



Moriah Medical College

26781 Bouquet Canyon Road
Santa Clarita, California 91350

School Catalog 2025 - 2026

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Welcome

We're so glad you're here!

Here at MMC, we are driven by a deep passion for shaping the next generation of healthcare providers— equipped not only with exceptional skills but also with compassionate hearts to make a meaningful impact in the healthcare field. Excellence is our standard, and we are proud to be among the highest-performing schools in the nation in program outcomes.

This school catalog is designed to give you a glimpse of what makes our school standout and answer those important questions you have along the way. From a rigorous curriculum to hands-on clinical training at diverse and prestigious facilities, you will find that our students are well equipped to excel in their careers upon graduation. As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Choosing the right school is a pivotal decision, and we encourage you to explore all your options thoughtfully. It is our hope that you'll join our community of dedicated faculty, innovative programs, and a proven track record of excellence.

Whenever you're ready to take the next step, we look forward to welcoming you to our campus and helping you **"Find your purpose and reach your peak!"** We are confident that your time here will be transformative!

In Care,

Moriah Medical College

School Information

MORIAH MEDICAL COLLEGE – MAIN CAMPUS

26781 Bouquet Canyon Road

Santa Clarita, CA 91350

Tel. No. (661) 360-3501

Email: info@moriahmedicalcollege.com

Website: www.moriahmedicalcollege.com

CATALOG DATE

This catalog covers the period of April 1, 2025 – December 31, 2026.

ADDRESS

All classes are being held at the institution's primary address at 26781 Bouquet Canyon Road, Santa Clarita, 91350.

Program History

In 2020, with the support of the City of Santa Clarita & Community Residents, the institution began construction on approximately 4,000 sq. ft. of commercial office space that would become the future home of the Moriah Medical College's Santa Clarita campus. Our students receive a high-quality, educational experience that provides the foundation for a successful career in nursing.

Statement of Ownership

Moriah Medical College is owned and operated by Moriah Education Group, a Limited Liability Company. The organization currently operates in the State of California exclusively.

CORPORATE OFFICER

Meagan Jackson, Chief Executive Officer

BPPE Approval

Moriah Medical College is a private institution. It has been granted approval to operate by the **Bureau for Private Postsecondary Education (BPPE)**.

Approval to operate means that Moriah Medical College is in compliance with state standards as set forth in CEC and 5, CCR. Moriah Medical College does not imply that the Bureau endorses programs, or that Bureau approval means the institution exceeds minimum state standards.

QUESTIONS

Any questions a student may have regarding this Catalog that have not been satisfactorily answered by the institution may be directed to: The Bureau for Private Postsecondary Education, 1747 N. Market Blvd., Suite 225, Sacramento, California, 95834. Mailing address:

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PO Box 980818, W. Sacramento, CA 95798-0818. Phone Number (916) 574-8900/Toll Free: (888) 370-7589/Fax Number: (916) 263-1897 Website: <http://www.bppe.ca.gov>

BVNPT Approval

Moriah Medical College is approved by the **Board of Vocational Nursing and Psychiatric Technicians (BVNPT)**. Upon completion, graduates of this program meet the requirements to sit for the National Council Licensure Examination (NCLEX-PN) to become a Licensed Vocational Nurse.

Accreditation

Moriah Medical College (MMC) is not accredited by an accrediting agency recognized by the United States Department of Education. MMC students are not eligible for federal financial aid programs.

Our Mission

Moriah Medical College will positively impact the economy and the national healthcare landscape by:

- Increasing the volume of safe, competent, and effective nurses entering the workforce;
- Improving the quality of care delivered to the communities we serve;
- Narrowing the socioeconomic gap among minorities and women;
- Decreasing the disparity of minorities in healthcare professions.

Moriah Medical College offers health training programs to improve the health and healthcare of our community. A rigorous curriculum, coupled with the expertise of a distinguished faculty, provides students at Moriah Medical College a high-quality educational experience that will facilitate a successful career in healthcare. Moreover, it will help bridge the gap of the nursing shortage in the Southern California area, and beyond.

Our Philosophy

Nursing Impact on the Healthcare Landscape and Society

We, as a community of nurses, believe education, research, and a commitment to public service are the foundation of nursing practice. We believe illness is an integral part of the continuum of health and as such, we view access to healthcare as an inherent right for everyone regardless of individual differences including socioeconomic status, gender, or race. We believe the discipline of nursing has the capacity to positively impact the healthcare landscape and society, by attending to the physical, psychosocial, and spiritual needs of those we encounter. We believe it is our responsibility as nurses and future nurses to promote quality of life or provide dignity in death.

Students/Learning/Education

We, as a community of nurses, believe education is an inherent right for everyone regardless of socioeconomic status, gender, or race. We believe a high-quality education is not a privilege

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reserved for the elite, but that all individuals deserve the opportunity to receive a quality education at a reasonable cost, *without* the added burden of crippling debt. We believe learning is a lifelong process, and that education provides individuals the opportunity to contribute to the economy, their communities, and also to build a lasting legacy for themselves. We are committed to facilitating a lifelong academic journey among our students.

Teaching/Faculty

We, as a community of nurses, believe it is our responsibility to advance the profession through the pursuit of continuous professional growth and development. We believe research and evidence informs our teaching, and we embrace caring as the driving force in all that we do. As facilitators of learning, we will not only further the development of our students' clinical competency, but also their capacity to care.

Diversity

As a community of culturally diverse nurses, we believe our campus is enriched by the individuality of each of our lived experiences. We will continually strive to promote diversity among our student body and faculty team, with the belief that a diverse learning environment not only promotes tolerance and compassion but also broadens our perspectives and deepens our worldviews.

VN Program Overview

Our Purpose

Moriah Medical College trains those interested in joining the nursing workforce to become well-equipped, caring, and highly effective healthcare providers.

VN Program Description

This 60-week program provides each Vocational Nursing student with 576 hours of theory and 954 hours of clinical experiences across four (4) semesters. The entire program is equal to 1530 clock hours.

Method of Delivery: Residential Learning.

The program emphasizes nursing outcomes and evidence-based practice, preparing students to deliver preventative, therapeutic, rehabilitative, and restorative care to patients of all ages. The curriculum is grounded in theories of caring, compassion, and culturally competent care, shaping students' nursing practice. Through the clinical portion, students gain hands-on experience in diverse healthcare settings, including long-term care, skilled nursing facilities, outpatient clinics, acute and sub-acute care, adult day care centers, community resource centers, private medical offices, home health, and hospice agencies.

Upon graduation, our students are eligible to take the NCLEX-PN[®] (National Council Licensure Examination for Practical Nurses) to obtain licensure, as required for the practice of vocational

nursing. Licensed Vocational Nurses (US Department of Labor Standard Occupational Classification Code 29-2060; 29-2061) care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions.

Academic Calendar

The college enrolls students in the Vocational Nursing Program on a periodic basis throughout the calendar year. A detailed academic calendar is distributed to all enrolled students during the New Student Orientation, conducted before the program begins. Prospective students seeking information about upcoming start dates are encouraged to contact the Admissions Department directly.

Hours of Operation

Didactic courses are from 9:00AM - 2:00PM or 5:00PM - 10:00PM. Didactic courses will typically meet two (2) days per week, except on scheduled holidays and breaks.

Clinical courses may be scheduled two (2) or more days per week, Monday through Sunday. Clinical hours will vary based on the assigned healthcare facility, and may include 7:00AM – 3:30PM, 8:00AM – 5:00PM, 6:00AM – 6:00PM, 3:00PM – 11:30PM, and/or any other alternate shift schedule. Clinical schedules will never exceed twelve (12) hours per day.

Total hours of instruction time (didactic and clinical) will not exceed forty (40) hours per week.

Observed Holidays and Breaks:

- Martin Luther King Day
- Memorial Day
- Independence Day (observed on the anniversary date)
- Labor Day
- Thanksgiving Day
- Friday following Thanksgiving
- One (1) week per calendar year for Spring Break
- Two (2) weeks per calendar year for Winter Break

VN Curriculum Overview

The program is divided into four semesters, which must be passed to successfully complete the program.

Semester	Length	Content Areas	Clock Hours
1	15 weeks	NURSING CONCEPTS I • Anatomy & Physiology • Fundamentals of Nursing	144
	15 weeks	NURSING CONCEPTS I CLINICAL • Fundamentals of Nursing Clinical	240
2	15 weeks	NURSING CONCEPTS II • Medical – Surgical Nursing I • Geriatric Nursing • Pharmacology I	144
	15 weeks	NURSING CONCEPTS II CLINICAL • Medical – Surgical Nursing I Clinical • Geriatric Nursing Clinical	240
3	15 weeks	NURSING CONCEPTS III • Medical – Surgical Nursing II • Pharmacology II • Mental Health Nursing	144
	15 weeks	NURSING CONCEPTS III CLINICAL • Medical – Surgical Nursing II Clinical • Mental Health Nursing Clinical	240
4	13 weeks	NURSING CONCEPTS IV • Maternity Nursing • Pediatric Nursing • Leadership	130
	2 weeks	NURSING CAPSTONE	14
	15 weeks	NURSING CONCEPTS IV CLINICAL • Maternity Nursing Clinical • Pediatric Nursing Clinical • Leadership Clinical	234
TOTALS	60 WEEKS**		1530*

*Clock hours are based on the following formula: 1 clock hour = 50-60 minutes of instruction

**Program length excludes the holidays and breaks that are observed by the college.

VN Program Terminal Objectives

Upon completion of the *Vocational Nursing Program*, successful students will be able to:

1. Apply the nursing process as a systematic problem-solving method to provide high quality care to a variety of patients and their families across a multitude of healthcare settings.
2. Employ critical thinking techniques to analyze and solve real or potential healthcare problems impacting patients, their families, and the healthcare community at large.
3. Collaborate and communicate effectively with patients, their families, and the various members of the interdisciplinary team.
4. Use evidence-based practices to deliver safe, competent, and effective nursing care to a variety of patients across the lifespan.
5. Accept responsibility and accountability for adhering to the high standards of nursing practice as mandated by the Vocational Nurse Practice Act.
6. Qualify for the National Council Licensure Examination (NCLEX-PN) licensure exam for Vocational Nursing.

VN Course Descriptions

VN101: Nursing Concepts I

This course provides students with an introduction to basic human anatomy and physiology from an integrative perspective. Students will learn the structure and function of the tissues, the skeletal system, the nervous system, the endocrine system, and muscle function from the level of the cell to the level of the organism. Emphasis is on interrelationships among body systems and regulation of physiological functions involved in maintaining homeostasis. Students will also explore foundational concepts related to nursing practice to include the basics of health, wellness, and the nursing process. During the course students will discuss the evolution of nursing, scope and role of the vocational nurse, ethics and legal implications in nursing practice, culture and ethnicity, therapeutic communication, clinical documentation, principles of asepsis and patient safety.

VN101L: Nursing Concepts I Clinicals

This course provides students with an essential understanding of the nursing process and core clinical skills. It introduces the application of the nursing process in both simulated and real-world settings. Students will initially develop psychomotor, cognitive, and affective skills in a simulated patient care environment before transitioning to clinical externships where they will provide direct care to stable clients in long-term care settings. The course builds on theoretical concepts, allowing students to apply foundational knowledge and skills to client care in a healthcare environment. A strong emphasis on professional values, sound judgment, safety, and skills will be evident. The curriculum integrates critical threads, including client teaching, caring, critical thinking, and therapeutic communication, to prepare students for their roles in nursing practice.

VN201: Nursing Concepts II

This course introduces students to the nursing care of adults experiencing a variety of medical-surgical conditions across the health-illness continuum. This course covers basic pathophysiology, etiology of illness, communicable disease, disease transmission and prevention for commonly occurring medical-surgical conditions. The student will learn to apply the steps of the nursing process to achieve positive patient outcomes. The role of the Nurse in preventative health measures, health promotion, client and family education will also be presented. Students will be given a theoretical overview of concepts related to the aging adult. The course will allow students to explore the nursing implications of health promotion and management of care in the older adult. The student will be introduced to pharmacotherapeutic concepts and how they are applied to nursing practice. Advanced pharmacological concepts including pharmacokinetics, pharmacodynamics, as well as the principal classification of drugs in clinical use today are discussed. The role of the nurse in the safe, effective administration of medications is emphasized. A great variety of interactive and experiential activities will be utilized in the classroom to enable the student to apply pharmacological theory to clinical situations. The curriculum threads of critical thinking, therapeutic communication, and caring are also incorporated.

VN201L: Nursing Concepts II Clinicals

The course builds on theoretical concepts and provides students with the opportunity to apply nursing knowledge to direct client care in a healthcare setting. Emphasizing a comprehensive approach to patient care, students will conduct complete head-to-toe physical exams and integrate their findings into practice. The nursing process serves as a framework to guide effective management of care for adult medical-surgical clients. Students will utilize advanced knowledge and skills to fulfill the diverse roles of nursing while working with clients, families, and groups across various stages of the health-illness continuum.

VN301: Nursing Concepts III

This course introduces students to the nursing care of adults experiencing a variety of medical-surgical conditions across the health-illness continuum. This course covers basic pathophysiology, etiology of illness, communicable disease, disease transmission and prevention for commonly occurring medical-surgical conditions. The student will learn to apply the steps of the nursing process to achieve positive patient outcomes. The role of the Nurse in preventative health measures, health promotion, patient and family education, loss, grief, and dying, therapeutic and rehabilitative aspects will also be presented. The student will review pharmacotherapeutic concepts of various drugs and how they are applied to nursing practice. The role of the nurse in the safe, effective administration of medications is emphasized. A great variety of interactive and experiential activities will be utilized in the classroom to enable the student to apply pharmacological theory to clinical situations. The course introduces the nurse's role in the provision of evidence-based healthcare to individuals, families, and groups experiencing mental health issues. Curriculum threads of critical thinking, therapeutic communication, and caring are also incorporated.

VN301L: Nursing Concepts III Clinicals

The course builds on theoretical concepts and provides students with the opportunity to apply this knowledge to direct client care in a healthcare setting. Emphasizing a comprehensive approach to patient care, students will conduct complete head-to-toe physical exams and integrate their findings into practice. The nursing process serves as a framework to guide effective management of care for adult medical-surgical clients. Students will utilize advanced knowledge and skills to fulfill the diverse roles of nursing while working with clients, families, and groups across various stages of the health-illness continuum.

VN401: Nursing Concepts IV

This course introduces the nurse's role in health promotion and disease prevention for childbearing and childrearing families. Topics include women's health, the normal processes of childbearing and child development, healthy nutrition, disease prevention, childhood illnesses and diseases, and alterations in growth and development. The course reflects a strong emphasis on health promotion and disease prevention for the pediatric population. The Nursing Concepts IV course culminates with an examination of the role of the vocational nurse as a leader. Topics include leadership, collaboration, and management as students prepare for a successful transition into employment as a Licensed Vocational Nurse.

VN410: Nursing Capstone

This course culminates the nursing program and prepares students for the NCLEX-PN exam. Students will review the various "ingredients" of a question, discuss test-taking strategies, methods of classifying and prioritizing patients, and communication techniques. In addition, students will complete a capstone project based on the Client Needs categories outlined in the NCLEX exam blueprint. Through this project, students will explore how these categories relate to the primary goals of nursing and reflect on how they will apply these principles in their future nursing practice to promote health, prevent illness, restore wellness, and provide comfort to patients across diverse healthcare settings.

VN401L: Nursing Concepts IV Clinicals

This course focuses on nursing care of the childbearing and pediatric client, as well the transition of student nurses to Licensed Vocational Nurses. Students will utilize the nursing process to provide nursing care to the childbearing client, her family, as well as the fetus/newborn. Students will provide nursing care under the direction of an instructor in a simulated patient care environment and various practice settings as well. For the childrearing family, students will combine nursing knowledge and theoretical concepts to assist with attaining, maintaining, or regaining an optimal level of wellness for the pediatric client. Students will adapt assessment skills to determine the biopsychosocial and spiritual needs of the pediatric client and their family. Students will apply concepts of leadership, management, delegation, and supervision while caring for clients in selected site placements. Students will also review the professional roles of the nurse and employability skills specific to nursing practice.

VN Admissions Overview

Statement of Non-Discrimination

The Vocational Nursing Program is open to individuals who have the sincere desire for a career opportunity in the medical field. Moriah Medical College encourages applicants from all cultural, racial, religious and ethnic groups and does not deny admission or discriminate against students enrolled at the College on the basis of race, color, gender, religion, national origin, age, disability, genetic information, marital status, veteran status, and sexual orientation, or any other category protected by law (referred to as “protected status”).

Admissions Process

1. Submit a completed Admission Application and Application Fee
2. Interview with an Admissions Representative
3. Schedule the Entrance Exam (Wonderlic)
4. Pre-Admission Interview with the Program Director
5. Complete an Enrollment Agreement
6. Attend a General Orientation session

Screening Criteria

To be eligible for admission to the program, applicants must meet ALL of the following criteria:

1. At least 17 years of age, verifiable by government issued identification card
2. Completion of at least High School education or GED equivalency*
3. Achieve a 350 or greater for the Verbal content and 300 or greater for the Quantitative content on the Wonderlic Basic Skills Test (WBST)**
4. Achieve a score of 10 or greater on the Pre-Admission Interview with the Director
5. Completion of a criminal background check***

**US Diplomas/Transcripts must be from an accredited, Board-approved institution. Individuals who completed high school at an institution outside of the United States will be required to obtain a foreign transcript evaluation at their own expense. Both original diploma AND foreign transcript evaluation must be provided for consideration.*

***Academic support is available to students who minimally meet the entrance exam requirements. All incoming students will receive counseling about developing study plans, study tips, time management, and test taking strategies during General Orientation. Entrance Exam results are valid for one (1) year from the test date.*

****The criminal background report must be free of violations that may prohibit placement at a clinical site. Students may be admitted with prior or current criminal history, however, eligibility to take the licensure exam will be determined on a case-by-case basis by the Board of Vocational Nursing and Psychiatric Technicians at the time of application for licensure. (Criminal Background costs are included in Application Fee).*

Meeting minimum requirements of the program does not guarantee admission into the program.

Selection Process

Moriah Medical College will offer program acceptance on a space available basis. Only students who meet the Screening Criteria will be eligible for program acceptance.

Prospective students who apply after the application deadline may be considered on a space available basis. The number of spaces available can vary from cohort to cohort.

Students who minimally meet the Screening Criteria may be identified as “At-Risk” and subject to mandatory tutoring and regularly scheduled meetings with the Program Director.

No more than thirty (30) students will be admitted per cohort; however, up to three (3) alternate students may be placed on the waiting list and allowed to attend theory and on-campus skills labs in the event that space becomes available within the first 8 weeks. If space does not become available prior to the commencement of off-site clinical rotations, all alternate students will be granted priority placement for the next incoming cohort. Alternate students will not receive credit for any coursework completed during this time.

Moriah Medical College does not accept part-time students.

Credit Granting Policy

During the Admissions process, the student must request credit, in writing, for previous education or work experience to initiate the credit granting process. The student is informed, in writing, of their rights related to this credit in the Admissions packet. The Program Director will also discuss the student’s rights related to credit granting during the Pre-Admission Interview.

Educational Credit

Students who submit Official Transcripts (course descriptions and/or syllabi may be necessary due to lack of detail on Official Transcripts) that note *related* previous education completed within the last **five** years may be granted a *financial* credit equivalent of up to 8 clock hours. Course credit may be granted at the discretion of the Program Director in accordance with the **Transfer Process** outlined in this catalog.

MMC has not entered into an articulation or transfer agreement with any other school or university at this time.

Experiential Credit

Students who submit a resume of relevant work history for the last 5 years and include proof of licensure for review may be scheduled for a competency-based examination that can be written

and/or practical in nature. The required competency-based examination score must be equal to or greater than 85% in order for the student to be eligible for a *financial* credit equivalent of up to 8 clock hours.

Transferability of Credits and Credentials

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:

The transferability of credits you earn at Moriah Medical College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Vocational Nursing diploma you earn at MMC is also at the complete discretion of the institution to which you may seek to transfer.

If the diploma that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your course work at the institution. For this reason, you should make certain that your attendance at MMC will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending MMC to determine if your credits or degree, or diploma will transfer. Moriah Medical College has not entered into an articulation or transfer agreement with any other college or university.

Finances

Schedule of Charges

The estimated schedule of total charges for the Vocational Nursing program are specified below:

2024-2025 Estimated Schedule of Total Charges for the VN Program	
Registration Fee (Non-Refundable)	\$200. ⁰⁰
Tuition Fees	\$31,434. ⁷⁵
STRF (Non-Refundable)	\$0. ⁰⁰
Books, (2) Uniforms, HESI Products, Online Quizzing, CPR	Included
Lab Supplies Kit (stethoscope, BP cuff, penlight, bandage scissors, (1) ID Badge)	\$50. ⁰⁰
*Estimated Total Charges:	\$31,684.⁷⁵

2025-2026 Estimated Schedule of Total Charges for the VN Program	
Registration Fee (Non-Refundable)	\$200. ⁰⁰
Tuition Fees	\$33,959. ⁵³
STRF (Non-Refundable)	\$0. ⁰⁰
Books, (2) Uniforms, HESI Products, Online Quizzing, CPR	Included
Lab Supplies Kit (stethoscope, BP cuff, penlight, bandage scissors, (1) ID Badge)	\$50. ⁰⁰
Technology Fee	\$160. ⁰⁰
*Estimated Total Charges:	\$34,369.⁵³

2025-2026 Estimated Schedule of Total Charges by Period of Attendance	
Registration Fee (Non-Refundable)	\$200. ⁰⁰
Semester 1	\$8,733. ¹⁷
Semester 2	\$8,523. ¹⁷
Semester 3	\$8,523. ¹⁷
Semester 4	\$8,390. ⁰²
*Estimated Total Charges by Period of Attendance:	\$34,369.⁵³

*Assumes no unexcused clinical absences.

SEPARATE FEES	
Extra Uniforms	\$20-\$45
Clinical Absence Fee	\$25
LA Fire Card	\$65
Live Scan	\$75-\$85
ID Badge (Replacement)	\$5
Returned Check Fee	\$50
Late Fee (daily)	\$25
Transfer of Credit Assessment Fees	\$150
Fees to Transfer Credit	\$0

Student Tuition Recovery Fund

“The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.”

“It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd., Suite 225, Sacramento California, 95834 CA (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.

7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.”

Amount of STRF Assessment

- (a) Each qualifying institution shall collect an assessment of zero cents per one thousand dollars (\$1,000) of institutional charges, rounded to the nearest thousand dollars, from each student in an educational program who is a California resident or is enrolled in a residency program. For institutional charges of one thousand dollars (\$1,000) or less, the assessment is zero cents.
- (b) Unless a student has a separate agreement to repay the third party, a student whose costs are paid to the institution by third-party payer shall not pay the STRF assessment to the qualifying institution.
- (c) Except when an institution provides a 100% refund pursuant to section 94919(d) or section 94920(b) of the Code, the assessment is non-refundable.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Sections 94923, 94843 and 94911(b), Education Code.

Title IV

Moriah Medical College does not participate in any type of federal or state financial aid programs at this time.

Loans

MMC does not offer any type of student loans to its students. However, it has its own quarterly installment payment plan for tuition fee payments. No interest shall be charged for the quarterly installment payment plan.

If a student obtains a private loan to pay for an educational program, the student will have the responsibility to pay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal financial aid funds.

Bankruptcy

Moriah Medical College does not have a pending petition in bankruptcy, is not operating as a debtor in possession. It has not filed a petition within the preceding five years. It does not have a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.

Financial Obligations of the Student

Failure to comply with the terms of the finance agreement with the school may result in disciplinary action, up to and including termination from the program. Students will be assessed a payment penalty of \$25 per day for any missed payments.

Cancellation, Withdrawals, and Refunds

Student's Right to Cancel

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first-class session, or the 7th day after enrollment, whichever is later.

Cancellation Policy

The student must provide written notice of cancellation to the Admissions Office by mail, hand delivery, or email. Notice will be considered accepted when received by the Admissions Office.

Withdrawal Policy

Voluntary Withdrawal (Official): After the cancellation period, the student may withdraw at any time from any class or from the program as a whole. To be considered an official Withdrawal, the student must provide written notice of his/her intent to withdraw to the Student Services Department. Notice will be considered accepted when received by the Student Services Representative. All fees due up to the date of the official withdrawal remain due and payable. The student will be eligible for a refund of any additional monies in accordance with the Refund Policy.

Involuntary Withdrawal (Administrative/Termination/Dismissal): A student may be involuntarily withdrawn by the institution for the following reasons:

- failure to attend classes for a period of 6 consecutive days;
- failure to return from a Leave of Absence (LOA);
- violation of the student Code of Conduct, pursuant to the institution's disciplinary procedures;

- failure to meet satisfactory academic progress; or
- violation of any institutional policy that may result in termination as outlined in the School Catalog and/or Student Handbook.

All fees due up to the date of the involuntary withdrawal remain due and payable. The student will be eligible for a refund of any additional monies in accordance with the Refund Policy.

Refund Policy

To determine the refund, deduct the application fee not to exceed two-hundred dollars (\$200.00) from the **total program charges**. Divide this figure by the number of scheduled hours in the program. The quotient is the hourly charge for the program. Multiplying the hours by the hourly charge for instruction, plus the application fee, derives the amount owed by the student for the purpose of calculating a refund.

The Institution's refund policy is pro rata. If the amount that you have paid is more than the amount that you owed for the time you attended, then a full refund of the excess payment will be made within 30 days from the withdrawal date. Students who have completed 60 percent or more of the scheduled period of attendance will be financially responsible for scheduled period of attendance. If the amount that you owe is more than the amount you have already paid, then you will be required to make arrangements to pay it.

For purposes of determining the amount you owe for the time you attended, you shall be deemed to have withdrawn from the course when any of the following occurs:

- A) You notify the school in writing of your cancellation/withdrawal and the effective date or;**
- B) The institution terminates your enrollment.**

Hypothetical Refund Example: Assume that a student, upon enrollment in a \$ 35,000 LVN 1530-clock hour program, pays \$2,200.00 for tuition, \$ 200.00 of which is the application fee. In the Enrollment Agreement, if the student withdraws after completing 50 hours, the pro-rata refund to the student would be \$ 1,009.64 based on the calculation below:

Tuition Payment plus Registration \$2,200.00
 Less: application fee (\$200.00) = \$ 2,000.00
 Divided by 1530 hours. = \$22.87/hour (quotient)
 50 hours completed x \$22.87/hour = \$1,143.50

\$2000 – \$1,143.50 = Total Refund: \$856.50

Total amount paid (\$2,200) deduct application fee (\$200.00) and deduct (\$1,143.50) monetary equivalent of 50 hours of school attendance, at \$22.87/hour. Refund due to student will be (\$856.50).

NOTE: Students may be financially responsible for the cost of textbooks, HESI resources, and lab supplies if these were issued prior to withdrawal. If applicable, the cost of materials will be deducted from the refund balance. Unused, unopened materials may be returned to the school at the discretion of the program director.

All applied scholarships will be reversed on students who withdraw from the program, whether voluntarily or involuntarily.

Student Services

Retention of Records & Transcripts

A permanent educational record consisting of all admissions and academic and financial records is filed and retained for each student enrolled at Moriah Medical College. Academic and financial records are stored electronically using a secure Campus Management Program. Individual students' academic records are also maintained in locked fireproof metal filing cabinet on campus for at least 5 years.

Transcripts are retained indefinitely and are available to the respective student upon request. One official transcript will be provided to students upon request, free of charge. Each additional transcript will incur a fee of \$10.

Advising & Tutoring

Academic advisement is available for all students. Students are encouraged to make an appointment with the Student Services Representative in order to receive advisement regarding their academic progress, placement opportunities, community resources, and other related matters. Tutoring is also available to all students. Tutoring schedules may vary and are subject to change. Students should contact Student Services to inquire about the most up-to-date tutoring schedules.

Reasonable Accommodations

MMC is committed to providing *reasonable* accommodations to students with documented disabilities whilst maintaining the standard of excellence within our academic program. Students requesting reasonable accommodations must first download the [Accommodations Request Form](#).

The completed request form should be submitted to the Student Services Department via email.

Students must include documentation of one of the following with the Accommodations Request Form for consideration:

- *Documentation of prior accommodations from an Office of Student Disability at the previous higher education institution; or*

- *Documentation of an Individual Education Plan (IEP); or*
- *Documentation of a 504 Plan; or*
- *If none of the above is available, the student may provide documentation from a health care provider or licensed professional trained in the field of their disability verifying (i.) the type of disability (physical, mental, learning); (ii.) the nature and extent of the disability (hearing impaired, diabetic, dyslexic, etc.) **and** any educational/functional limitations. (iii.) The provider or licensed professional must also specify the accommodation(s) being requested. Requests must be specific and reasonable.*

Typically, a written notification of decision or request for more information will be emailed to the student within ten (10) business days of receipt.

NOTE: Any information the student provides will be kept confidential and used solely to evaluate the accommodation request. Accommodation requests that are submitted without the required documentation will be denied.

Housing

Moriah Medical College does not provide on-campus housing for students. MMC is not affiliated with, nor does it have control or ownership of any dormitory or housing facilities. Upon request, MMC will provide students with general information about housing in the area and other community resources. Please note that rental prices vary significantly based on geographic location; for reference, the cost of a one-bedroom apartment in the campus area typically ranges from \$1,400 to \$2,500 per month.

Textbooks

The Nursing Program has a standardized textbooks list. It is the responsibility of each student to obtain required textbooks on schedule from Moriah Medical College. NCLEX Study Guides are strongly recommended to utilize during the course as a supplemental resource.

Career Services

Moriah Medical College does not guarantee job placement; however, the Student Services department makes every effort to assist all graduates in their job search. The Student Services Representative and Program Director regularly post open positions in the student break room on campus and share current job opportunities for students and graduates via email distribution lists. In the final semester of the program, Nursing Faculty assist with preparing, updating and customizing cover letters and resumes. Nursing Faculty provide instruction on interviewing techniques and further enhance students' interviewing skills by organizing a Mock Interview panel in the final semester, which includes hiring managers from the local healthcare facilities.

Transportation

Moriah Medical College does not provide transportation to its students, but its campuses are centrally located in the heart of the Santa Clarita Valley, where public transportation is readily available. Students will need a reliable means of transportation for class, clinical, and field trips. Students are responsible for their own transportation throughout the program.

Foreign Students

MMC does not admit students from other countries and does not provide visa service or English language services to prospective foreign students. English is the only medium of instruction in this institution. All textbook & other educational materials are in English. MMC is not authorized to provide student visas and will not vouch for student status, nor any associated charges.

General Regulations

Student Location Policy

A prospective student's location is derived from the address provided by the prospective student on the completed admissions application.

A current students' location is based on the permanent address provided by the student at the time of the initial enrollment. This address is verified with a government issued identification card and recorded in the institution's student information system. Current and former students may update their location in the institution's student information system by submitting a *Student Information Change Form* to the Student Services Department.

A change in a student's physical location may affect their ability to successfully complete the program, which could result in the loss of eligibility for credentialing exams.

Criminal Background Checks

Individuals having been convicted of a felony or certain other crimes may not be eligible to apply for state licensure in California (or certain other states). As part of Moriah Medical College's application process, applicants will be asked if they have a criminal record. Moriah Medical College does not decide or determine an individual's eligibility for licensure and/or certification; rather, this determination is made by the licensing and/or certifying entity. Students enrolled at Moriah Medical College will be asked to submit to a 7-year background check and a drug test in order to complete their clinical hours at hospitals or other medical facilities.

Criminal Record

Applicants who have a criminal record involving a felony may be permitted to enroll in the program. However, each applicant for licensure will be required to answer questions on the application related to certain past behaviors or legal history. The Board of Vocational Nursing

Moriah Medical College

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and Psychiatric Technicians will review applications for the licensure and address criminal offenses on a case-by-case basis.

Any student having questions regarding his/her eligibility for licensure should contact:

Enforcement Coordinator
Board of Vocational Nursing and Psychiatric Technicians
2535 Capitol Oaks Dr #205
Sacramento, CA 95833
(916) 263-7800

Drug-Free Campus

The summary of Moriah Medical College's policy and penalties relative to controlled substances (illicit drugs) and alcohol, as required by the Drug Free Schools and Communities Act Amendments of 1989, is provided to each student enrolled at the institution. Students are required to be knowledgeable of and comply with Moriah Medical College's Drug-Free Campus/Workplace Policy, which is listed below:

Students are permitted to take legally prescribed and/or over-the-counter medications consistent with appropriate medical treatment plans while in class or clinical ***unless*** the prescribed or over-the-counter medications ***affect*** the student's ***safety, academic performance, the safety of fellow students, faculty/staff, patients, or members of the public.***

The name of the prescribed medication(s), purpose, and signature of the provider ***must be on file*** in the student's health record. The instructor(s), Program Director, and/or Campus Director should be consulted to determine if the student is capable of continued participation in academic and clinical activities and remain on campus, or if the student needs to be removed from class, clinicals, or the campus. The student shall not take a friend's or relative's prescription drugs. **Failure to report any change in medication use to the instructor and/or Program Director immediately may result in disciplinary action, up to and including termination.**

Drug Testing Policy

Moriah Medical College may conduct drug testing under any of the following circumstances:

1. **RANDOM TESTING:** Students may be selected at random for drug testing at any interval determined by the college.
2. **FOR CAUSE TESTING:** Faculty or staff may ask a student to submit to a drug test at any time the student is presumed to be under the influence of drugs or alcohol, including, but not limited to the following circumstances: evidence of drugs or alcohol on or about the student's person or in the student's vicinity; unusual conduct on the student's part that suggests impairment or influence of drugs or alcohol; negative performance patterns; or excessive and unexplained absenteeism or tardiness.

3. **POST-ACCIDENT/INCIDENT TESTING:** Any student involved in an on-campus or at-clinical accident or injury under circumstances that suggest possible use or influence of drugs or alcohol in the accident or injury event may be asked to submit to a drug and/or alcohol test. “Involved in an on-campus or at-clinical injury” means not only the one who was injured, but also any student who potentially contributed to the accident or injury event in any way.

NOTE: Students may be responsible for any fees associated with drug testing.

All aspects of the vocational nursing program drug policy are conducted in good faith with compassion, dignity, and confidentiality to the extent allowed by state and federal law.

Academic Integrity Policy

Moriah Medical College acknowledges the importance of honest academic behavior. Academic integrity requires a shared commitment to the highest standards for learning. It is the belief of Moriah Medical College that academic honesty translates to personal and professional integrity in the class and clinical setting. We, in the nursing profession, are held to the highest level of integrity due to the special circumstances associated with the care of the client in our charge.

Acts of Academic Dishonesty include:

- ***Cheating:*** Intentionally using or attempting to use unauthorized materials, information or study aids; use of any unauthorized assistance, resources, materials or electronic devices in taking quizzes, tests or examinations and the acquisition of a test or other academic material belonging to Moriah Medical College without permission.
- ***Plagiarism:*** The reproduction of ideas, words or statements of another person as one’s own without acknowledgement or use of an agency to purchase assignments, papers or other academic materials.
- ***Unauthorized Collaboration:*** Intentionally sharing or working together in an academic exercise when such actions are not approved by the course instructor.
- ***Falsification and Fabrication:*** Intentional and unauthorized falsification or invention of any information or citation furnished to any college official, faculty member, or office.
- ***Collusion:*** Permitting or attempting to help another to violate the academic honor code; alteration or sabotage of another student's work, such as tampering with laboratory experiments.

Students found to be in violation of the college’s Academic Integrity expectations will be subject to immediate dismissal from the program, at the discretion of the Program Director.

Professional Behavior

The California Nursing Practice Act requires its practitioners to be fully accountable for their clinical decisions and actions. The student vocational nurse is a recognized member of the professional health care team and must conduct themselves in a professional manner at all times. Each student's behavior both on and off duty is a reflection of our chosen profession, as well as our college. Moriah Medical College reserves the right to dismiss or terminate a student for breach of the college's rules and regulations or for any cause by which Moriah Medical College deems necessary for the good of the college. Student conduct both in the classroom, clinical setting, and on college premises must always be professional.

Code of Conduct

The following list includes some, but not all, unacceptable behavior forms that can and may lead to disciplinary action up to and including termination:

- Obscene language, cursing
- Hostile arguing
- Failure to pay tuition
- Falsification of records (such as fraudulent documentation, signing documents for others, copying or allowing others to copy assignments, etc.)
- Violations of the Health Insurance Portability & Accountability Act (HIPAA)
- Striking and physical fighting
- Physical or mental intimidation
- Bullying of any kind, including but not limited to verbal, physical, and gesture bullying, or bullying by Expulsion
- Theft of college or personal property
- Disrespectful behavior towards a staff member
- Fraternization with a patient, facility staff member, or Moriah Medical College employee
- Violent behavior or threats of violence
- Behavior disruptive to teaching or learning
- Behavior deemed harassing of any nature and/or discriminatory
- Unauthorized recording, photographing, publishing of others (including peers, patients, faculty, etc.)
- Failure to comply with prescribed Plan of Action/Probation
- Any behavior that jeopardizes or has the potential to jeopardize a contracted facility or school affiliated activity, including but not limited to clinical incompetence, patient abandonment, or violation of facility protocols

Students are not allowed to initiate, maintain, or otherwise engage in a social relationship with any patient/resident, Moriah Medical College staff, or contracted facility staff during the course of his or her enrollment as a Moriah Medical College student. Students shall not exchange phone numbers, be engaged in sexual misconduct, or exchange acts of physical

contact outside of the ethical nurse-patient relationship or student-faculty relationship. Students shall not give or receive gifts, favors, or accept monetary gifts from patients/residents, their families, or facility staff. Students shall not email, give or receive written communication or photographs, nor have social media networking relationships with patients/residents, their families, or staff of a contracted facility. Student communication and interactions with Moriah Medical College employees while actively enrolled must be solely academic in nature.

If a student's behavior brings disrespect, dishonor, dishonesty or embarrassment to the college (disruptive behavior such as arguing, fighting, profane language, boisterous tone while in uniform or representing the college), the student may be issued a Program Expulsion Notification, which requires attendance at an Appeal Hearing.

As it is impossible to predict every type of occurrence, disciplinary action may result based on an individual basis. If a student's actions are so flagrant or egregious as to jeopardize the learning environment, a clinical site, pose a risk of harm or threat of safety to others, or breaks the law (including HIPAA), the student may face immediate termination without utilizing the PEN process.

Moriah Medical College endeavors to provide a safe learning environment for all students and staff; threats made to students and or staff will result in law enforcement being contacted and immediate termination.

Study Habits

Reading assignments before class will increase the value of your learning. Students should expect to dedicate *a minimum* of two hours of study time for every one hour spent in class. In other words, for every four hours of class, eight hours should be dedicated to self-study outside of class.

Personal Property

Moriah Medical College expressly disclaims liability of any kind for the loss, theft, damage, destruction or other casualty to personal property of any kind owned by students, visitors or others. Students must personally take all responsibility for guarding and safekeeping all personal property on school premises. A lost and found is maintained in the campus reception area. Items left more than 30 days will be discarded.

Student Health & Disability

Student vocational nurses provide direct patient care under the supervision of a Registered Nurse or Licensed Vocational Nurse. To successfully progress through the nursing program and function as a practicing nurse upon graduation, an individual must be able to perform certain physical and mental activities. This list includes functional abilities recommended by the National Council of State Boards of Nursing Inc. as necessary for participation in a nursing

program. Each student will be required to submit a **current** attestation from their healthcare provider certifying that the student has the following functional abilities:

- **Analytical thinking ability:** analytical thinking skills must be sufficient to transfer knowledge from one situation to another, process information, evaluate outcomes, problem solve, prioritize tasks, and use long- and short-term memory
- **Emotional stability:** must be able to establish therapeutic boundaries, provide clients with emotional support, adapt to changing environment/stress, deal with the unexpected, focus attention on task, monitor your own emotions, perform multiple responsibilities concurrently, and handle strong emotions (e.g., grief)
- **Gross motor skills:** must be able to move within confined spaces, sit and/or stand and maintain balance, reach above shoulders (e.g., IV poles), and reach below waist
- **Manual dexterity:** must have the ability to handle small objects, pick up objects, grasp small objects, pinch, pick (e.g., manipulating a syringe), twist (e.g., turn objects/knobs), squeeze (e.g., eye dropper), and perceive texture.
- **Physical endurance:** must have the ability to stand for the duration of an 8-12 hour shift, sustain repetitive movements, and maintain physical tolerance.
- **Physical strength/mobility:** must have the ability to push, pull, and lift up to 50 pounds frequently, but occasionally may exceed these limits.
- **Sensory/observation:** must be able to accurately observe close-at-hand and at-a-distance to gather data. Students must possess functional use of the senses that permit such observation including tactile, visual, hearing and smell.
- **Communication Skills:** must be able to effectively communicate in English on oral, written and electronic forms (typing).

Because of the high-risk population under their care, contracted facilities will require all students to be free of communicable diseases. Documentation of the following must be submitted to Moriah Medical College prior to the first day of the program and it is the student's responsibility to ensure that all health records remain up to date through graduation:

- Tdap; and/or Td booster vaccination record
- Measles, Mumps, Rubella immunity (Titer required)
- Hepatitis B (Titer required)
- Varicella (Titer required)
- Influenza (current season, vaccination record)
- Tuberculosis screening: 2 step PPD (annual); Negative CXR; or QuantiFERON Gold
- Up-to-Date COVID-19 vaccination record
- Drug screen (**MUST INCLUDE:** *amphetamines, barbiturates, benzodiazepines, benzoylecgonine, marijuana, meperidine, methadone, opiates, oxycodone, phencyclidine, propoxyphene*)

All students must have health insurance. Clinical facilities are not obligated to give free medical care. Illness of any form is to be reported to the clinical instructor. Students are encouraged to

carry professional liability insurance. Information concerning who is to be notified in case of emergencies is recorded in each student's file.

If at any time during the program the student has a change in health status, surgery, becomes injured or seriously ill, the student will be required to provide an updated medical clearance from the healthcare provider managing their condition. The clearance must specify that the student is not contagious, has no limitations on their ability to perform the expected duties of a nursing student, and may safely resume in-person learning.

Nursing administration may at times require a student to obtain an updated medical clearance based on the student's report, appearance, or behavior. If a student's healthcare provider deems that it is not safe for the student to operate without limitations, the student may be eligible for reasonable Special Accommodations. The student may opt to request a Leave of Absence, depending on the extent and anticipated length of the disability.

Students who miss class or clinicals due to a change in health status are subject to the college's attendance policy.

Pregnancy

While pregnancy is a normal condition, there are certain legitimate concerns regarding the pregnant student while on campus and at the clinical site. In each case of pregnancy, the student will be required to inform the Program Director and the Clinical Coordinator of her pregnancy. Additionally, any VN student who is or becomes pregnant must provide a medical clearance from their obstetrician stating that the student may perform the functions of a VN student without limitations. *The student may not attend theory class and/or clinical rotations until such clearance is obtained.* Nursing students must accept full responsibility for any risks to self and fetus associated with any class or clinical assignments. The student is required to notify the Program Director and Clinical Coordinator of any change in her pregnancy status which may necessitate withdrawal from the program. Following delivery, written approval from the physician for unrestricted activity in clinical nursing practice must be submitted prior to return to class.

Every available means will be utilized to maintain the student's ability to make-up lost class time, but it must be recognized that this may not be possible. In cases of prolonged disability, a meeting will be held with the Program Director to develop an alternate plan. However, if this cannot be achieved the student may need to withdraw and apply for re-entry after delivery.

Dress Code Policy

The health profession maintains high standards for personal appearance and grooming. It is essential that the College's designated uniform be worn as described below by all students throughout the program, in the class, and in the clinical setting. Good personal grooming must be maintained at all times.

An instructor may dismiss a student from the classroom or clinical area for failure to comply with these regulations. The student will accrue an absence for that day.

Uniforms

- Red (theory) or White (clinical) ironed nursing scrub top with red uniform pants (no elastic ankles)
- White knee-length dress is permissible for students unable to wear pants.
- Conservative underwear, neutral in color with no patterns.
- A solid white short-sleeved T-shirt or cotton turtleneck jersey may be worn under the uniform top.
- Clean, white leather tennis or duty shoes with white laces must be worn (shoes must have noiseless rubber heels)
- No clogs, open-toes, no sports or open-back shoes.
- Identification badges: The College picture ID should be worn at all times in the clinical area and on college premises. Lost ID badges subject to replacement fee.
- Plain white sweaters or white scrub jacket as assigned by the College are acceptable
- A white undershirt or sweatshirt (short or long-sleeved) may be worn under the uniform for warmth. No colored shirts may be worn. Undershirts may not extend below the hem of uniform top.
- Students may not wear hoodies or sweatshirts.
- Only surgical caps/hats are allowed (unless medical or religious exemption).

Image

- Fingernails must be clean and short. Colorless or nude/flesh-tone polish may be worn. Acrylic overlay/artificial nails are prohibited.
- Makeup should be natural looking, moderate and attractive. Students are required to bathe daily and apply deodorant.
- Hair must be naturally colored; Mohawks are not acceptable.
- Proper oral hygiene is required. Dentures and caps must be white. Gold, silver or designer caps are not permitted.
- Heavy perfume and colognes are not permitted. The excessive odor of perfume, cologne, scented powders, tobacco, or other offensive body odors is unacceptable in the healthcare environment.
- Hair must not touch the collar of the uniform, and styling must be professional and appropriate. Hair should be styled neatly and in such a manner that it does not move about freely, thereby becoming a possible source of contamination. Wigs must comply with the above. Decorations/adornments are not permitted.
- Jewelry is limited to the following: wedding band, watch, one pair of small stud earrings in the lower lobe of ear (women only), and medic alert. No other jewelry is allowed, including but not limited to, tongue rings, body piercings, nose piercings, ear stretchers, bracelets. Key chains or lanyards that dangle out of the pocket are not allowed. Implanted decorative jewelry must be covered at all times.

- Chewing gum is strictly prohibited in all clinical facilities and classroom.
- All visible tattoos must be covered to the fullest extent possible in the classroom and clinical settings.
- Facial hair must be short and neatly trimmed.

Students are representing Moriah Medical College and the nursing profession. Adherence to the dress code policy is mandatory. **The instructor is the final authority on dress.** Students violating these rules will be issued a Student Advisement for Conduct.

Dress code violations that cannot be immediately corrected may result in dismissal from the class/clinical setting. The student will not be permitted to return until the next scheduled theory or clinical day and will accrue an absence.

Outside Employment

It is recommended that students *not* work during the nursing program. However, students who choose to work should not commit to **more than 20 hours per week** while actively enrolled. Minimum class, clinical, and study time commitment to the nursing program is approximately 40-60 hours per week. Full-time employment is discouraged due to clinical, classroom and study commitments. Work commitment for evenings prior to clinical rotation is strongly discouraged.

Students may not be on duty within 8 hours preceding a clinical experience in an assigned healthcare agency. Such practice is unsafe for the patients and unhealthy for the student.

Use of Electronic Equipment

- **Tape Recorders** – Permission for using a tape recorder in class should be obtained from each instructor *before* use.
- **Other** – Possession of electronic equipment such as tablets, cellular phones, or personal laptops disrupt the educational process; therefore, are not permitted in the class or in the clinical setting without expressed permission of the instructor.
- Unless prior authorization has been granted, any visible cellular phones during class and/or clinical hours will be removed by the instructor and can be retrieved after class/clinical time. 1st offense: verbal warning, 2nd offense: conduct advisement and probation, 3rd offense: dismissal from the program.

Calculator Policy

During the administration of an exam, students may only use calculators provided by the college for testing. Instructors will distribute calculators at the beginning of the exam and collect them when the exam is completed.

Students *are not* permitted to use personal calculators or technological devices with calculators.

Social Media Policy

Social Media is a way for people to use technology for social interaction through the use of words, images, audio and video. Examples of social media sites include but are not limited to, Facebook, Twitter, LinkedIn, YouTube, TikTok or “blogs”; and can also include media sites that are offered by television networks, newspapers, and magazines. Please remember that social networking sites are in fact public forums. This means that the information that is posted or shared can be viewed by others.

Information published on social media networks that has to do with any aspect of the College must comply with Moriah Medical College’s Code of Conduct, HIPAA compliance, and all policies outlined in the Student Handbook. **Any statement made electronically which can cause actual or potential harm or injury to another or to the school will be grounds for dismissal.**

Students at Moriah Medical College are free to express themselves as private citizens on social media sites to the degree that their speech or posting:

- Does not violate confidentiality implicit in their roles as Vocational Nursing students
- Does not directly or indirectly reflect patients, diagnoses, or any content related to patient care or clinical experiences.
- Does not impair working relationships among students and staff of the College
- Does not ridicule, malign, disparage or otherwise express bias against any race, religion or protected class of individuals
- Does not reflect behavior that would reasonably be considered reckless or irresponsible as members of Moriah Medical College
- Does not contain false information that harms the reputation of another person, group or organization (defamation)
- Does not cause harm or injury to another or to Moriah Medical College
- Does not negatively affect the public perception of Moriah Medical College

Moriah Medical College students may be required to access their social media sites at the request of the Nursing/Allied Health department to verify compliance with the above stated policies. **Failure to comply may result in immediate dismissal from the Nursing program.**

Moriah Medical College will not tolerate violations of the Social Media Policy. Activity on a social networking site, which is determined to be an infraction of the Social Media Policy, will result in disciplinary action, ranging from a written student advisement up to dismissal from the program.

VN Program Attendance Policies

Week One Attendance

Any absence by a student listed on the official class roster during Week One of Semester I will result in the student being dropped from the program. A student dropped from the program based on an absence in week one will be replaced by a designated alternate. A student dropped from the program pursuant to this rule has the option of being placed back on the waiting list and, if there is no waiting list, being designated as an alternate. An alternate who is absent during the first week will lose his/her alternate position and be placed on the waiting list. Essentially, any absences during week one results in a forfeiture of the student's position in the class or as an alternate.

Absences and Tardiness

Excessive absenteeism is not permitted, as the Board of Vocational Nursing and Psychiatric Technicians requires a specific number of hours for completion of the program. Since the primary purpose of this program is to prepare students for employment, attendance and punctuality are of **utmost** importance. Theory and clinical absences will be treated separately. All absences, *whether excused or unexcused*, will result in the issuance of a written Student Advisement. Students will be subject to the Student Advisement and Program Expulsion Notice (PEN) Policy for an accumulation of absences.

NOTE: All clinical absences will accrue a penalty fee of \$25.00 per occurrence, per student, to offset the costs of scheduling additional faculty coverage and facility placement for the make-up day(s). No exceptions.

The course schedule and clinical assignments are subject to change at any time during the program. The staff will make every effort to notify students of any changes in a timely manner; however, **flexibility** is necessary in terms of class and clinical schedules.

Children are not allowed to be present during class or clinical assignments.

Six (6) consecutive absences will result in immediate termination from the program. Theory and Clinical Attendance is calculated separately. Six (6) total absences for theory or clinicals may result in termination from the program in accordance with the Program Expulsion Notice (PEN) policy.

Make-Up Policies

Theory:

Theory make-up hours must be completed within **seven (7) calendar days** of the date the theory absence was accrued. Students should consult with the assigned instructor for methodology. Examples of theory make-up assignments may include one/some of the following:

- Written assignment,
- Quiz/Examination,

- Attending a makeup lecture; seminar, workshop or special meeting

If the student does not make up theory hours within the specified timeframe, the student will receive a Student Advisement for Conduct and be offered a 24-hour extension. Students who do not complete the makeup hours by the extension will not advance to the next course. Each student must complete all hours allotted for each course, no exceptions.

In all courses, if a student misses an exam due to absenteeism, the student must take the exam within **one (1) week** per instructor's direction and will incur a 10% deduction.

Clinical:

Students are required to make up any missed clinical objectives within **seven (7) calendar days** of the clinical absence. It is the student's responsibility to notify the clinical instructor of any missed clinical objectives prior to the beginning of the clinical shift.

All clinical make-up hours must be completed prior to the end of the semester at the Clinical Coordinator's discretion. **The student must sign up for a clinical makeup day within one (1) week of returning to school.** The student's current scheduled hours and clinical sites are not guaranteed; and makeup shifts will be subject to availability. The student will be responsible for making arrangements with the Clinical Coordinator and/or Clinical Instructor.

Partial days are not permitted; any absence from clinicals will result in the student completing a minimum 8-hour clinical make-up day.

Clinical objectives that were not met may be satisfied by one of the following at the discretion of the Clinical Coordinator:

- Demonstration of specific procedures in the clinical skills laboratory
- Completion of the missed skills/objectives in the clinical setting

Failure to attend a scheduled clinical make-up day(s) will result in the issuance of a Program Expulsion Notification (PEN) for Conduct.

Tardiness/Leaving Early:

- A student is considered tardy five (5) minutes after class or clinical begins. This includes the return from any breaks.
- Three (3) tardy episodes equals one absence.
- A student that is 15 minutes late may attend class or clinical at the instructor's discretion but will be considered absent.
- A student is considered absent if he or she leaves class or clinicals *before* being dismissed by the instructor.

COVID Policy

In light of the Covid-19 virus, the following attendance exceptions may be considered:

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www.moriahmedicalcollege.edu

- Students who are unable to attend **theory** due to Covid-19 related symptoms or self-isolation precautions will be allowed to attend lecture remotely via Zoom livestream. Attendance will be recorded as “present” and the student will not receive a Student Advisement for the absence(s). If the student misses an exam during this period, they will be permitted to take the exam without penalty within three (3) days of returning to in-person learning.
- Students who are unable to attend **clinicals** due to Covid-19 related symptoms or self-isolation precautions will be required to make up any missed days per the Clinical Attendance Policy. The student will not receive a Student Advisement for the COVID-19 related absence and make up days will be scheduled at the discretion of the school, based on availability of resources.

Leave of Absence

A Leave of Absence may be granted by the Program Director on a case-by-case basis. The student may request a leave of absence for personal emergencies, those reasons included in the Family Medical Leave Act (FMLA), or military service. Students must submit a written request for a Leave of Absence directly to the Student Services Department, including an effective date and supporting documentation. Students whose Leave of Absence is anticipated to extend beyond a two-week period will be required to join a new cohort to complete the semester. Students not meeting satisfactory academic progress may be required to withdraw from the program. Students on Leave of Absence must remain on track with financial obligations during the leave of absence. Any student who does not return at the specified date after a leave of absence will be withdrawn from the program, unless prior approval has been granted. Documentation including updated health records, medical clearances, etc. may be required for students to resume in person learning.

Student Advisement

A Student Advisement may be issued in person or via email when a student violates Moriah Medical College’s policies as outlined in the Student Handbook.

Student Advisement categories include:

- Attendance (Theory *and* Clinical)
- Conduct
- Academics
- Financial

Three (3) student advisements in the same category will result in the issuance of a Program Expulsion Notice (PEN) for that category.

Refusal to Sign

Students are required to sign the written Student Advisement form. Signature by the student acknowledges *receipt* of the Advisement Form and is not an admission of guilt. **Refusal to sign**

the advisement is insubordination and students refusing to sign the advisement will be issued a Conduct PEN.

The student has the right to consult the Program Director if they wish to challenge the grounds or validity of the advisement.

Program Expulsion Notification (PEN)

A Program Expulsion Notification (PEN) is issued when a student violates the Student Handbook policies. There are four violation categories which include **academic, attendance, conduct, and financial**. Once a student has received a PEN, he or she will be scheduled for an appeal hearing with an Appeal Committee to discuss whether the student should be permitted to remain in the program.

Students may be terminated after the second (2nd) PEN in the same category or after a fourth (4th) overall PEN.

If a student's actions are so flagrant or egregious as to jeopardize a clinical site, pose a risk of harm or threat of safety to others, or *breaks the law*, the student may face immediate termination without the PEN or appeal process.

*Theory and clinical attendance are considered separate; however, absenteeism will be addressed in the same manner.

Appeal Process

Appeal Committee

The Appeal Committee assists in bringing a fair resolution to the student after a Program Expulsion Notification has been issued or if a student has failed to meet Satisfactory Academic Progress. The appeal committee is comprised of 2-3 members: Students Services Director/Representative and 1-2 appointed college employees.

Appeal Hearing

The Appeal Hearing is the process that allows students to appeal the PEN and/or SAP decision and justify why they should be permitted to remain in the program. The student will explain in writing why the program's policy was violated, as well as any extenuating circumstances that may have contributed. The student must also provide a list of interventions they will employ to improve future performance. The student must be physically present for the appeal, which is scheduled by the Student Services Director/Representative following receipt of the PEN or failure to meet SAP notice.

Students unable to attend the Appeal Hearing must contact Student Services at least 48 hours *before* the scheduled hearing with a valid reason of why they are unable to attend their scheduled appeal. The student must provide supporting documentation by no later than

5:00pm of the following scheduled class date validating why they were unable to appeal. A new appeal date must be set no more than seven (7) calendar days from the first scheduled hearing. Failure to call or make arrangements with Student Services may result in immediate termination.

Students will be allowed to attend their regular class schedule throughout the appeal process unless the circumstances could jeopardize the safety of other students, instructors, a clinical site, or if the student is experiencing extreme academic failure.

The student is expected to comply with all college policies throughout the appeal process and any additional policy violations during the appeal process will accumulate Student Advisements, and if warranted, additional disciplinary action.

Notification of Appeal Decision

The Appeals Committee will review the student's case, and follow up with one of the following decisions:

1. Void a Student Advisement and/or PEN* or
2. Place the student on Probationary Status and implement a mandatory Plan of Action; or
3. Expulsion from the nursing program (termination).

*A PEN may be voided from the student's record if extenuating circumstances are deemed valid. Voided PENs will remain in student's file for documentation purposes but will not count against the student.

At-risk students who successfully complete the prescribed Plan of Action **and** meet criteria for course progression may have one (1) Academic Program Expulsion Notification (PEN) voided at the discretion of the Program Director.

Probation

Students placed on Probation will be required to follow a Plan of Action that includes all requirements needed for the student to remain enrolled in the program. The student will be granted a *minimum* 30-day probationary period where the student must demonstrate evidence of improvement. Failure to abide by the Plan of Action may result in termination from the program.

If one of the requirements of the Plan of Action is to have mandatory weekly scheduled appointments with the Student Services Director/Representative, the student and Student Services Director/Representative will discuss the student's progress throughout the probationary period. Failure to appear to weekly appointments is a violation of the probation and may result in termination from the program.

Grievance Policy

A grievance is anything, which, in the opinion of the student, is an infringement of his/her

rights. This grievance policy outlines a systematic means by which conflicts may be resolved. The escalation process below must be followed **in sequence** until a satisfactory solution is reached. The **Grievance Form** is available on the school's website under the "Current Students" section.

For concerns regarding peers:

1. Respectfully discuss the concern directly with the person involved
2. Notify the instructor of your concerns
3. Document your concerns in writing using the **Grievance Form**, and submit to the Student Services Department for resolution and follow up
4. Findings and conclusions will be communicated to the student in writing within five (5) business days

For concerns regarding faculty/office personnel:

1. Respectfully discuss the concerns with the faculty-member involved
2. Document your concerns in writing using the **Grievance Form**, and submit to the Student Services Department for resolution and follow up
3. Findings and conclusions will be communicated to the student in writing within five (5) business days

For clinical-related concerns:

1. Respectfully discuss the concern(s) with the clinical instructor
2. Document your concerns in writing using the **Grievance Form**, and submit to the Clinical Coordinator for resolution and follow up
3. If the concern remains unresolved, you may forward your written grievance to the Student Services Department for resolution and follow up
4. Findings and conclusions will be communicated to the student in writing within five (5) business days

For all other program-related concerns:

1. Document your concerns in writing using the **Grievance Form**, and submit to the Student Services Department for resolution and follow up
2. Findings and conclusions will be communicated to the student in writing within five (5) business days

In instances where the Student Services Department cannot investigate the case objectively, the Campus Director and/or Program Director will be notified immediately to facilitate the investigation and communicate the outcome to the student.

NOTE: All concerns shall be held in strict confidence. Additionally, the student(s) is expected to cooperate fully with any investigation or request for additional information or documentation; failure to do so may limit the college's ability to bring resolution by the specified deadline.

Protection from Bad Faith Complaints

It is the responsibility of the institution to balance the rights of all parties. Therefore, if the institution's investigation reveals that the complaint is malicious or knowingly false, the case will be dismissed and the person who filed the complaint may be subject to discipline, up to and including termination/expulsion from the program.

Complaints

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (1-888-370-7589) or by completing a complaint form, which can be obtained on the bureau's Internet Website:
<http://www.bppe.ca.gov>

Additionally, Vocational Nursing students are free to contact the State Board of Vocational Nursing and Psychiatric Technicians with program-related concerns. The contact information is as follows:

Board of Vocational Nurses and Psychiatric Technicians

2535 Capitol Oaks Dr #205

Sacramento, CA 95833

Phone: (916) 263-7800

Fax: (916) 263-7855

Remediation Policy

Any student who fails an exam will be required to attend **mandatory** remediation. Remediation must be completed by the prescribed deadline in order to gain eligibility for a Retake Exam.

Remediation assignments are at the discretion of the instructor and may be individualized according to the student's needs. Remediation may be offered in a 1:1 setting or in a small group setting. Remediation must be completed outside of class time but may be completed in the home or campus setting – depending on the instructor's discretion.

Remediation may be required for theory and/or clinicals, and activities may include but are not limited to:

- Remediation templates
- Written assignments (ie: case studies, practice packets, etc.)
- NCLEX-style practice questions,
- Attending a makeup lecture; seminar, workshop or special meeting
- Participating in skills practice in the laboratory

The Student and the Remediation Instructor must sign the Remediation Form to document the date and type of remediation completed, as well as success of the remediation efforts. Failure to do so will result in the student being required to complete remediation again.

Students *may not* progress to the next semester without satisfying all mandatory remediation requirements. **Students who do not comply with the remediation plan by the prescribed deadline will be issued a Conduct - Student Advisement.**

HESI Remediation

HESI provides an individualized detailed remediation plan for students regarding their specific areas of weakness. Remediation is the process of identifying the need to take action to help remedy a situation, that if left unresolved, may result in unfavorable outcomes.

Following the administration of a HESI Exam, students may be required to remediate based on their individual HESI examination score. Students with lower HESI scores require more intense remediation, whereas students with higher HESI scores require less remediation. HESI examination scores are indicative of a student's success in the program and on their NCLEX examination for licensure.

Evaluation Methodologies

Satisfactory Academic Progress (SAP) Policy

Satisfactory Academic Progress (SAP) is defined as the successful progression through an academic program of study. Each student is required to maintain satisfactory academic progress to remain enrolled in the college.

SAP is measured *at the end of every semester* using both qualitative and quantitative measurements. Qualitative measurements require that the student achieves an overall grade point average of at least 75% for each course, to meet the SAP requirements for that semester. Quantitative measurements require the student to complete all scheduled clock hours within a specified time frame. The SAP policy is applied equally and fairly to all students, upholding the principles of transparency and equity.

To remain enrolled in the program and progress to the next semester, students must meet the following qualitative measurements:

- *Theory Exam Average must be 75% or above; **and***
- *Overall Theory Course Average must be 75% or above; **and***
- *Overall Clinical Course Average must be 75% or above*

To remain enrolled in the program and progress to the next semester, students must meet the quantitative measurement outlined below under minimum clock hours:

	SCHEDULED CLOCK HOURS	MINIMUM CLOCK HOURS FOR PROGRESSION
SEMESTER 1	384	368
SEMESTER 2	384	368
SEMESTER 3	384	368

Maximum Timeframe for Program Completion

Students enrolled in this program are expected to complete all academic requirements within 15 months of their start date. In accordance with the Satisfactory Academic Progress (SAP) policy, students must complete the program within a maximum timeframe of **150% of the program's published length**.

Failure to Meet SAP

Students who fail to meet the Satisfactory Academic Progress (SAP) requirements, whether based on qualitative (grade-based) or quantitative (attendance) standards, will be notified in writing. Students who receive such notification will have the opportunity to appeal the decision in accordance with the institution's established **Appeal Process**.

- Students found to be in violation of the qualitative SAP requirements will be subject to program termination.
- Students found to be in violation of the quantitative SAP requirements may petition to remain in the program on a probationary status, at the discretion of the Appeal Committee.
- SAP Probation will be removed once a student has satisfactorily completed all terms outlined on their individualized *Plan of Action (POA)*.

Course Withdrawals: count as attempted hours but not as completed hours when calculating the quantitative standard and maximum timeframe (150%). Too many withdrawals may result in failure to meet SAP requirements.

Repeated Courses: both the original and repeated attempts count as attempted hours. Only the highest or most recent grade is used in calculating the qualitative (grade-based) standard. Repeated clock hours also count toward the maximum timeframe (150%).

Incomplete Grades: treated as attempted but not completed hours until a final grade is submitted. This negatively affects the quantitative (pace) standard at the time of SAP evaluation. Once a final grade is assigned, it will be factored into both the qualitative and quantitative measures in the next SAP review.

Reinstatement: If the application of satisfactory academic progress has resulted in termination, the student may be eligible to apply for re-entry to the program in accordance with the institution's **Re-Entry Process**.

Grading Scale

The grading system used is as follows:

A = Excellent 93 - 100

B = Good	84 - 92
C = Satisfactory	75 - 83
F = Fail	0 - 74

TC = Transfer Credit
W = Withdrawal
INC = Incomplete

Transfer Credit: A “TC” grade represents a course that has been transferred in from another institution. Any course grade of “TC” is not calculated into the grade point average.

Withdrawal: A “W” grade is issued when a student is withdrawn from the course prior to the scheduled completion. Any course with a “W” is not calculated into the grade point average.

Incomplete: A grade of “INC” is issued when an active student becomes inactive in a course due to extenuating circumstances, such as a leave of absence. An Incomplete “INC” will become a Fail “F” if the student does not return at the prescribed return date to complete all outstanding course requirements.

Theory Evaluation

A minimum 75% average for theory exams and overall course grade point average must be achieved to pass each theory course. Theory grades are comprised of written exams, HESI exams, and homework assignments.

Any student who fails a written exam will be issued a Student Advisement, and required to complete mandatory remediation, in accordance with the **Remediation Policy**. Any student who fails a HESI specialty exam will be required to complete mandatory remediation, in accordance with the **Remediation Policy**.

Clinical Evaluation

A cumulative 75% average must be achieved to pass each clinical course. Clinical grades are comprised of competency/skills evaluations, professionalism, participation, written assignments, and a dosage calculations exam. Dosage Calculations Exams must be passed in accordance with the **Dosage Examination Policy**, in order to progress to the next semester.

Grading Rubrics

A detailed grading rubric for each theory and clinical course is outlined in the corresponding course syllabus. Students are issued course syllabi on the first day of each semester.

Dosage Calculations Exam Policy

Students must pass a dosage calculations exam during each clinical course.

The first attempt will be given at the instructor's direction, either in the class or clinical setting. If needed, the second (2nd) attempt will be given at least 24-hours apart, outside of class time. The student must achieve a passing score of 90% or above on the first or second attempt.

First Attempt:

If the student scores below 90% on the first attempt, he or she must complete remediation and retake a dosage calculations exam after 24 hours.

Second Attempt:

If the student scores below 90% on the second attempt, he or she will receive a failing grade for Clinicals and will not advance to the next semester. The student may apply for re-entry to the program when the failed course is next available. The student will still be required to pass the dosage calculations exam to remain with the new cohort.

Re-Entry Process

Students who do not successfully complete a course may apply for re-entry to repeat the course at the discretion of the Program Director.

To qualify for re-entry, the eligible student must:

1. Submit a written request to the Student Service Department expressing interest in re-entering the Nursing Program. The request must include:
 - a. Identification of the causes for previous withdrawal
 - b. A plan that establishes strategies for future academic success
2. Attend a Re-Entry Meeting that will be scheduled by Student Services, and
3. Complete the Re-Entry Checklist by the prescribed deadline
4. Satisfy all outstanding financial obligations to the institution

The Re-Entry Checklist will denote the length of time the re-entry candidate has to complete all items. Failing to meet all items on the Re-Entry Checklist by the deadline voids the re-entry attempt. The student *may* be eligible to apply for re-entry with the subsequent cohort at the discretion of the Program Director.

NOTE: Re-entry is subject to the approval of the Student Services Representative and Program Director in the Re-Entry Appeal Meeting. Prospective candidates will be notified of a decision within seven (7) days of the Re-Entry Meeting. Conditional acceptance is at the sole discretion of the Program Director, and subject to availability of resources.

Students may be eligible for only one (1) re-entry to the VN Program.

Re-entry candidates are financially responsible for any updated textbook editions, uniforms, screening fees, and/or testing fees (HESI).

Transfer Process

Prospective students requesting to transfer into the Vocational Nursing Program from another school will follow the process below:

1. Contact the Student Services Department expressing interest in applying to the college.
2. Provide Student Services with official transcripts and course descriptions for consideration.
 - a. The Program Director will review transcripts and course descriptions and inform the Student Services Representative which course(s) *may* be eligible for credit.
3. Submit an online application to the VN Program and pay applicable fees.
4. The Admissions Representative will coordinate with the Student Services Representative to schedule competency testing (HESI, Wonderlic, etc)
5. Attend a Transfer Applicant Interview with the Program Director and Student Services Representative.
6. Complete the Transfer Checklist issued by Student Services by the prescribed deadline.

Failing to complete all items on the transfer checklist by the prescribed deadline will void the transfer request. Acceptance is at the sole discretion of the Program Director, and subject to availability of resources.

Accepted transfer students are financially responsible for textbook and uniform purchases, screening fees, and/or testing fees (HESI).

Students who abandon the transfer process may not be eligible for a future transfer request.

VN Program Graduation

1. Successfully pass each course with a 75% or greater;
2. Complete all scheduled theory and clinical hours of instruction; and
3. Student must be current with all financial obligations to the institution

When all Graduation Requirements are met, the student may participate in the Pinning Ceremony and is eligible to apply as a Graduate for eligibility to test with the Board of Vocational Nurses and Psychiatric Technicians.

Pinning Ceremony

Moriah Medical College holds an annual pinning ceremony for its students. Students will be invited to participate if they meet the following criteria:

1. Successful completion of all courses and Nursing program requirements.
2. Student must be current with all financial obligations to the institution.

Pinning Ceremony Dress Code

Women: Nurse's lamp, Nurse's dress, Nurse's cap, White Panty Hose, White shoes (open toe shoes or sandals are not permitted). Hair, makeup, and jewelry must be professional and appropriate for a formal ceremony.

Men: Nurse's lamp, White scrubs, White shoes (open toe shoes or sandals are not permitted).

Board Examination & Licensure

All graduates must take the National Council Licensure Examination (NCLEX-PN) to become Licensed Vocational Nurses in the State of California. Moriah Medical College is designed to provide those enrolled with the knowledge and skills needed to pass the licensing examination and function safe, competent, and effective nurses.

Application for Licensure Eligibility Requirements

- At least 17 years of age;
- High School Diploma or GED equivalent;
- Successful completion of all *Graduation Requirements* set forth in this School Catalog.

TO RECEIVE A DIPLOMA IN VOCATIONAL NURSING AND QUALIFY FOR THE STATE BOARD EXAMINATION, THE STUDENT MUST COMPLETE ALL PRESCRIBED INSTRUCTION AND CLINICAL EXPERIENCES IN ACCORDANCE WITH THE STANDARDS SET FORTH IN THIS CATALOG.

Graduation from the Vocational Nursing Program does not ensure that all students will receive BVNPT approval to sit for the licensure examination (pursuant to *Business and Professions Code Division 1.5, Chapter 2, Section 480* outlining grounds for BVNPT denial of licensure).

Students who *do not* successfully graduate from the Vocational Nursing Program may contact the Program Director to discuss alternative options.

Faculty

Members of the faculty are registered nurses and licensed vocational nurses who have been approved to teach by the California Board of Vocational Nursing & Psychiatric Technicians (BVNPT). The active faculty team at Moriah Medical College includes:

Name	Title	Education
Jaye dela Cruz, RN	VN Clinical Instructor	BSN, Perpetual Help College of Manila
Leslie Delgado, RN	VN Clinical Instructor	BSN, West Coast University
Sandra Hernandez, RN	VN Clinical Instructor	ASN, Ventura Community College BSN, Holy Names University MHA, Columbia Southern University
Meagan Jackson, RN	Program Director Theory Instructor	AA, Florida State University BSN, Florida A&M University MSN-Ed, Grand Canyon University
Rita Jimenez, RN	VN Clinical Instructor	BSN, Aspen University
Jessica Losee, RN	VN Theory/Clinical Instructor	BSN, California State University-Northridge MSN, Northwest Nazarene University
Jay Macready, RN	VN Clinical Instructor	AS, Rio Hondo College
Fatima Martinez, RN	VN Theory/Clinical Instructor	BSN, West Coast University
Ryan Relles, RN	VN Theory/Clinical Instructor	BS, California State University-Northridge BSN, West Coast University
Jonathan Rivas, RN	VN Clinical Instructor	ADN, Antelope Valley College BSN, Grand Canyon University
Krista Salkeld, RN	VN Theory/Clinical Instructor	AS, Glendale Community College BSN, University of Texas-Arlington MSN, Western Governor's University
Tiara Strickland, RN	VN Clinical Instructor	ASN, Herzing University BSN, Ohio University
Alyssa Thompson, RN	VN Theory/Clinical Instructor	ADN, College of the Canyons BSN, California State University-Dominguez MSN, California State University-Dominguez
Rogelio Torrente, LVN	VN Clinical Instructor	BS, PMI Colleges
Mary Umali, RN	VN Clinical Instructor	BSN, Liceo de Cagayan University

Administration

Our dedicated administrative team ensures academic excellence, operational efficiency, and a supportive campus environment for all.

Name	Title	Status
Susan Barredo	Admissions Officer	Full-Time
Stephen Childs	Student Services Representative College Registrar	Full-Time
Meagan Jackson	VN Program Director	Full-Time
Margaret Smith-Williams	Clinical Coordinator	Full-Time

Clinical Affiliations

Moriah Medical College is committed to providing students with hands-on learning experiences that bridge the gap between academic study and professional practice. Through partnerships with renowned healthcare facilities, we ensure that students in our healthcare programs have access to diverse clinical environments, cutting-edge technology, and mentorship from industry professionals. These affiliations support our mission to cultivate skilled, compassionate, and innovative healthcare practitioners. Below, you will find a comprehensive list of the healthcare facilities affiliated with our programs, each offering unique opportunities to enhance your education and prepare you for a successful career in the health sciences.

- Berkley Post Acute
- Holiday Manor
- Canyon Oaks Nursing & Rehabilitation Center
- Caring Corner
- Chatsworth Park Care Center
- Granada Hills Care Center
- Imperial Care Center
- Gateways Hospital & Mental Health Center
- Kaiser Permanente
- La Petite Academy
- Providence Health System/Facey Medical Group
- Rehabilitation Center of North Hills
- Rinaldi Convalescent Hospital
- Sam Dixon Community Clinics
- Santa Clarita Post Acute
- Sherman Village Health Care
- Valencia Center for Women's Health
- Valley Village Care Center
- Women Elite Care: OB-GYN

Facilities & Equipment

Moriah Medical College operates out of an approximately 4,000 square foot building located in the heart of Santa Clarita, California at the corner of Seco Canyon and Bouquet Canyon Road.



Parking

Convenient parking facilities are available at the school for student use. Students are provided a parking map in the first semester to highlight areas designated for student parking.

Library Resource Center

A library of additional resources (including textbooks, workbooks, and Compact Discs (CDs)) related to healthcare and to nursing is available to all students at Moriah Medical College. Students are asked to sign library resources in and out with the Student Services Representative or the Front Desk Receptionist during campus hours.

In addition to the on-site library, every hospital and long-term facility also has a library of healthcare-related reference books. The students may utilize these when they are at the clinical sites. Each facility may have a specific policy regarding the lending of library materials to students while onsite.



HESI® Student Learning Resources

Moriah Medical College has contracted with HESI® to provide additional support and assistance throughout the program in preparation for taking and successfully passing the NCLEX-PN® exam on the first attempt.

Students will first be introduced to HESI® student learning resources in Semester I. Throughout each subsequent semester, students will receive several assignments which may include any combination of the following: practice tests, case studies, and proctored examinations. Faculty will use the HESI® student learning resources as appropriate to supplement theory and clinical instruction, as well as to help prepare students to pass the NCLEX-PN®. At the beginning of each semester, students will receive a HESI® Acknowledgement form outlining all HESI® expectations for the semester.

At the end of Semesters 1, 3, and 4, students will be assigned an online Proctored Assessment that correlates with the subject matter expected to have been mastered within that semester. Dates for all assessments will be available per the student's theory calendar, provided on the first day of class by the Theory Instructor.

At the end of the final course (VN410), students will be assigned an online Comprehensive Exit Exam, which will serve as the Final Exam for VN410. The *minimum* level of proficiency on the HESI Exit Exam is 900 and must be reached in order to successfully pass the exam. **Students who do not meet the minimum benchmark may earn eligibility for a retake in accordance with the Retake Policy.**

Clinical Skills Lab

The clinical skills lab includes two (2) hospital beds, two (2) low fidelity mannequins, and all lab supplies necessary for clinical simulation and hands-on practice of essential clinical skills including:

- Medication cart
- Mannequins (low fidelity)
- Electric hospital beds (with siderails)
- Kangaroo (Joey) Pump and Enteral Feeding supplies
- IV poles and IV infusion supplies
- Bedside tables
- Vital Signs Monitor
- Thermometers
- Emesis basins
- Aluminum walkers
- Wheelchairs with footplates
- Aluminum crutches/walkers
- Bedside Commode/Shower Chair
- Blood Glucose Testing equipment and supplies
- Exam Gloves (sterile, nonsterile)
- Wound care supplies (2x2 and 4x4 Sterile gauze, Abdominal pads, staple remover kits, suture removal kits)
- Respiratory treatment supplies
- Tracheostomy supplies
- Catheterization kits
- Linens (sheets, blankets, bedspreads, towels, washcloths, pillows)
- Syringes (all sizes)
- Medication cabinet & mock medications
- Doppler machine
- EKG machine
- Otoscope
- Suction regulator and canisters
- Meta Oculus for Virtual Reality Simulations



Computer Lab

Students will have access to desktop computers in the computer lab during operating hours, Monday – Friday from 9:00 AM to 5:30 PM. All desktop computers have internet access in addition to several programs intended for NCLEX-PN practice, Pharmacology content review, Dosage Calculation review, Nutrition content review, Fundamentals content review, Nursing Skills review, and Anatomy and Physiology content review.

Students must use the institution's computers responsibly and not engage in computer or Internet use that is inappropriate, offensive or includes pornographic material. Students may not install or remove software from the campus computers unless authorized by an instructor for class work. Students may not use the institution's Internet connection to conduct or download trial and promotional software.

Printing Services

The front desk receptionist will assist students with their printing needs for a nominal printing fee.

Student Lounges/Meals

The Moriah Medical College campus features an area designated for students to be able to sit and enjoy refreshments and snacks. Tables and chairs are provided for comfort; a microwave is also available for student use.

Food may be purchased at nearby establishments or students may bring lunch to consume in the student lounge. Some hospitals and long-term care facilities offer lunch/dinner to students at a reduced price. Students are usually informed of procedures during their orientation to the facility prior to clinical rotations. Students should return promptly to class or clinical areas at their scheduled times.



Disclosures

It is MMC's policy to always provide a copy of the latest school catalog, either in writing or electronically on the MMC website, to all prospective students. The MMC catalog is updated at least once every 2 years or whenever changes in policies occur.

Both the catalog and School Performance Fact Sheets contain important policies and performance data for MMC. Students will be required to sign and date the information included in the School Performance Fact Sheet relating to completion rates, placement rates, license examination pass rates, salaries or wages, prior to signing an Enrollment Agreement.

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370- 7589, option #5, or by visiting osar.bppe.ca.gov.

Moriah Medical College

School Catalog Acknowledgement of Receipt

I _____
(Print your name)

Have received and read a copy of Moriah Medical College's School Catalog, and I agree to abide by all the regulations, policies and procedures thereby stated. I also understand the consequences for non-compliance may result in dismissal from Moriah Medical College.

Signature Date

Program Director Signature Date