500, Chicago, IL 60604
Tel: (312) 263-0456 | Fax: (312) 263-7462
www.hlcommission.org
### Academic Calendar

#### Fall Quarter
**October 8, 2018 - January 4, 2019**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct 1 - 5</td>
<td>New Student Orientation / Natural Advantage</td>
</tr>
<tr>
<td>Oct 8</td>
<td>Fall Classes Begin</td>
</tr>
<tr>
<td>Oct 12</td>
<td>Last day to pay tuition &amp; fees</td>
</tr>
<tr>
<td>Oct 8 - 19</td>
<td>Add/Drop Didactic Courses <em>(See Catalog)</em></td>
</tr>
<tr>
<td>Nov 9</td>
<td>Mid Quarter (end week 5)</td>
</tr>
<tr>
<td>Nov 19 - 25</td>
<td>Winter Quarter Registration</td>
</tr>
<tr>
<td>Nov 22 - 23</td>
<td>Thanksgiving - College / MC Closed</td>
</tr>
<tr>
<td>Dec 17 - 21</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Dec 21</td>
<td>End of Fall Quarter</td>
</tr>
<tr>
<td>Dec 22</td>
<td>Graduation Ceremony</td>
</tr>
<tr>
<td>Dec 24 - Jan 4</td>
<td>Student Recess - Didactic Only</td>
</tr>
<tr>
<td>Dec 24 - 25 &amp; Dec 31 - Jan 1</td>
<td>College / Medical Center Closed</td>
</tr>
<tr>
<td>Dec 27</td>
<td>Final Grades Due</td>
</tr>
<tr>
<td>Dec 26 - Jan 4</td>
<td>Clinic Rotations (Break - dates vary)</td>
</tr>
</tbody>
</table>

#### Winter Quarter
**January 7, 2019 - April 5, 2019**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 7</td>
<td>Winter Classes Begin</td>
</tr>
<tr>
<td>Jan 11</td>
<td>Last day to pay tuition &amp; fees</td>
</tr>
<tr>
<td>Jan 7 - 18</td>
<td>Add/Drop Didactic Courses <em>(See Catalog)</em></td>
</tr>
<tr>
<td>Jan 21</td>
<td>Martin Luther King - College / MC Closed</td>
</tr>
<tr>
<td>Jan 28 - Feb 4</td>
<td>Quarter 8 - Study Week (NPLEX Prep)</td>
</tr>
<tr>
<td>Feb 5</td>
<td>NPLEX Basic Science Exam* <em>(See quarter 8 schedule- below)</em></td>
</tr>
<tr>
<td>Feb 6</td>
<td>Quarter 8 - Classes resume</td>
</tr>
<tr>
<td>Feb 6 - 8</td>
<td>NPLEX Clinical Science Exam</td>
</tr>
<tr>
<td>Feb 8</td>
<td>Mid Quarter (end week 5)</td>
</tr>
<tr>
<td>Feb 15</td>
<td>Quarter 8 - Mid Quarter (end week 6)</td>
</tr>
<tr>
<td>Feb 18 - 22</td>
<td>Spring Quarter Registration</td>
</tr>
<tr>
<td>Mar 18 - 22</td>
<td>Final Exams (exception quarter 8)</td>
</tr>
<tr>
<td>Mar 22</td>
<td>End of Winter Quarter (exception quarter 8)</td>
</tr>
<tr>
<td>Mar 25 - 29</td>
<td>Quarter 8 - Final Exams</td>
</tr>
<tr>
<td>Mar 25 - Apr 5</td>
<td>Student Recess - Didactic Only (exception quarter 8)</td>
</tr>
<tr>
<td>Mar 25 - 29</td>
<td>Clinic Rotations (Break Week 1)</td>
</tr>
<tr>
<td>Mar 27</td>
<td>Final Grades Due (exception quarter 8)</td>
</tr>
<tr>
<td>Mar 29</td>
<td>Quarter 8 - End of Winter Quarter</td>
</tr>
<tr>
<td>Mar 30</td>
<td>White Coat Ceremony</td>
</tr>
<tr>
<td>Apr 1 - 5</td>
<td>Quarter 8 - Student Recess</td>
</tr>
<tr>
<td>Apr 1 - 5</td>
<td>Clinic Rotations (Break Week 2)</td>
</tr>
<tr>
<td>Apr 3</td>
<td>Quarter 8 - Final Grades Due</td>
</tr>
</tbody>
</table>

#### Spring Quarter
**April 8, 2019 - July 5, 2019**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Apr 1 - 5</td>
<td>New Student Orientation / Natural Advantage</td>
</tr>
<tr>
<td>Apr 8</td>
<td>Spring Classes Begin</td>
</tr>
<tr>
<td>Apr 12</td>
<td>Last day to pay tuition &amp; fees</td>
</tr>
<tr>
<td>Apr 8 - 19</td>
<td>Add/Drop Didactic Courses <em>(See Catalog)</em></td>
</tr>
<tr>
<td>May 10</td>
<td>Mid Quarter (end week 5)</td>
</tr>
<tr>
<td>May 20 - 24</td>
<td>Summer Quarter Registration</td>
</tr>
<tr>
<td>May 27</td>
<td>Memorial Day - College / MC Closed</td>
</tr>
<tr>
<td>Jun 17 - 21</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Jun 21</td>
<td>End of Spring Quarter</td>
</tr>
<tr>
<td>Jun 22</td>
<td>Graduation Ceremony</td>
</tr>
<tr>
<td>Jun 24 - Jul 5</td>
<td>Student Recess - Didactic Only</td>
</tr>
<tr>
<td>Jun 26</td>
<td>Final Grades Due</td>
</tr>
<tr>
<td>Jun 24 - 28</td>
<td>Clinic Rotations (Break Week 1)</td>
</tr>
<tr>
<td>Jul 1 - 5</td>
<td>Clinic Rotations (Break Week 2)</td>
</tr>
<tr>
<td>Jul 4</td>
<td>Independence Day - College / MC Closed</td>
</tr>
</tbody>
</table>

#### Summer Quarter
**July 8, 2019 - October 4, 2019**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul 8</td>
<td>Summer Classes Begin</td>
</tr>
<tr>
<td>Jul 12</td>
<td>Last day to pay tuition &amp; fees</td>
</tr>
<tr>
<td>Jul 8 - 19</td>
<td>Add/Drop Didactic Courses <em>(See Catalog)</em></td>
</tr>
<tr>
<td>July 29 - Aug 5</td>
<td>Quarter 8 - Study Week (NPLEX Prep)</td>
</tr>
<tr>
<td>Aug 6</td>
<td>NPLEX Basic Science Exam* <em>(See quarter 8 schedule- below)</em></td>
</tr>
<tr>
<td>Aug 7</td>
<td>Quarter 8 - Classes resume</td>
</tr>
<tr>
<td>Aug 7 - 9</td>
<td>NPLEX Clinical Science Exam</td>
</tr>
<tr>
<td>Aug 9</td>
<td>Mid Quarter (end week 5)</td>
</tr>
<tr>
<td>Aug 16</td>
<td>Quarter 8 - Mid Quarter (end week 6)</td>
</tr>
<tr>
<td>Aug 19 - 23</td>
<td>Fall Quarter Registration</td>
</tr>
<tr>
<td>Sep 2</td>
<td>Labor Day - College / MC Closed</td>
</tr>
<tr>
<td>Sep 16 - 20</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Sep 20</td>
<td>End of Summer Quarter (exception quarter 8)</td>
</tr>
<tr>
<td>Sep 23 - 27</td>
<td>Quarter 8 - Final Exams</td>
</tr>
<tr>
<td>Sep 23 - Oct 4</td>
<td>Student Recess - Didactic Only (exception quarter 8)</td>
</tr>
<tr>
<td>Sep 23 - 27</td>
<td>Clinic Rotations (Break Week 1)</td>
</tr>
<tr>
<td>Sep 25</td>
<td>Final Grades Due (exception quarter 8)</td>
</tr>
<tr>
<td>Sep 27</td>
<td>Quarter 8 - End of Summer Quarter</td>
</tr>
<tr>
<td>Sep 28</td>
<td>White Coat Ceremony</td>
</tr>
<tr>
<td>Sep 30 - Oct 4</td>
<td>Quarter 8 - Student Recess</td>
</tr>
<tr>
<td>Sep 30 - Oct 4</td>
<td>Clinic Rotations (Break Week 2)</td>
</tr>
<tr>
<td>Oct 2</td>
<td>Quarter 8 - Final Grades Due</td>
</tr>
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#### Fall Quarter 2019-20

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Sep 30 - Oct 4</td>
<td>New Student Orientation/Natural Advantage*</td>
</tr>
<tr>
<td>Oct 7</td>
<td>Fall 2019 Classes Begin</td>
</tr>
</tbody>
</table>

*dates subject to change
Tuition and Fees

The following tuition and fees apply to the 2018-2019 academic year. SCNM reserves the right to change tuition and fees at any time. A new tuition and fees schedule will be published when there are changes. Fees specific to the Naturopathic Doctorate (ND) Program are indicated next to the fee.

Application and Enrollment Fees (Non-refundable)

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admission Deposit* (ND)</td>
<td>$300</td>
</tr>
<tr>
<td>Deferral (ND)</td>
<td>$100</td>
</tr>
<tr>
<td>New Student Application (ND)</td>
<td>$115</td>
</tr>
<tr>
<td>Non-degree Application</td>
<td>$65</td>
</tr>
<tr>
<td>Reapplication (ND)</td>
<td>$115</td>
</tr>
<tr>
<td>Transfer Evaluation* (ND)</td>
<td>$300</td>
</tr>
<tr>
<td>*Applies toward tuition</td>
<td></td>
</tr>
</tbody>
</table>

Tuition

Per Credit (ND) $349

Quarterly Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment (ND)</td>
<td>$25</td>
</tr>
<tr>
<td>NMSA Dues (ND)</td>
<td>$15</td>
</tr>
<tr>
<td>NPLEX Review (ND)</td>
<td>$25</td>
</tr>
<tr>
<td>Student Government (ND)</td>
<td>$20</td>
</tr>
<tr>
<td>Technology</td>
<td>$50</td>
</tr>
</tbody>
</table>

Non-Course-Specific Charges (Non-refundable)

SCNM students may choose to participate in activities that result in other fees and charges. The following schedule identifies these types of charges.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit</td>
<td>$150</td>
</tr>
<tr>
<td>Clinical Drop/Add (ND)</td>
<td>$50</td>
</tr>
<tr>
<td>Competency Assessment (per exam)</td>
<td>$150</td>
</tr>
<tr>
<td>Course Transfer (NTE $300) (per course)</td>
<td>$75</td>
</tr>
<tr>
<td>Diploma Replacement</td>
<td>$50</td>
</tr>
<tr>
<td>Directed Study (per course) (+ tuition)</td>
<td>$150</td>
</tr>
<tr>
<td>Graduation Application/Audit</td>
<td>$250</td>
</tr>
<tr>
<td>I-Print* Single B/W</td>
<td>$0.08</td>
</tr>
<tr>
<td>I-Print* Duplex B/W</td>
<td>$0.14</td>
</tr>
<tr>
<td>Late Clinical Paperwork (ND)</td>
<td>$50</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$100</td>
</tr>
<tr>
<td>Student ID Card</td>
<td>$25</td>
</tr>
<tr>
<td>Replacement/Additional Parking Permit</td>
<td>$5</td>
</tr>
<tr>
<td>Returned Check</td>
<td>$45</td>
</tr>
<tr>
<td>Special Examination</td>
<td>$150</td>
</tr>
</tbody>
</table>

Students receive a $25 printing credit per quarter; additional credit can be purchased through the Business Office.

ND Course-Specific Fees

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT 5014/5024/5034 Lab</td>
<td>$20</td>
</tr>
<tr>
<td>BOTM 6020 Lab</td>
<td>$40</td>
</tr>
<tr>
<td>CLPR 5030 Practice Exam</td>
<td>$50</td>
</tr>
<tr>
<td>CLPR Lab</td>
<td>$35</td>
</tr>
<tr>
<td>CLTR 4304 Clinical Entry Exam</td>
<td>$95</td>
</tr>
<tr>
<td>CLTR 4508, A, 1st Attempt</td>
<td>$500</td>
</tr>
<tr>
<td>CLTR 4580 B, Part 1 2nd Attempt</td>
<td>$250</td>
</tr>
<tr>
<td>CLTR 4508 B, Part 2 2nd Attempt</td>
<td>$250</td>
</tr>
<tr>
<td>CLTR 4508 C, Part 1 3rd Attempt</td>
<td>$250</td>
</tr>
<tr>
<td>CLTR 4508 C, Part 2 3rd Attempt</td>
<td>$250</td>
</tr>
<tr>
<td>CLTR 4904 Clinical Exit Exam</td>
<td>$160</td>
</tr>
<tr>
<td>ERMD 8014</td>
<td>$180</td>
</tr>
<tr>
<td>GYNE 7020 Lab</td>
<td>$90</td>
</tr>
<tr>
<td>MICR 5026 Lab</td>
<td>$20</td>
</tr>
<tr>
<td>MSRG 7010/8020 Lab</td>
<td>$20</td>
</tr>
<tr>
<td>PHMD 6981(Selective)</td>
<td>$33</td>
</tr>
<tr>
<td>PSYC 6970 (Selective)</td>
<td>$20</td>
</tr>
</tbody>
</table>

Library Fines

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost or Damaged Processing Fee</td>
<td>$5.00</td>
</tr>
<tr>
<td>(plus cost of item)</td>
<td></td>
</tr>
<tr>
<td>Overdue Items (per item each day)</td>
<td>$0.50</td>
</tr>
<tr>
<td>Reserve (2-hour check-out)</td>
<td>$1.00</td>
</tr>
<tr>
<td>(per item each hour late)</td>
<td></td>
</tr>
</tbody>
</table>

Student Material and Equipment Purchases (Non-refundable)

In addition to the above tuition and fees, students are required to purchase books, materials, supplies, and equipment to supplement their course instruction and clinical training, all of which become the student's property.

For the ND Program SCNM contracts with medical equipment manufacturer Welch Allyn to provide high-quality medical equipment and with Turning Technologies to provide hand-held student response equipment at negotiated prices. Participation in SCNM's equipment purchase is mandatory and is automatically charged to all students in their first term in attendance at SCNM.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ND Audience Response Equipment</td>
<td>$45</td>
</tr>
<tr>
<td>ND Medical Equipment</td>
<td>$815</td>
</tr>
</tbody>
</table>

ND Students should allow on average a textbook, materials, and supplies cost of approximately $1,000 per quarter.
Ancillary Program Expenses

There are additional expenses related to programs that include, but are not limited to, the fees paid for certifications, vaccinations, NPLEX Exams, licensure application, etc. These fees are paid directly to outside agencies and organizations. Please check the specific program expenses on MySCNM for a more detailed list of additional costs.

In accordance with attendance requirements at extended sites and field observation rotations, students will obtain a fingerprint clearance card in CLPR 5010. Spring 2018-19 entering class will obtain a fingerprint clearance card in CLPR 5030. This card is good for 6 years as outlined by the Arizona Department of Public Safety.

Financial Policies

Tuition and Fee Payment

All tuition and fees listed are in U.S. currency. Tuition and fees for each term are payable in full in U.S. currency on or before the beginning of each term. Students who have not paid their tuition and fees in full by the end of the first week of a term will be notified of SCNM's intent to drop the student from all registered courses and clerkships, and the student will not be considered enrolled and participating. Depending on the amount of time lapsed, students may be given permission to re-register for courses/clerkships after payment of tuition and fees are received in full. Late registration and clinical drop/add fees may apply.

Throughout the course of a term, students may incur additional fees and fines for which payment is due upon notice of debt. The Business Office will place a hold on student accounts until debts are paid in full. Further:

- Any debt or returned check may revoke a student's current enrollment.
- Permission to register for subsequent terms will be blocked until all student debt is paid in full for previous terms.
- Course credit will not be given until all student debt is paid in full.
- Transcripts or diplomas will not be released until all student debt is paid in full.

Students are responsible for keeping SCNM informed of their current address and should update their personal information on MySCNM or submit address changes to the Registrar’s Office immediately upon moving. It is each student’s responsibility to review their accounts on MySCNM and to read and maintain email communication with the Business Office when accounts are not in balance.

Payment Options

Student payments must be in U.S. currency by cash, credit card, personal check, or bank check. Students who receive federal financial aid are not allowed to prepay tuition and fee charges using a personal credit card.

Financial Aid Recipients

In accordance with the U.S. Department of Education (ED) 34 CFR 668.14 (c), federal student aid shall be posted to student accounts for allowable tuition and fee charges prior to crediting student accounts for other costs such as living expenses. Further, student verification of attendance in classes or clerkships must be documented prior to financial aid disbursement. Once student aid is applied to student accounts and attendance verification is received, the net difference between aid and tuition and fee charges results in an amount due to student or an amount due from student. Amounts due to students are provided in the form of a paper check or directly deposited in student bank accounts. Amounts due from students are due and payable according to the payment guidelines outlined previously.

Foreign Financial Aid or Third Party Payer Recipients

Proof of official promissory note and/or award letter from a third party payer must be delivered to the Business Office prior to the first day of a term in order to avoid being dropped from all registered courses and clerkships and having to re-register for courses, as outlined previously.

Financial Aid

Students in eligible programs seeking federal funding for their educational needs will receive assistance through the Financial Aid Office. The Federal William D. Ford Direct Loans are available to those who qualify, based on federal regulations.

General Eligibility Requirements

All students seeking financial aid must meet general eligibility requirements regarding citizenship, selective service, financial need, and satisfactory academic progress. Students who are currently in default and have not made satisfactory loan repayments or owe a refund on a Title IV program do NOT qualify for any form of federal aid. Students who have an established history of debt non-payment may qualify for Federal loan programs but do NOT qualify for campus-based aid.
Financial Aid Procedure

Students in eligible programs interested in obtaining financial aid must complete the Free Application for Federal Student Aid (FAFSA), the Direct Master Promissory Note (MPN), and Federal Stafford Entrance Counseling Exam. Approximately two to three weeks after submission of the FAFSA, the results of the compilation of information, including the estimated family contribution, is sent to the student and SCNM. Once the student’s file is reviewed for eligibility, federal funding is determined. The student will receive an award letter reflecting the cost of attendance based on the student’s credit hour load reflected in their final registration and the type of aid offered based on the student’s eligibility.

Loss of Eligibility Due to a Drug Conviction

A student who is convicted of a state or federal offense involving the possession or sale of an illegal drug that occurred while enrolled in school and receiving Title IV aid is not eligible for Title IV funds. Please see SCNM’s Alcohol and Drug Abuse policy in the SCNM Student Handbook.

A borrower’s eligibility is based on the student’s self-certification on the Free Application for Federal Student Aid (FAFSA). Convictions that are reversed, set aside, or removed from the student’s record, or a determination arising from a juvenile court proceedings do not affect eligibility and do not need to be reported by the student.

A student convicted of a drug-related offense while enrolled in school and receiving Title IV aid loses Title IV eligibility as follows:

1. For the possession of illegal drugs:
   - First offense: one year from the date of conviction
   - Second offense: two years from the date of the second conviction
   - Third offense: indefinite period
2. For the sale of illegal drugs:
   - First offense: two years from the date of conviction
   - Second offense: indefinite period

A school must provide a student who loses Title IV eligibility due to a drug-related conviction with a timely, separate, clear, and conspicuous written notice. The notice must advise the student of his or her loss of Title IV eligibility and the ways in which the student may regain that eligibility.

Regaining Eligibility after a Drug Conviction

Students denied eligibility for an indefinite period can regain eligibility after completing any of the following three options:

1. Successfully completing a rehabilitation program (as described below, which includes passing two unannounced drug tests from such a program);
2. Having the conviction reversed, set aside, or removed from the student’s record so that fewer than two convictions for sale or three convictions for possession remain on the record; or
3. Successfully completing two unannounced drug tests which are part of a rehab program (the student does not need to complete the rest of the program).

A drug rehabilitation program is considered approved for these purposes if it includes at least two unannounced drug tests and meets one of the following requirements:

- The program received or is qualified to receive funds directly or indirectly under a federal, state, or local government program.
- The program is administered or recognized by a federal, state, or local government agency or court.
- The program received or is qualified to receive payment directly or indirectly from a federally or state licensed insurance company.
- The program is administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

When a student regains eligibility during the award year, SCNM may award campus-based aid for the current payment period (quarter) and Direct Loans for the period of enrollment (academic year).


Federal Work Study

Federal Work Study (FWS) awards are need-based. Students in eligible programs are required to indicate their desire to participate in the FWS program when completing their FAFSA or communicate their desire to the SCNM Financial Aid Office to ensure FWS awarding is an option. Available positions are advertised each quarter. Please contact the Financial Aid Office for additional information at finaid@scnm.edu.
International Students

Although international students do not qualify for U.S. federal financial aid, there are other options to help fund their SCNM education. Private student loans are available to foreign students; however, they must have a United States citizen or permanent resident as a co-signer. In addition, Canadian students may be eligible to apply for Canadian student loans through their respective Provincial governments. Canadian students receiving financial aid from their Provincial governments will be held to the same payment deadlines for tuition. Tuition must be paid in full by Friday, the first week of the quarter. If Provincial financial aid is received by SCNM after the student has paid, a refund of excess tuition will be issued to the student within ten business days. Canadian students are responsible for initiating the process of financial assistance from their province. Documentation will be sent to the Financial Aid Office at SCNM for completion and returned to the appropriate Provincial government.
Distance Learning

In addition to traditional campus-based courses, SCNM offers courses via distance learning. Distance or online learning can occur in different forms, from 100% online (online) to partially online (hybrid or blended) courses. Online learning, whether through an online course or hybrid course, generally comprises directed learning processes and facilitates student interaction with the content. Directed learning processes generally involve educational information (articles, videos, images, and web links), communication (messaging, discussion forums), and assessment used to measure students’ achievement.

Online Courses
Online learning consists of all e-learning (web-based) instruction and activities; there are no face-to-face requirements within the course. All communication and coursework is completed through the learning management system.

Hybrid Courses
Blended (hybrid) learning consists of traditional face-to-face instruction mixed with e-learning (web-based) activities. Face-to-face time is scheduled along with online or out-of-class work; typically, face-to-face class time is replaced with online or out-of-class work. Communications and coursework are enhanced by making use of MySCNM and other online tools.

Course Accessibilitity
Students will have access to online courses upon registration; however, course content may not be available prior to the start of the quarter.

Technology Requirements
Students enrolled in SCNM’s distance learning courses must have access to a computer with the following minimum requirements:

- Microsoft Windows Operating System (Windows 7, Windows 8, Windows 10) or Mac OS 10.95 or above with the operating system’s minimum requirements for processor, memory, and hard drive

Student Authentication
The United States Federal Higher Education Opportunity Act (HEOA) of 2008, Public Law 110-315, mandates that institutions validate that the person enrolled in and receiving credit for the online course is the same person participating in and completing the online course. To authenticate student identity in distance learning courses, SCNM will use a secure login with user name and password to authenticate student identity in courses with online components. In accordance with Family Educational Rights and Privacy Act (FERPA), methods used to authenticate student identity in distance learning courses will protect the privacy of student information.

Privacy
Students should be aware that information posted using course tools in courses with online components, including discussion forums, blogs, or videos, are available to the instructor and fellow students. Students should refrain from posting personal or confidential information to safeguard their privacy.
Institutional Policies

Family Educational Rights and Privacy Act (FERPA)

This federal law is designed to protect the confidentiality of the student's educational records. The Act affords the student certain rights with respect to their education records. These rights ensure that eligible students have access to their educational records for inspection and review and to request amendment if the student believes they are inaccurate or in violation of the student's privacy. Further, this law protects the rights of a student to privacy by limiting access by others to education records without express written consent of the student and the right to file a complaint with the U.S. Department of Education concerning alleged failures by SCNM to comply with the requirements of FERPA.

SCNM may release information from an education record without the consent of the student to officials of another college or university where the student seeks or intends to enroll, as permitted by FERPA §99.31 (a)(2).

SCNM may release information from an education record without the consent of the student to another educational institution in which the student is enrolled. For example, SCNM may release academic records for a "dual enrollment" without prior written consent of the student (FERPA § 99.34 (b)).

SCNM may disclose information from an education record without the consent of the student if the information is necessary to protect the health or safety of the student or other individuals (FERPA §99.36). Student records are open to other school officials, including faculty and administration, and local and state education agencies that have been determined to have a legitimate educational interest, including those specified by the Act as amended January 3, 2012.

Students have the right to review and inspect their education records, including their application, except for confidential recommendations. Photo identification must be presented before access to education records will be permitted. An appointment must be made with the Registrar's Office to access an education record.

Directory Information

SCNM may release information that has been defined under the Directory Information Provision of FERPA. SCNM defines directory information as name, address, photo/photo-ID, phone number, e-mail address, dates of attendance, program of study, degree conferral date, enrollment status, grade level, previous educational institutions attended, and degrees/awards earned. Forms are available at the Welcome & Enrollment Center or the Registrar's Office for a student to request that SCNM withhold all directory information.

Proper Disclosure

Student information of a private, personal, or confidential nature that is provided to SCNM faculty and staff will not be disclosed improperly. Faculty are expected to provide accurate evaluations of students. For the purposes of monitoring and recording student progress, evaluations include the strengths and weaknesses of academic, clinical, communication, and professional skills. The evaluations also include observations and opinions regarding academic effort and professional conduct. Although not required, faculty and staff may provide judgments of a student's abilities and character to others in appropriate circumstances in accordance with the SCNM policy on student records.

Change of Name

The name used by a student on all educational records, including their diploma, must be the student's legal name. To change the name reflected on student records, a student must complete the name change form and provide one of the following legal documents to the Registrar's Office:

- A copy of the student’s social security card
- A certified copy of a court decree dissolving a marriage/restoring maiden name
- A certified copy of the court order directing a change of name
- A valid motor vehicle driver's license

The student’s request is recorded after all materials are submitted.

Registration

Pre-registration

For cohort-based programs, students are automatically pre-registered for core courses, including labs and clinical clerkships. Students may not deviate from their prescribed program of study. Following pre-registration and prior to the start of the term, students enrolled in campus-based courses will have the opportunity to trade course/lab sections or clinical clerkships (see SCNM Clinical Handbook for guidelines) according to published deadlines for their prescribed program of study.
Registration

New campus-based students will provide one form of legal photo identification—such as driver’s license or passport—at orientation. Registration for selectives and distance learning courses is available to students online 24/7 during the open registration period. Registration dates for each program of study are published in the academic calendar unless posted otherwise. Registration is the responsibility of the student. Students may not register for courses after the second week of classes (see Adding and Dropping Courses for prescribed program of study). Students who fail any courses may not be eligible to progress in their prescribed program of study, will be dropped from the post-requisite course(s), and must meet with the student advisor to amend their registration. Students must have the required prerequisites or corequisites to be registered for the next quarter’s courses. Students who fail milestone, capstone, or sequence introductory courses are not eligible to progress until the course is repeated with a passing grade.

Students must be final registered for courses in order to attend. Students complete the online Registration Agreement to finalize registration each term. As part of fall quarter registration, all students are also required to review and update their personal and emergency contact information. Students who do not complete the agreement (and information update when required) during the designated time period will be charged a late registration fee. (See Tuition and Fees)

Registration Holds

A registration hold may be placed on a student’s record to prevent the student from registering for courses in future quarters for financial, administrative (including failure to comply with SCNM’s Everfi requirement or current NPLEX policies), or academic reasons. Any registration hold must be resolved before a student is registered.

Attendance

Students are expected to attend all classes, laboratories, and clinical clerkships. It is the faculty member’s prerogative to determine attendance requirements for lecture sessions. Attendance requirements are stated in the course syllabus. Attendance at laboratories and clinical clerkships is mandatory.

Attendance for distance learning courses is determined by active participation within a distance-learning course such as submitting an assignment or exam, attending an online chat, or posting to a discussion forum. Simply logging into the course is not considered participation. Participation will not be counted for assignments submitted prior to the official first day of the quarter. Class participation by the end of the 7th day of the course is required to verify attendance and to release financial aid, if applicable. Students who do not maintain active participation in a distance-learning course, as outlined in the syllabus, are encouraged to withdraw from the course to avoid failure of the course. (See Adding and Dropping Courses for prescribed program for grading and deadline details.)

Students receiving Title IV financial assistance, including assistance from the Veterans Administration (VA), are responsible for meeting VA and/or applicable federal aid attendance requirements.

Academic Policy and Progress Committee

The Academic Policy and Progress Committee (APPC) is comprised of faculty, administration, and staff members. The APPC makes academic decisions regarding students’ progress throughout the program. The decisions of the APPC are final with the exception of decisions regarding academic dismissal, which may be appealed to the Dean of Academic Affairs.

Leave of Absence

A leave of absence (LOA) may be granted to any student maintaining satisfactory academic progress for their prescribed program of study who has met all financial obligations to SCNM. All LOAs will be approved by the APPC. While on LOA, students are not eligible to attend courses, clinical clerkships, or receive financial aid. Students requesting LOA must notify the Financial Aid Office of the intended last date of attendance.

If students are unable to complete a quarter, tuition and fee refunds will be issued according to the add/drop policy for their prescribed program of study; and final grades will be issued according to the college grading policy. (See Adding and Dropping Courses for prescribed program for grading and deadline details.)

LOA is a period of non-enrollment where students are not considered to be working toward the completion of their degree. The length of time allowed for LOA varies depending on type of leave (see Types of Leave of Absence). Students on LOA are not eligible for financial aid and are subject to federal regulations pertaining to current loans. Upon return from LOA, the student must continue to meet technical standards and graduation requirements for their prescribed program of study.

1. Students will meet with the Student Advisor or Dean of Students to initiate the LOA process.
2. Requests for LOA will be considered individually by APPC using the following guidelines:
   a. LOA will only be granted to students demonstrating satisfactory academic progress for their prescribed program of study.
   b. LOA should be requested prior to the beginning of a term and be approved before the term for which it is requested.
   c. In cases of death, serious illness in the family, or serious personal injury, a hardship withdrawal may be granted during any academic term; students will be administratively withdrawn from all coursework in progress at the time of approved LOA. Hardship withdrawals must be approved by APPC.

3. Leave time will be considered a portion of the total time limit for the degree. (See Satisfactory Academic Progress for prescribed program of study.)

4. Students who do not return to active enrollment at the end of the granted leave are administratively withdrawn from SCNM. Students who are absent in excess of one year must go through the admission process for re-entry. Students are responsible for any outstanding tuition, fees, medical center bills, and library fines.

Types of Leave of Absence

Administrative Leave of Absence (ALOA)
The Administrative Leave of Absence (ALOA) policy assists and supports students who are unable to progress in their prescribed program of study due to failure of a required course by streamlining the leave of absence process. Students will receive an official notification of the ALOA from the Registrar’s Office. The general policies for a student on LOA included previously typically apply to a student on ALOA and are also included in detail in the SCNM Student Handbook.

Personal Leave of Absence
Students who are temporarily unable to continue their program of study for personal reasons may request a Personal LOA for a specific period of time not to exceed two consecutive quarters in a 12-month period. Students on a personal LOA that exceeds two quarters must request an extension from APPC or they may be officially withdrawn.

Medical Leave of Absence
Students who are temporarily unable to continue their program of study for medical reasons may request a Medical LOA for a specific period of time not to exceed a 12-month period. Students requesting an LOA for medical reasons must provide documentation by an external clinician (non-SCNM) qualified to diagnose in the appropriate area of specialization. Documentation must be based on a current evaluation, provided on letterhead, typed, dated, and have an original signature. The same documentation is required when a student wishes to return from the medical LOA, indicating the student is now able to resume their academic program. All documentation must be attached to the LOA form.

Military Leave of Absence
Any student who is a member of the National Guard or other reserve component of the Armed Forces of the United States and is called to active duty will be granted a military LOA for the period of active duty and one year thereafter. Students will submit a statement from the military requiring the student’s notification of duty requirements. Upon return from a military LOA, the student will be reactivated with the same academic status and without loss of academic credits earned, scholarships or grants awarded, or tuition or other fees paid prior to the commencement of active duty.

Leave of Absence and Financial Aid

The U.S. Department of Education requires that a student maintain a minimum status of half-time enrollment to receive federal financial aid. Therefore, students who are on ALOA/LOA will be considered withdrawn according to financial aid regulation 34 CFR 668.22 (d). If students are unable to complete a quarter, tuition and fee refunds will be issued according to the add/drop policy for their prescribed program of study; and final grades will be issued according to the College Grading policy. Leave time will be considered a portion of the total time limit for degree completion. (See Satisfactory Academic Progress for prescribed program of study.)

Exit Interview

Federal regulations require that any student who has received a federal loan while attending SCNM and who leaves for any reason, including an approved ALOA/LOA, are required to have an exit interview regarding their loans with the Financial Aid Office.
Leave of Absence and Library Resources

Students in good standing with SCNM are allowed to use the library resources. The library provides ample opportunity for all patrons to resolve account issues. It is the student's responsibility to notify the library regarding a leave of absence. Students on a leave of absence must return all library materials and pay any outstanding fines prior to LOA approval. (See Library Privileges during a Leave of Absence.)

Reactivation of Enrollment after Leave of Absence

Students wishing to be re-activated within a year from the last date of attendance must submit a Reactivation Application form, along with any supporting documents as determined by the type of LOA. The student must contact the Student Advisor to initiate reactivation and for assistance on requirements. All reactivation requests must be approved by the APPC. The APPC will review the request and determine the student's readiness to re-enter the program. Upon return from LOA, the student must continue to meet technical standards and graduation requirements for their prescribed program of study.

If a student enrolled in a clinically based program ceases to be enrolled, Arizona ND statutes require that the certificate to engage in clinical training held by that student be automatically canceled. This requires that students returning from an LOA must re-apply for a new clinical training certificate (CTC) prior to their return to SCNM as required by the Arizona Naturopathic Medical Board. A CTC is required to be current, and it is the responsibility of the student to ensure that they have a valid CTC during their enrollment. Clinical students who return from an LOA may be required to attend Clinical Skills Development Sessions (CSDS) to ensure they are prepared for reentry into the clinical program. Returning clinical students will only be scheduled in onsite clerkships during the term they reactivate. The time during which the student was on ALOA/LOA and/or withdrawn will be considered a portion of the total time limit for degree completion.

Academic Standing, Leave of Absence, and Withdrawals

Students cannot avoid academic action by taking a LOA or withdrawing. Each student's academic standing is finalized at the conclusion of each quarter, after a review of the term's final grade submissions. A student who meets the criteria for probation and/or dismissal will be notified at the end of the term. (See Satisfactory Academic Progress for prescribed program of study.)

Administrative Withdrawal

SCNM is required to verify the enrollment and participation of students who participate in Federal Title IV student aid programs and/or who receive educational benefits through alternate funding sources. Students may be administratively withdrawn from the college under the following circumstances:

- Failure to pay tuition and fees for the prescribed program of study by the published deadline
- Students who do not return to active enrollment at the end of the granted leave
- Failure to register for courses by the end of the add/drop period for the prescribed program of study of any quarter unless on an approved leave of absence

Complete Withdrawal/Refund Policy

Complete withdrawal is defined as completely withdrawing from all courses (including a leave of absence). In the case of a complete withdrawal, the following tuition refunds apply and are dependent upon the withdrawal date.

For calculation purposes, the date of complete withdrawal is the date the student provides a formal written notice to the Registrar’s or Dean of Students’ Office of the intent to withdraw. In the case of a student who fails to notify the College of intent to withdraw, the date that is the midpoint of the term or the student's last documented date of an academically related activity will be considered the withdrawal date, whichever is the longest time.

Courses that are taught in a 4-, 6-, or 8-week format or as an Intensive/selective course that precedes the term will be considered as stand-alone courses for the purpose of withdrawal and refunds. Refunds for these courses will be based on the length of the course and the time enrolled unless otherwise noted.
**Institutional Policies**

### Withdrawal Date

- Complete withdrawal before the start of the term.
- Complete withdrawal after the start of the term, or before 60% completion of the course.
- After the 60% completion point of the course/term.

### Refund Calculations

- 100% tuition and fees with the exception of non-refundable fees as noted in Tuition and Fees
- % of tuition and refundable fees will be based on the federal guidelines formula as shown below, with the exception of non-refundable fees as noted in Tuition and Fees
- 0% tuition and fees refunded

#### Federal Formula

1. Refund Rate = Calendar days completed in the period of enrollment divided by total calendar days in the period of enrollment
2. Refund Amount = Tuition charges for the period of enrollment X the percentage of unearned Title IV aid

This calculation determines the percentage of federal funds that have been earned by the school at the time of withdrawal and the amount of unearned funds that must be returned to the federal program. For more information contact the Financial Aid Office at finaid@scnm.edu.

### Dropped Courses/Refund Policy

Students who do not completely withdraw from the college but drop a course/clerkship during the published drop period will be refunded the difference in the tuition paid and the tuition rate applicable to the reduced number of hours, including course-specific fees assessed to the courses dropped.

- For cohort-based programs, there is no refund due to a student who partially withdraws from courses after the official census date of the course/drop period.
- Tuition paid for intensive and certificate program courses will not be refunded once the course has begun. Special drop deadlines may apply for certain courses.

### Testing and Examinations

#### Examination Standards

When taking examinations, students:

- Are required to leave all books and other aids in an inaccessible spot, such as in the front of the room or in their locker (exception: open-book tests)
- Must refuse to assist other students in cheating
- Should encourage honesty and discourage dishonesty among other students
- Must ensure that their line of sight does not cause suspicion of cheating and should not look in the direction of another student’s papers during examinations
- Should place as much space between themselves and other students as possible.
- Are not allowed to talk to each other during an examination.
- Are encouraged to use a blank sheet of paper placed over their work and take the initiative to prevent others from copying their work
- May not leave the room and return to the test or hand test/papers to faculty/proctor without express permission
- May not receive/send answers from or to other students (via text, instant message, phone, email, etc.)

Students speaking to one another or appearing to engage in academic dishonesty during an exam will have their exams confiscated, will receive an automatic zero for the examination, and may be subject to disciplinary actions. For more information, see SCNM Student Handbook, Integrity and Academic Honesty.

### Final Examinations

Final examinations will be conducted at the conclusion of every quarter during the period(s) designated in the academic calendar. Courses that conclude prior to the end of the quarter will conduct final exams during the final week of the course. A final examination schedule for cohort-based courses specifying days and times for each campus-based course will be established and published each quarter by the Academic Coordinator. All final examinations must be conducted according to the schedule. Exceptions to this schedule are only made for conflicts that may arise for students, for required or approved take-home final exams, distance-learning exams, or for special projects that will be due during the appropriate period set by the faculty member. A student may not take an examination at other than the designated time without petitioning and being granted
permission to do so by the faculty member under the SpecialExam policy. The appropriate form is available electronically on MySCNM. Special Examination Fee(s) apply. (See Tuition and Fees.)

**Missed Examinations**

Students are expected to sit for all examinations at the scheduled time and day. This includes academic and clinical tests, quizzes, midterms, and finals. As a standard policy, all exams scheduled outside of the original time and day are subject to the Special Examination Fee, depending on the circumstances. If students know ahead of time they will miss an examination, it is up to the student to directly inform the faculty member teaching the course and the Dean of Students of their absence at least one week prior to the administration of the examination. If such contact is not reasonably possible, the student must contact the faculty and Dean of Students as soon as possible after the examination and attempt to work out a solution with the faculty member. The Dean of Students office reserves the right to require, written justification (doctor’s note, hospital discharge, etc.) with appropriate documentation for waiver consideration. Waivers will be granted only for extenuating circumstances out of the student’s control. In the case of a medically excused absence, the student must be seen by the physician within 24 hours before or after the missed exam and submit the doctor’s note to the Dean of Students. A doctor’s note from an SCNM physician in the Medical Center is acceptable for a missed exam. If the Dean of Students determines there were rare and extenuating circumstances (i.e., serious illness, accident, etc.) that prohibited the student from both attending the examination and from informing the faculty member prior to the examination, a waiver can be issued; however, the faculty member must approve that the examination is eligible for make-up. Students who are not allowed to make up a missed examination and believe they were not provided fair treatment by the faculty member can utilize the normal grade appeal and/or grievance procedures.

Students may also request an alternatively scheduled exam for a non-emergency/non-medical reason with a legitimate and academically related reason. However, the examination will be different in content than the originally scheduled examination, and the time and place for the rescheduled exam is non-negotiable once set. The student must contact the relevant faculty member as soon as they are aware of the potential request to discuss the possibility for this alternate examination. There will be no waiver of the Special Examination Fee (see Tuition and Fees) for this type of exam. Abuse of this policy and privilege will result in the privilege being withdrawn.

**Competency Examinations**

Students may request to take a competency examination if a similar course has been completed within the last seven (7) years or they can show evidence of similar course content and competency. Competency examinations must be requested and approved prior to matriculation. Competency exams for all first-quarter courses must be completed prior to matriculation; all other competency exams for courses must be completed prior to the start of quarter two. Eligibility is determined on a case-by-case basis by the Registrar’s Office, in conjunction with the faculty and the academic dean. A syllabus or other relevant documentation is required to determine eligibility. The competency examination applies only to the course requested and may not be used for another course.

Students may request to take a competency exam by submitting a request to Admissions or the Registrar’s Office. Students may attempt a competency examination only once per approved course. If a student fails the competency examination, the student must complete the course. Course credit given through passing a competency examination may be reflected as transfer credit or grade of “S” Satisfactory on the transcript. Competency Examination Fee(s) apply (see Tuition and Fees). Clinical credits are not eligible for competency examinations.

**Transfer Credit**

Students must request and submit transcripts from all prior institutions, including military training transcripts for veterans, traditional college coursework, and vocational training. Transfer credit will be determined during the admissions process. Only graduate-level coursework (masters or doctorate) is considered for transfer credit. Courses considered for transfer credit must have been completed at institutions with candidacy status or accredited by those bodies recognized by the U.S. Department of Education.

The transfer of credit is determined on an individual basis depending on academic standing, the type of program, degree, and courses completed. Coursework completed more than seven (7) years prior to matriculation requires a competency examination with appropriate fees (see Tuition and Fees). The Registrar’s Office, in conjunction with the faculty and the academic dean, makes determinations of acceptable transfer credits. Transfer credit will not be considered after matriculation.

*For program-specific information see the Transfer Credit Policy for your prescribed program of study.*
Institutional Policies

Standards of Satisfactory Academic Progress

SCNM is committed to excellence in educational quality and learning outcomes by providing a supportive academic environment to students. Federal regulations require SCNM to develop and apply a consistent policy of academic progress, which includes a quantitative measure (credit hours completed) as well as a qualitative measure (grade point average). To make satisfactory academic progress, SCNM students must take and successfully complete a cumulative number of required credits by the end of every calendar year and maintain a minimum career GPA (see Satisfactory Academic Progress for prescribed program of study). Failure to maintain either of these requirements will result in a student being placed on academic probation and/or being academically dismissed.

At Risk for Unsatisfactory Academic Progress

SCNM students have the responsibility to recognize when they are experiencing academic difficulties and to initiate requests for assistance. Students are encouraged to seek assistance from their faculty members and the SCNM Student Success Center. When a student’s course attendance, demonstrated competence, and/or rate of academic progress indicates he or she is not succeeding in a course, the faculty member may discuss the situation with the student and report the student’s concerns to the Dean of Students. The Dean will then connect the student with the appropriate resources to support his/her success. These may include, but are not limited to, support from peer mentors, advisors, tutoring services, and counseling.

Grading Scale

Faculty members are required to provide students with a course syllabus that outlines course requirements, including methods of evaluation that assess mastery of course content. Clinical clerkships and lab/medicinary posts and some classes/selectives are graded satisfactory/unsatisfactory (S/U). These S/U graded courses have no effect on GPA and are noted in the course syllabus.

Grade Point Averages

The Grade Point Average (GPA) for each quarter is calculated by multiplying the point value of the grade received (see following table) by the number of credits for each course. To calculate the GPA, add the credits, then add the grade points and divide the total points by the total credits. The same principle applies to the cumulative GPA reflected on the transcript. If a course is repeated, all grades earned are used in determining the GPA. Grades received at another institution are not included in the SCNM GPA.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Outstanding</td>
<td>4</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>Very Good</td>
<td>3</td>
<td>80-89%</td>
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<tr>
<td>C</td>
<td>Average</td>
<td>2</td>
<td>70-79%</td>
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<tr>
<td>F</td>
<td>Fail</td>
<td>0</td>
<td>69% or less</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>Taken</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>Additional work required</td>
<td></td>
</tr>
<tr>
<td>I/R</td>
<td>Incomplete/Remediate</td>
<td>Additional work required</td>
<td></td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory</td>
<td>Pass/Credit earned</td>
<td></td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory</td>
<td>Fail/No credit earned</td>
<td></td>
</tr>
<tr>
<td>T</td>
<td>Transfer</td>
<td>Graduate transfer</td>
<td></td>
</tr>
<tr>
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<td>Withdrew</td>
<td>Withdrew passing</td>
<td></td>
</tr>
<tr>
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<td>Withdrew failing</td>
<td>Withdrew failing</td>
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<tr>
<td>WV</td>
<td>Waived</td>
<td>Requirements waived</td>
<td></td>
</tr>
<tr>
<td>WIP</td>
<td>Work in Progress</td>
<td>Continuing course</td>
<td></td>
</tr>
</tbody>
</table>

Grade Reports

Grade reports are available within two weeks of the end of the quarter. Grades are considered a part of the student’s educational record and will not be released to anyone other than the student or posted in any personally identifiable form. Grade reports are available upon request through the Registrar’s Office and online through MySCNM.

Grade Appeal Procedures

Grade appeals must be initiated no later than five (5) business days from when grades are issued. Students are responsible for checking final grades on MySCNM at the end of each term.

Students should consider the following evidence when initiating a grade appeal:

- Final grade included a miscalculation of the overall course grades or final exam
• Final grade was assigned on some basis or bias other than performance in the course
• Final grade assigned used a different standard than that which was applied to other students in the same course
• Final grade deviated from the assignment/calculation of course grades as outlined in the course syllabus

First Appeal
The student must submit an appeal in writing to the course faculty within five (5) business days of the posted grade. The first stage of a grade appeal process will be a meeting between the student and the course faculty. At that time, the student will have an opportunity to voice concern(s) about the grade received. The course faculty may elect to obtain additional information to further evaluate the student’s concern(s) and will decide whether to maintain the original grade or submit a grade change form to the Registrar’s Office. A written notification of the decision will be provided to the student from the faculty within five (5) business days.

Second Appeal
If the grade appeal is denied by the course faculty, the student may appeal in writing to the appropriate Department Chair or Division/Program Director (DC or D/PD) within five (5) business days of notification of denial from course faculty. Should the course faculty also be the DC, the student may make the second appeal to the D/PD. The DC or D/PD may make a decision regarding the grade appeal with or without meeting the student directly. If a meeting is granted, the DC or D/PD may request the course faculty be present for this meeting. The student will again have an opportunity to voice concern(s) about the grade received. The DC or D/PD will have the chance to review the criteria by which the final grade is determined. The DC or D/PD may elect to obtain additional information to further evaluate the student’s concern(s) and will decide whether to maintain the original grade or submit a grade change form to the Registrar’s Office. A written notification of the decision will be provided to the student within five (5) business days.

Final Appeal
If the grade appeal is denied by the Department Chair or Division/Program Director, the student may appeal to the Dean of Academic Affairs. The student must submit the final appeal request within five (5) business days following notification. The student will be asked to provide information regarding the grounds for the grade appeal. After consideration, the Dean of Academic Affairs will advise the faculty and Registrar’s Office of any changes. The decision of the Dean of Academic Affairs is final.

Grade of Fail or Unsatisfactory
A grade of Fail “F”/Unsatisfactory “U”/Withdrawal Fail “WF” can seriously affect the student’s academic progress and the student’s eligibility for financial aid. An “F”/“U”/“WF” in a prerequisite for other courses precludes the student from entering those courses until the “F”/“U”/“WF” has been rectified. In order to rectify the grade of “F”/“U”/“WF,” the course must be repeated at the next available offering in the student’s prescribed program of study (with the exception of selectives). A course may be repeated one time only. Both the original “F”/“U”/“WF” and the grade given in the repeated course appear on the student’s transcript. If a second “F”/“U”/“WF” is earned for the repeated course, the student may be academically dismissed. (See Academic Probation and Academic Dismissal for prescribed program of study.)

Grade of Incomplete
A grade of incomplete “I” is given by faculty teaching the didactic course/clerkship when a student has satisfactorily completed 70% of the course and its requirements as stipulated in the syllabus but is unable to complete the course during the term enrolled, and only if the student has a legitimate extenuating circumstance (i.e., serious illness, bereavement, or circumstances beyond the student’s control).

The Grade of Incomplete request form is required and submitted to the faculty for didactic courses. A legitimate reason must be corroborated by communication with the Dean of Students and/or Student Advisor and faculty teaching the course. Incompletes for clinical clerkships will follow the Incomplete/Make-up Policy and process outlined in the SCNM Clinical Handbook.

The student must complete the course/clerkship by the Friday prior to the start of the next quarter unless an extension is granted by the faculty member who has also informed the Registrar’s Office of the extension deadline. All incompletes must have a final grade submitted by the faculty member no later than the end of the following quarter (please refer to course syllabus) with the exception of documented medical or military leave. (See Medical Leave of Absence or Military Leave of Absence.)

Students may not request an incomplete for didactic courses under the following circumstances:
• if they are not currently passing the course
• after taking the final exam in a didactic course
Institutional Policies

- if it is a repeated course, unless otherwise approved by APPC and the course is completed prior to the start of the next term
- If the student is currently on Probation II, unless otherwise approved by APPC and the course is completed prior to the start of the next term; it is the responsibility of the student to complete and submit the remaining work before the assigned deadline.

Upon submission of the completed work, the faculty member submits a grade change to the Registrar’s Office, converting the Incomplete to a letter grade. If the student does not meet the deadline, the Incomplete will automatically be converted to a final grade of Fail or Unsatisfactory. Students on documented medical leave or military leave may carry the Incomplete for four academic quarters. If the student on medical or military leave does not return to courses within four quarters, the Incomplete will change to Withdrawal.

Academic Honor List

A full-time student who is enrolled in at least 12 didactic credits and earns a quarter GPA of 4.0 shall be placed on the honor list for that quarter and will receive a letter from the Dean of Academic Affairs. Students are not eligible for the honor list in any quarter in which they receive an "I" incomplete or an "F"/"U" grade. When an "I" is resolved, however, students who are otherwise eligible shall be added retroactively to the academic honor list for that quarter.

Student Course Evaluations

The purpose of course evaluations is to provide opportunities for the improvement of instructional methodology and the enhancement of the learning environment. Students taking campus-based and distance learning courses are encouraged to complete evaluations near the end of each quarter. The Academic Affairs Department tabulates the information from these evaluations and provides the results to SCNM faculty, administration, and students.

Transcripts

A transcript is a student’s official academic record of courses taken and grades earned. An official transcript will bear the signature of the Registrar as well as the official SCNM seal and will be mailed directly to the address provided by the student. An unofficial transcript issued by SCNM is marked “unofficial.” The degree earned by the student at SCNM is recorded on the transcript after conferral of the degree and completion of all graduation requirements for the prescribed program of study. Students are considered to be in good academic standing unless noted. The academic status of a student, such as suspended, academic dismissal, etc., will be noted on the transcript.

Students may obtain unofficial transcripts via MySCNM. To request official transcripts to be sent to other institutions, students must complete and sign the appropriate form available on MySCNM or in the Registrar’s Office. Requests by mail must include the following information: name, identification number, date of birth, first and last dates of attendance, current return address, daytime phone number, signature, and specific mailing address for each transcript ordered.

Transcripts are issued within one week from the date the request is received. The Registrar’s Office may not release transcripts or any certifications for non-enrolled students or graduates who have a financial encumbrance. Transcripts submitted for admission or credit transfer become the property of SCNM and cannot be copied or returned to the student or forwarded to other institutions.

Non-Degree Enrollment

A limited number of courses offered through SCNM’s degree programs may be available to the public as “non-degree.” Interested individuals must complete an Application for Non-Degree Coursework, available from the Registrar’s Office, and pay the appropriate fee for the non-degree course prior to the start of the course (see Tuition and Fees). A minimum of a bachelor’s degree or equivalent is required to enroll, and an official transcript must be submitted. The same add/drop policies apply for non-degree coursework (see Adding and Dropping Courses for prescribed program of study). Some SCNM didactic courses may require prior faculty approval and space availability. Courses available for non-degree enrollment may not be audited (exception: see Alumni Non-Degree Enrollment), must be taken for a grade, and require completion of all course requirements. Individuals will be considered for non-degree status on a space-available basis. When admitted with a non-degree status, an individual may enroll for a maximum of two courses per quarter. A maximum of 12 credit hours completed in non-degree status may be used for transfer or for fulfilling degree requirements for the Doctor of Naturopathic Medicine program at SCNM.
Student Support Services

Student Affairs

The Division of Student Affairs is responsible for all enrollment services, promoting student support programs, and addressing student and SCNM-wide issues affecting the educational experience. Student Affairs actively supports student learning experiences and the educational environment.

The Division of Student Affairs includes Admissions, Financial Aid, the Registrar’s Office, the Dean of Students’ Office, the Career Services Center, and the Welcome & Enrollment Center. These departments are committed to developing a positive student experience while providing support and services that respond to the needs of the SCNM campus-based and distance learning communities.

Student Services

Student Services at SCNM includes the Student Success Center which houses the Dean of Students, the Career Services Center, Student Advisor, Learning Specialist, and student counseling services. Together, these offices provide students with the necessary services to support their educational experience at SCNM.

Dean of Students

The Dean of Students oversees the personal and educational progress of matriculated students, student grievances, appeals, judicial processes, and counseling students; administers the student code of professional conduct and community service program; liaises with student government; and assists students in a wide range of areas and needs, including international student matters and disability accommodations. Students are encouraged to contact the Dean of Students for information or assistance. A more complete description of the services provided by the office is included in the SCNM Student Handbook.

Academic Advising

The Student Advising and Engagement Coordinator (SAEC) offers systematic academic advising throughout the entire academic year, and appointments are strongly encouraged. Each student’s academic progress is evaluated on a quarterly basis. Students are encouraged to meet with the SAEC to assist with academic issues, as well as life changes that would impact their progress in the program of study.

Student Services and Policies

Doctor of Naturopathic Medicine students who are off-track are required to meet with the SAEC each quarter during the designated period to develop a schedule for the next quarter.

Learning Specialist

The Learning Specialist provides academic support to SCNM students via individual and group sessions throughout the entire academic year. Students are encouraged to contact the Learning Specialist for information or assistance with the following services: tutoring, workshops, NPLEX planning and review, study skills assessments and strategies, test-taking strategies, test anxiety, organization, time management, and note taking. The Learning Specialist also offers periodic campus-based workshops throughout the quarter on topics such as study skills, emotional intelligence, concentration and memory, time-management, or study group organization. Open tutoring is also offered throughout the week at the Doctore Development Center on the SCNM campus.

Career Services Center

The Career Services Center assists prospective and current SCNM students and alumni in pursuing and obtaining career opportunities. The Center supports students in developing prospective employment opportunities and mentors by providing information about health professions, curriculum vitae and cover letter preparation, and personal coaching. Conference and networking opportunities are also promoted by the Career Services Center to create a wealth of outside learning opportunities and professional relationships.

The Career Services Center maintains the Career Development Resource Center on MySCNM, which includes resources, career-building seminars, and webinars. It also maintains the online job posting resource for naturopathic doctors, NDjoblink.com. SCNM does not guarantee job placement upon completion of the program or upon graduation. The Career Services Center collects data on employment rates through annual student and alumni surveys; a summary of results is available on the College website.

The Center works with students in developing a personal action plan with the goal of securing a professional position prior to graduation. Students are encouraged to take advantage of the Career Services Center’s programs early in their course studies.
Student Services and Policies

Counseling Services
Life in medical school or graduate school is a time of great change and personal growth. For many students, there are times when all the demands and excitement may feel overwhelming. SCNM understands that students need many kinds of support to help them succeed and therefore offers counseling services to enrolled students.

Welcome and Enrollment Center
The Welcome & Enrollment Center is a one-stop-shop that integrates visitor services, financial aid, registration and records, admissions, and support functions. Students can obtain admissions information, enrollment forms, financial aid assistance forms, general student records, and registration information and assistance at the Welcome & Enrollment Center. The Center is located on the first floor of the SCNM Community Commons Building and is available by phone at 480-858-9100.

Student Policies

Student Rights and Responsibilities
SCNM expects students to conduct themselves in an honest, responsible, and professional manner at all times. The rules of student conduct are an expectation of student behavior regardless of the location of the alleged violation/infraction. At all times students are expected to be respectful to others in the SCNM community; respectful to patients and others in the wider community; and to demonstrate professional behavior, accountability, and high ethical standards.

SCNM is dedicated to providing an excellent educational environment for its students, with challenging and comprehensive coursework and clinical experience; programs that enhance and assist students in their daily and professional lives; and practical, fair, and timely appeal and dispute procedures.

The following policies inform students of their rights and responsibilities and outline administrative procedures. More detailed information about student-related policies and procedures are included in the SCNM Student Handbook and the SCNM Clinical Handbook. Additional copies of both student handbooks are available on MySCNM, at the Welcome and Enrollment Center, or in the Student Success Center.

SCNM reserves the right to update policies and procedures pertaining to student rights and responsibilities at any time.

Students may be informed of policy changes via e-mail or official updates to the SCNM Course Catalog, SCNM Student Handbook, or the SCNM Clinical Handbook at any time. Students are responsible for the most current version of these publications as they supersede all previous versions.

Student Employment at the College
SCNM offers campus-based students federal work study and other employment opportunities as needs arise. Students must be in good standing to be eligible for aid as well as employment at SCNM. More information on student employment at SCNM is available in the SCNM Student Handbook.

Student Identification Cards
Each campus-based student is issued a photo identification card during orientation. Students are required to wear and keep the ID in their possession at all times when on campus or at any SCNM affiliated site (please refer to the ID Card Policy). The photo ID is used as a security measure and is required for students to receive access to various academic buildings, as well as certain services such as library borrowing and copy/printer privileges. The first card is provided free of charge. Replacement cards are available for a fee. (See Tuition and Fees.)

Student Benefits at the SCNM Medical Facilities
As a commitment to the health and well-being of our students, the SCNM Medical Center and Neil Riordan Center for Regenerative Medicine provides discounted medical care to SCNM students and their family, including their spouse, domestic partner, child (18 and under), and parent. Discounts are also available in the Natural Medicinary and for certain services such as laboratory IVs and injectables. For more information, contact the SCNM Medical Center.

Courtesy Phones
Courtesy phones are available in the student lounge area in the Academic Building at SCNM and the medical reference room at the SCNM Medical Center. Students are asked to limit their calls to allow all students access to the phones. Students are not permitted to use SCNM office or SCNM Medical Facility phones without permission. Only emergency messages will be taken by SCNM personnel and will be communicated appropriately and promptly whenever possible.

Due to confidentiality requirements, students may not use SCNM fax machines. If students have an SCNM-related need
Housing
While SCNM does not provide student housing, information on housing near campus may be obtained through the web-based MySCNM. Prospective and current students may advertise for roommates or housing on MySCNM classifieds and designated campus bulletin boards.

Campus Safety and Security
SCNM meets OSHA standards for a safe workplace in an institution of higher learning. Students are asked to report any unsafe conditions to the Facilities Office. If an unsafe condition is not resolved, the student should submit a written report to the Dean of Students. Any student injury must be reported to the Dean of Students and the Facilities Office immediately.

The Federal Campus Security Act of 1990 requires that an annual report on campus crime be made to members of the SCNM community. This report is available on the SCNM website and in the Facilities Office. All buildings are locked nightly. Any security issues or concerns should be reported to the Facilities Office. Students should be aware of personal security practices, including being observant of their surroundings, locking automobiles, walking in pairs, and guarding belongings.

Personal Property
SCNM is not responsible for any personal belongings of students. It is the student's responsibility to safeguard personal belongings and to remove them at the end of each class session. Any items found in the classrooms during cleaning will be removed. Check with the Welcome and Enrollment Center for lost items. SCNM reserves the right to inspect without cause desks, file cabinets, lockers, and personal property used on SCNM premises.

Criminal Conduct/Theft
Theft is considered a serious infraction of the Student Professional Code of Conduct and Academic Honor (see SCNM Student Handbook). All students are expected to observe national, state, and local laws and ordinances. Conduct that SCNM officials think violates laws and ordinances will be reported to the proper authorities. Conduct that violates the provisions of SCNM will be handled according to the prevailing student disciplinary process and may result in suspension or dismissal. Detailed descriptions and/or policy changes can be reviewed with the Dean of Students. Unprofessional conduct of naturopathic medical students, including practicing without a license, will be reported to the State of Arizona Naturopathic Physicians Medical Board, in compliance with Arizona statutes.

Lobbying/Political and Legislative Activity
The tax-exempt status of SCNM affects all staff and students. Tax-exempt organizations are limited in their political and legislative activity, even if the lobbying activity would contribute directly and substantially to meeting SCNM's tax-exempt purposes. Lobbying is also prohibited on SCNM premises, using SCNM technology or at any SCNM function unless the activity is pre-approved by the President and the Dean of Students within 15 days of the event.

Everfi Training Courses
As part of our ongoing effort to support the health and safety of our entire SCNM community SCNM partners with Everfi to bring online training courses. These courses are not for credit and are free to students. SCNM requires all incoming and current students to complete AlcoholEDU, Prescription Drug Abuse Prevention, and to ensure compliance with Title IX and the Clery Act, Sexual Assault Prevention. This requirement is enforced during registration and applies to all students regardless of full- or part-time status.

Harassment Prohibition – Sexual and Other
SCNM has a strict policy against sexual harassment or harassment based on any legally protected basis. Conduct constituting sexual harassment, as defined herein, toward another person of the same or opposite sex is prohibited by this policy. The College explicitly prohibits harassment of any kind. It is a violation of policy for any student to engage in any act or behavior constituting harassment toward any student, employee, vendor, customer, consultant, or any other individual or group of individuals with whom the institution interacts or does business. For complete information on SCNM’s policies on harassment, please see the SCNM Student Handbook.

Definition of Sexual Harassment
Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or a student’s standing; or
Submission to or rejection of such conduct by an individual is used as the basis of employment or school decisions affecting such individual; or
Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or school performance or creating an intimidating, hostile, or offensive working or school environment.

Sexual harassment takes many forms; examples of conduct which might be considered sexual harassment under this policy include but are not limited to:

- Sexual exploitation of a relationship between individuals of unequal power and authority;
- Sexual exploitation of a relationship between peers and students that could affect the workplace or educational environment;
- Repeated and unwanted requests for dates, sexual flirtations, or propositions of a sexual nature;
- Subtle pressure for a sexual relationship;
- Sexist remarks about a person’s clothing, body, or sexual activities;
- Unnecessary touching, patting, hugging, or brushing against a person’s body;
- Direct or implied threats that submission to sexual advances will affect or be a condition of employment, work status, or academic standing;
- Physical assault;
- Conduct of a sexual nature that causes humiliation or discomfort, such as use of inappropriate terms of address;
- Sexually explicit or sexist comments, questions, or jokes, in writing or on t-shirts;
- Conduct of a sexual nature that creates a hostile work or educational environment.

Definition of Other Harassment
Harassment based on, but not limited to, race, color, age, sex, sexual orientation, gender, religion, national origin, citizenship, marital status, physical or mental disability, or any other protected or minority status is a violation of federal and state law.

Examples of conduct that may constitute harassment based on a legally protected class include, but are not limited to:

- The use of slurs based toward any protected group;
- Epithets or negative stereotyping;
- The use of socially unacceptable words at the workplace, even between employees or students of the same protected basis;
- Hazing
- Written materials that show hostility towards any legally protected basis.

Harassment is defined to include any verbal or physical conduct that creates an intimidating, hostile, or offensive work or school environment or that unreasonably interferes with an individual's work or school performance.

Discipline/Consequences
Any student who permits, does not report, or engages in sexual or other prohibited harassment will be subject to disciplinary action, including dismissal. Legal action is also possible in addition to academic consequences. Any person who is a victim of or knows someone who is the victim of such harassment behavior must immediately contact the Title IX Deputy Coordinator, (Dean of Students), and/or the Title IX Coordinator (Director of Human Resources), if a faculty or staff member is involved.

Upon notice, the Director of Human Resources and/or Dean of Students will promptly investigate each complaint of harassment as thoroughly and as confidentially as possible and will take appropriate corrective action on all confirmed violations of this policy.

At the end of an investigation, the Director of Human Resources and/or Dean of Students will put the findings in writing and forward a copy to the Vice President of Student Affairs and the President, if a faculty or staff member is involved. The findings of the complaint and the action to be taken will be reported to the complainant and the alleged harasser as expeditiously as possible. Results may be indeterminate. If so, the matter will be recorded as unresolved, and record of the investigation will be maintained in a separate file apart from any personnel or student file. If an individual is found to have engaged in sexual or other harassment, he/she is subject to all disciplinary action for violation of this policy up to and including suspension and/or dismissal as is consistent with existing policies and procedures. This policy explicitly prohibits retaliation against an individual who in good faith makes a formal complaint of sexual or other harassment. SCNM will not allow reprisal in any form against any complaining party or corroborating witness. By the same token, irresponsible and frivolous complaints or accusations will not be tolerated and may be subject to a Code of Conduct investigation.
Drug and Alcohol Abuse and Prevention Policy

SCNM, the SCNM Medical Center, Neil Riordan Center for Regenerative Medicine, and all affiliated patient care sites are in full compliance with the Drug-free Workplace Act of 1988 and Drug-free Schools and Communities Act of 1989. SCNM will not tolerate and will take action against the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance by any student or personnel at SCNM, SCNM Medical Center, Neil Riordan Center for Regenerative Medicine, or any SCNM-affiliated patient care site or business. No student or employee is permitted on the SCNM campus or SCNM clinics' premises while under the influence of alcohol or illegal drugs. Use, possession, or distribution by a student or employee of illegal drugs on or off SCNM premises is a major offense, and such persons are subject to dismissal or immediate suspension.

Higher Education Act – Drug Provision

Students are required to annually review SCNM’s Alcohol and Drug Abuse and Prevention Policy. Drug and alcohol prevention information will be provided on the SCNM website and through annual emails to ensure that students have read and are aware of the Higher Education Act (HEA) Drug Provision, amended in 1998.

For complete information on SCNM's Alcohol and Drug Abuse Prevention Policy, see the SCNM Student Handbook.

Personal Appearance and Professional Behavior

Students are expected to dress appropriately and to maintain a clean and neat appearance at all times. Overly tight or extremely baggy garments, immodestly revealing attire, sleep wear or under-garments worn as outerwear, and clothing with offensive graphic designs or statements are prohibited. Footwear must be worn on campus and in campus buildings. Close-toed shoes are required footwear in the SCNM Medical Clinic, Medicinary, and Neil Riordan Center for Regenerative Medicine facilities at all times. Dress at all SCNM medical facilities is professional only. For complete dress guidelines, please see the SCNM Clinical Handbook.

Animals on Campus

Certified service animals, as approved by the Dean of Students’ Office, are permitted on campus. All service animals must have proper identification of their function at all times. Owners are responsible for any damages that may occur to facilities and are responsible for appropriate training for the animal. The Dean of Students may require additional health or safety protocols, if deemed appropriate. All other animals, including emotional support animals, are prohibited from campus.

Visitors on Campus

Students may have visitors, including children, friends, and family members, on SCNM premises subject to the following limitations:

- All visitors must check in at the Welcome Center in the Community Commons Building upon each visit and receive a visitor badge.
- The student with whom they are visiting must accompany all visitors at all times.
- Adult visitors are only permitted in classroom areas with prior permission of the faculty member. However, they may be asked to leave immediately, at any time and for any reason, at the discretion of the faculty member.

The student assumes responsibility and all liability for their visitor’s actions.

Children on Campus

Children are permitted on campus only under the following conditions:

- Children are only allowed in common areas with adult supervision, but are prohibited from all classrooms and labs.
- Children must be accompanied by an adult at all times, including in the SCNM Medical Center, Neil Riordan Center for Regenerative Medicine, SCNM Medicinary and the Café. Unaccompanied children, and their parent or guardian, once found, will be requested to leave the campus.
- Children under 6 months are not permitted on campus at any time.

SCNM assumes no responsibility or liability for infants/children under their parent’s or guardian’s care.

Food in Classrooms and Laboratories

Eating in the classrooms is discouraged. The consumption of food and drinks, within reason, is permitted in the classroom. However, students are asked to be considerate of others and to avoid consuming food items that create messes, smells, and/or noise. Students are expected to dispose of all trash and take responsibility for cleaning spills,
Spills, food crumbs, etc. All classrooms offer food free zones in the front of the classroom. Adequate breaks are provided so that students may eat in the student lounge or designated areas on campus. For health and safety reasons, neither food nor beverages are allowed in the laboratories or in any patient-contact area, with the exception of bottled water.

Where necessary to address documented ADA plan requirements, the school reserves the right to implement a ban on either specific foods & beverages or a total ban of all items, as needed. Students will be notified at the beginning of the term if there is any such ban, its scope and extent. For more information, please see the Consumption of Food & Beverage in Instructional Areas policy on my SCNM.

**SCNM Promotional Photographs and Images**

From time to time, SCNM community members may be asked to meet with a reporter or photographer who wishes to learn more about SCNM. If a member of the media contacts you directly, refer the request to the Marketing Department, marketing@scnm.edu.

In order to promote SCNM and the SCNM Medical Center through various media, including but not limited to television, the SCNM website and affiliated social media sites, magazines, journals, newspapers, and internally developed publications and advertisements, faculty, staff, and students may be photographed and/or video recorded. SCNM retains ownership and reserves the right to publish these photographs and videos.

**Student Appeals and Grievances**

Any student may informally or formally lodge an appeal or grievance on any matter related to status as a student at SCNM. Complete information on the policies and procedures concerning appeals and grievance procedures is available in the SCNM Student Handbook. Student grievance forms can be found on MySCNM. If the student complaint cannot be resolved after exhausting the institution's grievance procedures, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the state board for further details:

**Arizona State Board for Private Postsecondary Education**
1740 W. Adams, Suite 3008
Phoenix, AZ 85007
(602) 542-5709 | azppse.gov

**SCNM Library**

The SCNM Library augments the curriculums by providing knowledge-based resources of core medical books, journals, and electronic databases in general medicine and naturopathic health sciences.

Visit the library to study, check out books, ask for research help, or use the desktop PC or Apple computers. Computers in the library are equipped with high-speed internet, on-demand printer capability, and the latest software. The copy machine and student mailboxes are also located in the library. The library has quiet study areas, including enclosed study rooms for private or group study. The study areas are accessible during building hours, and the front desk is staffed on weekdays, closing on Saturday, Sunday, term breaks, and campus holidays.

**Collections**

The library print collection specializes in topics of acupuncture, botanical medicine, homeopathy, hydrotherapy, mind-body, nutrition, and traditional Chinese medicine, numbering approximately 5,100 titles. A rare and historical naturopathic medical book collection dates back to the early 1800s. A single copy of each required textbook can be found in the reserves collection.

An increasing number of electronic books, journals, and specialized medical and naturopathic databases supplement the print collection. The electronic database resources are accessible through wi-fi on campus with any personal computing device, from the desktop computers on campus, and remotely from off-campus.

Finding items on the library shelves, in electronic books and journals, or in PubMed is simple using the iSearch tool, which can be found on the library webpage at http://my.scnm.edu/ICS/Library/.

**Library Services**

The library offers instruction about library resources, research assistance, interlibrary loan, classroom instruction, computer assistance, and exam proctoring. Requests can be made through Interlibrary Loan for journal articles that are not available from the SCNM library and are provided at no cost to students in good standing.
Account
A library account is created for students, enabling them to
- Renew items checked out
- Place holds on books
- Check for library fines
- Review items checked out
- Request articles through Interlibrary Loan
- Send messages to the library

Borrower Privileges
- Check out books and multi-media items
- Remotely log into electronic databases
- Request journal articles through Interlibrary Loan

See Tuition and Fees, for applicable library fines

Affiliation and Membership with Library Organizations
- Arizona Library Association (AzLA)
- Central Arizona Biomedical Libraries (CABL)
- Medical Library Association (MLA)
- Medical Library Group of Southern California and Arizona (MLGSCA)
- National Network of Libraries of Medicine (NN/LM)

Library Policies
The library encourages a quiet study environment. All patrons must act responsibly and abide by library policies. The library has the right to deny services to patrons who violate policies as noted below.
- Drinks with lids and snack foods are permitted in the library, except in study rooms that are clearly marked as “Food and Beverage Free”
- No animals other than service dogs allowed
- Children must be accompanied by an adult
- Cell phone calls must be taken outside of library

Library Privileges during a Leave of Absence
Students in good standing with SCNM have full borrower privileges and full access to electronic databases. It is the student’s responsibility to notify the library regarding a leave of absence. Students approved for a leave of absence must return all library items and pay any outstanding fines prior to the leave. Depending on the type of leave of absence, students may not have borrower privileges or remote access to electronic databases.

<table>
<thead>
<tr>
<th>Leave of Absence type</th>
<th>Library Privileges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical, Military, or Personal LOA/ALOA</td>
<td>Full Privileges and Full Access</td>
</tr>
<tr>
<td>Library Suspension</td>
<td>No Privileges and No Access</td>
</tr>
<tr>
<td>School Dismissed</td>
<td>No Privileges and No Access</td>
</tr>
<tr>
<td>School Suspension</td>
<td>No Privileges and No Access</td>
</tr>
<tr>
<td>School Withdrawal</td>
<td>No Privileges and No Access</td>
</tr>
</tbody>
</table>

Alumni Library Privileges
The SCNM library supports students as they move forward into their professional careers, and for six months after graduation students have full access to library resources. Alumni have all borrower privileges, except remote access to electronic medical databases.
ND Program

Doctor of Naturopathic (ND) Program

Philosophy

Naturopathic medicine concentrates on whole-person wellness; the medicine is tailored to the patient and emphasizes prevention and self-care. Naturopathic medicine attempts to find the underlying cause of the patient’s condition rather than focusing solely on symptomatic treatment. Naturopathic doctors cooperate with all other branches of medical science, referring patients to other practitioners for diagnosis or treatment when appropriate.

Naturopathic doctors (NDs) are primary care physicians clinically trained in natural therapeutics with a philosophy derived in part from a Hippocratic teaching more than 2,000 years old: vis medicatrix naturae—nature is the healer of all diseases. Their practice is based on the same basic biomedical science foundation as that of allopathic practice. However, their philosophies and approaches differ considerably from their conventional counterparts.

Naturopathic doctors diagnose disease and treat patients by using natural modalities such as physical manipulation, clinical nutrition, herbal medicine, homeopathy, counseling, acupuncture, and hydrotherapy, among others. They choose treatments based on the individual patient, not based on the generality of symptoms. This approach has proven successful in treating both chronic and acute conditions.

The precepts that guide the practice of naturopathic medicine include the Seven Principles of Naturopathic Medicine, The Therapeutic Order, and The Components of Patient Centered Care.

Naturopathic Principles

These seven principles guide the therapeutic methods and modalities of naturopathic medicine.

First Do No Harm – primum non nocere
Naturopathic medicine uses therapies that are safe and effective.

The Healing Power of Nature – vis medicatrix naturae
The human body possesses the inherent ability to restore health. The physician’s role is to facilitate this process with the aid of natural, nontoxic therapies.

Discover and Treat the Cause, Not Just the Effect – tolle causam
Physicians seek and treat the underlying cause of a disease. Symptoms are viewed as expressions of the body’s natural attempt to heal. The origin of disease is removed or treated so the patient can recover.

Treat the Whole Person – tolle to tum
The multiple factors in health and disease are considered while treating the whole person. Physicians provide flexible treatment programs to meet individual health care needs.

The Physician Is a Teacher – docere
The physician’s major role is to educate, empower, and motivate patients to take responsibility for their own health. Creating a healthy, cooperative relationship with the patient has a strong therapeutic value.

Prevention Is the Best “Cure” – praevenire
Naturopathic physicians are preventive medicine specialists. Physicians assess patient risk factors and heredity susceptibility and intervene appropriately to reduce risk and prevent illness. Prevention of disease is best accomplished through education and a lifestyle that supports health.

Wellness – Salus
Establish or re-establish health and well-being.

Therapeutic Order

Re-establish the basis for health
Remove obstacles to cure by establishing a healthy regimen

Stimulate the healing power of nature
Use various systems of health such as botanicals, homeopathy, Chinese medicine, Ayurvedic medicine, nutrition, and mind-body medicine

Tonify weakened systems
Use modalities to strengthen the immune system, decrease toxicity, normalize inflammatory function, optimize metabolic function, balance regulatory systems, enhance regeneration, and harmonize life force

Correct structural integrity
Use therapeutic exercise, spinal manipulation, and massage, cranial-sacral to return to optimal structural condition

Prescribe specific natural substances for pathology
Use vitamins, minerals, and herbs to return to and promote health

Prescribe pharmacotherapy for pathology
Use pharmaceutical drugs to return to and promote health
Prescribe surgery, pharmacotherapy
Use aggressive therapies to attempt to maintain health

Components of Patient-Centered Care

- Exploring the disease and the patient’s illness experience
- Understanding the whole person
- Finding common ground with the patient regarding management/treatment options
- Incorporating prevention and health promotion
- Enhancing the doctor-patient relationship
- Being realistic

Adapted from: Huang, WY. Fam Med 2002;34 (9):644-5

Licensure

At the time of this printing, 19 states, the District of Columbia, the US territories of Puerto Rico and the US Virgin Islands, and five Canadian provinces have licensing laws for naturopathic physicians. In these states naturopathic physicians are required to graduate from an approved four-year naturopathic medical school and pass extensive postdoctoral board examinations in order to receive a license.

The North American Board of Naturopathic Examiners (NABNE) administers and provides the Naturopathic Physician Licensing Examination (NPLEX) which is comprised of biomedical science and clinical science examinations that are used in North America to license graduates of approved naturopathic medical schools. Once licensed, naturopathic physicians must practice within a specific scope of practice defined by their state’s law and fulfill state-mandated continuing medical education requirements annually. It is the responsibility of the student/graduate to determine the licensure laws or scope of practice in the state in which he/she intends to practice.

Naturopathic physicians practicing in the State of Arizona enjoy one of the broadest scopes of practice within the United States. The State of Arizona Naturopathic Physicians Medical Board (NPMB) regulates the practice of naturopathic medicine in the State of Arizona. This includes applications and fees for students planning to enter clinical training and new graduates applying for licensure.

For more information about licensure in Arizona, contact:

Arizona Naturopathic Physicians Medical Board
1740 W. Adams Ste. 3002, Phoenix, AZ 85007
Tel: (602) 542-8242 | www.aznd.gov

For more information about licensure in the United States and its territories, contact:

American Association of Naturopathic Physicians (AANP)
818 18th Street NW, Suite 250, Washington, DC 2006
Tel: 1-(202)-237-7-8150 | www.naturopathic.org

For more information about licensure in Canada, contact:

Canadian Association of Naturopathic Doctors (CAND)
20 Holly Street, Suite 200, Toronto, Ontario, CAN M4S 3B1
Tel: 1-(800)551-4381 | www.cand.ca

For information about licensing examinations for the United States and Canada, including NPLEX, contact:

North American Board of Naturopathic Examiners (NABNE)
9220 SW Barbur Boulevard, Suite 119, #321, Portland, OR 97219
Tel: (503) 778-7990 | www.nabne.org

Scope of Practice

As Arizona maintains one of the widest scopes of practice in the United States for naturopathic medicine, the physicians practice general medicine and utilize a wide variety of therapeutics including diet and lifestyle modifications, nutritional supplementation, botanical medicine, homeopathy, counseling, mind-body medicine, oriental medicine, acupuncture, naturopathic manipulative therapies, physical medicine, hydrotherapy, minor surgery, prolotherapy, IV micronutrient therapy, and pharmacotherapy. The SCNM Medical Center and Neil Riordan Center for Regenerative Medicine offers opportunities for students to work with a diverse group of medical practitioners including naturopathic physicians, a
ND Program

medical doctor, an Oriental medical doctor, acupuncturists, neurofeedback/ biofeedback specialists, and cranial sacral therapists.

SCNM is committed to providing students diverse clinical settings to deliver patient care. In addition to clinical clerkships at the SCNM Medical Center and Neil Riordan Center for Regenerative Medicine, SCNM physicians and students provide care to underserved patient populations at a variety of community clinics. These clinics are staffed by faculty members who oversee both the students’ education and the patients’ care. The community clinics provide students access to a broad range of patient populations and disease conditions not regularly seen at the SCNM medical facilities. (For a list of these clinics, see Extended Sites Community Clinics.)

The legal aspects of practicing naturopathic medicine vary by state in the United States and by province in Canada. In those states and provinces in which naturopathic physicians are licensed, NDs may see patients for general healthcare and for the diagnosis and treatment of acute and chronic conditions. Their scope of practice may include nutritional science; botanical medicine; naturopathic manipulative therapies and other physical medicine; Oriental medicine; homeopathy; mind-body medicine; natural childbirth; minor surgery; prescriptive authority, including immunizations; and all methods of laboratory, x-ray, and clinical diagnoses. The State of Arizona offers one of the widest scope of practice for naturopathic physicians in the United States.

Practicing Without a License

In Arizona, practicing naturopathic medicine without a license involves the diagnosis or treatment of any patient by an unsupervised naturopathic medical student or any other unlicensed person where money may or may not be exchanged. Arizona Revised Statutes (ARS Title 32) defines practicing without a license as any conduct involving the unauthorized, intended, or perceived practice of any of the healing arts, including but not limited to, the unauthorized practice of naturopathic medicine or other healing arts, regardless of whether the violation ultimately results in conviction or prosecution under relevant laws, and regardless of whether the violation results in any sanction or other formal or informal action by any administrative or regulatory body outside the College. For more information, please see the SCNM Student Handbook.
ND Admissions

Admissions Requirements

Southwest College of Naturopathic Medicine & Health Sciences selects candidates for admission who exhibit the necessary motivation, intelligence, perseverance, and character essential for becoming a physician. Applicants are considered on the basis of academic performance, occupational history, professional potential, maturity, concern for others, emotional maturity, and previous experience with and knowledge of natural medicine. Prospective students who wish to enter the degree program in the 2018-2019 academic year must complete and submit the following general requirements prior to matriculation.

1. 4-year Baccalaureate degree or equivalent (contact admissions department for requirements) is required. Total postsecondary coursework must be completed at an accredited or candidate college or university. Within the US, accreditation must be recognized by the U.S. Department of Education. See International Applicants for more information.

Subject Requirements/Prerequisite Coursework

<table>
<thead>
<tr>
<th>Area</th>
<th>Sem. Credit</th>
<th>Qtr. Credit</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology</td>
<td>12</td>
<td>18</td>
<td>Courses with lab, for science majors</td>
</tr>
<tr>
<td>Organic chemistry</td>
<td>3</td>
<td>4.5</td>
<td>Chemistry courses with lab for science majors</td>
</tr>
<tr>
<td>Biochemistry or an additional general organic chemistry</td>
<td>3</td>
<td>4.5</td>
<td>For science majors</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>4.5</td>
<td>Behavioral, cognitive learning, and some social sciences courses will also be considered</td>
</tr>
<tr>
<td>English</td>
<td>6</td>
<td>9</td>
<td>One course in English composition required</td>
</tr>
<tr>
<td>Humanities</td>
<td>6</td>
<td>9</td>
<td>Acceptable coursework includes philosophy, art, history, foreign language, religion, women’s studies</td>
</tr>
</tbody>
</table>

2. Submission of application and application review. Following receipt of all required materials and credentials (see Application for Admission), the Admissions Office will contact those qualified applicants selected to interview with the Admissions Committee.

The Admissions Committee will review applications, interview candidates for admission, and make admission decisions.

Applicants should also have knowledge of computers. In the first two years students need access to a reliable computer and software for completing coursework. A laptop is required once students enter clinic. For more information, contact the Admissions Office. The above list indicates minimum requirements, but it should not be inferred that admission is probable for any applicant who meets them.

CLEP Examinations Accepted

Applicants for admission may substitute the College Level Examination Program (CLEP) exam(s) for select academic prerequisites listed below. Information regarding exams can be obtained from CLEP at (609) 771-7865 or www.clep.org. To report examination scores to SCNM, use score report code #7563. An official score from the College Board/CLEP must be mailed directly to SCNM.

<table>
<thead>
<tr>
<th>CLEP Examination</th>
<th>Credit Equivalent</th>
<th>Minimum Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>(ENG) Fres. College Comp.</td>
<td>6 sem. or 9 qtr. credits</td>
<td>44</td>
</tr>
<tr>
<td>(PSY) Human Growth and Dev.</td>
<td>3 sem. or 9 qtr. credits</td>
<td>45</td>
</tr>
<tr>
<td>(PSY) Intro. To Edu. Psychology</td>
<td>3 sem. or 4.5 qtr. credits</td>
<td>47</td>
</tr>
<tr>
<td>(PSY) Intro. to Psychology</td>
<td>3 sem. or 4.5 qtr. credits</td>
<td>47</td>
</tr>
</tbody>
</table>

Deadline for Application

SCNM accepts applications on a rolling basis until all spaces are filled. Application deadlines are listed below. Candidates who have selected SCNM as their first choice are encouraged to apply on or before the early decision date.

SPRING START (mid-April)

Early Decision: August 1 of prior year
Priority Deadline: December 1 of prior year

FALL START (early October)

Early Decision: November 1 of prior year
Priority Deadline: March 1 of same year
ND Admissions

Application for Admission

Please contact the Admissions Office for assistance or more information at (480) 858-9100, or visit our website at www.scnm.edu. To apply online go to https://portal.ndcas.org.

Prospective students who wish to enter the ND program must complete the application materials and meet the following application requirements:

1. Application through NDCAS (https://portal.ndcas.org)
2. Non-refundable application fee payable to NDCAS (See Tuition and Fees).
3. Three letters of recommendation mailed directly to NDCAS:
   - One academic reference
   - One regulated health care professional reference
   - One additional reference from either of the above categories or from an employer/volunteer supervisor
4. Essays
5. Curriculum vitae/resume
6. Official transcripts
   Official transcripts from all post-secondary institutions attended, including military training transcripts for veterans, traditional college coursework, and vocational training, showing completion of academic requirements
7. In-person interview
   Qualified applicants selected for interview will be contacted by the Admissions Office.
8. Criminal background check
   SCNM requires applicants who are offered admission to undergo a criminal background check. For the 2018-2019 application cycle, SCNM has contracted with Certiphi Screening, Inc., to facilitate the criminal background check. The applicant’s offer of admission will not be considered final, nor will the applicant be permitted to enroll, until completion of a background check with results deemed acceptable by SCNM. Convictions of a criminal offense, other than a minor traffic offense, are required to be disclosed, including the nature of the offense and what disposition occurred as a result of that offense. This disclosure must be made whether or not a sentence was served and/or civil rights have been restored, or whether the conviction(s) were expunged from the record. A prior felony conviction does not necessarily preclude an applicant from being admitted to SCNM, but professional licensing boards in the state of Arizona and elsewhere may refuse to issue a license if an individual has a felony or other conviction on his or her record.
9. A signed agreement to abide by SCNM’s Alcohol and Drug Abuse Prevention Policy
10. International applicants must also satisfy these additional application requirements:
    - International transcript evaluation for all work completed in a foreign country
    - A complete financial guarantee form with proof of sufficient financial resources to cover anticipated costs of study
    - Copy of current passport
    - SCNM reserves the right to require international applicants whose first language is not English to provide an English Language Test report (IELTS or TOEFL preferred) from an approved testing site. SCNM requires a minimum score of 80 on the Internet-based test or IELTS Band 6.5. Additionally, international students may be required to complete a medical terminology course with a C or better. (See International Applicants.) Test results must be received prior to issuance of full admission. For more information please contact the Admissions Office at admissions@scnm.edu.

11. Transfer Credit
   Students entering the Doctor of Naturopathic Medicine Program who have completed coursework or have graduated from a domestic or foreign accredited professional school or program (i.e., ND, MD, DO, DC, DDS, etc.) may apply for transfer credit. Transfer credit will be determined during the admissions process and will not be considered after matriculation. (See Transfer Credit Policy.)

Technical Standards

An SCNM Doctor of Naturopathic Medicine student must possess aptitude, abilities, and skills in all five areas listed below and be able to meet them with or without accommodation. If at any time the student can no longer meet these technical standards or requires additional accommodations, the Dean of Students must be notified immediately:

1. Observation
   Students must be able to observe demonstrations, conduct experiments, and tolerate normal odors associated with the basic sciences, including, but not limited to: anatomic dissection of preserved tissues and cadavers, microbiologic cultures, microscopic studies of microorganisms, and animal and human tissues in normal and pathologic states.
A student must be able to observe patients accurately at a reasonable distance and close at hand, noting non-verbal as well as verbal signals. Specific observational requirements include but are not limited to the following abilities: detecting and identifying significant changes in colors of fluids, skin, culture media, and dipstick tests; perceiving with acuity and accurately discriminating findings on x-rays and other imaging tests; efficiently reading written and illustrated material; observing intracellular details through a microscope; observing demonstrations in the classroom, including projected slides, films, videos, and overheads; observing and differentiating changes in body movement; observing anatomic structures; discriminating numbers and patterns associated with diagnostic instruments and tests, such as sphygmomanometers and electrocardiograms; and competently using instruments such as the otoscope, ophthalmoscope, microscope, and stethoscope.

2. Communication

Students must be able to actively listen and relate effectively and sensitively to patients of all genders, ages, races, lifestyles, sexual orientations, and cultural backgrounds and be able to convey a sense of compassion and empathy. A student must be able to observe and clearly communicate with patients in order to elicit information; accurately describe changes in mood, activity, and posture; and be able to perceive verbal as well as nonverbal communications. Communication includes speech as well as reading and writing. Medical education presents exceptional challenges in the volume and breadth of required reading and the necessity to impart information to others. Students must be able to communicate quickly and effectively in oral and written English with all members of the health care team. Specific requirements include but are not limited to the following abilities: communicating rapidly and clearly with the medical team during case report, eliciting a thorough history from patients, and communicating complex findings in appropriate terms to patients and to various members of the health care team. Students must learn to recognize and promptly respond to emotions such as sadness, worry, and agitation, as well as lack of comprehension of physician communication. Each student must be able to read and accurately record observations and plans legibly, efficiently, and accurately in documents such as the patient record. Students must be able to prepare and communicate concise and complete summaries of individual encounters. Students must be able to complete forms manually and on the computer keyboard, according to directions, in a complete and timely fashion.

3. Sensory and motor function

Students must be able to perform a complete physical exam of patients with acuity, accuracy, facility, and human compassion on patients of all genders utilizing palpation, auscultation, percussion, and other diagnostic maneuvers. In general, this requires sufficient ability to observe with acuity and process visual, auditory, exteroceptive (smell, touch, pain, and temperature), and proprioceptive (position, pressure, movement, stereognosis, and vibratory) phenomena accurately, as well as the ability to manipulate patients, medical instruments, and equipment with precision at a fine level of movement. Methods of surgical instruction include practice on living or preserved animal tissues. A student should be able to provide general care and emergency treatment to patients in a timely manner. Examples of such emergency treatment reasonably required of physicians include responding quickly when called, initiating cardiopulmonary resuscitation, administering intravenous medication, applying pressure to stop bleeding, opening obstructed airways, suturing wounds, performing basic male and female exams, and other physical maneuvers.

Cardiopulmonary resuscitation may require moving an adult patient, repeatedly applying considerable chest pressure, delivering an adequate volume of artificial respiration, and calling for help. A student should be able to learn to perform basic laboratory tests, e.g., urinalysis, complete blood count, and diagnostic and therapeutic procedures, e.g., phlebotomy, acupuncture, minor surgery, and arthrocentesis. Students must be able to measure angles and diameters of various body structures using tape measure and goniometer, measure blood pressure and pulse, and interpret graphs describing biologic relationships. Students must have the strength, coordination, and ability to use the torso and limbs to position oneself and skillfully and successfully perform common naturopathic manual procedures and techniques.

4. Intellectual, conceptual, integrative, and quantitative abilities

These abilities include measurement, calculation, reasoning, analysis, judgment, and synthesis. The student must also be able to recognize letters and numbers quickly and accurately. Clinical reasoning and problem solving, critical skills demanded of physicians, require all of these intellectual abilities and must be performed quickly, especially in emergency situations. Moreover, the effective physician often must deal with several tasks or problems simultaneously (“multitasking”). Students must be able to identify significant findings from history, physical examination, and laboratory data; provide a reasoned explanation for likely diagnoses; construct a reasoned and cost-effective diagnostic plan; and prescribe medications and therapy, recalling and retaining information in an efficient and timely manner. Students must be able to
ND Admissions

identify and communicate the limits of their knowledge to others when appropriate. The ability to incorporate new information from peers, teachers, and medical literature in formulating diagnoses and plans is essential. Good judgment in patient assessment, diagnostic, and therapeutic planning is essential.

5. Behavioral and social attributes

Empathy, integrity, honesty, concern for others, good interpersonal skills, interest, and motivation are all required personal qualities. Students must be able to fully utilize their intellectual abilities, exercise good judgment, and promptly complete all responsibilities attendant to the diagnosis and care of patients in all clinical and academic settings. They must be able to develop mature, sensitive, professional, and effective relationships with patients of all genders, ages, races, lifestyles, sexual orientations, and cultural backgrounds, as well as with their families, with other health care providers, and with all members of the learning and working community. At times this requires the ability to be aware of and appropriately react to one’s own immediate emotional responses. For example, students must maintain a professional demeanor and be able to function at a high level in the face of personal fatigue, dissatisfied patients and their families, and tired colleagues. Students must be able to develop professional relationships with patients and their families, providing comfort and reassurance when appropriate while protecting patient confidentiality. Students must be able to maintain professional conduct when interacting with patients and the families of patients suffering from catastrophic illness, trauma, and death. Students must possess adequate endurance to tolerate physically taxing workloads and to function effectively under stress. At times, all students are required to work for extended periods, occasionally with rotating shifts. Students must be able to adapt to changing environments, to display flexibility, and learn to function in the face of the uncertainties inherent in the clinical problems of many patients. Students are expected to accept appropriate suggestions and criticism and, if necessary, respond by modifying their behavior.

Applicants/Students with Disabilities

SCNM welcomes applications from students from all backgrounds and does not discriminate on the basis of race, ethnicity, gender, social-economic background, religion, sexual orientation, gender expression or identity, age, disability, veteran status, nationality, thinking styles, or life experiences. SCNM is committed to complying with all applicable provisions of the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973.

It is SCNM policy not to discriminate against any qualified student or applicant with regard to any terms or conditions because of such individual’s disability or perceived disability, so long as the student can perform the essential functions of the program (see Technical Standards for the Doctor of Naturopathic Medicine). Consistent with this policy, the College will provide reasonable accommodations to a qualified individual with a disability, as defined by the ADA, who has made SCNM aware of his or her disability, provided that such accommodation does not constitute an undue hardship to SCNM.

Persons with disabilities who meet the technical standards, possess the required abilities, and meet all academic qualifications for admission are encouraged to apply for admission. A completed Accessibility Intake Form and adequate documentation must be submitted to the Dean of Students prior to matriculation.

Matriculated students with disabilities who believe they need a reasonable accommodation to perform the essential functions of a student must contact the Dean of Students to make appropriate arrangements prior to the beginning of each quarter. Students will be required to provide substantive evidence of a disability as defined by the ADA and complete the Accessibility Intake form on MySCNM.

If a student, after following SCNM procedures, believes SCNM is not fulfilling its responsibilities under the ADA or other acts, they may contact the Dean of Students for further advice and assistance. If the matter remains unresolved, the student may file a complaint with the Human Resource Office (compliance officer for the ADA and Rehabilitation Act).

Admissions Decision

It is the responsibility of the Admissions Committee to select applicants who are best qualified to complete the required training and most likely to become the best possible physicians. Applicants are selected for admission to SCNM based not only on their scholastic achievements and ability, but also on their experience and their intellectual, physical, and emotional capabilities to meet the requirements of the SCNM curriculum and have a successful career in naturopathic medicine. The Admissions Committee recognizes that academic competency is essential for success in medical school. Intellectual curiosity and undergraduate grades help to demonstrate academic competency. The Admissions Committee exercises its judgment on behalf of SCNM. The Committee considers academic ability as well as character, extracurricular
achievement, commitment to service, and overall suitability for the naturopathic medical profession based on information in the student's application, letters of recommendation, and personal interviews.

The Admissions Committee makes the final decision regarding an applicant's admission. The decision may be one of the following:

- Accepted – all admission requirements are met
- Accepted with provisions – must meet admission requirements prior to matriculation
- Application pooled – admission decision pending review of additional information
- Admission denied - applicants who are denied may reapply after one (1) year

The Admissions Department will notify the applicant in writing of the decision. Applicants may also view their application status and decision on MySCNM. Admitted students must remit a non-refundable deposit (see Tuition and Fees) and signed enrollment agreement by the date stipulated in their acceptance letter to hold a place in the class. The deposit is credited toward the first quarter's tuition. All application files are the property of SCNM and cannot be returned. SCNM reserves the right to admit or reject applicants, at its sole discretion, at any point during the admission process. SCNM does not discuss Committee decisions regarding an applicant's file. The decisions of the Admissions Committee are final and are not subject to appeal.

Admission before Receipt of Final Transcript

Students enrolled in other colleges/universities are considered for admission on the basis of meeting all admission requirements prior to matriculating, except for a final transcript of work in progress. This final official transcript must be sent to the Admissions Office upon completion of the work in progress. Only under these conditions will the student be allowed to register for and attend courses. Official documentation of completion of prerequisites must be received by the first day of registration for the second quarter, or the student may not be permitted to register. In the event that the applicant does not qualify, the College reserves the right to cancel admission and registration.

Deferral of Admission

Applicants who have been offered either full or provisional admission may, in extreme circumstances, apply for a deferral of their entrance, not to exceed two quarters. Applications for deferrals are accepted on a space-available basis. An application for deferral will not be processed until the admission deposit is received. Students deferring admission must do so by the end of the first week of class in the quarter for which they were accepted. Students applying for a deferral of admission must meet any and all new admission requirements for that entrance year. Applicants who need additional time beyond two quarters must reapply with a full application. A student who desires a deferral must make a request in writing to the Admissions Office. A non-refundable Deferral Application Fee (see Tuition and Fees) is required to transfer a deposit to a new entering class.

Reapplication Process

Applicants who have submitted a full application for admission to SCNM within the past year are eligible to submit a reapplication. The applicant must submit the requirements outlined below directly to SCNM. Applicants who were denied admission to SCNM may reapply after one (1) year and must submit a new application through NDCAS. Below are the requirements for the reapplication process:

1. Re-application form available on www.scnm.edu
2. Non-refundable application fee
3. One additional academic letter of reference
4. Essay*
5. Curriculum vitae/resume
6. Official transcripts for any post-secondary coursework completed since original application
7. In-person interview (qualified applicants selected for interview will be contacted by the Admissions Office)

*In the essay, the applicant must provide a description of work and professional experiences, academic courses taken, etc., that have been part of their life experience since the original application to SCNM, along with reasons why the applicant should be reconsidered for admission.

International Applicants

SCNM welcomes applications from international candidates. International applicants for the ND program may substitute additional CLEP examinations for prerequisite requirements. Transcripts from international institutions must be translated and evaluated by an international transcript evaluation service. Fees for this service are the responsibility of the applicant. The applicant must request a
ND Admissions

subject analysis transcript evaluation. The report must be mailed directly to the SCNM Admissions Office and received before an evaluation of the applicant’s file can begin. Additional coursework materials, such as catalogs, course descriptions, and syllabi, if requested, must be translated into English by a professional service.

US Immigration and Customs Enforcement (SEVIS) Requirements

SCNM’s ND program is approved by the U.S. Immigration and Customs Enforcement (SEVIS) to enroll international students on an F1 Visa. SCNM’s International Student Services are handled by the office of the V.P. for Student Affairs. Additional Designated Student Officer (DSO) includes the Director of Admissions. International student resources can be found on MySCNM. International applicants must submit a financial guarantee form and provide proof of sufficient financial resources to the Admissions Office to cover anticipated costs of study. The Admissions Office will issue a Form I-20 to be used by the applicant to obtain a student visa only after acceptance to SCNM and confirmed receipt of the admissions deposit. This request must be received no less than 60 days prior to planned matriculation. Anticipated costs of study include travel, tuition, school fees, books, other study expenses, and all living expenses for the student (and dependents, if applicable) for the first year of study.

All payments to SCNM must be made in U.S. dollars. International students must maintain full-time enrollment at all times unless otherwise following the articulated program of study. All exceptions require approval from the Dean of Students. Prospective students with questions should contact the Admissions Office at admissions@scnm.edu.

Transfer Applicants

Applicants who wish to transfer from another accredited (or candidate) professional-level medical degree program must meet all admission requirements, including payment of fees. A letter of recommendation from the Academic Dean of the school or program from which the applicant is transferring indicating the student is leaving in good academic standing is required. Transfer students are also required to submit a completed Verification of Student Conduct form signed by the Dean of Students or the Registrar of the previously attended institution verifying that the student was not subject to any disciplinary actions. Transfer applicants studying in the U.S. on a visa must work with the institution they are transferring from to transfer their student visa to SCNM.

Transfer Credit Policy

Students entering the Doctor of Naturopathic Medicine Program who have completed coursework or have graduated from a domestic or foreign accredited professional school or program (i.e., ND, MD, DO, DC, DDS, etc.) may apply for transfer status. The transfer transcript evaluation fee is waived for transfer applicants from other naturopathic institutions.

Only coursework completed prior to matriculation at SCNM will be applied toward transfer credit, with the exception of approved coursework taken while dual enrolled at Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA) or the Mel and Enid Zuckerman College of Public Health (MEZCOPH) at the University of Arizona. (See Program Articulation Agreements and Partnerships.) Clinical training credit cannot be transferred or earned through the completion of a competency exam, with the exception of 12 or less credits completed at another accredited naturopathic institution and less than five years’ lapse in their completion. Transfer status does not imply or guarantee that a student will graduate in less than four calendar years.

All applicants seeking transfer credit should submit a completed Transfer Evaluation Form a minimum of three months prior to matriculation. A non-refundable Transfer Transcript Evaluation fee (good for one academic year pre-matriculation) must be submitted to the Admissions Office with the completed application for admission. The transfer evaluation fee is applied to the first quarter’s tuition upon matriculation (see Tuition and Fees). Transfer credits are counted toward the total hours required for graduation but are not counted toward the GPA. If an applicant did not accept admission to SCNM and reapplied to enroll at a later date, the student is subject to all fees upon second application. Transfer students are required to fulfill the same number of credits required in their program of study as outlined in the catalog.

Transfer students must complete the Doctor of Naturopathic Medicine Program in the time determined upon the transfer evaluation and in accordance with the number of credits transferred. (See Satisfactory Academic Progress for prescribed program of study).

International Professional Degree Transfer

Coursework taken at an international institution must meet standards approved by the National Council on the Evaluation of Foreign Education Credentials and Transcripts. Course descriptions and syllabi must be translated and evaluated by an international transcript evaluation service. The applicant must request a subject
analysis transcript evaluation which includes grades, credits, and equivalencies. Fees for this service are the responsibility of the applicant. Report results must be mailed directly to the Admissions Office and must be received before an evaluation of the applicant’s file can begin.

Financial Aid

Direct Unsubsidized Loans are available to students in the Doctor of Naturopathic Medicine program who qualify and are non-need-based. The maximum amount a student may borrow in Direct Unsubsidized Loans is $40,500 per nine-month academic year. The student is responsible for the interest that accrues on an unsubsidized loan. Students have the option of paying the interest while in school, or adding the interest to the principal balance at the time of repayment. Students may not exceed the total loan limit of $40,500 per academic year. The aggregate limit for Direct Unsubsidized loans is $224,000.

Private student loans are also available to those who qualify and are credit based. There are no fixed annual or aggregate loan limits for private student loans. However, private loans may not exceed the cost of attendance for a nine-month academic period. (See Financial Policies.)

Veterans Benefits

SCNM’s Doctor of Naturopathic Medicine program is an approved program of study by the Department of Veterans Affairs (VA) for students eligible to receive VA benefits. Eligibility for VA benefits is determined by the appropriate VA Benefits Office. Students must contact the VA Office and complete required approval forms to determine eligibility. After the student has completed the process, the student must submit their notice of eligibility and status of benefits to the Registrar’s Office.

SCNM is an approved participant in the U.S. Department of Veterans Affairs’ Yellow Ribbon program. Individuals who qualify for the post-9/11 GI Bill® at the 100% rate may be eligible for additional funding to help them achieve their educational goal.

The Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post-9/11 GI Bill® that allows veterans to attend private schools and graduate programs costing more than the annual state tuition cap. Under the program, SCNM offers a veterans-only scholarship which the VA will then match. This benefit is offered to a limited number of students on a first-come, first-served basis. Veterans should contact the Registrar’s Office for further information on benefits and submission of the Yellow Ribbon Program Application.

VA Benefits are not considered Estimated Financial Assistance when determining eligibility for Direct Loans. Veterans must continue to achieve Satisfactory Academic Progress (SAP) toward their educational program(s) each term in order to remain eligible for benefits. SCNM must report to the VA Office if a student is not making SAP or if there is any change in enrollment status. (See Satisfactory Academic Progress for prescribed program of study.)

Students who served on Active Duty may be eligible for education benefits offered by the Department of Veteran Affairs. Students currently serving in the military or who are the spouse or child of a service member may be eligible for funding offered through the Department of Defense Tuition Assistance program. Students should check eligibility status and the amount for which they qualify prior to enrolling. For additional information, refer to the financial aid web page on the SCNM website. SCNM has agreed to comply with the Principles of Excellence as issued in Executive Order 13607 and signed on April 27, 2012.

Refer to Military Leave of Absence and to the Withdrawal Refund Policy.
The courses in the Department of Pre-Clinical Studies focus on the development, enhancement, and exercise of cognitive analytical and evaluative thinking in the clinical context. These skills are enhanced through hands-on practice in the lab setting. Students develop and practice clinical skills in preparation for the clinical milestone examinations.

Department of Pre-Clinical Studies
Department Chair: Jaclyn Bain, ND
The courses in the Department of Pre-Clinical Studies focus on the development, enhancement, and exercise of cognitive analytical and evaluative thinking in the clinical context. These skills are enhanced through hands-on practice in the lab setting. Students develop and practice clinical skills in preparation for the clinical milestone examinations.

Division of Human Studies
Division Director: Jaclyn Bain, ND

Department of Basic Medical Sciences
Department Chair: Yasmin Hili, PhD
The courses in the Department of Basic Medical Sciences focus on principles and concepts relative to the structure and functions of the human body. Didactic courses and labs integrate anatomy, embryology, biochemistry, immunology, microbiology, physiology, pathology, and pharmacology. Emphasis is placed upon studying both the human systems used to maintain health, and the transitional pathophysiologic processes that contribute to maintaining life.

Department of General Medicine
Department Chair: Pamela Howell, MD
The courses in the Department of General Medicine emphasize the integration of knowledge with the practical application of primary naturopathic medicine. Didactic courses are designed and organized by body systems and integrate biomedical sciences with clinical applicability.

Department of Research
Department Chair: Jeffrey Langland, PhD
The Department of Research provides coursework that addresses the fundamentals of advanced scientific method in medicine and the practices and policies of the generic research community. Students learn scientific literature review and evaluation of reliability of published data. Students with a strong interest in the conduct of research may, with the supervision of a faculty member, enroll in research selectives and, taking advantage of available resources, conduct a research project which may lead to publication. Members of the research department are actively involved in research and maintain relationships with other area institutions such as the Bio-Design Institute at ASU, T-GEN North, and the University of Arizona.

Research at SCNM is guided by two internal institutional groups: The Research Advisory Board (RAB) is responsible for the review of research protocols, taking into account scientific merit, ethical considerations, program relevance, and public responsibility; and the Institutional Review Board (IRB) assures compliance with medical ethics and human subjects’ research protection. The IRB will not accept protocols without prior RAB review and approval.

Division of Therapeutics
Division Director: Katrina Stage, ND, RH (AHG)

Department of Acupuncture and Oriental Medicine
Department Chair: Yong Deng, MD (China), LAc
In the Department of Acupuncture and Oriental Medicine, students are trained to practice safely and competently while proving basic competency in Traditional Chinese Medicine (TCM). The curriculum includes didactic courses and labs in fundamental concepts of Oriental Medicine, diagnosis, meridians and points, pathology, acupuncture techniques, and case analysis and management.

Department of Physical Medicine
Department Chair: Nick Buratovich, NMD
The courses in the Department of Physical Medicine focus on orthopedic physical assessment techniques and treatment modalities including therapeutic touch, palpation, a variety of soft-tissue and osseous manipulation techniques, and hydrotherapy. Patient case management for functional improvement in injury states, postural stress conditions, pain management, and structural integration are emphasized.

Department of Botanical Medicine
Department Chair: Patricia Gaines, ND, RH (AHG)
The Department of Botanical Medicine provides training in the medicinal and clinical application of plants. The curriculum recognizes historical and traditional use as well as modern research. Courses are offered in several venues including field study, lecture, and medicine-making.
laboratory. Instruction focuses on clinical use, pharmacognosy, specific indication, dosage, formulation, and safety considerations. Materia medica classes are organized based on organ systems and reinforced through case studies. Emphasis is placed on understanding the unique properties of each herb and how to best apply botanical medicine to a variety of patient populations. Use of botanical medicine is discussed for the treatment of acute and chronic illness as well as prevention and wellness.

**Department of Homeopathy and Pharmacology**

*Department Chair: Stephen Messer, ND, DHANP*

The courses in the Department of Homeopathy and Pharmacology prepare students to be competent in case-taking, prescription, and patient management with emphasis on the recognition of the body’s process of healing. Students study the historical, current, and evolving use of homeopathic medicines in naturopathic practice.

**Department of Mind-Body, Environmental Medicine, and Naturopathic Philosophy**

*Department Chair: Vacant*

Courses in the Department of Mind-Body and Environmental Medicine emphasize the intuitive, communicative, and therapeutic skills needed to be an effective practitioner. Focus is placed on the body, mind, and spirit interactions found within the patient’s health needs and in the doctor/patient relationship. Didactic courses also focus on environmental toxins that adversely affect health, such as solvents, pesticides, heavy metals, plastic, and other pollutants. Labs provide opportunities to practice techniques that elicit detoxification in reducing toxicity and improving overall health.

**Department of Nutrition**

*Department Chair: Vacant*

The Department of Nutrition emphasizes the body’s metabolic pathways for macronutrients and micronutrients, individualized nutrient requirements, and therapeutic dietary protocols with an emphasis on whole foods. Based on the recognition that diet is a critical foundation for health, students learn to analyze patient diets and to use speciality testing to make appropriate recommendations. Students will have the opportunity to practice nutritional counseling and to utilize the teaching kitchen to integrate their knowledge. Critical analyses of the current evidence for nutritional and supplemental interventions are considered.
ND Program of Study

Second Calendar Year
(Third Calendar Year in the Five-Year Track)

The second calendar year continues the basic medical science curriculum and focuses on the body’s pathological transitions through disease, along with clinical recognition of these processes using physical, clinical, and lab diagnosis. Courses in the naturopathic modalities such as nutrition, mind-body medicine, homeopathy, and Oriental medicine are explored during the second year.

Third and Fourth Calendar Years
(Fourth and Fifth Calendar Years in the Five-Year Track)

In the final two calendar years, clinical methods of naturopathic medicine are presented and expanded in both the classroom and the clinical setting. Students have the opportunity to work with various patient populations at the SCNM Medical Center, Neil Riordan Center for Regenerative Medicine, and SCNM affiliated sites. In the final academic year of the program, students concentrate on clinical training and take fewer didactic credits.

For a detailed list of required courses, see the Doctor of Naturopathic Medicine Program of Study

Selectives

SCNM offers selectives, or required electives, in the naturopathic medical degree program as part of the core curriculum. Selectives are advertised prior to registration, and an enrollment of 10 students is required before the selective will be offered (see Adding & Dropping Courses for prescribed program of study). Students will register for selectives online during the published registration timeframe. (For a list of potential selectives, please see Selective Course Descriptions.)

Alumni Non-Degree Enrollment

Life-long educational opportunities are available to alumni of SCNM. Alumni of the Doctor of Naturopathic Medicine (ND) program are welcome to enroll in and attend one free course in the SCNM ND program per year. Free courses do not include continuing medical education units, selectives, intensives, special seminars, conferences, or the board review courses. Courses may be taken as audit or for credit; to earn credits, courses must be taken for a grade and require completion of all course requirements as indicated in the course syllabus.

Academic Coursework

First Calendar Year
(First Two Calendar Years in the Five-Year Track)

The first calendar year begins with the basic medical science curriculum in the study of biochemistry and normal structures and functions of the body, including anatomy and physiology (year two of the 5-year track). This material is organized by systems. Courses in research and the naturopathic modalities, history, and philosophy are introduced; and early clinical experiences begin with an introduction to clinical practice. These experiences include opportunities to work with standardized patients in clinical settings and shadow physicians in private practice during field observation.
The Doctor of Naturopathic Medicine program has been developed to ensure that students have the opportunity to build a strong foundation and to demonstrate competency in each major naturopathic modality, including acupuncture and Oriental medicine, botanical medicine, homeopathy, mind-body medicine, physical medicine, environmental medicine, pharmacology, and nutrition. Laboratory courses include dissection of cadavers, physical exams, palpation, manipulation, acupuncture, hydrotherapy, microbiology, histology, preparation of herbal medicines, and the use of simulation models. Didactic courses include traditional and adult learning classroom teaching methods, group projects, and experiential coursework.

Credit Equivalence
Courses are reported in quarter credit hours according to the following values:

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<thead>
<tr>
<th>Type</th>
<th>Credit Value</th>
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<tbody>
<tr>
<td>Didactic</td>
<td>1 credit = 11 contact hours per quarter</td>
</tr>
<tr>
<td>Laboratory</td>
<td>1 credit = 11 contact hours per quarter</td>
</tr>
<tr>
<td>Clinical Clerkships</td>
<td>1 credit = 11 contact hours per quarter</td>
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## Program of Study - Year One

### Quarter 1  Fall 2018-2019/Spring 2019-2019

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<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Clinic</th>
<th>Lab</th>
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**Year 1 Quarter 1 Totals**

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**Year 1 Quarter 2 Totals**

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### Quarter 3  Spring 2019-2020/Fall 2019-2020

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**Year 1 Quarter 3 Totals**

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*See below for additional courses and credits that count toward degree completion*

**Year 2 Quarter 4 Totals**

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**Grand Totals - Year 1**

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## Program of Study - Year Two

### Quarter 5: Fall 2019-2020/Spring 2019-2020

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See below for additional courses and credits that count toward degree completion.

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### Quarter 6: Winter 2019-2020/Spring 2019-2020

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See below for additional courses and credits that count toward degree completion.

**Year 2 Quarter 6 Totals**: 44.0 55.0 214.5 313.50 28.5

### Quarter 7: Spring 2019-2020/Fall 2020-2021

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See below for additional courses and credits that count toward degree completion.

**Year 2 Quarter 7 Totals**: 60.5 33.0 170.5 264.00 24.0

### Quarter 8: Summer 2019-2020/Winter 2020-2021

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See below for additional courses and credits that count toward degree completion.

**Year 2 Quarter 8 Totals**: 6.0 22.0 142.5 164.50 9.5

**Grand Totals - Year 2**: 148.5 132.0 753.0 1,033.50 88.5
### Program of Study - Year Three

#### Quarter 9  Fall 2020-2021/Spring 2020-2021

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<tr>
<td>GYNE 7020L</td>
<td>Gynecology Lab (may be taken in Qtr 10 or Qtr 11)</td>
<td>22.0</td>
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<td>HMEO 7030</td>
<td>Homepathy III</td>
<td>11.0</td>
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<tr>
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<tr>
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<td>Minor Surgery I</td>
<td>16.5</td>
<td>16.5</td>
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<td>176.0</td>
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See below for additional courses and credits that count toward degree completion.

**Year 3 Quarter 10 Totals:**

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#### Quarter 11  Spring 2020-2021/Fall 2021-2022

<table>
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<tr>
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<th>Lab</th>
<th>Didactic</th>
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<th>Total Credit Hours</th>
</tr>
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<tbody>
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<td>BOTM 7050</td>
<td>Botanical Med V: Nat Mat Med Pharm &amp; Ther III</td>
<td>22.0</td>
<td>22.0</td>
<td>2.0</td>
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<td>44.00</td>
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<td>Gen Med Practice: Cardio/Vasc Med</td>
<td>16.5</td>
<td>16.5</td>
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<td>33.0</td>
<td>33.00</td>
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<tr>
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<td>PSYC 7034</td>
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<td>88.0</td>
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See below for additional courses and credits that count toward degree completion.

**Year 3 Quarter 11 Totals:**

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#### Quarter 12  Summer 2020-2021/Winter 2021-2022

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<th>Lab</th>
<th>Didactic</th>
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<th>Total Credit Hours</th>
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<tr>
<td>Peds 8020</td>
<td>Pediatrics II</td>
<td>22.0</td>
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<td>44.0</td>
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<td>EMND 8014</td>
<td>Emergency Medicine</td>
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<td>66.0</td>
<td>66.00</td>
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<tr>
<td>GNMP 7041</td>
<td>Gen Med Practice: Pulmonology</td>
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See below for additional courses and credits that count toward degree completion.

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**Grand Totals - Year 3:**

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<td>1,100.0</td>
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## Program of Study - Year Four

### Quarter 13

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<th>Total Credit Hours</th>
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</tr>
<tr>
<td>GNMP 8050</td>
<td>Gen Med Practice: Rheumatology</td>
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<tr>
<td>GNMP 8051</td>
<td>Gen Med Practice: Muscul / Ortho</td>
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<tr>
<td>PSYC 8040</td>
<td>Mind Body Med: Medical Mgmt of Addiction</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MNGT 8040</td>
<td>Practice Management IV. Administration (weekend intensive)(Spring entry only)</td>
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<tr>
<td>MSRG 8200</td>
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<td>Minor Surgery Lab II</td>
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<td>CLTR 8000</td>
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See below for additional courses and credits that count toward degree completion.

### Quarter 14

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<th>Total Credit Hours</th>
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</tr>
<tr>
<td>GNMP 8060</td>
<td>Gen Med Practice: Neurology</td>
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<tr>
<td>GNMP 8061</td>
<td>Gen Med Practice: Oncology</td>
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<td></td>
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</tr>
<tr>
<td>CLTR 8000</td>
<td>Clinical Clerkships (5)</td>
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<tr>
<td>CLTR 4904 or CLTR 4908</td>
<td>Comprehensive Clinical Skills Assessment II ¹</td>
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See below for additional courses and credits that count toward degree completion.

### Quarter 15

<table>
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<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Spring 2021-2022/Fall 2022-2023</th>
<th>Contact Hours</th>
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<tbody>
<tr>
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<tr>
<td>CAPS 8034</td>
<td>NPLEX II Review (weeks 1-11)</td>
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<tr>
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<td>Gen Med Practice: Urology / Kidney / Male (weeks 1-8)</td>
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<tr>
<td>GNMP 8076</td>
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<tr>
<td>GNMP 8074</td>
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</tr>
<tr>
<td>MNGT 8040</td>
<td>Practice Management IV. Administration (weekend intensive)(Fall entry only)</td>
<td>11.0</td>
<td>11.0</td>
<td>1.0</td>
<td></td>
</tr>
<tr>
<td>CLTR 8000</td>
<td>Clinical Clerkships (5) (weeks 1-11)</td>
<td>22.0</td>
<td>22.0</td>
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</table>

See below for additional courses and credits that count toward degree completion.

### Additional courses and credits that count toward degree completion

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Contact Hours</th>
<th>Total Contact Hours</th>
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<tbody>
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<tr>
<td>FBO</td>
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**Totals**: 110.0 0.0 132.0 242.0 22.0

**Grand Totals - Year 4**: 792.0 11.0 351.5 1,154.5 99.5

### Grand Totals (all four years)

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<td>1,919.50</td>
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</table>

### CNME Requirement Grand Total (all four years)

<table>
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<tbody>
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<td>Clerkship Contact Hours</td>
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*The 12 -20 total credit hours of didactic selectives must be taken
** The lab post and medicinary/IV posts may be taken in Qtrs 4-8
***The 4 credit break rotation can be taken in Qtrs 9-15
¹ These hours do not count toward the 1200 clock hours of clinical training required by CNME.
² These hours count toward the 1200 clock hours of clinical training required by CNME.
### ND Program of Study

**SCNM Program of Study - 5 Year Track**

**Students Entering Fall 2018-2019 / Spring 2018-2019**

**Graduating Spring 2022-2023 / Fall 2023-2024**

## Program of Study - Year One

**Quarter 1**  
**Fall 2018-2019/Spring 2018-2019**

<table>
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<th>Course Title</th>
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<th>Lab</th>
<th>Didactic</th>
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<th>Total Credit Hours</th>
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**Year 1 Quarter 1 Totals**  

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**Total**  

|            | 44.0   | 0.0  | 77.0    | 121.00             | 11.0               |

**Quarter 2**  

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<tr>
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<td>Philosophical and Historical Foundations of Nat Med II</td>
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**Year 1 Quarter 2 Totals**  

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<th>Total Credit Hours</th>
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**Total**  

|            | 44.0   | 0.0  | 110.0   | 154.00             | 14.0               |

**Quarter 3**  
**Spring 2018-2019/Fall 2019-2020**

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**Year 1 Quarter 3 Totals**  

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**Total**  

|            | 44.0   | 22.0 | 88.0    | 154.00             | 14.0               |

**Quarter 4**  
**Summer 2018-2019/Winter 2019-2020**

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**See below for additional courses and credits that count toward degree completion**

**Year 1 Quarter 4 Totals**  

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**Grand Totals - Year 1**  

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**Total**  

|            | 132.0  | 22.0 | 368.5    | 522.50             | 47.5               |
## Program of Study - Year Two

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**Year 2 Quarter 5 Totals**

| 0.0 | 44.0 | 110.0 | 154.0 | 14.0 |

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**Year 2 Quarter 6 Totals**

| 0.0 | 44.0 | 88.0 | 132.0 | 12.0 |

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<td>Regional Anatomy, Embryology and Histology III</td>
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<tr>
<td>ANAT 5034/L</td>
<td>Regional Anatomy, Embryology and Histology III Lab</td>
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**Year 2 Quarter 7 Totals**

| 0.0 | 44.0 | 88.0 | 132.0 | 12.0 |

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See below for additional courses and credits that count toward degree completion

**Year 2 Quarter 8 Totals**

| 0.0 | 11.0 | 170.5 | 181.50 | 16.5 |

**Grand Totals - Year 2**

| 0.0 | 143.0 | 456.5 | 599.50 | 54.5 |
# ND Program of Study

## SCNM Program of Study - 5 Year Track
Students Entering Fall 2018-2019 / Spring 2018-2019 
Graduating Spring 2022-2023 / Fall 2023-2024

## Program of Study - Year Three

### Quarter 9 - Fall 2020-2021/Spring 2020-2021

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<td>Botanical Med II: Pharmacy of Botanical Med (may be taken in Qtr 10 or 11)</td>
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### Quarter 11 - Spring 2020-2021/Fall 2021-2022

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### Quarter 12 - Summer 2020-2021/Winter 2021-2022

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<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Clinic</th>
<th>Lab</th>
<th>Didactic</th>
<th>Total Contact Hours</th>
<th>Total Credit Hours</th>
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<tr>
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<td>Mind Body Med: Intro to Medical Psychotherapy (weeks 4-11)</td>
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<td>PHMD 6040</td>
<td>Physical Med IV: Physiotherapy Modalities (weeks 4-11)</td>
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<td>Oriental Med VI: Acupuncture Techniques (weeks 4-11)</td>
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See below for additional courses and credits that count toward degree completion (can be used).

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<th>Year 3 Quarter 12 Totals</th>
<th>Contact Hours</th>
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### Year 3 Totals

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<tr>
<td>1,033.5</td>
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### ND Program of Study

#### SCNM Program of Study - 5 Year Track

**Students Entering Fall 2018-2019 / Spring 2018-2019**

**Graduating Spring 2022-2023 / Fall 2023-2024**

### Program of Study - Year Four

#### Quarter 13  
**Fall 2021-2022/Spring 2022-2023**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Clinic</th>
<th>Lab</th>
<th>Didactic</th>
<th>Total Contact Hours</th>
<th>Total Credit Hours</th>
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<tbody>
<tr>
<td>BOTM 7030</td>
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<tr>
<td>GNMP 7020</td>
<td>Gen Med Practice: Gastroenterology</td>
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<td></td>
<td></td>
<td>27.5</td>
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<tr>
<td>GYNE 7010</td>
<td>Gynecology I</td>
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<tr>
<td>HMEO 7020</td>
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<tr>
<td>NUTR 7034</td>
<td>Nutrition III</td>
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<td>OMND 7057</td>
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<td>MNGT 7030</td>
<td>Practice Management III: Leadership (weekend intensive)</td>
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<tr>
<td>CLTR 7000</td>
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See below for additional courses and credits that count toward degree completion.

Year 4 Quarter 13 Totals  
88.0 | 0.0 | 187.0 | 275.0 | 25.0

#### Quarter 14  
**Winter 2021-2022/Summer 2021-2022**

<table>
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<th>Course Title</th>
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<th>Total Credit Hours</th>
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<tr>
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<tr>
<td>GNMP 7030</td>
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<tr>
<td>GNMP 7021</td>
<td>Gen Med Practice: Hematology</td>
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<tr>
<td>GYNE 7020L</td>
<td>Gynecology Lab (may take in Qtr 14 or Qtr 15)</td>
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<td>22.0</td>
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<tr>
<td>HMEO 7030</td>
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<td>22.00</td>
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<tr>
<td>MNGT 7020</td>
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<tr>
<td>MSRG 7010</td>
<td>Minor Surgery I</td>
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<td>16.5</td>
<td>16.50</td>
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<tr>
<td>MSRG 7010L</td>
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<tr>
<td>OBST 7010</td>
<td>Obstetrics</td>
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<tr>
<td>OMND 7070</td>
<td>Oriental Med VII: Case Analysis and Management I</td>
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<tr>
<td>NUTR 7044</td>
<td>Nutrition IV</td>
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</table>

See below for additional courses and credits that count toward degree completion.

Year 4 Quarter 14 Totals  
88.0 | 33.0 | 187.0 | 308.0 | 28.0

#### Quarter 15  
**Spring 2021-2022/Fall 2022-2023**

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<tr>
<th>Course #</th>
<th>Course Title</th>
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<tbody>
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<tr>
<td>GNMP 7040</td>
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<tr>
<td>HMEO 7040</td>
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<td></td>
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<td>22.00</td>
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<tr>
<td>MNGT 7030</td>
<td>Practice Management III: Leadership (weekend intensive)</td>
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<tr>
<td>PSYC 7034</td>
<td>Mind Body Med: Affect Psychotherapy /Crisis Intervention</td>
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<tr>
<td>OMND 7084</td>
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<tr>
<td>Peds 7010</td>
<td>Pediatrics I</td>
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See below for additional courses and credits that count toward degree completion.

Year 4 Quarter 15 Totals  
110.0 | 0.0 | 137.5 | 247.5 | 22.5

#### Quarter 16  
**Summer 2021-2022/Winter 2022-2023**

<table>
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<tr>
<th>Course #</th>
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<tbody>
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<td>Peds 8020</td>
<td>Pediatrics II</td>
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<td>CLTR 7000</td>
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See below for additional courses and credits that count toward degree completion.

Year 4 Quarter 16 Totals  
220.0 | 0.0 | 71.5 | 291.50 | 26.5

Grand Totals - Year 4  
506.0 | 33.0 | 561.0 | 1100.00 | 100.0

---

¹ Comprehensive Clinical Skills Assessment

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Page 51 | 2018-2019 Course Catalog
### Program of Study - Year Five

#### Quarter 17

<table>
<thead>
<tr>
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<th>Course Title</th>
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<tr>
<td>GNMP 8050</td>
<td>Gen Med Practice: Rheumatology</td>
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<tr>
<td>GNMP 8051</td>
<td>Gen Med Practice: Muscul / Ortho</td>
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<tr>
<td>PSYC 8040</td>
<td>Mind Body Med. Medical Mgmt of Addiction</td>
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<td>MNGT 8040</td>
<td>Practice Management IV: Administration</td>
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<td>MSRG 8020</td>
<td>Minor Surgery II</td>
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<td>MSRG 8020L</td>
<td>Minor Surgery Lab II</td>
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<td>Clinical Clerkships (5)</td>
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See below for additional courses and credits that count toward degree completion.

**Year 5 Quarter 17 Totals**: 220.0, 11.0, 71.5, 302.50, 27.5

#### Quarter 18

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<th>Course Title</th>
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<tr>
<td>GNMP 8060</td>
<td>Gen Med Practice: Neurology</td>
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<td>GNMP 8061</td>
<td>Gen Med Practice: Oncology</td>
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<tr>
<td>CLTR 8000</td>
<td>Clinical Clerkships (5)</td>
<td>220.0</td>
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<td>20.0</td>
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<td>Comprehensive Clinical Skills Assessment II</td>
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</table>

See below for additional courses and credits that count toward degree completion.

**Year 5 Quarter 18 Totals**: 242.0, 0.0, 38.5, 280.50, 25.5

#### Quarter 19

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</tr>
<tr>
<td>CAPS 8034</td>
<td>NPLEX II Review (weeks 1-11)</td>
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<tr>
<td>GNMP 8070</td>
<td>Gen Med Practice: Urology / Kidney / Male (weeks 1-8)</td>
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<td>Gen Med Practice: Geriatrics (weeks 1-8)</td>
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<td>GNMP 8074</td>
<td>Gen Med Practice: Men's Health (weeks 1-8)</td>
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<td>220.0</td>
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See below for additional courses and credits that count toward degree completion.

**Year 5 Quarter 19 Totals**: 220.0, 0.0, 120.5, 340.50, 25.5

#### Additional courses and credits that count toward degree completion

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<tr>
<td>TBD</td>
<td>Didactic Selectives* (may be taken in Qtr 4 or Qtr 8-19)</td>
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<td>110.00</td>
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<td>Medicinary/IV Post ** (may take in Qtr 4 or Qtr 8-12)</td>
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<td>Break Rotation** *** (may take in Quarters 9-19)</td>
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**Totals**: 110.0, 0.0, 132.0, 242.00, 22.0

**Grad Totals - Year 5**: 792.0, 11.0, 351.5, 1,154.50, 99.5

### Grand Totals (all five years)

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<tr>
<td>Credit Hours</td>
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<td>Contact Hours</td>
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<td>2,490.50</td>
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### CNME Requirement Grand Total (all five years)

| Clerkship Credits | 112.00 |
| Clerkship Contact Hours | 1,232.00 |

---

*The 12 - 20 total credit hours of didactic selectives must be taken.

**The lab post and medicinary/IV posts may be taken in Qtr 4 or Qtr 8-12.

1. These hours do not count toward the 1200 clock hours of clinical training required by CNME.

2. These hours count toward the 1200 clock hours of clinical training required by CNME.
Clinical Education Experience

Clinical experience begins in the first year and continues throughout the program. Experiences include introduction to clinical practice, clinical practice skills lab, field observation, laboratory posts, medicinary posts, specialty clinics, clinical milestone exams, and clinical clerkships. As students progress through the program, they gain greater clinical knowledge and more advanced clinical skills. Students begin their clinical experience in an observational role and then work with standardized patients during clinical practice skills labs and in the clinical milestone exams. As they progress through their clinical training and demonstrate competence, they assume a more active role in patient care under the direct supervision of a licensed physician.

Students complete a total of 1,232 contact hours (112 credits) in clinical training, which exceeds the standards set by the CNME. In SCNM’s clinical experience curriculum, no more than 4 credits may be field observation; and of the 108 credits of direct patient care, no more than 20 credits may be completed at elective off-sites. Supervising physicians must hold an active license in the United States or Canada. (For a description of the various clinical clerkships and posts, please see the ND Course Descriptions or contact the Off-site Clinical Experience Coordinator.)

In order to complete clinical training and meet graduation requirements for the Doctor of Naturopathic Medicine program of study, a student must:

- Complete 108 credits of clinical clerkships, 4 credits of field observation, 1 credit of lab post, and 1 credit of medicinary/IV post, for a total of 114 credits
- Have at least 500 patient contacts (at least 225 in a primary capacity)
- Complete the student clinical competencies
- Complete and pass the Clinical Milestone Exams
- Complete 108 credits of clinical clerkships, 4 credits of field observation, 1 credit of lab post, and 1 credit of medicinary/IV post, for a total of 114 credits
- Have at least 500 patient contacts (at least 225 in a primary capacity)
- Complete the student clinical competencies
- Complete and pass the Clinical Milestone Exams

All students are expected to follow current clinical policies and procedures as outlined in the SCNM Clinical Handbook. This includes maintaining a current clinical training certificate from the Arizona Naturopathic Physicians Board, current CPR certification, current TB screening, current Hepatitis B information, fingerprint clearance card, and any other required health information. Please see the SCNM Clinical Handbook on MySCNM and the complete list of Graduation Requirements.

Eligibility for Field Observation

In order to be eligible to participate in field observation, students must:

1. Complete quarters 1-3 of the Doctor of Naturopathic Medicine program, including a passing score on the CLPR 5030 Clinical Practice Exam
2. Apply for and receive a clinical training certificate (CTC) from the Arizona Naturopathic Physicians Medical Board
   - It is important to note that the CTC must be renewed annually for the duration of a student’s clinical training. Students who fail to renew their CTC are ineligible to continue their clinical training until such time that the CTC has been renewed.
3. Pass a mandatory drug test
4. Complete CPR training
5. Complete Hepatitis B information and TB screening

Eligibility for Clinical Clerkships

In order to be eligible to participate in the Doctor of Naturopathic Medicine clinical training program at SCNM, students must:

1. Complete 2nd year of academic program (3rd year for 5-year track)
2. Pass the Clinic Entry Exam
3. Take NPLEX I and comply with existing NPLEX policy
4. Maintain a current clinical training certificate (CTC) from the Arizona Naturopathic Physicians Medical Board.
   - It is important to note that the CTC must be renewed annually for the duration of a student’s clinical training. Students who fail to renew their CTC are ineligible to continue their clinical training until such time that the CTC has been renewed.
5. Provide a current copy of a CPR card, Hepatitis B information, TB screening, MMR information, fingerprint clearance card, and any other required health information
6. Pass a mandatory drug test

For additional details/requirements, please refer to the SCNM Clinical Handbook available on MySCNM.

All Doctor of Naturopathic Medicine (ND) students, including transfer students, must meet these requirements. Previous enrollment in a clinical training program at another naturopathic college or other medical college does not allow the student to enter SCNM’s clinical training program without meeting all of the above requirements.
ND Academic Policies

Enrollment

Once matriculated, a student must be continuously enrolled unless the student is taking an approved leave of absence. Full-time enrollment is defined as being enrolled for a minimum of 12 credits (didactic and/or clinical). Part-time enrollment is defined as being enrolled for a minimum of 6 credits but less than 12 credits. SCNM does not guarantee the length of the program to be less than four calendar years.

International students attending SCNM on an I-20 must maintain full-time enrollment at all times unless otherwise following the articulated program of study. All exceptions require approval from the Dean of Students. Please direct any questions regarding international student status to the Dean of Students’ Office.

Students who fail a course may not be eligible to progress in their prescribed program of study until the failed course has been successfully completed. Students may not take courses in advance of their program nor exceed the predetermined number of clinical clerkships as outlined in the SCNM Clinical Handbook without the approval of the APPC. Students are not allowed to attend, nor will credit be awarded for, courses/lab sections or clerkships for which they are not registered. Students will not be allowed to have concurrent enrollment or register for courses for which they do not have prerequisites or co-requisites without prior approval from the APPC.

SCNM confers degrees only following the end of each academic term.

SCNM does not guarantee the award of the degree to students enrolled in the program. The award of degrees is contingent upon satisfaction of all current degree and instructional requirements at the time of such award, compliance with SCNM regulations, as well as performance and conduct meeting bona fide expectations of faculty. No member of the faculty is obliged to provide students or graduates with an evaluation or letter of recommendation that does not accurately reflect the faculty member’s true opinion and evaluation of the student’s academic performance and conduct.

Class Schedules

Current schedules and information for the Doctor of Naturopathic Medicine program are posted online on MySCNM and are also available at the Registrar’s Office. Once a schedule is released, changes will be made only in the event of extreme circumstances.

Intensive Courses

An intensive course is offered in a shortened time period. Intensives may be scheduled as a 5-day format or over a weekend, with classes beginning Friday evening and continuing Saturday and Sunday. Every effort is made to minimize the scheduling of required weekend intensives.

Audit

Students may audit a course if they have met the course prerequisites and have registered for the course. When auditing a course, students do not earn a grade, nor do they receive credit. Courses taken as audit will appear as an AU on the student’s official transcript. A student may not audit a course for which they have not already received credit. Additionally, students cannot audit laboratory courses or elective/selective courses. Non-degree students may not audit courses; exception applies for SCNM Alumni. (See Tuition and Fees.)

Directed Study

Directed study is available in rare circumstances and on a case-by-case basis. A student may request a directed study only if he/she is making satisfactory academic progress for his/her prescribed program of study. A directed study is only applicable for certain lecture-only courses and cannot be used to accelerate the program or to repeat a course for any reason. Directed study must be supervised by a faculty member. A directed study proposal must be approved by the faculty member, department chair, and the APPC. (See Tuition and Fees.)

Adding and Dropping Courses and Clinic Clerkships

Academic Courses

SCNM uses a track program. Students on the 4-year track seeking to move to the 5-year track must receive approval from the APPC. Schedule changes requested after the start of a quarter are only permitted as detailed below:

- Intensive courses may be added up until the first day of class but may not be dropped after the first day of class (some exceptions may apply). Tuition paid for intensive courses will not be refunded after the first day of class.
- Selectives may be dropped only during the first two weeks of the quarter (add/drop period) unless otherwise noted. Selectives may only be added in week one and in week two with the permission of the instructor (some exceptions may apply).
Students who fail to drop any course for which they are registered and fail to attend that course are subject to failing the course and the academic policies pertaining to failing a course (see Satisfactory Academic Progress for prescribed program of study).

Students dropping a course after the course census date (end of week two) may impact their academic performance/academic progress. All courses dropped after week two require the approval of the APPC.

Courses dropped during the third or fourth week of the quarter will result in a grade of WD (withdrawal) on the student's official transcript and have no impact on the student's GPA; courses taken again after a WD grade was earned for that course will be noted as a repeat on their official transcript.

Following the fourth week, students receive the grade earned at the time of withdrawal; faculty will assign a grade of WD if the student is passing the course, or if the faculty cannot certify that the student is failing the course at the time the course is dropped. The faculty will assign a grade of WF (withdrawal fail) if the faculty can certify that the student is failing the course at the time the course is dropped. (See Leave of Absence Policy for exceptions.)

Courses that are taught in a 4-, 6-, or 8-week format stand independent of the withdrawal timeframe outlined above. Courses dropped after the census date of the course (week two) and before the 60% completion of the course receive a WD grade. Dropping after 60% completion of the course results in grade of WD if the student is passing or if the faculty cannot certify that the student is failing the course at the time the course is dropped. The faculty will assign a grade of WF (withdrawal fail) if the faculty can certify that the student is failing the course at the time of the withdrawal. (See Refund Policy/Drop Courses for prescribed program of study.)

If the student has completed all course requirements prior to the student's withdrawal date, the grade earned at that time will be assigned by faculty as the final grade for the course. A WD grade may be administratively assigned if no grade is submitted by faculty prior to the end of the term's grading period. Changes made to a student's schedule may result in appropriate tuition and/or fees being applied to their account. (See Tuition and Fees.)

Clinical Clerkships

An add/drop fee will be charged for any clerkship changes after the clinic add/drop period has ended (see Tuition and Fees). Students are not able to drop clerkships after the clinical add/drop period without approval from the APPC. Students awaiting decisions are required to attend assigned clerkships and meet current clinic policies until otherwise notified in writing.

Clinical clerkships do not follow the same add/drop policy as didactic courses noted above, clinical students must refer to the Clinical Handbook regarding policy for adding and dropping clerkships. (See Add/Drop Refund Policy.)

NPLEX Board Examinations

The licensing of naturopathic physicians to practice medicine is a function of an individual state or province. The states and provinces that license naturopathic physicians recognize the North American Board of Naturopathic Examiners (NABNE), which certifies candidates as eligible to register for the licensing exam that is administered as the Naturopathic Physicians Licensure Examination (NPLEX). It is the student's responsibility to be familiar with NABNE and NPLEX policies and procedures.

SCNM considers the NPLEX Parts I and II to be significant measures of professional achievement toward becoming a naturopathic physician. Student performance on the NPLEX examinations provides the faculty and administration an external measure of the level of understanding students have in a broad number of subject areas. This performance offers SCNM important information on curricular content and teaching methodology. Student scores also provide SCNM and the patients they see with a level of assurance that they can perform with basic competency as student physicians. To qualify for the NPLEX Part I, students must have satisfactorily completed all basic science coursework, including GNMD 6044, and be certified by the Registrar's Office to sit for the exam.

NPLEX Part I

Students are required to take NPLEX Part I to be eligible to participate in the Doctor of Naturopathic Medicine clinical training program. Students must take the NPLEX Part I at the first offering of the exam immediately following during their 8th quarter in the 4-year POS and 12th quarter in the 5-year POS or completion of the basic science courses, including GNMD 6044, whichever comes first. Students who do not pass NPLEX Part I must take it again at the next offering. Students who do not take NPLEX I at the next offering will be dropped from the following quarter's clinical clerkships and may not be allowed to continue in clinical clerkships until
they have taken NPLEX I. In order to register for future clinical clerkships, all students must submit the original examination results from NABNE to the Registrar’s Office each time it is taken.

Appeals to any part of this process follow the normal SCNM grievance procedures. This policy applies to all students, including professional transfer students.

**NPLEX Part II**

Passing NPLEX Part II examination is not a graduation requirement of SCNM, but it is required to become licensed. Students should be aware that NABNE may modify its policies and procedures at any time. It is the student’s responsibility to be aware of NABNE/NPLEX policies and procedures.

### Satisfactory Academic Progress - Completion

The Doctor of Naturopathic Medicine program is designed to be completed in four calendar years or 15 academic quarters (five calendar years or 19 academic quarters for the 5-year track). Students who deviate from the standard academic program will extend the length of the program. Satisfactory academic progress in the Doctor of Naturopathic Medicine program is defined as passing all program requirements within one and one-half (1.5) times the length of the longest published program in which they are enrolled, from initial date of matriculation including any and all leaves of absence and periods of withdrawal followed by re-activation. Generally, this is between 6–7 years. Credits transferred from an approved institution count toward the maximum completion time. Students must earn a minimum of 16 credits each term, unless on an approved deviated track. Students must make satisfactory progress toward the completion of their degree at SCNM to be eligible for most financial aid programs. SCNM’s satisfactory academic progress policy includes a cumulative GPA of 2.0 or higher, academic term minimum credits earned, and total completion time.

Students who fail to make satisfactory academic progress for their prescribed program of study in any term will be given an academic warning and will be placed on academic probation.

**First Academic Probation**

A student is subject to the first level academic probation (Probation I) if any of the following occur:

- The student’s cumulative GPA falls below 2.0
- The student does not meet the minimum academic requirements (See Satisfactory Academic Progress for prescribed program of study, p. 45.)
- The student fails a course/clerkship during his/her enrollment at SCNM
- The student fails to meet the Technical Standards of Admission for prescribed program of study

Students placed on first academic probation will receive notification from the Registrar’s Office, along with a notation on their transcript, and will be required to meet with the student advisor for recommendations on how to improve their academic performance. Students are encouraged to meet with the Dean of Students to obtain additional academic assistance.

A student whose cumulative GPA (CGPA) projections shows an inability to recover from a low CGPA in subsequent terms may be subject to dismissal after being placed on the first level of probation.

**Second Academic Probation**

Students are placed on a second and final level of academic probation if any of the following occur:

- The student’s cumulative GPA falls below 2.0 for the second time
- The student does not meet the minimum academic requirements (See Satisfactory Academic Progress.)
- The student fails a course/clerkship after being placed on the first level of academic probation
- The student fails to meet the Technical Standards of Admission for prescribed program of study after being placed on the first level of academic probation

Students placed on academic probation for the second time will receive notification from the Registrar’s Office, along with a notation on their transcript, and will be required to meet with the Student Advisor and the Dean of Students to discuss an academic agreement intended to improve performance. The Student Advisor will report recommendations to the APPC to review and make additional recommendations as deemed necessary.

A student whose cumulative GPA (CGPA) projections shows an inability to recover from a low CGPA in subsequent terms may be subject to dismissal after being placed on the second level of academic probation.
Students on the first or second levels of academic probation who plan to continue the program at SCNM will be required to complete an Academic Agreement during their meeting with the Student Advisor. If the student is unable to continue in their prescribed program of study, the student may be placed on an Administrative Leave of Absence (ALOA) and may not be eligible for financial aid. The student may be eligible to reenter their prescribed program of study as determined by the APPC and SCNM’s ALOA policy. (See Administrative Leave of Absence policy for prescribed program of study.)

The Academic Probation notation remains on the student’s transcript indefinitely. Students return to good standing when their cumulative GPA returns to 2.0 or higher and/or they pass previously failed course(s).

Academic Suspension

A student may be subject to suspension due to the same reasons as academic dismissal (see Academic Dismissal policy for prescribed program of study). The APPC makes the decision for suspension or permanent academic dismissal. Except where prior approval has been granted by the Dean of Students, a suspended or dismissed student will not participate in any SCNM-sponsored activities and will be barred from the College’s property during the suspension period and/or after dismissal.

Academic Dismissal

Students demonstrating unsatisfactory academic progress will be considered for dismissal. After being placed on academic probation for the second time, a student will be considered for dismissal if any of the following occur:

- The student’s cumulative GPA falls below 2.0
- The student does not meet the minimum academic requirements (See Satisfactory Academic Progress for prescribed program of study.)
- The student fails a course/clerkship after being placed on the second level of academic probation
- The student fails the same course for the second time during any portion of their enrollment at SCNM (a course includes any didactic course or clinical clerkship in the program of study)
- The student fails to meet the Technical Standards of Admission for his/her prescribed program of study

At any time in the program, SCNM reserves the right to dismiss a student when his/her academic record is deemed unsatisfactory. Likewise, a student whose total record shows considerable ability and marked improvement may be given special consideration.

Students may be subject to disciplinary actions, including suspension and dismissal, for failure to follow the Code of Student Professional Conduct and Academic Honor policies as outlined in the Student Handbook (see SCNM Student Handbook).

Students subject to dismissal will receive a letter from the Registrar’s Office. A copy of this letter will be forwarded to the Dean of Students, Academic Policy and Progress Committee, and the Dean of Academic Affairs.

Dismissal Appeal Process

The student will be informed that they have five (5) business days in which to request an appeal to the APPC regarding dismissal. The student will receive notification from the Dean of Students regarding the outcome of the appeal.

The Dean of Students will communicate this decision to the Dean of Academic Affairs. The student will have five (5) business days to appeal in writing to the Dean of Academic Affairs (or his/her delegate), whose decision is final. While pending appeal for dismissal, a student may not attend any courses, may not participate in any SCNM-sponsored activities, and will be barred from SCNM’s property unless permission is given by the Dean of Students. Students who have been dismissed will not be readmitted to the college under any circumstances.

Graduation

Graduation Requirements

Candidates for the Doctor of Naturopathic Medicine degree must fulfill the following graduation requirements:

1. Satisfactory completion of all courses in the prescribed curriculum (including a minimum of 12 credits of selectives)
2. Satisfactory completion of clinical training requirements, including:
   - 108 clinical clerkship credits
   - 4 field observation credits
   - 1 lab post credit
   - 1 medicinary/IV post credit
   - 500 patient contacts (at least 225 primary)
   - Satisfactory completion of required student clinical competencies
   - Successful completion of Clinical Milestone Exams
3. Satisfactory discharge of all academic and/or disciplinary sanctions
4. Fulfillment of all financial obligations to SCNM
5. Completion of 45 community service hours
6. Recommendation from the Faculty Senate
Academic Achievement Awards

There is a three-tiered arrangement of academic achievement awards for graduation. The award “highest academic achievement” shall go to the student(s) graduating with the highest GPA. The award for “high academic achievement” shall go to the student(s) with the second-highest GPA. Any student graduating with a 3.80 GPA or higher shall receive “with honors.” Note: highest and high academic achievement awards require a student to have a GPA of at least 3.80. Furthermore, “highest academic achievement” award requires a student to complete all graduation requirements for their prescribed program of study within the appropriate time period. Students who fail or receive an unsatisfactory grade in any course are not eligible for graduation with honors. For more information, please contact the Registrar's Office.

Graduation Ceremony Requirements

The requirements to participate in the graduation ceremony include the satisfactory completion of all graduation requirements as listed in the prescribed program of study and submission of the graduation application which includes the graduation fee (see Tuition and Fees).

Graduation/Issuance of Diplomas

Toward the end of a student's program, the Registrar's Office conducts a formal audit to determine satisfactory completion of graduation requirements for the student's prescribed program of study. Results of the audit are provided to each student, who has the responsibility to respond to any deficiencies in order to fulfill requirements for graduation. The Registrar's Office issues diplomas four times a year following the conferral of the degree at the end of each academic term. The diploma is only issued when the student has fully satisfied graduation requirements for the prescribed program of study and all financial obligations to SCNM, including completion of the Federal Direct Loans exit counseling.
**ND Student Services**

**Community Service Program**

Doctor of Naturopathic Medicine students are required to complete 45 hours of community service before graduation. Community service hours may be acquired through direct service to any area of SCNM, including offsite locations, through leadership and mentor activities to other students, participation in ongoing research projects, or through any appropriate activity in the greater Phoenix Metro community that actively promotes and supports SCNM and/or Naturopathic medicine. Activities that are required aspects of the student’s normal curriculum do not qualify for community service hours. The community service program, overseen by the Dean of Students’ Office, is intended to not only benefit the college community, but as a means of outreach to the general community. Students are highly encouraged to extend their network outside of school and give their time to other organizations and projects. Students do not receive academic credit or pay for these activities. Please see MySCNM for more information regarding specifics on acceptable community activities and necessary forms.

**Student Clubs and Organizations**

Numerous organizations/clubs offer a diverse range of activities to supplement and augment the student educational experience, as well as provide social and professional opportunities. For more information on a student organization or to create a student organization, contact the SGA president or Dean of Students.

**Student Government Association**

Membership in the SCNM Student Government Association (SGA) is open to all currently enrolled Doctor of Naturopathic Medicine students who are in good academic standing. The association represents the interests of the student body, acting as a liaison among the administration, faculty, and students. Elected representatives from each class meet regularly. These representatives bring student concerns to the proper channels for resolution. There is student representation on the College Board of Trustees and other regulatory boards and associations such as AzNMA and AANP. The Dean of Students oversees all SGA activities and is available to respond to any additional questions or for clarification.

**SCNM Alumni and Alumni Association**

The Alumni Services Office within the Student Affairs Division connects alumni to the College through social, informational, and educational benefits and opportunities. For more information on alumni benefits or associations, please contact the Alumni Office at 480-858-9100 or alumni@scnm.edu.

**ND Academic Support**

**Doctorè Development Center (DDC)**

The Doctorè Development Center (DDC), founded in memory of former SCNM basic science faculty member Dr. Thomas Richards, is a formal tutoring center staffed by students in good academic standing. Selected outstanding students at SCNM are encouraged to participate in the DDC as tutors and teaching assistants. Tutors provide free one-on-one and group tutoring in a structured environment, helping with specific course content, study skills, time management, and general advice for students learning to adapt to the intensity of the program. The Office of the Dean of Students works closely with the Learning Specialist to facilitate the DDC. This includes oversight of tutor selection, orientation, scheduling, and communication between tutors, students, faculty, and administration. The mission of the DCC is to create a supportive learning environment for students to develop their skills as future naturopathic physicians.

**Directed Skill Development Laboratory (DSDL)**

The Directed Skill Development Laboratory (DSDL) supports and advances the safe and effective clinical skills development of SCNM students through directed laboratory learning experiences. The DSDL supports the development of the professional standards necessary for students to become competent and effective naturopathic physicians. The DSDL laboratories are usually conducted at times outside normally scheduled classroom and laboratory periods.

Students are only allowed to participate in active skill development in the modalities for which they have successfully passed the specific course(s) and laboratory(ies) related to each specific modality. Modalities to be covered include osseous manipulation, acupuncture
needling, infusion, injection, and phlebotomy. Students are expected to sign into and out of the DSDL and to complete appropriate liability waiver forms. All SCNM students are encouraged, as they become eligible, to take advantage of the DSDL.

**Clinical Skills Development Lab (CSDL)**

The Clinical Skills Development Lab (CSDL) is offered to students to support and advance clinical skills development in conjunction with physical diagnosis, clinical assessment, and clinical sciences courses. Prior to entering the clinic, students have the opportunity to develop and practice their clinical skills in the CSDL by using simulation models that represent numerous body systems to include pulmonary, cardiac, genitourinary, gynecology, and pediatrics. The lab offers an opportunity for faculty to refer students for remediation or additional practice in developing specific clinical skills. The CSDL is conducted outside normally scheduled classroom hours.

**Clinical Skills Development Session (CSDS)**

The Clinical Skills Development Session (CSDS) is designed to develop clinical students in the areas of case taking, physical exams, case analysis, charting, differential diagnosis, diagnostic work up, treatment plan, and patient interaction. The CSDS offers an opportunity for clinical faculty to refer students for remediation, or students may participate on a volunteer basis. The CSDS also provides students an opportunity to prepare for the clinical milestone exams.

**Learning Skills Development Session (LSDS)**

The Learning Skills Development Session (LSDS) is offered to students to support and enhance academic performance and professional development while at SCNM. Students work with a Learning Specialist to identify individual areas of needed support and participate in individual or group sessions to learn, practice, and integrate new strategies into their learning process. Although individual needs are identified, common areas addressed are time management, test anxiety, test performance, study skills, study/NPLEX planning, and professionalism. LSDS is open to all students by appointment or walk-in. However, students may be referred by faculty, staff, or administration when a need is identified, or because of failure of course exam(s).
ND Articulation Agreements and Partnerships

SCNM is proud to partner with the University of Arizona Mel and Enid Zuckerman College of Public Health (MEZCOPH) at University of Arizona and the Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA). Through these partnership agreements, students may be dually enrolled at SCNM and either institution for additional degree completion.

Mel and Enid Zuckerman College of Public Health ND/MPH

SCNM students must apply directly to the Mel & Enid Zuckerman College of Public Health (MEZCOPH) through SOPHAS (http://www.sophas.org/), the public health programs centralized application. Please note that there are additional requirements beyond what was required to apply to SCNM including:

- GRE or MCAT
- College algebra, statistics, or a more advanced math course, such as calculus
- 3 additional letters of recommendation

For all admissions requirements visit: https://publichealth.arizona.edu/prospective-students/mph-admissions-criteria.

When applying through SOPHAS, please indicate your interest in dual degree status in the One Concise Statement under the “Additional Questions” section. For example, “ND/MPH: I am interested in family medicine and chronic disease, with an emphasis on cancer and cardiovascular disease.”

You can learn more about the MPH Program and admissions requirements by visiting this website for more information: https://publichealth.arizona.edu/academics/mph

SCNM students enrolled in approved coursework at the Mel and Enid Zuckerman College of Public Health (MEZCOPH) must sign an acknowledgement form in the Registrar’s Office. After coursework is completed at MEZCOPH, an official transcript must be received from MEZCOPH in order for those courses to be transferred. It is the student’s responsibility to inform the Registrar’s Office if the student withdraws from courses at MEZCOPH in order to make necessary changes in the student’s schedule.

Phoenix Institute of Herbal Medicine and Acupuncture

The Phoenix Institute of Herbal Medicine & Acupuncture (PIHMA) offers a Master of Science in Acupuncture and a Master of Science in Oriental Medicine. Both degree programs provide future clinicians with the unique skills of a comprehensively trained practitioner in Oriental medicine. Students must apply directly to PIHMA.

For admission requirements visit: http://pihma.edu/pihma-college/#Admissions.

SCNM students enrolled in approved coursework at the Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA) must sign an acknowledgement form in order to drop the equivalent courses from the SCNM track program. After coursework is completed at PIHMA, an official transcript must be received from PIHMA in order for those courses to be transferred. It is the student’s responsibility to inform the Registrar’s Office if the student withdraws from courses at PIHMA in order to make necessary changes in the student’s schedule. Failure to successfully complete PIHMA courses as scheduled may delay clinical entry and/or graduation. Graduation from SCNM is contingent upon completing all equivalent courses at PIHMA with a grade of C or better.
ND Course Descriptions

ND Course Descriptions

(Listed in alphabetical order)

ANAT 5014 Regional Anatomy, Embryology, and Histology I
ANAT 5014/L Regional Anatomy, Embryology, and Histology I Lab
(Didactic 5 credits, Lab 3 credits)
(Course fee applies – See Tuition and Fees.)

The first of three anatomy blocks, this course includes interactive didactic and laboratory instruction to learn the gross anatomy, embryology, and histology of the human body as it relates to the practice of medicine. Lab instruction includes cadaver dissection. This systems-based approach starts with fundamental concepts and continues with organ system anatomy. This course is taught in coordination with the PHYS 5014 and ICSA 5014 courses.

Prerequisite: admittance to the 4-year ND program, or completion of all previous quarters’ courses as outlined in the 5-year track ND program.

ANAT 5024 Regional Anatomy, Embryology, and Histology II
ANAT 5024/L Regional Anatomy, Embryology, and Histology II Lab
(Didactic 3 credits, Lab 3 credits)
(Course fee applies – See Tuition and Fees.)

The second of three anatomy blocks, this course includes interactive didactic and laboratory instruction to learn the gross anatomy, embryology, and histology of the human body as it relates to the practice of medicine. Lab instruction includes cadaver dissection. This systems-based approach continues with organ systems anatomy. This course is taught in coordination with the PHYS 5024 and ICSA 5024 courses.

Prerequisite: completion of all previous quarter’s courses as outlined in student’s prescribed program of study.

ANAT 5034 Regional Anatomy, Embryology, and Histology III
ANAT 5034/L Regional Anatomy, Embryology, and Histology III Lab
(Didactic 3 credits, Lab 3 credits)
(Course fee applies – See Tuition and Fees.)

The third of three anatomy blocks, this course includes interactive didactic and laboratory instruction to learn the gross anatomy, embryology, and histology of the human body as it relates to the practice of medicine. Lab instruction includes cadaver dissection. This systems-based approach continues with organ system anatomy. This course is taught in coordination with the PHYS 5034 and ICSA 5034 courses.

Prerequisite: completion of all previous quarter’s courses as outlined in student’s prescribed program of study.

ANAT 5048 Neuroanatomy
(Didactic 2 credits)

This course incorporates the gross and microscopic anatomy of the nervous system, its circuitry, functions, pathophysiology, clinical correlations, and an introduction to imaging techniques used for the study of the nervous system. The course stresses the acquisition and use of concepts. Emphasis will be placed on the clinical relevance of the presented material.

Prerequisite: Completion of all previous quarters’ courses as outlined in the students’ prescribed program of study.

BIOC 5014 Biochemistry I
(Didactic 4 credits)

This foundational course is the first of a three-quarter sequence in cell biology, medical biochemistry, and genetics. This course details the structure and function of the cell, as well as the molecules utilized within it, including but not limited to nucleic acids, carbohydrates, amino acids/proteins, and lipids. Structure and function relationships are stressed, with particular emphasis on enzyme and coenzyme function and regulation. Enzymatic regulation and cellular function are further explored within intermediary metabolism, including glycolysis, citric acid cycle, and oxidative phosphorylation. Particular emphasis is placed on the utilization of vitamins as coenzymes, their roles in mitochondrial energetics, and their physiologic sequelae.

Prerequisites: admittance to the ND program

BIOC 5026 Biochemistry II
(Didactic 4 credits)

This foundational course is the second course within a three-quarter sequence in cell biology, medical biochemistry, and genetics. This course focuses on the study of the body’s metabolic processes, including but not limited to carbohydrates, fatty acids, lipids, nitrogen and amino acids, and nucleotides.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study.
BOTM 6010 Botanical Medicine I: Introduction to Botanical Medicine  
(Didactic 2 credits)

This course lays the foundation for the botanical medicine component of the curriculum at SCNM. The format is interactive lecture and question/answer. Course content includes the foundations of botanical medicine, introduction to materia medica and monograph study, overview of various delivery systems and constituents, botanical terminology, herbal properties and actions, formulary, and posology. There is also an overview of plants found in our Southwest environment and adaptive techniques for survival.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

BOTM 6020L Botanical Medicine II Lab: Pharmacy of Botanical Medicine  
(Lab 2 credits)  
(Course fee applies – See Tuition and Fees.)

This is a hands-on course familiarizing students with the preparation of herbal medicine. The format is lecture and interactive demonstration. Students actively participate in the preparation of aqueous extracts, tinctures, herbal oils and salves, syrups, capsules, oxymels, poultices, and compresses. Students examine the comparable disadvantages of each type of preparation and identify the role pharmacognosy plays in determining optimal extraction and delivery for a variety of plants. Other topics presented include organoleptic assessment, quality assessment, ecological harvest of raw materials, storage, solubility of constituents, and botanical prescription writing. Monograph study is included for herbs commonly used in topical preparations. This course, along with BOTM 6010, provides the foundational information for further study in the following materia medica courses.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

BOTM 7030, 7044, 7050 Botanical Medicine III, IV, V: Naturopathic Materia Medica Pharmacognosy/Therapeutics I, II, III  

(BOTM 7030: Didactic 2 credits)  
(BOTM 7044: Didactic 2.5 credits)  
(BOTM 7050: Didactic 2 credits)

These consecutive courses provide students with the necessary knowledge and skills to understand herbal medicine in the naturopathic materia medica. Students are taught materia medica from an organ system perspective including gastrointestinal, respiratory, immune, cardiovascular, EENT, reproductive, urinary, endocrine, musculoskeletal, and nervous systems. Material presented on each botanical includes taxonomy, description, habitat, part(s) used, pharmacognosy, actions, historical and current medicinal actions and uses, dosing, delivery, and safety, all of which are used to critically analyze the application of each botanical.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CAPS 5018 Basic Sciences Capstone  
(Didactic 3 credits) (Weeks 1 - 4)

This 4-week block is a capstone for the basic sciences curriculum of the previous three quarters. The topics are integrative and include review of the first-year basic science courses. The final exam is cumulative and covers all of the physiology sequence as well as all the anatomy, biochemistry, immunology and microbiology of the first three quarters.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CAPS 6024 NPLEX I Review  
(Didactic 0 credits) (Weeks 1 - 3)

This course guides and supports the student preparing for the NPLEX I exam. Through the administration of mock NPLEX exams, students identify strengths and weaknesses in their basic science knowledge. Students will develop a personalized content review plan. Content review will be provided in the following subject areas: anatomy, physiology, biochemistry, microbiology, and pathology.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CAPS 8034 NPLEX II Review  
(Didactic 0 credits) (Weeks 1 - 11)

This course guides and supports the student preparing for the NPLEX II exam. It includes review of general medical diagnosis and clinical practice disciplines. Emphasis will be placed on the diagnosis, naturopathic treatment, and principles of the following clinical modalities: nutrition, homeopathy, botanical medicine, mind-body medicine, oriental medicine, physical medicine, and emergency medicine.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study
ND Course Descriptions

CLPR 5010, 5020, 5030 Introduction to Clinical Practice I, II, III
CLPR 5010L, 5020L, 5030L Introduction to Clinical Practice Skills Lab I, II, III

(CLP 5010: Clinical 2 credits and Lab 2 credits)
(CLP 5020: Clinical 2 credits and Lab 2 credits)
(CLP 5030: Clinical 2 credits and Lab 2 credits)

(Lab and course fees apply – See Tuition and Fees.)

These courses spanning the first three quarters are an introduction to the art of practicing medicine. It begins with the development, enhancement, and exercise of cognitive analytical and evaluative thinking. Growth and professionalism will be practiced through affective skills, active listening, interviewing technique, and the self-application of healthy behavior. Medical ethics, jurisprudence, and cultural and social considerations will be explored. Differential diagnosis, critical thinking, and case assessment will be introduced through case-based learning. Public health, epidemiology, and basic lab procedures will be addressed. Basic skills in phlebotomy and injection techniques will be practiced through hands-on lab exercises. Beginning clinical skills such as the patient interview, heart and lung physical exams, clinical assessment, and charting will prepare the student for clinical observation opportunities and for the required standardized clinical practice exam at the end of the first year. (2 contact hours lecture, 2 contact hours lab per week)

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CLPR 6040, 6050, 6060 Clinical Practice I, II, III
CLPR 6040L, 6050L, 6060L Clinical Practice Skills Lab I, II, III

(CLP 6040: Clinical 2 credits and Lab 2 credits)
(CLP 6050: Clinical 2 credits and Lab 2 credits)
(CLP 6060: Clinical 2 credits and Lab 2 credits)

(Lab fee applies – See Tuition and Fees.)

In year 2 (year 3 in the 5-year track) the clinical practice coursework expands to include male, female, orthopedic, Head/Ears/Eyes/Nose/Throat (HEENT), abdominal, and neurological systems physical exams. It will refine the integration of subjective and objective information into an effective and realistic patient assessment. Clinical decision making and case management will be exercised using case-based instruction. Cultural competencies and social diversities in private practice and in community medicine will be explored. Preventative approaches and health screening standards will be addressed. Students will also review basic electronic health record skills. Skills formulating and administering IV nutrients will be introduced. Clinical skills such as the patient interview, heart and lung physical exams, clinical assessment, and charting will be more deeply explored in preparation for a clinic entry exam required at the end of year 2 (year 3 in the 5-year track) prior to beginning the 3rd year (4th year in the 5-year track) clerkships. (2 contact hours lecture, 2 contact hours lab per week)

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CLTR 4304 Clinical Entry Skills Assessment

(Clinical 1.5 credits)

(Course fee applies – See Tuition and Fees.)

This course is dedicated to preparation for the Clinic Entry Examination (CEE), the second-year (third year in the 5-year track) milestone exam, and the beginning of clinical rotations. The exam simulates clinical encounters that are commonly found in a general clinical practice utilizing Standardized Patients (SPs) trained to act out the role of the patient in clinical scenarios. Students will be refining their intake, differential diagnosis, and assessment skills through group activities including practice cases performed in class. Included in the course will be a range of self-, peer-, and physician-rated assessments. Students will practice orally delivering a case in an appropriate and efficient manner and also practice charting skills. In addition, they will review administrative skills such as coding, complete clinical training modules for entry into clinic, and become familiarized with basic clinic procedures.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

CLTR 4508 Comprehensive Clinical Skills Assessment I

(Clinical 2 credits)

(Course fee applies – See Tuition and Fees.)

This course comprises a global assessment of core competencies required to practice as a beginning naturopathic physician. The SCNM Objective Structured Clinical Examination (OSCE), the final milestone exam, will assess students’ communication, interpersonal, clinical, and charting skills. The exam simulates clinical encounters that are commonly found in general clinical practice utilizing Standardized Patients (SPs). The course includes case review modules designed to familiarize students with the assessment process and expectations, covering skills of patient communication, history taking, physical examination, differential diagnosis, and laboratory assessment and treatment. Included in the course will be a range of self-, peer-, and physician-rated assessments.
**CLTR 4904 Comprehensive Clinical Skills Assessment II**

(Clinical 2 credits)  
(Course fee applies – See Tuition and Fees.)

This is the second of two courses that comprise a global assessment of core competencies required to practice as a beginning naturopathic physician. The Clinic Exit Exam (CxEE), the final milestone exam, assesses a student’s communication, interpersonal, clinical, and charting skills, including treatment and case management. The exam simulates clinical encounters that are commonly found in a general clinical practice utilizing education skills. Included in the course is the opportunity for students to explore and reflect on their ongoing commitment to naturopathic principles through a combined essay and literature review as well as group discussion.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

**CLTR 4908 Comprehensive Clinical Case Study**

(Clinical 2 credits)  
(Course fee applies – See Tuition and Fees.)

This course builds on core competencies required to practice as a beginning naturopathic physician. The course includes case review modules designed to improve students’ proficiency in differential diagnosis, laboratory assessment, patient communication, interpersonal skills, critical thinking, charting skills, treatment, and case management. Included in the course will be a range of self-, peer-, and physician-rated assessments. The case review modules simulate clinical encounters that are commonly found in a general clinical practice. The course also covers a Clinical Ethics module utilizing cases and group discussion and examination to assess competency.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

**CLTR 6600 Laboratory Post**

(Clinical 1 credit)

The laboratory post is an immersion course designed to introduce students to the SCNM Medical Center procedures with a focus on laboratory functions. Students will build an understanding of the requirements to set up a laboratory; compliance with OSHA, HIPAA, and CLIA; and laboratory billing, insurance filing, accurate coding, and interpreting lab results. Students will enhance their skills in phlebotomy and capillary collection, specimen processing, and performing waived testing.

Prerequisites: completion of quarters 1-3 (see program of study for additional eligibility requirements for the 5-year track); valid OSHA and HIPAA certifications

**CLTR 6704 Medicinary/IV Post**

(Clinical 1 credit)

During the medicinary post section of this course, students gain a foundation for understanding the mechanics of a medicinary. Students learn skills related to maintaining the day-to-day functions of a medicinary including selecting quality supplements and botanical medicines, as well as ordering, receiving, stocking, and shipping products.

Students are also introduced to MySCNM resources for the medicinary and business strategies for hiring and retaining employees and preventing fraud.

During the IV section of the course, students will gain a basic foundation of the clinical practice of IV therapy. The information reviewed includes basic nutrients for infusion, IV room set up, IV administration, vaccination administration, and legal and safety aspects of having injectable therapy in your practice.

Prerequisites: completion of quarters 1-3 (see program of study for additional eligibility requirements for the 5-year track)
The course will begin with the major families of chemical toxins, and then will be divided into those whose primary treatments. The course will be rounded out with methods of illness will be covered along with taking an environmental history. The classic presentation of environmental classic presentations, but also the biochemical mechanisms effects of toxins will then be covered to not only show the those pathways and nutrient impact. Cellular and systemic covered along with methods of testing. Biotransformation routes of exposure are via indoor air, outdoor air, and food. Within each chemical family the main health effects will be covered along with methods of testing. Biotransformation will then be addressed along with genetic polymorphisms in those pathways and nutrient impact. Cellular and systemic effects of toxins will then be covered to not only show the classic presentations, but also the biochemical mechanisms for their effects. The classic presentation of environmental illness will be covered along with taking an environmental history. The course will be rounded out with methods of treatments.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

ERMD 8014 Emergency Medicine

( Didactic 3 credits)

This course provides students with experiences to differentially diagnose signs, symptoms, and situations in acute medical care. Students learn to recognize emergency signs and situations involving various organ systems. Emphasis is on the integration of current allopathic drugs and procedures and the complementary practice of acute care by naturopathic physicians.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMD 6014 General Medical Diagnosis I

( Didactic 7 credits) (weeks 5-11)

General Medical Diagnosis will be taught in a systems-based block format with integrated course content. Pathology will be aligned with instruction in clinical, physical, radiological, and laboratory diagnosis. This course will begin with the general study of cell injury, inflammation, tissue repair, neoplasia, and principles of diagnostic imaging. Hematology and dermatology will follow with integrated course content.

Prerequisites: completion of CAPS 5014 and all previous quarters’ courses as outlined in students’ prescribed program of study

GNMD 6024 General Medical Diagnosis II

( Didactic 9 credits)

General Medical Diagnosis will be taught in a systems-based block format with integrated course content. Pathology will be aligned with instruction in clinical, physical, radiological, and laboratory diagnosis. This course will include EENT, endocrinology, male and female reproductive disorders, and musculoskeletal disorders. Naturopathic strategies for diagnosis will be included.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMD 6034 General Medical Diagnosis III

( Didactic 9 credits)

General Medical Diagnosis will be taught in a systems-based block format with integrated course content. Pathology will be aligned with instruction in clinical, physical, radiological, and laboratory diagnosis. This course will include cardiovascular, respiratory, and urinary disorders, and behavioral health.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMD 6044 General Medical Diagnosis IV

( Didactic 8 credits)

General Medical Diagnosis will be taught in a systems-based block format with integrated course content. Pathology will be aligned with instruction in clinical, physical, radiological, and laboratory diagnosis. This course will include gastrointestinal and neurological disorders. Naturopathic strategies for diagnosis will be included.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

ND Course Descriptions

CLTR 7000, 8000 Clinical Clerkships

(Clinical 4 credits per clerkship)

Clinical clerkships provide the student with practical clinical exposure, information, and additional medical knowledge in a clinical setting focusing on primary care medicine. Students will demonstrate skills in history taking and physical examinations, become skilled at differentiating between common medical conditions, and develop basic plans of treatment consistent with the principles of the naturopathic therapeutic order. Clerkships are completed at the SCNM Medical and Neil Riordan Center for Regenerative Medicine and extended clinical sites staffed by SCNM faculty. In addition, the student will have an opportunity to work with private physicians.

Prerequisites: for CLTR 7000, passing score on Clinic Entry Exam and, for 4-year track, completion of quarters 1-8; for 5-year track, completion of quarters 1-16

ENVM 6010 Environmental Medicine

( Didactic 2.5 credits)

The course will begin with the major families of chemical toxins, and then will be divided into those whose primary routes of exposure are via indoor air, outdoor air, and food. Within each chemical family the main health effects will be covered along with methods of testing. Biotransformation will then be addressed along with genetic polymorphisms in those pathways and nutrient impact. Cellular and systemic effects of toxins will then be covered to not only show the classic presentations, but also the biochemical mechanisms for their effects. The classic presentation of environmental illness will be covered along with taking an environmental history. The course will be rounded out with methods of treatments.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study
ND Course Descriptions

GNMP 6011 General Medical Practice: Dermatology
(Didactic 1 credit)
The clinical presentations discussed in the course include malignancies and benign masses, infections and inflammation, burns, hair and nail disorders, pruritus, skin ulcers, and skin rashes.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 6014 General Medical Practice: Eyes, Ears, Nose, and Throat (EENT)
(Didactic 2 credits)
This course provides an introductory exploration of common and high-risk EENT conditions seen in general naturopathic practice. Symptoms, assessment, diagnosis, and therapeutic considerations will be examined.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 7020 General Medical Practice: Gastroenterology
(Didactic 2.5 credits)
This course is a comprehensive study of the gastrointestinal tract. Students will gain an understanding regarding the pathophysiology, diagnosis, clinical presentation, management of emergent situations, and standard and naturopathic treatment of conditions of the esophagus, stomach, pancreas, gallbladder, liver, small intestine, large intestine, rectum, and anus, as well as beneficial bacteria and pathogens found in the gut. Student competency will be assessed through examination and literature analysis of emergent topics in gastroenterology.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 7030 General Medical Practice: Endocrinology
(Didactic 2.5 credits)
This course focuses on the complex interactions of the human hormonal system, including the causes and effects of hormonal imbalance and dysregulation. Principles and methods of naturopathic endocrinology are discussed, including functional assessments, prevention of disease, and restoration of endocrine function, as well as hormone replacement protocols. Class instruction will focus on basic patient management of the most common endocrine disorders seen in a general medical practice, including the appropriate use of prescription hormones and complementary therapeutics.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 7031 General Medical Practice: Hematology
(Didactic 1 credit)
The clinical presentations discussed in this course include different types of anemia and leukemia, Hodgkin’s and non-Hodgkin’s lymphomas, myeloproliferative disorders, plasma cell dyscrasias, and clotting disorders. It will provide students with current guidance on the diagnosis and naturopathic treatment of blood diseases and on consultative problems in hematology.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 7040 General Medical Practice: Cardiology and Vascular Medicine
(Didactic 1.5 credits)
The clinical presentations discussed in the course include differentiation of chest pain, syncope, and dyspnea; infections, inflammations, acute coronary syndrome, peripheral vascular disease, hypotension, hypertension, valvular disorders, arrhythmias, heart failure, malignancies, transient ischemic attack, cerebrovascular accident, and cardiovascular shock.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 7041 General Medical Practice: Pulmonology
(Didactic 1.5 credits)
This course will begin with a review of the anatomy and physiology of the respiratory system. Evaluation of the patient with symptoms including cough, dyspnea, and chest pain will introduce various disorders. Allopathic and naturopathic treatments for various conditions will be presented. Some of the conditions included will be obstructive and restrictive disorders, infections, cancer, pulmonary embolism, ARDS, and respiratory failure.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study
ND Course Descriptions

GNMP 8050 General Medical Practice: Rheumatology

(Didactic 2 credits)
The clinical presentations discussed in the course include autoimmune and inflammatory conditions primarily affecting the musculoskeletal system. Emphasis is placed on the etiology, diagnosis, management, and treatment of monoarticular, polyarticular, and autoimmune disorders.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8051 General Medical Practice: Musculoskeletal/Orthopedic Conditions

(Didactic 1 credit)
This advanced course addresses the clinical management of musculoskeletal and orthopedic conditions of joint and bone. Areas of focus include the spine and upper and lower extremities. The management of patients presenting with comorbidities, including infection, inflammation, malignancies, masses, injuries, and trauma, is discussed.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8060 General Medical Practice: Neurology

(Didactic 2 credits)
The clinical presentations discussed in the course include masses and malignancies, cognitive disorders, infections and inflammations, stroke, coma, vascular disorders, weakness/paralysis, sleep disorders, headache, pain modulation, movement disorders, dizziness, vertigo, gait disturbances, syncope, seizures, neurodegenerative diseases, and trauma.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8061 General Medical Practice: Oncology

(Didactic 1.5 credits)
The clinical presentations discussed in the course include cancer cell biology, pathology, screening, and prevention guidelines. The principles and conventional therapies for cancer will be covered in addition to in-depth integrative naturopathic oncology for the most commonly observed cancers.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8070 General Medical Practice: Urology/Kidney/Male Conditions

(Didactic 1.5 credits)
The clinical presentations discussed in the course include generalized edema, electrolyte imbalances, metabolic acidosis, metabolic alkalosis, hypertension, hematuria, polyuria, urinary frequency, dysuria, renal mass, proteinuria, acute renal failure, urinary obstruction, renal colic, nephrolithiasis, and chronic renal failure. The male reproductive system will include cancers and masses, male infertility, testicular conditions, prostate conditions, sexual dysfunction, erectile dysfunction, and trauma.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8074 General Medical Practice: Men’s Health

(Didactic 1 credit)
This course focuses on the etiology, diagnosis, management, and treatment of male health conditions. Students will learn evidence-based, effective naturopathic treatment protocols. Criteria for referral to specialists and integration of naturopathic medicine with conventional medicine are also covered.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GNMP 8076 General Medical Practice: Geriatrics

(Didactic 2 credits)
This course focuses on the physiology of aging as well as the assessment and treatment of common disorders in the elderly, including dementia, musculoskeletal disorders, nervous system disorders, circulatory disorders, and ocular disorders. Emphasis is placed on symptoms and concerns commonly associated with aging, including social and functional limitations, nutritional issues, elder abuse, and medication management.
Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GYNE 7010 Gynecology I

(Didactic 3 credits)
This course focuses on the etiology, diagnosis, management, and treatment of gynecological problems. Students will learn evidence-based, effective naturopathic treatment protocols. Criteria for referral to specialists and integration of naturopathic medicine with conventional
medicine are also covered. This structure of the course includes lecture, assigned readings, quizzes, cases, group discussion, and examinations. Attendance is required, and each student is expected to come to class prepared by reading the assignments and PowerPoints a day or two before the corresponding class.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

GYNE 7020L Gynecology Lab
(Lab 2 credits)
(Course fee applies – See Tuition and Fees.)

This laboratory course teaches examination and procedures associated with gynecological diagnosis and treatment. This is part lecture, part hands-on laboratory experience performing exams and gynecological procedures on models. Attendance is required, and each student is expected to come to class prepared by reading the assignments and PowerPoints before class.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

HMEO 6010, 7020, 7030, 7040 Homeopathy I, II, III, and IV
(HMEO 6010: Didactic 2 credits)
(HMEO 7020: Didactic 2 credits)
(HMEO 7030: Didactic 2 credits)
(HMEO 7040: Didactic 2 credits)

These courses are an integrated series that sequentially introduce the student to the art and practice of homeopathy. They will draw on and utilize the knowledge and skills gained in each of the previous homeopathy department courses. These courses are primarily designed to impart the knowledge of homeopathy necessary for the student to pass the homeopathic portion of the NPLEX licensing exam. In addition, these courses lay the foundation for the further study and mastery of homeopathy on the clinical homeopathy clerkships at the SCNM Medical Center. Topics include: Materia Medica of all the homeopathic medicines tested by NPLEX, homeopathic philosophy and theory including detailed examination of the Organon of Medicine, review of current research literature, case taking and case analysis, computer repertorization, treatment and management of acute and chronic disease states, and integrating homeopathy with other naturopathic treatment options. These courses will utilize both lecture and case-based teaching methods, along with team-based and other active forms of learning.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

ICSA 5014 Integrated Case Studies Application I
(Didactic 1 credit)

This team-taught course, in conjunction with the ANAT 5014 and PHYS 5014 courses, utilizes cooperative learning and provides clinical correlations to the basic sciences in a team-based format. Critical thinking and problem solving skills are emphasized.

Prerequisite: admittance to the 4-year ND program, or completion of all previous quarters’ courses as outlined in the 5-year track ND program

ICSA 5024 Integrated Case Studies Application II
(Didactic 1 credit)

This team-taught course, in conjunction with the ANAT 5024 and PHYS 5024 courses, utilizes cooperative learning, and provides clinical correlations to the basic sciences in a team-based format. Critical thinking and problem solving skills are emphasized.

Prerequisite: completion of all previous quarter’s courses as outlined in student’s prescribed program of study

ICSA 5034 Integrated Case Studies Application III
(Didactic 1 credit)

This team-taught course, in conjunction with the ANAT 5034 and PHYS 5034 courses, utilizes cooperative learning and provides clinical correlations to the basic sciences in a team-based format. Critical thinking and problem-solving skills are emphasized.

Prerequisite: completion of all previous quarter’s courses as outlined in student’s prescribed program of study

IMMU 5024 Immunology
(Didactic 3 credits)

This course is designed to familiarize students with cellular, molecular, and biochemical aspects of the development of the immune system and the immune response. The course focuses on the development of the immune system and the function of its major components. The course explores the
basic principles of the immune system, including tolerance, the development and differentiation of lymphocyte subsets, the regulation of immune responses, memory, cell-cell interactions, antigen presentation and recognition, vaccination, and immune-associated diseases.

Prerequisites: completion of all previous quarter’s courses as outlined in student’s prescribed program of study

MGEN 5038 Medical Genetics
( Didactic 3 credits)
This course focuses on molecular biology and genetics. The topics focus on biosynthesis of nucleic acids, DNA replication, transcription, regulation of translation, and posttranslational modifications. Emphasis is on the human genome and Mendelian inheritance, as well as cellular differentiation, cell biology, signal transduction, oncogenetics, nutritional genomics, and pharmacogenetics.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MICR 5026 Microbiology I
MICR 5026 L Microbiology I Lab
( Didactic 3 credits, Lab 2 credits)
(Lab coat fees – See Tuition and Fees.)
This is the first of a two-quarter sequence in microbiology and immunology and includes lecture and laboratory sessions. In this course students identify and examine the bacteria that are associated with human disease. This includes evaluation of virulence factors, modes of transmission, epidemiology, general pathology, and the basis of the human immune response to these factors.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MICR 5034 Microbiology II
( Didactic 4 credits)
This course is the continuation of MICR 5024. In this course students identify and examine other microorganisms that are associated with human disease. This includes evaluation of virulence factors, modes of transmission, epidemiology, and general pathology of viruses, parasites, and fungi and the human immune defense against them.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MNGT 6010 Practice Management I: Operations
( Didactic 1 credit)
This course focuses on providing practical business foundations where students are introduced to naturopathic industry concepts and operations. Skills and techniques will be presented that can be applied in any working environment (entrepreneur, associate, or independent contractor). Topics to be covered include naturopathic degree career tracks, CV and cover letter creation, interview skills, business plan basics, practice models, clinical and business pearls (as they apply to 2nd year medical students), vocational skill self-assessments, and what they can do now to help prepare for their future careers.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MNGT 7020 Practice Management II: Marketing
( Didactic 1 credit)
This is the second course in the management series where marketing foundations are introduced. Marketing tools and strategies are examined with emphasis upon building a successful naturopathic practice. Focus will be given to authentically promoting and maintaining a practice and personal brand through online and offline systems, professionalism, and the integration of naturopathic philosophy. This course will provide various strategies in the modern world to support marketing to build a successful practice or to present yourself to work as an employee or contractor in the health care industry.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MNGT 7030 Practice Management III: Leadership
( Didactic 1 credit)
This is the third course in the management series where leadership foundations are introduced. Leadership competencies and character are examined with emphasis upon inspiring, influencing, and impacting communities and populations at large. Focus will be given to the creation of mission and vision statements; setting goals and planning for success; mastering the heart, mind, and skill of the naturopathic leader; and creating a "culture of care" in one’s
practice, patient programs, and career. This class will provide ideas and examples to model across the spectrum of practitioners, consultants, researchers, and others.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MNGT 8040 Practice Management IV - Administration
(Didactic 1 credit)
This course focuses on providing practical business foundations for students post-graduation. Skills and techniques will be presented that can be applied in any working environment (entrepreneur, associate, or independent contractor). Topics to be covered include licenses/certifications, necessary insurance(s), entity and tax structures, financial basics, and administrative fundamentals.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

MSRG 7010 Minor Surgery I: Introduction to Minor Surgery
MSRG 7010L Minor Surgery I Lab
(Didactic 1.5 credits; Lab 1 credit)
(Equipment fee applies – See Tuition and Fees.)
This course introduces the naturopathic medical student to the fundamentals and principles of conducting minor surgical procedures in the office setting. Basic surgical techniques for the removal and/or treatment of various skin lesions, subcutaneous tissues, and laceration repair will be presented with hands-on practice in the laboratory. Principles of anesthesia, knot tying, instrumentation, diagnostics, clinical and patient evaluation, sterile field, aseptic technique, and emergency care will be discussed with emphasis on appropriate referral. At the termination of the course, students should be proficient in the diagnosis and treatment by surgical means of common epidermal, dermal, and subdermal lesions. Students will also be able to do a focused intake in relation to minor surgical procedures as well as give patient education regarding diagnosis and aftercare instructions.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

ND Course Descriptions

MSRG 8020 Minor Surgery II: Advanced Techniques in Minor Surgery
MSRG 8020L Minor Surgery II Lab
(Didactic 1 credit; Lab 1 credit)
(Equipment fee may apply – See Tuition and Fees.)
This course will review the fundamentals of conducting basic and advanced minor surgical procedures in the office setting. Basic surgical techniques from MSRG 7010 will be reviewed and expanded upon. Advanced suture techniques and minor surgical procedures for the removal and/or treatment of various integumentary and mucosal lesions will be presented weekly with hands-on practice in the laboratory.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

NTMD 5010, 5020, 5030 Philosophical and Historical Foundations of Naturopathic Medicine I, II, III
(NTMD 5010: Didactic 2 credits)
(NTMD 5020: Didactic 2 credits)
(NTMD 5030: Didactic 2 credits)
This is a three-quarter course sequence designed to introduce beginning medical students to the history and philosophy of naturopathic medicine. This is a team-taught course with emphasis given to the applied principles and historical milestones as well as the origins and development of naturopathic therapeutics including botanical medicine, homeopathy, hydrotherapy, mind-body medicine, nutrition, pharmacology, physical medicine, and Traditional Chinese Medicine. The intention of this course is for students to (1) actively engage in exploration and discovery of their personal relationship to naturopathic medicine by critically examining both controversial and widely-accepted issues and ideas within the naturopathic profession; (2) identify, strengthen, and cultivate the human dimension of the practice of medicine, including reflection and communication; and (3) clarify a personal commitment to the principles of naturopathic medicine.

Prerequisites: for NTMD 5010, admittance to the ND program; for NTMD 5020 and 5030, completion of all previous quarters’ courses as outlined in students’ prescribed program of study

NUTR 6014 Nutrition I: Macronutrients and Nutritional Science
(Didactic 2 credits)
This course examines cellular nutrition and metabolism, gastrointestinal function, and the role of macronutrients
ND Course Descriptions

(fats, carbohydrates, proteins, and fiber) in health and disease. Nutritional science and the philosophies of nutritional protocols to create, maintain, and restore health are discussed. The structure of this course includes hands-on culinary lab instruction in the teaching kitchen as well as interactive lectures and discussion.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

NUTR 6024 Nutrition II: Micronutrients and Therapeutic Dynamics  
(Didactic 2.5 credits)
This course examines the human body’s need for specific micronutrients, the science of determining basic nutritional requirements, the role of each micronutrient, their availability in food, and the factors that influence absorption and utilization, including genetics, diseases, drug interactions, environment, exercise, and lifestyle. Effective dosing, safety considerations, and contraindications are discussed. The structure of this course includes hands-on culinary lab instruction in the teaching kitchen as well as interactive lectures and discussion.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

NUTR 7034 Nutrition III: Clinical Nutrition  
(Didactic 2.5 credits)
This course introduces the clinical evaluation of diet and the diagnosis of nutritional needs. Specialized therapeutic diets and nutritional supplements will be explored for health maintenance and select populations. This course stresses therapeutic nutrition and diet as it is used to treat various diseases and conditions seen clinically in naturopathic medical practices. The structure of this course includes hands-on culinary lab instruction in the teaching kitchen as well as interactive lectures and discussion.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

NUTR 7044 Nutrition IV: Advanced Strategies for Clinical Nutrition  
(Didactic 2 credits)
This case-based course will discuss strategies in clinical evaluation and protocol implementation for complex conditions. Implementation strategies for clinical scenarios that involve comorbidities, socio-economic challenges, and age-related issues will be included. Nutritional testing, meal planning, recipes, food education, and supplementation for preventative care and acute and chronic conditions will be explored for individualized treatment. The structure of this course includes hands-on culinary lab instruction in the teaching kitchen as well as interactive lectures and discussion.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OBST 7010 Obstetrics  
(Didactic 2.5 credits)
This course prepares the student to provide basic health care appropriate for the pregnant woman. Topics include diagnosis of pregnancy, initiating prenatal care, therapeutics for early complications of pregnancy, management of spontaneous abortion, infertility, overview of normal and complicated labor/delivery, and the postpartum care of mothers and infants. The student is prepared to screen for risks and to offer patients referrals and informed choices related to hospital or out-of-hospital birthing options.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

(Didactic 2.5 credits)
This course introduces the fundamental concepts of Oriental Medicine, including yin yang, five elements theory, zang-fu organ systems, qi, blood and body fluid, meridian systems, TCM etiology, and pathogenesis and treatment principles. This course lays a foundation for further study.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OMND 6020 Oriental Medicine II: Traditional Chinese Medicine Diagnosis  
(Didactic 2.5 credits)
In this course the basics of TCM Four Diagnostic Techniques are studied. TCM case-history taking, including the classic ten questions and significance of elucidated symptoms, is explored, as well as TCM classic diagnostic methods such as inspection, listening and smelling, and tongue and pulse diagnosis.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study
OMND 6030, 6040 Oriental Medicine III, IV: Meridians and Points I, II
OMND 6030L, 6040L Oriental Medicine III, IV Lab
(OMND 6030: Didactic 2 credits; Lab 1 credit)
(OMND 6040: Didactic 1.5 credits; Lab 1 credit)

This two-course sequence covers the TCM acupuncture points and meridians. The location, function, and indications of acupuncture points of each meridian are studied. Practical, hands-on experience in point location occurs under the supervision of an experienced acupuncturist.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OMND 7057 Oriental Medicine V: Traditional Chinese Medicine Pathology
(Didactic 4 credits)

In Traditional Chinese Medicine (TCM), treatment plans are based on symptom patterns. In this course, students will learn to identify key symptoms of Zang-Fu organ patterns and the method of syndrome differential diagnosis of TCM according to Zang-Fu organ system theory. Therapeutic principles and acupuncture treatment for individual patterns will also be studied.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OMND 7060 Oriental Medicine VI: Acupuncture Techniques
OMND 7060L Oriental Medicine VI Lab
(Didactic 1 credit; Lab 1 credit)

This course covers basic needling techniques used in acupuncture, such as needle insertion, removal, tonification, reduction, bleeding, interdermal needle, and electric stimulator; also cupping, moxibustion, and Gusha. Practical experience in needling technique occurs under the supervision of an experienced acupuncturist. Clean needle and safe needling techniques are discussed. Basic auricular acupuncture is introduced.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OMND 7070 Oriental Medicine VII: Case Analysis and Management I
(Didactic 2 credits)

In this course a case analysis approach illustrates the disease entities commonly encountered in clinical practice. Students translate western disease assessments into TCM syndromes. The differential diagnosis of syndromes is reviewed, along with the therapeutic principles required for acupuncture and Chinese prepared medicines.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

OMND 7084 Oriental Medicine VIII: Case Analysis and Management II
(Didactic 2 credits)

This course continues the exploration of case analysis and management of the disease entities commonly encountered in practice that began in OMND 7070. The differential diagnosis of syndromes is reviewed, along with the therapeutic principles required for effective treatment. Acupuncture protocols are emphasized, along with Chinese prepared medicines.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PEDS 7010 Pediatrics I
(Didactic 2 credits)

This course focuses on the assessment of common problems in infancy, childhood, and adolescence. Emphasis is on normal developmental milestones, disease prevention, and the treatment of common childhood conditions. Appropriate referral is addressed.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PEDS 8020 Pediatrics II
(Didactic 2 credits)

This course will be a continuation of common and complex problems in infancy, childhood, and adolescence. Disease prevention, treatment, and appropriate referral will be addressed.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHAR 6010 Pharmacology and Pharmacotherapeutics I
(Didactic 3 credits)

This course focuses on the principles and mechanisms of drug action and the purpose of pharmaceutical interventions. Emphasis is placed on drugs that act on neurotransmitter systems, including autonmics, hypnotics, and medications used in the treatment of pain, seizure, depression, anxiety, bipolar, psychosis, Parkinson’s, and dementia, as well as drugs of abuse. It includes overviews of
ND Course Descriptions

the pharmaceutical environment, legal and statutory issues, and basic terminology.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHAR 6020 Pharmacology and Pharmacotherapeutics II
(Didactic 3 credits)
This course continues the discussion of drug therapeutics, their mechanisms, and their uses. Side effects, toxicity, interaction, and contraindications are included in this course.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHAR 6030 Pharmacology and Pharmacotherapeutics III
(Didactic 3 credits)
This course continues the discussion of drug therapeutics, their mechanisms, and their uses. Side effects, toxicity, interaction, and contraindications are included in this course.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHMD 6010 Physical Medicine I: Introduction to Physical Medicine
PHMD 6010L Orthopedics Physical Medicine Lab
(Didactic 1 credit; Lab 1 credit)
This course examines the study of physical medicine as a diagnostic and therapeutic tool. Emphasis is given to regional physical assessment using palpation, orthopedic tests, and orthopedic muscle testing. The theory of injury, inflammation, and the fibrosis of repair and joint end feel are examined along with a review of joint range of motion and trigger points.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHMD 6020 Physical Medicine II: Naturopathic Manipulative Treatment – Assessment & Application I
PHMD 6020L Physical Medicine II Lab
(Didactic 2 credits; Lab 2 credits)
This is part one of a two-course sequence that covers the evaluation of normal and abnormal findings of the spine through static palpatory assessment of normal and positional deviations, assessment of joint mobility through motion palpation, grading of orthopedic muscle strength, joint range-of-motion, differential diagnosis of common and special disorders, and evaluation of common disease conditions and injury of the musculoskeletal patient. Emphasis is on regional orthopedic physical assessment and osseous manipulation (HVLA). Manipulative evaluation and treatment includes the sacro-iliac, lumbo-sacral, lumbar, thoracic, ribs, cervical, and occipital spinal areas. Students demonstrate application of Naturopathic Manipulative Treatment and patient management of the musculoskeletal patient. Naturopathic philosophy and principles are integrated into the course presentation.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHMD 6030 Physical Medicine III: Naturopathic Manipulative Treatment – Assessment & Application II
PHMD 6030L Physical Medicine III Lab
(Didactic 2 credits; Lab 2 credits)
This is part two of a two-course sequence which covers the evaluation of normal and abnormal findings of the extremities through static palpatory assessment of normal and postural deviations. The students will learn assessments of joint mobility through motion palpation, grading of orthopedic muscle strength and joint range of motion, differential diagnosis of common and special disorders, and evaluation of disease and injury of the musculoskeletal patient, including concussion. Emphasis is on regional orthopedic physical assessment with orthopedic testing, muscle testing, and osseous manipulation. Manipulative treatment includes the upper and lower extremities, temporomandibular joint (TMJ), and specialty visceral manipulative techniques. Patient management of the musculoskeletal patient, including exercise, will be introduced; types of pain and mechanoreceptor stimulation with movement will be discussed; and orthopedic biomechanics of posture and gait will be examined. Students are introduced to neuromuscular technique, muscle energy technique, and cranio-sacral technique. Also included is a review and refinement of spinal manipulative techniques. Naturopathic philosophy and principles are integrated into the course presentation.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHMD 6040 Physical Medicine IV: Physiotherapy Modalities
PHMD 6040L Physical Medicine IV Lab
(Didactic 1 credit; Lab 1 credit)

This is a course in physical therapy modalities. A variety of modalities will be explored, including ultrasound, electric muscle stimulation, microcurrent, TENS, cold laser, diathermy, iontophoresis, and others. The modalities will be studied in terms of the mechanism by which they function and how to physically apply the modalities to the patient. Students will have hands-on experience in a lab setting learning how to appropriately apply modalities. A variety of clinical applications will be discussed.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHMD 6054 Physical Medicine V: Principles of Hydrotherapy
PHMD 6054L Physical Medicine V Lab

(Didactic 1 credit; Lab 2 credits)

This course will cover the physiology, clinical applications, and practice management of Naturopathic Hydrotherapy. By the conclusion of this course, students will be able to demonstrate written, verbal, and practical knowledge of hydrotherapy theories and skills; the physiologic response to different water treatments, temperatures, and associated applications; and how to apply techniques in acute and chronic disease safely and effectively. The use of constitutional hydrotherapy, sauna, and other methods will be taught and practiced.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHYS 5014 Human Physiology and Endocrinology I
PHYS 5014L Human Physiology and Endocrinology I Lab

(Didactic 4 credits, Lab 1 credit)

The first of three physiology blocks, this course includes interactive didactic and laboratory instruction to examine the physiology and endocrinology of the human body. The first block includes general concepts in cell and membrane biology and begins organ systems physiology. This course is taught in coordination with the ANAT 5014 and ICSA 5014 courses.

Prerequisite: completion of all previous quarters’ courses as outlined in students’ prescribed program of study

PHYS 5024 Human Physiology and Endocrinology II
PHYS 5024L Human Physiology and Endocrinology II Lab

(Didactic 4 credits, Lab 1 credit)

The second of three physiology blocks, this course includes interactive didactic and laboratory instruction to examine the physiology and endocrinology of the human body. This systems-based approach continues with organ system physiology. This course is taught in coordination with the ANAT 5024 and ICSA 5024 courses.

Prerequisite: completion of all previous quarters’ courses as outlined in students’ prescribed program of study


(Didactic 2 credits)

This course provides the foundation necessary to understand the fundamental dynamics of mind-body medicine, including psychosocial and spiritual dimensions in healing. Students will learn how to facilitate in themselves and other mind-body practices for disease prevention and treatment. Mind-body processes and techniques such as meditation, imagery, therapeutic writing, “energy psychology,” biofeedback, medical intuition, and shamanism are discussed and critically examined for their potential role in integrative naturopathic healthcare.

Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study
**ND Course Descriptions**

**PSYC 6024 Mind-Body Medicine: Introduction to Medical Psychotherapy**  
*(Didactic 1.5 credits)*

An overview of developmental and behavioral theory, counseling skills and techniques is presented, along with stages in the healing process. The multi-modal model of physician as counselor in the healing relationship is critically examined. Students will critically explore the roles of patient education, patient motivation for change, and medical ethics in the doctor/patient relationship. Clinical cases will provide opportunities to develop healthy communication and counseling skills. Students will be introduced to the Diagnostic and Statistical Manual of Mental Health Disorders (DSM) with a focus on recognition and impact of mental disorders in the naturopathic primary care setting, including how to assess risk and identify appropriate community referrals.  
*Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study*

**PSYC 7034 Mind-Body Medicine: Affect Psychotherapy and Crisis Intervention**  
*(Didactic 2 credits)*

Students will develop the necessary foundation and general strategies to recognize, intervene, and refer patients who are experiencing transitional, traumatic, and acute psychiatric disorders. Elements of family dynamics, domestic violence, abuse, death and dying, homocidality, bullying, and suicidality are critically explored. Medical ethics issues related to these behavioral health dimensions are discussed. The use of agencies and referral sources is emphasized, as are crisis intervention and other strategies for dealing with emergency situations.  
*Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study*

**PSYC 8040 Mind-Body Medicine: Medical Management of Addiction**  
*(Didactic 1.5 credits)*

This course provides a naturopathic model for care and treatment of people suffering from addiction. Students will explore health impacts of drug, food, and other addictions with a focus on interactive medical, psycho-social, spiritual, and biochemical/nutritional influences. This course will present a multi-modal approach to the practice of naturopathic addiction medicine, including patient motivation to change. Students will have opportunities to interact with guest speakers experienced in the field of addiction care.  
*Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study*

**RSCH 5016 Research I**  
*(1 credit)*

This is the first of a two-quarter sequence of research courses. This course discusses the scientific method, scientific technology, and the analysis of scientific data in general as it relates to naturopathic medicine.  
*Prerequisites: admittance to the ND program*

**RSCH 5024 Research II**  
*(1 credit)*

This course is the continuation of RSCH 5016. This course discusses the types and aids in the evaluation of journals and other scientific publications in which medical literature can be found. Students will be exposed to methods for evaluating the varying significance of research findings.  
*Prerequisites: completion of all previous quarters’ courses as outlined in students’ prescribed program of study*

**ND Selectives**

*(Listed in alphabetical order)*

Doctor of Naturopathic Medicine students are required to take a minimum of 12 selective credits but may take up to 20 selective credits as part of their required program of study. While Doctor of Naturopathic Medicine students are eligible to enroll in more than 20 selective credits, Federal aid is not available for tuition costs that exceed the maximum 20 selective credits.

**BOTM 6934 Botanical Medicine in the Rocky Mountains**  
*(Didactic 2 credits)*

This course is a four-day field study near Lyons, Colorado. Specific campsite information will be given to students, and students can either set up tents or car-camp. Day trips are planned to different locations and elevations in the local canyons and meadows for plant diversity. Approximately 30-40 plants will be available for plant identification, materia medica, and herbal therapeutics discussions including case studies, ethical wild-harvest, and medicine making. Discussion related to clinical use of plants will take place.
throughout the field identification, harvesting, and medicine-making segments. Individual constituents, actions, energetics, extraction, delivery, and safety will be examined for each plant. Additional costs include campsite fee, food, transportation, and medicine-making supplies.

Prerequisites: completion of quarters 1-3 (see program of study for additional eligibility requirements for the 5-year track)

BOTM 6994 Botanical Medicine in the Appalachian Mountains/Gaia Selective
( Didactic 2.5 credits)
This course is an interactive/field study selective located in the North Carolina Mountains and conducted at the Gaia Herb Farm outside Brevard, North Carolina. It is designed to advance the clinical knowledge and efficacious use of botanical medicine. Students will learn about medicinal plants of the Appalachian Mountain region through field study with local herbalists. Students will also spend time at Gaia Herbs discussing medicinal use of cultivated plants with an emphasis on clinical application and constitutional prescribing. Students will stay at off-site lodging and carpool to day hikes and Gaia Herbs. Additional costs include lodging, airfare, shared car rental, and food.

Prerequisites: BOTM 6020

BOTM 6996 Introduction to Medical Cannabis
( Didactic 1.5 credits)
This course will cover the historical use of cannabis as medicine, pharmacology and chemistry of the cannabis plant, the endocannabinoid system, clinical uses of medical cannabis, and laws and process for recommending medical cannabis in Arizona.

Prerequisites: BOTM 7030

BOTM 6998 Botanical Medicine Therapeutics: Developing Clinical Proficiency
( Didactic 1.5 credits)
This is an interactive case-based course focusing on the development of botanical formulation to treat common conditions. This course is designed to prepare students for the demands of a broad-based naturopathic practice and to gain expertise in phytotherapy. Case studies will be utilized to illustrate the complexity of botanical prescribing. Formulation will be emphasized as a clinical strategy in conditions of multifactorial etiologies and multi-organ system disease processes. The recognition of quality botanical medicine will also be addressed as well as materia medica review. The quality and value of this course largely depends on student participation in lecture and learning exercises. Be prepared for participation in this course.

Prerequisites: BOTM 7030, BOTM 7040, BOTM 7050

CLTR 9901 Advanced Topics in Pediatrics
( Didactic 1 credit)
The advanced topics selective course in Pediatrics is intended for clinic students, and required for those in the Pediatrics honors track program. The first objective is to advance discipline-specific knowledge. Students will learn how to critically review and interpret clinical/health research and apply this knowledge as evidence-informed clinical care. Secondarily, leading a discussion of their research will advance the students’ ability to verbally communicate their knowledge and increase leadership confidence.

Prerequisites: Completion of quarters 1-8 (quarters 1-12 in the 5-year track) and eligibility for clinic.

CLTR 9902 Advanced Topics in Community Medicine
( Didactic 1 credit)
The advanced topics selective course in Community Medicine is intended for clinic students, and required for those in the Community Medicine honors track program. The first objective is to advance discipline-specific knowledge. Students will learn how to critically review and interpret clinical/health research and apply this knowledge as evidence-informed clinical care. Secondarily, leading a discussion of their research will advance the students’ ability to verbally communicate their knowledge and increase leadership confidence.

Prerequisites: Completion of quarters 1-8 (quarters 1-12 in the 5-year track) and eligibility for clinic.

CLTR 9903 Advanced Topics in Regenerative Medicine
( Didactic 1 credit)
The advanced topics selective course in regenerative medicine is intended for clinic students, and required for those in the Regenerative Medicine honors track program. The first objective is to advance discipline-specific knowledge. Students will learn how to critically review and interpret clinical/health research and apply this knowledge as evidence-informed clinical care. Secondarily, leading a discussion of their research will advance the students’ ability
to verbally communicate their knowledge and increase leadership confidence.

Prerequisites: Completion of quarters 1-8 (quarters 1-12 in the 5-year track) and eligibility for clinic.

COMH 6990 Community Health and Group Visit Models
(Didactic 2 credits)
This course prepares students to operate in a collaborative community health setting. The intersection of the Community Health Worker model and Emancipatory Health delivery models with naturopathic medicine are the focus of the course. The course will train students to think critically about their roles as naturopathic physicians on a greater health delivery team while utilizing cost-effective, culturally appropriate treatments including Latin American botanical medicine. Hands-on work with group visit models will be practiced in the classroom setting and subsequently with patients at SCNM's Roosevelt Health Center.

Prerequisites: Completion of quarters 1-8 (quarters 1-12 in the 5-year track) and eligibility for clinic.

ENVM 6940 Heavy Metals
(Didactic 1.5 credits)
This selective course will cover the most commonly found and most toxic heavy metals (arsenic, cadmium, lead, and mercury). Sources, health effects, and methods of diagnosis and treatment will be covered for each of these toxicants. Research articles on these topics will be made available by the instructor for review and in-class discussion. The accurate interpretation of heavy metal test results will be required for satisfactory completion of this course.

Prerequisites: ENVM 6010 and completion of the GNMD course sequence through quarter 7 (quarter 11 in the 5-year track)

HMEO 6991 Advanced Case Management
(Didactic 1 credit)
Students focus on advanced topics in homeopathic medicine and how to integrate homeopathy with general naturopathic practice. This course is, in large measure, case based. This course emphasizes sharpening skills in case analysis and repertorization, advanced study of materia medica, and managing patients with acute and chronic conditions.

Prerequisites: HMEO 7040

NTMD 6933 Nature Cure
(Didactic 2 credits)
To prepare for the role of primary-care physician, the student of naturopathic medicine must become skilled in correlating and presenting histories, subjective symptoms, physical signs, and appropriate lab tests with a detailed evaluation of the body’s level of health. The purpose of this course is for students to become familiar with the traditional methods of naturopathic medicine and to be able to apply them in clinical practice. Each class will focus on discussions of actual cases and specifically evaluate the application of each of the naturopathic principles to those cases.

Prerequisites: admission to the ND program (see program of study for additional eligibility requirements for the 5-year track)

NTMD 6936 The Human in Nature
(Didactic 2 credits)
This course will explore the concepts, theories, and research behind the benefits of nature exposure. Pertinent research on health conditions in all populations will be discussed and analyzed. The ultimate intent of this course is to impress upon the student the need for continued exposure to nature and play throughout the human life cycle in school, work, and community settings.

Prerequisites: admission to the ND program (see program of study for additional eligibility requirements for the 5-year track)

OMND 6980 Chinese Prepared Medicines
(Didactic 2.5 credits)
This course explores Chinese prepared medicines for common syndromes and disorders because the acupuncture practitioner in North America commonly uses pill or tincture forms for adjunctive therapy. This course trains the student in the skills necessary to critically evaluate the many products available. Classical Chinese patent medicines and contemporary North American Chinese prepared formulas are discussed.

Prerequisites: OMND 6010, OMND 6020, OMND 6030, OMND 6040, OMND 7054, OMND 7055, and OMND 7070

PHMD 6970 Introduction to Applied Kinesiology
(Didactic 2 credits)
This course serves as an introduction to applied kinesiology (AK) as taught by its founder, Dr. George Goodheart. It is intended to give students a basic understanding of the methods utilized in this modality and instruction on how to
apply these skills in clinical practice. Students who desire to study AK in further depth are encouraged to enroll in the certification course.

Prerequisites: PHMD 6030, OMND 6030

PHMD 6980 Orthopedic and Sports Medicine
(Didactic 3.5 credits)
In this course students evaluate sport and orthopedic injuries. Emphasis is on exercise, soft tissue therapies, physiotherapy, and manipulative techniques used in the treatment of sports and orthopedic injuries.

Prerequisites: PHMD 6030

PHMD 6981 Advanced Hydrotherapy
(Didactic 3 credits)
Advanced Hydrotherapy Lab expands and deepens the student’s experience with many hydrotherapy techniques. A particular emphasis is given to variations for specific diseases and conditions.

Prerequisites: PHMD 6054

PHMD 6940 Introduction to Neuro Emotional Technique (NET)
(Didactic 1 credit)
This course serves as an introduction to Neuro Emotional Technique (NET). It is intended to give students a basic understanding of the methods utilized in this modality and instruction on how to apply these skills in clinical practice. Students who desire to study NET in further depth are encouraged to enroll in the NET certification course.

Prerequisites: admission to the ND program

PSYC 6930 Stress Management
(Didactic 2 credits)
This course will allow the student to effectively identify and treat signs and symptoms of stress utilizing stress management principles and practices such as meditation, breathing techniques, guided imagery, biofeedback, art therapy, and cognitive restructuring techniques. Experiential exercises will build students’ own stress management skills. The course will also provide guidance on how to diagnose, select therapies, and create individualized stress management techniques in clinical practice.

Prerequisites: admission to the ND program

PSYC 6965 Medical Biofeedback

(Didactic 3 credits)
(A course fee applies – See Tuition and Fees).

Students receive training in the principles and applications of biofeedback with a focus on integrating these treatment modalities into a naturopathic medical practice. The integration of biofeedback as a complementary approach with other therapeutic procedures to address medical and stress-related health conditions will be emphasized. Students learn to use conventional biofeedback equipment and therapeutic indications. Skill labs include training in various modalities including temperature, electrodermal activity, muscle tension, breathing patterns, heart-rate variability, and brain wave (EEG) biofeedback.

Prerequisites: admission to the ND program (see program of study for additional eligibility requirements for the 5-year track)

PSYC 6980 Naturopathic Treatments for Mental Illness
(Didactic 2.5 credits)
This course involves in-depth exploration of specific naturopathic approaches to the most common psychiatric disorders seen in general practice, including depression, bipolar, anxiety, and sleep disorders. This course will allow students to assess, synthesize and prioritize, and implement therapies consistent with naturopathic principles. Course content will include introduction to laboratory and other useful assessments, plus naturopathic treatments including nutrients, herbs, amino-acids, biofeedback, homeopathy, and other evidence-based alternative therapies. Indications and treatment options using conventional drugs and methods are explored alongside alternative approaches. Students will recognize drug/herb and drug/nutrient interactions and specific protocols for safely weaning patients off conventional drug medications when appropriate.

Prerequisites: admission to the ND program (see program of study for additional eligibility requirements for the 5-year track)

PSYC 6995 Basic Medical Hypnosis
(Didactic 2 credits)
Students learn practical tools and general strategies of hypnotic suggestion for different kinds of patients and problems. Both traditional and informal approaches to hypnosis will be taught, with emphasis placed on general day-to-day applications. Students learn to work with psychologically complex patients who are otherwise resistant to treatment. Accordingly, there will be instruction on how to adapt different techniques to a client’s individual...
ND Course Descriptions

needs, and how to use hypnosis for specific clinical problems such as pain control, depression, anxiety, stress management, weight loss, childbirth, and preparation for surgery. General guidelines for other problems that occur in a physician’s practice will also be discussed. Ethical issues related to medical hypnosis will be addressed.

Prerequisites: admission to the ND program (see program of study for additional eligibility requirements for the 5-year track)

RSCH 6600 Directed Research Project

(Prerequisites: RSCH 5016)

This course is oriented towards independent medical student projects under the direction of the research faculty. Projects may involve design, implementation, and analysis of clinical and/or bench-top research. Prerequisites, credits, and number of students will be determined by the instructor(s). Admission to this course is in order of registration within the Registrar’s Office until course size limit has been attained.

Prerequisites: RSCH 5016

RSCH 6914 Research Studies: Case Reports and Meta-Analysis I

(Prerequisites: RSCH 6914)

This is the first of a two-quarter sequence of research courses. Each quarter is worth 1 credit hour, making the entire course worth 2 credit hours. Upon completing and passing the two-quarter sequence, students may re-take the complete two-quarter course one additional time. During this entire course, students will prepare research data for publication. Upon completion of the entire course, students will submit a report to a peer-reviewed journal for review and potential publication. Authorship of the report will include the student, faculty mentor, and other significant contributors.

Prerequisites: RSCH 5016

Two options are available for this course:

Option A (Meta-analysis): In this option, 1st, 2nd, 3rd, or 4th year students will prepare a meta-analysis report. This meta-analysis report will involve the analysis of a large collection of results from individual studies for the purpose of integrating the findings. The topic of the meta-analysis will be chosen by the student under the supervision and guidance of a faculty mentor.

Option B (Case report): In this option, 4th year students will prepare a case report. This case report will involve the preparation of a narrative that describes a medical problem and treatment experienced by one or more patients. The topic of the case study will be chosen by the student under the supervision and guidance of a faculty mentor.

RSCH 6924 Research Studies: Case Reports and Meta-analysis II

(Prerequisites: RSCH 5016)

This is the second of a two-quarter sequence of research courses. Each quarter is worth 1 credit hour, making the entire course worth 2 credit hours. Upon completing and passing the two-quarter sequence, students may re-take the complete two-quarter course one additional time. During this entire course, students will prepare research data for publication. Upon completion of the entire course, students will submit a report to a peer-reviewed journal for review and potential publication. Authorship of the report will include the student, faculty mentor, and other significant contributors.

Prerequisites: RSCH 6914

Two options are available for this course:

Option A (Meta-analysis): In this option, 1st, 2nd, 3rd, or 4th year students will finish a meta-analysis report that was begun during the first quarter of this course. This meta-analysis report will involve the analysis of a large collection of results from individual studies for the purpose of integrating the findings. The topic of the meta-analysis was chosen by the student under the supervision and guidance of a faculty mentor during the first quarter of this course, and the report will be completed during this second quarter.

Option B (Case report): In this option, 4th year students will prepare a case report. This case report will involve the preparation of a narrative that describes a medical problem and treatment experienced by one or more patients. The topic of the case study was chosen by the student under the supervision and guidance of a faculty mentor during the first quarter of this course, and the report will be completed during this second quarter.
Administration

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Vice President of Finance and Administration
David Neal, CPA; BS, University of Illinois (Urbana), 1978; Arizona Licensed Certified Public Accountant, 1992;

Vice President of Student Affairs
Melissa Winquist, MA; BA, Arizona State University, 1991; MA, Arizona State University, 1994

Dean of Academic Affairs
H. Garrett Thompson, DC, PhD; Professor of Biochemistry; BA, Biology, Reed College 1994; PhD, Biochemistry, Loma Linda University, 2000; DC, Southern California University of Health Sciences, Los Angeles College of Chiropractic, 2010.

Dean of Students
Kenneth A. Donnelly, MBA; B.S., Fordham University, 1985; MBA, University of Connecticut, 1991

Associate Dean of Naturopathic Clinical Education
Jessica Mitchell, ND; Assistant Professor; BS, Binghamton University, 2001; ND, Southwest College of Naturopathic Medicine, 2005; General Medicine Residency, Southwest College of Naturopathic Medicine, 2006; Pediatric Residency, Southwest College of Naturopathic Medicine, 2008

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Faculty and Physicians

Full-Time Faculty

Alexander, Amanda, ND: Assistant Professor; of Naturopathic Medicine BS, Biology/Pre-Medicine, University of Georgia, 2001; MEd, Science Education, Georgia State University, 2006; ND, Southwest College of Naturopathic Medicine, 2012.

Arnold, Taylor, PhD, RD: Assistant Professor of Nutrition; BS Biology, Arizona State University, 2012; MS, Human Nutrition, Arizona State University, 2013; PhD, Physical Activity, Nutrition, Wellness, Arizona State University, 2016; RD, Arizona State University, 2016.

Axelrod, Leslie, ND: Professor of Naturopathic Medicine; BS, Human Nutrition, University of Massachusetts; ND, Bastyr University, 1987; Dipl. Ac, Southwest College of Naturopathic Medicine, 1998.

Bain, Jaclyn, ND: Assistant Professor of Naturopathic Medicine; Department Chair, Pre-clinical Studies; Interim Division Director of Human Studies; BS, Biology, The College of New Jersey, 2009; ND, Southwest College of Naturopathic Medicine, 2013.

Baral, Matthew, ND: Professor of Naturopathic Medicine; BA, Biology, Castleton State College, 1994; ND, Bastyr University, 2000.

Bethel, Klee, MD: Senior Staff Physician; MD, Creighton University School of Medicine, 1986.

Buratovich, Nick, ND: Professor of Naturopathic Medicine; Chair, Department of Physical Medicine; BS, Biology, Saint Mary’s College, 1973; ND, National College of Naturopathic Medicine, 1983.

Deng, Yong, MD, LAc: Professor of Acupuncture and Oriental Medicine; Chair, Department of Acupuncture and Oriental Medicine; Supervising Acupuncturist, Endowed Chair (Gero-Vita); MD (China), LAc, Chengdu College of Traditional Chinese Medicine, 1983.

Eltigani, Hamid, MD: Professor of Anatomy; MS, Human Morphology, University of Khartoum, Sudan, 1996; MD, Mink State Medical Institute, 1991.

Gaines, Patricia, ND: Professor of Naturopathic Medicine; Chair, Department of Botanical Medicine; ND, Bastyr University, 2002.

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Index

A

Academic Departments, 40
Academic Policy and Progress Committee (APPC) 15-17, 22, 42, 54-57
Academic Support, 59
Accreditation, 7
Accreditation, Council on Naturopathic Medical Education (CNME), 7
Accreditation, Higher Learning Commission, 7
Accreditation, Oversight, 7
Admissions, Applicants/Students with Disabilities, 36
Admissions, Application Deadline, 33
Admissions, Application for, 34
Admissions, before Receipt of Final Transcript, 37
Admissions, CLEP Examinations Accepted, 33
Admissions, Decision, 36
Admissions, Deferral, 37
Admissions, International Applicants, 33-34, 37-38
Admissions, NDCAS Application, 34, 37
Admissions, Prerequisite Coursework, 33
Admissions, Reapplication Process, 37
Admissions, Requirements, 33
Admissions, Technical Standards, 15, 17, 34-36, 56-57
Admissions, Transfer Applicants, 38
Admissions, Transfer Credit Policy, 38
Alumni Association, 59
Alumni, 23, 29, 42, 54, 59
Alumni, Course Audit, 54
Alumni, Library Privileges, 29
Alumni, Non-Degree Enrollment, 42
Animals on Campus, 27
Articulation Agreements, 38, 61
Attendance, 14, 15, 17, 20
Audit, 20, 42, 54-58
Awards, Academic Achievement, 58

B

Board of Trustees, 82

C

Calendar Year, Five Year Track, 42
Calendar Year, Four Year Track, 42
Campus Safety and Security, 25
Children on Campus, 27
Class Schedules, 54
Clinical Clerkships, 10, 14-15, 17, 20-21, 32, 42-43, 53-56, 66
Clinical Clerkships, Adding and Dropping, 54
Clinical Clerkships, Eligibility for, 53
Clinical Education Experience, 53
Clinical Skills Development Laboratory (CSDL), 60
Clinical Skills Development Session (CSDS), 60
Clubs and Organizations, 59
Community Clinics, 7, 32
Community Service Program, 59
Complaint, 26, 28

Core Values, 4
Counseling Services, 20, 24
Course Descriptions, 62-80
Course Descriptions, Selectives, 76-80
Courses, Adding and Dropping, 54
Courses, Hybrid, 13
Courses, Intensive, 17-18, 42, 54
Courses, Online, 13
Courtey Phones, 24
Credit Equivalence, 43
Criminal Conduct/Theft, 26

D

Department of Acupuncture and Oriental Medicine, 40
Department of Basic Medical Sciences, 40
Department of Botanical Medicine, 40
Department of General Medicine, 40
Department of Homeopathy and Pharmacology, 41
Department of Mind-Body, Environmental Medicine, and Naturopathic Philosophy, 41
Department of Nutrition, 41
Department of Physical Medicine, 40
Department of Pre-Clinical Studies, 40
Department of Research, 40
Diplomas, Issuance of, 58
Directed Skill Development Laboratory (DSDL), 59
Directed Study, 9, 54
Dismissal, 15-17, 21-22, 25-27, 56-57
Distance Learning, 13, 15, 22-23
Distance Learning, Course Accessibility, 13
Distance Learning, Student Authentication, 13
Distance Learning, Technology Requirements, 13
Division of Human Studies, 40
Division of Therapeutics, 40
Doctor of Naturopathic Medicine, Philosophy and Principles, 30
Doctor of Naturopathic Medicine, Scope of Practice, 31
Doctorè Development Center (DDC), 59
Dropped Courses, 18
Drug and Alcohol Abuse and Prevention Policy, 26
Drug Conviction, 11
Drug Provision, Higher Education Act, 36

E

Everfi Training Courses, 15, 25
Examinations, 18-19, 31, 55-56
Examinations, Competency, 19
Examinations, Final, 18
Examinations, Missed, 19
Examinations, NPLEX Board, 55-56
Examinations, Standards, 18
Extended Sites Community Clinics, 7, 10, 32

F

Faculty, 4-5, 14-15, 18-22, 26-28, 32, 54-55, 57, 59-60, 82-88
Faculty, Adjunct, 83-84
Faculty, Adjunct Research, 84
Faculty, Elective Offsite Physicians, 84-88
Index

A
Academic Departments, 40
Academic Policy and Progress Committee (APPC) 15-17, 22, 42, 54-57
Academic Support, 59
Accreditation, 7
Accreditation, Council on Naturopathic Medical Education (CNME), 7
Accreditation, Higher Learning Commission, 7
Accreditation, Oversight, 7
Admissions, Application Deadline, 33
Admissions, Application for, 34
Admissions, before Receipt of Final Transcript, 37
Admissions, CLEP Examinations Accepted, 33
Admissions, Decision, 36
Admissions, Deferral, 37
Admissions, International Applicants, 33-34, 37-38
Admissions, NDCAS Application, 34, 37
Admissions, Prerequisite Coursework, 33
Admissions, Reapplication Process, 37
Admissions, Requirements, 33
Admissions, Technical Standards, 15,17, 34-36, 56-57
Admissions, Transfer Applicants, 38
Admissions, Transfer Credit Policy, 38
Alumni Association, 59
Alumni, 23, 29, 42, 54, 59
Alumni, Course Audit, 54
Alumni, Library Privileges, 29
Alumni, Non-Degree Enrollment, 42
Animals on Campus, 27
Articulation Agreements, 38,61
Attendance, 14,15, 17, 20
Audit, 20, 42, 54-58
Awards, Academic Achievement, 58

B
Board of Trustees, 82

C
Calendar Year, Five Year Track, 42
Calendar Year, Four Year Track, 42
Campus Safety and Security, 25
Children on Campus, 27
Class Schedules, 54
Clinical Clerkships, 10,14-15, 17, 20-21, 32, 42-43, 53-56, 66
Clinical Clerkships, Adding and Dropping, 54
Clinical Clerkships, Eligibility for, 53
Clinical Education Experience, 53
Clinical Skills Development Lab (CSDL), 60
Clinical Skills Development Session (CSDS), 60
Clubs and Organizations, 59
Community Clinics, 7, 32
Community Service Program, 59
Complaint, 26, 28
Core Values, 4
Counseling Services, 20, 24
Course Descriptions, 62-80
Course Descriptions, Selectives, 76-80
Courses, Adding and Dropping, 54
Courses, Hybrid, 13
Courses, Intensive, 17-18, 42, 54
Courses, Online, 13
Credit Equivalence, 43
Criminal Conduct/Theft, 26
Director Development Center (DDC), 59
Directed Study, 9, 54
Directing, 15-17, 21-22, 25-27, 56-57
Distance Learning, 13, 15, 22-23
Distance Learning, Course Accessibility, 13
Distance Learning, Student Authentication, 13
Distance Learning, Technology Requirements, 13
Division of Human Studies, 40
Division of Therapeutics, 40
Doctor of Naturopathic Medicine, Philosophy and Principles, 30
Doctor of Naturopathic Medicine, Scope of Practice, 31
Doctorè Development Center (DDC), 59
Dropped Courses, 18
Drug and Alcohol Abuse and Prevention Policy, 26
Drug Conviction, 11
Drug Provision, Higher Education Act, 36

E
Everfi Training Courses, 15, 25
Examinations, 18-19, 31, 55-56
Examinations, Competency, 19
Examinations, Final 18
Examinations, Missed, 19
Examinations, NPLEX Board, 55-56
Examinations, Standards, 18
Extended Sites Community Clinics, 7, 10, 32

F
Faculty, 4-5, 14-15, 18-22, 26-28, 32, 54-55, 57, 59-60, 82-88
Faculty, Adjunct, 83-84
Faculty, Adjunct Research, 84
Faculty, Elective Offsite Physicians, 84-88
Index

F (continued)
Faculty, Field Observation Physicians, 84-88
Faculty, Full-Time, 82
Faculty, Honorary, 84
Federal Work Study, 11, 24
FERPA (Family Educational Rights and Privacy Act), 13-14
FERPA, Directory Information, 14
FERPA, Proper Disclosure, 14
Field Observation, 10, 42, 53, 57, 65
Field Observation, Eligibility for, 53
Financial Aid, 10, 12, 15-16, 18, 21, 23-24, 39, 56-58
Financial Aid, Drug Conviction - Loss of Eligibility, 15
Financial Aid, Drug Conviction - Regaining Eligibility, 15
Financial Aid, Federal Formula, 18
Financial Aid, Foreign or Third Party Payer Recipients, 10
Financial Aid, General Eligibility Requirements, 10
Financial Aid, Procedure, 11
Financial Aid, Recipients, 10
Financial Policies, 10
Food in Classrooms and Laboratories, 27

G
GPA, Grade Point Averages, 20, 38, 55-58
Grade Appeal, 19, 20-21
Grade Appeal, Final Process, 21
Grade Appeal, First 21
Grade Appeal, Procedures, 20
Grade Appeal, Second, 21
Grade of Fail or Unsatisfactory, 21-22
Grade of Incomplete, 21
Grade Reports, 20
Grading Scale, 30
Graduation, 9, 15, 17, 22-23, 29, 38, 42, 53, 56-59, 61
Graduation, Academic Achievement Awards, 58
Graduation, Issuance of Diplomas, 58
Graduation, Requirements, 57-58

H
Harassment, 25-26
Harassment, Definition of Other, 27
Harassment, Definition of Sexual, 25
Harassment, Prohibition – Sexual and Other, 25
Harrasment, Discipline/Consequences, 26
Honor List, 22
Housing, 5, 25

I
Institutional Information, 5-7
Institutional Policies, 14-22
International Applicants, 34, 37-38
International Professional Degree Transfer, 38
International Students, 34, 37-38, 54

L
Learning Skills Development Session (LSDS), 60
Leave of Absence, 15-17, 29, 54
Leave of Absence, Administrative (ALOA), 11-17, 29, 57
Leave of Absence, Exit Interview, 16
Leave of Absence, Financial Aid, 16
Leave of Absence, Library Privileges, 29
Leave of Absence, Library Resources, 19
Leave of Absence, Medical, 16
Leave of Absence, Military, 16
Leave of Absence, Personal, 16
Leave of Absence, Reactivation of Enrollment, 17
Leave of Absence, Types of, 16
Library, 5-7, 9, 16-17, 24, 28-29
Library, Account, 28
Library, Affiliation and Membership Organizations, 29
Library, Borrower Privileges, 28
Library, Collections, 28
Library, Fines, 9
Library, Policies, 29
Library, Privileges, 29
Library, Services, 28
Licensure, 10, 31, 55
Lobbying/Political and Legislative Activity, 25

M
Mel and Enid Zuckerman College of Public Health, 38, 61
Mission Statement, 4

N
Name, Change of, 14
Naturopathic Principles, 30
Neil Riordan Center for Regenerative Medicine, 4-6, 26-27, 31-32, 42
Non-Degree Enrollment, 22, 42
NPlex, 9-10, 15, 25, 31, 54-56, 60, 63
NPlex, Board Examinations, 55

P
Payment Options, 10
Personal Appearance, 27
Personal Property, 25
PIHMA, Phoenix Institute of Herbal Medicine and Acupuncture, 61
Policies, Academic, 53-58
Policies, Student, 24-29
Practicing without a License, 25, 32
Prerequisite Coursework, 33
President’s Message, 3
Probation, 17, 22, 56-57
Probation, First Academic, 56
Probation, Second Academic, 56-57
Professional Behavior, 27
Program of Study, 42-43
Program of Study, Five Year, 48-52
Program of Study, Four Year, 44-47
Program Partnerships, 61
Promotional Photographs and Images, 28
Index

R
Refund, 10, 12, 17-18
Refund Policy, 17-18
Registration, 9-11, 14-15, 24-25, 37, 42
Registration, Holds, 15
Registration, Pre-registration, 14

S
SAP, Satisfactory Academic Progress, 10, 15-16, 20, 39, 42, 54-58
SAP, Academic Dismissal, 57
SAP, Academic Suspension, 57
SAP, At Risk for Unsatisfactory Academic Progress, 20
SAP, Completion, 56
SAP, Dismissal Appeal Process, 57
SAP, First Academic Probation, 56
SAP, Second Academic Probation, 56
SAP, Standards of, 20
SAP, Unsatisfactory Academic Progress, 20, 57
SCNM Laboratory, 6-7, 20, 65
SCNM Medical Center, -5-7, 24, 26-28, 31, 32, 65
SCNM Medical Facilities, 6-7
SCNM Medicinary, 7, 20, 27, 53, 57, 65
Selectives, 15-20-21, 40, 42, 54, 57, 76-80
SEVIS, US Immigration and Customs Enforcement Requirements, 38
Strategic Plan, 4
Student Affairs, 23-24, 59
Student Appeals, 28
Student Benefits at the SCNM Medical Center, 24
Student Clubs and Organizations, 59
Student Community, 6
Student Course Evaluations, 22
Student Employment, 24
Student Government Association, 9, 23, 59
Student Grievances, 28, 56
Student Identification Cards, 24
Student Material Purchases, 9
Student Rights and Responsibilities, 24
Student Services, 23, 38, 59
Students with Disabilities, 36

T
Therapeutic Order, 30-31
Transcripts, 10, 34, 37-38
Transfer Credit, 34, 38
Trustees, 82
Tuition and Fees, 9-10
Tuition and Fees, Ancillary Program Expenses, 10
Tuition and Fees, Application, 9
Tuition and Fees, Course-Specific, 9
Tuition and Fees, Enrollment, 9
Tuition and Fees, Equipment/Material Purchases, 9
Tuition and Fees, ND Course-Specific, 9
Tuition and Fees, Non-Course-Specific Charges, 9
Tuition and Fees, Payment Policy, 10
Tuition and Fees, Quarterly Fees, 9

U
U.S. Department of Education, 10, 14, 16, 19, 33
Unsatisfactory Academic Progress, 20, 57

V
Value Proposition, 4
Veterans, 15, 19, 34, 39
Veterans Benefits, 39
Vision, 4
Visitors on Campus, 27

W
Withdrawal, 16-18, 21-22, 55-56
Withdrawal, Administrative, 24
Withdrawal, Complete, 24