

2019-2020 Catalog

NEYANG SCHOOL OF NURSING (NSN)

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Introduction

Neyang School of Nursing (NSN) LLC., is a private, postsecondary educational institution in Olathe, Kansas, dedicated to build on students' god given caring ability to establish itself as one institution that will impact the nursing fields for many years to come. At the Neyang School of Nursing, enjoy the idea of introducing the profession of nursing to young individuals and to everyone interested in helping others in the best manner that possible.

Neyang School of Nursing LLC., is a new institution in the Johnson County area in the state of Kansas that was developed by nurses with many year experience serving the Kansas City Metro area and more importantly from the difficulty expressed by many healthcare settings/employers to find quality healthcare workers including CNA, CMA, and nurses. In order the solve that growing shortage seen in nursing, Neyang School of Nursing is created to offer quality education to individuals who are ready to make nursing their profession, but more importantly to people who are dedicated to make a difference in our growing elderly population's life or in the life of people suffering in settings ranging from local and private hospitals, to nursing short-term and long-term care facilities.

By the time this school will be operating in the state of Kansas, the Neyang School of Nursing will be approved by the Kansas State Board of Regents, the Kansas Department of Aging.

The Neyang School of Nursing faculty not only have many years of experience in nursing, but is taking great pride in providing excellent nursing education to its students for the healthy community.

On behalf of all the Neyang School of Nursing, I would like to thank you for choosing us to serve you and to introduce you to Nursing. While we warmly welcome you this institution, we can reassure you that we will do our best to help you learn and achieve your career goals here at the Neyang School of Nursing.

The Director

Robert C. Kamtio, RN, MSN, AGNP

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OWNERS:

Name: Robert Claude Kamtio Kamgoum, RN, MSN, AGNP

Address: 189 S. Rogers Rd, suite 1624, Olathe, KS 66062

Tel: (913) 815-3286

Fax: 913-815-3286

Education:

Master of Science in Nursing (MSN)	May 2017
(Maryville University, St. Louis, MO)	
Bachelor of Science in Nursing (BSN)	May 2009
(Graceland University, Independence, MO)	
Master of Education (High school math teacher)	June 1997
(Yaounde University, Yaounde, Cameroon -Africa)	
Bachelor in Science / Biochemistry	June 1994

FACULTY:

The Neyang School of Nursing currently has one faculty that will be the initial instructor and two prospective faculties. The initial faculty holds a master degrees in nursing (MSN) and the two prospective faculties hold ADN

INSTRUCTORS:

1. Robert C. Kamtio Kamgoum, RN, MSN, AGNP
 - Administrator/Instructor
2. Laura McQueen, RN, AND
 - Instructor
3. Line M. Kamtio Tchouchidjoun, RN, AND
 - Instructor

Date of Publication: August 2019

- **Mission**

The mission of Neyang School of Nursing is to provide quality educational programs to individuals dedicated to make the difference in the life of others strengthen the employment opportunities in health care in general, and in nursing profession in particular.

- **Vision**

In Neyang School of Nursing, we believe that whether you are looking for a new career or just want to start one, that nursing is the profession that will help you fulfill your dream and prepare you for an accomplished life or future. At the Neyang School of Nursing we will give you the tools not only to build on, for a brilliant future in healthcare and in Nursing profession, but all you need to start impacting the life of individuals in our community right now.

- **Philosophy**

Neyang School of Nursing was created on the premise that the improvement of the general health of our population and the solution to healthcare professional shortage in our country start by quality education and that nursing is the embodiment of caring. For as long as any individual possess that caring ability we believe that the Neyang School of Nursing is the place for excellence that build a foundation for successful nursing career and for an impactful life.

- **Location**

The Neyang School of Nursing is located at 189 S. Rogers Rd, Suite 1624, Olathe, KS 66062, right behind Bank of America on Santa Fe. by Highway 35.

- **Equipment**

The facility cover about 1750 square feet with spacious classroom, breakroom and learning lab. Classroom equipment include white boards, overhead projectors, Internet connections, and computer projectors. Anatomical charts, hospital beds and other appropriate OSHA equipment, and anatomical manikins are available to be used during labs sessions.

- **List of Approval**

The Neyang School of Nursing by the time it operates will be approved by the Kansas Board of Regent, and its program by the Kansas Department of Aging. As the approval by other institution will be available we will update this non exhaustive list immediately.

- **Programs of Study**

To serve the needs of individuals interested in nursing careers at different levels, the Neyang School of Nursing will be offering the following programs: Certified Nurse Aide and Certified Medication Aide

- **Requirements for Admission**

All students who apply for admission to the Neyang School of Nursing must be at least 16 years old, or a High School graduate, and most meet any additional requirements set for by the school

Admissions Policies and Procedures

Evidence of High School graduation, or successfully pass GED must be presented during the admission process. All applicants to the Neyang School of Nursing will need to sign an enrollment agreement, pay a \$20.00 application fee, and complete all financial arrangements prior to starting classes.

- **Prior Education Transfer Credits**

All students with prior post-secondary education who wish to transfer credits must submit transcripts for review prior to enrolling at Neyang School of Nursing. Course work with a grade of C or better from accredited colleges or universities will be accepted.

- **Immunizations and Health Insurance**

It is require for applicant for Neyang School of Nursing programs to show a negative PPD test within 6 month or a negative chest x-ray within three years to rule out TB. Other immunizations maybe required depending on the clinical facility policies. Documentation of required immunizations must be presented to the office of admission before starting clinical classes.

- **Background Checks**

Applicants with prior felony or serious misdemeanor convictions may not be allowed to participate in clinical coursework and therefore may not be able to complete their program.

- **Clinical Schedules/requirements**

Clinical coursework is a critical component of health care education. Students should be prepared to travel on their own to clinical sites throughout the extended metropolitan area, and surrounding rural areas. Students may be scheduled to attend clinical at sites with a variable schedule that can include hours on the weekends, at night, or during the day. Clinical classes may meet for regular nursing shifts that can be up to 8 consecutive hours. Students who miss clinical hours may not be able to make them up and may not be able to successfully complete their programs.

- **Essential Functions of Student/ Student responsibility**

Students will participate in clinical courses and need to have adequate sensory and motor skills to perform the essential functions of nursing. These functions include walking, lifting and turning patients, and activities requiring repetitive movements. Consistent with OSHA standards, applicants should also be aware that nursing is an occupation that requires performance of tasks which may involve exposure to potentially infectious materials such as blood or body fluids. Applicants with any questions or concerns about their ability to participate should obtain a physical examination from their physician before enrolling. Students may be asked to provide copies of health statements or examinations for clinical sites.

- **Refusal to Care**

Per the American Nurses Association Code for Nurses, "The nurse provides services with respect for human dignity and the uniqueness of the client, unrestricted by consideration of social or economic status, personal attributes, or the nature of health problems." Students will spend time in the clinical setting. The faculty will supervise students during their clinical rotations and ensure students are not functioning beyond their scope of practice or level of knowledge. Faculty will assign (or assist in the selection of patients) that will reinforce and allow the student to relate theory to practice. As a result students will be exposed to many diverse patient situations. The student may be assigned, therefore, to a patient with whom he/she may have some moral or personal conflict.

- **Students Seeking Reasonable Accommodation**

Reasonable accommodations for students will be made on an individual basis. Any student, who seeks accommodations for any disability to fully participate in the programs at the Neyang School of Nursing, is responsible for making their needs known during the admission process. Documentation to support any disability must be presented to the Director of Education.

- **Application Review and Acceptance**

Applications are reviewed as soon as all required documents are received. Completion of prior coursework, an applicant's total academic background, scores on entrance tests, and experience in health related jobs may be considered in the admissions process. The review of applications is discretionary and acceptance or denial decisions

are not subject to appeal. Late enrollments are not permitted. Successful applicants will be accepted on a first come, first served basis, and will be notified of acceptance when admissions requirements are met and all financial arrangements are complete. Applicants who are not accepted will receive a full refund of any tuition paid. All courses are taught in English. Students must be able to read, write, and speak fluently in English. These abilities will be determined through the admissions process. The college does not offer English as a Second Language courses.

Program Requirements

- **Certified Nurse Aide Program (C.N.A)**

Applicants to the CNA program are required to be 16 years of age or older. Successfully complete preadmission testing. Provide documentation of a negative PPD TB skin test within the last six months or negative chest x-ray within the last three years.

- **Certified Medication Aide Program (C.M.A)**

Applicants to the CMA program are required to be 18 years of age or older, MUST have an active C.N.A. certificate. Successfully complete preadmission testing. Provide documentation of a negative PPD TB skin test within the last six months or negative chest x-ray within the last three years.

- **Certified Nurse Aide Refresher Program (C.N.A Refresher)**

This course is designed for Kansas CNA's who have not met the requirements that they have been employed to perform nursing tasks in the past 24 consecutive months. This course consists of five hours didactic training and five hours laboratory/clinical. The following topics are all covered in the didactic portion of the course:

- › The nurse aide responsibility in the health care delivery
- › Communication
- › Resident's rights (including preventing and reporting ANE)
- › Safety (including Heimlich Maneuver)
- › Infection control (including Hand Washing)
- › Bed making
- › Personal care skills (including feeding, bathing, dressing, elimination needs and skin care)
- › Transfers, positioning and turning
- › Measurements and recording of vital signs

- **Certified Medication Aide Update Program (C.M.A Update)**

This course is designed to provide the continuing education required for the Certified Medication Aide (CMA) to maintain certification.

- › Describe any changes that occur in the role and responsibilities of a Certified Medication Aide.
- › Determine appropriate techniques in caring for supplies and medications.
- › Describe the proper administration of all types of medications.
- › Identify new medications and effects of these medications on body systems.

Academic Policies and Procedures

- **Class Times**

Typically, day classes are scheduled between 7:00am and 2:30 pm., Monday through Sunday. Night classes are scheduled generally from 4:00pm. to 9:00 pm, three to five nights per week. Clinical course hours may vary, and may include nights and weekends shifts up to 12 hours. Business hours of the school are between 9 am to 5 pm Monday through Friday. Weekends are available by appointments.

- **Academic Calendar**

The Neyang School of Nursing operates on a two semesters and summer. A semester is 16 weeks and summer is 8 weeks. An academic calendar showing term dates and holidays is at the back page of this catalog (page 14).

- **Instructional Methods**

The Neyang School of Nursing uses a variety of instructional methods. These include classroom lecture or presentation, instructor-led discussion and interactive or hands on learning approach in laboratory and clinical classes.

- **Required Study Time**

Health care field is a demanding profession. For a student to be successful it is important to invest time on reading and studying program materials. Students are expected not only to complete all assignments but also to spend significant time studying each day, in addition to class time.

- **Grading Standards**

Students must pass all classes/tests with a grade of "C" or better. Numeric score and grade points are assigned as follows:

EQUIVALENT INDEX POINTS/ GRADE PERCENTAGE GRADE

A = 90 -100	W = Withdrawal
B = 80 - 89	R = Repeat
C =75 -79	I = Incomplete
D = 60 – 74	P = Pass
F = <59	

- **Satisfactory Academic Progress Policy**

Students are advised of their academic progress during each class by faculty and Program Directors. Students who are unable to complete their program in the originally scheduled time will be advised pursuant to the Course Withdrawal or Failure Policies. Students, who receive grades below “C” after three attempts, are not making satisfactory academic progress and will be dismissed from the course. Students are responsible for monitoring their academic progress in all classes based on grade reports and college policies. Students with questions about their academic standing should meet with their faculty members and Director of Education for counseling and guidance.

- **Incomplete**

A student may receive a final course grade of incomplete if for special cause or administrative reasons, the course instructor determines the student is entitled to additional time to complete course requirements. The instructor will note the reasons for the “I” and set a time limit for course completion. The “I” will become an “F” if the student does not complete the requirements of the class by the deadline.

- **Grade Reports**

Students may obtain grade reports showing their final grade on the last day of the course.

- **Class Audit Policy**

A student who wishes to audit a class must register and pay the full tuition rate. Auditors are subject to class regulations but are excused from evaluation and required assignments. Once enrolled, students may not change from audit to credit status.

- **Attendance**

Any profession requires dedication for success. Students are expected to develop the same professional attitude and commitment required of practicing professionals. Students are required to attend all classes to develop the skills and knowledge necessary for their success. Absences are difficult to make up, especially for labs and clinical classes,

and excessive absences may lead to disciplinary action up to and including course failure or dismissal from the school. An absence from more than 10% of any clinical class is considered grounds for dismissal.

- **Make-up Work**

Any coursework not completed on time must be made up within 5 days of the original due date, excluding weekends and national holidays. All late work will be penalized 5 points a day and if work is not received by the fifth day a grade of F will be assigned. Only the Director of the Program may make exceptions to this policy, or award an incomplete, based on extraordinary circumstances such as illness or injury.

- **Course Withdrawal or Failure**

Neyang School of Nursing programs have sequential courses, and failure or withdrawal from courses may prohibit successful completion of the student's program in the originally anticipated time. Failure of any clinical course may prohibit a student from progressing further until that course is repeated. Any student who fails or withdraws from a course will need to repeat the course successfully to be eligible for graduation. Students will incur additional charges for repeated courses. A student who withdraws from a class after completing more than 25% of the class will incur full charges for the class.

- **Class Withdrawal and Program Drop Procedure**

If a student considers withdrawing from, the student should contact his or her instructor. Instructor will meet with the student to discuss if, how, and when the student may continue in his or her program.

In extreme circumstances (i.e., a disciplinary problem), Director of Education (DOE) may initiate an administrative withdrawal. The student remains responsible for the tuition owed in this instance.

- **Changes in Program or Policies**

The Neyang School of Nursing reserves the right to make reasonable changes in its programs, materials, policies, and schedules, at any time, to improve its operations as deemed necessary by the school administration or as required by state and federal approval and or accrediting policies.

- **Leave of Absence (LOA)**

A student with a verifiable personal or family medical situation that interrupts his or her training may request a leave of absence. A leave of absence shall not be for more than one term and must be requested in writing by the student and approved by the Director of the Program. An administrative leave may also be granted where the School is unable to schedule a student into a required class. A student on a LOA remains obligated on all financial arrangements with the School. A student who fails to return as scheduled from a LOA will be dropped as of the date they were to restart classes.

- **Withdrawal from the School**

To withdraw from the School after classes have begun, a student should notify his or her Program Director in writing. If no written notice is furnished, the student may be officially withdrawn from the School following 14 consecutive scheduled class days of absences. Partial transcripts of work completed will not be issued until all obligations to Neyang School of Nursing have been satisfied.

- **Graduation Requirements**

To graduate, students must successfully complete all courses in their program, have a cumulative GPA of "C" or better within the prescribed time frame, return all school property, and be current on all financial obligations. Successful graduates will be awarded a certificate.

- **Transcripts**

Transcripts are available from the school upon written request or authorization of the student. A fee of \$5.00 is charged for each transcript. No transcript is released if the student has financial obligations to the school.

- **Transferability of Credit**

Neyang School of Nursing does not guarantee the transferability of its credits to any other educational institution. All questions about the transferability of credits need to be directed to the receiving institution. Transfer credits will be accepted from accredited colleges and universities. Official transcripts must be submitted directly from other colleges and universities to the Neyang School of Nursing.

- **College Holidays**

Classes are not held on the following holidays:

- ☞ New Year's Day
- ☞ M.L. King Junior's Birthday
- ☞ Good Friday and Easter Sunday
- ☞ Memorial Day
- ☞ Independence Day
- ☞ Labor Day
- ☞ Thanksgiving Day and the day after
- ☞ Christmas Day

At the discretion of the College other holidays may be observed. Please refer to the Neyang School of Nursing academic calendar.

- **Cancellation of Classes**

Neyang School of Nursing may cancel classes for inclement weather or other events that make operations difficult. The School may also cancel any class, course or program, for which there is insufficient enrollment or for other reasons as the administration deems necessary.

Student Services

- **Student Advising**

Academic advising is available to all students on or before registration and throughout the student's program by arrangement with the Director of Education. The Neyang School of Nursing does not provide counseling for personal issues, and students requiring professional assistance will be referred to professional counseling or human services agencies within the community.

- **Career Services/ Job Placements services**

The Neyang School of Nursing offers career services assistance to all students who have met the requirements for graduation. These services include résumé and cover letter writing, interviewing techniques and tips on identifying jobs and job search strategies. These services are offered to all graduates who seek assistance for first or subsequent job searches. The college provides these services at no cost to students. Career services offered by the college do not indicate an obligation on the part of the school to guarantee employment of graduates, or job placement.

- **Health Services**

The Neyang School of Nursing does not provide health services or health insurance for students. Students need to be sure to have adequate health insurance coverage which may be required for participation at clinical sites. Students are responsible for all costs of medical services they require. Students should call 911 for emergency situation.

- **Library Resources**

There are considerable resources and materials available or student in our library for additional reading. Students can make arrangement with the secretary to have access to that additional materials and no cost.

- **Institutional Rules: Privacy Rights and Access to Education Records**

The Neyang School of Nursing respects the rights and privacy of its students and acknowledges its responsibility to maintain confidentiality of personally identifiable information. The Family Educational Rights and Privacy Act of 1974, (FERPA) is a Federal law that allows students to review certain educational records maintained by Kansas College of Nursing and restricts how those records are accessed and used by the school personnel and others.

- **Non-Discrimination Policy**

The Neyang School of Nursing encourages diversity and welcomes applications from all minority groups. The NSN does not discriminate on the basis of race, color, religion, ancestry, national origin, age, no disqualifying disability, gender, sexual orientation, marital status, or veteran status in the acceptance of students or in the operation of the school. Sexual harassment is prohibited discrimination under this policy. Any student who feels he or she has been discriminated against or harassed should promptly notify the Director of the Program. The Director of the Program, or his or her designee will investigate any complaint and may recommend disciplinary action up to and including termination from College for the offending person.

- **Student Dress Code**

Professional appearance and attire is important in any profession and is required of caregivers. Students' are expected to practice the good personal hygiene habits demonstrated by professionals on the job. Accordingly, Kansas College of Nursing has adopted standards for faculty and students established by the Alliance for Clinical Education (ACE) for nursing programs. The standards required for attendance for clinical classes are as follows:

Hair

‡ Clean, well-groomed, and off the shoulders. Beards, mustaches, and sideburns must be neat, trimmed, and well-groomed. Extreme hairstyles and unnatural/exotic colors are not acceptable. Hair styles should be conservative for a professional appearance.

Jewelry

‡ Jewelry should be professional in appearance. The amount of jewelry worn should not be excessive. Visible body piercing with adornments other than one stud per ear is not acceptable. Jewelry should not come in contact with patients, the work area, or be such that it may cause a safety issue.

Cosmetics

‡ Heavy use of makeup, lotions, perfumes, colognes, and aftershaves is not acceptable. Heavy scent of tobacco, food, and other products may be offensive and is not acceptable.

Clothing

‡ The Neyang School of Nursing uses navy blue scrubs which can be purchased at the school or at any store of your convenience. No Cuffs, Knits, Stirrups, Jeans or Sweats may be worn at clinical site. Uniforms must be professional in design, clean, wrinkle-free and in good repair. Scrubs Jackets (white and navy blue color only) may be worn for warmth.

Tattoos

‡ Visible tattoos must be covered.

Footwear

⌚ Shoes and socks must be worn. Shoes must be clean and in good repair. No clogs, Sandals or boots.

Nails

⌚ Nails must be kept clean and short. Nails are to be no more than ¼ inch above finger pad. No artificial nails may be worn. (Long Term Care/Hospital mandate) the appropriateness of polish will be determined according to facility policy. Clinical sites may have additional requirements that students will need to adhere to.

- **Campus Safety and Security**

A safe campus can only be achieved through the cooperation of students, faculty, and staff. Anyone on campus should report any crime, suspicious activity or other emergencies on campus to the administrator and to Kansas Law Enforcement. Any student who is a witness or victim of a crime should immediately report the incident to the local police department. In an emergency call 911.

- **Personal Property**

The Neyang School of Nursing assumes no responsibility for loss or damage to students' personal property on School premises.

Student Conduct Policy

All students are expected to act maturely and to respect other students and members of the faculty, staff, and administration. Students need to adhere to, and should report occurrences of any of, the following prohibited conduct: or behavior that is disruptive in the classroom, or to activities in school or clinical sites, including any use of cell phones, pagers or other electronic devices, sleeping in class, coming and going to the classroom or clinical sites at other than scheduled break times, or failure to comply with requests of faculty for classroom management Use or sale of alcohol, controlled substances, or any tobacco products on the school premises or on clinic sites; or bringing animals or children to in class; or committing any acts of violence or making threats to any other student or School personnel, or bringing any weapons, concealed or otherwise, onto school premises or clinic sites. If misuse of electronic equipment, copiers, faxes, email accounts, or internet services, including viewing any material, or sending any message, that is obscene, harassing or threatening to any individual. Students in violation of any school policy during class time may be excused immediately from the classroom, and may also be subject to disciplinary action up to and including termination from the Neyang School of Nursing.

Academic Integrity Policy

Participation in programs at the Neyang School of Nursing carries with it the obligation of students and faculty to aspire to the highest standards of academic integrity and ethical behavior in all classrooms, lab, clinical, and other college activities. Aspiring to the highest standards is critical to the success of our academic programs and the success of our graduates in their chosen profession. Students are expected to aspire to the same high level of ethics and professionalism that is demanded of licensed professionals. This requires students to conduct themselves as professionals and to fully engage the learning process by fully preparing for all classes and participating in classroom discussions and activities. Violations of this policy by students may be found whenever a student has, or has attempted to, gain an unfair academic advantage. Such activities may include, but are not limited to, unauthorized use of notes or materials in exams, copying the work of others or plagiarism, submitting the work of another for credit, forging or altering assignments, allowing others to copy or use work that is not their own, or providing answers to graded assignments to others. There cannot be a list of all prohibited conduct, and in aspiring to the highest levels of honesty, it is important that students always act to avoid even the appearance of impropriety and not simply look to a specific list of rules that cannot be violated. For example, students are expected to clearly determine and understand the policies of faculty members regarding collaboration on assignments or the use of notes or materials during examinations, before making assumptions about what they can properly do. Faculty members are expected to aspire to the same high level of ethics and professionalism that is demanded of licensed professionals. Faculty members are expected to conduct themselves as professionals and to provide students with an education in a professional environment of respect and fair treatment. This includes, but is not limited to, a faculty obligation to:

provide fair and objective evaluation of academic work; use a syllabus for each class outlining course outcomes, faculty expectations, and evaluative methods; treat students with respect and freedom from harassment, unfair treatment, or discipline not in compliance with college policies; be prepared for all classes and return assignments in a timely manner; and be available to students to discuss academic progress and provide academic counseling outside the classroom.

Student Grievance Procedure

Questions or concerns that students may have can typically be resolved by discussion with college staff. If a student has a concern, the student should initially address the concern with the instructor or staff member involved. If addressing the issue at that level does not result in a satisfactory resolution, the next step is to talk with the Director of Education. If the complaint or grievance cannot be resolved through the school internal process, the student may contact the Kansas Board of Regents. The address to file complaints is as follows:

Kansas Board of Regents
1000 SW Jackson # 520
Topeka, KS 66612- 1368
Tel 785-430 -4240
www.kansasregents.org

Tuition and fees

- Tuition

The Neyang School of Nursing charges tuition by program of study. Individual courses are charged on per credit-hour basis. A detailed presentation of current costs, fees, and charges by program is presented on the enrollment agreement.

- Financial Aid

Prior to applying for admission to the Neyang School of Nursing, applicants should explore resources available to help them finance their education. At this time, the Neyang School of Nursing does not participate in the Federal student loan; grant programs, or programs offered by the Veterans Administration.

- Tuition Refund Policy

All refunds are paid within thirty days from the effective date. The effective date is the date on which the college receives notice of the student's intention to withdraw from the School or the date on which the student violates college policy providing for termination or the date the student fails to return from an approved leave of absence, whichever is earlier.

Refunds are calculated from the last date of recorded attendance and are based upon the following policy statement.

1. A full refund of all money paid if the applicant is not accepted by Neyang School of Nursing.
2. A full refund, without penalty, if the applicant withdraws or cancels enrollment within three business days of signing an enrollment contract and prior to attending classes. After this three day cancellation period and before starting classes, the lesser of \$50.00 or twenty-five percent of the contract price shall be retained by the school for any student who does not commence classes.
3. Once a student starts classes and withdraws or is terminated for any reason, the following refund schedule will apply, minus the registration fee and a \$100.00 administrative fee:
 - a. Within the first ten percent of the program, a refund of ninety percent of the enrollment contract price.
 - b. After ten percent but within the first twenty-five percent of the program a refund of seventy-five percent of the enrollment contract price.
 - c. After twenty-five percent but within the first fifty percent of the program a refund of fifty percent of the enrollment contract price.
 - d. After fifty percent but within the seventy-five percent of the program a refund of twenty-five percent of the enrollment contract price.
 - e. After completing seventy-five percent of the program, a student shall not be entitled to a refund and shall be obligated for the full price of the program.

f. All refund calculations are based on tuition charges only. The above calculations are performed on the basis of contact hours for the Allied health program and on the basis of weeks of attendance for all other programs. Granting of credit for previous training shall not impact the refund policy above.

- **Postponement of Start Date**

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- Whether the postponement is for the convenience of the school or the student, and;
- A deadline for the new start date, beyond which the start date will not be postponed. If the course is not commenced or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with the refund policy.

Curriculum

- **Allied Health Courses**

CNA 90 hrs

☞ The CNA has the privilege of meeting the basic needs of our citizens who need it most. This satisfying profession can be a prerequisite for the nursing program, or a standalone opportunity. With opportunities for clinical practice in area of long term care facilities.

CMA 75 hrs

☞ Prepares the student to perform the fundamental skills of the medication aide. Medication administration, treatments, etc.

CNA Refresher 10 hrs.

☞ This course is designed for Kansas CNA's who have not met the requirements that they have been employed to perform nursing tasks in the past 24 consecutive months. This course consists of five hours didactic training and five hours laboratory/clinical.

CMA Update 10 hrs.

☞ This course is designed to provide the continuing education required for the Certified Medication Aide (CMA) to maintain certification.

Tuition and Fee schedules

Programs:

Certified Nurse Aide Program

☞ Fees.....	\$60.00
☞ Tuition.....	\$695.00
☞ Books.....	at least \$50.00

Certified Medication Aide

☞ Fees.....	\$60.00
☞ Tuition.....	\$700.00
☞ Books.....	at least \$60.00

Certified Nurse Aide Refresher Program

☞ Fees.....	\$50.00
☞ Tuition.....	\$130.00

Certified Medication Aide Update Program

☞ Fees.....	\$50.00
☞ Tuition.....	\$100.00

Neyang School of Nursing/ Academic Calendar 2019 / beginning 2020 academic calendar.

November 28th- 30th.....Thanksgiving Vacation No Classes.

December 24th-26th.....Christmas Break No Classes.

SPRING CLASSES 2020

January 1st.....No Classes New Year Day.

January 4thC.NA weekend classes begin

January 6thC.NA evening classes begin

February 1stC.N A weekend classes begin

February 3rdCNA evening classes begin