

Healing Arts Institute of Clinical Sexology



Clinical Sexology Doctorate and Certificate Program Enrollment Agreement

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Healing Arts Institute of Clinical Sexology

Mission

Mission:

Healing Arts Institute of Clinical Sexology is a private, not-for-profit institution, with the mission to offer an affordable degree that is flexible for working professionals. To produce culturally competent Certified and Doctor of Philosophy (Ph.D.) professionals to better serve the community by providing on-campus educational opportunities and accessible distance learning to foster academic excellence, intellectual inquiry, leadership, research, and commitment to community through engagement of students and faculty members in a dynamic, life-long learning environment.

Purpose of the Institution:

“Sexology” is the study of sex or of the interaction of the sexes, especially among human beings. “Clinical” is relating to or based on work done with real clients. Therefore, the objective of this program is to educate and prepare healthcare providers with the knowledge and skills needed to incorporate clinical sexology into their practices. “Healthcare” encompasses the fields to include but not limited to psychotherapy, psychology, medicine, ministerial service, education, family therapy, mental health counselors, social workers, coaching, and other human service professions.

Healing Arts Institute of Clinical Sexology offers stimulating programs of study that challenge and engage students through inclusive excellence and academic innovation in teaching, research, and community outreach. HAI provides one (1) certificate in Clinical Sexology and one (1) degree in Doctor of Philosophy (Ph.D.).

Licensure Status:

Healing Arts Institute of Clinical Sexology is licensed under the Florida Department of Education by the Commission for Independent Education (CIE) and is authorized to grant a Doctor of Philosophy in Clinical Sexology degree. Additional information regarding Healing Arts Institute of Clinical Sexology may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399- 0400, or toll-free telephone number (888) 224-6684.

*The accrediting agency(s) or association(s) listed below is/are not recognized by the united states department of education as an approved accrediting agency. Therefore, if you enroll in this institution, you will not be eligible for title iv federal financial assistance, state student financial assistance, or professional certification. In addition, credits earned at this institution may not be accepted for transfer to another institution and may not be recognized by employers: the acceptance of the transfer of credit is up to the transferring institution.

Eligible Practice as a Sex Therapist

Graduates of the certificate program and doctorate program at Healing Arts Institute of Clinical Sexology aligns the curricula to be eligible to practice as a Sex Therapist in accordance to Florida State Statute Chapters 490 (Psychological Services) and 491 (Clinical, Counseling, and Psychotherapy Services) under 64B4-7.004 (Use of the Title “Sex Therapist”).

*Students licensed outside the state of Florida, should contact their state licensure board to verify what constitutes the eligibility to practice as a sex therapist within their state and individual licensure.

For additional certification, students are encouraged to identify and seek certification as a sex therapist from an additional certification program which specializes in Clinical Sexology. Some examples include, but are not limited to, American Board of Sexology (ABS) (<http://theamericanboardofsexology.com/>) or American Association of Sexuality Educators Counselors and Therapists (AASECT) (<https://www.aasect.org/>).

*HAI does not have any affiliation or articulation with these certifying bodies.

Clinical Sexology

Program Information

Time Required

Certificate: Clinical Sexology certificate program consists of forty-eight (48) credits. This certificate program consists of Clinical Sexology course work and one externship. At the start of the program, students will decide to attend full or part time. Based on the student's decision, a full or part time program degree will be provided for the students to follow. Along with a degree program, students will acknowledge receipt of catalog containing all curriculum descriptions. At the beginning of each class a syllabus will be provided. Before the start of the first class(es), students will be required to become and show proof- at a minimum- a liability insurance from an organization or agency to practice as a Student Member (higher level of membership if applicable, based on the student's status). Examples include American Psychological Association (APA), American Association for Marriage and Family Therapist (AAMFT), American Mental Health Counselors Association (AMHCA), or AASECT.

The Certificate program can be completed in twelve (12) months full-time (four (4) classes per term) or twenty-four (24) months part time (two (2) classes per term). Certificate completion should not exceed thirty-six (36) months. Failure to complete the Certificate program requirements will result in being dropped from program. Enrollment is prior to the beginning of each term. Currently, HAI does not offer specialized concentrations.

Doctor of Philosophy: The Clinical Sexology Ph.D. consists of ninety-six (96) credits. At the start of the program, students will decide to attend full or part time. Based on the student's decision, a full or part time program degree will be provided for the students to follow. Along with a degree program, students will acknowledge receipt of catalog containing all curriculum descriptions. At the beginning of each class a syllabus will be provided. Before the start of the first class(es), students will be required to become and show proof- at a minimum- a liability insurance from an organization or agency to practice as a Student Member (higher level of membership if applicable, based on the student's status). Examples include American Psychological Association (APA), American Association for Marriage and Family Therapist (AAMFT), American Mental Health Counselors Association (AMHCA), or AASECT.

It can be completed within twenty-four (24) months as a full-time student (four (4) classes per term and one (1) year for dissertation) or forty-eight (48) months as a part-time student (two (2) classes per term and two (2) years for dissertation). On average it takes students an additional one – two (1-2) years after completing their Clinical Sexology classwork to complete their Dissertation or Doctoral Project, which is worth fifteen (15) credits (three (3) credits per term for a total of five (5) terms). While completing the dissertation or doctoral project, student must be enrolled each term for dissertation or doctoral project credits. After the required 15 credits, students will need to register for dissertation/doctoral project class at one (1) credit each term until student completes the degree. Failure to maintain class enrollment each term throughout entire program and until dissertation or doctoral project is complete will result in being dropped from the program. Degree completion is to not exceed seven (7) years. Failure to complete their degree in the required time will result in students being dropped from the program. Enrollment is prior to the beginning of each term. Currently, HAI does not offer specialized concentrations.

Credential for Satisfactory Completion

Students who successfully complete all forty-eight (48) credits of the certification program will be awarded a Certification in Clinical Sexology. Students who successfully complete all ninety-six (96) credits of the doctorate program will be awarded a Doctor of Philosophy (Ph.D.) degree in Clinical Sexology. Degrees awarded by Healing Arts Institute of Clinical Sexology are in accordance of the Commission for Independent Education, Florida Department of Education.

Additional Information regarding Healing Arts Institute of Clinical Sexology may be obtained by contacting the Commission for Independent Education, Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888) 224-6684.

Clinical Sexology Program

Fee Schedule 2020

Healing Arts Institute of Clinical Sexology does not charge tuition and fees based on In-State or Out-Of-State cost. As a result, HAI has a flat rate of cost for tuition and fees. The tuition and fees are succeeding. HAI does not offer any additional fee waivers or discounts in tuition or cost.

Total Doctorate Program Tuition

The Ph.D. in Clinical Sexology cost is as follows: 96 credit hours at \$200 (USD) per credit hour.
Total Tuition Cost: \$19,200.00 (USD)

Total Certificate Program Tuition

The Certificate in Clinical Sexology cost is as follows: 48 credit hours at \$200 (USD) per credit hour.
Total Tuition Cost: \$9,600.00 (USD)

Administrative Fees and Costs

Books and course materials are purchased independently by the student and are not included in the Tuition/Fee schedules printed here.

The current fee schedule is as follows:

Registration Fee (one-time):	\$ 100.00
Transcript Request Fee:	\$ 10.00 (non-refundable)
Administrative Fee:	\$ 100.00
Re-Entry Fee:	\$ 50.00
Textbooks and Supplies:	\$ 600.00 (approximate)

TERMS OF PAYMENT OF TUITION AND FEES

The following payment options are available for all students:

1. Students may choose to pay for the entire program in full at any time. However, there is no reduction in fees based on prepayment. HAI reserves the right to increase the cost per credit, registration fee, and/or education fees on an annual basis.
2. Students may negotiate, at the time of registration, a weekly, monthly, or quarterly payment plan. The balance may be paid in full at any time

CANCELLATION AND REFUND POLICY

Healing Arts has open enrollment, so a student's start date will be based on the first class that student attends.

1. Cancellation can be made in person in writing, by electronic mail with return receipt, by Certified Mail or by termination. Withdraw from the program prior to taking any classes and will be refunded full tuition paid within 30 days, withdraw notice must be received the day before class starts.
2. Cancellation after attendance has begun, through 40% completion of the program, will result in a Pro Rata refund computed on the number of hours completed to the total program hours.
3. Cancellation after completing more than 40% of the program will result in no refund.
4. If a student is terminated, the Cancellation and Refund Policy will be applied. Students may be terminated from the program by the Healing Arts Board for just cause as described under the Student's Responsibility section. Refunds in this case will be the same as student withdrawals.
5. The \$100 application fee will not be refunded if the school does not accept the applicant.
6. A student's drop/add period will be calculated based on date of enrollment. Students will have seven (7) days from signing the application to withdraw from the program without the 5% administrative fee or any penalty.
7. All classes have credits assigned to them and tuition for each credit is \$200. Once a student has begun classes, refunds or tuition owed will be calculated based on classes attended.
8. Termination Date: In calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice is received.
9. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.
10. Students are encouraged to notify Healing Arts prior to the start of their program segment should they need to take an academic interruption during the program. All schedule changes must occur no later than the end of the first week of the start date to not incur all segment charges.

Textbooks are the property of the student and are not subject to refund

Student Financial Assistance

Healing Arts Institute of Clinical Sexology does not offer financial assistance, nor does it work with any government agency to provide such assistance. Applications are in process.

Doctorate Program Payment Plan

This agreement constitutes a binding contract between the student and Healing Arts Institute of Clinical Sexology

All students are responsible for the fees as specified in the catalog. Below you will find a sample of a payment plan. Each payment plan is designed with the student and the Office of Admissions to reflect each individual student's needs.

<u>ANNUAL PERCENTAGE RATE</u>	<u>FINANCE CHARGE</u>	<u>Amount Financed</u> The dollar amount the credit provided to you or on your behalf.	<u>Total of Payment</u> The amount you will have paid after you have made all payments as scheduled	<u>Total Sales Price</u> The total cost of your purchase on credit including your down payment of \$1,600.00
N/A	N/A	\$17,600.00	\$19,200.00	\$19,200.00
YOUR PAYMENT SCHEDULE WILL BE:				
<u>Number of Payments</u>	<u>Amount of each payment</u>	<u>When payments are due</u>		
16	\$1,200.00	Beginning on ___/___/___ and on the same day each month		

Print Name

Signature

Date

All prices for program are printed herein. There are no carrying charges or interest charges connected or charged with any of these programs. Contracts are not sold to a third party at any time. Cost of class is included in the price cost for the goods and services.

Certification Program Payment Plan

This agreement constitutes a binding contract between the student and Healing Arts Institute of Clinical Sexology

All students are responsible for the fees as specified in the catalog. Below you will find a sample of a payment plan. Each payment plan is designed with the student and the Office of Admissions to reflect each individual student's needs.

<u>ANNUAL PERCENTAGE RATE</u>	<u>FINANCE CHARGE</u>	<u>Amount Financed</u> The dollar amount the credit provided to you or on your behalf.	<u>Total of Payment</u> The amount you will have paid after you have made all payments as scheduled	<u>Total Sales Price</u> The total cost of your purchase on credit including your down payment of \$1,200.00
N/A	N/A	\$8,400.00	\$9,600.00	\$9,600.00
YOUR PAYMENT SCHEDULE WILL BE:				
<u>Number of Payments</u>	<u>Amount of each payment</u>	<u>When payments are due</u>		
8	\$1200.00	Beginning on ___/___/___ and on the same day each month		

Print Name

Signature

Date

All prices for program are printed herein. There are no carrying charges or interest charges connected or charged with any of these programs. Contracts are not sold to a third party at any time. Cost of class is included in the price cost for the goods and services.

Clinical Sexology Program

Admissions Policy

Admission Requirements

Healing Arts Institute of Clinical Sexology is looking for dedicated professionals in the mental health and medical fields to enhance the field of sexology by completing the Certificate program or Doctor of Philosophy (Ph.D.) degree. The following minimum requirements are needed to be considered an applicant at HAI.

Certificate Program

1. Graduate degree of master or doctorate (or United States equivalent, if applicable for international students) in a healthcare service, medical, or mental health field from an accredited college or university.
2. GPA of 3.0 or higher from last obtained degree or cumulative 3.0 GPA for the last sixty (60) credits earned.
3. Professional Licensure (including Registered Intern status- substitute title as determined by individual state and/or license)

OR

Certification (or United States equivalent, if applicable for international students) in a healthcare service, medical, or mental health field as approved by the state(s)

4. English Proficiency Exam (if applicable) (see the international student section for more information). English Proficiency Exam is waived if prospective student completed a degree in the United States

Doctorate Program

1. Graduate degree of master or doctorate (or United States equivalent, if applicable for international students) in a healthcare service, medical, or mental health field from an accredited college or university.
2. GPA of 3.0 or higher from last obtained degree or cumulative 3.0 GPA for the last sixty (60) credits earned.
3. Professional Licensure (including Registered Intern status- substitute title as determined by individual state and/or license)

OR

Certification (or United States equivalent, if applicable for international students) of in a healthcare service, medical, or mental health field as approved by the state(s)

4. English Proficiency Exam (if applicable) (see the international student section for more information). English Proficiency Exam is waived if prospective student completed a degree in the United States
5. Completion of a Research Methods and/or Statistics Class with a “B” or higher (or United States equivalent, if applicable for international students). Additional research class(es) may be substituted at the pronouncement of HAI during the admission process.

Upon Acceptance

The student will submit the completed application with all application documents for the application to be considered a *complete application packet*. Upon receipt of the non-refundable application processing fee by Healing Arts Institute of Clinical Sexology, the application packet will go for review. The Admissions Committee considers all applicants for admission based on their academic record, personal and professional accomplishments, motivation, talents, recommendations, personal statement, and test results, as applicable. All required application documents must be submitted to the Office of Admissions before application packet will go to the Committee for review. Based on the

application packet, the Committee will determine to call the prospective student for an interview. All documents become the sole property of HAI and cannot be forwarded to another institution or returned to the applicant.

Once the application packet is submitted, all application packets will be reviewed by the Committee. All programs require a face to face interview with the Committee. The applicant will respond to interview questions regarding past training, clinical experience, how the degree will be used, and any other information relevant to the applicant's ability to successfully complete the program. If any Committee member deems an applicant to not meet admission requirements or goodness of fit into the program, they will submit their rationale in writing to be added to the prospective student's record. The Committee will make a recommendation of acceptance or denial. The applicant will be notified in writing not to exceed thirty (30) days of the application packet completion, as to their acceptance or denial. If the Committee decides that an applicant does not meet requirements, and has a correctable reason, the applicant will be given the opportunity to correct their application and resubmit with an answer of decision to not exceed 30 days from the date of application correction. If the decision is made to not admit the applicant at this time, the applicant will be informed in writing of the decision. The applicant will be eligible to reapply in six (6) months provided the reasons for non-acceptance are reversible. Each application will result in a non-refundable application processing fee. No waiver or credit will be applied for previous submitted applications to be used on current applications.

Upon submission of initial application packet, HAI will further assess a student's ability to successfully complete the course of study by conducting an interview. Interviews are required to be conducted face-to-face, in person at HAI's campus in Tamarac, Florida. If the applicant is accepted into Healing Arts Institute of Clinical Sexology, they will need to complete the Enrollment Agreement. This would need to be returned to the Office of Admissions before student can enroll/register in classes.

Students are required to register for classes for the start of the following term after acceptance into the program. Failure to register for classes results in one (1) automatic deferral of classes to the next term. If students do not register for classes after the first automatic deferral, students will not be eligible to register for classes until they meet with the Admissions staff to devise a plan of action. If student does not enroll in courses after acceptance, they have six (6) months to register for classes. Failure to register for classes before the six (6) month time requirement, nulls student's acceptance into the program. As a result of having a nulled acceptance, and applicant is still interested in attending HAI, they would need to submit another application, non-refundable application fee, along with a re-admit fee, and a review of application documents to be considered as a readmit student into the program. If a denial of acceptance is determined for the applicant, they may reapply after six (6) months. Reapplying will result in another non-refundable application fee, and a re-admit fee. Other documentation of the application will be evaluated, and it will be determined what, if anything, needs to be resubmitted.

Admissions Committee

The Admissions Committee will include, but not limited to, the Program Director (hereinafter referred to as the "Director") and the Dean of Students.

Clinical Sexology Program

Attendance Policy

Class Attendance Requirements

Healing Arts Institute of Clinical Sexology operates on a compressed time period for each term. To ensure students meet all state requirements for instruction, students are required to attend all classes to obtain credit. If a student needs to be absent from a class, prior authorization needs to be obtained from the professor in writing. Faculty have the approval to make decisions regarding counting an absence as an excused absence. If approved to be an excused absence student will be required to make up any work missed during the absence. Additional work may be assigned to cover missed class activities to include lectures, discussions, guest speakers to name a few. If a student is more than thirty (30) minutes late to class, student will be marked as absent. This absence will count as an unexcused absence. As a result, of two unexcused absences from a class will result in being dropped from the class. If students are dropped from class(es) by HAI, refund of monies for class(es) are determined in accordance to the drop/add percentages found in the academic calendar. Dropped student will receive an Unsatisfactory (U) for a grade.

Students may not record any classes using any recording devices without the written permission of the Director. This includes phones, tablets, cameras, or other recording devices. It is possible that in the event of a student with a disability needing to record using specialized equipment that permission to record will be granted. Students may take written notes during class.

Program Format

Campus Based Format Only

Campus based is the only format available for both the certificate program and Doctor of Philosophy (Ph.D.). Classes are designed with the working student in mind. Each class meets for two days on the weekend. Classes are offered on only on campus Saturdays and Sundays from 9:00AM to 5:00PM EST. All classes are offered simultaneously in person.

We do not offer any online format.

New Student Orientation: Students are encouraged, not required, to attend new student orientation at the beginning of their desired program, offered at the beginning of each term. HAI will determine new student orientation dates one term in advance. This will allow students to start the term on a solid foundation at HAI. If attending new student orientation, students are required to RSVP with the Office of Admissions.

Residential Institute: All students must attend one (1) Residential Institutes (RI) for each academic year. Currently, RIs will be determined by the program office and available on the academic calendar. RI was designed to help students build a learning community and establish network and connections amongst their colleagues. During the RIs, students participate in experiential exercises, role-plays, group simulations, guest speaker presentations, panel discussions, career development seminars, poster presentations, social events, to name a few. There is also time allotted for degree plan advising and library research skills training.

Failure to attend RI from the Office of Admissions will result in the reduction of a student's final grade by one letter grade. Online media and interactive methods are used throughout the instructional sequence, such as Canvas, distance library services, electronic library, plus a range of online activities that facilitate frequent student to faculty, and student to student interaction there is online submission of assignments, no classes online. HAI offers extensive distance and electronic library services. For more information, visit HAI student resources page at www.healingartssfl.org.

Non-Degree Seeking Students: Healing Arts Institute of Clinical Sexology does not offer courses for non-degree seeking students.

Audit Class: Healing Arts Institute of Clinical Sexology does not offer an option to audit class(es).

Clinical Sexology Program

Course Calendar

Course List Calendar

Course Code	Course Title	When Offered
Semester A		
CPS / CCS 701	Sexual and Reproductive Anatomy and Physiology	2020 March 7 th & 8 th
CPS / CCS 702	Developmental sexuality	March 21 st & 22 nd
CPS / CCS 703	Socio-cultural factors in sexual values and behavior	April 4 th & 5 th
CPS / CCS 704	Gender-identity	April 18 th & 19 th
CPS / CCS 705	Diagnosis of Sexual Dysfunctions and Disorders	May 2 nd & 3 rd
CPS / CCS 706	Medical factors related to sexuality and sexual functioning	May 30 th & 31 st
CPS / CCS 707	Treatment of Sexual Dysfunctions and Disorders	June 13 th & 14 th
CPS / CCS 708	Sexually Transmitted Infections	June 27 th & 28 th
Semester B		
CPS / CCS 709	Victims and Victimology	July 11 th & 12 th
CPS / CCS 710	Research on Sexual Dysfunctions, and Disorders	July 25 th & 26 th
CPS / CCS 711	Sexual Offender Treatment	Aug. 8 th & 9 th
CPS / CCS 712	Legal Ethical and Forensic Issues in Sex Therapy	Aug. 22 nd & 23 rd
CPS / CCS 713	Forensic Sexology, Sexology of the Law	Sept. 12 th & 13 th
CPS / CCS 714	Treatment of Juvenile Sexual Offenders	Sept. 26 th & 27 th
CPS / CCS 715	Interaction between sexuality and dynamics of interpersonal and family relationships	Oct. 10 th & 11 th
CPS 716	Risk Assessment with Sex Offenders	Oct. 24 th & 25 th
Semester C		
CPS 717	Alternative Lifestyles	Nov. 7 th & 8 th
CPS 718	Sexuality and Disability	Nov. 21 st & 22 nd
CPS 719	Sexual Abuse Treatment	Dec. 5 th & 6 th
CPS 720	Sexuality and Substance Abuse	Dec. 19 th -20 th
CPS 721	Sexual Pharmacology	2021 Jan. 9 th – 10 th
CPS 722	Pornography and Media Addiction	Jan . 23 rd - 24 th
CPS 723	Sex and Religion	Feb. 6 th – 7 th
CPS 501	Internship 1	Feb. 1 st – March 31 th
CPS 601	Externship 1	April 1 st – May 31 st
CPS 603	Externship 2	June 1 st – July 31 th
CPS / CCS 801	Clinical Supervision	Open Availability
CPS 901	Research Dissertation or Doctoral Project	Open Availability

Classes are from 9 a.m.-5 p.m. each day

Clinical Sexology Program

Additional Information

Transferability of Credits

Certificate Program: Healing Arts Institute of Clinical Sexology does not accept transfer of credits towards the completion of the certificate program.

Doctorate Program: Units or credits may be earned at and transferred from other postsecondary institutions, when congruent and applicable to the Healing Arts Institute of Clinical Sexology Doctor of Philosophy (Ph.D.) program. Transfer of credits will be validated and confirmed by HAI after acceptance into the program. Such institutions include but are not limited to colleges and universities; institutions approved to offer post-graduate continuing education in sex therapy and sexology; or institutions approved to offer post-graduate continuing education in one of the HAI specialty areas. Coursework must be comparable to the HAI curriculum. All credits will be reviewed by the Admissions Office and approved or excluded in part or in total. Credits will only be considered for transfer if they were completed five (5) years or less. Credits completed over five (5) years will not be considered for transfer credit.

Upon acceptance into HAI, student is eligible to apply for transfer of credits. The student will work with the Office of Admissions, submitting the transfer of credit form(s) along with the syllabus/syllabi for the credits transfer. The maximum amount of transferable credits accepted from other institutions may not exceed twenty-four (24) credits. Transfer of credit form is available on HAI student resources page (www.healingartssfl.org).

Transferability of Healing Arts Institute of Clinical Sexology credit(s) *to* another institution is at the discretion of the accepting institution, and it is the student's responsibility to confirm whether credits will be accepted by another other institutions.

Student Services

The Director, Administrators, and Instructors are all available via email and telephone for all student services. The faculty and staff of HAI have up to a seventy-two (72) hour time to return all phone calls and email communications within normal business hours.

Academic Advisement

Dr. Tennie - Director, Dr. Harris – Dean of Students, and Ms. Hamilton – Admissions Office, are trained in Admissions. They will provide academic advisement for prospective and current students. Current Ph.D. students will seek consultation on dissertation topics from doctorate level faculty and/or board members. Doctorate level faculty and/or board members will provide advisement based on their own areas of concentration. If students need to change their designated program or degree plan(s), they should contact the Office of Admissions to assist with plan changes.

*Reminder changes in program/degree plans could result in delaying the completion of the program/degree. Students and Office of Admissions will work together to devise a program/degree

plan which works for the student, while adhering to when the class(es) are offered.

Financial Advisement

Healing Arts Institute of Clinical Sexology admissions team will review, explain, and assist students with setting up payment plans and payment options. HAI is not eligible to accept financial aid assistance from federal, state, institutional, or private financial aid services on behalf of the student.

Personal Advisement

All Board members can provide consultation with students experiencing personal difficulties. Board members will not provide therapeutic services, but only referrals and recommendations to the students' local resources.

Career Services

Healing Arts Institute of Clinical Sexology does not provide placement services. Healing Arts Institute of Clinical Sexology will make available to students a list of institutions, agencies, and other venues where their services as Clinical Sexologists may be of value. Healing Arts Institute of Clinical Sexology will also assist students with developing a marketing niche for their individual specialties. Records of initial employment of all graduates shall be maintained. Exceptions to this requirement shall be made for those graduates who attend the institution on a student visa or other temporary immigration status and who do not seek employment in this country.

Retention Improvement Plans

Healing Arts Institute of Clinical Sexology will report its retention rate annually as defined by the Commission.

Facilities

The physical location of the classroom is 4699 North State Road 7, Suite B1, Tamarac, FL 33319. It is in an office building and set up with tables and chairs to accommodate up to 18 students. The facility has two bathrooms in the suite, and two additional bathrooms located in the hall. In total the facility has a total of 1,700 feet squared.

The administrative facility office is at 4699 North State Road 7, Suite B1, Tamarac, FL 33319. The administrative assistant works from there and all class preparation and resource materials are there. It is also used as the mailing address. Suite B1 is the business address on the corporation articles.

Students with Disabilities

Healing Arts Institute of Clinical Sexology complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. No qualified individual with a disability shall be excluded from participation in or be denied the benefits of the services, programs, or activities of the institution, or be subjected to discrimination by reasons of his or her disability. Student requests for accommodation will be considered on an individual basis in accordance with the Institute's procedures.

Library

At the time of enrollment all students will be given a membership to LIRN (Library and Information Resources Network). Students will have off and on campus access to millions of journals, magazines, newspaper articles, e-books, podcasts, audio, and video resources to support their academic studies.

Our extensive LIRN library is facilitated by our librarian Ms. Stacy Allsop. Stacy comes to us with over 16 years' of expertise and experience, holding a Master of Library Science and a Master of Information Science. Stacy provides each learner with the individual guidance and research strategies to be successful in their learning and research experience at Healing Arts. Stacy also serves as the liaison for access and training of Nova's Alvin Sherman Library to which our learners are granted access.

Students are trained on systems and encouraged to make use of Healing Art's relationship with Nova Southeastern University, to use the online and on-campus public functions of the Alvin Sherman Library. Student will have limited access to the Alvin Sherman Library electronic resources from the computer lab on location at the Healing Arts campus and full access to all electronic and paper resources of the Alvin Sherman Library on the physical premises of the library at Nova Southeastern University's Davie campus.

Clinical Sexology Program

Acknowledgement Signature Page

FOUNDATIONS FOR TERMINATION

I agree to comply with the rules and policies put in place. I understand that the Healing Arts Institute of Clinical Sexology shall have the right to terminate this contract and my enrollment at any time for violation of rules and policies as outlined in the catalog. I understand that the institution reserves the right to modify the rules and regulation, and that I will be advised of any and all modifications.

GRADUATION REQUIREMENTS

I understand that in order to graduate from the program and to receive a diploma, I must successfully complete the required number of scheduled clock hours, pass all written and practical examination with a 80% average, and satisfy all financial obligations to Healing Arts Institute of Clinical Sexology as specified in the catalog and on the Student Enrollment Agreement.

ACKNOWLEDGEMENT

This contract contains the entire agreement between Healing Arts Institute of Clinical Sexology and me, and no further modification or representation except as herein expressed in writing will be recognized.

***Notice to prospective students: do not sign this contract before you have read it or if it contains any blank spaces. All signers have received and read a copy of the binding document and catalog.**

Statement and Attestation of Receipt and Understanding of the Binding Document and Catalog.

I, (Print student name) _____

I have been given the opportunity to ask questions about this document. My questions have been clearly answered to my understanding.

I do hereby state and attest that I have received a copy of the binding document and catalog. I have read and fully understand all items in this Enrollment Agreement.

Student Signature

Date

Healing Arts Institute of Clinical Sexology Official (Print)

Healing Arts Institute of Clinical Sexology Official (Signature)

Date