



AMC<sub>ofH</sub>  
AT  
PIHMA  
Center for Professional  
Education & Development

# 2021-2022 Course Catalog



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## Catalogs

This catalog supplement covers the Homeopathic programs at the PIHMA Center for Professional Education and Development.

## Organization

PIHMA Health & Education Network, LLC, is a limited liability company. The corporate office is located at 301 East Bethany Home Road, Suite A-100, Phoenix, Arizona 85012. The American Medical College of Homeopathy at PIHMA Center for Professional Education is a division of the Phoenix Institute of Herbal Medicine and Acupuncture.

## Accreditation

The three year Practitioner Program has been accredited by the Accreditation Commission for Homeopathic Education in North America, which is the recognized accrediting agency for freestanding institutions and colleges of Homeopathic medicine that offer such programs. ACHENA is located at 105 State Route 151 (Luther Road), East Greenbush, New York 12061; phone 602-899-6148; [info@ACHENA.org](mailto:info@ACHENA.org). The Clinical Homeopathy 150-hour Program is not accredited. However, through the bridge program, it does provide a pathway towards graduation from an accredited institution.

## State Licensure

The American Medical College of Homeopathy (AMCofH) at PIHMA Homeopathic Practitioner Program is licensed by the Arizona Board of Private Postsecondary Education. For information about the requirements for state licensure and the practice of Homeopathy, please contact the State of Arizona Board of Homeopathic and Integrated Medicine Examiners, 1400 West Washington, Suite 230, Phoenix, Arizona 85007; phone 602-542-8154.

## Equal Opportunity

It is the policy of PIHMA to provide equal opportunity in employment and educational programs and activities. Equal employment opportunity includes, but is not limited to education, tuition assistance, recruitment, hiring, promotion, termination, compensation, benefits, transfers,

PIHMA-sponsored training, and social and recreational programs. In the administration of educational policies, admission policies, financial aid, or any other program of activity, PIHMA does not discriminate on the basis of race, color, religion, national origin, citizenship, gender, sexual orientation, age, disability, special disabled veteran status, other eligible veteran status, or Vietnam-era veteran status.

PIHMA publishes its catalog to provide applicants, students, and the general public with information about its educational programs, policies and procedures. This catalog does not constitute a contract. Information contained in this catalog is subject to change at the discretion of PIHMA. Current students are held to the policies found in this catalog and accompanying College Handbooks.

## **WELCOME TO THE AMERICAN MEDICAL COLLEGE OF HOMEOPATHY AT PIHMA CPED**

We invite you to attend the American Medical College of Homeopathy (AMCofH) at the Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA) Center for Professional Education & Development (CPED). Those who hear the call to serve humanity as a healer often choose Homeopathy as a career. They do so because they perceive that medicine should treat the whole person, doing so in a safe and gentle way that works with the body's innate healing potential.

Homeopathy is a traditional and integrative medicine set upon principles hundreds of years old. It is the second most common form of alternative medicine in the world today and the fastest growing. It is safe, inexpensive and curative of chronic disease. In Homeopathic medicine, we strive to meet the needs of today's patients.

Homeopathy is based on fundamental principles that have been used effectively in healing for thousands of years. These principles help to make Homeopathy a distinct system of health care and these principles guide the practice of Homeopathic medicine.

Homeopathy uses a distinctive way of educating. The core of Homeopathy is learning about all life and is extraordinarily broad in its scope. True learning gets to the heart of what it is to be human. It gives us the capacity to recreate ourselves, to do what we never could do before and to change our relationship to the world. Homeopathic education is dedicated to changing students' ways of seeing and perceiving the world. We believe there is a deep need inside each of us for this kind of learning.

At AMCofH at PIHMA, we provide a collaborative, inspiring learning environment that provides a solid foundation for practice. PIHMA was established in 1996 to offer medical degrees in acupuncture and oriental medicine. We have since expanded to include other forms of healthcare training. We have a community of exceptional and dedicated healers and provide a student-oriented faculty. We strive to create an intellectually stimulating and emotionally satisfying environment of inquiry. We offer a variety of programs in Homeopathy ranging from introductory programs, to a 150-hour Clinical Homeopathy program, to a 3-year Homeopathic Practitioner Certificate Program through PIHMA Center for Professional Education and Development.



Students experience a high quality academic and clinical education. Central to our curriculum philosophy is clinical training that comprises much of our curriculum to prepare graduates for a career as a Homeopathic Practitioner. We also place strong value on individualized learning, humanism, self-awareness, business skills and community as integral parts of the education of being a healer.

As well as distance learning options for all of our Homeopathy programs, we offer on the ground clinic training in Phoenix, Arizona.

Please take time to research the options and carefully consider the benefits of choosing AMCoFH at PIHMA as the path to your future in integrative medicine. We congratulate you for embarking on a stimulating journey serving humanity through Homeopathic medicine.



**Catherine Niemiec, J.D., L.AC.**  
**Chief Executive Officer**  
**President & Founder**

## PIHMA CAMPUS

The Phoenix Institute of Herbal Medicine & Acupuncture (PIHMA) is located in Phoenix, Arizona. Phoenix is surrounded by scenic desert mountains and towering saguaro cacti. Combining a southwestern setting with modern sophistication and style, Phoenix is famous for its luxurious accommodations, rich cultural community, and award-winning restaurants.



Phoenix boasts some of the sunniest weather in the country. With 300 days of sunshine each year and an average temperature of 85 degrees, students will find Phoenix a pleasant place for learning and living. Phoenix, home of the State capital, is adjacent to Scottsdale, Paradise Valley, Fountain Hills, and the surrounding cities of Tempe, Mesa, Chandler, Glendale, Sun City, and

Cave Creek. A few hours to the north are the Grand Canyon National Park, Sedona and Flagstaff, home to Sunrise ski resort. A few hours to the south are Tucson and the country of Mexico.

The campus is located in a beautiful southwestern pueblo-style building within an oasis of serenity, created by statuesque pine trees, and courtyards of waterfalls and picturesque desert flora. Centrally located in the Phoenix Valley of the Sun, PIHMA is easily accessible from major highways. It is also located near parks, public golf courses, hiking trails, shopping, entertainment venues, and restaurants.

## PIHMA HYBRID ONLINE COMMUNITIES

The Phoenix Institute of Herbal Medicine & Acupuncture (PIHMA) uses technology, through its Center for Professional Education, to provide a synchronous online learning environment for its students in those programs. For Clinic students may participate either on campus or online. Students interact with each other and their instructor in real time.

## PIHMA LEARNING COMMUNITY

PIHMA is an active and dynamic learning environment with a variety of course delivery strategies, including traditional classroom didactic, practice, and clinical training. Didactic courses will be offered in a hybrid format, which integrates the face-to-face interactions of a traditional course with the flexibility of directed study course work to help the student learn all

required course content. Homeopathic courses are currently offered through PIHMA’s Center for Professional Education and Development branch.

PIHMA’s campus houses classrooms supported by technology, a busy college clinic, and a Homeopathic medicinary that is the largest in the State. In addition, students have access to the National Library of Traditional Medicine which contains a substantial collection of books and materials on Homeopathic Medicine.

Students in PIHMA’s certificate programs are able to practice using all the tools of a Homeopathic practitioner, as well as having access to wide variety of resources and study aids. Most importantly, PIHMA’s greatest resource is its faculty, whose experience, knowledge, and wisdom provide students with a sound, practical and philosophical foundation to have successful educational and learning experience, and to become effective practitioners.

## 2021 ACADEMIC CALENDAR

Semester	2021 Calendar	2022 Calendar	Open/Closed
<b>Spring Semester</b>	<b>January 2 – May 23</b>		
Martin Luther King Day	January 18	January 17	Open
President’s Day	February 15	February 21	Open
Memorial Day	May 31	May 30	Closed
Final Exam week	May 15-22	May	Open
<b>Summer Semester</b>	<b>June 1- July 30</b>	<b>June 1 - July 30</b>	
Independence Day	July 4	July 4	Closed
Final Exams week	July 17-24	July	Open
<b>Fall Semester</b>	<b>August 7-December 19</b>	<b>August - December</b>	
Labor Day	September 6	September 5	Closed
Veteran’s Day	November 11	November 11	Open
Thanksgiving Break	November 25 - 28	November 24-27	Closed
Final Exams Week	December 11-19	December	Open

Holiday Break	December 20-January 2	December 19- January 1	
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## **PIHMA – PURPOSE, VALUES, MISSION & VISION**

### **PIHMA Statement of Purpose**

The purpose of the Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA) is to educate and train students to be healing facilitators in the art, science, and philosophy of Acupuncture, Herbal, Oriental Medicine, Homeopathy, Research and other holistic healthcare fields.

### **PIHMA College Values**

PIHMA’s Values guide its Mission, Vision, planning and practices:

- Serve Compassionately
- Act With Integrity
- Grow Thoughtfully
- Commit to Excellence
- Foster Innovation
- Practice Gratitude
- Respect the Individual
- Build Community
- Cultivate Success

### **College Vision**

PIHMA’s ongoing vision is to be a leader in educating students as successful healers in the science and philosophy of integrative and traditional medicine.

### **Homeopathic Practitioner Programs**

- The goals of the Homeopathic Programs are:
- To sustain and grow a viable and internationally known institution of higher learning in Homeopathic medicine;
  - To provide the knowledge and skills essential to the principles and successful practice of Homeopathy, through leadership in creating humanistic and technological learning environments, to Homeopathic students worldwide;
  - To inculcate Homeopathic students with the fundamental attitudes of compassionate, humanistic patient care;
  - To promote success and excellence in Homeopathic practice that reflects a spirit and desire for lifelong, interdependent learning, scholarship and financial sustainability;
  - To advance Homeopathic medicine through global leadership in recognized

- Homeopathic research; ○ To contribute to the well-being of all people through the delivery of environmentally sustainable medicine and excellence in Homeopathic patient care.
- To foster an inclusive, collaborative community for humanistic, sustainable healthcare.

## **HISTORY OF THE AMERICAN MEDICAL COLLEGE OF HOMEOPATHY**

The American Medical College of Homeopathy (AMCofH) was established in Phoenix Arizona in 1999. Originally named the Desert Institute School of Classical Homeopathy, it changed its name to the American Medical College of Homeopathy in 2006. AMCofH achieved licensure status through the Arizona Private Postsecondary Board of Education in 2000 for its certificate and distance learning programs and full accreditation from the Accreditation Commission for Homeopathic Education in North America (not yet an accrediting agency recognized by the US Department of Education) in 2006. AMCofH has graduated over 1,000 students since its inception.

In 2015, the Phoenix Institute of Herbal Medicine and Acupuncture (PIHMA) acquired AMCofH and state certification approval for the programs, which became a subsidiary of PIHMA through its Center for Professional Education. Many of AMCofH's nonprofit operations merged with the Foundation for PIHMA Research & Education. Through the unique blending of these two institutions, which had collaborated for the past decade, the nonprofit Institutional Review Board expanded to include both Homeopathic and Oriental medicine research, as did the NGO, allowing practitioners from both fields to provide future care in emergency situations both here and abroad. The blending of faculty and academic programs makes PIHMA a more prominent player in the field of integrative medical education, as well as honoring the respective fields of Homeopathy and Oriental medical education.

## **PIHMA HOMEOPATHIC PROGRAM FACULTY**

For a complete listing of PIHMA Governance, Staff and Oriental Medicine faculty, see the PIHMA Catalog.

### **Homeopathic Practitioner Program**

The following list includes active and inactive teaching faculty for the program.

Karen Allen CCH

Pacific Academy of Homeopathy, Texas A&M

Arlene Andrade-Soares, CCH(Cand)

American Medical College of Homeopathy, Phoenix College

Martha Aubey, CCH

American Medical College of Homeopathy, University of Nevada

Carli Auer, CCH

American Medical College of Homeopathy, Arizona State University

Iris Bell MD, MD(H), PhD; BA

Harvard University, Stanford University

Valeria Breiten ND

Southwest College of Naturopathic Medicine

Jennette Cable, ND, CCH, CTN

New York School of Homeopathy, Clayton College, University of Wisconsin

Melanie Chimes MD, MD(H), CCH

American Medical College of Homeopathy, University of South Africa, Case Western University

Greg Meyer, MD, MD(H), CCH

American Medical College of Homeopathy, University of Illinois

Catherine Niemiec LAc,JD

Hastings College of the Law, University of Arizona, University of California

Debbie Noah, CCH

American Medical College of Homeopathy, Prescott College, Grand Canyon University Betsy Reiling CCH, MPH

Allegheny College, University of Pittsburgh

Todd Rowe MD, MD(H), CCH, DHT

Williams College, Rush University

Mary Grace Warner MD, MD(H)

University of Michigan Medical Center, University of Detroit

## Clinical Homeopathy Program

Martha Aubey, CCH

American Medical College of Homeopathy, University of Nevada

Debbie Noah, CCH

American Medical College of Homeopathy, Prescott College, Grand Canyon University

Betsy Reiling CCH, MPH

Allegheny College, University of Pittsburgh

Todd Rowe MD, MD(H), CCH, DHT

Williams College, Rush University

## Introduction to Homeopathy Program

Todd Rowe MD, MD(H), CCH, DHT

Williams College, Rush University

Greg Meyer, MD, MD(H), CCH

American Medical College of Homeopathy, University of Illinois

Debbie Noah, CCH

American Medical College of Homeopathy, Prescott College, Grand Canyon University

## CAREERS IN HOMEOPATHY

The majority of AMCOFH graduates go on to practice Homeopathic medicine in private practice. Nearly all practice as self-employed Homeopathic practitioners. There are also growing job opportunities in Homeopathic research, Homeopathic pharmacy, Homeopathic teaching and within the Homeopathic industry.

## **The Homeopathic Community and Profession**

The practice of Homeopathy has a diverse and thriving community. People with different background and training all value the contribution of Homeopathy. Some have chosen in-depth training as a primary practice; others supplement an existing practice with shorter training. In any profession, the quality of a practitioner will vary, with education and clinical training being of significant importance. Knowledge and skill varies greatly from those who take a weekend course to those who have seriously studied Homeopathy for many years and are certified in their practice. Some practitioners are medically licensed, some are certified, and some are neither, yet all greatly value Homeopathy and its contribution. It is this varied and passionate dedication to the profession and practice that highlights this wonderful medicine.

## **Arizona State Licensure**

Licensure to practice Homeopathy in Arizona varies depending on the individual's background. For Doctors of Homeopathy (DH), MD (medical doctors) and DO (osteopathic doctors), licensure to practice in Arizona is through the Arizona Homeopathic Medical Board. Those individuals applying for a Doctor of Homeopathy (DH) are required to graduate from an accredited Homeopathic college and pass a Homeopathic licensing exam.

Completion of AMCOFH's certificate program (for MD and DO) provides sufficient hours to sit for the licensing exam. Homeopathy lies within the scope of practice of the Arizona State Veterinary Medical Examining Board. Homeopathy also lies within the scope of practice of the naturopathic license, and the nurse practitioner license in Arizona.

For DVM, licensure to practice in Arizona is through the Arizona State Veterinary Medical Examining Board.

## **Homeopathic Medical Assistants**

A Homeopathic Medical Assistant practices Homeopathy under the auspices of a licensed Homeopathic physician (MD or DO) and a Homeopathic Veterinary Assistant practices under the auspices of a licensed veterinary physician. Successful completion of AMCOFH's certificate program provides sufficient hours to become registered as a Homeopathic Medical Assistant in Arizona. There is no Arizona registration for Homeopathic Veterinary Technicians.

## **Licensing Board Exemption-Freedom Legislation**

In 2010, Arizona passed a law (SB1236, SB1382; ARS: 32-2911). This law provides an exemption to the practice of classical Homeopathy for classical Homeopathic practitioners in the State of Arizona if they meet the following criteria:



- Provide Treatment of the “Spiritual” Vital Force
- Use Classical Hahnemannian Principles in Treatment
- Use Diluted Homeopathic Medicines (potency 6X or greater) Prepared Using HPUS Guidelines

Homeopathic practitioners practicing under this exemption may title themselves “homeopath” or “Homeopathic practitioner”.

## National Licensure

Licensure to practice Homeopathy is complex and varies depending on the individual’s background and location. The states of Connecticut and Nevada are the only other states in the US that license Homeopathic medical doctors and Homeopathic medical assistants. Since 2006, there has been a movement to introduce Homeopathic licensure into other states. Thirteen states license naturopathic physicians and Homeopathy is included within their scope of practice. All 50 states license DVM, where Homeopathy is included within the scope of practice. Forty-five states have regulations concerning the practice of Veterinary Technicians including Arizona (Delaware, Hawaii, New Hampshire, Utah and Wyoming are the only states that currently do not). Several states include Homeopathy within the scope of practice for chiropractic physicians and acupuncturists. Since 2000, California, Minnesota, New Mexico, Oklahoma and Rhode Island have adopted legislation-conferring freedom to practice for anyone who gives full disclosure of their training and background. There is currently an effort to adopt this legislation in other states, as well as to adopt Homeopathic licensure in other states. They may not use “Homeopathic Physician” unless they are a physician under the chapter.

## National Certification

AMCofH encourages all students upon graduation to become certified in their practice. The Homeopathic Practitioner Certificate Program provides sufficient hours of training to become certified by any of the national Homeopathic certification boards. National certification may be obtained through the Council for Homeopathic Certification (866-242-3399 toll free) (for both non-licensed and licensed health professionals), American Board for Homeopathic Therapeutics (434-295-0362) (for MD, DO and PA only), Academy of Veterinary Homeopathy (866-652-1590) (for DVM only) or the Homeopathic Academy of Naturopathic Physicians (503-761-3298) (for ND only). Completion of the certificate program provides sufficient hours (classroom and clinical) to sit for any of the national Homeopathic certification exams.

## Registered Membership: RSHom(NA)

Homeopaths registered with the North American Society of Homeopaths (NASH) (206.720.7000) receive the internationally respected designation RSHom(NA) acknowledging the independent professional practice of homeopathy and the profession in North America. The RSHom(NA) designation further assures that Registered Members of NASH uphold the highest standards of excellence in classical homeopathic practice establishing the framework for the profession of homeopathy.

## PROGRAMS

### Homeopathic Certificates

AMCofH at PIHMA offers two non-degree certificate programs:

- Homeopathic Practitioner Certificate Program (1245 clock hours)

This program offers both an asynchronous and synchronous classroom setting. Clinic is viewed live over a HIPPA compliant online platform.

- Clinical Homeopathy Program (150 clock hours)

This program is offered in an asynchronous online setting. And can be transferred into the Homeopathic Practitioner Program.

### Homeopathic Continuing Education

PIHMA offers a variety of courses, seminars and workshops to further knowledge and skills in Homeopathic medicine. A schedule for these programs can be found on PIHMA's website at [www.AMCofH.org](http://www.AMCofH.org). These include:

- Introduction to Homeopathy (Asynchronous Online Program): 40 clock hours  
Can transfer into the 150-hour and the 3-year Practitioner Program
- Integrative Medicine Program: 35 clock hours
- Self Help Programs: 4-6 clock hours

# **PROGRAM OVERVIEW**

## **Homeopathic Practitioner Certificate Program (Campus and Online)**

### **Overview**

The Homeopathic Practitioner Certificate Program offers a 1245 clock hour intensive training program in Homeopathic medicine. It provides solid preparation for the professional practice of Homeopathic medicine based on both academics and clinical application, using the fundamental principles and philosophy of Homeopathic medicine. This program is available as both campus-based and using AMCOFH's synchronous, real-time learning in a virtual classroom.

The Homeopathic Practitioner Program is designed for allied health para-professionals and licensed health professionals to practice classical Homeopathy. The program is responsive to changes in the clinical environment, the business of health care, health care systems and characteristics of populations to be served. The curriculum is designed to enable students to demonstrate the knowledge, skills and attitudes necessary to meet the Program Learning Outcomes of the program and the career. There are over 500 hours of clinical training fully integrated into the program and includes extensive participation in the AMCOFH Clinics, as well as 140 hours of independent case supervision. Professionalism and humanism are the hallmarks of the programs as they are designed to foster the sense of students as members of a learning community and members of the Homeopathic profession.

### **Instructional Delivery**

All students are required to participate in onsite clinical training in the second and third years. Accommodations may be made for students who find this a challenge. The College operates on a semester system. Classes are held every other weekend, on a Saturday and Sunday with clinic on Fridays in the 2<sup>nd</sup> and 3<sup>rd</sup> years. (subject to change clinic days)

## **Clinical Homeopathy Program (Online)**

### **Overview**

The Clinical Homeopathy Program offers a 150-clock hour introduction to intermediate level training program in Homeopathic medicine. It provides solid preparation for the practice of clinical Homeopathy, using the fundamental principles, history, pharmacology, and philosophy of Homeopathic medicine. This program integrates acute care, first aid, adjunct therapies, and how to integrate allopathic medicine. The program is available as an asynchronous, self-paced, online program.

The Clinical Homeopathy Program is designed for anyone new to Homeopathy, currently practicing Homeopathy, and allied health paraprofessionals and licensed health professionals to practice clinical Homeopathy. The curriculum is designed to enable students to demonstrate the knowledge, skills and attitudes necessary to meet the Program Learning Outcomes of the program and the career. This program lays the foundation for future growth as a Homeopathic Practitioner with the option to bridge into the Homeopathic Practitioner Certificate Program.

### **Instructional Delivery**

All students are required to participate in an asynchronous, self-paced, program to be completed with-in a 12 month period.

## **ADMISSION TO PIHMA**

### **Submitting an Application for Homeopathic Certificate Programs**

Applications to the Center for Professional Education for the Homeopathic Practitioner may be submitted year-round, but classes begin in January of each year for the Homeopathic Practitioner Program. Applicants are encouraged to pursue admission well in advance of their anticipated entrance date.

### **Admission Requirements for the Homeopathic Practitioner Program**

All candidates must possess an associate's degree or higher from a regionally accredited college or university (or the equivalent as determined by AMCofH). A minimum GPA of 2.5 is required in all post-secondary work.

Applicants must also successfully complete the following co-requisite course work:

- Anatomy: 3 semester credits
- Physiology: 3 semester credits
- Pathophysiology: 4 semester credits
- CPR Training

These courses can be completed prior to or concurrent with the program. Co-requisite courses not completed at the time of admission must be completed during the first two years of matriculation at PIHMA, as they are pre-requisite for clinical training in the third year.

**Note:** Prerequisite courses not taken within ten years of matriculation into the program are subject to review. Additional coursework may be required.

PIHMA reserves the right to make a professional judgment as to whether a student needs to retake a course and/or take supplemental training in order to maintain the rigor of the college curriculum.

## Characteristics and Capabilities Required for Admission

Well-rounded individuals with backgrounds in the humanities, arts or social sciences are often excellent candidates for the Homeopathy profession. We encourage a broad range of life experiences rather than a narrow basic science foundation. Criteria for selecting applicants for admission to the Certificate programs include motivation, intellect, and character essential to becoming a practitioner. Applicants are considered on the basis of academic performance, maturity, and demonstrated humanitarian qualities. Work and/or volunteer experience in health care, coupled with an awareness of the field of natural medicine, is strongly recommended.

Applicants for admission are evaluated on their:

- Affinity for and prior experience with Homeopathic medicine
- Letters of recommendation ○ Overall scholastic record
- Dedication to serve, compassion, critical thinking skills, ability to communicate, and self-discipline
- Understanding and appreciation of health care issues ○ Application including essays
- Other achievements such as awards or accomplishments

Only those applicants who can achieve the program learning objectives will be admitted to the program.

## Veterans

PIHMA may inquire about each veteran's previous education and training, and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate.

## Technical Standards

In addition, applicants must possess certain skills that allow them to safely and effectively practice Homeopathic medicine. These skills include:

- Observational and Sensory Skills ○ Communication Skills ○  
Conceptual Skills ○ Social Skills ○ Professionalism
- Computer skills

Applicants to the Certificate Program must possess the following general qualities: critical thinking, sound judgment, emotional stability and maturity, empathy, physical and mental stamina, and the ability to learn and function in a wide variety of educational settings. In all phases of Homeopathic education, students must use their intellectual ability and must maintain emotional stability, particularly when under stress. Graduates of AMCoFH at PIHMA CPED must have the knowledge and skills to function in a broad variety of clinical situations and render a wide spectrum of patient care. These skills and qualities will be assessed based on the applicant's resume, essay, interview and references.

## **Application Packet**

All applicants must submit a fully completed application packet to AMCoFH's Admissions Department to receive consideration for admission. The application packet consists of the following:

1. Completed application form
2. Official transcripts from each academic institution attended sent directly to the AMCoFH's Admissions Department
3. Brief personal statement (400-word minimum, see the application form for details)
4. Resume or curriculum vitae listing prior education and occupations (including dates)
5. Two (2) signed letters of recommendation sent directly to the PIHMA Admissions department. (See the application form for details)
6. \$50.00 application fee and \$20 background check fee. (See Tuition and Fees section of this Catalog for the applicable fees)
7. A personal interview after review of application documentation
8. A signed background check form.

## Admission into AMCoFH

After a full review of the application packet has been completed, applicants will receive a Letter of Admission, Notice of Appointment to Waiting List, or Letter of Denial. Those who have been granted full or conditional admission status are encouraged to pay the registration fee (See Tuition and Fees section of this Catalog) upon receipt the letter of admission to AMCoFH to reserve their place in the class entering the next semester. Applicants granted admission (and who accept by deposit) may defer their admission for one year without having to reapply. To qualify, a written notice of intent to defer admission should be submitted at least thirty (30) days prior to start of the semester, in order to allow those on the waiting list to take that spot.

**For more information on status of admission, disabilities, transfer of credit, prior learning assessment, challenge examinations, prior learning assessment and advanced standing, please refer to the main PIHMA catalog.**

## International Applicants

PIHMA welcomes international applicants from all over the world. PIHMA defines an international applicant as someone who is a citizen or permanent resident of a country, other than the United States, who wishes to pursue a diploma at PIHMA. **PIHMA is unable to offer visas to matriculating students for the Homeopathic programs at this time.**

International applicants follow the same application and admissions procedures as required of US residents. Tuition and fees for international students are the same as for U.S. citizens and residents. International students are not eligible for U.S. Federal Financial Aid.

There is currently no dormitory housing available at PIHMA.

## International Application Requirements

The international applicant's name must appear on the application and supplemental documents as it appears on the applicant's passport.

1. A photocopy of the first page of the passport
2. Transcript evaluation
  - a. If you have completed college or university level education in another country, you must have your transcripts reviewed by a credential evaluation agency that is a member of the National Association of Credential Evaluation Services, Inc. Transcripts need to be evaluated on a course-by-course basis. The evaluation, containing the total number of earned credits and cumulative GPA, should be

sent directly to PIHMA by the evaluating agency. Two agencies we recommend are: the American Association of Collegiate Registrars and Admissions Officers (AACRAO), [www.aacrao.org](http://www.aacrao.org) or World Educational Services (WES), [www.wes.org](http://www.wes.org).

3. Test of English as a Foreign Language (TOEFL) and International English Language Testing System (IELTS)
  - a. International applicants must demonstrate English language competency by achieving the following TOEFL or IELTS exam scores:

TOEFL Internet-Based Testing Scores		IELTS Exam	
Overall: 61	Speaking: 26	Listening: 22	Level 6

- b. International applicants who have completed a two-year (60 semester credit or 90 quarter credit) baccalaureate level education at an institution in the United States accredited by an agency recognized by the U.S. Secretary of Education, or at an equivalent English language institution in another country, may request to have the TOEFL/IELTS requirement waived.

4. Health Insurance

- a. International students should provide proof of health insurance coverage prior to student registration. Due to the high costs of medical insurance in the United States it may be advantageous to purchase health insurance coverage in your home country. We recommend you purchase a healthcare policy for yourself and any dependents, with a minimum coverage of 250,000 per incident, and a deductible of no more than **\$500 per person, per year. The coverage should include repatriation of remains in the amount of \$7,500 and \$10,000 coverage for medical evacuation.**
  - b. Prior to your arrival into the United States we recommend you obtain from your primary physician, medical records for you and your dependents. These should include a medical history describing previous illnesses, surgeries, and records of all immunizations, including those received in childhood. In addition, since dental costs in the United States tend to be considerably higher than most other countries, you are advised to have any necessary dental work completed in your home country prior to your arrival in the U.S.



## HOMEOPATHIC PRACTITIONER PROGRAM CURRICULUM SCHEDULE

The Homeopathic Practitioner Program is sequenced to insure that students effectively move from foundational to more advanced coursework as they complete each requirement.

<b>Semester 1 (Spring)</b>		<b>Clock Hours</b>	
Course Number	Course Title	Didactic	Clinical
OR551	Orientation to Program	3.5	0
PH611	Philosophy I	45	0
MM501	Materia Medica I	52.5	0
AC541	Acute Care I	40	0
ME543	Mentorship I	7	0
		<b>148</b>	<b>0</b>

<b>Semester 2 (Summer)</b>		<b>Clock Hours</b>	
Course Number	Course Title	Didactic	Clinical
HI500	Homeopathic History	15	0
RE522	Repertory I	7.5	0
		<b>22.5</b>	<b>0</b>

<b>Semester 3 (Fall)</b>		<b>Clock Hours</b>	
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Course Number	Course Title	Didactic	Clinical
MM502	Materia Medica II	45	0
PC500	Preparation for Clinic	30	0
RE523	Repertory II	17.5	0
PH612	Philosophy II	45	0
ME544	Mentorship II	7	0
		<b>144.5</b>	<b>0</b>

Semester 4 (Spring)		Clock Hours	
Course Number	Course Title	Didactic	Clinical
MM503	Materia Medica II	45	0
CT625	Case Taking/Case Analysis I	10	20
RE620	Repertory III	7.5	0
CT548A	Clinical Training I	0	75
ME545	Mentorship III	7	0
SU611A	Supervision IA	0	28
		<b>69.5</b>	<b>123</b>

Semester 5 (Summer)		Clock Hours	
Course Number	Course Title	Didactic	Clinical
PP520	Preparation for Practice I, IIA	15	0
HP549	Homeopathic Pharmacy	17.5	0
CT548B	Clinical Training IB	0	15
SU611B	Supervision IB	0	14
		<b>32.5</b>	<b>29</b>

Semester 6 (Fall)		Clock Hours	
Course Number	Course Title	Didactic	Clinical
MM601	Materia Medica IV	45	0

CT627	Case Taking/Case Analysis II	10	20
RS640	Introduction to Homeopathic Research	22.5	0
CT548C	Clinical Training IC	0	75
ME642	Mentorship IV	7	0
SU611C	Supervision IC	0	28
		<b>85</b>	<b>123</b>

<b>Semester 7 (Spring)</b>		<b>Clock Hours</b>	
<b>Course Number</b>	<b>Course Title</b>	<b>Didactic</b>	<b>Clinical</b>
MM604/605	Materia Medica V	66	0
RE622	Repertory IV	11.25	0
CM603	Case Management I	35	10
CT646A	Clinical Training IIA	0	75
ME643	Mentorship V	7	0
SU611D	Supervision ID	0	28
		<b>119.25</b>	<b>113</b>

<b>Semester 8 (Summer)</b>		<b>Clock Hours</b>	
<b>Course Number</b>	<b>Course Title</b>	<b>Didactic</b>	<b>Clinical</b>
RE623	Repertory V	7.5	0
PP600/610	Preparation for Practice IIB, III	37.5	0
CT646B	Clinical Training IIB	0	15
SU611E	Supervision IE	0	14
		<b>45</b>	<b>29</b>

<b>Semester 9 (Fall)</b>		<b>Clock Hours</b>	
<b>Course Number</b>	<b>Course Title</b>	<b>Didactic</b>	<b>Clinical</b>
ET522	Ethics	22.5	0

CM606	Case Management II	20	10
CT646C	Clinical Training IIC	0	75
ME645	Mentorship VI	7	0
SU611F	Supervision IF	0	28
		<b>49.5</b>	<b>113</b>

	<b>Didactic Hours</b>	<b>Supervision</b>	<b>Clinical Hours</b>	<b>Clock Hours</b>
<b>Homeopathic Practitioner Program Totals</b>	<b>715</b>	<b>140</b>	<b>390</b>	<b>1245</b>
Year 1	315	0	0	315
Year 2	186.25	70	205	461.25
Year 3	213.75	70	185	468.75

**Note:** AMCOFH reserves the right to select which courses will be offered each semester and to cancel or reschedule any course or clinic shift for which there are insufficient students enrolled or patients scheduled. AMCOFH at PIHMA further reserves the right to change instructional staff and equipment, reset class schedules and hours, consolidate classes, change locations, change graduation requirements and curriculum, adjust tuition, and to revise, add or delete courses as necessary.

## **CLINICAL TRAINING**

The PIHMA Medical Center houses the teaching clinic for the Homeopathic programs. At this clinic, students achieve clinical competencies through their clinical rotations. The Medical Center sees patients of all ages. Faculty use Homeopathic medicine to treat chronic and acute medical conditions to promote wellness.

In addition to the services available at the Medical Center, the Phoenix Medicinary is located adjacent to the Medical Center. The Homeopathic section of the medicinary is the largest Homeopathic pharmacy in Arizona and provides professional quality Homeopathic medicines at both prescription and non-prescription levels.

Clinical training is organized and designed for incremental learning – allowing students to gradually increase their competencies in the assessment and treatment of patients. During this time, a member of the Homeopathic faculty supervises students. Integration of coursework with competencies gained during clinical training allows students to experience practical patient care situations. It is expected that each student will work with their supervisor and staff as a team.

Clinical training is a central part of education in this program. We believe that clinical training is the most effective method of learning. We begin clinical training in the first week of the students' entry into their Programs and it continues until graduation.

Clinical training is designed to help the student bridge the gap between classroom education and practice. The focus of the clinics is on building observation and perception skills, case taking, case analysis and case management. The goal is to prepare students to be comfortable practicing independently by the time they graduate.

This program is designed to put knowledge into practice. Students are gradually given increasing independence in their clinical work so that by the time they graduate, they are fully prepared for clinical practice. The following are the clinical experiences designed into this program, which include Case Observation, Mentorship, Clinical Observation, Homeopathic Pharmacy, Clinical Training and Supervision.

## **Homeopathic Practitioner Program**

The following represent clinical experiences in the Homeopathic Practitioner program;

### **Case Observation**

Case Observation is part of Materia Medica, Acute Care, Repertory, Case Taking, Case Analysis and Developing the Capacity to Observe courses.

### **Mentorship**

This is a clinical experience where the student meets in a small group setting with a mentor to discuss questions and problems outside of the normal class structure.

### **Homeopathic Pharmacy**

Students are required to participate in a shift in the Medicinary during their second year of studies.

## **Clinical Training I A,B,C**

This is a three part series designed to introduce students to case taking and case analysis in a clinical setting. Each student will be taking cases with a faculty member while being watched by a small group of students using an online HIPAA compliant platform. Cases will be followed clinically over time.

## **Clinical Training II A,B,C**

This is a three part series designed to introduce students to case management and more advanced case taking and case analysis. Each student will be taking cases with the faculty while watched by a small group of students using an online HIPAA compliant platform. Cases will be followed clinically over time. Students must either register as a Homeopathic medical assistant or be licensed as a Homeopathic faculty to participate.

## **Supervision I and II**

This is a clinical experience where the student takes cases independently and then receives ongoing supervision after the case is taken. This includes 140 hours, 10 independently taken cases, each with a minimal of two follow ups, documented by a CCH Certified supervisor.

# **CERTIFICATE COMPLETION REQUIREMENTS**

Students receive their Homeopathic Certification if they have:

1. Completed all required courses and exams and achieved a minimum cumulative grade point average of 3.0 within the permitted time frame(s).
2. Maintained satisfactory conduct and a professional clinical demeanor.
3. Met all financial obligations to PIHMA, such as return of library materials.
4. Satisfactory completion with a passing grade of the end of program Comprehensive Exam.

# **GRADUATION**

All students completing their certificate during the year or who are within 100 hours of certificate completion at the time of the commencement ceremony are eligible to participate. Students are notified by the Registrar's Office of eligibility. Participation in the commencement

ceremony is free of charge and is not mandatory, but highly encouraged. It is an important ceremonial event, one that is both rewarding and commemorative of the journey toward completion. Students must apply to walk in the graduation ceremony by submitting a form to the Registrar at least sixty **(60) days prior to the expected ceremony date**. Upon receipt of the request, the Registrar updates the student's program evaluation, and the student can then meet with an Academic Advisor to review remaining requirements. A non-refundable graduation fee is assessed to cover the review of student records and preparation of graduation documents.

## **STUDENT SUPPORT SERVICES**

The primary goal at PIHMA is for students to be successful during their academic experience. PIHMA has developed and maintains an active student/career connections to assist students while in college and to support graduates in pursuing their careers through the Alumni Network.

Services include but are not limited to, tutoring, student/alumni events, resume writing, interview skills, portfolios, and other assistance as the need may arise. Students are also provided confidential support to help them work through any personal challenges that may interfere with academic success.

AMCofH works directly to assist graduates in accessing opportunities in the marketplace. AMCofH cannot guarantee employment, however it is the goal of Student/Career Services, the staff and faculty to prepare students so they have the needed depth and scope of knowledge and skills to become successful practitioners.

### **Student Orientation**

All students are required to attend an orientation, which introduces the student to AMCofH at PIHMA.

Students are also required to be familiar with all rules and regulations set forth in the AMCofH at PIHMA CPED Catalog, Handbooks, Clinic Manuals and notices and memos distributed by PIHMA email.

### **Tutoring for Homeopathic Practitioner Program**

AMCofH faculty members who are actively teaching a course in the Homeopathic Programs are expected to be available at least 15 minutes before each class session. Questions regarding

course logistics and course content are generally handled at that time. Faculty members hold part-time teaching roles therefore do not have regular office hours. Mentorship is also provided throughout the Program. Mentorship is a forum where students may receive support from the assigned mentor or fellow students through discussion. If students need additional time for tutoring, defined as one on one instruction, tutoring sessions may be arranged with an individual faculty member. Contact the Homeopathic Program coordinator for more information.

AMCofH will provide a proctor at no charge for examinations taken during the regular class time on campus. Students who wish to take their exams outside of normal class hours on campus, or have an online proctor assigned, will be charged a proctoring fee of \$15 and must sign up in advance for this service with one-week notice.

**For more information on advising, tutoring, library, parking, dress code, campus security, emergencies, FERPA and academic policies, please refer to the main catalog.**

## ACADEMIC POLICIES

### Non-Matriculation Policy

Non-matriculating students are individuals who do not anticipate graduating with a certificate from PIHMA. Non-matriculating students are not enrolled in formal programs but take individual courses. All policy, standards, and guidelines for non-matriculating students are nevertheless the same as those for matriculating students. Non-matriculating students must meet the appropriate co-requisites, prerequisites, and submit an application packet. Nonmatriculating students may earn transferable credit that may be awarded grades.

### Proctoring of Exams

AMCOFH students, who are taking exams outside of normal classroom hours, will to be proctored. Proctoring must occur at one of the following locations:

- AMCofH at PIHMA
- Any Community Library
- Any College Testing Center

The proctor will receive the examination materials by mail and will keep them secure until the exam is formally taken at the scheduled time and place. The proctor will administer the examination materials according to the instructions provided, including ensuring that the rules are understood and followed by all examinees. After the examinations are completed, the



proctor will enclose and seal the examination papers in the return envelope provided, and mail them to AMCofH in two working days.

It is the responsibility of the student to identify a suitable proctor and proctoring facility and to let the School Administrator know the contact information for this at least three weeks prior to the close of the term.

All proctoring fees are the responsibility of the student.

**For more information on academic policies, code of conduct, please refer to the main catalog,**

## **GRIEVANCE & COMPLAINT PROCEDURES**

### **Complaint Procedure**

Students who want to express an opinion of dissatisfaction in matters such as AMCofH at PIHMA's policy may do so by submitting a signed and dated complaint **in writing** to the Administrative Manager.

### **Grievance Procedure and Due Process Guidelines**

The procedures below are general due process guidelines for handling alleged violations of the general conduct regulations or student code of ethics. Appropriate college personnel will first consult with the student to resolve such problems. The options open to the student and the college range from discussion, guidance, mediation, tutoring, referrals for evaluation, referrals for counseling and therapy. Breach of contract for nonpayment of fees is not subject to these procedural guidelines; termination is automatic.

The student who feels his or her rights have been violated should:

1. Meet with the person against whom they have the complaint outside of class, and attempt to resolve the conflict. If the grievance is with a faculty, the student must first attempt to resolve the matter with the faculty. Similarly, if it is with a fellow student or a staff member, the student should first attempt to resolve the matter with that individual.
2. If the conflict cannot be resolved among those involved, the student may notify the appropriate Manager in the following order:
  - I. Clinic Issues: Homeopathic Clinic Director, Homeopathic Department Chair,

- II. Fellow Student, Academics Issues, Academic conduct, Code of Ethics, Academic Misconduct Issues: Homeopathic Department Chair; Dean of Academic Affairs (see Code of Conduct in this Catalog)
  - III. Grade Dispute: Instructor, Homeopathic Department Chair, Dean of Academic Affairs
  - IV. General Conduct Issues, Discrimination or Harassment Complaints, Complaints about PIHMA Employees, and Facilities Complaints: Administrative Manager
  - V. Each will review the case and discuss an informal resolution with the injured party. Resolution or further steps to take will be agreed upon.
3. If the matter cannot be resolved at this level, the matter may proceed with formalized proceedings.

## Formal Procedures

If informal procedures fail to bring about a solution acceptable to the school and the student, the following formal procedures will be followed:

### 1. Formal notice of alleged violation

An allegation of a violation of the general conduct regulations or student code of ethics will be lodged with the appropriate College staff by written memorandum, which includes reasons that support the allegations.

### 2. Notice

The appropriate College staff will endeavor to notify the alleged violator through a written memorandum which should include the following: The nature and date of the alleged violation, instructions on how to request a meeting, and the consequences of the student's failure to schedule a meeting. A copy of this memorandum will be filed with the charging party at least ten (10) working days prior to the suggested date of the meeting.

### **3. Investigation**

The appropriate College staff will formally investigate the charges by conferring with all parties. The charging party shall present evidence in support of the allegation, and the alleged violator shall have the right to respond to the charges. This investigation can consist of meetings, documentations and e-mail exchanges. At the conclusion of the investigation, the College staff may either find the student innocent of the accusation, in which case the matter is closed, or make a recommendation for sanctions, or refer the case to a Review Board.

### **4. Review Board**

The Review Board is comprised of three faculty or administration members and two students. The role of the Review Board is to make impartial recommendations to the administration on disciplinary matters (See earlier description).

The discussion at the review board may be appealed to the President solely on the grounds of new evidence or a failure in procedure, whose decision is final.

### **5. Post Review Board**

Should all of the college's procedures fail to reasonably address the issue, the student may address the college's licensing board, the Arizona State Board for Private Postsecondary Education at:

1400 Washington, Suite 260, Phoenix,  
Arizona 85007  
Phone: 602-542-5709  
Website: [www.azppse.gov](http://www.azppse.gov)

Or contact the college's accrediting body:

Accreditation Commission for Homeopathic Education in North America ACHENA  
105 State Route 151 (Luther Road) East  
Greenbush, New York 12061  
Website: [www.achena.org](http://www.achena.org)  
Email: [info@achena.org](mailto:info@achena.org)  
Phone: 602-899-6148

# FINANCIAL POLICIES & PROCEDURES

## Payment Policies

All tuition and applicable fees are due and payable prior to start of classes unless specified differently by the student's payment option. There will be a late payment fee if payment is not received consistent with the terms of the student's chosen financial option. There may be a fee for declined credit cards or for checks returned for any reason. If a student's checks are returned from the bank on two (2) occasions, the student will be required to pay all future charges in cash, cashier's check or money order.

Students are required to clear any indebtedness to AMCoFH before grades or transcripts will be issued or the diploma awarded. All costs of collection, court fees and reasonable attorney's fees will be added to delinquent accounts collected through third parties.

**NOTE:** Failure to pay tuition and fees in accordance with the student's chosen financing agreement can result in administrative withdrawal, no course credit, account holds, late fees assessed, referral to collections and unfavorable credit reference. Failure to comply with terms of the chosen financial option may result in a student defaulting to the "Cash" option. Further violation of these policies will jeopardize eligibility for deferment and re-entry into PIHMA.

## Cash Payment Options

Students who have selected the cash payment option, or have been defaulted to cash payment option, are required to pay all tuition and fees in full when they register for courses. At PIHMA, checks, credit cards and cash are all considered as "cash" for purposes of this option. Students who have not paid tuition may not be allowed to attend the course.

## Direct Bill Option

Students who request AMCoFH at PIHMA to bill employers or another agency directly for the cost of tuition must submit approved tuition vouchers or letters of credit to the Accounting Office for validation prior to registering for courses. A late fee will be assessed and the student's account may be placed on hold if the student's direct billing paperwork is not received prior to registration.

Each direct bill program has specific requirements that the student must meet. Students may contact the Accounting Office for further information. Students must contact their employer to determine if this option is available to them.

## Military Payment Option

Students utilizing military tuition assistance must submit appropriate documentation and pay their portion of the tuition and fees prior to registration. A late fee will be assessed and the

student's account placed on hold if the student's military assistance paperwork and /or payment is not received prior to registration.

This program does not relieve students of their financial obligation to AMCoFH. Students retain full responsibility for ensuring that all appropriate tuition and fees are paid in a timely manner.

## Refund Policy

**Three-Day Cancellation:** An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday and federal or state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. No later than 30 days after receiving the notice of cancellation, PIHMA shall provide a refund of 100% of all student fees and tuition paid.

## Other Cancellations

An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment, but prior to entering the school, is entitled to a refund of all monies paid minus the registration fee.

## Refund after the commencement of classes:

1. Procedure for withdrawal/withdrawal date
  - a) A student choosing to withdraw from the school after the commencement of classes is to provide written notice to the Registrar. The notice is to indicate the expected last date of attendance and must be signed and dated by the student.
  - b) For a student who is on approved Leave of Absence, the withdraw date is the date the student was scheduled to return from the Leave and failed to do so or the date that the student notifies the school of their intent to not return from the Leave of Absence.
  - c) A student will be determined to be withdrawn from AMCoFH at PIHMA if the student has not attended any class for 3 consecutive classes or clinic shifts in all of their classes and clinic.

## 2. Tuition Charges

Tuition charges for the time period shall be determined based upon the student's actual course drop date of the class. If the student failed to attend any of the assigned classes and failed to officially drop the course in a timely period, the student will be charged the appropriate percentage of overall tuition for the course as noted in Refund Percentage Table below. The percentage of the enrollment period completed is determined by dividing the total number of weeks elapsed from the student's start date to the last day of attendance

and/or official drop date, by the total number of weeks in the enrollment period. Tuition charges and refund amounts for the enrollment period are stated below in the Refund Percentage Table.

- a) If the student completes 10% or less of his or her registered classes, AMCOFH at PIHMA may keep 10% of the tuition charged and will refund 90%.
- b) If the student completes 10% and up to 20% of his or her registered classes, AMCOFH at PIHMA may keep 20% of the tuition charged and will refund 80%.
- c) If the student completes 20% and up to 30% of his or her registered classes, AMCOFH at PIHMA may keep 20% of the tuition charged and will refund 80%.
- d) If the student completes 30% and up to 40% of his or her registered classes, AMCOFH at PIHMA may keep 30% of tuition charged and will refund 70%.
- e) If the student completes 40% and up to 50% of his or her registered classes, AMCOFH at PIHMA may keep 50% of the tuition charged and will refund 50%.
- f) If the student completes more than 50% of his or her registered classes, AMCOFH at PIHMA may keep 100% of the tuition charged and no refund is due.

Upon the determination of withdrawal or termination, AMCOFH at PIHMA shall provide the student the applicable refund within 30 days.

### **Books and Supplies**

There is no refund for equipment, books and supplies received by the student.

### **Special Cases**

In case of prolonged illness or accident, death in the family, or other circumstances that make it impractical for the student to complete the program, AMCOFH at PIHMA may make a settlement, which is reasonable and fair.

## **TUITION AND FEES** (EFFECTIVE JANUARY 1<sup>ST</sup>, 2021)

### **Matriculated Students for the Homeopathic Practitioner Program Only**

Course tuition is \$15 per clock hour.

### **Non-Matriculated Students**

Course tuition is \$15 per clock hour.

### **Book and Material Fees**

Will vary, but are estimated at \$1000 per year for the Homeopathic Practitioner Program.

PIHMA accepts VISA, MasterCard and American Express.

\*AMCofH at PIHMA reserves the right to increase the tuition rate, and/or change fees as necessary.

Estimated Program Completion Tuition for a Matriculated Student  
(assuming no transfer credits) based on \$15 per clock hour. Clinical \$10 per clock hour.

Certificate	Total Hours	Didactic Hours	Clinic Hours	Total Cost	Average Yearly Cost
Homeopathic Practitioner Program	1245	751	530	\$ 14999- \$ 16399	\$5000
Clinical Homeopathy Program	150	150	0	\$2000	\$2000

Fees: (Non-refundable: Subject to Change)

Type of Fee	Amount	When Due
Registration/Matriculation*	\$100.00	Beginning of each semester
Application Fee	\$50 up to 30 days prior to the start of the program	One-time fee
Application Fee	\$100 less than 30 days prior to the start of the program	One-time fee
Tuition deposit	\$200	One time applied to first term (nonrefundable)
Advanced standing transcript evaluation fee	\$100	At time of request
CPR Certification Fee	\$20	At time of course
Graduation Fee	\$150	One time
Late Payment Fee	\$50	After late payment
Transcript Fee	\$10	Per request
Remediation Exam Fee	\$75	At time of remediation

Credit Card Fee	2.6% of Total Charge	At time of credit card payment for tuition only
Transfer Credit Fee	\$50 per credit	For Each Course Transferred
Challenge Exam	\$100 per course	At time of request
Returned Check Fee	\$35	At time of Returned Check
Replacement ID Card	\$10	At Time of Replacement
Diploma Replacement Fee	\$75	At Time of Request
Online Student Proctor Exam Fee	\$15 per hour	At Time of Proctoring
Technology Fee	\$50 per Semester	For Online Students Only
Technology Fee for Online Attendance (Campus Students Only)	\$10 per day	At Time of Request
Tutoring	\$45 per hour	At Time of Request
Monthly Payment Fee	6.8%	At time of request

\*Registration / Matriculation Fee includes:  
Malpractice Insurance, Discounts on Treatments  
and Herbs, Library Access Card, Student Email, Student ID

## **COURSE DESCRIPTIONS FOR HOMEOPATHIC PRACTITIONER PROGRAM**

The AMCoFH courses in the Homeopathic Practitioner Program fall under seven subject areas: Materia Medica, Philosophy and History, Case taking Case Analysis and Repertory, Research, Clinical Training, Humanistic Studies and Practice Preparation.

### **Materia Medica and Therapeutics**

This department includes courses that focus on fundamental knowledge of Homeopathic medicines. They also explore the therapeutic process including case management skills, removing obstacles to cure, and preparation for practice.



**Materia Medica I (MM501): 52.5 hours**

This course introduces the materia medica through exploration of various types of materia medicas and effective strategies for its study. The mineral kingdom is introduced along with basic mineral remedies. This course continues the exploration of minerals specifically; Basic Series 3 and Series 4 mineral remedies including the Phosphates, Sulphates, Magnesium's, Natrums, Calcareae and Kalis.

**Prerequisites:** None

**Materia Medica II (MM502): 45 hours**

This course continues the exploration of Series 4 metals and introduces Series 5 and Series 6 minerals. This course provides the information needed to build knowledge about Series VI, Series VII and Complex Minerals and their remedies for acute conditions. Comparative Materia Medica is also explored.

**Prerequisites:** Materia Medica I

**Materia Medica III (MM503): 45 hours**

This course introduces the plant kingdom. An overview of the plant kingdom will be followed by a review of Primitive Plants; Lilliana, Fungi, Papaveraceae, Coniferae and Ranunculaceae Anemoneae. Comparative Materia Medica will also be discussed. This course focuses on Ranunculaceae Helleborae, Menispermaceae, Solanaceae and Drug Remedies. Comparative Materia Medica will also be explored.

**Prerequisites:** Materia Medica I, II

**Materia Medica IV (MM601): 45 hours**

This course focuses on the study of the Compositae, Anacardiaceae, Umbelliferae, Loganiaceae, Cucurbitaceae, Discoraceae, Araceae and Zygophyllaceae. This course also focuses on the study of the smaller plant families. Comparative materia medica is also explored.

**Prerequisites:** Materia Medica I and II

**Materia Medica V (MM604 / MM605): 66 hours**

This course continues the exploration of the material medica of the animal kingdom including; birds, mammals, human remedies, sarcodes and imponderables. This course explores the materia medica of the Monera Kingdom and Nosodes. This course also explores the material medica of the animal kingdom, including; Sea creatures, insects, spiders, and reptiles.

**Prerequisites:** Materia Medica I and II

**Preparation for Clinic (PC500): 30 hours**

This class prepares for live clinic by focusing on what to observe in a consultation, explores the Levels of Health, and outlines polycryst remedies. **Prerequisites:** None

### **Case Management I (CM603): 45 hours**

This class will explore the fundamental concepts underlying case management in Homeopathic practice.

**Prerequisites:** Case Taking/Analysis I and II

### **Case Management II (CM606): 30 hours**

This class will explore the fundamental concepts underlying case management in Homeopathic practice.

**Prerequisites:** Case Management I, Case Taking/Analysis I, II, III and IV

### **Preparation for Practice I,IIA (PP520): 15 hours**

This course focuses on concerns common to Homeopathic students considering setting up a practice. This course focuses on concerns common to all small businesses. **Prerequisites:** None

### **Preparation for Practice IIB, III (PP610): 37.5 hours**

This class is designed to smooth the student's path into a successful practice. Business and marketing skills will be taught as well as the creation of an effective business plan. Emphasis is on understanding and developing business and marketing plans.

**Prerequisites:** None

## **Philosophy and History**

This department offers courses that emphasize basic fundamental principles on which the practice of Homeopathic medicine is founded. Included are courses in Homeopathic history, designed to give students a context in which to ground their clinical studies.

### **Philosophy I (PH611): 45 hours**

This course covers western medical concepts of disease by

This course focuses on fundamental Hahnemannian Philosophy as expounded through the Organon. The concepts of vital force and energy medicine will be explored in depth. A survey of concepts of philosophy relevant to discussion of Homeopathy will be undertaken. This course continues the focus on fundamental Hahnemannian Philosophy as expounded through the Organon. The concepts of vital force and energy medicine will be explored in depth. A survey of concepts of philosophy relevant to understanding of Homeopathy will be undertaken.

**Prerequisites:** None

### **Philosophy II (PH612): 45 hours**

This course continues to advance the fundamental Hahnemannian Philosophy as expounded through the Organon and Hahnemann's other seminal work, The Chronic Diseases. This course continues the advancement of Homeopathic Philosophy as expounded through Kent's Lectures

on Homeopathic Philosophy, Roberts' *The Principles and Art of Cure by Homeopathy* (Chapters 1 through 31) and Vithoulkas's *The Science of Homeopathy*. **Prerequisites:** Philosophy 101

### **Homeopathic History (HI500): 15 hours**

This course focuses on history of medicine from ancient cultures to the time of Hahnemann. It also focuses on history before, during and after Hahnemann's time, with special emphasis on Homeopathy and factors affecting it. Also explored is post-Hahnemannian history with emphasis on the development of Homeopathy in the United States. **Prerequisites:** None

## **Case Taking, Case Analysis and Repertory**

This department offers courses that help students develop the requisite skills necessary to become a competent Homeopathic practitioner. As a result of successfully completing coursework repertory, case analysis, observation and perceptions skills will be developed.

### **Repertory I (RE522): 7.5 hours**

This course explores the structure and use of Kent's Homeopathic repertory and assists in becoming proficient in the use of Kent's Repertory. This course uses a platform that will offer 55 additional didactic hours.

**Prerequisites:** None

### **Repertory II (RE523): 17.5 hours**

This course expands the exploration the Repertory by introducing additional books and platforms.

**Prerequisites:** Repertory I

### **Repertory III (RE620): 7.5 hours**

This course continues the exploration of the repertory with exercises that provide practice in finding rubrics in each section. **Prerequisites:** Repertory I, II

### **Repertory IV (RE622): 11.5 hours**

This course continues the exploration of the repertory with exercises that provide practice in finding rubrics in each section. **Prerequisites:** Repertory I, II, III

### **Repertory V (RE623): 7.5 hours**

This course continues the exploration of the repertory with exercises that provide practice in finding rubrics in each section **Prerequisites:** Repertory I, II, III and IV

### **Case Taking/Case Analysis I (CT625): 30 hours**

This course introduces the art of case taking. Focus is on case taking styles of well-known Homeopathic practitioners. Also covered is the development of skills in observation, listening

and directed questioning using a number of different strategies. It also presents a coordinated approach to understanding and evaluating what is being said during case taking, and arriving at a competent and correct case analysis.

**Prerequisites:** Developing the Capacity to Observe

### **Case Taking/Case Analysis II (CT627): 30 hours**

This course advances the opportunities for refining skills in case taking to arrive at a competent and correct case analysis. It also advances the opportunities for refining skills in case taking to arrive at a competent and correct case analysis.

**Prerequisites:** Developing the Capacity to Observe: Case Taking

## **Research**

This department offers courses that focus on the basic foundation to the principles of Homeopathic research. Students are taught how to access the literature and to develop research attitudes consistent with critical thinking.

### **Homeopathic Research (RS640) 22.5 hours**

This course focuses on the scope of homeopathic scientific research, major types of research methodology that pertain to performing high quality scientific studies in the field, and practical skills for critical reading of the research literature. Quantitative and qualitative methods are explored for their relevance to provings (pathogenetic trials). Also discussed is the basic science evidence relevant to the nature and actions of Homeopathic remedies.

**Prerequisites: None**

## **Clinical Training**

This department provides courses that are designed to put knowledge into practice. They help students develop the necessary skills in client care and management. Clinical training occurs throughout the curriculum, commencing in the first week of the program. Students are gradually given increasing independence in their clinical work so that by the time of graduation, they are fully prepared for clinical practice.

### **Acute Care (AC541): 40 hours**

This course focuses on assessing and prescribing Homeopathic medications for acute medical conditions. **Prerequisites:** None

### **Clinical Training IA (CT548A): 75 hours**

This course is the first of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor

while being viewed by a group of students using Zoom. Cases are followed clinically over time.  
**Prerequisites:** MM I and II; Repertory I; Philosophy I and II

### **Clinical Training IB (CT548B): 15 hours**

This course is the second of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor while being viewed by a group of students using Zoom. Cases are followed clinically over time.

**Prerequisites:** MM I and II; Repertory I; Philosophy I and II; Clinical Training IA

### **Clinical Training IC (CT548C): 75 hours**

This course is the third of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor while being viewed by a group of students using Zoom. Cases are followed clinically over time.

**Prerequisites:** MM I and II; Repertory I; Philosophy I and II; Case Taking/Analysis I; Clinical Training IA and IB,

### **Clinical Training IIA (CT646A): 75 hours**

This course is the first of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor while being viewed by a group of students using Zoom. Cases are followed clinically over time by the student under clinical supervision.

**Prerequisites:** MM I, II, III and IV; Repertory I, II, and III; Philosophy I and II, Case Taking/Analysis I and II; Clinical Training IA, IB and IC.

### **Clinical Training IIB (CT646B): 15 hours**

This course is the second of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor while being viewed by a group of students using Zoom. Cases are followed clinically over time by the student under clinical supervision.

**Prerequisites:** MM I, II and III; Repertory I, II, III and IV; Philosophy I and II, Clinical Training IA, IB, IC and IIA

### **Clinical Training IIC (CT646C): 75 hours**

This course is the third of a three-part series designed to further students' case taking and case analysis skills in a clinical setting. They will have their own clients and will be learning case management skills under supervision. Each student will be taking cases with the instructor while being viewed by a group of students using Zoom. Cases are followed clinically over time.

**Prerequisites:** MM I, II, III, IV and V; Repertory I, II, III and IV; Philosophy I and II; Case Taking/Analysis I and II; Clinical Training IA, IB, IC, IIA and IIB

**Homeopathic Pharmacy (HP549): 17.5 hours**

This course provides the basics of Homeopathic pharmaceuticals and includes remedy preparation, mother tinctures, LM preparations, machines used in preparations and standards of the industry. Also explored is the legal climate of Homeopathic pharmaceuticals and statutory issues including HPUS. **Prerequisites:** None

**Supervision IA (SU611A): 28 hours**

This course is the first of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Case Taking/Case Analysis I and II

**Supervision IB (SU611B): 14 hours**

This course is the second of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Supervision I; Case Taking/Case Analysis I and II

**Supervision IC (SU611C): 28 hours**

This course is the third of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Case Taking/Case Analysis I and II

**Supervision ID (SU611D): 28 hours**

This course is the fourth of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Supervision I; Case Taking/Case Analysis I and II

**Supervision IE (SU611E): 14 hours**

This course is the fifth of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Supervision I; Case Taking/Case Analysis I and II

**Supervision IF (SU611F): 28 hours**

This course is the six of a six part series that provides independent supervision of cases taken by the student.

**Prerequisites:** Philosophy I and II; Materia Medica I, II, III and IV; Clinical Training I, II, III and IV; Supervision I; Case Taking/Case Analysis I and II

## Humanistic Studies

The department of humanistic studies offers courses designed to help students develop self-awareness of their journey into becoming a Homeopathic physician and healer. Self-care is emphasized, ethics and professionalism, along with the development of effective communication skills.

### **Orientation to Program (OR550): 3.5 hours**

This Class provides an opportunity for new students to bond as a group, to explore the Homeopathic Practitioner Program requirements, and to examine the role of humanism and the Natural world as a basis for Homeopathy. Also included is dialogue and exploration of student expectations and Program success strategies. **Prerequisites:** None

### **Mentorship I (ME543): 7 hours**

This course, taken each quarter, offers a community experience in a small group setting with outside practitioners. The focus is on providing an opportunity to discuss the journey of becoming a homeopath. **Prerequisites:** None

### **Mentorship II (ME544): 7 hours**

This course, taken each quarter, offers a community experience in a small group setting with outside practitioners. The focus is on providing an opportunity to discuss the journey of becoming a homeopath **Prerequisites:** None

### **Mentorship III (ME545): 7 hours**

This course, taken in the Spring/Fall semesters, offers a community experience in a small group setting with outside practitioners. The focus is on providing an opportunity to discuss the journey of becoming a homeopath. **Prerequisites:** None

### **Mentorship IV (ME642): 7 hours**

This course, taken each quarter, offers a community experience in a small group setting with outside practitioners. The focus is on providing an opportunity to discuss the journey of becoming a homeopath. **Prerequisites:** None

### **Mentorship V (ME643): 7 hours**

This course, taken each quarter, offers a community experience in a small group setting with outside practitioners. The focus is on providing an opportunity to discuss the journey of becoming a homeopath. **Prerequisites:** None

**Mentorship VI (ME645): 7 hours**

This course, taken in the last semester, offers a community experience in a casual setting with outside practitioners. The focus of this class is to guide the students in preparing for the CCH Certification—the first step they take, after school, in their Homeopathic practitioner journey.

**Prerequisites:** None

**Ethics and Legal Issues (ET552): 22.5 hours**

This course emphasizes ethics and morality in all aspects of the medical world and specifically in clinical relationships. It includes issues of confidentiality, boundaries, referrals, and business ethics.

**Prerequisites:** Philosophy I and II; Homeopathic History; Case Management I