



New York College of  
**Traditional Chinese Medicine**

Acupuncture and Oriental Medicine Degree Programs

Catalog 2011 - 2012





New York College of  
Traditional Chinese Medicine

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Mineola, NY 11501

Tel: 516-739-1545

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[www.acupuncturecollege.org](http://www.acupuncturecollege.org)

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New York, NY 10016

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For More Information

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For general program  
information phone  
516-739-1545 x 211 or email  
[admissions@nyctcm.edu](mailto:admissions@nyctcm.edu)

For questions about the school,  
you may also write:

NYCTCM  
155 First St.  
Mineola, NY 11501

Or visit us at:  
[www.acupuncturecollege.org](http://www.acupuncturecollege.org)

# New York College of Traditional Chinese Medicine

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## Contents

2	NYCTCM Core Values/Mission Statement
3	Message from NYCTCM's President
4	About NYCTCM
8	Admissions Information
12	Financial Information
14	Financial Aid
15	Academic Policies and Procedures
19	Standards of Conduct and Disciplinary Procedures
21	Student Services
22	NYCTCM Programs
26	Typical Program Roadmaps
30	Course Descriptions
43	Faculty
46	Visiting NYCTCM
47	Academic Calendar
48	Addendum - Prerequisites

## NYCTCM CORE VALUES

### COMPASSION

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In addition to knowledge of TCM theory and mastery of techniques necessary to apply that theory, NYCTCM graduates will bring the emotional qualities of empathy, respect and compassion to all their treatment sessions.

### TRADITION

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NYCTCM graduates will have a thorough understanding of and deep respect for traditional Chinese principles of treatment, including their cultural and philosophical context.

### INTEGRATION

融匯

NYCTCM graduates will have a fundamental understanding of the Western medical approach, and will be able to integrate their practice of TCM within the Western health care system.

### INNOVATION

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NYCTCM graduates will have a spirit of innovation that enables them to adapt a 4,000-year-old medicine to 21st-century needs.

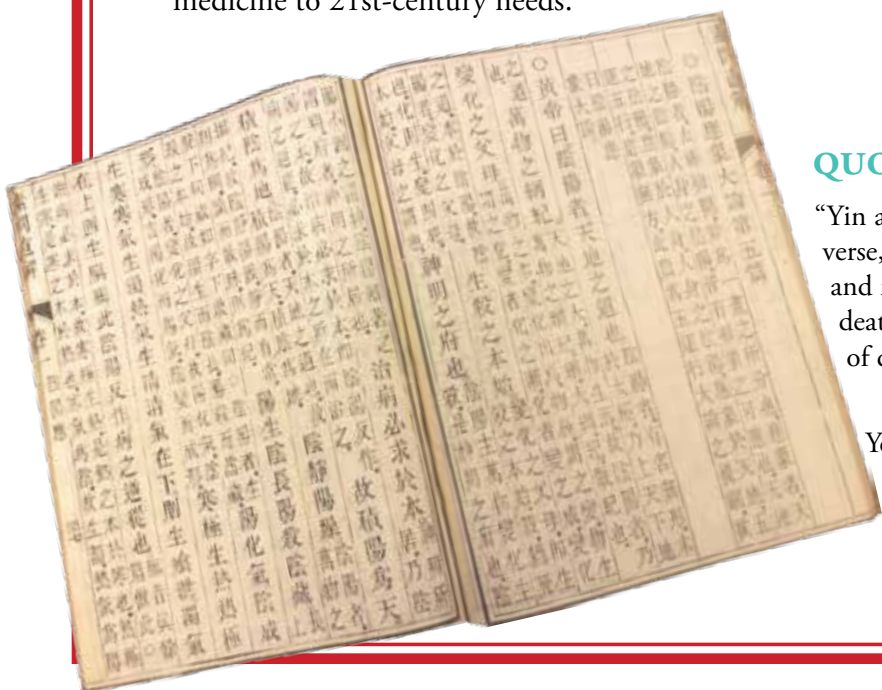
## NYCTCM MISSION STATEMENT

NYCTCM's mission is to prepare compassionate practitioners who are solidly grounded in the tradition of Chinese medicine, who are able to integrate this tradition within the Western health care system, and who have a spirit of innovation that enables them to adapt a 4,000-year-old medicine to 21st-century needs.

### QUOTE FROM THE NEI JING

“Yin and Yang are the natural order of the universe, the great outline of all things, the father and mother of all changes, the root of life and death, and the palace of the spirit. Treatment of diseases should be based upon roots.”

– Chapter Five, Inner Classic of the Yellow Emperor



## Dear prospective students:

On behalf of the faculty and staff at NYCTCM, I welcome your interest in our combined Bachelor/Masters degree programs that prepare you to be a practitioner of acupuncture and Chinese herbology.

This is the 14th anniversary of NYCTCM, which was established in 1996 by Dr. Chi Chow. Dr. Chow's vision was to have a school where students study Traditional Chinese Medicine (TCM) much as it is taught in China and to relate this approach to western medical practice.

I have been associated with the college as Academic Dean, and later as President, since its establishment. My approach to educating students is to provide a thorough foundation in Oriental Medicine theory through a practice-based learning program taught in a genuine TCM style.

I view the expertise of our faculty and their authentic approach to teaching TCM as the strengths of our school. We have an outstanding TCM faculty averaging more than 25 years of experience in the integrative practice of acupuncture and Chinese herbology in China, with many having taught or done research there. In small classes these master practitioners mentor students in the philosophy and practice of Oriental Medicine. They enjoy the challenge of teaching students the philosophical context of time-honored TCM classics as they role-model TCM practice in a contemporary medical setting. They are committed to working diligently to help you become a qualified, caring TCM practitioner. I continue to be pleased when I hear from so many of our more than five hundred graduates affirming the strength of their understanding of TCM as a result of their studies at the college.

Compared with a 4,000-year history as an integral part of medical practice in China, acupuncture has been recognized and accepted in America for only 38 years. But acupuncture and Chinese herbology have already been confirmed for their efficacy and safety, as well as for offering a cost-effective alternative within the American health care system, resulting in more and more Americans accessing this approach to promoting their health and wellness.

My vision for the college is to put NYCTCM in the forefront of the evolution of American acupuncture and Oriental Medicine education with a commitment to excellence. As a strong advocate of student participation in the educational experience, my door is open to share viewpoints and experiences that enable us to work with you and serve you effectively. With an exceptional TCM program that adapts to most schedules, I believe you will find NYCTCM the ideal place for you to access this profession as your new career. I look forward to welcoming you to the school.

With best regards,

Yemeng Chen, L.Ac., FICAE  
President



## A message from NYCTCM's President



# About NYCTCM

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## History

NYCTCM was started in 1996 by Dr. Chi Chow. Dr. Chow felt that the New York City area had need for a school which taught Traditional Chinese Medicine (TCM) much as it is taught in China, and which at the same time could help students relate this approach to Western medical practice. Her vision included small classes, master-apprentice type teaching relationships in clinic, and the flexibility to accommodate students' schedules by offering classes mostly on weekends. From its first trimester in Spring of 1996, NYCTCM has embodied this approach.

## Mission Statement

NYCTCM's mission is to prepare compassionate practitioners who are solidly grounded in the tradition of Chinese medicine, who are able to integrate this tradition within the Western health care system, and who have a spirit of innovation that enables them to adapt a 4000-year-old medicine to 21st-century needs.

## NYCTCM Core Values

### COMPASSION

In addition to knowledge of TCM theory and mastery of techniques necessary to apply that theory, NYCTCM graduates will bring the emotional qualities of empathy, respect and compassion to all their treatment sessions.

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### INNOVATION

NYCTCM graduates will have a spirit of innovation that enables them to adapt a 4000-year-old medicine to 21st-century needs.



## Educational Objectives

1. Graduates of NYCTCM will be able to evaluate a patient's condition, decide on the most effective treatment strategy, and provide TCM treatment to the patient.
2. Graduates of NYCTCM will qualify to sit for and be able to pass the NCCAOM examination, as well as be able to meet all state requirements for licensure.
3. Graduates of NYCTCM will have a fundamental understanding of the Western medical approach.
4. Graduates of NYCTCM will understand the Chinese cultural and philosophical context to the basic TCM training and will be able to integrate it into their practices.
5. Graduates of NYCTCM will be able to set up a successful and ethical practice which affects the community in positive ways.

## Programs

NYCTCM currently offers three programs through which it seeks to fulfill the above objectives:

1. A three-year Bachelor of Professional Studies / Master of Science in Health Science / Acupuncture Program, which prepares students for licensure and professional practice of Acupuncture.
2. A four-year Bachelor of Professional Studies / Master of Science in Health Science / Oriental Medicine Program, which prepares students for licensure and professional practice of both Acupuncture and Chinese Herbology.
3. An Herbal Certificate Program, designed for licensed acupuncturists or graduates from an accredited Acupuncture Program, which prepares students to sit for the NCCAOM Chinese Herbology examination.

## Authorizations

NYCTCM has been approved by the New York State Education Department and was granted an absolute charter on November 9, 2001. On April 29, 2003, the Board of Regents authorized NYCTCM to confer the Bachelor of Professional Studies and Master of Science degrees. The professional Masters program in acupuncture and Masters program in Oriental Medicine of the New York College of Traditional Chinese Medicine are accredited by the Accreditation Commission for Acupuncture and Oriental Medicine (ACAOM), which is the recognized accrediting agency for the approval of programs preparing acupuncture and Oriental medicine practitioners. ACAOM is located at 7501 Greenway Center Drive, Suite 820, Greenbelt, MD 20770, 301/313-0855; fax 301/313-0912.

NYCTCM has been approved by the U.S. Department of Education and the New York State Education Department to administer financial aid programs, and has been authorized by the Department of Homeland Security to grant admission to full-time students from foreign countries.

## Non-Discrimination Policy

It is the policy of NYCTCM that there shall be no discrimination with respect to educational and employment opportunities, admissions policies, scholarship and loan programs, and other school-administered programs offered by the College because of a student's sex, race, color, national and ethnic origin, creed, religion, sexual orientation, marital status, disability, liability for any military service or any other legally protected status under applicable law. All inquiries concerning the application of Title IX and its implementing regulations may be referred to NYCTCM's Title IX Coordinator (James Bare, 155 First Street, Mineola, NY 11501, 516-739-1545. Email: [admin\\_dean@nyctcm.edu](mailto:admin_dean@nyctcm.edu)) or directly to the Office for Civil Rights of the U.S. Department of Education.



Acupuncture treatment at NYCTCM Teaching Clinic

# About NYCTCM

## Board of Trustees

The NYCTCM Board of Trustees was established on April 24, 1996. It currently consists of ten members who provide adequate representation of the public interest. It is within the scope of the Board of Trustees to direct the accomplishment of the purpose for which the institution was founded (see above under Mission Statement).

The Board of Trustees is responsible for establishing policies, short and long range planning, appointing and reviewing the performance of the president, developing financial resources, approving major expenditures, and exercising ultimate and general control over the institution's affairs. In addition, the Board of Trustees reviews the effectiveness of the institution and determines the employment and retention of staff in accordance with required needs. The Board convenes regularly as needed, and meets once a year for a review of purpose, educational evaluation, and planning.

The Board of Trustees currently consists of the following members:

Board of Trustees			
Name	Occupation	Constituency	Term Expires:
Ms. Lois Beckerman	Acupuncturist	Alumni, Practitioner	October, 2012
Dr. Chi Chow (honorary)	Founder, NYCTCM	Institutional	No Expiration
Ms. Nicole Degregorio	Acupuncturist	Alumni, Practitioner	October, 2012
Mr. Lawrence Jones	Attorney	Public	October, 2011
Mr. Steve Legum	Attorney	Public	October 2013
Dr. Sun F. Pei	D.O., Certified Acupuncturist	Practitioner	October, 2013
Ms. Carole Roble	CPA	Public	October, 2012
Dr. Roger Tsao	Acupuncturist	Practitioner	October, 2011
Ms. Tammy Tsao	Acupuncturist	Alumni, Practitioner	October, 2013
Hon. F. Dana Winslow	Judge	Public	October, 2011



Students study in NYCTCM's Chi Chow library

## Administration

The Administration carries out the day-to-day running of the school, and is charged with ensuring that all of the resources of the school are devoted to achievement of its stated purpose. The members of the Administration are as follows:

### Executive Staff

Dr. Yemeng Chen	President
Dr. James Bare	Administrative Dean
Dr. Sunny Shen	Academic Dean

### Administrative Staff

Ms. Gail Auricchio	Admissions Manager
Ms. Susan Su	Records Manager
Ms. Lingling Chang	Operations / Library Coordinator
Ms. Kathy (Kuei) Zhou, CPA	Financial Director
Ms. Lily Zou	Financial Manager
Ms. Anna Hsiung	Financial Aid Coordinator
Ms. Lucy Ceng	Manhattan Facility Manager
Kaitlyn Mitchell	Student Services Coordinator

### Academic Staff

Dr. Libang Zhang	Director, Oriental Medicine Program / Chair of Chinese Herbology Department
Dr. Yongshun Bei	Clinic Director
Ms. Yiping Zhao	Clinic Manager
Dr. Sharon Zhao	Chair of TCM Foundations Department
Dr. Yongshun Bei	Chair of Acupuncture Department
Dr. Joseph Tu	Chair of Biomedicine Department
Dr. Bin Xu	Continuing Education Coordinator

## Consumer Information

### Campus Security Report

As mandated by the U.S. Department of Education, by October 1 of every year NYCTCM publishes and distributes to all enrolled students and current employees its annual campus security report. NYCTCM also compiles and submits to the USDE on a yearly basis statistics on campus crime. The NYCTCM Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the USDE. In addition, students can view the USDE website where such statistics are available for perusal.

<http://ope.ed.gov/security/>

The Administrative Dean is authorized to provide such statistics for NYCTCM; he can be reached at 516-739-1545 ext. 22.

### Graduation Rate

The graduation rate is the percentage of students who have completed the program in the most recent graduating cohort. These statistics are tabulated each year and submitted to ACAOM as part of the school's yearly report. The graduation rate for NYCTCM in its most recent (2010) report was 91%. For current graduation rates, please contact the Administrative Dean at 516-739-1545 ext. 22.

### FERPA – Family Education Rights and Privacy Act

NYCTCM, following the Federal Family Education Rights and Privacy Act of 1974, has set requirements to protect the privacy of students' academic records. NYCTCM annually notifies students of their rights under FERPA and the procedure for exercising their rights to inspect and review education records. The school also maintains a record in student files listing to whom personally identifiable information was disclosed and the legitimate interests the parties had in obtaining the information (excepting school officials with a legitimate educational interest or the obtaining of directory information).

## Requirements for Admission

Candidates for admission to NYCTCM must demonstrate a sincere commitment to embark on a program to become a practitioner of Traditional Chinese Medicine. They must possess personal qualities and a level of academic achievement that reflects the skills and aptitude necessary to successfully complete a TCM curriculum.

All applicants must have completed 60 undergraduate credits in an institution accredited by an agency recognized by the U.S. Department of Education and must have achieved a minimum GPA of 2.5.

Candidates must be at least 18 years of age.

In accordance with New York State guidelines, candidates must hold United States citizenship, be an alien lawfully admitted for permanent residence in the U.S., or hold a valid visa. Alien applicants must provide proper documentation in order for their applications to be considered.

Citizens of foreign countries, or foreign-born U.S. citizens or residents must be able to demonstrate achievement of English proficiency. This can be done in one of three ways:

- Proof of at least two years of study (60 credits) at a U.S. college or university (or at a college or university located in another country where English is the primary language and where English was the medium of instruction). These credits cannot include any courses in English as a Second Language.
- Proof of professional licensure in New York State as an M.D., Dentist, Chiropractor, Physical Therapist, R.N., Nutritionist, Physician Assistant, Occupational Therapist, Pharmacist, Psychologist, Veterinarian, or Massage Therapist. Other health-care professionals may submit licensing credentials for review by the NYCTCM Admissions Office in order to support their claim of English language proficiency.
- Score of 61 or higher on the IBT Test of English as a Foreign Language (TOEFL) or its equivalent on the computer-based or paper-based versions of the test. NYCTCM offers its own English competency test, which is similar to the paper-based TOEFL. Students should contact the Admissions Office if they wish to take this test; there is a \$50 fee for each testing session. Passing score on this test is 500.

## Bioscience Course Prerequisites

New York State requires students to have nine credits of bioscience courses prior to enrolling in NYCTCM, or to complete them concurrently with their first year of study at the college. At NYCTCM Human Biology (3 credits), Topical Anatomy (4 credits), and Chemistry for Health Sciences (2 credits) are bioscience courses that satisfy the prerequisite nine credits of bioscience required for a NYS acupuncture license. These courses enhance students' understanding of concepts in the biosciences and related acupuncture courses.

Students who lack one or more of these prerequisite courses are required to complete the course(s) concurrently with their first year (three trimesters) of full- or part-time study at NYCTCM. Course transfer credit may be granted for equivalent coursework completed at an institution accredited by an agency acceptable to NYCTCM and the NYS Education Department.

## Admission Requirements & Licensure

Candidates for admission are advised to understand and comply with the licensure requirements of all states in which they intend to become licensed prior to matriculating.

## Applying for Admission

Admission to NYCTCM is considered on a continuous basis. New students are admitted to the College for Fall (September), Winter (January), and Spring (May) trimesters. Prospective students are encouraged to apply for admission well in advance of the start of classes due to limited class size. Students needing financial aid should apply at least 90 days prior to the start of the trimester. Prospective students are invited to attend an NYCTCM Open House for an overview of the programs, a tour of the facility, open discussion, and information on the application process.

Application for admission includes:

- A completed application form
- Three letters of professional/personal recommendation
- Two passport size photos
- Official transcripts from each school listed on the application
- Copies of current licenses (for health professionals)
- MMR immunization history
- Statement of purpose (a short essay on the candidate's vision of becoming a TCM practitioner and his or her reasons for applying to NYCTCM)
- A personal interview, suggested, not required
- Application fee

Applicants who completed their postsecondary education in foreign countries must complete regular application procedures and in addition must provide the following documentation to NYCTCM:

- Evaluation and certified English translation of educational credentials by an appropriate agency
- Certification of English proficiency (via TOEFL and TSE scores)
- Valid visa (unless a permanent resident or citizen of the U.S.)

An application form is downloadable on our website or from the NYCTCM Admissions Office.

## International Applicants

NYCTCM has been authorized by the Department of Homeland Security to grant admission to full-time students from foreign countries. Nonimmigrant alien applicants are required to complete the regular application process and, in addition, must submit an I-20 application and an affidavit of financial support verifying that they have adequate resources to cover all expenses for one academic year and, barring unforeseen circumstances, that funds will be available for subsequent years. Permanent residents or refugees should use the regular application and admission procedures.

The I-20 will be issued when the application is complete and the student has been accepted into one of NYCTCM's programs. Nonimmigrant students transferring from another approved school within the U.S. must also provide a copy of their current I-20, visa, and I-94 card upon application along with the completed school transfer information form. Nonimmigrant students are not eligible for U.S. federal financial aid. More information on the application process for international students is available from the NYCTCM Admissions Office.



## Selection of Candidates and Notification of Admission

A candidate's application file is evaluated by the Admissions Manager with input as needed from the Academic Dean. Candidates accepted into a program are notified in writing within 30 days of receipt of their completed application. Upon acceptance a student may defer his/her admission to a subsequent trimester with approval of the Admissions Manager. Candidates not selected for admission may reapply when recommendations made by the Admissions Manager are met.

Conditional acceptance can be granted upon review of unofficial transcript copies submitted with the application form prior to the receipt of official transcripts. This might apply, for example, to candidates accepted for late registration during the first week of a new trimester. Unofficial transcripts will only be accepted from regionally accredited colleges in the U.S. In order for students granted conditional acceptance to receive course credit as matriculated students for their first trimester and advance to their second trimester they need to be in full compliance with the College's admissions requirements by the end of their first trimester.

## Admission as a transfer student

Candidates wishing to transfer from other professional schools of Acupuncture or Oriental Medicine must complete regular application procedures and in addition supply the following documentation to NYCTCM:

- Official transcripts from all graduate and/or professional schools attended
- Complete course descriptions and/or school catalogs from said schools

Prospective transfer students should schedule an interview with the Admissions Manager and/or the Academic Dean to review this documentation as the basis for possible transfer credit. In order to receive a degree in Acupuncture or Oriental Medicine from NYCTCM, the final academic year of the program must be completed at NYCTCM.

## Transfer Credit Policy

Coursework and clinical hours submitted for transfer credit will be evaluated for applicability to the NYCTCM curriculum and to the professional licensure requirements of New York State. This evaluation will be carried out by the Academic Dean and the Admissions Manager. Granting of transfer credit will be subject to the following guidelines:

- Course transfer credit may be granted for equivalent coursework completed at an institution accredited by an agency acceptable to NYCTCM.
- Coursework completed at a non-accredited institution may be granted course transfer credit with approval of the Academic Dean.
- Only coursework passed with a "C" grade or better may be evaluated for course transfer credit.
- Coursework completed more than five years prior to admission may receive course transfer credit with approval of the Academic Dean.
- Coursework completed at international colleges may receive course transfer credit with approval of the Academic Dean. Assessment of education completed in foreign countries will require submission of documentation to appropriate agencies for evaluation and/or to the New York State Department of Education for review.

In addition to providing documentation of completed coursework, a student may be required to pass an advanced placement examination to receive credit. A grade of 80% on the advanced placement examination is required for course credit. Students scoring less than 80% will have to take the course as required review (see Required Review, below).

Transfer course equivalence assessments will be completed and credit granted by the end of the first academic trimester. Students dissatisfied with transfer credit decisions may appeal such decisions to a Transfer Credit Review Committee, which will be comprised of the Admissions Manager, the Academic Dean, and faculty members from the appropriate disciplines. The appeal should be made in writing and should clearly present the case for reconsideration. The Committee will meet within two weeks of receiving notification and will issue its decision in writing.

### Prior Learning Assessment

NYCTCM may accept up to 50% of credit towards its admission requirement through Credit by Examination if that assessment was performed and credit was awarded by an institution (other than NYCTCM) accredited by an institutional agency recognized by the Secretary of Education.

### Non-matriculated Students

Some NYCTCM courses such as Tai Chi, Qi Gong, and Chinese Language, along with special seminars and short courses, are open to enrollment by the general public with no special prerequisites. Students can enroll in these courses without going through the regular application process, there is no application or registration fee, and, upon request, a certificate is issued on completion of the course rather than a full-blown transcript.

Certain other lower-level courses are open to enrollment by non-matriculated students if they satisfy all program entry requirements as well as all prerequisites for the particular desired course. Students who enroll under these conditions must go through the regular application process and pay the normal application and registration fees. Upon completion, a transcript of courses taken will be issued upon request.

As a general rule, students must matriculate for at least their final year of the Acupuncture or Oriental Medicine Program. This means that non-matriculated students will not be allowed to sit for the Clinic Entrance Exam or to embark upon their internship in the clinic. As far as didactic courses are concerned, non-matriculated students will not be allowed to enroll in the Clinical Acupuncture Practice courses, nor will they be allowed to progress past the Herbal Formulas series of courses in the OM Program.

### New York State Department of Health Compliance

New York State law requires students born on or after January 1, 1957 who are enrolled for six or more chargeable credits at a N.Y. State college to provide proof of immunization against two Measles, one Mumps and one Rubella. This proof includes either immunization documentation, serological proof of immunity (copy of the laboratory report) or proof of having had the disease from the treating physician (not acceptable for Rubella). In addition, students must provide information to their schools concerning their Meningitis vaccination status. NYCTCM requires this documentation as part of the application for admission.

### Reasonable Accommodations for Students with Disabilities

NYCTCM will provide reasonable accommodations to enrolled students with documented disabilities. Such accommodations will be determined on an individual basis. To accommodate a student under the Americans with Disabilities Act, documentation must be submitted upon acceptance to the program. For further information on reasonable accommodations, contact: New York State Division of Human Rights, 175 Fulton Avenue, Suite 211, Hempstead, NY 11550, Tel.: 516-538-1360.

# Financial Information

NYCTCM TUITION			
ACUPUNCTURE PROGRAM		ORIENTAL MEDICINE PROGRAM	
Academic Year 1		Academic Year 1	
Trimester 1	\$3,360	Trimester 1	\$3,360
Trimester 2	\$3,640	Trimester 2	\$3,640
Trimester 3	\$5,040	Trimester 3	\$4,480
Academic Year 2		Academic Year 2	
Trimester 4	\$5,600	Trimester 4	\$5,320
Trimester 5	\$5,040	Trimester 5	\$5,040
Trimester 6	\$5,540	Trimester 6	\$4,480
Academic Year 3		Academic Year 3	
Trimester 7	\$6,100	Trimester 7	\$5,540
Trimester 8	\$5,540	Trimester 8	\$5,820
Trimester 9	\$6,085	Trimester 9	\$6,100
Total	\$45,945	Academic Year 4	
		Trimester 10	\$5,540
		Trimester 11	\$5,260
		Trimester 12	\$5,540
		Total	\$60,120

Please note that the trimester-by-trimester tuition amounts above are based on the “typical” programs given on pg. 25 & 27.

Actual tuition amounts will vary according to each student’s specific program and are currently calculated at \$280 per credit (\$545 per credit for clinic internship credits). These rates are subject to change.

## Tuition Payment

### Full Tuition Payment Due

I-20 students and students certified for partial VA/GI Bill tuition assistance should pay their full tuition on or before the first day of classes.

### Installment Tuition Payment

Starting January 2011, NYCTCM allows qualified students to pay their tuitions in two installments. Students should pay half the tuition before classes begin and the second half by the sixth week of the trimester. Payments received after the due dates are subject to a late fee of \$25 plus 1% per month on the total amount due. Students with an account balance are not permitted to take their mid-term exams until the balance is cleared.

### Financial Aid Students

Financial aid students are notified when funds are received and credited to their accounts. Each trimester students utilizing financial aid are responsible for confirming/maintaining their financial aid eligibility as well as their account balance including tuition, fees and purchases charged by the school.

## Refund Policy

Students may cancel enrollment at any time upon presentation of notification in writing of their intent to do so. Refund of the current trimester’s tuition already paid by the student will be made when notification is received by NYCTCM, according to the following schedule:

## Refund Schedule (cont.)

Before classes begin .....	100%
Less than 7 days after classes begin ....	90%
7 - 14 days after classes begin .....	70%
15 - 21 days after classes begin .....	50%
22 - 28 days after classes begin .....	35%
29 - 35 days after classes begin .....	25%
More than 35 days after classes begin .....	No refund

Seminar fees are not refundable if the seminar is missed.

A maximum of three missed clinic shifts per trimester can be made up, upon approval of the Clinic Director. All such shifts must be made up during the same trimester in which the absences occur, unless the absences are in the final two weeks of the trimester, in which case they can be made up in the following intersession. No refunds will be given for missed shifts that exceed the three allowed nor for shifts that are missed but not made up



## Fees

Application Fee .....	\$70
Transfer student application fee .....	\$120 (\$50 credited to tuition upon enrollment)
International student application fee	\$170
Registration .....	\$80 ( <i>includes \$50 photocopying fee</i> ) <i>each trimester</i>
Late Registration .....	\$20
Add / Drop Fee .....	\$15 ( <i>for each class dropped or added after the first 7 days of the trimester</i> )
Late Tuition Payment .....	\$25 + 1% of balance due/month
Change of program .....	\$100
Re-test fee (Clinic Entrance Graduation Exams) .....	\$50
Test make-up fee .....	\$25 (\$100 if non-excused)
Transcripts.....	\$10/each
Graduation Process.....	\$100
Required Review Fee .....	50% of regular class tuition
Audit Fee.....	\$50/credit
Advanced Placement Exam Fee .....	\$50/course
Bounced Check Fee.....	\$20
English Competency Test Fee .....	\$50

# Financial Aid

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## Financial Aid

NYCTCM has been approved by the U.S. Department of Education and the New York State Education Department to administer financial aid programs. Interested students are encouraged to contact NYCTCM's Financial Aid Office as early as possible to determine eligibility and begin the application process. Students who wish to be considered for financial aid must complete a Free Application for Federal Student Aid (FAFSA) and may be required to provide the Financial Aid Office with a copy of their and/or their parents' federal and state income tax returns, as well as additional income and asset information. Students are required to apply on an annual basis for financial aid consideration. In order to be eligible for financial aid, a student must maintain satisfactory academic progress in his/her program of study.

NYCTCM currently participates in the following programs:

### Grants

New York State Tuition Assistance Program (TAP)

Department of Veterans Affairs: Educational Benefits and Educational Assistance (G. I. Bill)

Office of Vocational and Educational Services for Individuals with Disabilities (VESID): Vocational Rehabilitation Assistance Grants

### Loans

Federal Stafford: Subsidized and Unsubsidized. These loans are available to eligible students enrolled or accepted for enrollment on at least a half-time basis.

### Alternative Financing

All students enrolled at least half time may be eligible to apply for credit-based financing, which is intended to supplement the Stafford loan.

### Federal Parent PLUS Loan for Undergraduate Students & Direct PLUS Loans for Graduate Students

Parent PLUS loans enable parents and family members to pay the education expenses of dependent undergraduate students enrolled at least half time. Graduate students enrolled at least half time can apply directly for PLUS loans.

NOTE: Regulations governing all financial assistance programs are subject to change. For further information regarding financial assistance please contact the Financial Aid Office.

## Satisfactory Academic Progress

Federal regulations require that all financial aid recipients progress at a reasonable rate ("make satisfactory academic progress") toward achieving a diploma or degree. Progress is measured by:

1. **The student's cumulative grade point average**
2. **The maximum time frame allowed to complete the academic program**

This requirement applies to all terms regardless of whether or not the student received financial aid. Progress is reviewed annually, at the end of the Spring Trimester.

### 1. Cumulative Grade Point Average.

Students who drop below a minimum cumulative GPA of 2.0 will be placed on financial aid probation.

### 2. Maximum Time Frame

Students must complete their degree within 6 years for the Acupuncture Program and 8 years for the Oriental Medicine Program. Students are no longer eligible to receive financial aid after they have reached these maximums. In addition, students must show completion of at least 23 credits per year (one-sixth of the total required) in the Acupuncture Program, and also at least 23 credits per year (one-eighth of the total required) in the Oriental Medicine Program.

Students who do not meet the standards of satisfactory progress at the end of the Spring Trimester will automatically be placed on financial aid probation for the following trimester. Financial aid may still be received during the probation period. At the end of the probation period the student must again be making satisfactory academic progress as outlined above or financial aid will be terminated. Students will be removed from financial aid probation if they are again making satisfactory academic progress.

## Return of Title IV Policy for Federal Financial Aid Recipients

For students receiving federal financial aid who withdraw before completion of a term, refunds will be calculated based on the percentage of the term that the student completes. Students who complete more than 60% of any term are considered to have earned 100% of the aid for that period. Students who complete less than 60% of a given term will receive aid based on the percentage of the term completed. Any already-disbursed financial aid that is unearned due to withdrawal prior to the 60% point of the term must be returned to the Department of Education.

## Enrollment Agreements

After admission to NYCTCM, each student is provided with an enrollment agreement which specifies any transfer credit granted to the student and includes a checklist of all courses, examinations, and clinical hours required for graduation. Students who feel dissatisfied with any aspect of their agreement (e.g., granting of transfer credits) can make an appeal in writing to the Transfer Credit Review Committee, which will meet and issue a response within two weeks of receipt of the appeal.

## Part-Time vs. Full-Time Status

NYCTCM encourages the enrollment of part-time students and tries to accommodate their needs. For most classes of students, full-time status is considered to be enrollment in 12 credits or more of courses during any given trimester. However, postgraduate students enrolling in the OM Program are considered full-time if they enroll for 9 or more credits of courses.

Part-time students are not required by NYCTCM to enroll for a specific minimum number of credits, but need to be aware of regulations for maximum program completion times. (see Maximum Time Frame)

Financial aid recipients are normally required to enroll for at least 6 credits of courses each trimester. International students attending under the auspices of the federally-administered SEVIS program must also comply with minimum enrollment requirements in order to continue to qualify for their student visas.

## Grading Scale & Criteria

Grades are issued according to the following scale:

GRADING SCALE		
A	91-100%	EXCELLENT
B+	87-90%	VERY GOOD
B	81-86%	GOOD
C+	77-80%	ABOVE AVERAGE
C	70-76%	SATISFACTORY
P	ABOVE 70%	PASS (TAI CHI, QI GONG, POINT LAB & REQUIRED REVIEW CLASSES ONLY)
F	BELOW 70%	FAILURE
IP		IN PROGRESS
I		INCOMPLETE
W		WITHDREW
WF		WITHDREW WITH FAILING GRADE

Incompletes must be resolved within 30 days or they will become failing grades. Withdrawal from a course after the add/drop period but before midterm exams will result in a W grade. Withdrawal after midterms will result in a W grade if the student was passing the course at the time of withdrawal or a WF grade if the student was failing the course at the time of withdrawal. Missing more than three class sessions counts as a withdrawal and a W or WF will accordingly appear on the student's transcript.

The grading criteria for each course are left up to the course instructor, but in general the following guidelines are recommended:

GRADING CRITERIA	
MID-TERM EXAM	25%
FINAL EXAM	40%
QUIZZES	25%
ATTENDANCE, ATTITUDE, CLASS PARTICIPATION, ETC.	10%

Students who fail both the midterm and final exams will receive an F for the course, regardless of their overall point-based average for the course.

## Grade Point Average

A student's grade point average is a function of the number of credits attempted and the grade achieved in each course, and can range from 0.0 (failure in all courses attempted) to 4.0 (A in all courses attempted). In case a student fails and has to repeat a course, both the failing grade and the grade achieved upon repeating the course will appear on the student's transcript and will go into figuring the student's grade point average. WF (Withdrew with Failing Grade) grades will count in figuring the student's GPA, but simple W (Withdrew) grades will not be so counted. I (Incomplete) grades must be resolved within 30 days or will become failing grades. With respect to pass/fail courses (Tai Chi, Qi Gong, Point Lab and Required Review classes only), P grades will not count toward a student's GPA, but F grades will be counted.

# Academic Policies

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## Academic Honors

**Dean's List** – Students carrying a minimum of 12 credits who have achieved a trimester GPA of 3.5 or higher.

**Academic Excellence Award** – Students carrying a minimum of 30 credits who have achieved a GPA of 4.0 in a calendar year.

**Latin Honors** – Students who complete their program with a final cumulative GPA of 3.5 or higher will graduate with honors as follows:

3.50 – 3.69 Cum Laude

3.70 – 3.89 Magna Cum Laude

3.90 – 4.00 Summa Cum Laude

**Nong's and President's Scholarships** – These are awarded each year to top-performing students.

## Independent Study

1. A student may be allowed to complete certain specific coursework by Independent Study only if, in the opinion of the Academic Dean and the current course instructor, extenuating circumstances exist.
2. Independent study is not applicable to any aspect of Clinical Training, and in most cases will not apply to courses involving hands-on training.
3. Only students with a GPA of 3.0 or better will be allowed to participate in an Independent Study process.
4. No more than 12 credits may be earned through Independent Study.
5. The tuition rate for Independent Study is double that of regular study.

When Independent Study is allowed, the student is required to make arrangements through the administration with the instructor of the course. The subject material and evaluation methods must meet those set forth in the established Course Outline, including examinations, projects and/or term papers. Periodic meetings between the student and instructor are required, and the actual contact hours shall not be less than one-third of the total didactic hours normally required for the course. The student must document the amount of time spent on each educational activity, including meeting time with the teacher, and the total hours must be at least three times the amount of hours awarded for the class. (E.g., one credit requires forty-five hours of instructional activity.)

Students in need of Independent Study can set up a meeting with Dr. Sunny Shen (email: [academic\\_dean@nyctcm.edu](mailto:academic_dean@nyctcm.edu)) to obtain the application form.

## Academic Probation/Dismissal

In order to progress in the program, students must obtain a "C" grade or better in every course. If a student receives a failing grade in any course, the student is put on academic probation and the failed course must be repeated during the next trimester that the course is offered. Students will remain on probation until the failed course is successfully passed. Dismissal from the program for academic reasons will occur if a student fails the same course on his or her second try, or fails another course while on academic probation. Failure of more than two courses in the same trimester will also be grounds for dismissal.

## Clinic Entrance Examination

Upon completion of the fourth or fifth trimester in the Acupuncture Program and the fifth or sixth trimester of the Oriental Medicine Program, students will have to pass a Clinic Entrance Examination before commencing their internship. This examination will have a written component (divided into sections on TCM Fundamental Theory; Biomedicine, Ethics, and CNT; and Acupuncture; and, for OM students, Individual Herbs) and a practical component involving point location on a human model, and Clean Needle Techniques (CNT) procedures (and, for OM students, herbal identification). Students receiving less than a 70% score on either the written or the point location or the CNT part of this exam will not be allowed to begin their internship until they have received a passing grade on a retake after at least a four-week period from the date of the first exam. Students failing both the written and practical sections of the exam will have to retake and pass both sections before being allowed to begin their internship. Students who fail part of the exam and who do not retake and pass that part before the end of the following trimester will have to retake the entire exam.

In case of failure and retake, payment of the \$50 examination retake fee would apply. If a student fails the retake, he or she will be counseled to receive tutoring or retake the relevant course(s) through auditing or required review before attempting another retake of the examination.

## Senior Internship

In order to progress to their Senior Internship, students will be required to pass a Clinical Skills Assessment Test through which their Clinic Supervisor will ensure that they possess the interpersonal, diagnostic, treatment and charting skills necessary to perform as independent practitioners. OM students must also pass a written test on Herbal Formulas at this juncture. All students will also be required to submit a detailed Case Report before being allowed to become Senior Interns.

## Graduation Examination

In their final trimester of didactic study, students must pass a comprehensive graduation examination similar to the NCCAOM exam. The Graduation Exam consists of a Point Locations practical test and a written examination. For the written examination, students must pass every part of the exam to be able to pass the Graduation Exam. For example, the written Acupuncture Graduation Exam consists of three parts: TCM Fundamentals, Biomedicine, and Acupuncture. 70% is the passing score for each individual part as well as for the total exam. If a student has a total score more than 70%, but his/her Biomedicine part is 60%, the student has failed the Graduation Exam and the total score will be set at 69%. The student must retake the failed part. Students who fail part of the exam and who do not retake and pass that part before the end of the following trimester will have to retake the entire exam. The Point Locations practical test is part of the Graduation Exam, and the above policy applies to the practical test as well.

For each retake, at least four weeks must have elapsed from the date of the previous exam. The \$50 exam retake fee will also apply. If a student fails the retake, he or she would be counseled to receive tutoring or retake the relevant course through auditing or required review before attempting another retake of the examination. Students are allowed to take the Graduation Examination a maximum of 3 times. Students who fail the examination 3 times will have to withdraw and re-apply to the college. Such students may have to take up to one year of courses before being allowed to apply again to take the Graduation Examination.

## Make-up Exam Policy

Students who must miss scheduled midterm and/or final exams are allowed to make them up on the scheduled makeup day, usually two weeks or so after the originally scheduled exam. The following conditions apply:

- Students must notify their teacher and/or the NYCTCM administration in writing (note or email) before the scheduled test date, if possible; if not possible, the notification must be made at latest on the day of the scheduled exam. If notification is not received or is received later than the day of the scheduled exam, no make-up will be allowed and the score on the exam will be recorded as 0 (zero).
- Serious medical problems or a death in the family are considered legitimate excuses for missing an exam. Students producing a note from a physician or proof of a death/serious emergency in the family will be allowed to make up exams with the fee of \$25 per missed exam; students who cannot produce such evidence will be charged \$100 per missed exam. Students with such non-excused absences will receive 70 as their maximum grade on the make-up exam; that is, all grades between 70 and 100 will be counted as 70 under such circumstances.

- Students missing scheduled make-up examinations will automatically receive a failing grade on the missed exam.

Students missing exams because they have to take an NCCAOM examination on the same date may receive permission from the Academic Dean to make up the missed exams without paying the make-up fee. Under these circumstances, the grade maximum of 70 will also not be in effect.

## Clinic Make-up Policy

If a student misses a clinic shift, he/she needs to make up the missed shift. The student has to fill out the “Make up Application Form” and drop it into the clinic director’s mailbox. The clinic director will then give back the form to the student with permission to make up the shift on the date requested. The application must be filed at least 2 weeks prior to the day of the make up. If the student misses a clinic shift before the 13th week of the trimester, he/she must make it up before the end of the trimester. If the student misses a clinic shift during the 13th – 15th week of the trimester, he/she can make it up during the following intersession break. If a student misses a clinic shift during the intersession break, he/she must make it up during the first and/or second week of the following trimester.

If the school closes the clinic due to reasons such as inclement weather or holidays, etc., students can make up the missed clinic hours either during the same trimester, or during the following intersession break. Students are not allowed to make up clinic shifts anytime after the next trimester starts (with the exception of shifts missed during the preceding intersession break). Students may be subject to tuition loss if they fail to follow the above clinic make-up policy.

## Attendance/Lateness Policy

Strict attendance records are kept for each class at NYCTCM. Students with more than three absences from any course will not receive credit for that course and will be assigned either a W or WF grade (see above). Students are responsible for making up any classwork missed due to absence within each trimester.

In addition, students arriving more than 15 minutes late for a class or leaving more than 15 minutes early from a class will not receive credit for that class. Students must be physically present in a class for at least 80% of the time to receive credit for that class. Students arriving more than 30 minutes late for a midterm or final examination will not be allowed to sit for that examination and will have to make up the exam with a grade maximum of 70 (see make-up exam policy above).

Students will not be allowed to make up more than three clinic shifts missed in any given trimester. Excessive lateness or more than three missed clinic shifts will also negatively affect a student’s end-of-trimester clinic evaluation.

# Academic Policies

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## Student Records

All records of academic progress are permanently maintained by the school. A student may, by appointment, examine his or her records during the school's regular business hours. NYCTCM will not release school records or any other information to a third party without the written consent of the student.

## Grade Reports & Appeals

Grade reports are issued within the first week of each new trimester and delivered to student mailboxes. Students who feel that any grade received was unfairly determined should first of all meet with their instructor to appeal the grade. Students who are still not satisfied after this meeting can make a further appeal in writing to the Academic Dean. Students will receive a written response from the Dean within two weeks of receipt of their letter.

## Adding or Dropping Courses

Students may add or drop courses or clinic shifts during one of two add/drop periods each trimester. The first drop/add period consists of the 14th and 15th weeks (i.e., the last two weeks) of the preceding trimester, the intersession, and the first week of the new trimester. During this first period there is no charge for adding or dropping classes and/or shifts. The second add/drop period starts on the first day of the second week of a new trimester. A \$15 add/drop fee will be charged for each class or clinic shift added or dropped during this period. No class can be added after the third class session, since that would place the student in conflict with the NYCTCM Attendance Policy. Students dropping courses after the first add/drop period will be refunded tuition according to the NYCTCM Refund Policy.

Students must fill out an add/drop form for each course to be added or dropped. Students are allowed to submit only 2 add/drop forms for classes and 2 add/drop forms for clinic each trimester. Students seeking to submit more than 2 forms will be charged a fee of \$15 per course/shift added or dropped. This fee is in addition to any fees charged for adding or dropping classes/shifts during the second add/drop period.

The last day to drop a 15-wk course without transcript notation is the second Sunday after the new trimester starts.

Starting the 3rd week, dropping a 15-wk course will result in a transcript notation.

If the college cancels a course due to low registration, no add/drop fees will be charged and no notation will be made to the students' transcripts.

## Change of Program

A student desiring to make a change of program must submit a Change in Status form the trimester before the change is to be effective. Effective fall 2010 students wishing to make a program change must submit the Change in Status form before the close of registration for the trimester the program change is to become effective. A change in program will not be processed to be effective the same trimester the request is received.

Important: The clinic requirements are different for Acupuncture and OM students. When making a program change students are advised to clarify with the Clinic Director, questions about how their program change affects registering for clinic in the coming trimester.

A fee of \$100 will be charged for processing each Change of Program request.

## Leave of Absence

Leaves of absence are granted for one trimester upon application, with a valid reason, to the Admissions Manager or Academic Dean. Students absent for one trimester or more without an approved leave of absence must reapply and be admitted through the normal admissions process before being allowed to register.

## Withdrawals

Students who discontinue their study must notify the school immediately and, if they intend to return, should apply for a leave of absence. Students who drop all courses, who stop attending classes, or who do not register for the following term without notifying NYCTCM that they are withdrawing from the program will be presumed to have dropped the program. Refunds for withdrawals will be calculated on the basis of the school's refund policy (see above), even if a student drops all courses during the 15-day drop/add period. No credit or partial credit will be given for courses in the case of withdrawal. Students who drop the program without an approved leave of absence must reapply and be admitted through the normal admissions process before being allowed to register for a subsequent trimester. Students who have completed all course and clinic requirements but have not taken the Graduation Examination or completed other graduation requirements within 2 trimesters of completing their coursework will have to withdraw from the college and reapply. Such students will have to take up to one year of courses before being allowed to apply to take the Graduation Examination and complete the graduation process.

## Required Review

There are NYCTCM students who are required by the college to review certain courses in order to refresh their knowledge of a particular subject. This could apply to transfer students who need to bring prior studies in alignment with the NYCTCM program requirements, or to students who have completed applicable coursework more than five years before matriculation at NYCTCM. Students returning from academic leave or an enrollment gap may also be assigned a course or courses as required review. In addition, NYCTCM students who are twice unsuccessful in passing their Clinic Entrance Exam or their Graduation Exam are candidates for required review courses.

The Academic Dean determines whether a student should be assigned a required review. In such cases the student taking a required review must satisfy all the course requirements (attendance, assignments and exams). The final grade for a required review is “P” (Pass) or F” (Fail). A grade of “P” is required for successful completion. A review course is not taken for credit and the designation “RR” appears on the student’s transcript. A student receiving “F” is required to retake the course for credit as part of the degree requirements.

Tuition fee for RR courses is 50% of regular course tuition.

## Auditing Courses

NYCTCM students can register to audit courses they have already taken and passed for purposes of review, and can also audit courses that are not required for their program of study, provided that they meet all the prerequisites for that course. Auditing students do not take quizzes or exams. “Audit” will be shown on the transcript for such courses without any grade or credit. Audit applications are processed at the start of the trimester to ensure that regular students have secured their seats in the class. For those courses which are mostly practice-based, permission to audit is required from the instructor. Auditing students are expected to primarily listen and observe and to avoid direct active participation in class unless requested by the instructor. The administrative fee for auditing a course is \$50 per credit, which is not refundable.

## Student Grievance Procedure

Students who have complaints or problems associated with their life as a student at NYCTCM (such as conflicts with other students, complaints about an administrative staff member or policy, or complaints about a faculty member or class content) and who wish to air these complaints may follow the official student grievance procedure:

1. The complaint must be put in writing and addressed to the President, Academic Dean, or Administrative Dean.

The problem and its suggested resolution should be clearly stated in the complaint letter.

An appointment should be made with the addressee of the complaint letter (President, Academic Dean, or Administrative Dean). In the ensuing meeting, the student should be ready to review the letter and the specifics of the problem.

2. The content of that meeting will be reported to the Administrative Committee (President, Academic Dean, Administrative Dean), which may then schedule a meeting for all concerned and/or appoint an arbitrator.
3. An approach to conflict resolution is developed by the Administrative Committee based on consideration of all the facts of the case and taking into account the recommendations of the arbitrator, if one has been appointed. The student is notified in writing of the Committee’s decision.
4. In case agreement is not reached or the student remains unsatisfied, he or she can contact the Accreditation Commission for Acupuncture and Oriental Medicine, Maryland Trade Center # 3, 7501 Greenway Center Drive, Suite 820, Greenbelt, MD 20770, 301/313-0855; fax 301/313-0912.

## Program Minimum/Maximum Time Requirements

Students in the Acupuncture Program must be enrolled for at least 30 calendar months in order to graduate. Maximum time allowed to complete the program is six calendar years.

Students in the Oriental Medicine Program must be enrolled for at least 40 calendar months in order to graduate. Maximum time allowed to complete the program is eight calendar years.

# Academic Policies

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## Standards of Conduct, Disciplinary Procedures & Campus Security

### Rules of Student Conduct

NYCTCM has adopted rules concerning student conduct on the premises. The College may impose disciplinary procedures for violation of the rules and specifically for the following types of misconduct on campus:

1. Cheating on examinations or quizzes, or plagiarism of papers or reports.
2. Knowingly furnishing false information to the school.
3. Forgery, alteration, or misuse of the College's documents, records, keys, or identification.
4. Theft, willful damage to, or destruction of any property of the school or that of any other person or entity while on premises.
5. Unauthorized entry to or use of the school's property, equipment, or resources.
6. Violation of policies, rules, or regulations.
7. Physical abuse, threats of violence, or conduct that threatens the health or safety of any person.
8. Disorderly conduct.
9. Use, possession, sale, distribution, consumption, or manufacture of narcotic or illegal drugs.
10. Use, sale, distribution, or consumption of alcohol or alcoholic beverages.

### Policy on Cheating

Students caught cheating on a quiz or test will receive a score of 0 on that quiz or test and will be put on disciplinary probation for the remainder of their career at NYCTCM.

Students who are already on disciplinary probation will be expelled from the school if caught cheating a second time.

Students caught stealing test papers, distributing test papers, or in possession of stolen test papers will be expelled from the school.

In addition, students once caught for cheating will never be able to receive any academic honors or recognition from the school.

## Disciplinary Procedure

The steps to be taken for determining and dealing with student misconduct are as follows:

### 1. Investigation

The Administrative Dean has the responsibility of receiving and investigating complaints alleging student misconduct. These complaints may be filed by any individual, must be in writing, and, under most circumstances, must be filed within 30 days of the incident.

### 2. Informal Resolution

The Administrative Dean is charged with resolving complaints informally, if appropriate, after a meeting attended by said officer, the complainant, and the student charged with the violation of student conduct. Less serious charges involving penalties such as written warning, censure, and/or loss of privileges are normally resolved at the informal resolution level by the Administrative Dean. A student who is disciplined after an informal hearing may request the Administrative Dean to convene a formal hearing, which is at the discretion of the Administrative Dean unless such a hearing is required by these rules.

### 3. Formal Hearing

If the penalty for the alleged student misconduct is more severe and could result in interim suspension, exclusion from the school's classes and property, suspension, or dismissal, the Administrative Dean may require that a formal hearing take place before a three-person panel made up of representatives of faculty, staff, and student body. When a formal hearing is required, the Administrative Dean provides the student charged with: (a) written notice of the charges, and the time and place of the hearing, not less than 10 nor more than 20 business days before the hearing; (b) the opportunity for a prompt and fair hearing, at which NYCTCM will bear the burden of proof, and at which the student charged will have the opportunity to present documents and witnesses, confront and cross-examine witnesses, and be represented by counsel; and, (c) a record of the hearing. Following the hearing, the three panel members file a recommended decision with the Administrative Dean that includes a written decision based on a preponderance of evidence, including a summary of the findings of fact upon which that decision is based. The President of the school is required to review the record of the hearing and either concurs with the recommended decision or files his or her own decision stating all reasons



he or she disagrees with the decision recommended by the formal hearing panel.

NYCTCM offers the following services to its students:

### **New Student Orientation**

During the first week of classes, new students are introduced to NYCTCM, its staff and faculty, and its policies and procedures.

### **Advising / Counseling**

Staff and faculty are available on an appointment basis for academic advising and career counseling. Students are encouraged to make use of available expertise before making difficult academic or career choices.

### **Financial Aid**

NYCTCM has been approved by the U.S. Dept. of Education to participate in the Direct Loan Program. In connection with this, we provide a full range of financial aid advising and administrative services to students.

### **Licensing Information**

The school provides students with information on professional licensing regulations and procedures of New York State. This is also available directly from The University of the State of New York, The State Education Department, Office of Professional Credentialing, Professional Licensing Services, 89 Washington Avenue, Albany, NY 12234 (telephone 518-473-0221).

### **Library / Bookstore**

NYCTCM's library space is small, but quiet and bright. Our growing collection includes books, journals and videos covering both Eastern and Western medicine. Students can check books out of the library for up to two weeks for personal reference, and internet access for student use in the library is available. Students can also purchase books required for courses in the school bookstore, which is located in the library.

### **Clinic**

Students are welcome as patients in NYCTCM's clinic. All students can receive three treatments per trimester at the clinic free of charge; subsequent treatments are available at \$10 per treatment.

### **Communications**

We are a small school, and probably word of mouth is still the prevalent means of official communications. Each student and faculty member has a mailbox at school and there is a bulletin board for general announcements. Class schedules and the academic calendar are posted on our website. Emergency notifications are posted on our website and our Google calendar, and on the internet at [www.cancellations.com](http://www.cancellations.com).

### **School Store**

NYCTCM keeps an inventory of textbooks, patent herbs, and acupuncture supplies, which are available for student purchase.

### **Copy Machine**

A photocopy machine is available for student use.

### **Cafeteria**

Tables for eating, a refrigerator, a microwave oven, and hot and cold bottled water are available for student use.

# Acupuncture Program

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## The nine-trimester (three-year) 141-credit program in Acupuncture prepares students for licensure in and professional practice of acupuncture.

The program contains three strands of courses--TCM, Acupuncture, and Western Biomedical Sciences--each of which consists of an ordered progression of material:

1. The TCM strand begins with the basic theories of TCM physiology based of Yin and Yang and the five phases, and progresses in a stepwise fashion through Pathogenesis, Diagnosis, Syndrome Analysis, Treatment Principles, and Clinical Acupuncture Practice. Each successive course builds on the information presented in prior courses until a grand synthesis is reached in the Clinical Acupuncture Practice series.
2. The Acupuncture strand deals more with the practical aspects of this branch of TCM. It begins with a three-course series on Meridians and Point Location, moves on to Needle Technique, and culminates in Case Analysis, which is the more practical counterpart to Clinical Acupuncture Practice.
3. The Western Biomedical Science strand consists of Medical Terminology, Palpatory Anatomy, Western Physiology, Biochemistry, Microbiology, Pathophysiology, Western Diagnosis, Musculo-Skeletal Evaluation, Clinical Neurology, Pharmacology, and Clinical Nutrition. In addition, before formally entering the program, students are required to complete nine credits of bioscience prerequisites, consisting of courses in Human Biology, Topical Anatomy, and Chemistry for Health Sciences (see Bioscience Course Prerequisites). The purpose of this strand is to familiarize the student with Western medical practice to the extent that he or she can effectively communicate with patients and with Western health care providers, and can identify conditions which require referral to Western physicians.

In addition to these three strands, additional courses on energy work (Tai Chi and Qi Gong), History and Philosophy of Chinese Medicine, Chinese Classics (Nei Jing), Tui Na (Chinese massage), Eastern Nutrition, Herbology (Intro. to Chinese Herbology and Patent Herbs), Clinical Counseling, Professional Ethics, and Practice Issues are required, along with 4 credits of elective courses.

The clinical aspect of the program consists of four phases:

1. Observation (4 credits/120 hours)--in this phase the student observes the acupuncturists and interns in all as-

pects of their practice: patient intake, questioning, checking pulse and tongue, diagnosis, treatment strategy, and needling.

2. Assistantship (2 credits/60 hours)--in this phase students begin to assist the acupuncturists in treatment procedures such as moxibustion and cupping, and can withdraw needles from the patient.
3. Junior Internship (8 credits/240 hours)--in this phase students begin to needle patients under close supervision, and perform diagnoses with guidance from the clinical instructor.
4. Senior Internship (10 credits/300 hours)--in this final phase students diagnose and treat patients with more minimal supervision.

Before entering the clinic as an Observer, students must take a class "Introduction to Clinic" in which they are introduced to clinic procedures and expectations, including patient intake, record keeping, different clinic levels and attendant responsibilities, and general rules of cleanliness and deportment.

As a pre-requisite to becoming an intern, students must attend a course "Introduction to Clinical Internship", which focuses on clinical competency training for junior and senior interns.

Before beginning their Junior Internship, students must pass a Clinic Entrance Examination which tests all areas of TCM and Acupuncture studied up to that point. Also required before treating patients in the clinic is certification in Clean Needle Technique and in CPR. Before progressing to Senior Intern, students must pass a Clinical Skills Assessment Test and submit a detailed Case Report. There is also a comprehensive Graduation Examination which students are required to pass at the end of their program.

As an adjunct to the clinical training component of the program, each year students must attend two Grand Rounds conducted by NYCTCM faculty. During these sessions, faculty present interesting or difficult cases and demonstrate appropriate treatment techniques.

**The twelve-trimester (four-year) 184-credit Oriental Medicine Program is similar to the Acupuncture Program, with the addition of one further strand of courses – Chinese Herbology.**

The Chinese Herbology strand consists basically of two series of courses, the first of which introduces the student to approximately 400 individual herbs, and the second of which presents 250 or so herbal formulas or combinations of individual herbs.

Oriental Medicine Program students also must take Oriental Medicine Therapeutic Strategies, which is parallel to Treatment Principles in the Acupuncture Program, as well as Clinical Herbal Practice 1 & 2 and OM Case Analysis 1 & 2, which are specially devoted to the application of herbal treatment to various cases commonly seen in the clinic. Two courses in Chinese Herbal Classics—Shang Han Lun and Jin Gui Yao Lue—are also required, as is a course in Toxicity and Safe Use of Herbs. Oriental Medicine students must take two additional credits of elective courses that are related to OM study.

The clinical progression is basically the same as in the Acupuncture Program, except that Oriental Medicine Program students must spend 120 hours longer in the Junior Internship and 60 hours longer in the Senior Internship phases (graduates of the Acupuncture Program returning for the OM Program must complete 180 hours in each of the Junior Internship and Senior Internship phases), and OM students must pass a test on Herbal Formulas before they are allowed to progress from Junior to Senior Intern. Of course the clinical duties of Oriental Medicine Program students differ as well - Assistants spend time preparing formulas in the herbal pharmacy, and Interns spend a large part of their time prescribing herbal formulas.

## Acupuncture & Oriental Medicine Program Completion Requirements

In order to graduate from NYCTCM, students must complete, with a grade of “C” or higher, all of the required courses of either the Acupuncture or the Oriental Medicine Program and must complete 4 credits of elective courses for the Acupuncture Program or 6 credits of elective courses for the Oriental Medicine Program. In addition, students must complete 24 credits (720 hours) of clinical training for the Acupuncture Program or 30 credits (900 hours) for the Oriental Medicine Program, and must attend two Grand Rounds per year.

Graduates of the Acupuncture Program returning for the OM Program must complete 180 hours in each of the Junior Internship and Senior Internship levels, making the total number of clinic credits required 38 (1140 hours) for such students. Students in both programs must also achieve a grade of 70% or higher on both the Clinic Entrance Exam and the Graduation Exam. At the beginning of their next-to-last trimester, students should schedule a pre-graduation advisement with either the Administrative Dean or the Admissions Manager to make sure that everything is in order for program completion and to resolve any problems before entering the final trimester.



“The mechanic who wishes to do his work well must first sharpen his tools.

**He who learns but does not think is lost! He who thinks but does not learn is in great danger.**

**Be diligent and fond of learning, but don't be ashamed to pick up knowledge even from your inferiors.**

**If I am walking with two other men, each of them will serve as my teacher. I will pick out the good points of the one and imitate them, and the bad points of the other and correct them in myself.”**

**-Confucius**

## Chinese Herbology Certificate Program

The Chinese Herbology Certificate Program is designed for licensed acupuncturists and graduates of acupuncture degree programs who wish to add herbal expertise as a component of their professional practices without having to complete an entire Oriental Medicine degree program.

Chinese Herbology Certificate Program	
Trimester One	
Individual Herbs 1	3 Credits
Individual Herbs 2	3 Credits
Trimester Two	
Individual Herbs 3	3 Credits
Herbal Formulas 1	3 Credits
Herbal Clinic Observation (including herbal dispensary training)	2 Credits (60 hours)
Trimester Three	
Herbal Formulas 2	3 Credits
Herbal Formulas 3	3 Credits
Commercial Herbal Formulas	1 Credit
Herbal Clinic Junior Internship	3 credits (90 hours)
Trimester Four	
OM Therapeutic Strategies	2 Credits
Clinical Herbal Practice 1	4 Credits
OM Case Analysis 1	2 Credits
Herbal Clinic Junior Internship	3 credits (90 hours)
Trimester Five	
Clinical Herbal Practice 2	4 Credits
OM Case Analysis 2	2 Credits
Toxicity/Safe Use of Herbs	1 Credit
Herbal Clinic Senior Internship	4 Credits (120 hours)

The New York State Board of Regents has recently authorized NYCTCM to offer a Chinese Herbology Certificate Program, which will supplement its Acupuncture and Oriental Medicine degree programs. The Certificate Program is designed for licensed acupuncturists and graduates of acupuncture degree programs who wish to add herbal expertise as a component of their professional practices without having to complete an entire Oriental Medicine degree program.

Details of the program are given in the table. There are a total of 34 credits (510 hours) of didactic courses and 12 credits (360 hours) of clinical training in the program, offered over a span of five trimesters (one year and eight months). The didactic courses introduce the student to over 400 individual herbs and 250 major formulas, including patent formulas, and move on to herbal treatment strategy, application of the herbal formulas for treatment of commonly seen clinical syndromes, consideration and analysis of specific cases, and toxicity / safe use of herbs.

The clinical progression moves from Observation and Assistantship, where students learn herbal pharmacy skills, to Internship, where students assume responsibility for the diagnosis and treatment of patients. Certificate Program students will have to take exams to qualify for Junior Internship (focusing on individual herbs), for Senior Internship (focusing on herbal formulas), and for graduation from the program. By the end of internship training, students must also submit a minimum of 100 case reports.

NYCTCM's Chinese Herbology Certificate Program meets ACAOM guidelines for Herb Certificate Training Programs and qualifies students to sit for the NCCAOM Chinese Herbology examination. Passing the Chinese Herbology examination will qualify licensed acupuncturists to apply for Diplomate status in Chinese Herbology and (in most cases) Oriental Medicine. Although the practice of herbal medicine is currently not a licensed specialty in New York State, there are legislative initiatives going forward in this area; achievement of certification now in Chinese herbology would be a good way to anticipate future licensing requirements.



Grand Masters from China visit NYCTCM to share their skills



Student weighs and measures herbs in our state of the art herbal dispensary



Student and teacher in our herbal dispensary



At the NYCTCM clinic, Dr. Zhao shows a student how to insert a needle into a sensitive acupuncture point.

ACUPUNCTURE PROGRAM WITH BIOSCIENCE PREREQUISITES (3 YEARS)												
TRIMESTER	YEAR 1			YEAR 2			YEAR 3					
	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd			
TCM		101 Physiology 45H 3cr	102 Pathogenesis 45H 3cr	103 TCM Diagnosis 60H 4cr	104 Syndrome Anal 60H 4cr	105 Treat Princ 45H 3cr	106 Clin Acu Pr1 60H 4cr	107 Clin Acu Pr 2 60H 4cr	108 Clin Acu Pr 3 60H 4cr			
Acupuncture		201 Meridian & Point Loc1 60H 4cr	202 Meridian & Point Loc2 60H 4cr	203 Meridian & Point Loc 3 60H 4cr	205 Adv Needle Tech 45H 3cr  208 Point Lab1 15H 1cr	111 Syn Analysis Workshop 15H 1cr	206 Acu Case Anal 1 30H 2cr	207 Acu Case Anal 2 30H 2cr	209 Point Lab 2 15H 1cr			
Western Biomedical Science	001 Human Bio 45H 3 cr	003 Chem Health Sci 30H 2cr	303 W Physio 1 45H 3cr	304 W Physio 2 45H 3 cr	308 Pathophysiology 60H 4cr	311 Western Diagnosis 60H 4cr	307A MS Eval 30H 2cr	309 Pharmacology 45H 3cr	310 Clinical Nutrition 45H 3cr			
	002 Top Anatomy 60H 4cr	302 Palp Anatomy 30H 2cr	305 Biochem 45H 3cr	306 Microbio 45H 3cr			307B CI Neuro 30H 2cr					
	301 Med Term 15H 1cr											
Other Courses	501 Prof Ethics 30H 2cr	401 Intro Herbs 30H 2cr	901 Intro to Clinic 7.5h 0.5cr	109 Intro Nei Jing 30H 2cr	502 Clin Counsel 30H 2cr	402 E Nutrition 30H 2cr	403 Patent Herbs 45H 3cr	503 Pract Issues 30H 2cr	Elective 30H 2cr			
	100 Hist/Philos Chin 15H 1cr				110 P/T Workshop 15H 1cr Intro to Clinic Internship 7.5h 0.5cr	Elective 30H 2cr						
Energy practice	601 Tai Chi 15H 1cr			602 Tai Chi 15H 1cr	603 Qi Gong 15H 1cr	604 Qi Gong 15H 1cr		605 Funds Tui Na 1 30H 2cr	607 Tui Na CI App 30H 2cr			
Clinic Practice				Clinic Obser 120H 4cr	Clinic Assistant 60H 2cr	Jr Internship 120H 4cr	Jr Internship 120H 4cr	Sr Internship 120H 4cr	Sr Internship 180H 6cr			
TOTAL CREDITS	Please note that this table represents only one possible scenario for program completion; each student's actual program may vary in terms of courses and clinical hours taken during any given trimester. Students who have already satisfied the 9 credits bioscience prerequisite requirements can complete the program in 8 trimesters.											
Didactic	5	11	16.5	17	16.5	13	13	13	12			
Clinic				4	2	4	4	4	6			
Prereq	7	2										
TOTAL CLOCK HOURS: 2475 (Didactic: 1755 including 60 hr. electives; Clinic: 720) ; TOTAL CREDITS: 141 (Didactic: 117; Clinic: 24)										updated 2/2/2011		

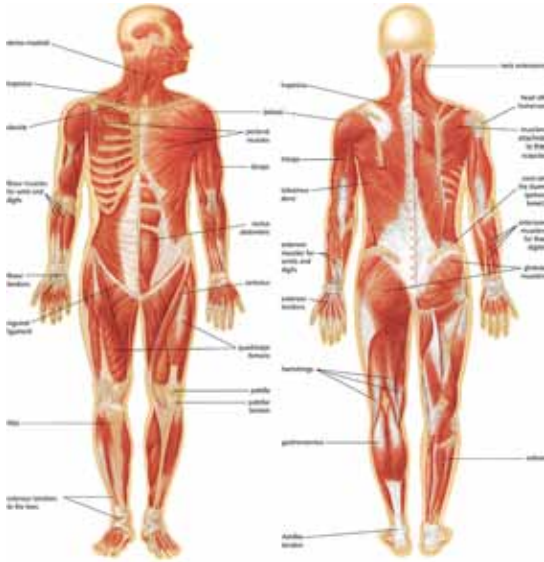
ORIENTAL MEDICINE PROGRAM WITH BIOSCIENCE PREREQUISITES (4 YEARS)

TRIMESTER	YEAR 1			YEAR 2			YEAR 3			YEAR 4			
	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd	1st	2nd	3rd	
<b>TCM</b>		101 Physiology 45H 3cr	102 Pathogenesis 45H 3cr	103 Diagnosis 60H 4cr	104 Syn Analysis 60H 4cr	105 Treat Princ 45H 3cr	106 ClinAcu Prac 1 60H 4cr	107 ClinAcu Prac2 60H 4cr	108 ClinAcu Prac3 60H 4cr				
<b>Acupuncture</b>		201 M&P Loc 1 60H 4cr	202 M&P Loc 2 60H 4cr 204 NeedleTech 45H 3cr	203 M&P Loc 3 60H 4cr	205 Adv Needle Tech 45H 3cr 208 Point Lab1 15H 1cr	111 Syn Anal Workshop 15h 1cr		206 Acu CaseAnal1 30H 2cr	207 Acu CaseAnal2 30H 2cr	412 OM CaseAnal1 30H 2cr	413 OM CaseAnal2 30H 2cr 209 PLb 2 15H 1cr		
<b>Chinese Herbology</b>		401 Herb Intro 30H 2cr	404 Indiv Herb 1 45H 3cr	405 Indiv Herb 2 45H 3cr	406 Indiv Herb 3 45H 3cr	407 H Formula 1 45H 3cr	408 H Formula 2 45H 3cr	409 H Formula 3 45H 3cr	418 OM Strat 30H 2cr 414 ShiHanLun 30H 2cr	410 CI Herb Pr1 60H 4cr	411 CI Herb P 2 60H 4cr 416 Comm Form 15H 1cr	415 JGYLue 30H 2cr 417 Tox/SAFE 15H 1cr	
<b>Western Biomedical Science</b>	001 H. Bio 45H 3cr 002 TopAnat 60H 4cr 301 MdTr 15H 1cr	003 Chem Health Sci 30H/2cr 302 P. Anat 30H 2cr	303 W Physio1 45H 3cr	304 W Physio2 45H 3cr	305 Biochem 45H 3cr	306 Micro biology 45H 3cr	308 Pathophys 60H 4cr	311 West Diag 60H 4cr	307A & B MS Eval CI Neuro 60H 4cr	309 Pharma- cology 45H 3cr		310 Clin Nutrit 45H 3cr	
<b>Other Courses</b>	501 Prof Ethics 30H 2cr 100H/Ph 15H 1cr		109 Intro to Nei Jing 30H 2cr 901 Intro to Clinic Internship 7.5h 0.5cr		502 CI Couns 30H 2cr 902 Intro to Clinic Internship 7.5h 0.5cr	110 T/Pulse Wkshop 15H 1cr Elective 30H 2cr				402 E Nutr 30H 2cr	503 PracIs 30H 2cr	Elective 60H 4cr	
<b>Energy Practice</b>	601 Tai Chi 15H 1cr		602 Tai Chi 15H 1cr		603 Qi Gong 15H 1cr	604 Qi Gong 15H 1cr					605 Fu Tui Na 1 15H 1cr	607 Tui Na CI 30H 2cr	
<b>Clinic Practice</b>													Sr Intern 120H 4cr
<b>Total Credits</b>	Please note that this table represents only one possible scenario for program completion; each student's actual program may vary in terms of courses and clinical hours taken during any given trimester. Students who have already satisfied the 9 credits bioscience prerequisite requirements can complete the program in 11 trimesters.												
<b>Didactic</b>	5	11	16	17.5	16	14.5	12	13	14	11	12	12	
<b>Clinical</b>				4	2	2	2	4	4	4	4	4	
<b>Prereq</b>	7	2											
<b>TOTAL CLOCK HOURS:</b>	3210 (Didactic : 2310 including 90 hr. electives; Clinic: 900) <b>TOTAL CREDITS:</b> 184 (Didactic: 154; Clinic: 30) updated 2/2/11												

ORIENTAL MEDICINE PROGRAM FOR ACUPUNCTURE GRADUATES					
	YEAR 1			YEAR 2	
TRIMESTER	1st	2nd	3rd	1st	2nd
TCM			TCM Syndrome Analysis Workshop 15H 1cr		
Acupuncture				412 OM Case Analy 1 30H 2cr	413 OM Case Analy 2 30H 2cr
Chinese Herbology	404 Individual Herbs 1 45H 3cr  405 Individual Herbs 2 45h 3cr	406 Individual Herbs 3 45H 3cr  407 Herbal Formulas 1 45H 3cr	408 Herbal Formulas 2 45h 3cr  409 Herbal Formulas 3 45H 3cr	410 Clinical Herbal Practice 1 60H 4cr  418 OM Therapeutic Strategies 30H 2cr  414 Shang Han Lun 30H 2cr	411 Clinical Herbal Practice 2 60H 4cr  415 Jin Gui Yao Lue 30H 2cr  417 Toxicology/Safe Use of Herbs 15H 1cr
Other Courses		Elective 30H 2cr			
Clinic Practice		Clinic Obs (Herb Disp) 60H 2cr		Junior Intern 180H 6cr	Senior Intern 180H 6cr
TOTAL CREDITS	<b>Please note</b> that this table represents only one possible scenario for program completion; each student's actual program may vary in terms of courses and clinical hours taken during any given trimester.				
Total Credits	6	10	7	16	15
Didactic	6	8	7	10	9
Clinic		2	0	6	6
TOTAL CLOCK HOURS: 1020 (Didactic: 600 including 30 hr. electives; Clinic: 420) ; TOTAL CREDITS: 54 (Didactic: 40; Clinic: 14)					updated 3/2/2011

HERBAL CERTIFICATE PROGRAM FOR LICENSED ACUPUNCTURISTS OR ACUPUNCTURE GRADS					
	YEAR 1			YEAR 2	
TRIMESTER	1st	2nd	3rd	1st	2nd
TCM					
Acupuncture				412 OM Case Analysis 1 30H 2cr	413 OM Case Analysis 2 30H 2cr
Chinese Herbology	404 Indiv Herbs 1 45H 3cr  405 Indiv Herbs 2 45H 3cr	406 Indiv Herbs 3 45H 3cr  407 Herbal Formulas 1 45H 3cr	408 Herbal Formulas 2 45H 3cr  409 Herbal Formulas 3 45H 3cr  416 Comm Herbal Formulas 15H 1cr	410 Clinical Herbal Practice 1 60H 4cr  418 OM Therapeutic Strategies 30H 2cr	411 Clinical Herbal Practice 2 60H 4cr  417 Toxicology/Safe Use of Herbs 15H 1cr
Clinic Practice		Clinic Obs (Herb Disp) 60H 2cr	Junior Intern 90H 3cr	Junior Intern 90H 3cr	Senior Intern 120H 4cr
<b>Total Credits</b>	<b>Please note</b> that this table represents only one possible scenario for program completion; each student's actual program may vary in terms of courses and clinical hours taken during any given trimester.				
<b>Total Credits</b>	6	8	10	11	11
<b>Didactic</b>	6	6	7	8	7
<b>Clinic</b>		2	3	3	4
<b>TOTAL CLOCK HOURS:</b> 870 (Didactic : 510 Clinic: 360) <b>TOTAL CREDITS:</b> 46 (Didactic: 34; Clinic: 12)				updated 2/2/2011	

# Course Descriptions



## Western Bioscience Prerequisite Courses

### OO1 HUMAN BIOLOGY

Human biology is the study of the body's components and their development, composition and function, including a description of how life begins and basic embryological development. There will be a focus on the human cell, its organelles and their functions, as well as a description of the organization of cells into tissues, tissues into organs, and organs into systems. The course will include a basic treatment of genetics and inheritance.

3 credits

Prerequisites: None. **Note: this course must be taken during the first three trimesters of study at NYCTCM.**

### OO2 TOPICAL ANATOMY

This course provides entry-level students a knowledge of biological terminology and location of anatomical parts in the areas of osteology, myology, neurology, and circulatory systems. Emphasis will be placed on the anatomy of surface structures, which will aid in acupuncture point location.

4 credits

Prerequisites: None. **Note: this course must be taken during the first three trimesters of study at NYCTCM.**

### OO3 CHEMISTRY FOR HEALTH SCIENCES

This course explores the fundamental principles of inorganic chemistry, including properties of elements, states of matter, modern atomic and bonding theory, concentration and dilution of solutions, reaction rates and electrochemistry, acids and bases, redox reactions, equilibria, and nomenclature of elements and inorganic compounds. Properties of the elements and their compounds are discussed in terms of structure. Also included are basic principles of organic chemistry, including organic chemical nomenclature.

2 credits

Prerequisites: None. **Note: this course must be taken during the first three trimesters of study at NYCTCM.**

Please note that course offerings vary from trimester to trimester; courses listed may not be available in any given trimester.

## Traditional Chinese Medicine

### **100 HISTORY AND PHILOSOPHY OF CHINESE MEDICINE**

This course covers the history of the development of Traditional Chinese Medicine and its fundamental philosophical contents, Yin-Yang & Five-Phase theory. The class will review the formation of TCM and its most important achievements over its 4,000-year history. Comprehensive works and the special contributions of important TCM practitioners to this medicine will be discussed. The class will also discuss the modern development of TCM and provide a chronological comparison of western and eastern medicine.

1 credit

Prerequisites: None

### **101 TCM PHYSIOLOGY**

This course presents a general introduction to the fundamental theories of TCM, including Yin and Yang and 5-phases theories, and their application in the medicine. It will also introduce fundamental body substances such as Essence, Qi, Blood, Jin, and Ye-body fluid, and the relationship of these substances. Internal organ functions and their relationships, the relationship between essential materials and the internal organs, and the relationship of Essence, Qi and Shen will also be introduced.

3 credits

Prerequisites: None

### **102 TCM PATHOGENESIS**

This course introduces the concepts of health, illness and the etiology of disease. The six external pathogens, seven emotional factors and five endogenous factors, the pathogenesis of illness, the imbalance of Yin-Yang, and physical, mental, and spiritual disharmonies will be presented for study. Further topics include the dysfunction of the internal organs and meridians, abnormal relationships between the organs, and the pathogenesis of common symptoms and signs.

3 credits

Prerequisites: TCM Physiology

### **103 TCM DIAGNOSIS**

This course introduces the four traditional diagnostic methods in TCM: inspection, auscultation/olfaction, inquiry and palpation. Students will focus on tongue and pulse diagnosis. The four methods will be used to determine symptoms and signs and then the diagnosis of the underlying disharmony or imbalance.

4 credits

Prerequisites: TCM Pathogenesis

### **104 TCM SYNDROME ANALYSIS**

This course is essential for the analysis and treatment of patients in the clinic. The four diagnostic methods will be discussed to determine the symptoms and signs, then pathogenesis will be used to analyze the underlying disharmony or imbalance syndrome.

This course will cover the methods used in syndrome analysis including analysis according to eight principles, five phases, six meridians and four levels. The special methods of triple burner, and Qi, Blood and Body fluid will also be covered.

4 credits

Prerequisites: TCM Diagnosis

### **105 ACUPUNCTURE TREATMENT PRINCIPLES**

This course will cover the general rules of acupuncture. It will also cover the principles of treatment and the basic guidelines for selection and combination of points. The function of all points and specific acupoints used in point prescriptions will also be discussed.

3 credits

Prerequisites: TCM Syndrome Analysis, Meridians & Points Location 1, 2, 3



## Traditional Chinese Medicine (cont.)

### **106, 107, 108 CLINICAL ACUPUNCTURE PRACTICE 1, 2, 3**

This is a series of three courses which will briefly review the etiology, symptoms, signs and pathogenesis of common diseases, and will summarize the syndrome or syndromes to which they may belong. The courses will cover treatment strategy and point selection in detail. The courses will also introduce other adjunctive treatment. Considerable time will be spent in these courses discussing Western views of these same diseases, and relating the Western and TCM approaches.

Clinical Acupuncture Practice 1 & 2 cover common internal organ diseases, pediatrics, dermatology, ENT and eye diseases. Clinical Acupuncture Practice 3 covers gynecology.

4 credits each

Prerequisites: Acupuncture Treatment Principles. Clinical Acupuncture Practice 1, 2, & 3 can be taken in any order.

### **109 INTRODUCTION TO THE YELLOW EMPEROR'S CLASSIC OF MEDICINE (HUANG DI NEI JING)**

This course will introduce the student to the Huang Di Nei Jing, one of the most important classics of TCM. This treatise contains a wealth of knowledge about etiology, physiology, diagnosis, treatment and prevention of disease, as well as an in-depth investigation of such diverse subjects as ethics, psychology and cosmology.

2 credits

Prerequisites: TCM Pathogenesis

### **110 TONGUE AND PULSE DIAGNOSIS WORKSHOP**

This class will present live and photographic demonstrations of different tongue features as well as live demonstrations of different pulses. Each category of tongue feature and pulse will be reviewed and demonstrated in detail, and the procedures of tongue inspection and pulse palpation will be demonstrated as well. Small group practice will be offered.

1 credit

Prerequisites: TCM Diagnosis

### **111 TCM SYNDROME ANALYSIS WORKSHOP**

This course will study the cases based on the basic TCM syndromes which has been discussed in class of TCM Syndrome Analysis. It is designed as a review and practice of TCM syndrome analysis, and serves as a bridge between the TCM Syndrome Analysis course and the Case Analysis courses.

1 credit

Prerequisites: TCM Syndrome Analysis



Pulse diagnosis at the NYCTCM clinic.

## Acupuncture

### 201, 202, 203 MERIDIANS & POINTS LOCATION 1, 2, 3

This series of three courses introduces the classical meridians and meridian theory. The superficial and deep pathways and their branches are covered, and palpation, anatomical landmarks and the acupuncture units of measurement are introduced in order to allow the student to locate points. The functions of points are also discussed.

Meridians & Points 1 covers the GV and CV extra channels and the LU, LI, and ST meridians. The course includes both lecture and practice.

Meridians & Points 2 covers the SP, HT, SI, BL, KI, PC, and TE meridians. The course includes both lecture and practice.

Meridians & Points 3 covers the GB and LR meridians, the six extra meridians, and extra points. The course also provides a general regional review of all points taught in Meridians & Points 1, 2, and 3.

4 credits each

Prerequisites: Meridians and Points 1, 2 & 3 should be taken in sequence; however, a student may take 1 and 2 at the same time. M. & Pt. 1 and 2 are prerequisites for M. & Pt. 3. Topical Anatomy is a co-requisite for M & Pt. 1, and Palpatory Anatomy is a co-requisite for M & Pt. 2.



### 204 NEEDLE TECHNIQUE

This course covers the preparation of the patient for treatment, the insertion and withdrawal of needles, gaining the Qi, and tonification and reduction methods. The course also covers the prevention and management of needling complications, the forbidden points, contraindications of needling, and ancient needle techniques. Lecture, demonstration and student practice.

3 credits

Prerequisites: TCM Physiology and Meridians and Points Location 1

### 205 ADVANCED NEEDLE TECHNIQUE

This course introduces auricular therapy, scalp acupuncture, electro-acupuncture and other methods. Some new methods of acupuncture will also be introduced. Lecture, demonstration and student practice.

3 credits

Prerequisites: Needle Technique



### 206, 207 ACUPUNCTURE CASE ANALYSIS I & 2

These two courses allow students to apply the knowledge they have gained in TCM theory courses by analysis of actual clinical cases. Emphasis will be on practical application of acupuncture treatment, and students will be expected to present their own analyses of difficult cases.

2 credits each

Prerequisites: TCM Syndrome Analysis. A student may take Case Analysis 1 and 2 in any order.

### 208, 209 POINT LAB I & 2

These two courses allow students to review their knowledge of point location. Point Lab 1 is designed as a review of M. & Pt. 1, 2 & 3, and should be taken prior to commencement of clinic internship. Point Lab 2 is a preparation for the Point Location portion of the NCCAOM examination, and should be scheduled for the term prior to taking this exam.

1 credit each

Prerequisites: Meridians and Points Location 1, 2 & 3



# Course Descriptions

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## Western Biomedical Sciences

### **301 MEDICAL TERMINOLOGY**

This course will introduce students to key word parts associated with body systems, disorders, conditions, procedures, and medical specialties. It will show students how to decipher difficult medical terms by breaking them down into these basic components. Pronunciation of the terms will also be emphasized.

1 credit

Prerequisites: None

### **302 PALPATORY ANATOMY**

This course will train the student in practical skills of examination through touch. Instruction will be given in identification and location of musculoskeletal landmarks and practical techniques to differentiate varied textures and tones in soft tissues, in order to aid in diagnostic procedures as well as point location.

2 credits

Prerequisites: Topical Anatomy

### **303, 304 WESTERN PHYSIOLOGY I & 2**

These two courses cover internal organs and systems of the human body. They introduce the physiological functions of the internal organs from a Western medical point of view, and emphasize the nervous system for acupuncture and pain management. Other topics include circulation, respiration, oxygen and carbon dioxide exchange, the generation of blood cells in the bone marrow, and kidney function to maintain water and electrolytes equilibrium.

3 credits each

Prerequisites: Human Biology, Topical Anatomy. Western Physiology 1 and 2 may be taken in any order.

### **305 BIOCHEMISTRY**

Topics covered include the biochemical structure of carbohydrates, lipids, proteins and nucleic acid, energy use and calorie metabolism. A brief introduction to DNA, RNA, hereditary defects, enzymes, co-enzymes and bio-chemical agents is also presented.

3 credits

Prerequisites: Human Biology, Chemistry for Health Sciences

### **306 MICROBIOLOGY**

This course provides an introduction to pathologic microorganisms such as viruses, bacteria, fungi, protozoa, yeast and parasites. The immune system and different immune defects of the human body are emphasized.

3 credits

Prerequisites: Western Physiology 1 & 2

### **307A MUSCULO-SKELETAL EVALUATION**

This course familiarizes students with musculo-skeletal evaluation methods so that they can deal with common acupuncture indications of musculo-skeletal disorders in their future practice. The course will include an overview of musculo-skeletal physiology and anatomy. The course will introduce basic structures, muscular components and gross physical examination, biomedical disorders, and specific orthopedic assessments. The above contents will be introduced for the regions of upper extremities, lower extremities and spine, respectively. Students will need to participate in practical screening examination workshops for each region. Hands-on training will be offered.

2 credits

Prerequisites: Palpatory Anatomy, Western Physiology 1 & 2

### **307B CLINICAL NEUROLOGY**

This course will provide a general overview of the neurological system. Instruction will be given in Western diagnostic tests used to clinically evaluate a patient with potential neurological problems. Hands-on training will be offered.

2 credits

Prerequisites: Palpatory Anatomy, Western Physiology 1 & 2

### **308 PATHOPHYSIOLOGY**

This course covers the pathological changes which occur in disease: the symptoms, signs and manifestations of disease based on the pathologic changes of the organs. The cardiovascular system will be emphasized; benign and malignant tumors will also be discussed.

4 credits

Prerequisites: Western Physiology 1 & 2

## Western Biomedical Sciences (cont.)

### 309 PHARMACOLOGY

This course will survey Western pharmacology, with an emphasis on the classification, major action and side-effects of commonly prescribed medications. Antibiotics, steroids, anti-depressants, and anti-allergic drugs will be discussed.

3 credits

Prerequisites: Microbiology, Pathophysiology

### 310 CLINICAL NUTRITION

This course will focus on the use of dietary therapy for the treatment and prevention of many illnesses and disorders, as well as on wellness. The course will also briefly introduce principles of western nutrition, the biochemical process of nutrition, the importance of various components of food in nourishing the body, as well as the digestion and assimilation of carbohydrates, proteins and fats, and the role of vitamins and minerals in these processes. Dietary assessment and the evaluation of nutrition status from a Western perspective will be discussed. The course will introduce the strategy and application of nutrition for common illnesses and disorders, and will discuss dietary therapy applied for general health promotion.

3 credits

Prerequisites: Western Physiology 1 & 2, Biochemistry

### 311 WESTERN DIAGNOSIS

The first half of this course introduces Western physical diagnostic methods such as inspection, palpation, percussion and auscultation. The methods for taking a case history, the present history and physical examination findings will be taught as components of Western diagnosis. The course will also introduce basic methods for taking temperature and blood pressure, and for performing a simple eye, ear, nose and throat examination. Some important symptoms and signs which contraindicate acupuncture treatment will be emphasized.

The second half of the course covers blood analysis, urinalysis and stool examination and their use in making a simple Western medical diagnosis. Also presented will be Western laboratory procedures and interpretation of laboratory results and reports. The course will also briefly touch upon technological examination methods used in modern medicine such as EKG, X-ray, MRI, and ultrasound. This course will enable graduates to understand Western medical treatment and diagnosis, and to communicate effectively both with Western practitioners and with patients.

4 credits

Prerequisites: Pathophysiology



**Dr. Chen teaches a class about Parkinson's disease.**

# Course Descriptions

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## Chinese Herbology

### **401 INTRODUCTION TO CHINESE HERBOLOGY**

This course introduces the student to the history of Chinese Herbology, the measurement units of herbs, herbal classification, properties, flavors and meridian affinity, and herbal preparation and processing.

2 credits

Prerequisites: None

### **402 EASTERN NUTRITION**

A study of nutrition is presented from the perspective of traditional Chinese medicine.

2 credits

Prerequisites: TCM Syndrome Analysis, Introduction to Chinese Herbology

### **403 PATENT HERBS**

This course introduces over 100 different patent herbal formulas which are commonly used, including the Chinese name, the function, indication, contraindication and the dosage.

3 credits

Prerequisites: TCM Syndrome Analysis, Introduction to Chinese Herbology

### **404, 405, 406 INDIVIDUAL HERBS 1, 2, 3**

This series of three courses covers 400 individual herbs, including their botanical name, Chinese name in pinyin, their classification, property, flavor, meridian affinity, dosage, prescription examples, actions, indications, and contraindications. Identification of herbs is also covered.

3 credits each

Prerequisites: TCM Physiology, Introduction to Chinese Herbology. Individual Herbs 1, 2 & 3 can be taken in any sequence. A student may take two individual herbs classes at the same time.

### **407, 408, 409 HERBAL FORMULAS 1, 2, 3**

Building on the knowledge of individual herbs, this course introduces the concept of herbal formulas. 250 major formulas, including their components, indications, major modifications and common methods of preparation are covered. In Herbal Formulas 3, the eight principle methods of herbal treatment and the preparation of herbal decoctions are introduced.

3 credits each

Prerequisites: TCM Syndrome Analysis, Individual Herbs 1, 2 & 3. Herbal Formulas 1, 2 & 3 can be taken in any sequence. A student may take two herbal formulas classes at the same time.

### **410, 411 CLINICAL HERBAL PRACTICE I & 2**

These two courses will briefly review the etiology, symptoms, signs and pathogenesis of common diseases, and will summarize the syndrome or syndromes to which they may belong. The courses will cover treatment strategy and formula selection in detail. Considerable time will be spent in these courses discussing Western views of these same diseases, and relating the Western and TCM approaches.

4 credits each

Prerequisites: Herbal Formulas 1, 2 & 3; Co-requisite: OM Therapeutic Strategies. Clinical Herbal Practice 1 & 2 can be taken in any order.

### **412, 413 OM CASE ANALYSIS I & 2**

These two courses allow students to apply the knowledge they have gained in TCM theory courses by analysis of actual clinical cases. Emphasis will be on practical application of herbal and acupuncture treatment, and students will be expected to present their own analyses of difficult cases. OM Case Analysis 1 will focus on herbal treatment and OM Case Analysis 2 will include both acupuncture and herbal treatment.

2 credits each

Prerequisites: Herbal Formulas 1, 2 & 3. OM Case Analysis 1 & 2 can be taken in any order.

## Chinese Herbology (cont.)

### 414 SHANG HAN LUN

This course will give students a basic knowledge of the classical treatise Shang Han Lun (Discussion of Cold-Induced Disorders), written 1700 years ago by Zhang Zhongjing. The principles of six-channel transmission will be discussed, as will the many practical cases and formulas presented in the treatise.

2 credits

Prerequisites: Individual Herbs 1, 2 & 3. TCM Syndrome Analysis is a co-requisite for this course.

### 415 JIN GUI YAO LUE

This course will give students a basic knowledge of the classical treatise Jin Gui Yao Lue (Essentials from the Golden Chamber), written 1700 years ago by Zhang Zhongjing. Many miscellaneous disorders are covered in this book, and tongue and pulse diagnosis, symptom complexes, and treatment principles are all described in detail. The wide range of cases and formulas presented provide valuable guidance to the modern practitioner.

2 credits

Prerequisites: Individual Herbs 1, 2 & 3. TCM Syndrome Analysis is a co-requisite for this course.

### 416 COMMERCIAL HERBAL FORMULAS

This course introduces over 100 different commonly-used patent herbal formulas, including both those which are based on classical formulas and those which are modern innovations.

1 credit

Prerequisites: TCM Syndrome Analysis, Individual Herbs 1, 2 & 3

### 417 TOXICITY / SAFE USE OF HERBS

This course will introduce basic toxicology as it relates to the study of Chinese herbology. Traditional knowledge of toxicity for Chinese herbs will be compared to modern scientific chemical analysis. Issues of purity and production standards for Chinese patent herbs will also be covered.

1 credit

Prerequisites: Pharmacology, Individual Herbs 1, 2 & 3

### 418 TCM THERAPEUTIC STRATEGIES

This class will review the principles of treatment in TCM, Root and Manifestation of Disease, Normal and Contrary Treatment, Different Treatments for the Same Disease/Same Treatment for Different Diseases, and Treating Disease according to the Season, Environment and Individual. It will introduce in detail the therapeutic strategies of Eight Methods: Sweating, Vomiting, Draining Downward, Harmonizing, Warming, Clearing, Reducing and Tonifying, and their clinical applications. The types of formulation of Chinese herbs will be mentioned. The class will also discuss the appropriate use of Chinese herbs, acupuncture, Tui Na and dietary therapy in different cases.

2 credits

Prerequisites: Herbal Formulas 1, 2 & 3, Syndrome Analysis



Students prepare herbal formulas in NYCTCM's state of the art herbal dispensary

# Course Descriptions

## Professional Development

### 501 PROFESSIONAL ETHICS

This course considers questions of ethics, jurisprudence, malpractice and other current issues which confront modern health practitioners, and endeavors to develop communication and consulting skills for use in practice.

2 credits

Prerequisites: None

### 502 CLINICAL COUNSELING

This course deals with the clinical relationship between practitioner and patient. Topics include the importance of a systematized practice, new patient intake, initial patient review, appropriate draping of patients, bedside manner, and after-treatment procedure. Basic counseling skills will be presented, including reflective listening, basic stress management techniques, dealing with different styles of communication, and referral skills. SOAP charting and HIPAA privacy regulations will also be covered.

2 credits

Prerequisites: Professional Ethics

### 503 PRACTICE ISSUES

This course reviews legal and professional issues such as malpractice insurance, and how to manage and operate a professional office. It will also cover marketing, record keeping, professional liability, patient consent, records, and advertising.

2 credits

Prerequisites: Professional Ethics, Clinical Counseling, Acupuncture Treatment Principles



Grand Masters from China visit NYCTCM to share their skills

## Energy Practice & Chinese Tui Na

### 601, 602 TAI CHI I & 2

This is a popular gentle energy movement exercise. It combines exercise with the Chinese philosophy of Qi circulation. The aim is to put students in touch with their own Qi, which will enable them to understand the role of Qi in the maintenance of health in the human body.

1 credit each

Prerequisites: None. Students are advised but not required to take Tai Chi 1 & 2 in sequence.

### 603, 604 QI GONG I & 2

This is another energy exercise system which can strengthen body resistance to prevent common illnesses and can also be used for the treatment of various illnesses. The therapeutic exercises are combined with meditation, deep breathing and movement. The course also introduces the indications of Qi Gong.

1 credit each

Prerequisites: None. Students are advised but not required to take Qi Gong 1 & 2 in sequence

### 605 FOUNDATIONS OF TUI NA

Tui Na is an ancient method of Chinese therapeutic bodywork for bony structure disorders as well as soft tissue illnesses. This course combines lecture in the classroom with practice on classmates in order to acquire the necessary fundamental manipulation skills for the practice of this art.

2 credits

Prerequisites: TCM Physiology, Meridians & Points 1

### 607 TUI NA CLINICAL APPLICATIONS

This course builds on the skills learned in Foundations of Tui Na by teaching the application of the various manipulations to patient conditions commonly encountered in the clinic.

2 credits

Prerequisites: Foundations of Tui Na, Acupuncture Treatment Principles

## Clinical Training

NYCTCM offers clinical training at four sites—at the Mineola campus and Manhattan Center clinics, at the Health & Wellness Center of SUNY Farmingdale, and at Gouverneur Healthcare Services, an urban hospital serving Lower Manhattan. The Mineola clinic contains a complete herbal dispensary with a state-of-the-art quality control system.

This series of clinical practice levels includes Clinical Observation, Clinical Assistantship, Junior Internship and Senior Internship. Before starting the Junior Internship, in Trimester 5 or 6 of the Acupuncture Program, or Trimester 6 or 7 of the Oriental Medicine Program, the student will have to take a Clinic Entrance Examination. In addition, before embarking on their Senior Internships, all students will have to pass a Clinical Skills Assessment Test and OM students will have to pass a test on herbal formulas.

### CLINIC COURSES

Before entering the clinic as an Observer, students must take a class “Introduction to Clinic” in which they are introduced to clinic procedures and expectations, including patient intake, record keeping, different clinic levels and attendant responsibilities, and general rules of cleanliness and deportment.

As a pre-requisite to becoming an intern, students must attend a course “Introduction to Clinical Internship”, which focuses on clinical competency training for junior and senior interns.

#### 901 INTRODUCTION TO CLINIC

This course prepares students for entering into the NYCTCM clinic. It focuses on clinical expectations for observers and assistants. It introduces the clinic settings/facilities/operations, policies, procedures, and patients scheduling issues. The course also reviews HIPPA, the clean field concept, caution of using of moxibustion. For OM program students, the course introduces herbal dispensary techniques including powder and capsules forms.

#### 902 INTRODUCTION TO CLINICAL INTERNSHIP

This course prepares students for internship in the NYCTCM clinic. It focuses on clinical competency training for junior and senior interns. It reviews the ethical and interpersonal skills, CNT skills, acupuncture needling techniques, and palpation skills. Demonstration and student practice are included.

### CLINICAL OBSERVATION

This level of clinical practice provides an orientation to the acupuncture clinic and herbal pharmacy. During the observation period, students observe interns as they conduct patient interviews, take the pulse and examine the tongue, make a diagnosis, and carry out an acupuncture and/or herbal treatment. In addition, Oriental Medicine students learn herbal dispensary skills in the herbal clinic. A minimum of 165 treatment observations are required by the end of the 120 clock-hour clinic observation period.

### CLINICAL ASSISTANTSHIP

Clinical Assistantship consists of a total of 60 hours. The students assist the acupuncturist in some minor procedures such as cupping, moxibustion, Tui Na and other non-invasive TCM techniques. Assistants may also assist the acupuncturist to withdraw the needles and help to chart the points on the patient’s file. In the herbal clinic, OM students continue improving their herbal dispensary skills in the herbal clinic.

### JUNIOR INTERNSHIP

The Junior Internship period is 240 hours for students in the Acupuncture Program, and 300 hours for students in the Oriental Medicine Program (180 hours for Acupuncture Program graduates returning to pursue the OM degree). Junior Interns may treat patients in the clinic, but only under very close supervision of the Clinic Supervisor.

### SENIOR INTERNSHIP

This is the highest level internship and consists of 300 hours of practice for students in the Acupuncture Program and 360 hours of practice for students in the Oriental Medicine Program (180 hours for Acupuncture Program graduates returning to pursue the OM degree). Senior Interns may diagnose and treat patients with approval of the supervisor. 250 patient treatments are required during the period of Junior and Senior Internship for Acupuncture Program students, 350 patient treatments for OM Program students, and 150 patient treatments for graduates of the Acupuncture Program returning to pursue the OM degree.

### GRAND ROUNDS

As an adjunct to the clinical training component of the program, each year students must attend two Grand Rounds conducted by NYCTCM faculty. During these sessions, faculty present interesting or difficult cases and demonstrate appropriate treatment techniques.

# Course Descriptions - Elective Courses

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## GENERAL/ACUPUNCTURE

### **702 TAO AND CHINESE CULTURE**

This course will provide a general introduction to Tao and Taoism, which have an intimate relationship with traditional Chinese medicine. The philosophy of Taoism and its major concepts and thinkers—Lao Tzu and Chuang Tzu—will be introduced. The course will also analyze the significance of the Tai Chi figure, the Eight Diagram, and the I Ching, and will include detailed discussions of Taoism and TCM and Tao of health and longevity.

1 credit

Prerequisites: TCM Physiology

### **703-1, 703-2 PRACTICAL NEEDLING I & 2**

Students in these courses will learn how to needle some of the important but difficult points. The courses will help students to build self-confidence when needling points on various parts of the body. Course 1 introduces the points on the extremities, chest, abdomen, head, face and neck region and course 2 covers the points on the back, sacrum, Huato Jiaji and joints areas.

1 credit each

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

### **704 SPECIAL ACUPUNCTURE THERAPEUTICS I: ACUPUNCTURE IN SHANG HAN LUN**

This course will discuss the significance of some important pattern syndromes and the associated acupuncture treatments.

1 credit

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

### **705 SPECIAL ACUPUNCTURE THERAPEUTICS 2: JAPANESE ACUPUNCTURE**

This course will introduce the basic concepts of Japanese acupuncture and the basic principles of Meridian Therapy, as well as clinical application. Practice workshop included.

1 credit

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

### **706 SPECIAL ACUPUNCTURE THERAPEUTICS 3: ANCIENT ACUPUNCTURE CASES**

This course will discuss some acupuncture cases selected from ancient classics. The case discussion includes the significance for clinical acupuncture practice and importance of the core of TCM, setting up the treatment based on the syndrome and pattern differentiation.

1 credit

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

### **707 SPECIAL ACUPUNCTURE THERAPEUTICS 4: CLINICAL APPLICATION OF AURICULAR ACUPUNCTURE**

This course will introduce the detailed clinical application of auricular therapy including clinical indications and needle techniques. Workshop included.

1 credit

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

### **709 ADVANCED TAI CHI**

Students in this course will enhance their knowledge of Tai Chi by learning and practicing the Wudang “30 movements” form.

1 credit

Prerequisites: Tai Chi 1 & 2

### **711 INTRODUCTION TO THE CHINESE LANGUAGE**

This course will offer students a basic concept of the Chinese language, pronunciation, Pinyin, and Chinese characters related to TCM and daily use. Students who attend the class are expected to gain fundamental knowledge of the Chinese language and be able to read and write simple Chinese words by correctly using the Chinese-English dictionary.

1 credit

Prerequisites: None

### **712 INTRODUCTION TO WESTERN DISEASES**

This course will introduce students to various diseases as identified by Western medicine, including categorization and basic symptom sets.

1 credit

Prerequisites: Medical Terminology

## **713 NEUROLOGIC ACUPUNCTURE**

After giving a brief introduction to the general fundamentals of neurology, this course will introduce details about the neurological mechanisms of acupuncture. Special needle techniques and point selection based on knowledge of these mechanisms will be presented, as well as acupuncture treatment for some neurological disorders.

1 credit

Prerequisites: Acupuncture Treatment Principles, Meridians & Points Location 1, 2 & 3, Clinical Neurology

## **714 HISTORY OF CHINA**

This course will introduce general Chinese history include names, time frames and important historical events of different dynasties as well as famous historical stories.

1 credit

Prerequisites: None

## **715 ACUPUNCTURE CLASSICS (1): THE CLASSIC OF DIFFICULTIES**

This course will introduce some important chapters of this historical acupuncture textbook so that students will better understand some special needle techniques and acupoint selection.

1 credit

Prerequisites: Meridians & Points Location 1, 2 & 3, TCM Syndrome Analysis

## **716 ACUPUNCTURE CLASSICS (2): THE SYSTEMATIC CLASSIC OF ACUPUNCTURE AND MOXIBUSTION**

This course will introduce some important chapters from this classic work, especially emphasizing point selection for different indications. Students will be given a better understanding of the method of acupoint selection in ancient times.

1 credit

Prerequisites: Meridians & Points Location 1, 2 & 3, TCM Syndrome Analysis

## **717 ADVANCED QI GONG**

The course will introduce the Small Heaven Cycle Qi Gong meditation.

1 credit

Prerequisites: Qi Gong 1 & 2

## **718-1 CHINESE LANGUAGE (1): ACUPOINT VOCABULARY**

This course will introduce Chinese characters used in the names of common acupoints.

## **718-2 CHINESE LANGUAGE (2): MATERIA MEDICA VOCABULARY**

This course will introduce Chinese characters used in the names of common herbs.

1 credit each

Prerequisites: Introduction to the Chinese Language

## **719 OBSERVATION OF TUI NA PRACTICE**

This course will allow students to observe therapeutic tui na applied to patients in the clinic. 1 credit

Prerequisites: Foundations of Tui Na, Tui Na Clinical Applications

## **720 TUI NA LAB**

This course is designed as a review and practice for all Tui Na manipulations.

1 credit

Prerequisite: Foundations of Tui Na

## **721 TCM PSYCHOLOGY (CONSTITUTIONAL THEORY)**

This course introduces the concepts of TCM constitutional theory, which describes the constitutional formation of a human being, the characteristics of the individual, and the different types of personality, as well as the relationship between the different constitutions and disease pathogenesis, diagnosis, treatment and prevention of disease.

1 credit

Prerequisite: TCM Pathogenesis

## **722 FIVE ELEMENT ACUPUNCTURE**

This course will introduce students to 5-Element Acupuncture Theory. Topics will include 5-Element history and development, Five-Phase Correspondences, the Four Cycles, Mother and Child points, the 12 Officials, Aggressive Energy Treatment Methods, Entry-Exit points, Spirit points, Internal and External Dragons, 5-Phase Transporting points, Horary points, the 7-Emotions and Internal causes of Disease, 5-Phase Abdominal Reflexes and Pulses, and 5-Element Patterns and Pathologies.

1 credit

Prerequisites: TCM Physiology, Meridians & Point Locations 1,2 & 3

# Course Descriptions - Elective Courses

## Oriental Medicine

### **802 MAJOR TCM SCHOOLS (GE JIA XUE SHUO)**

This course will introduce the features of different schools of TCM, especially the four typical ones from the Jin and Yuan dynasties—the School of Cold and Coolness founded by Liu Wansu, the School of Attacking or Purging headed by Zhang Congzheng, the School of Spleen and Stomach represented by Li Dongyuan, and the School of Nourishing the Essence founded by Zhu Danxi. The special theories of each school and corresponding typical herbal formulas will be introduced in detail.

1 credit

Prerequisites: TCM Physiology, Introduction to Chinese Herbology

### **803 TREATISE ON WARM-FEBRILE DISEASES (WEN BING XUE)**

This course will introduce the definition of Wen Bing (Warm Diseases), its basic characteristics and different types and etiologies. The Four Level differentiation, Defensive-Qi-Nutrient-Blood, San Jiao differentiation, and the corresponding herbal treatment for different contagious diseases will be considered in detail.

1 credit

Prerequisites: Individual Herbs 1, 2 & 3; TCM Syndrome Analysis

### **804 SPECIAL HERBAL THERAPEUTICS 1: PAIRED HERBS**

This course will introduce the paired herbs which were commonly used by the master practitioners of Traditional Chinese Medicine. It will include individual herbal actions and superiority of combination as well as clinical applications.

1 credit

Prerequisites: Individual Herbs 1, 2 & 3

### **805 SPECIAL HERBAL THERAPEUTICS 2: MENOPAUSAL SYNDROME**

This course will provide a detailed introduction to menopausal syndrome including TCM etiology and pathogenesis, pattern differentiation, treatment strategies, effective herbal formulas and clinical application.

1 credit

Prerequisites: Herbal Formulas 1, 2 & 3

### **806 SPECIAL HERBAL THERAPEUTICS 3: NEW PHARMACEUTICAL RESEARCH ON CHINESE HERBS**

This course will introduce state-of-the-art research information about Chinese herbs, including their effective pharmaceutical action.

1 credit

Prerequisites: Individual Herbs 1, 2 & 3

### **807 CHINESE HERBOLOGY CLASSICS I: TREATISE ON THE SPLEEN AND STOMACH**

This course introduces Li Dongyuan's special theory on the Spleen and Stomach, which includes the concept of Yin Fire, important in understanding complicated internal diseases and their systemic ramifications.

1 credit

Prerequisites: TCM Pathogenesis, Introduction to Chinese Herbology

### **808 CHINESE HERBOLOGY CLASSICS 2: FU QING-ZHU'S GYNECOLOGY**

This course will introduce special formulas which are still commonly used from the famous medical work Fu Qing-Zhu's Gynecology.

1 credit

Prerequisite: OM Therapeutic Strategies



**JAMES BARE, Ph.D., L.Ac.**, graduated from Johns Hopkins University in 1970 and received his Ph.D. in Linguistics from the University of Michigan in 1975. He has held academic positions at Lawrence University, Oberlin College, Carleton College, SUNY New Paltz, and the University of Minnesota, and has lived and worked abroad in Taiwan, India, Singapore, and Korea. He graduated in 1998 from NYCTCM, and is currently licensed to practice acupuncture in New York State.

**YONGSHUN BEI, O.M.D. (China), L.Ac.**, graduated from Shanghai University of TCM in 1985, and completed postgraduate study at Fujian College of TCM in 1995. From 1985 until 2001 he taught at Fujian College of TCM, and served as Assistant Dean and later Vice Dean of the Acupuncture and Chinese Tui-Na Department and Director of the Chinese Tui-Na Section from 1994 until 2001. He has authored and edited numerous books and articles, most of which focus on the modalities of acupuncture and tui-na.

**HUAQIN CHEN, O.M.D. (China), L.Ac.**, graduated from Hubei College of Traditional Chinese Medicine in 1982. She completed two one-year-long advanced education programs from 1989 to 1991, one in Western Medicine from the First Medical University of Shanghai No. 1 People's Hospital and another one in Traditional Chinese Medicine from Yueyang Hospital of Shanghai TCM University. From 1982 to 1999, she also taught and practiced as a physician in the affiliated hospital of Hubei College of TCM. She is currently licensed to practice acupuncture in New York State.

**YEMENG CHEN, O.M.D. (China), L.Ac.**, graduated from Shanghai University of Traditional Chinese Medicine in 1985. After that he worked as an instructor in Shanghai Medical University and practiced as a physician in the affiliated Huashan Hospital, be-

coming the Director of the Acupuncture Department in 1989. Dr. Chen has more than 30 research papers published in various medical journals in different countries and has also published ten acupuncture books, including two large-scale reference works. Two articles were cited in *Current Bibliographies in Medicine: Acupuncture (1970-1997)* by the National Library of Medicine.

He was Academic Dean at NYCTCM from 1996 to 2010, and was appointed President in 2006. He is a Fellow of the International College of Acupuncture and Electro-Therapeutics (F.I.C.A.E.) and also Editor-in-Chief of the *American Journal of Traditional Chinese Medicine*. Appointed by the New York State Education Department, he served on the New York State Board of Acupuncture from 2000-2010 and as Vice-Chair of that body from 2007-2010. He also served as an at-large member of the Executive Committee and Co-Chair of the Herbal Committee of the Council of Colleges of Acupuncture and Oriental Medicine (CCAOM) from 2008-2010.

As one of four CCAOM representatives, he participated in the ACAOM Doctoral Task Force in 2004 and 2005. He also served as a guest member of the Exam Development Committee of NCCAOM.

**PEIZHU CHENG, O.M.D. (China), L.Ac.**, graduated from Beijing Traditional Chinese Medical College in 1982 and apprenticed with the famous TCM doctor Master Shenyu Zhu. After graduation she practiced and taught Chinese medicine at Peking Union Medical College Hospital until 1986. After coming to the U.S., she has conducted a private acupuncture practice as well as teaching at several New York area TCM schools. She currently serves as Vice-Chair of the New York State Board of Acupuncture.

Please note that due to varying course offerings faculty listed here may not all be teaching at NYCTCM during any given trimester.

**PHILIP CILIO, D.C., L.Ac.**, graduated from Regents College and New York Chiropractic College. He has practiced as a Chiropractor in New York since 1994.

**EDWARD R. ENTINE, D.V.M.**, graduated from the New York State College of Veterinary Medicine at Cornell. He served for 2 years in the United States Army Veterinary Corps, attaining the rank of captain. After interning for 2 years, he started his own veterinary hospital where he has practiced for 28 years. For the past five years, Dr. Entine has studied Tai Chi Chuan under Wudang Master Yun-Xiang Tseng. Master Tseng, born and raised in China, has trained with China's pre-eminent masters in the ancient arts of Tai Chi Chuan, Qigong, and Kung Fu.

**WOO-YUP KANG, D.C., Dipl. OM (NCCAOM)**, earned his doctorate of chiropractic from New York Chiropractic College and his Master of Science degree in Traditional Oriental Medicine from Pacific College of Oriental Medicine. He has practiced as a chiropractor since 1998 and as an acupuncturist in New York since 2001.

He is specialized in Huang Di Nei Jing and is the president of So Mun Academy New York, which studies Huang Di Nei Jing. He is also an independent Medical Examiner for Chiropractic and Acupuncture in New York State.

**STEPHEN KAPLAN, M.S., L.Ac.**, graduated from the Swedish Institute of Massage Therapy in 1993 and received his Master's degree in Traditional Chinese Medicine from the Five Branches Institute of TCM in 1997. He currently teaches at Pacific College of Oriental Medicine as well as at NYCTCM, and conducts a private practice in both acupuncture and massage.

**NAIZHAO (LANCE) LI, M.S., L.Ac.**, received his Master's degree in Oriental Medicine from Pacific College in 2000 and since then has worked in various acupuncture clinics in the New York metro area. He is currently affiliated with the Cardiac Rehab Center at New York Hospital Queens and serves as a clinic supervisor at Pacific College of Oriental Medicine, as well as teaching at NYCTCM.

**YONG LIU, M.S., L.Ac.**, graduated from New York College of Traditional Chinese Medicine in 2003 where he completed an 11 trimester 4,050 hour comprehensive program in Acupuncture, Chinese Herbology and Tui-na Therapeutic Massage. He has been a faculty member of NYCTCM since 2001, teaching clinical massage and Therapeutic Tui-na. In 1985 he attained his Doctor of Chinese Medicine from Xuan Wu Hong Qi University, Beijing, China. (equivalent degree was assessed and certified by U.S. agency). In 1998 he achieved a Certified Diploma in Massage Therapy from the Academy of Massage in NJ. Yong Liu is licensed to practice Acupuncture in New York and New Jersey and currently treats patients in all phases of recovery and wellness treatment with acupuncture, Tui-na, Reflexology, and Herbology. He has experience caring for seniors with acupuncture and basic massage.

**JOSE LOPEZ, M.SW.**, received his B.A. and M.SW. from Adelphi University in 1975 and 1977, respectively. He is currently Director of Clinical Services and Director of Special Projects at the North Shore Child and Family Guidance Center in Roslyn, NY. He lectures on factors related to counseling and cultural diversity at numerous public schools and mental health facilities.

**JOHN PAI, M.D. (Taiwan), L.Ac.**, received his M.D. in 1983 from China Medical College, Taichung, Taiwan, and his Master of Medical Science in 1985 from the Institute of Chinese Medical Science associated with that same institution. From 1983 until 1997 he practiced in Taiwan as a General Practitioner and as a Psychiatrist, and from 1995-97 was the Director of the Acupuncture Department at China Medical College Hospital. Since coming to North America in 1998, he has continued in private practice of TCM and has been an instructor and clinical supervisor at various TCM schools in Canada and the U.S. He is currently licensed to practice acupuncture in New York State.

**LIN SHEN, M.D. (China), L.Ac., P.A.**, received her M.D. degree from Shanghai Second Medical University in 1991 and practice in China until coming to the U.S. in 1993. She received her Masters in Health Science and her Physician Assistant Certificate from Quinnipiac University in 2000 and completed her studies in acupuncture at NYCTCM in 2004. She is currently licensed to practice acupuncture in New York and is licensed as a Physician Assistant in both New York and Connecticut.

**YONG-EN SHI, O.M.D. (China), L.Ac.**, received his medical training from Tongji Medical University and Beijing Traditional Chinese Medical College. He practiced in China from 1957-1990 and taught and conducted research from 1980-1990 at the Shanghai Institute of Planned Parenthood, where he also

served as Head Director. Since coming to the U.S. in 1990, he has served as the Principal-in-Charge of the East-West Acupuncture Research Center and has continued to teach and practice acupuncture.

**MARTIN SILBER, M.S., L.Ac.**, received his Master's degree from Tri-State College of Acupuncture in 1995. Since 1998 he has worked as a supervisor in the Catholic Charities Acupuncture Detoxification Program and he has taught and supervised clinic at the New York College of Health Professions.

**CATHERINE TORTORELLA, D.C., L.Ac.**, graduated from C. W. Post College and New York Chiropractic College. She has practiced as a Chiropractor in New York since 1981. A 2002 graduate of NYCTCM, she is currently licensed to practice acupuncture in New York State.

**JOSEPH TU, M.D.**, received his M.D. from New York Medical College in 1992. He completed his internship at Westchester County Medical Center and his residency there and at Stamford Hospital and Sound Shore Medical Center. He currently practices in a geriatric/psychiatric outpatient clinic setting associated with North Central Bronx Hospital.

**CATHARINE VECCHIONE, D.C.**, graduated from Northwestern University and New York Chiropractic College. She has practiced as a Chiropractor in New York since 1995.

**HONGTAO WANG, O.M.D. (China), L.Ac.**, received her Bachelors and Masters in Chinese Medicine from Henan Traditional Chinese Medical College, and worked as a practitioner and professor in China before coming to the U.S. in 1997. She is currently licensed to practice acupuncture in New York State.

**XIAOPING WANG, Ph.D., M.D. (China)**, received her M.D. from Beijing Medical University and her Ph.D. in Microbiology and Biochemistry from Rutgers University and UMDNJ. She taught and did research in China before coming to the U.S. in 1987. Since that time, she has continued to engage in microbiological research and has published numerous articles in her field.

**CHUNRONG WU, O.M.D. (China), L.Ac.**, received her training at Chengdu University of TCM and the West China University of Medical Sciences, and practiced integrated TCM and western medicine at the First Hospital of Chengdu for 1983 until 1990. She is currently licensed to practice acupuncture in New York State.

**HONGZHU WU, O.M.D. (China), L.Ac.**, received his Bachelors and Masters in Chinese Medicine from Nanjing University of Traditional Chinese Medicine in 1987 and 1993, respectively. He taught and practiced as an acupuncturist and herbalist at Yangzhou University Hospital after receiving his degree until emigrating to the U.S. in 1997. Since that time he has conducted a full-time acupuncture and herbal practice in the New York area.

**BIN XU, Ph.D., O.M.D. (China), L.Ac.**, received his Bachelors and Masters in Medicine from the Harbin Medical University, his Diploma of Acupuncture and TCM from the University of Heilongjiang, and his Ph.D. in Medical Science from Kanazawa Medical University in Japan. He worked as a physician in China from 1990 to 1993, and since 1993 has been employed as a Research Scientist in the New York City area. He is the author of numerous articles on both TCM and Western Medicine, and is currently licensed to practice acupuncture in New York State.

**YAN XU, O.M.D. (China), L.Ac., Dipl. OM (NCCAOM)**, graduated from Beijing University of TCM in 1983, and received her masters in health science (acupuncture) from New York College of TCM in 2003. She served as an instructor and a physician in charge in the affiliated hospital of Beijing University of TCM before coming to the US in 1996. She has been practicing acupuncture and Chinese herbal medicine for more than 20 years. Currently, she is licensed to practice acupuncture in both New York and Connecticut. Her specialties are allergies, women's health and pain management.

**FANG YANG, M.D. (China), L.Ac.**, received his M.D. from Chongqing University of Medical Sciences in 1983 and his M.S. from West China University of Medical Sciences in 1987. Until 1991 he worked as an Instructor in Medicine and Attending Physician at West China University of Medical Sciences. Since coming to the U.S. in 1991, he has worked as a Medical Technologist at Nassau University Medical Center and as a Clinical Laboratory Scientist at ICON Laboratories Inc.

**LIBANG ZHANG, O.M.D. (China), L.Ac.**, graduated from Shanghai University of Traditional Chinese Medicine in 1966 and worked as a physician in China from 1968 to 1980. After three further years of study and research at Shanghai University of TCM, he received a Master's Degree in 1983. As Director of the Institute of Hepatic Diseases of Shanghai University of TCM, he conducted extensive research on hepatic diseases between 1983 and 1988, and authored several academic papers about the mechanism of fibrogenesis. From 1988 to the present, he has worked on and published papers about oncogenes and Alzheimer's disease. He is currently on the faculty of the Mount Sinai School of Medicine.

**SHARON ZHAO, O.M.D. (China), Ph.D., L.Ac.**, received her O.M.D. from Guangzhou College of Traditional Chinese Medicine in 1985, her B.S. from Hunter College School of Health Science in 1996, and her Ph.D. from Guangzhou University of TCM in 2005. She worked as an internist in China from 1985 to 1989, and has worked as a Medical Technologist in this country since 1993. She is currently licensed to practice acupuncture in New York State.

**KUNYING ZHENG, O.M.D. (China), L.Ac.**, graduated from Tianjin College of Traditional Chinese Medicine in 1992 and practiced acupuncture and TCM in China until 1999. She has practiced and taught acupuncture in the U.S. since 2000. She is currently licensed to practice acupuncture in New York State.

## Visiting NYCTCM

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Join us to hear about the exceptional programs at New York College of Traditional Chinese Medicine that prepare you for a career in Acupuncture and Oriental Medicine. Prospective students are invited to attend an NYCTCM Open House for an overview of our programs, a tour of the facility, open discussion, and information on the application process.

At Saturday Open House events you are welcome to extend your visit as a Guest Student. You have an opportunity to sit in on classes, meet current students and faculty, speak with our financial aid manager and have an admissions interview. You may also have a complementary treatment in the NYCTCM Teaching Clinic.

Contact the admissions office for more information about our Guest Student Program. If Open House dates do not match your schedule contact the admissions office to arrange a date and time that is convenient for you. A personal admissions appointment can be the best way to have your questions answered and to review your prior studies for transfer credit.

Day, evening and weekend appointments are available. The Guest Student option is available on most Saturdays.

Open House dates are posted on our website:

<http://www.acupuncturecollege.org/admission/openhouse.htm>

For more information contact:

Gail Auricchio, Admissions Manager  
NYCTCM  
155 First Street  
Mineola, NY 11501

Tel: 516-739-1545

Fax: 516-873-9622

[admissions@nyctcm.edu](mailto:admissions@nyctcm.edu)

[www.acupuncturecollege.org](http://www.acupuncturecollege.org)



## By Train

Take LIRR to Mineola station. Walk two blocks north on Mineola Blvd. until you reach First St. Turn right on First St.; NYCTCM is 1 1/2 blocks ahead on the right on First St., at 155 First St.

## By Car

### From Long Island Expressway

#### TRAVELLING EAST:

Exit from LIE at exit 37S. Turn south on Willis Avenue and proceed for 2.8 miles past the intersection with Jericho Turnpike (Route 25) to First St. Turn right on First St. and go 1/2 block; NYCTCM is on the left at 155 First St.

#### TRAVELLING WEST:

At exit 42 of the LIE, exit onto Northern State Parkway. At exit 31A of Northern State Parkway, exit on Meadowbrook Parkway South. Keep right and exit onto Glen Cove Road North, then immediately turn left onto Jericho Turnpike (Route 25). Go 1.5 miles on Jericho Turnpike and turn left on Willis Avenue. Turn right on First St. and go 1/2 block; NYCTCM is on the left at 155 First St.

### From Grand Central Parkway/Northern State Parkway

#### TRAVELLING EAST:

Exit from Grand Central Parkway at exit 28S. Turn south on Willis Avenue and proceed for 2.6 miles past the intersection with Jericho Turnpike (Route 25) to First St. Turn right on First St. and go 1/2 block; NYCTCM is on the left at 155 First St.

#### TRAVELLING WEST:

At exit 31A of Northern State Parkway, exit on Meadowbrook Parkway South. Keep right and exit onto Glen Cove Road North, then immediately turn left onto Jericho Turnpike (Route 25). Go 1.5 miles on Jericho Turnpike and turn left on Willis Avenue. Turn right on First St. and go 1/2 block; NYCTCM is on the left at 155 First St.

### From Southern State Parkway

#### TRAVELLING EAST:

Exit from Southern State Parkway at exit 19N. Turn north on Peninsula Blvd. and proceed for one mile; then turn left onto S. Franklin St. Follow Franklin St. for 2.8 miles until it crosses the railroad bridge into Mineola, at which point it changes its name to Mineola Blvd. Proceed for two blocks north on Mineola Blvd. and then turn right on First St. NYCTCM is 1 1/2 blocks ahead on the right at 155 First St.

#### TRAVELLING WEST:

Exit from Southern State Parkway at exit 22N and follow Meadowbrook Parkway for approximately 5 miles. Take exit M1 and turn left (west) onto Old Country Road. After 1.3 miles on Old Country Road, turn right onto Willis Avenue. Turn left on First St. and go 1/2 block; NYCTCM is on the left at 155 First St.

### Academic Calendar 2010-2011

Trimester	Class Begins	Class Ends
Fall 2011	September 6, 2011	December 18, 2011
Winter 2012	January 3, 2012	April 15, 2012
Academic calendar subject to change.		

# Addendum - Course Prerequisites

## Traditional Chinese Medicine (TCM)

### TCM COURSE SEQUENCE (101-108)

TCM courses Physiology (101) through Treatment Principles (105) are sequential; each course is a prerequisite for the course to follow.

- Physiology (101) 1st
- Pathogenesis (102) 2nd
- Diagnosis (103) 3rd
- Syndrome Analysis (104) 4th
- Treatment Principles (105) 5th

Clinical Acupuncture Practice 1, 2 & 3 (106, 107, 108) are not sequential and may be taken in any order after completion of Treatment Principles (105).

In addition, the following prerequisites should also be fulfilled:

TCM Courses: Treatment Principles (105), which has as a prerequisite Meridians and Points Location 1, 2, & 3 (201, 202, 203)

### INTRODUCTION TO NEI JING (109)

Prerequisite: TCM Pathogenesis 102

### TONGUE & PULSE DIAGNOSIS WORKSHOP (110)

Prerequisite: TCM Diagnosis (103)

### SYNDROME ANALYSIS WORKSHOP (111)

Prerequisite: Syndrome Analysis (104)

## Acupuncture

### MERIDIANS AND POINTS LOCATION SEQUENCE 1 - 3 (201-203)

M. & Pt. 1 - Co-requisite is Topical Anatomy (for students who have not previously taken Anatomy)

M. & Pt. 2 - Co-requisite is Palpatory Anatomy

Meridians and Points Location 1, 2 & 3 (201, 202, 203) should be taken in sequence; however, a student may take 1 and 2 (201 and 202) at the same time. M. & Pt. 1 and 2 (201 and 202) are prerequisites for M. & Pt. 3 (203).

### NEEDLE TECHNIQUE/ CLEAN NEEDLE TECHNIQUE (CNT) (204)

Prerequisites: TCM Physiology (101) and M. & Pt. 1 (201).

### ADVANCED NEEDLE TECHNIQUE (205)

Prerequisite: Needle Technique (204)

### ACUPUNCTURE CASE ANALYSIS 1 AND 2 (206, 207)

Prerequisite: TCM Syndrome Analysis (104)

A student may take Acupuncture Case Analysis 1 and 2 (206 and 207) in any order.

### POINT LABS (208, 209)

*Point Labs 1 & 2 (208 and 209) both have as prerequisites Meridians and Points 1, 2 & 3 (201, 202, 203).*

Point Lab 1 (208) is intended to be a review for the three M. & Pt. courses, whereas Point Lab 2 (209) is intended to be a preparation for the NCCAOM Point Location Examination and should be taken in the trimester before a student plans to take that exam.

## Western Bioscience

### ADMISSION BIOSCIENCE PREREQUISITES (9 CREDITS)

- Topical Anatomy (4 cr.)
- Human Biology (3 cr.)
- Chemistry for the Health Sciences (2 cr.)

Students missing part or all of the nine credits of prerequisite bioscience courses required by NYS to enroll are permitted to enroll with the understanding that the courses are to be completed by the end of their first year of study at NYCTCM. This applies to both full and part-time students. The above referenced courses at NYCTCM are the designated prerequisite biosciences that satisfy the NYS requirement.

### ACUPUNCTURE/OM PROGRAM BIOSCIENCE COURSES

#### PALPATORY ANATOMY (302)

Prerequisite: Topical Anatomy (002)

#### WESTERN PHYSIOLOGY 1 & 2 (303, 304)

Prerequisites: Human Biology (001), Topical Anatomy (002)

Western Physiology 1 and 2 (303 and 304) may be taken in any order.

#### BIOCHEMISTRY (305)

Prerequisites: Human Biology (001), Chemistry for Health Sciences (003)

#### MICROBIOLOGY (306)

Prerequisites: Western Physiology 1 & 2 (303, 304)

#### MUSCULOSKELETAL EVALUATION (307A)

Prerequisites: Palpatory Anatomy (302), Western Physiology 1 & 2 (303, 304)

## Western Bioscience (cont.)

### CLINICAL NEUROLOGY (307B)

Prerequisites: Palpatory Anatomy (302), Western Physiology 1 & 2 (303, 304)

### PATHOPHYSIOLOGY (308)

Prerequisites: Western Physiology 1 & 2 (303, 304)

### PHARMACOLOGY (309)

Prerequisites: Microbiology (306), Pathophysiology (308)

### CLINICAL NUTRITION (310)

Prerequisites: Western Physiology 1 & 2 (303, 304), Biochemistry (305)

### WESTERN DIAGNOSIS (311)

Prerequisite: Pathophysiology (308)

## Chinese Herbology

### INTRODUCTION TO CHINESE HERBOLOGY (401)

This is a required course in both the acupuncture and OM programs.

Prerequisite: none.

### HERBAL SEQUENCE

#### INDIVIDUAL HERBS 1, 2 & 3 (404-406)

Prerequisites: TCM Physiology (101), Introduction to Chinese Herbology (401)

Individual Herbs 1, 2, 3 (404, 405, 406) may be taken in any sequence. A student may take two Individual Herbs classes at the same time.

#### HERBAL FORMULAS 1, 2 & 3 (407-409)

Prerequisites: TCM Syndrome Analysis (104), Individual Herbs 1, 2 & 3 (404, 405, 406)

Herbal Formulas 1, 2, 3 (407, 408, 409) may be taken in any sequence. A student may take two Herbal Formula classes at the same time or may take one Herbal Formula course at the same time as the third Individual Herbs course.

The Individual and Formula Herb sequences are required courses for OM students and open to Acupuncture students.

#### EASTERN NUTRITION (402)

Prerequisites: TCM Syndrome Analysis (104), Introduction to Chinese Herbology (401)

#### PATENT HERBS (403)

A required course in the Acupuncture Program.

Prerequisites: TCM Syndrome Analysis (104), Introduction to Chinese Herbology (401)

### CLINICAL HERBAL PRACTICE I & 2 (410, 411)

Prerequisites: Herbal Formulas 1, 2, 3 (407, 408, 409); Co-requisite: OM Therapeutic Strategies (418)

A student may take Clinical Herbal Practice 1 and 2 (410, 411) in any order.

### OM CASE ANALYSIS I AND 2 (412, 413)

Prerequisites: Herbal Formulas 1, 2, 3 (407, 408, 409); a student may take OM Case Analysis 1 and 2 (412, 413) in any order.

### SHANG HAN LUN (414)/JIN GUI YAO LUE (415)

Prerequisites: Individual Herbs 1, 2, 3 (404, 405, 406). Co-requisite: TCM Syndrome Analysis.

### COMMERCIAL HERBAL FORMULAS (416)

Prerequisites: Syndrome Analysis (104), Individual Herbs 1, 2, 3 (404, 405, 406)

### TOXICOLOGY/SAFE USE OF HERBS (417)

Prerequisites: Pharmacology (309), Individual Herbs 1, 2, 3 (404, 405, 406)

### OM THERAPEUTIC STRATEGIES (418)

Prerequisites: Syndrome Analysis (104), Herbal Formulas 1, 2, 3 (407, 408, 409)

# Addendum - Course Prerequisites

## Professional Development

### PROFESSIONAL ETHICS (501)

Prerequisites: none

### CLINICAL COUNSELING (502)

Prerequisite: Professional Ethics (501)

### PRACTICE ISSUES (503)

Prerequisites: Professional Ethics (501), Clinical Counseling (502), Treatment Principles (105)

## Energy Practice

### TAI CHI I & 2 (601, 602)/ QI GONG I & 2 (603, 604)

Students are advised but not required to take Tai Chi 1 and 2 (601, 602) in sequence, as well as Qi Gong 1 & 2 (603, 604).

Note: Level 1 or 2 may be repeated twice to complete the two credits of either Tai Chi or Qi Gong.

### FOUNDATIONS OF TUI NA (605)

Prerequisites: TCM Physiology (101), Meridians and Points 1 (201)

### TUI NA CLINICAL APPLICATIONS (607)

Prerequisites: Foundations of Tui Na (605), Treatment Principles (105)

## Electives: Courses selected by the student

### DEGREE REQUIREMENTS:

**Acupuncture Program:** Students are required to complete 4 credits (60 hr.) of elective courses.

**Oriental Medicine Program:** Students are required to complete 6 credits (90 hr.) of elective courses and 2 credits must be OM electives.

### ELECTIVE COURSES PREREQUISITES

#### GENERAL / ACUPUNCTURE

#### TAO & CHINESE CULTURE (702)

Prerequisites: History & Philosophy of Chinese Medicine

#### PRACTICAL NEEDLING I & 2 (703-1, 703-2)

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

#### SPECIAL ACUPUNCTURE THERAPEUTICS 1: ACUPUNCTURE IN SHANG HAN LUN (704)

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

#### SPECIAL ACUPUNCTURE THERAPEUTICS 2: JAPANESE ACUPUNCTURE (705)

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

#### SPECIAL ACUPUNCTURE THERAPEUTICS 3: ANCIENT ACUPUNCTURE CASES (706)

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

#### SPECIAL ACUPUNCTURE THERAPEUTICS 4: CLINICAL APPLICATION OF AURICULAR ACUPUNCTURE (707)

Prerequisites: Meridians and Points Location 1, 2 & 3; Needle Technique

#### ADVANCED TAI CHI (709)

Prerequisites: Tai Chi 1 & 2

#### INTRODUCTION TO THE CHINESE LANGUAGE (711)

Prerequisites: None

#### INTRODUCTION TO WESTERN DISEASES (712)

Prerequisites: Medical Terminology

#### NEUROLOGICAL ACUPUNCTURE (713)

Prerequisites: Acupuncture Treatment Principles, Meridians & Points Location 1, 2 & 3, Clinical Neurology

#### HISTORY OF CHINA (714)

Prerequisites: None

#### ACUPUNCTURE CLASSICS (1): THE CLASSIC OF DIFFICULTIES (715)

Prerequisites: Meridians & Points Location 1, 2 & 3, TCM Syndrome Analysis

#### ACUPUNCTURE CLASSICS (2): THE SYSTEMIC CLASSIC OF ACUPUNCTURE & MOXIBUSTION (716)

Prerequisites: Meridians & Points Location 1, 2 & 3, TCM Syndrome Analysis

#### ADVANCED QI GONG (717)

Prerequisites: Qi Gong 1 & 2

#### CHINESE LANGUAGE (1): ACUPOINT VOCABULARY (718-1)

Prerequisites: Introduction to the Chinese Language

#### CHINESE LANGUAGE (1): MATERIA MEDICA VOCABULARY (718-2)

Prerequisites: Introduction to the Chinese Language

#### OBSERVATION OF TUI NA PRACTICE (719)

Prerequisites: Tui Na Clinical Applications

### Electives: (cont.)

#### TUI NA LAB (720)

Prerequisite: Foundations of Tui Na

#### TCM PSYCHOLOGY (CONSTITUTIONAL THEORY) (721)

Prerequisite: TCM Pathogenesis

#### FIVE ELEMENT ACUPUNCTURE (722)

Prerequisites: TCM Physiology, Meridians and Point Locations 1, 2 & 3

#### ORIENTAL MEDICINE (OM)

#### MAJOR TCM SCHOOLS (GE JIA XUE SHUO) (802)

Prerequisites: TCM Physiology, Introduction to Chinese Herbology

#### TREATISE ON WARM-FEBRILE DISEASES (WEN BING XUE) (803)

Prerequisites: Individual Herbs 1, 2 & 3; TCM Syndrome Analysis

#### SPECIAL HERBAL THERAPEUTICS I: PAIRED HERBS (804)

Prerequisites: Individual Herbs 1, 2 & 3

#### SPECIAL HERBAL THERAPEUTICS 2: MENOPAUSAL SYNDROME (805)

Prerequisites: Herbal Formulas 1, 2 & 3

#### SPECIAL HERBAL THERAPEUTICS 3: NEW PHARMACEUTICAL RESEARCH ON CHINESE HERBS (806)

Prerequisites: Individual Herbs 1, 2 & 3

**CHINESE HERBOLOGY CLASSICS I: TREATISE ON THE SPLEEN & STOMACH (807)** Prerequisites: TCM Pathogenesis, Introduction to Chinese Herbology

#### CHINESE HERBOLOGY CLASSICS 2: FU QING-ZHU'S GYNECOLOGY (808)

Prerequisite: OM Therapeutic Strategies

### Clinic Classes

#### INTRODUCTION TO CLINIC (901)

Prerequisites: TCM Physiology, Meridians and Point Locations course (1 or 2)

#### INTRODUCTION TO CLINICAL INTERNSHIP (902)

Prerequisites:

- Meridians and Point Locations course (1, 2 & 3)
- Needle Techniques
- Medical Terminology
- Palpatory Anatomy
- Western Physiology 1 & 2
- Professional Ethics

Co-requisites: Syndrome Analysis, Clinical Counseling

### General Review

Note: The General Review course is a non-credit course. Students who have a GPA of 3.0 or less are required to take the review course before NYCTCM will submit the pre-graduation verification forms to NCCAOM for those students.

Post-graduate OM students who have a GPA of 3.0 or less in their herbal courses are also required to take the herbal component of this review course before NYCTCM will submit pre-graduation verification forms to NCCAOM.



**NYCTCM students visit Shanghai Shuguang hospital to learn acupuncture techniques**

## NYCTCM Student Clinic Prerequisites - Acupuncture Program

<b>Acupuncture Program - Prerequisites for Observation</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
TCM Physiology		Orientation	Hepatitis B vaccine immunization record
One Meridians and Points Location course (1 or 2)		Clinic procedure training	
Intro to Clinic		OSHA and HIPAA training	
TCM Diagnosis (as co-requisite, applied to students enrolled in or after winter 2011)			

<b>Acupuncture Program - Prerequisites for Assistanship</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
	120 hours Observation	CNT training	Copy of CNT certificate

<b>Acupuncture Program - Prerequisites for Acupuncture Clinic Entrance Exam</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
TCM course sequence through Syndrome Analysis (or passed the midterm of Syndrome Analysis)	120 clinic hours		9 bioscience prerequisites – transcript on file
Meridians and Points 1, 2 and 3			
Needle Technique			
Medical Terminology			
Palpatory Anatomy			
Western Physiology 1 & 2 (W.P. 2 is a co-requisite)			
Professional Ethics			
Enrolled in Intro to Clinical Internship			

## NYCTCM Student Clinic Prerequisites - Acupuncture Program

<b>Acupuncture Program - Prerequisites for Acupuncture Junior Internship</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
Clinical Counseling	180 clinic hours		Copy of current CPR and First Aid Certification
Intro to Clinical Internship			
Point Lab 1 (as corequisite)	Clinic entrance exam—both written and practical.		Malpractice Insurance payment

<b>Acupuncture Program - Prerequisites for Acupuncture Senior Internship</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
Western Diagnosis	240 hours / 8 credits junior intern		All sign in – sign out time sheets
	Clinical Skills Assessment Test		
	one detailed Case Study		All clinic credits (grades)

<b>Acupuncture Program - Prerequisites for Acupuncture Graduation Exam</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Training Prerequisites</b>	<b>Signed Records</b>
Any 2 Clinical Acupuncture Practice courses	120 hours senior intern		All sign in – sign out time sheets
			All clinic credits (grades)

<b>Acupuncture Program - Prerequisites for Acupuncture Graduation</b>			
<b>Course Prerequisites</b>	<b>Clinic Prerequisites</b>	<b>Exam Prerequisites</b>	<b>Signed Records</b>
All course requirements	300 hours senior intern	Graduation exam	All sign in – sign out time sheets (originals)
	All grand round requirements		Minimum 250 “Internship Patients Log”
			All clinic credits (grades) (originals)

## NYCTCM Student Clinic Prerequisites - OM Program (First Degree)

Oriental Medicine Program (First Degree) - Prerequisites for Observation			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
TCM Physiology			
Any of the two Individual Herbs courses		Clinic procedure training	Hepatitis B vaccine immunization record
One Meridians and Points Location course (1 or 2)		OSHA and HIPAA training	
Intro to Clinic			
TCM Diagnosis (as co-requisite, applied to students enrolled in or after winter 2011)			

Oriental Medicine Program (First Degree) - Prerequisites for Assistanship			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
All 3 Individual Herbs courses, or complete any two Individual Herbs courses and concurrently enroll in the third course	120 hours observation	CNT training	Copy of CNT certificate
		Herbal Dispensary Skill Assessment test	

Oriental Medicine Program (First Degree) - Prerequisites for Junior Clinic Entrance Exam			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
TCM course sequence through Syndrome Analysis (or passed the mid-term of Syndrome Analysis)	150 Clinic hours		9 bioscience prerequisites – transcript on file
All 3 Meridians and Points courses (1, 2 and 3)			
Needle Technique			
Medical Terminology			
Palpatory Anatomy			
Western Physiology 1 or 2 (West. Phys. 2 is a corequisite)			
Professional Ethics			
all 3 Individual Herbs courses			
Enrolled in 1 Herbal Formula as a corequisite			
Enrolled in Intro to Clinical Internship			

## NYCTCM Student Clinic Prerequisites - OM Program (First Degree)

<b>Oriental Medicine Program (First Degree) - Prerequisites for OM Junior Internship (OM1-Jr 1 &amp; 2) (Can register in acupuncture only clinic.)</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
Clinical Counseling	180 hours Observation and Assistantship (of which 120 must be in Herbal Dispensary)		Copy of current CPR and First Aid Certification
Intro to Clinical Internship	Junior clinic entrance exam—both written and practical.		Malpractice Insurance payment
Point Lab 1 (as co-requisite)			
Enrolled in the 2nd Herbal Formula Course			

<b>Oriental Medicine Program (First Degree) - Prerequisites for OM Junior Internship (OM1-Jr 3, 4, 5 &amp; 6)</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
	120 hours acupuncture - only Junior Internship	Must be registered in clinics with herbal facilities	Copy of current CPR and First Aid Certification
2 Herbal Formula Courses			Malpractice Insurance payment

<b>Oriental Medicine Program (First Degree) - Prerequisites for OM Senior Clinic Entrance Exam</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
all 3 Herbal Formula Courses	240 hours of Junior Intern		
	Clinical Skills Assessment Test		

<b>Oriental Medicine Program (First Degree) - Prerequisites for OM Senior Internship</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
Western Diagnosis	360 Hours Junior Internship (including 240 Hr in clinics with herbal facility)		All sign in – sign out time sheets
	Senior Clinic Entrance Exam		All clinic credits (grades)
	one detailed Case Study		

## NYCTCM Student Clinic Prerequisites - OM Program (First Degree)

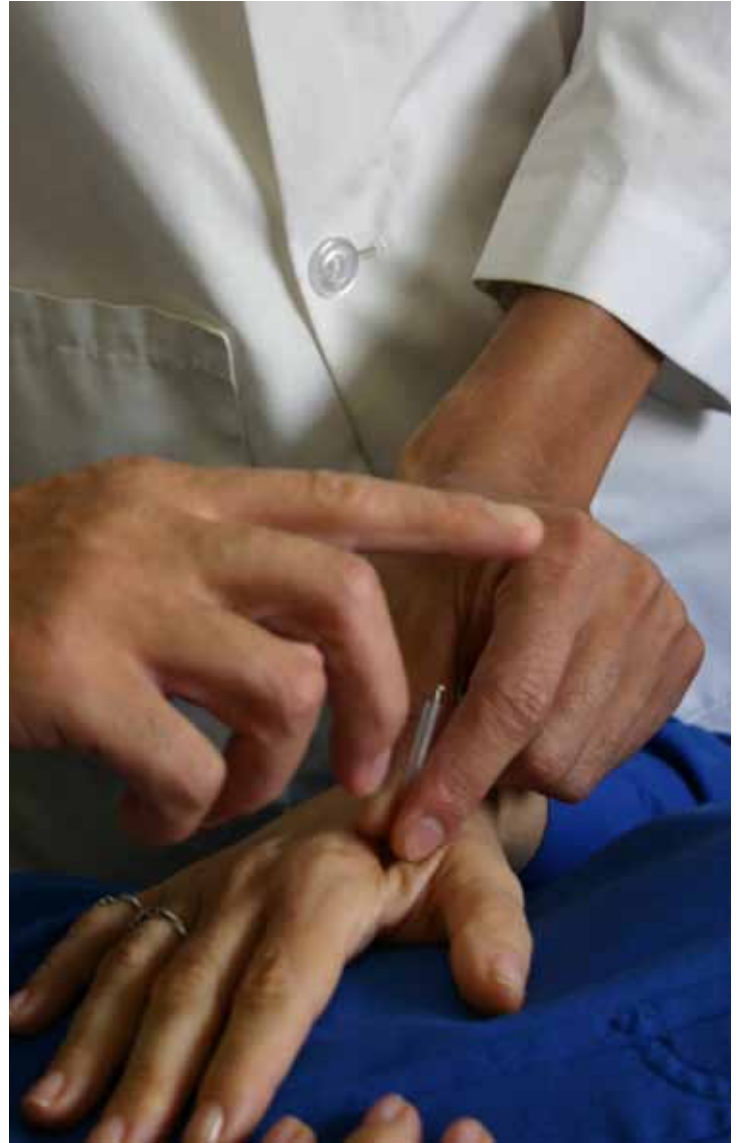
Oriental Medicine Program (First Degree) - Prerequisites for OM Graduation Exam			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
All 3 Clinical Acupuncture Practice courses	180 Hours of Senior Internship		All sign in – sign out time sheets
Any one Clinical Herbal Practice course			All clinic credits (grades)

Oriental Medicine Program (First Degree) - Prerequisites for OM Graduation			
Course Prerequisites	Clinic Prerequisites	Exam Prerequisites	Signed Records
All 3 Clinical Acupuncture Practice courses	360 hours senior intern	Graduation Exam	All sign in – sign out time sheets (originals)
All 2 Clinical Herbal Practice courses			Minimum 350 “Internship Patients Log”
			All clinic credits (grades) (originals)



Students feast at the completion of Eastern nutrition class. Dr. Chen, college president, joins in the fun





## NYCTCM Student Clinic Prerequisites - OM Program (2nd Degree)/ Acupuncture Graduates

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<b>Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for Herbal Dispensary Training</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
Any of the two Individual Herbs courses		Clinic Procedure Training	Hepatitis B vaccine immunization record
Intro to Clinic (for non-NYCTCM acupuncture graduates only)		OSHA & HIPPA training	

<b>Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for OM Junior Clinic Entrance Examination</b>			
<p>Upon completion of 60 clinic hours, students will have to pass an OM Junior Clinic Entrance Examination (Second Degree) before commencing their internship. In order to sit for this exam, students must have completed the TCM course sequence through Syndrome Analysis (or passed the midterm test of Syndrome Analysis) and all the Individual Herbs 1, 2, 3. This examination will have 100 written questions and 20 herbal IDs. The pre-requisites for taking the OM Junior Clinic Entrance Exam (Second Degree) are listed as follows:</p>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
All 3 Individual Herbs courses	60 hours Herbal Dispensary Training		
1 Herbal Formula course & enrolled in another Herbal Formula course			

<b>Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for OM Junior Internship</b>			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
Any 2 Herbal Formula courses	60 hours Herbal Dispensary training		Copy of current CPR and First Aid Certification
	OM Junior clinic entrance exam (second degree)		Malpractice Insurance payment

## NYCTCM Student Clinic Prerequisites - OM Program (2nd Degree) / Acupuncture Graduates (cont.)

Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for OM Senior Clinic Entrance Exam			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
All 3 Herbal Formula	120 hours of OM Junior Intern		

Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for OM Senior Internship			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
	180 hours junior intern		All sign in – sign out time sheets
	Senior Clinic Entrance Exam		All clinic credits (grades)
	Clinical Skills Assessment Test		
	One detailed Case Study		

Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for OM Graduation Exam			
Course Prerequisites	Clinic Prerequisites	Training Prerequisites	Signed Records
Any one Clinical Herbal Practice course	90 Hrs. of Senior Internship Herbal Clinic		All sign in – sign out time sheets
			All clinic credits (grades)

Oriental Medicine Program (2nd Degree/Acupuncture Graduates) - Prerequisites for Graduation			
Course Prerequisites	Clinic Prerequisites	Exam Prerequisites	Signed Records
All courses	180 hours Senior Intern Herbal Clinic	Graduation exam	All sign in – sign out time sheets (originals)
			Minimum 150 “Internship Patients Log”
			All clinic credits (grades) (originals)