



Agape Academy of Sciences Catalog

Volume 2,
Edition V

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Message from the President & CEO

Welcome to the Agape Academy of Sciences. We are pleased that you have chosen Agape Academy of Sciences and we feel certain that you have made the right choice for your education. We thank you for giving us the opportunity to assist you in your pursuit of furthering your academic career. The healthcare industry is an ever-expanding field that is continually growing. The faculty, staff, and administration here at Agape are always ready and willing to answer any questions as both a prospective student and once you enroll. We are here to help you through your education journey! We are happy to have you as a student and look forward to seeing you graduate and give back to the communities in which you live and work.

Sincerely,
Dr. Irene Matthews

Agape Academy of Sciences' Vision Statement

Embracing modern healthcare values with top-tier teaching.

Agape Academy of Sciences' Mission

To develop this foundation of appropriate skills and knowledge, the Academy will:

- Enlighten tomorrow's healthcare professionals in unrivaled programs that will prepare them for a lifetime of learning and leadership.
- Deliver excellence in healthcare, emphasizing the creation and implementation of new knowledge.
- Lead and advocate for programs that improve health for all Floridians, and extend Agape Academy of Sciences' education, research and healthcare mission through community service, partnerships, and outreach.
- Collaborate with communities, industries, other institutions, and private citizens to advance community-based solutions to community problems.
- Prosper the health of the community by inspiring change in healthcare through innovation and excellence in Allied Health Education.
- Continue to embrace patient care and patient satisfaction through teaching and training to students, thus improving the quality of health services in the community.
- Equip students for lifelong leadership and service through an education marked by excellence and grounded in biblical truth.
- Educate tomorrow's nurses and to provide the best, most advanced care to patients, in an atmosphere that is patient-centered and focused on treating mind, body and spirit, with an emphasis on compassion and service in accordance with Christ's ministry of hope and healing.

Objectives

Agape Academy of Sciences strives to:

- Offer our students excellence in education and training.
- Be recognized as a productive and successful institution of learning.
- Achieve distinction in the field of nursing and healthcare.
- Provide a Christian education of the health sciences to help develop professionals who



- strive to incorporate the Christian values of compassion and love at every level of learning and show patients the healing power of faith.
- Help students develop their leadership and communication skills; and
 - Strive for innovation and efficiency.

Core Values

The vision of the Agape Academy of Sciences is to achieve national recognition as a leader of excellence in education quality service and the community outreach to all those whom we encounter. Core values are the beliefs that describe, define, and direct our work through Agape Academy of Sciences and its operations.

Philosophy

Our collective mission is to serve the health needs of families, individuals, and communities through a holistic philosophy embedded in our fundamental understanding of human beings as created in the image of God. Our operations are deeply rooted in the values of compassion, equality, excellence, partnership, and stewardship and guided by the principles of human ecology, faith, and community-based healthcare. The Academy's focus is on prevention while promoting safe, seamless transitions across the continuum to provide patient care in the most optimal setting possible. We firmly believe that these are the core values that promote quality healthcare and compassion.

The Academy's Governing Body

Dr. Irene Matthews, MD, MSN, RN

Dr. Abigail Matthews, DMD

The Academy's Ownership

The Academy is owned by Agape Academy of Sciences, a for-profit corporation that was originally licensed by the State of Florida in 2016. Agape Academy of Sciences is a fictitious name of Agape Academy of Sciences, LLC.

Administration

CEO & Campus Director: Dr. Irene Matthews, MD, MSN

Vice President: Dr. Abigail Matthews, DMD

Director of Admissions: Dr. Abigail Matthews, DMD

Director of Nursing: Dr. Irene Matthews, MD, MSN, RN

Director of Compliance: Brenden P. Kelley, Esq.



Librarian: Raquel Reins, MIS

Receptionist: Veronika Ripa

Faculty

FACULTY MEMBER:	PROGRAM	DEGREES/ DIPLOMAS HELD & AWARDING INSTITUTION:
Dr. Jean Jude Alexis	Nursing (ASN & BSN)	MSN-NP: Miami Regional University MD: Universidad de La Habana
Brenden Kelley, Esq.	Medical Law & Ethics	JD: Cleveland-Marshall College of Law BA: Washington & Jefferson College
Dr. Abigail Matthews, DMD	Microbiology, Anatomy and Physiology	DMD: Case Western Reserve University Bachelor's Degree in Biology: Florida Atlantic University
Peter Kerr, RN, MSN	Nursing (ASN & BSN)	Master of Science in Nursing: Walden University Bachelor of Science in Nursing: University of Texas BA: Florida Atlantic University
Dr. Nadejda Dobrydnik, APRN, DNP	Nursing (ASN & BSN)	Doctor of Science in Nursing: Florida International University Master of Science in Nursing FNP: Florida International University Bachelor of Science in Nursing: Miami Dade Community College Associate of Science in Nursing: Miami Dade Community College
Dr. Asel Mambetalieva	Home Health Aide (HHA), Practical Nursing (PN)	Bachelor of Science in Nursing: Agape Academy of Sciences Juris Doctor: Kyrgyz State Law Academy MD: Kyrgyz State Medical Academy
Svetlana Serebryanaya, APRN	Nursing (ASN & BSN), Practical Nursing (PN)	Master of Science in Nursing: Chamberlain University Bachelor of Science in Nursing: Grand Canyon University Associate Degree in Nursing: Mesa Community College
Dr. Inna Minaeva,	Practical Nursing (PN)	Doctorate: Stavropol State Medical University Bachelor's Degree in Nursing: Agape University Associate Degree in Nursing: Agape Academy of Sciences
Louis Toto	College Algebra	Master of Science in Mathematics: Walden University



		Bachelor of Science in Social Science: Florida Atlantic University
Dr. Maria Luisa Dela Cruz	Nursing (ASN & BSN), Spirituality in Nursing	DNP: American Sentinel University MS: Nursing, University of Phoenix Bachelor of Science in Nursing: Perpetual Help College of Laguna
Hans B. Willis	Christian Values and Biblical Faith, Spirituality in Nursing	Bachelor of Arts: Pastoral Ministries, Northwest University
Nicole Abrahams	Diagnostic Sonography (ASDS)	Master of Science Degree in Leadership Bachelor of Science Degree in Health Science in Professional Development & Advanced Patient Care Occupational Associate Degree in Cardiovascular Technology
Nina Rega	Nursing (ASN, BSN)	Master of Science in Nursing: University of Phoenix. Bachelor of Nursing: Florida Atlantic University Associate Degree in Nursing: Broward Community College Licensed Practical Nurse: Sheridan Vocational School
Rahat Baimatova	English Composition, American Literature	Paralegal Studies: Florida Atlantic University Master of Art in English and Literature: Bishkek Humanities University
Dr. Shawn S. Mohammed	Nursing (ASN, BSN)	MD: University of Science Arts and Technology MSN-NP: South University:



Class Starting and Ending Dates for Enrollment

Students may enroll at any time during the year per the schedule on the last page of this catalog, upon completing an application. Students entering the Home Health Aide Program will attend classes for two consecutive weeks for the 75 Clock Hours Programs of instruction. Full-time Medical Assistant students will complete the 740 Clock Hours Program in ten months. Full-time Practical Nursing students will complete the 1372 Clock Hours Program in twelve months. Full-time Associate of Science in Nursing students will complete the 75 Credit Hours Program in 18 months. Full-time Associate of Sciences in Diagnostic Sonography students will complete the 101 Credit Hours Program in 18 months. Full-time Bachelor of Science in Nursing students will complete the 122 Credit Hour Program in 25 months.

Hours of Operation

Administration offices are open Monday through Thursday from 10:00am to 5:00pm. Additional office hours are available by appointment.

Classes are held Monday through Thursday with morning sessions from 9:00 a.m. to 1:00 p.m., afternoon sessions from 1:00 p.m. to 5:00 p.m., and evening sessions from 6:00 p.m. to 10:00 p.m. Friday and Saturday sessions are from 9:00 a.m. to 5:00 p.m. Clinical times vary according to location and schedule: Monday through Sunday.

Facilities

Throughout the physical facilities, Agape Academy of Sciences creates and maintains a setting conducive to learning for its students, faculty, and staff. Quality facilities are vital to the Academy's educational services and other aspects of its mission. The adequacy and effective management of these facilities enable the Academy to provide an environment conducive to academic development as well as teaching. The Academy is in a 7,184 -square-foot facility conveniently located at 3415 S. Federal Highway, Suite 2, Delray Beach, Florida 33483. Agape Academy of Sciences is near I-95, major shopping centers, and public transportation routes. Convenient access to public transportation is available. This location has disabled access as well as stairways and houses.

There are 3 classrooms, a simulation lab, 3 administrative offices, and 3 restrooms. Each classroom has been fitted with the appropriate ergonomic seating conducive to learning and educational technology that enhances the student's academic experience. The simulation lab contains simulation equipment, and technology, hospital beds and furnishings necessary to facilitate patient care interventions in all nursing areas. The institution's facility is compliant with the Americans with Disabilities Act (ADA), supplying disabled access in terms of parking spaces, building access, and appropriate restroom accommodations.

Equipment

Instructors use computers and appropriate current curriculum software, audio/visual equipment, current educational videos, anatomical models, and skeleton models. There are other assorted program-related equipment and materials to stimulate students and enhance the learning process, including respiratory equipment, infant, and adult training mannequins, and cardiopulmonary resuscitation (CPR) equipment, including an automated external defibrillator (AED) trainer.



Virtual Library & Media Resources

The Virtual Library at Agape Academy is home to more than two thousand items, including print publications, textbooks, research materials, professional journals and instructional media that are pertinent, recent, and have appropriate content and reading level. In addition, the virtual library content includes microfilm items, videos, and access to local public libraries. Teaching materials include a variety of current technological aids for both group and self-instruction. The library staff teaches students valuable skills for locating and evaluating the latest information in a complex array of sources. Our professional librarian provides expert support to students, including the use of videos and reference materials that may be checked out. The library maintains the following business hours: Monday through Thursday 11:00 am to 7:00 pm, Friday and Saturday 10:00 am to 3:00 pm. Additional office hours are available by appointment.

The Academy's online Media Center resources include books, journals, research materials, videos, and access to local hospital affiliated public libraries. The institution also provides online learning resources to students for hybrid and online programs through our membership to the LIRN (Library Information Resource Network, Statista, ProQuest - Ebook Central: Academic Complete), which students can access at any time for undergraduate and graduate degree programs. Gale Silver Core includes the following Database Collections: Academic OneFile; Communications & Mass Media Collection; Computer Database Collection; Diversity Studies; Environmental Studies & Policy Collection; Expanded Academic ASAP; Gale Ready Reference Shelf; General OneFile; General Science Collection; Global Issues InContext; Health & Wellness Resource Center; Health Reference Center; Academic; Information Sciences & Library Issues; Literature Resource Center; Nursing & Allied Health Collection; Psychology Collection; Religion & Philosophy Collection; Science InContext; Student Resources InContext; Testing & Education Reference Center w/Career Module (TERC); Vocations & Careers Collection, and more. ProQuest Ebook Central Academic Complete includes over 100,000 online books in many content areas.

Available Programs of Study

Program Title	Credential	Clock Hours	Credits Hours
Home Health Aide (HHA)	Certificate	75	
Medical Assistant (MA)	Diploma	740	
Practical Nursing (PN)	Diploma	1372	
Nursing (ASN) Program	Associate of Science		75
Nursing (BSN) Program	Bachelor of Science		122
Diagnostic Sonography (ASDS) Program	Associate of Science		101



Admission Policies and Procedures

Home Health Aide Program

1. The Director of Admissions or his or her designee will interview all prospective students to determine their interest and applicability of the academic programs offered by Agape prior to acceptance.
2. All prospective students will complete and submit an application/enrollment agreement along with the \$100 application and registration fee to the Director of Admissions or his or her representative.
3. Applicants will be subject to the following regulations concerning educational qualifications related to the applicant's ability to benefit from the training provided by the Academy:
 - All applicants must be at least 17 years and 8 months of age.
 - All applicants must be physically able to perform the duties for which they are training (have an ability to benefit), as determined by the Campus Director.
 - Have a High School Diploma, GED or successfully pass the Wonderlic Basic Skills Test (WBST), with a minimum verbal score of 26.
 - An Independent Test Administrator (ITA) contracted by the school administers the WBST. The student is responsible for paying the costs of the examination by the Wonderlic ITA directly to the testing agency or ITA. Currently the contracted ITA charges \$35 per applicant. But prices may vary.
4. Applicants will be notified of their admission status when completed application materials have been received.
5. Applicants accepted into the training programs at the Academy will be allowed to begin classes on the next available entrance cycle.

Practical Nursing and Medical Assistant Programs

1. The Director of Admissions or his or her designee will interview all prospective students to determine the interest and applicability of the Practical Nursing Program and Medical Assistant Program.
2. Applicants will complete and submit the application/enrollment agreement with the \$100 application and registration fee to the Director of Admissions or his or her representative.
3. All students must have proof of a High School Diploma or GED.
4. All applicants must be at least 17 years, 8 months of age
5. Prospective students must take the Testing of Adult Basic Education (TABE). A composite score at the 501 percentile or above, with an individual score of at least 537 on the mathematics and reading portions of the exam is required for consideration for admission into the program..
6. Applicants will be notified of their admission status upon receiving all completed application materials.
7. Applicants accepted into the training programs of the Academy will be allowed to begin classes at the next available entrance cycle.
8. Prospective students must meet the criteria for state licensure, such as Level 2 Criminal Background Check, a clean Drug and Alcohol Test, and medical requirements.



Nursing (ASN) Program

1. The Director of Nursing or Director of Admissions will interview all prospective students to determine the interest and applicability of the Nursing Program prior to acceptance.
2. Applicants will complete and submit the application/enrollment agreement with the non-refundable \$100 application and registration fee to the Campus Director or his or her representative.
3. Students must provide evidence of completion of a high school diploma or GED (General Equivalency Diploma).
4. All applicants must be at least 17 years, 8 months of age, and parental consent is needed if under eighteen (18) years of age.
5. Prospective students must take the Testing of Adult Basic Education (TABE). A composite score at the 580 percentile or above, with an individual score of at least 596 on the mathematics and reading portions of the exam is required for consideration for admission into the program.
6. Applicants will be notified of their admission status upon receipt of all completed application materials.
7. Applicants accepted into the training programs of the Academy will be allowed to begin classes at the next available entrance cycle.

Nursing (BSN) Program

1. The Director of Nursing or Director of Admissions will interview all prospective students to determine the interest and applicability of the Nursing Program prior to acceptance.
2. Applicants will complete and submit the application/enrollment agreement with the non-refundable \$100 application and registration fee to the Campus Director or his or her representative.
3. Students must provide evidence of completion of a high school diploma or GED (General Equivalency Diploma).
4. All applicants must be at least 17 years, 8 months of age, and parental consent is needed if under eighteen (18) years of age.
5. Prospective students must take the Testing of Adult Basic Education (TABE). A composite score at the 580 percentile or above, with an individual score of at least 596 on the mathematics and reading portions of the exam is required for consideration for admission into the program.
6. Applicants will be notified of their admission status upon receipt of all completed application materials.
7. Applicants accepted into the training programs of the Academy will be allowed to begin classes at the next available entrance cycle.



Diagnostic Sonography (ASDS) Program

1. The Director of Admissions will interview all prospective students to determine the interest and applicability of the Program prior to acceptance.
2. Applicants will complete and submit the application/enrollment agreement with the non-refundable \$100 application and registration fee to the Campus Director or his or her representative.
3. Students must provide evidence of completion of a high school diploma or GED (General Equivalency Diploma).
4. All applicants must be at least 17 years, 8 months of age, and parental consent is needed if under eighteen (18) years of age.
5. Prospective students must take the Testing of Adult Basic Education (TABE). A composite score at the 580 percentile or above, with an individual score of at least 596 on the mathematics and reading portions of the exam is required for consideration for admission into the program.
6. Applicants will be notified of their admission status upon receiving all completed application materials.
7. Applicants accepted into the training programs of the Academy will be allowed to begin classes at the next available entrance cycle.

Special Admission Requirements or Limitations

A criminal record may prevent a student from obtaining a license or certification in nursing programs. Therefore, a criminal record may affect the student's ability to gain employment in the field of training.

Applicants who have difficulty lifting more than forty pounds are advised to consider their enrollment carefully, as all nursing careers require ambulating, transporting, and assisting patients with movement and motor functions.

Hepatitis B Immunization Waiver

Students without documentation of a Hepatitis B vaccination are required to sign a Waiver that states that he/she has made a voluntary decision not to be immunized against the Hepatitis B Virus. In making this decision, the student accepts full responsibility for that decision and understands that OSHA federal regulations require healthcare facilities to make the Hepatitis B vaccination available only to their own employees. Therefore, a student is not a school employee and



understands that charges may not be filed against the school if he/she is exposed to the Hepatitis B virus while attending classes at the Academy.

Notification of Changes at the Academy

Students will be notified of changes in the Academy procedures and policies through the posting of information on communal bulletin boards, handouts by instructors and/or administrators in the classrooms, and by electronic mail.

Academic Catalog

A current school catalog is available for students to view prior to enrollment. At the time of enrollment, each student will receive a copy of a student handbook.

Orientation

All students are required to attend orientation prior to the first day of class. The students are provided academic information, introduced to staff, faculty, and information on time management, note taking, and study techniques. The students are informed of all key issues of the Academy policies and procedures.

Financial Information

Students must pay their tuition by the monthly due date. The calculated payment due date is listed on the Enrollment Application and Agreement form. If the payment deadline falls on a day the school is closed, the payment due date will automatically be extended to the next business day. If monthly tuition fees are outstanding, students will be on financial probation and will not be eligible for enrollment into the next quarter until the outstanding balance is paid in full. Students on financial probation will not be able to attend classes until they have fulfilled their financial obligations with the Academy.

Home Health Aide (HHA)	Payment due in full prior to first day of class
Medical Assistant (MA)	\$2,500 Tuition Deposit and 10 Monthly payments -See Enrollment Application for full details
Practical Nursing (PN)	\$2,500 Tuition Deposit and 12 Monthly payments -See Enrollment Application for full details
Nursing (ASN) Program	\$2,500 Tuition Deposit and 18 Monthly payments -See Enrollment Application for full details
Nursing (BSN) Program	\$2,500 Tuition Deposit and 25 Monthly payments -See Enrollment Application for full details
Diagnostic Sonography (ASDS)	\$2,500 Tuition Deposit and 18 Monthly payments -See Enrollment Application for full details

Payment Policy

Late payments will incur a \$20 late fee per week. The Academy reserves the right to remove any student from class that has not satisfied his or her financial obligations. Students are welcome to make payments on tuition and fee charges using checks, money orders, cash, or credit cards.



Collections

Students are required to meet with administration to address all financial responsibilities prior to exiting the Academy for any reason.

Period of Obligation

The length of the diploma program shall determine the period of financial obligation for all courses. A non-refundable registration fee of \$100.00 is due by the first day of school. A predetermined initial payment is due on the first day of class. A student must pay his or her tuition payment according to the agreed financial schedule. A student who does not meet his or her financial schedule obligation may be withheld from attending class until all financial payments are current. The Academy reserves the right to change tuition and fees without notice. Students who are actively attending classes will not be affected by any tuition changes. If a student withdraws or otherwise leaves the Academy, tuition and fees may change at the time of reenrollment. The Academy will withhold a student's diploma and official transcript until all academic and financial obligations are met. A student who fails or withdraws from his or her class, if re-instated, will be charged tuition and fees as stated in the current catalog. A student who drops his or her class or is terminated from the school is obligated to pay tuition and fees according to the refund policy.

Non-Refundable Fees

Description	Cost	Description	Cost
Registration Fee	\$ 100.00	UWorld	\$ 370.00
Technology Fee	\$ 100.00	HESI Exit Exam 1 st Try	\$ 10.00
Laboratory Fee (per course)	\$ 100.00	Retest of HESI Exit Exam	\$ 200.00
Late Fee	\$ 20.00	ID Badge	\$ 10.00
Transcript Fee	\$ 30.00	Malpractice Insurance	\$ 35.00
Additional Transcripts (each)	\$ 30.00	Graduation Fee	\$ 300.00
Diplomas/Certificates (each)	\$ 50.00	Uniform	\$ 45.00
CPR License	\$ 40.00	White Jacket	\$ 35.00

Fees are required, charged separately, and cannot be financed. All fees are subject to change.

Retaking a Course

Students who receive a grade of "F" in a course must retake the course when it is offered again. The cost associated with retaking the course is the cost of the course itself.

Returned Check Fees

According to Florida Statute § 832.05 (giving worthless checks, drafts, and debit card orders, etc.):

- Worthless checks up to \$150.00 constitute a first-degree misdemeanor.
- Worthless checks over \$150.00 constitute a third-degree felony.

The school reserves the right to take necessary actions against default check writers by assessing the maximum fees allowable by law including:

- Checks under \$50.00 will be charged \$26.50.
- Checks from \$50.00–\$299.99 will be charged \$31.50.
- Checks from \$300.00–\$800.00 will be charged \$41.50.
- Checks over \$800.00 will be charged 5 percent of the check amount.



Students who have presented two returned checks will not be allowed to pay by personal check.
All fees are subject to change.

Program Cancellation and Refund Policy

The student shall have the right to cancel the agreement and receive a full refund before the first lesson and materials are received or the third business day after enrollment, whichever is later. Cancellation is effective on the date the written notice of cancellation is made by the student. The withdrawal date is determined with the student providing a written notification to the school. The institution shall make the refund as per the calculation consistent with the Florida Administrative Code. Refunds shall be made within 30 days of the date that the institution determines the date of determination that the student has canceled or withdrawn (regardless if the institution delivered the first lesson and materials before an effective cancellation notice was received).

In the event the institution does not accept the enrollment, a full refund of all monies will be made to the applicant. An applicant may cancel his/her enrollment within three (3) business days from the student signing of this enrollment agreement and all monies paid by an applicant (less non-refundable fees paid) will be refunded within three (3) business days after the student signed the enrollment agreement. An applicant subsequently requesting cancellation of enrollment prior to the class starting date shall be entitled to a refund of all monies paid (less non-refundable fees paid).

All monies due the applicant will be refunded within 30 days of the date of determination from the cancellation. The refund policy for students who have started attending and who have completed up to sixty (60) percent of the period of attendance (semester) will result in a pro rata refund computed on the number of hours completed to the total semester hours. The institution shall pay or credit refunds within 30 days of the date of determination of a student's cancellation or withdrawal. No refunds are due once the student has attended sixty (60) percent or more of their semester credit hours in any given period of attendance. For purposes of determining a refund, a student shall be considered to have withdrawn from an educational program when he or she withdraws or is deemed withdrawn by the date of determination and in accordance with the withdrawal policy stated in the institution's catalog.

If an institution has collected money from a student for transmittal on the student's behalf to a third party for a bond, library usage, or fees for a license, application, or examination and the institution has not paid the money to the third party at the time of the student's withdrawal or cancellation, the institution shall refund the money to the student within 30 days of the date of determination of the student's withdrawal or cancellation. This institution shall refund any credit balance on the student's account within 30 days of the date of determination after the date of the student's completion by means of completing all courses required in the student's program of study, or by withdrawal from the educational program in which the student was enrolled.



Academic Policies

Satisfactory Academic Progress

Students are graded during each program of study by the instructor's evaluation of the quality of work presented and the student's ability to follow instructions. The school maintains a certain amount of flexibility in its testing and evaluation of individual students.

Grading System

<u>Numeric Points</u>	<u>Percentage</u>	<u>Grade</u>	<u>Earned Point</u>
90 to 100	90% to 100%	A	4.0
85 to 89	85% to 89%	B	3.0
80 to 84	80% to 84%	C	2.5
79 or below	79% or below	F	0

A student must achieve an 80% to pass a course and a student must achieve a cumulative GPA of at least 2.50 to graduate. Students in diploma programs will be evaluated at the 50% completion point of each course and at the end of each course. Students in degree programs will be evaluated at the 50% completion point of each semester and at the completion of each semester. A student who fails to maintain an 80% average during his or her studies will be counseled and assisted to successfully complete the program. Failure to achieve the 80% level of academic achievement may result in disciplinary actions.

Exam information will be provided in the instructor's course syllabus. It is the student's responsibility to be prepared and present on exam days. Grade Point Average tests taken on other than the scheduled day have an automatic ten-point deduction unless a doctor's note or other document acceptable to the Campus Director is provided.

A student must achieve a cumulative GPA of at least 2.50 in order to graduate from a program of study. A student's GPA calculation excludes grades of "E" (exempt), "S" (satisfactory), and "U" (unsatisfactory); "P" (passing); withdrawals prior to the end of the week representing the 67 percent point of the term ("W"); fundamental courses (courses numbered less than 1000); incompletes ("I"); non-credit courses; the lower grade(s) for repeated courses; and grades in courses for which the student received transferred credit ("CRT"), credit earned through examination ("CRE") or credit awarded based on a certification ("CRC"). No plus/minus grades are awarded.

Grades will be determined through quizzes, tests, projects, participation, assignments, examinations and/or task completion. Students are provided with a final course grade at the end of each course or grading period. A permanent record of each student's progress is maintained in the administrative office. Letter grades are assigned numeric equivalents so that each student's progress may be reflected in terms of a cumulative grade point average (GPA).

Students in the Nursing Programs will be taking the standardized *UWorld* test after each course. The UWorld test scores will be incorporated into the final grade for the course and provide students with the tools to improve knowledge before moving on to the next course and help students understand their strengths and weaknesses.



All course syllabi have a 90/10 Objective vs. Subjective grading scale.

Academic Benchmarks

The Academy also has four benchmark tests used to evaluate each student's level of readiness to proceed within the nursing and practical nursing programs. A passing grade of 80% must be obtained on each benchmark test to proceed with classes or the student will be placed in a remediation track facilitated by an instructor.

Nursing (ASN) Program

- | | |
|--------------------|---|
| <u>Benchmark 1</u> | Foundations and Fundamentals of Nursing with Geriatric Care to include Human Anatomy and Physiology I and II, Medical Law and Ethics, Nutrition, Pharmacology, and Pharmacology Math. |
| <u>Benchmark 2</u> | Medical Surgical I and II, Adult Health Assessment. Also includes key areas in Benchmark 1. |
| <u>Benchmark 3</u> | Nursing and Childbearing Family/Obstetric Nursing, Theoretical Instruction, and Clinical Application in Personal, Family, and Community Health Concepts, Pediatric Nursing, and Mental Health Nursing. Also includes key areas in Benchmarks 1 and 2. |
| <u>Benchmark 4</u> | Comprehensive Pre-assessment along with Leadership Management/Interpersonal Relationship Skills, and Professional Role and Functions, to include the scope of nursing. |

Nursing (BSN) Program

- | | |
|--------------------|---|
| <u>Benchmark 1</u> | Foundations and Fundamentals of Nursing with Geriatric Care to include Human Anatomy and Physiology I and II, Medical Law and Ethics, Nutrition, Pharmacology, and Pharmacology Math. |
| <u>Benchmark 2</u> | Medical Surgical I and II, Adult Health Assessment. Also includes key areas in Benchmark 1. |
| <u>Benchmark 3</u> | Nursing and Childbearing Family/Obstetric Nursing, Theoretical Instruction, and Clinical Application in Personal, Family, and Community Health Concepts, Pediatric Nursing, and Mental Health Nursing. Also includes key areas in Benchmarks 1 and 2. |
| <u>Benchmark 4</u> | Comprehensive Pre-assessment along with Leadership Management/Interpersonal Relationship Skills and Professional Role and Function, to include the scope of nursing. |

Practical Nursing (PN) Program

- | | |
|--------------------|--|
| <u>Benchmark 1</u> | Foundations and Fundamentals of Nursing Care, Nutrition and Diet, to include Human Anatomy and Physiology. |
| <u>Benchmark 2</u> | Medical Surgical I and II, Geriatric Nursing. Also include key areas in Benchmark 1. |
| <u>Benchmark 3</u> | Nursing and Childbearing Family/Obstetric Nursing, Theoretical Instruction, and Clinical Application in Personal, Family, and Community Health Concepts, Pediatric Nursing, and Mental Health Nursing. Also include key areas in Benchmarks 1 and 2. |
| <u>Benchmark 4</u> | Comprehensive Pre assessment along with Management Concepts. |



Maximum Time Frame for Completion of a Program

The maximum timeframe for completion of a program of study (MTFC) is limited to 1.5 times the number of credit hours/clock hours required for completion of the program, including required fundamental courses. The MTFC calculation includes all courses attempted while a student is enrolled in a program of study, as well as common courses completed while enrolled at the Academy. Students will be dismissed from a program of study when it is determined that they will not be able to complete the program without exceeding the MTFC.

Add/Drop of Courses Policy

Adding a Course

Students need to select their course load prior to the start of the term. Students are prohibited from entering a course after the first week of class.

Dropping a Course

Students may drop a course prior to the completion of the fourth week of class. Students are required to complete a drop course form. Once the Drop Course Form is submitted and approved, prior to the completion of the fourth week of class, the course will appear on the student transcript as a withdrawal (W). Students who drop a course after the fourth week of class will receive a failure (F) for the course.

Testing Policy

1. Students are not allowed to ask questions of the instructor during testing.
2. Students are not allowed to enter or exit the test room once an exam has started.
3. Cell phones MUST be turned off.
4. Students must arrive prepared for the scheduled exam with the necessary supplies, such as pens, pencils, and erasers in good working condition.
5. Nothing is permitted on the desk while testing except exam paper and pen/pencil.
6. Exams and quizzes are timed according to the number of questions on the exam and according to the exam content.
7. When the exam time is up, the student must stop testing and submit the test.
8. Once the exam is completed and turned in, no changes will be made. On submission of the exam to the instructor, students are to exit the classroom quietly to a designated area until all of the students have completed the exam.
9. Arguing or refusal to submit the exam on time will result in a grade of zero (0).
10. Students arriving late for an exam will not be permitted to enter the classroom or take the exam on that day. Those students must schedule another date and time to take the exam with the instructor. As noted previously, tests taken on other than the scheduled day have an automatic ten (10) point deduction. Quizzes missed receive a zero (0). There are no make-up quizzes for missed quizzes.

Academic Honesty

As future professionals, the Academy holds all students responsible for maintaining honesty in all areas, including testing and all other course work. There is a ZERO tolerance policy in academic dishonesty. Any student who is seen cheating or assisting other(s) to cheat will be automatically terminated from the program.



Examination Makeup Policy

Students who miss an examination have one week to make up the examination. Makeup tests have an automatic ten (10) point deduction unless the student provides the school with a doctor's note or other legal document. There will be no retakes of failed exams. If a student misses an examination in the last week of a school term, the student must take the examination prior to the start date of the next term.

Students are responsible for contacting the Campus Director or his or her designee for makeup exams. Makeup exams should be taken within one (1) week of the missed exam. Students must schedule an appointment for all makeup examinations.

Students may take makeup exams on Fridays only during the hours of 9:00 am and 3:00 pm. Any exam not taken within one (1) week of the absence will receive a zero (0) points for that exam and no other times thereafter will be allowed to make up missed exams.

Course Failure and Course Incompletion Policy

If a student earns an Unsatisfactory Academic Progress grade of less than 80% or Unsatisfactory (U) in a course, the student must retake the course the next time the course is offered, earning a grade of A, B, or Pass on the retake; both grades will remain on the transcript. Normal tuition will be charged for all courses that require repeating. However, the failing grade will no longer be calculated in the student's GPA. Students may retake a course only once. No more than eight (8) of the Academy's credits may be repeated and only for the purpose of improving the student's GPA. The repeated course must be taken at the Academy and not at another location. A student may not repeat for credit any course in which a minimum grade (B or better) has been received.

A student who receives an Incomplete (INC) grade is required to complete the course requirements and achieve a passing grade within two weeks of the course end date. A student who fails to meet the course requirements during that time must repeat the course in the next term or the next time the course is offered and receive a passing grade of at least 80% or better to obtain course credit. If the student does not complete the course during the next term or the next time the course is offered, the final course grade will be a Failure (F).

Program Promotion

To be promoted to the next course, students must maintain a 3.0 out of a 4.0 grade point average in all graded courses and must have a grade of Pass in all Pass/Fail courses to maintain Satisfactory Academic Progress (SAP). Students in the Nursing programs have the additional requirement of achieving passing scores on the standardized term exit examination administered at the completion of each nursing sub-section. Standardized term exit examinations include:

- (1) Foundations and Fundamentals of Nursing
- (2) Medical/Surgical
- (3) Nursing and Childbearing Family/Pediatric Nursing
- (4) Mental Health Nursing/Community Health, and
- (5) Pharmacology.



Academic Probation

Students who do not maintain a 3.0 out of a 4.0 GPA (80%) will be placed on academic probation. Coursework such as clinical hours that are Pass/Fail grades and courses taken for audit cannot be included in the GPA determination.

Students on academic probation will be required to repeat any coursework where a GPA of 3.0 was not achieved. Students have one term to improve their GPA.

Students who cannot achieve a minimum GPA of 3.0 one term after being placed on academic probation will be placed on academic suspension from the program.

Students on academic probation are required to meet with an academic advisor prior to registering for subsequent terms. Academic probation is noted on the student's permanent record.

Withdrawal Procedures

A student who does not meet satisfactory academic progress and wishes to withdraw from the program must follow the procedures described below:

A student who wishes to officially withdraw from the Academy must notify the Director of Nursing and/or Campus Director in writing by email or nationally recognized overnight courier service or by certified mail, return receipt requested. Notification to an instructor does not constitute official notification. Tuition balances owed to Agape Academy after withdrawal computations have been made must be paid by the student. Students who stop participating in courses will be withdrawn within the timeframe specified in this catalog under Standards of Satisfactory Academic Progress (Quantitative Participation).

If a student's last date of attendance is at or past the 20% point of completion of a specific course, they will receive a grade of F. If a student's last date of attendance is prior to the 20% point of completion of a specific course, they will receive a grade of W.

Academic Suspension

Academic suspension is the first involuntary separation. Academic suspension results from a student's failure, while on academic probation, to regain good academic standing or achieve a minimum 3.0 term grade point average (GPA).

Suspension requires the student to be un-enrolled for one quarter/course to reflect on their academic goals and level of commitment to education. Academic suspension will be noted on the student's permanent record. Students re-admitted after an academic suspension will remain on academic probation for the entire quarter and must meet with the Campus Director prior to registering for classes.

Academic Dismissal

If a student who has previously spent time away from the Academy on suspension is suspended a second time, that student is academically dismissed from the Agape Academy and is no longer eligible to return to classes.



Terms for Reinstatement (Re-entry)

An inactive student, whether terminated or voluntarily withdrawn from any school program, may be re-admitted to the previously enrolled program under the following conditions:

- Correction of all deficiencies and/or a written agreement with Campus Director to correct previous deficiencies as described, but not limited to those listed above.
- A payment of \$60.00 re-entry fee plus the cost of the quarter will be charged.
- Students are responsible for buying any updated text (available at the school). No refund or exchange will be made on an outdated text.
- Students are to adhere to any changes in policy made during their absence.
- No credit will be given for prior hours, exams or clinical time during the last quarter or period attended. Students will “start” as a new student entering the program/quarter or period/course. Students who have been dismissed from the program are no longer eligible to re-enroll at the Agape Academy.

Leave of Absence Policy

Any student may be granted a Leave of Absence (LOA) for legitimate emergencies. Generally, only one LOA shall be granted in a 12-month period. Students are permitted to request an LOA at the end of the quarter/payment or period/course. In the event of an emergency, a student may request a leave of absence, not to exceed 180 consecutive days. Any such request must be made in the following manner:

1. A letter written and signed by the student must be addressed to the Director of Nursing explaining the request for a leave of absence. This request must specify the date the leave must begin and the date of anticipated return.
2. The LOA Letter should include any documentation substantiating the claim and reason why the leave of absence is necessary.
3. The Director of Nursing will decide if the Leave of Absence request has merit and may grant the leave based on the information provided by the student. The DON will notify faculty and staff of the LOA status of the student.

Upon the date of anticipated return, if the student does not begin class they will be terminated from their program of study.

Final Comprehensive Proctored Exit Exam Policy for Nursing and Practical Nursing Programs

Students in the Nursing and Practical Nursing Programs are required to take and pass a Health Education Services Inc. (HESI) nursing exit exam before they have successfully completed their program of study. This standardized test is a predictor of the NCLEX success. A passing grade of 80% allows students to be admitted to the Board of Nursing (BON) for their NCLEX.

Students will have two attempts to pass the exam. The first exam will be administered the last week of the last quarter or the last day of class. Students with scores below 80% for the HESI nursing exit exam on the first exam will be required to retest at their own expense (fee applies). Retesting will take place between 6 to 8 weeks after the first attempt.

Any student who fails to make a passing score after two (2) attempts will receive a grade of "F" for the nursing program and will be considered by the Nursing Faculty to have exhibited a lack of an appropriate level of preparedness for taking the NCLEX examination. This student will not



have met course requirements; will not be awarded a Diploma or Degree and must apply for re-admission into the program and complete the program over again.

Equal Opportunity Policy

Agape Academy is an equal opportunity/affirmative action institution and does not discriminate based on race, color, religion, sex, age, national origin, or handicap status in its educational programs, activities, hiring, or student admission practices. Agape Academy complies with Title IX of the Education Amendments of 1972 and the regulations in Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1973.

Probation

A student may be placed on probation at the discretion of the Campus Director prior to completion of the program. Reasons for probation include but are not limited to the following:

- Failure to pay tuition and fees under terms agreed upon with the Administrator of the Academy as reflected in the Enrollment Agreement;
- Failure to comply with the rules outlined in the catalog as stated under the Code of Conduct and school policies;
- Excessive absenteeism and/or tardiness as stated in the preceding policy;
- Absenteeism while on probation may result in termination from the program; and
- Probation or suspension from the program will be for a minimum of one week to a maximum of one year, at which time the student will be terminated from the program completely upon failure to rectify deficiencies.

Grievance and Appeals Process

The following procedure is in effect for any person who files a complaint regarding the Academy, a member of the faculty or staff, and/or another student. A student must file a written complaint with the Campus Director.

1. The Campus Director or his or her designee shall meet with the complainant within ten (10) calendar days from receipt of the written complaint. This meeting will be for gathering facts, evaluation, and hopeful resolution of the complaint. If the problem cannot be resolved, the complaint will be referred to the school's Complaint Committee. The Complaint Committee is composed of the Campus Director, the Director of Compliance, and two faculty members. Written documentation of the above-mentioned meeting shall be kept in the school's complaint file with a copy provided to the complainant.
2. The Complaint Committee shall meet within twenty-one (21) calendar days of receipt of the complaint to review allegations. If additional information is required from the complainant, a written request for said information will be mailed.
3. If additional information is not needed, the Complaint Committee shall act on the allegation and a decision shall be rendered, in writing, within fifteen (15) calendar days of the Complaint Committee meeting. The decision shall state the steps taken to correct the problem or information to show that the allegation was not warranted or based on fact. A copy of this decision shall be forwarded to the complainant.
4. The responsible staff member for this procedure is Dr. Irene Matthews, CEO/President.
5. All complainants are required to attempt resolution through the above process.



6. Any student has the right to file a complaint with the Florida Commission for Independent Education if the student has reason to believe their rights under the school's policies regarding privacy, access or non-discrimination have been violated.

In the event any person has followed the school's complaint procedure but does not feel that an appropriate resolution of the complaint has ensued, such student may contact The Commission for Independent Education (CIE), 325 West Gaines Street, Suite 1414 Tallahassee, Florida 32399-0400 or call the Toll-Free Number 888-224-6684.

Student Code of Conduct

Each student must follow the Code of Conduct in this catalog. Any student who is found to have violated these acts while on campus or on property controlled by the school or its affiliates (e.g., clinical sites, volunteer sites, career placement sites, etc.) or in connection with any off-campus school activities may be subject to the maximum penalty of expulsion or any other penalty authorized herein.

A student present during the commission of an act by another student which constitutes a violation of school policy may also be charged if the student's subsequent behavior constitutes support of the violation. Students witnessing any act(s), which constitute a violation of school policy should report such incidents to a school official.

Students are expected to conduct themselves in a professional manner at all times on campus, at clinical sites, and at any school-sponsored activities. Foul language, possession of illegal or non-prescribed drugs or alcoholic beverages, and disrespectful behavior are considered unsatisfactory conduct and may be grounds for dismissal. A student who conducts himself/herself in a manner detrimental to the school, staff, or other students will be terminated. Theft of property from the school or other students is grounds for immediate dismissal.

Rules and Regulations

Agape Academy is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life, and thoughtful study and discourse. The student code of conduct and conduct process is educational and developmental in nature and balances the interest of individual students with the interest of the Academy.

Our Academy community exists based on shared values and principles. At Agape Academy, students are expected to uphold and abide by certain standards of conduct that form the basis of the Student Code of Conduct. Each member of the Academy community bears responsibility for their conduct and to assume reasonable responsibility for the behavior of others.

The jurisdiction of the Student Code of Conduct extends to all Academy locations, off-campus sites hosting an Academy event, class or other gathering, including Academy-sanctioned social networking sites and Academy-sanctioned student travel. In the event of a breach of the Academy Code of Conduct, the Academy Student Conduct Procedures shall apply. Additionally, the Academy reserves the right to impose sanctions based on any student conduct, whether part of a program or not, regardless of location, that may adversely affect the Academy community.



Prohibited student conduct for the Student Code of Conduct includes, but is not limited to, those listed below. Any student who is found to have engaged in these acts while on campus or on the property controlled by the Academy or its affiliates, (e.g., clinical sites, volunteer sites, career placement sites, etc.) or in connection with any off-campus Academy activities or non-Academy related activity may be subject to the maximum penalty.

Tardiness

A student arriving after attendance has been taken is considered late and will be marked absent unless the instructor considers the reason for the tardiness legitimate. All class time missed more than fifteen (15) minutes must be made up by the student at the instructor's discretion.

Attendance

Attendance at class lectures, laboratory and clinical experiences is **mandatory**.

Classroom Attendance

Class attendance is 10% of the grade. Students should make every effort to be present and on time for classes. Students are allowed two (2) excused absences per quarter. Excused absences must provide legal documentation of cause. Students who are absent more than three (3) consecutive days are required to provide a letter from a doctor upon returning to class.

Students who fail to provide documentation for missed classes will be counseled and placed on probation. Any student with three (3) or more absences (excused or unexcused) will be placed on attendance probation and given a written warning. Any unexcused absences while on probation will result in failure of the quarter classes and/or may lead to termination from the program.

Skills Lab Attendance

Students must complete all course-required skills labs before being permitted to advance to the next course in the sequence or attend clinical rotations. Open skills lab times are available by appointment only. When scheduling an appointment, include the skills to be performed during the appointment to enable the instructor to prepare supplies and equipment needed.

Clinical Attendance

Students are required to complete 100% of scheduled clinical hours. Failure to comply will result in failing the entire course. Students are required to be at the clinical site and checked in 15 minutes before the start time. If the student arrives more than ten (10) minutes past the start time, the student will be sent home for the day, marked absent (which may result in failure of the program), and will require written approval of the Campus Director to return to the clinical area.

Students who are absent more than once during a clinical rotation are subject to a failing grade for the entire course. Clinical course makeup time is not guaranteed and is subject to the instructor and site availability.

Students must be in complete school uniform/scrubs in compliance with the dress code, including ID badge. Uniform compliance includes writing implements, required forms (such as care plan forms), stethoscopes, and penlights, as required by the clinical rotation. Chewing gum while in uniform is prohibited.



Students may not leave the clinical site or unit without permission from the instructor. Students must complete and submit satisfactory clinical data collection assignments as given by their instructor. Students are required to adhere to all rules and regulations of the clinical facility. **Absolutely NO cell phones are permitted inside a clinical facility at any time.**

Clinical Site Disclosure

Nursing and Practical Nursing students may be required to travel up to 140 miles for mandatory clinical experiences. Agape Academy of Sciences will not be responsible for arranging and covering the cost of transportation and lodging.

Health and Safety Violations

OSHA rules prohibit cell phone usage or texting, gum chewing, eating, drinking, applying make-up, personal grooming, and changing contact lenses during class time, lab, and clinical externship, etc. Agape Academy of Sciences does not allow eating or drinking in any of the classrooms, laboratories, or offices on campus. Designated break areas are provided for ease of comfort for eating. Vending machines are also available for student use in the break area.

Campus Emergency Plans

Agape Academy of Sciences maintains an Emergency Preparedness Plan which all faculty and staff are trained to follow.

Students can request copies of the plan at the Office of the Registrar located in the administrative office corridor adjacent to the Reception Center. The plan provides procedures and information concerning:

Primary risk events--inclement weather policies, environmental hazards, and on-campus biohazards. The plan also provides policies and required actions for secondary risks, which include intruder alerts and bomb threats. Students are oriented on these risks and plans concerning any potential threats posed to Agape Academy of Sciences. In addition, these plans are available on the general resource center page of the Learning Management System for hybrid programs. If you have questions concerning these plans, please see the Campus Director.

Prohibited Behavior

Engaging in any of the following acts is strictly forbidden and may subject the student to disciplinary action such as probation, suspension, or expulsion:

Copyright Infringement Policy

Students are required to comply with all local, state, federal, and international copyright laws and with school policies regarding the use of copyright-protected materials. Whenever copyright-protected works are used and fair use does not clearly apply, the school requires students to obtain written permission from the copyright owner. Downloading, uploading or transmitting files containing copyright-protected works without the permission of the copyright owner is strictly prohibited. Copyright-protected works cannot be copied, distributed, adapted, performed, or displayed without the permission of the copyright owner. Any unauthorized use of copyright-protected work infringes the copyright owner's exclusive rights under copyright law.



Illegal Use of a Campus Computer

The following are examples of the illegal use of a Campus Computer:

- Use of a school computer for violating personal privacy or for committing crimes.
- Unauthorized access to or use of computers, computer systems, networks, software, or data.
- Unauthorized alteration of computer equipment software, network, or data.
- Unauthorized duplication or use of computer programs or files.
- Making unauthorized changes to a computer account or other deliberate action that disrupts the operation of computer systems serving other students or the school's community generally.

Plagiarism

Although difficult to define, plagiarism consists of taking the words or specific content of another and either copying or paraphrasing the work without giving credit to the source. The following examples are only some of the many forms plagiarism may take:

- Submitting a term paper, examination or other work written by someone else. This is a flagrant instance of plagiarism.
- Failure to give credit in a footnote for ideas, statements of fact, or conclusions derived by another.
- Failure to use quotation marks when quoting directly from another person, whether it is a paragraph, a sentence, or even a part thereof.
- Close and extended paraphrasing of another.

Cheating

Incidents of cheating include using unauthorized notes, study aids, or information from another student or a student's paper on an in-class examination; altering a graded work after it has been returned, then submitting the work for re-grading; and allowing another person to do one's work and to submit the work under one's own name. Cheating also includes allowing someone to take a test in place of the actual student, whether in person or online, and using electronic devices to seek answers during online or in-person tests unless authorized by the instructor.

Fabrication/Forgery/Falsification of Records

Fabrication consists of presenting data in a piece of work that was not obtained from a source or gathered in accordance with guidelines defining the appropriate methods for collecting or generating data or failing to include a substantially accurate account of the method by which the data was generated or collected.

Forgery consists of altering documents affecting academic records; forging a signature of authorization, or falsifying information on an official academic document, transcript, election form, grade report, letter of permission, petition, or any document designed to meet or exempt a student from an established school academic regulation.

Falsification of Records consists of the following:

- Misusing school documents, forging, transferring, altering, or otherwise misusing a document, receipt, other school identification, or any other school document or record.



- Making false statements, including but not limited to the application for admission to the school or school program(s), petitions, requests, or other official school documents of record; forgery of “add” or “drop” processes or action on other school records or documents, whether by use of computer or other means of communication. Falsification of application shall subject the student to immediate dismissal with no refund.
- Contracting in the name of the Academy or claiming official representation of the school for any purpose.

Interference with Disciplinary Proceedings

Interference with disciplinary proceedings includes noncompliance with the Student Disciplinary System, including but not limited to:

- Failure to appear before the Campus Director, Disciplinary Committee, or other school official when requested to do so.
- Falsifying, distorting, or misrepresenting information during the disciplinary process or before a Disciplinary Committee.
- Disrupting or interfering with the orderly conduct of a disciplinary hearing.
- Knowingly making false accusations of student misconduct.
- Attempting to discourage an individual’s proper participation in, or use of, the student disciplinary system.
- Attempting to influence the impartiality of a member of a Disciplinary Committee prior to, and/or during the disciplinary hearing.
- Harassment (verbal or physical) and/or intimidation of a member of a Disciplinary Committee prior to, during, and/or after a disciplinary hearing.
- Failure to comply with the sanction(s) imposed under the Student Code of Conduct.
- Influencing or attempting to influence another person to commit an abuse of the student disciplinary system.

Conspiracy

Conspiracy consists of conspiring with another to commit a violation of any of the above, or aiding, abetting, assisting, hiring, soliciting, or procuring another person to violate any of the above.

Complicity

A student present during the commission of an act by another student that constitutes a violation of the Code of Conduct may also be charged with misconduct if his or her subsequent behavior constitutes consent or condoning of the violation.

Defamation, Threats, or Extortion

Verbal or written communication that unlawfully exposes any individual or group to hatred, contempt, or ridicule, and thereby injures the person, property, or reputation of another.

Verbal or written communication that threatens another person of a crime, offense, or injury to the person, property or reputation of another.

Threats to expose another to disgrace, with the intent to extort money or other benefit(s).

Public Endangerment, Physical Harm, Assault, Threat, or Extortion

Public endangerment, physical harm, assault, threat, or extortion (as defined in Florida Criminal Code) include the following:



1. Actual or threatened physical assault or intentional or reckless injury or harm to persons, property, or reputation.
2. Behavior or activities that endanger the safety of oneself or others.
3. Issuing a verbal, written, or printed communication maliciously threatening to falsely accuse another of any crime or offense.
4. Issuing a verbal or written communication that unlawfully exposes any individual or group to hatred, contempt, or ridicule, and thereby injures the person, property, or reputation of another.

Disorderly Conduct

1. Deliberate or persistent disruption, obstruction, intimidation, or repeated interruptions of the learning environment, research, administration, disciplinary proceedings, or other school activities that has the purpose and effect of unreasonably interfering with a student's ability to participate in or benefit from the school's programs or activities. This includes inappropriate use of cell phones, laptops, or other electronic devices.
2. Disorderly, lewd, or obscene conduct or language on campus or at any school-sponsored or school-supervised activity. This includes the sending of harassing, lewd, or obscene messages that have the purpose and effect of unreasonably interfering with a student's ability to participate in or benefit from the school's programs or activities.
3. Disruption as set forth in §877.13, Florida Statutes.

Failure to Obey Reasonable Order of School Official(s)

Failure to respond to a request by a school official for identification when a student is suspected of violating a stated school policy or is posing or has posed a threat to another person or themselves will result in termination.

Failure to obey a written or verbal request or order by a school official will result in probation or suspension.

Violation of Prior Disciplinary Sanctions or Warnings

Violation of any of the restrictions, conditions or terms of a prior sanction that resulted from a prior disciplinary action will subject the student to suspension or expulsion.

Theft or Damage to Property

Attempted or actual theft of and/or damage to personal or public property of the school or of a member of the school community, including but not limited to the theft of textbooks or library books, check fraud and possession or sale of stolen property.

Damage to property includes accidental damage or intentional damage or vandalism to property belonging to the Academy or others. Damage to property may result in required restitution from persons responsible for such damage and/or disciplinary action.

Unauthorized Presence on Campus or Use of School Property

Presence in an unauthorized area of a building or other unauthorized premises.

Use of school property or property of members of the school community or school affiliates without prior express approval by school personnel or in violation of any section of the Code.

Forcible entry into a building or other premises.



Fraudulent and/or unauthorized use of the school's name, logo, seal, nickname, slogan, or any registered trademark of the school.

Violation of an official school or campus restriction, trespass order, or court order related to a student, faculty member, instructor, or member of the school community.

Possession of Alcohol, Narcotics, and Illegal Drugs

Possession, promotion, manufacture, distribution, sale, use, transfer, purchase, or delivery of drugs (including drugs not prescribed for the user) or alcoholic beverages.

Possession of drug paraphernalia or any other item that could potentially contain or does contain illegal residue.

Public intoxication on campus or at a school-related site or activity.

Violation of Any Municipal, State or Federal Law, Rule, or Mandate

Violation, arrest, or conviction of any municipal, state, or federal law, rule, or mandate.

Possession of Weapons

Possession or use of firearms, fireworks, dangerous weapons, or chemicals on school property or at a school-sponsored activity without written authorization by an appropriate school official is expressly forbidden. Dangerous weapons may include, but are not limited to, knives, firearms, explosives, tasers, or any other item that may cause bodily injury or damage to an individual or property. Students in possession of a firearm or weapon on campus or at a school-sponsored activity will be automatically dismissed from the school.

Sexual Harassment

Federal law provides that it shall be an unlawful discriminatory practice for any employer, because of the sex of any person, to discharge without cause, to refuse to hire, or otherwise discriminate against any person with respect to any matter directly or indirectly related to employment or academic standing. Harassment of an employee or student on the basis of sex violates this federal law.

Sexual harassment of employees or students at Agape Academy of Sciences is prohibited and shall subject the offender to dismissal or other sanctions following compliance with procedural due process requirements. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment or academic standing; or
2. Submission or a rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting an individual; or
3. Such control unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile, or offensive working or academic environment.

Any individual who feels he or she has a complaint or matter he or she wishes to discuss may report the problem directly to the Agape Academy of Sciences President. Please be reminded that this policy applies to students as well as employees.



Anti-Hazing Policy

Hazing is any action or situation that recklessly or intentionally endangers the mental or physical health and/or safety of a student for purposes including but not limited to: initiation or admission into, association or affiliation with, any registered student organization or other group whether or not officially recognized by the Academy. Hazing in violation of Florida Statutes may result in felony charges. A student may commit an act of hazing whether the student is a prospective, current, or former member of the organization or group. The actions of active, associate, new and/or prospective members, former members, or alumni of a student organization or group may be considered hazing under this rule.

Hazing includes brutality of a physical nature such as whipping, beating, branding, forced calisthenics, exposure to the elements; forced consumption of any food, liquid, liquor, drug, or other substances; or other forced elements; or other forced activity which could adversely affect the mental or physical health or safety of the individual. Hazing includes any activity which could subject the individual to extreme mental stress such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or any other activity that could adversely affect the mental health or dignity of the individual. Hazing includes forcing, pressuring, or coercing, the student into violation of Academy policies or federal, state, or local law. Hazing includes soliciting a person to commit or being actively involved in the planning of any act of hazing as defined above where the act of hazing creates a substantial risk of physical injury or death to the person(s) hazed. It is not a defense to an allegation of hazing that: 1. the consent of the victim had been obtained; 2. the conduct or activity that resulted in the death or injury of a person was not part of any official organizational event or otherwise sanctioned or approved by the student organization; or 3. the conduct or activity that resulted in the death or injury of a person was not done as a condition of membership into a student organization.

Stalking

Following or otherwise contacting another person repeatedly, to put that person in fear for his or her life or personal safety.

Court Orders

A school student who has obtained an “order of protection” against another school student must inform the Campus Director immediately and must bring in a copy of the court order to be added to his or her student file. In the instance where both students are enrolled at the school simultaneously, the student who enrolled first in the school program would be allowed to remain in school and the other student would be terminated from enrollment with the option to return to school at any time after the first enrolled student has graduated. Protecting the safety of every student is always our priority.

Use of Cellular Telephones and Recording Devices

The use of cellular telephone in classrooms is prohibited. Recording of class, laboratory, or clinical sessions is prohibited. Should an emergency arise, and a student needs to have access to a telephone during any school academic activity, arrangements must be made by the student and the instructor prior to the start of the activity. Under no circumstances will students be allowed to record audio or video in a classroom, laboratory, or clinical setting.



Children on Campus

The Academy's instructors and staff assume no responsibility for minors not officially enrolled at the school. Minors not officially enrolled at the school are prohibited from using school facilities except with the permission of an instructor, supervisor, or other school official.

Information Security/Academy Computer System

Access to computers, printers, email, and the Internet is provided for the benefit of the Agape Academy educational process. Students will connect to a variety of appropriate information resources around the world for academic purposes. To ensure that all users are responsible and productive Internet users and to protect the Academy and student body's interests, the following summary of student guidelines has been established for using the Agape Academy information systems and networks:

1. Students may use Agape Academy's information systems and networks to conduct appropriate school-related activities such as using software and hardware for specific academic activities, Internet research, and communication with classmates, faculty, and staff through email.
2. Students are responsible for all computer transactions that are made with his or her user ID and password. Consequently, passwords should be kept secure and must not be shared with others. Students should log out of or lock workstations when finished using the system or when leaving a workstation for an extended period.
3. Students must not make unauthorized changes to a computer account or take other deliberate action that disrupts the operation of computer systems serving other students or the school's community generally.
4. Students may use the Agape Academy information systems and networks for school-related activities. Students must not use the Agape Academy information systems for purposes that are illegal, unethical, or harmful to Agape Academy. Students must refrain from sending or forwarding chain emails, conducting personal business, or transmitting or otherwise distributing offensive, harassing, or fraudulent content. Students are responsible for the content of all text, audio, or image(s) that the student accesses or distributes.
5. Students must comply with copyrights and license agreements. It is not permissible to use the Agape Academy information systems and network to reproduce, distribute, or otherwise fail to observe and comply with licensing agreements and copyrights.
6. Students must refrain from downloading or installing software that has not been approved by the Agape Academy Information Services department to any computer on the Agape Academy network.
7. Students shall not knowingly introduce a computer virus into Academy computers. Computer viruses are programs designed to make unauthorized changes to programs and data and can be extremely harmful to the educational process.
8. Please avoid eating or drinking near Agape Academy information system hardware to avoid causing accidental damage to Agape Academy hardware or software. Students found to have damaged Agape Academy property may be held financially responsible for damage caused to system hardware through carelessness or intentional inappropriate activity.

All messages created, sent, or retrieved over the Internet are the property of the Academy and may be regarded as public information. Agape Academy reserves the right to access the contents of any messages sent over its facilities if the Academy believes, in its sole judgment, that it has a



business need to do so. All communications, including text, audio, and images, may be disclosed to law enforcement or other third parties without prior consent of the sender or the receiver.

Violations of the Agape Academy Information Security Policy may result in disciplinary action in accordance with Academy policy, or with local, state, and federal laws. Failure to observe these guidelines may result in disciplinary action by the Academy depending upon the type and severity of the violation, whether it causes any liability or loss to the Academy, and/or the presence of any repeated violation(s).

Responsible Use of Social Media

Students using sponsored Agape Academy social media sites, such as pages in Facebook, Twitter, LinkedIn, and YouTube, etc., are expected to conduct themselves in a manner that complies with the terms of the student code of conduct, including those policies regarding discrimination and harassment. The code of conduct also applies to those students who identify themselves with Agape Academy and/or use their Agape Academy email address in social media platforms such as professional society blogs, LinkedIn, Facebook, etc. for deliberate professional engagement or casual conversation. This expectation applies to both open social platforms as well as to private and password protected social media platforms.

No messages with derogatory or inflammatory remarks about any legally protected characteristic shall be transmitted or retrieved. Abusive, profane, or offensive language is not to be transmitted. Any conduct which is impermissible under the law if expressed in any other form or forum is also impermissible if expressed through social media or other electronic means. While Agape Academy does not typically provide editorial review of the content of social media sites used by its students, Agape Academy reserves the right to edit or terminate any conduct or activities and edit any communication or postings at any time to comply with the student code of conduct or other policy, third party complaints, any applicable law or regulation, or computer and network management concerns.

Parking

Students attending day classes must park in parking spots designated for the school. Students who park in other areas risk having their vehicle towed and incurring towing fees. The school is not responsible for students' vehicles if towed. The school is not responsible for a student's vehicle or its contents. Students are fully responsible for their vehicles and any articles within. The school may require parking permits.

Dress Code

Agape Academy of Sciences' dress code is mandatory. All students are required to attend class in full uniform daily. A standard uniform consists of:

- Scrubs, well pressed and free of stain.
- Closed toe shoes.
- Hair must be pulled back away from the face and kept away from the collar.
- Beards must be trimmed.
- Artificial nails are not recommended.



A student who is not in uniform may be dismissed and counted as absent for the day. The wearing of body piercing jewelry should be avoided during externship and lab courses. It is recommended that tattoos be covered if possible. Students must be dressed in uniform when making up classroom and externship hours.

Smoke Free Facilities

Florida Statute 386.205 2(a) states that smoking is not permitted inside educational facilities where the public attends class. It is the policy of Agape Academy of Sciences that it is smoke-free and that all designated smoking areas be located out of doors at least 25 feet away from any door of the facility. Any member of the Institute community found to be in violation of this policy will be subject to suspension and/or permanent dismissal.

Designated Smoking Area

The designated smoking area is located outside at the side of the building. All smoking materials must be properly disposed of in the receptacles provided.

Student Records

Permanent academic records are kept at the institution. In accordance with the Family Education Rights and Privacy Act of 1974, students or parents of a minor student may review these confidential records for accuracy. Academic records will not be released without a student's written consent, except to legally approved authorities. Students and parents of a minor may view records by appointment with the Registrar.

Family Educational Rights and Privacy Act of 1974

The Family Educational Rights and Privacy Act (FERPA) of 1974 requires institutions to establish appropriate procedures for granting access to student records. Such access must be within a reasonable time, not to exceed 45 days. Students may inspect and review their education records upon written request to the Registrar. A student should submit to the Registrar or an appropriate school staff person a written request that identifies as precisely as possible the record or records he or she wishes to inspect. The Registrar or the appropriate Agape Academy of Sciences staff person will make the needed arrangements for access as promptly as possible and will notify the student of the time and place where records may be inspected. Access must be given within 45 days or less from the receipt of the request. When a record contains information about more than one student, the student may inspect and review only the records that relate to him or her. Agape Academy of Sciences reserves the right to refuse to permit a student to inspect the following records:

- Financial records of the student's parents or guardians.
- Letters and statements of recommendation for which the student has waived his or her right to access.
- Records connected with an application to attend Agape Academy of Sciences or a component unit of the institution if that application was denied.
- Records that are excluded from FERPA definition of education records.

Agape Academy of Sciences reserves the right to deny transcripts, diplomas, or copies of records not required to be made available by the FERPA in any of the following situations:

- The Student lives within commuting distance of Agape Academy of Sciences.
- The Student has an unpaid financial obligation to the institute.



- Student has an unresolved disciplinary action.

In accordance with the determination of a reasonable fee found in 34 CFR 668.17(3)(iii)(D), the school's fee for transcript copies is \$15 payable by cash, credit card, or money order.

Record Types

The institution maintains the following records:

Types of Records	Location of Records	Custodian of Records
<u>Current Students</u> Admissions Records Cumulative Academic Records Finance	3415 South Federal Hwy, Suite 2, Delray Beach, FL 33483 Tel. (561) - 449 - 7078	Registrar Finance Department
<u>Inactive Students & Graduates</u> Cumulative Academic Records Admission Records Financial Records Progress Records Financial Aid	3415 South Federal Hwy, Suite 2, Delray Beach, FL 33483 Tel. (561) - 449 - 7078	Registrar Finance Department

- Agape Academy of Sciences discloses information from a student's education records only with the written consent of the student, except to school officials who have a legitimate interest in the records. A school official is defined as:
 - A person employed by Agape Academy of Sciences in an administrative, supervisory, academic, research, or support staff position.
 - A person employed by or under contract to Agape Academy of Sciences to perform a specific task such as an attorney or auditor.
- A school official has a legitimate educational need if the official is:
 - Performing a task that is specific to his or her position described by a contract.
 - Performing a task related to the discipline of a student.
 - Performing a service or benefit relating to the student or student's family, such as counseling, job placement, or financial aid.
- The student must be notified of the disclosure and must receive a copy of his or her records. A student may request a hearing to challenge the content of the record that is to be made available to officials of other institutions.
- A student's education records may be disclosed to the following persons under appropriate circumstances:
 - To certain officials of the Florida Commission for Independent Education, U.S. Department of Education, the Comptroller General, and state and local educational authorities, in connection with certain state or federally supported educational programs.
 - In connection with a student's request for or receipt of financial aid as necessary to determine eligibility, amount, or conditions of the financial aid, or to enforce the terms and conditions of the financial aid.
 - To organizations conducting certain studies for or on behalf of the school.
 - To accrediting organizations to carry out their functions.
 - To the parents of an eligible student who claims the student as a dependent for income tax purposes.



- To comply with a judicial order or a lawfully issued subpoena.
- To appropriate parties in a health or safety emergency.

Agape Academy of Sciences will maintain a record of all requests for and/or disclosure of information from a student's education records. The record will indicate the name of the party making the request, any additional party to whom it may be re-disclosed, and the legitimate interest they had in requesting or obtaining the information. The parents or the eligible student may review the requested record. Students have the right to ask to have records corrected that they believe are inaccurate, misleading, or in violation of their privacy rights. Following are the procedures for the correction of records:

A student must request Agape Academy of Sciences in writing to amend the record, must identify the part of the record they want changed, and specify why they believe it is inaccurate, misleading, or in violation of his or her rights. Agape Academy of Sciences may comply with the request, or it may decide not to comply. If Agape Academy of Sciences decides not to comply with the request, the student will be notified of the decision in writing. The student has the right to a hearing and may challenge the information believed to be inaccurate, misleading, or in violation of his or her rights. Upon receipt of a written request, the school will arrange for a hearing and will notify the student in a reasonable timeframe in advance of the date, time, and place for the hearing.

A hearing officer who is a disinterested party will conduct the hearing. However, the hearing officer may be an official of the institution. The student shall be given a full and fair opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. One or more individuals, including an attorney, may assist the student. Agape Academy of Sciences will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence presented and the reason for the decision. If Agape Academy of Sciences decides that the challenged information is not inaccurate, misleading, or in violation of the student's rights, it will notify the student that he or she has a right to place in the record a statement commenting on the challenged information and/or a statement setting forth reasons for disagreeing with the decision. The statement will be maintained as part of the student's education record as long as Agape Academy of Sciences maintains the contested position. If the Academy discloses the contested portion of the record, it will also disclose the statement.

If Agape Academy of Sciences decides that the challenged information is inaccurate, misleading, or in violation of the student's rights, it will amend the record and notify the student in writing that the record has been amended. For more information on any of the foregoing, please contact the Registrar during regular office hours.

Official Transcript

Students may request an official transcript by completing a Transcript Request form. If the transcript is to be mailed, students need to provide the contact information and address of the recipient. A transcript is not official unless it is printed on security paper, has the Registrar's signature, and has the school seal affixed. Transcripts will reflect the grade point average of each course, the cumulative grade point average, and in the case of nursing students, whether they successfully completed the program by obtaining a passing grade on their program exit



examination. Obtaining a passing grade on their program exit examination allows the student to register for the NCLEX licensure examination. Graduates may request, in writing, additional copies of transcripts from the Registrar for a fee of \$30.00 per copy.

If a graduate, student, or former student has a tuition balance, their transcript will be held until the balance has been paid in full.

Anti-Discrimination Policy

The school does not discriminate based on age, race, color, creed, religion, or national origin. The training offered by the school is not recommended to individuals with physical disabilities or persons who are unable to undertake strenuous vocations (physical or psychological) that require performing the essential functions of the profession for which they are training.

Americans with Disabilities Act Policy

Documentation Guidelines:

To receive accommodations from the school, you must provide documentation verifying eligibility under the Americans with Disabilities Act (ADA). Although specific documentation requirements vary depending on the type of disability, the following guidelines apply:

- Documentation must indicate which major life activity or activities your disability affects. It must include a diagnosis of the disability or condition and explain any limitations you may have.
- Documentation must be recent, in most cases reflect your current condition, preferably no more than three years old. In some cases, older documentation is acceptable. If your disability does not change over time, older documentation is usually acceptable. People who have disabilities that change should provide recent documentation.
- Your documentation should indicate the accommodations that are appropriate for your particular disability. If you request accommodations that are not substantiated in your documentation, we may request additional documentation that indicates that the accommodation you are requesting is reasonable. If further testing is needed, you are responsible for scheduling and paying for the testing.
- If you are taking medications related to your disability, your documentation should include information about how the medication affects your ability to sleep, attend class, concentrate, etc.

Other considerations:

Accommodations cannot be granted retroactively. They are applicable from the date the eligible student registers with the school and presents his or her accommodations notification letter to the enrollment specialist of record.

Student Responsibility

Accommodations designed to meet your individual learning needs do not reduce your responsibility for meeting the same academic standards, conduct codes, and course requirements as those required of all students at the Academy.



Confidentiality

Disability related information is treated under strict rules of confidentiality. The Academy will not release documentation or the exact nature of the disability without the student's permission.

Students needing services need to complete a Student Intake Form and Student Request for Services form, which can be obtained at the Administrative Office.

Religious Observances

Students have the right to reasonable accommodation in admission, class attendance, scheduling of examinations, and work assignments concerning religious observances, practices, and beliefs of individual students, as required by Florida law. Students must make arrangements in writing with faculty/instructors and other appropriate school personnel at least one week prior to an anticipated religious observance for holidays not recognized on the school's academic calendar and that come within the accommodation requirement. A student who is denied accommodation may appeal in writing to the Director of Nursing or Campus Director over the faculty/instructor or staff member who denied the request within 10 class days from the time of the denial. To expedite the process, the maximum time between all appeals and responses will be 10 class days.

Other Rights

Students have all the rights otherwise preserved under the United States Constitution and Constitution of the State of Florida, which include:

- A. The right to educational programs that meet the learning outcomes of the class syllabus, to teaching consistent with those learning outcomes, and to a learning environment that encourages the students' engagement with their education.
- B. The right to be informed by the faculty/instructor near the beginning of each quarter or course regarding requirements, evaluation procedures, and evaluation criteria to be used, and the right to expect that those criteria be employed.
- C. The right to take reasonable exception to the data and views offered in any course of study; the students are, however, responsible for learning the content of any course of study in which they are enrolled.
- D. The right to be evaluated based solely on relevant academic criteria.
- E. The right to request and receive timely assessment of their academic work by the faculty/instructor teaching the course.
- F. The right to request and receive a reasonable and timely review of their grades by the faculty/instructor teaching the course.
- G. The right to be informed of the correct procedures to apply for financial aid, attendance policy, types of aid available, how financial need is determined, criteria for awarding aid, how academic progress is determined, and what must be done to continue receiving financial aid.
- H. The right to information under the Federal Campus Security Act (The Clery Act) regarding annual disclosure of campus crime statistics and other security information.

Transfer of Credits

Transfer of Academic Credit Policy and Fees

Transfer students must submit official academic transcripts from each institution attended and should have academic transcripts sent prior to registration to ensure proper advice. To be



considered official, transcripts may either be sent directly to the Academy from the issuing institution or be hand-delivered in a sealed envelope sealed by the issuing institution. Faxed transcripts are considered unofficial.

The transferability of credits is at the discretion of the accepting institution. It is the student's responsibility to confirm whether another institution of the student's choice will accept credits. Any credits considered for transfer to Agape Academy of Sciences must come from an institution that is accredited with an agency recognized by the United States Department of Education or Commission for Higher Education Accreditation (CHEA). At a minimum, 50% of the program hours must be earned at Agape Academy of Sciences for a credential to be conferred. Students are required to provide a school catalog or course description from the previous institution. Credit for prior learning is considered based on the institution's eligibility based on transfer of credit policy listed herein. Transfer credits will be evaluated on an individual basis for academic credit or equivalency. All science courses to be considered for transfer must be taken less than 10 years from the student's start date and must have a GPA of 2.0 or "C" or higher.

Agape Academy of Sciences will consider CLEP and DANTES testing scores for courses offered at the institution at the recommended credit value listed for relevant courses by the American Council on Education (ACE). Prior to granting transfer of credit for any course, the Academy reserves the right to test applicants or request that they successfully pass an examination administered by an Agape Academy faculty member.

Agape Academy of Sciences also offers a placement test (sciences and mathematics) on site where students must earn at least 80% in each section. If an incoming student took an SAT test, a score should be at least 450 in each section. If a student took the ACT, a score should be at least 20 or higher in both Math and English sections. For a student who took the ACCUPLACER exam, a score of 72 in both English and Math sections is sufficient.

All transcripts and documents received become property of the Academy and will not be copied or transmitted to third parties, except in accordance with state or federal law.

Accreditation

Agape Academy of Sciences is not accredited. Transferability of credits is a decision made by receiving institutions. Due to the standards of many accrediting agencies, transfer of credits from an accredited or non-accredited institution may not be possible.

Definition of Credit

At Agape Academy of Sciences, program credit is awarded using the Semester Credit Hour. This system is defined as follows:

One Clock Hour means a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor	
One Credit Hour of Lecture is Equal To	15 Clock Hours
One Credit Hour of Lab is Equal To	30 Clock Hours
One Credit Hour of Externship / Clinical is Equal To	45 Clock Hours



Student Services

Housing

The school does not provide housing for students. A list of reliable realtors and rental properties near the school will be provided to any student who requests housing assistance.

Academic Advising

The school provides academic advising services to students in person and via virtual Zoom meetings.

Student Records

Student records are permanently retained by the school in a fire-safe container, and/or a duplicate record will be kept at a separate location and are available to students upon individual request. Students' records will be provided to potential employers, only after the student has made a written request.

Library and Media Resources

The Academy maintains an extensive collection of online resources in its library as well as the services of a librarian to assist in research for the Academy's nursing programs. Agape's professional librarian provides expert support to students and is available online Monday through Friday from 9 am until 5 pm.

Student Placement/Clinical Externship

Students are provided with names and addresses of employment possibilities. Students are also referred to reputable local job placement agencies. Inquiries made to the school from potential employers will be posted in the school's job placement center. The school will assist the student with placement to the best of its ability but cannot guarantee employment or licensure.

Students may be required to travel more than 140 miles to a clinical site and Agape Academy of Sciences will not be responsible for the associated costs of transportation and housing.

Employment Placement

Following graduation, the school will assist the student with placement to the best of its ability but cannot guarantee employment after the completion of a program. The Academy will work with students to locate employment opportunities at the local, state, and national level and will provide students with names and addresses of employment possibilities. Students are also referred to reputable local job placement agencies. In addition, inquiries made to the school from potential employers will be posted in the school's job placement center. Students are given advice to gain employment, while résumé writing is stressed heavily in the last part of any program. Students in the nursing program are told of nurse associations and encouraged to join as a resource for employment leads and continuing education and development opportunities.

Miscellaneous

The school does not provide professional counseling or medical services to students.



Online Technical Support

Students will receive technical support in two areas if they experience technical difficulties accessing or using the learning management software/online platform website the student will use the website's technical help page. The learning management software/online platform provides links to Frequently Asked Questions, login issues, and systems failures. Agape reserves the right to change its online platform in the future but will provide students with ample notice.

School Attire

Students are expected to wear surgical scrubs daily whether they are in class or in clinical settings. White shoes are to be worn with the uniform. Students that fail to wear a uniform will be asked to leave class and will be marked absent.

Graduation Requirements

A Diploma or Certificate will be presented to each student who has:

1. Successfully complete all required courses and related examinations.
 - a. A student must achieve 80% to pass a course and a student must achieve a cumulative GPA of at least 3.00 to graduate.
 - b. Students in the ASN, BSN, and PN programs must earn 80% or higher on the HESI Exit Exam.
2. Successfully complete all required hours of training/externships/clinicals.
3. Fulfill all monetary obligations to the school.

Employment Placement

The Academy does not guarantee employment or licensure after the completion of a program. The Academy will work with students to locate employment opportunities at the local, state, and national level. Students are given a list of potential employers, rules, and regulations to gain employment, while résumé writing is stressed heavily in the last part of any program.

Method of Delivery

Agape Academy offers hybrid and online methods of delivery in addition to in-class delivery. On ground operations, traditional classroom format setting refers to classes conducted in a physical classroom where the teacher delivers instruction through lectures, conducts class discussions in real time, gives hands-on lab demonstrations using equipment, reviews student lab exercises, presentations, and team projects, and assesses student work through proctored quizzes and exams. In on ground operations, all required contact hours occur during regularly scheduled face-to-face class meeting times.

All labs and clinicals must be completed in person, on ground.

Orientation for Online Courses

Once enrolled, students will receive two orientations for hybrid coursework. The first orientation is in a face-to-face setting while the second is an online orientation. Students expressing an interest in taking hybrid courses will be required to complete two evaluations prior to the face-to-face orientation to ascertain the following:

- Does a distance learning class fit my learning style?
- Do I have the technical skills and knowledge to learn on-line self-evaluation?



During the face-to-face orientation, students will review material that includes:

- How to succeed as a hybrid student
- Six qualities of successful distance learners
- Frequently Asked Questions

During the face-to-face orientation, students will be introduced to the Neolms online platform. School instructional staff will demonstrate how to access the program and course content. Asynchronous discussion formats will be reviewed as well as hybrid course etiquette.

The online orientation for students is completed through the Neolms online platform, Student orientation section of the website. Accessing the website encompasses ID/Password acquisition, logging onto the site, and completing the program. Some of the topics covered in the orientation include information on how to be successful in a Hybrid Learning course, how to get your computer ready to use the Neolms online platform and navigating the system to locate a course and participate in the discussion groups. ID and Password information will be discussed and distributed at the face-to-face orientation.

The Academy may change its learning management software/online platform at any time. The Academy will provide a comparable orientation for all students on the new software.

Participation and Regulation

In hybrid courses, students are required to participate in class discussions. In this set up, students log in and have discussions with their classmates and instructor. It is important that students plan their schedule so that they have enough time to engage in discussions with their classmates. A student who fails any online class must take the same class on ground and continue the ASN program in a traditional setting.

Distribution of Materials

Course materials are distributed as follows: Students are required to purchase textbooks and additional materials on campus during the first week of classes. Instructor-provided materials are to be presented through the course portal. These include but are not limited to articles and links to relevant publications and/or other media.

Examination and Evaluation for Online Courses

The Academy will use an on-site assessment model for all quizzes and exams. Instructors will utilize frequent assessments designed to assist students with keeping pace with content requirements. The goal of the assessment process is to inform the instructor and the learner about learner progress and at the same time contribute to the learning process.

The types of assessments selected, and the methods used for submitting assessments should be appropriate for the hybrid-learning environment, such as:

- Submission of text or media files by email or online platform.
- Exams given in a proctored testing center.
- Quizzes with time limitations, printing disabled, and other security measures.
- Multiple assessments which enable the instructor to become familiar with individual students' work and which discourage 'proxy cheating' (someone other than the student completing and submitting work).



Technical Support

Students will receive technical support in two areas. If a student has technical difficulties accessing or using the learning management and/or student services online platform website, the student will use the website's technical help webpage page. The learning management and/or student services online platform provides links to Frequently Asked Questions, login issues, and system failures.

Computerized Testing and Computer Requirements

Courses will have an online component. This component may consist of learning activities, course discussions, and study guides. Several courses have an online support component on the learning management software. Students who fail one hybrid class must retake the same class in a classroom setting and continue their program in a traditional setting.

Hardware/Software Requirements

Windows PC	Windows 10 or newer	Browser: Firefox, Chrome
Mac	Mac OS X 11 or newer	Browser: Firefox, Chrome, Safari
General Software Needs	Web Animation Viewers	Adobe Flash Player
	Word Processing	Microsoft Word
	Spreadsheet	Microsoft Excel
	Slide Presentation	PowerPoint
	PDF Reader	Adobe Reader
General Equipment Needs	Camera	Microphone
Internet Connection	Wireless adapter (Wi-Fi)	
Computer RAM Memory	4 GB, 8 GB preferred	
Computer Hard Drive	64 GB, 120 GB preferred	
JavaScript and Cookies	Enabled	



Course Numbering

The institution utilizes alphanumeric variables to represent courses and their level of academic offering. Course numbers are used to designate and organize curriculum by paradigm and academic level. This course numbering system is not associated with the state course numbering system.

MA - Medical Assistant
AH - Allied Health
IT - Internet Technology
HHA - Home Health Aide
PT - Career Workshop
PN - Practical Nursing
AP - Human Anatomy and Physiology
TP - Career
IC - Introduction to Computers
PHC - Introduction to Health Care
CA - College Algebra
EC - English Composition
MI - Microbiology
NU - Nursing
PH - Pharmacology
CTP - Career Training Preparation
CNA - Essential Patient Care
OC - Oral Communication
CV - Christian Values and Biblical Faith
GP - General Psychology
HG - Human Growth and Development
NT - Nutrition
ML - Medical Law and Ethics
L - Laboratory Course
C - Clinical Externship
PH - General Physics
ST - Statistics & Computer Concepts
HS - Introduction to Healthcare/Medical Terms
MS - Medical/Legal Ethics and Ergonomics
MS - Sonographic
EK - Basic EKG
HA - HIV/AIDS
CP - CPR
EH - Echo



Program Offerings

Home Health Aide Program (75 Clock Hours)

Program Objectives

The objective of the Home Health Aide program is to enable students to acquire the skills necessary to enter the medical support field as a Home Health Aide. Students will become proficient in personal care for homebound patients, including providing personal hygiene care; they will aid with self-medication and other assistance as needed. The core curriculum of the program focuses on the theoretical aspects of assisting patients who are homebound, with some of the program time devoted to in-class clinical practice. As the program progresses, the student expands upon the knowledge gained in the initial theoretical training and lab experiences.

The HHA program at the Academy is designed to satisfy the Florida DOE Curriculum Framework for OES 66011462 SOC Code 31-1011 for Home Health Aide (CF 01.0-23.0). Upon successful completion of 75 hours of training, the student will receive a diploma indicating the completion of the Home Health Aide Program.

Curriculum Development

The Home Health Aide program at the Academy was designed to satisfy the Florida Department of Education Curriculum Framework for Home Health Aide. The 75-hour program addresses the Intended Outcomes 1-22 of the Curriculum Framework cited above. Faculty members continuously review and update the curriculum to satisfy both the stated framework requirements as well as the student needs.

Estimated Length of Study

2 weeks

Program Costs

Estimated Total Cost	\$600
-Tuition (Flat Fee)	\$400
-Registration Fee*	\$100
-Estimated Cost of Books**	\$100

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

Curriculum

Course Number	Course Name	Clock Hours
HHA001	Healthcare Industry	5
HHA002	Principles of Infection Control	5
HHA003	Communication, Confidentiality, and Soft Skills	5
HHA004	Legal and Ethical Behavior	5
HHA005	Safety and Well Being of Patient	5
HHA006	Principles of Nutrition	5



HHA007	Procedures and Tasks/Practice	10
HHA008	Assisting Patient with Self Medication	5
HHA009	Alzheimer Disease	5
HHA010	Domestic Violence	5
HHA011	Emergency Preparedness/Practice/CPR	10
HHA012	OSHA/HIV & AIDS	5
CTP001	Career Training Preparation	5
Total Clock Hours:		75

Award

Certificate

Method of Delivery

The entire HHA Program is 100% in person, classroom setting.

Course Descriptions

HHA001 Healthcare Industry

5 Clock Hours

This course provides an overview of the health care delivery system and the role that Home Health Aide plays in this industry. Emphasis will be on health occupations with emphasis on the HHA and the responsibilities of the Home Health Aide.

Prerequisite: None

HHA002 Principles of Infection Control

5 Clock Hours

Students will be introduced to the history of germ theory and its evolution into today's practice. Students will have a basic knowledge and understanding of disease and disease transmission and the necessary precautions as it relates to the Home Health Aide and patient.

Prerequisite: None

HHA003 Communication and Confidentiality and Soft Skills

5 Clock Hours

This course describes how communication occurs through words and actions. Positive and effective communication and confidentiality is very important. Students will be introduced to HIPAA as it relates to patient confidentiality. This course teaches the students the soft skills necessary in the home as well as in doctors' offices and health care institutions. Students learn the basic etiquette needed in conversing with family members, doctors, and patients.

Prerequisite: None

HHA004 Legal and Ethical Behavior

5 Clock Hours

Students will be exposed to the laws concerning patients and the Home Health Aide and the guidelines written within these laws to protect both the patients and the HHA. Students will learn



the legal aspects and behavioral protocol as it relates to accidents and circumstances that can affect both the HHA and the patient.

Prerequisite: None

HHA005 Safety and Well Being of Patient

5 Clock Hours

The safety measures presented in this course will assist the students in creating and maintaining a safe environment for the patient. Students will learn about general safety, oxygen safety, fire safety, patient safety, and how to identify areas of risk and the precautions that should be taken.

Prerequisite: None

HHA006 Principles of Nutrition

5 Clock Hours

This course will provide the students with guidelines for evaluating the patient's nutritional needs and delivering a well-balanced diet. The course will also provide information on preparing the patient for mealtimes to include all sanitary precautions in food preparation and delivery to the patient.

Prerequisite: None

HHA007 Procedures and Tasks/Practice

10 Clock Hours

In this course students learn procedures for admitting, transferring, and discharging the patient. The student will also learn techniques for making beds, measuring, and recording patient range of motion exercises, and all monitored processes as stipulated by the health institution and/or physician.

Prerequisite: None

HHA008 Assisting Patient with Self-Medication

5 Clock Hours

Students will learn how to assist patients with self-administration of medication, provided the patient's medical condition is stable, and will learn how to read a prescription table. Students will also be introduced to recording the disbursement of medication as it relates to time and dosage.

Prerequisite: None

HHA009 Alzheimer Disease

5 Clock Hours

This course teaches the student how to recognize, handle, and care for a patient who has been diagnosed with Alzheimer and dementia.

Prerequisite: None

HHA010 Domestic Violence

5 Clock Hours

This course teaches the students how to recognize domestic violence as a healthcare giver. Students are made aware that domestic violence is a crime, and it is very important that a suspected violence, abuse, neglect, or exploitation of a patient under their care should be reported.

Prerequisite: None



HHA011 Emergency Preparedness/Practice/CPR

10 Clock Hours

Students learn to assess patient room safety and to critically think through emergencies whereby they must maintain patient safety and invoke the chain of command to assist the patient.

Prerequisite: None

HHA012 OSHA/HIV & AIDS

5 Clock Hours

Students will learn about HIV/AIDS, its history, and its current effect on the world population. Students will learn about HIV/AIDS as a disease and the medical responsibilities concerning HIV/AIDS in the state of Florida

Prerequisite: None

CTP001 Career Training Preparation

5 Clock Hours

This course prepares the student with résumé writing and interviewing skills. Upon completion, students will have a professional résumé along with interviewing skills that will allow the students to prepare themselves for the workplace. Students will be taught how to articulate themselves in both oral and body language that conveys confidence to the interviewer.

Prerequisite: None



Medical Assistant Program (740 Clock Hours)

Program Objectives

The objective of this program is to provide students with adequate knowledge and technical skills needed to pursue entry-level employment in the healthcare industry as a Medical Assistant. Medical assistants work directly with doctors, nurses, and patients in many health care settings, including medical offices, clinics, labs, x-ray facilities, hospitals, and insurance companies. The program design is based on the American Medical Technologists Registered Medical Assistant Certification Examination competencies.

Program Description

The Medical Assistant program provides students with a solid understanding of the foundation and operations in a medical office as it relates to the front office and the back office. This program enables them to become vital members of the health care team, as students will be able to contribute to the overall patient care as it relates to the medical office. Graduates will possess the skills to perform work in a doctor's office, a clinic, or within a large hospital system. In addition, students will acquire a working knowledge of Healthcare Practice Management Systems to include scheduling of patients and verifying insurance providers, taking, and recording vital signs, weight, measurements, and receiving samples for lab analysis as stipulated by the doctor. Also, the Medical Assistant program encompasses front office procedures as well as the preparation of patients for their visit with the doctor. Students will assist the physicians by prepping the patients for their encounter with the doctor. The Medical Assistant does all vital signs, weights and relevant procedures that are deemed necessary prior to the patient's encounter with the doctor. This program allows the student to have a full perspective of the HIPAA laws and privacy on patient information as well as the protocol needed to work in a health institution.

Estimated Length of Study

10 months

Program Costs

Estimated Total Cost	\$8,225
-Tuition (\$10.00 per clock hour)	\$7,400
-Registration Fee*	\$100
-Technology Fee*	\$100
-Estimated Cost of Books**	\$250
-Estimated Additional Fees & Expenses***	\$375

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

***Additional Fees & Expenses: e.g., Student, Graduation Fee, Official Transcript.



Curriculum

Course Number	Course Name	Clock Hours
AH1010	Introduction to Allied Health	40
AH1100	Medical Front Office Procedure	40
AH1100-L	Medical Front Office Procedure – Laboratory	25
IT1100	Computer Applications and Electronic Medical Records	40
IT1100-L	Computer Applications and Electronic Medical Records – Laboratory	25
AH1110	Human Diseases and Pathology	50
AP1145	Anatomy & Physiology and Medical Terminology	50
MA1115	Pharmacology and Drug Administration	40
MA1155	Medical Back Office Procedures	40
MA1155-L	Medical Back Office Procedures – Laboratory	40
MA1030	Phlebotomy and Hematology	25
MA1030-L	Phlebotomy and Hematology – Laboratory	40
MA1020	Electrocardiography and Diagnostic Imaging	25
MA1020-L	Electrocardiography and Diagnostic Imaging – Laboratory	40
MA1170	Medical Assistant Certification Review	40
MA1175-C	Medical Assistant – Externship	180
	Total Clock Hours:	740

Award

Diploma

Method of Delivery

The entire MA Program is 100% in person, classroom setting.

Course Descriptions

AH1010 Introduction to Allied Health

40 Clock Hours

The purpose of this course is to provide students with an introduction to the Allied Health profession and what basic knowledge is expected for an entry-level student in the medical profession. This course covers medical jurisprudence, medical ethics, including standards of conduct, confidentiality of medical records, OSHA and biomedical issues, and responsibilities as related to today's medical environment. Cultural Diversity, Professional Development, and medical terminology will be introduced, as they are all crucial to the development of an Allied Healthcare professional.

Prerequisite: None



AH1100 Medical Front Office Procedure

40 Clock Hours

This course is an introduction to the administrative functions of the medical office or clinic with emphasis on written and oral communication, scheduling, medical records, documentation, and filing. Telephone techniques, etiquette and management/human resource skills will be explored. Introduction to Basic Coding, Banking, A/P, Health Insurance, and Electronic Health Records will also be introduced.

Prerequisite: None

AH1100-L Medical Front Office Procedure – Laboratory

25 Clock Hours

The course provides hands-on practice of front office skills such as basic coding, banking, health insurance, electronic health records in a laboratory setting, both on paper and electronically. The student will also practice entry-level diagnosis coding and procedure coding.

Prerequisite: AH1100

IT1100 Computer Applications and Electronic Medical Records

40 Clock Hours

This course introduces the essential concepts necessary to make effective use of a computer. Students achieve an understanding of what a computer can do, how it works, and how it can be used to create documents using word processing and spreadsheet applications. Current software applications are also introduced related to presentations and database operations used in business environments.

Prerequisite: None

IT1100-L Computer Applications and Electronic Medical Records – Laboratory

25 Clock Hours

This course is designed to be a practical, hands-on introduction for students to electronic medical records (EMR). Students will learn to become proficient in the EMR software before they encounter it in the laboratory setting. Learning experiences are provided for the skills being taught.

Prerequisite: IT1100

AH1110 Human Disease and Pathology

50 Clock Hours

This course is a study of the human body's diseases and disorders, including signs and symptoms, physical manifestations, anatomical abnormalities, etiology, diagnosis, and treatment.

Prerequisite: None

AP1145 Anatomy and Physiology and Medical Terminology

50 Clock Hours

This course is designed to provide a basic understanding of the body's systems and organizational structure. It is also designed to provide a basic understanding of the language/terminology used pertaining to the body's systems and its use in the medical office. The student will learn the respective individual systems of the body and how each plays a role in the human body as a whole.

Prerequisites: None



MA1115 Pharmacology and Drug Administration

40 Clock Hours

This course is an introduction to the principles of pharmacology, with a comprehensive study of drug action, routes of administration, and drug classifications by body system, dosage calculations, prescription writing, biopharmaceutics, abbreviations, and systems of measurement. Pharmacology for disorders affecting multi-body systems and specific populations, vitamins and minerals in the body will be covered.

Prerequisite: None

MA1155 Medical Back Office Procedures

40 Clock Hours

This course is designed to teach the student skills in obtaining information through patient interviews, history, and vital signs. General aspects of the medical assistant's role with emphasis placed on patient preparation and positions, methods of examination, injections, and assisting the physician with routine physical examinations. Students are taught hand washing, medical aseptic techniques, history of modern infection, and Electronic Medical Records.

Prerequisites: AH1110, MT1145, AH1010, AH1100

MA1155-L Medical Back Office Procedures – Laboratory

40 Clock Hours

This course provides opportunities for the explanation, demonstration, and practice of care provider activities essential to the basic practice of medical assistant such as the patient interview, history, vital signs, and positions, methods of examination, injections, and assisting the physician with routine physical examinations. Learning experiences are provided in the skills laboratory.

Prerequisites: AH1110, MT1145, AH1010, AH1100, MA1155

MA1030 Phlebotomy and Hematology

25 Clock Hours

This course is part of the Allied Health Assistant component of the program. Students will learn topic areas and procedures in hematology, coagulation, urine analysis, serology, blood bank, the theory, and principles of CLIA waived laboratory tests. The CLIA waived testing performed will include manual hematocrits, automated hemoglobin and glucose testing, urinalysis dipsticks, fecal occult blood, erythrocyte sedimentation rate, and pregnancy testing.

Prerequisites: AH1010, AH1100, MT1145, AH1110

MA1030-L Phlebotomy and Hematology – Laboratory

40 Clock Hours

Students will learn to perform the proper techniques used in drawing blood, urine analysis, CLIA, and specimen collecting. Blood collection procedures performed include vacuum collection devices, syringes, capillary skin puncture, butterfly needles, blood culture, and specimen collection. The course will focus on skill development in the performance of a variety of blood collection methods using proper techniques and standard precautions. Students will perform CLIA waived laboratory tests in the student laboratory.

Prerequisites: AH1010, AH1100, MT1145, AH1110, MA1030



MA1020 Electrocardiography and Diagnostic Imaging

25 Clock Hours

This course provides basic knowledge for a student working in a physician's office. Students are introduced to the preparation of a patient for an ECG and the proper procedures to obtain the best results. The course will also introduce students to the concepts surrounding radiology and diagnostic imaging. Students will become aware of the three types of radiology and their uses in the ambulatory care setting. Students will be instructed in radiation safety.

Prerequisites: AH1110, MT1145, AH1100, AH1010.

MA1020-L Electrocardiography and Diagnostic Imaging – Laboratory

40 Clock Hours

This course provides opportunities to perform multichannel/automatic electrocardiography, mount, and ECG tracing and to identify artifacts. The course will also introduce students to the demonstration of these techniques and will practice radiology and diagnostic imaging. Students will become aware of the three types of radiology and their uses in the ambulatory care setting. Students will be instructed in radiation safety. Learning experiences will be provided in the skills laboratory.

Prerequisites: AH1110, MT1145, AH1100, AH1010, MA1020

MT1170 Medical Assistant Certification Review

40 Clock Hours

The purpose of this course is to help prepare the student for the recommended Medical Assistant certification examination. An overall review of theory, administrative and clinical course work is included. Practice examinations are part of the course.

Prerequisite: Successful completion of all MA: AH1010, AH1100, AH1110, MT1145, AH1115, MT1115, AH1030, AH1020

MT1175 Medical Assistant Externship

180 Clock Hours

The student will gain supervised practical experience through on-the-job training as a medical assistant. Externships are required for graduation and will be held in a physician's office, clinic, hospital, or other healthcare site approved by the Academy.

Prerequisite: MT1170



Practical Nursing (1372 Clock Hours)

Program Objective

The Practical Nursing (PN) Program at Agape is designed to prepare students to pass the test for licensure as a Practical Nurse in the state of Florida. The objective of the program is to prepare students to work in a variety of medical settings as a Practical Nurse. The program consists of 1372 hours of education, including lectures, lab skills, and clinical work. Appropriate information and skills will be presented that meet the requirements of the Florida Board of Nursing for practical nurses and that meet the curriculum framework set forth by the state of Florida. The clinical portion of the program will help to provide hands-on experience for students, so that they may relate classroom and lab experiences to an actual working environment.

Estimated Length of Study

12 months

Program Costs

Estimated Total Cost	\$15,470
-Tuition (\$10.00 per clock hour)	\$13,720
-Registration Fee*	\$100
-Technology Fee*	\$100
-Laboratory Fee (\$100 per Laboratory Course)	\$400
-Estimated Cost of Books**	\$350
-Estimated Additional Fees & Expenses***	\$800

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

***Additional Fees & Expenses: e.g., Student Uniform, UWorld, HESI Exit Exam Graduation Fee, Official Transcript, Malpractice Insurance, ID Badge

Curriculum

Course Number	Course Title	Total Clock Hours	Theory Clock Hours	Lab Clock Hours	Clinical Clock Hours
PHC100	Introduction to Health Care	12	12		
PN106	Fundamentals of Nursing Care	258	62	34	162
PN104	Vocational Adjustments I	10	10		
PN102	Introduction to Computers	10	10		
PN108	Anatomy and Physiology	60	60		
PN110	Growth and Development	24	24		
PN112	Nutrition and Diet	24	24		
PN200	Pharmacology I	36	36		
PN201	Medical Surgical Nursing I	226	64	28	134
PN206	Mental Health Nursing	68	24		44
PN300	Pharmacology II	48	48		



PN302	Geriatric Nursing	186	24		162
PN304	Maternal and Newborn Nursing/Obstetric Nursing, Theoretical Instruction, and Clinical Application in Personal, Family, and Community Health Concepts	52	30	6	16
PN306	Pediatric Nursing	52	30	6	16
PN400	Medical Surgical Nursing II	182	64		118
PN402	Vocational Adjustments II	12	12		
PN404	Practical Nursing Seminar/Management Concept – Clinical Practicum	52	12		40
PN405	NCLEX Review	60	60		
Total Clock Hours		1372	606	74	692

Award

Diploma

Method of Delivery

The entire PN Program is 100% in person, classroom setting.

100% of clinical hours must be completed in-person at facilities in the State of Florida.

100% of lab hours must be completed in person, at Agape Academy.

Health Policies

In addition to the health regulations for all entering students, all students who are admitted to the Practical Nursing (PN) Program must complete an annual physical examination including Mantoux tuberculin skin test followed by a chest x-ray if positive, tetanus toxoid if 10 years since the last immunization, a record of immunizations including 2 measles, mumps and rubella (MMR) and 2 varicella vaccinations, COVID-19, hepatitis B vaccination, and annual influenza vaccinations. The completed medical/health form is to be on record by August 1 annually. Throughout the program, emphasis is placed on student nurses to be responsible for their own health. Each student must have proof of adequate medical insurance.

Course Descriptions

PHC100 Introduction to Health Care

Theory 12 Clock Hours

This course introduces students to health care issues and to the healthcare environment. Students will be introduced to topics including infection control, communication, health care roles, health care delivery systems, body mechanics, cultural and ethnic diversity, interpersonal skills, emergency procedures, CPR, patient advocacy, and the patient's bill of rights. This course follows the Florida Department of Education Curriculum Framework for health careers. NOTE: Students who have successfully completed this course at a licensed school and present a certification of course completion will not be required to take this course.

Prerequisites: None



PN106 Fundamentals of Nursing Care

Theory 62 Clock Hours, Lab 34 Clock Hours, Clinical 162 Clock Hours

Students will be introduced to basic nursing skills including safety, basic nursing procedures, communication, documentation, and ethical and legal responsibilities. Nursing history and theory will be presented. Students will practice basic skills in the lab before performing the skills in the clinical units. Basic medical terminology begins in fundamentals and will be continued and expanded in subsequent courses.

Prerequisites: None

PN104 Vocational Adjustments I

Theory 10 Clock Hours

The Practical Nurse as a patient advocate, as well as the role of the Practical Nurse in various health care settings, including nursing ethics and patient rights, will be discussed. The Nurse Practice Act (Chapter 464 FL Statutes) will be introduced, and students will attend a Board of Nursing meeting.

Prerequisites: None

PN102 Introduction to Computers

Theory 10 Clock Hours

The importance of computers to the healthcare field will be emphasized. Students will be introduced to utilizing computers for basic research, supplemental classwork throughout the PN curriculum, future clinical documentation, and remediation.

Prerequisites: None

PN108 Anatomy and Physiology

Theory 60 Clock Hours

This course introduces body structure and functions. Beginning with the basic cell structure, the course will present each of the body systems and the relationship of the systems to each other. The course is an essential foundation of the following courses in the PN program.

Prerequisites: None

PN110 Growth and Development

Theory 24 Clock Hours

Students will be introduced to the growth, development, and changes of the individual spanning pre-school to senior citizen. The effect of illness and disease on the body will be emphasized.

Prerequisites: None

PN112 Nutrition and Diet

Theory 24 Clock Hours

Good nutrition and its correlation to good health will be presented in this course. Cultural and ethnic diversity related to food preparation and serving will also be addressed. Therapeutic diets and their importance to various illnesses will also be identified.

Prerequisites: None



PN200 Pharmacology I

Theory 36 Clock Hours

Refresher math is presented in this course. Multiplication and division of fractions and decimals will be reviewed. Metric, household, and apothecary systems will be introduced; students will be required to convert from one system to another. Reading drug and medication labels, using ratio and proportion, utilizing body surface area for correct dosage calculation, converting from pounds to kilograms, and pediatric calculations are some of the areas included in this intense course. Major medications and drug classifications will also be introduced.

Prerequisites: None

PN201 Medical-Surgical Nursing I

Theory 64 Clock Hours, Lab 28 Clock Hours, Clinical 124 Clock Hours

Students will learn and practice advanced nursing skills in the lab before performing them on the clinical units. In this course students will begin to transition to caring for patients with complex medical issues. Care plans and accurate documentation will be emphasized. Discussion of major medications will be continued.

Prerequisites: None

PN206 Mental Health Nursing Care

Theory 24 Clock Hours, Clinical 44 Clock Hours

This course introduces students to prevalent mental health issues. Substance abuse will be identified. Students will not administer medications during this clinical rotation. Domestic violence will be addressed. The importance of medications, counseling, family/group support, and follow-up will be discussed. A case study will be required.

Prerequisites: None

PN300 Pharmacology II

Theory 48 Clock Hours

This course introduces medication administration procedures. The various routes of administration, as well as a review of calculations, including pediatric dosages, will be presented. The legal responsibility of the practical nurse will be emphasized, including correct transcription. Common errors and how to avoid them will be demonstrated. Pain intensity scales and patient education will be stressed. Students will practice administering medications in the lab before administering medications in the clinical units.

Prerequisites: PN200

PN302 Geriatric Nursing

Theory 24 Clock Hours, Clinical 162 Clock Hours

The needs of the elderly resident, including safety, restoration, nutrition, and psychosocial factors will be discussed. Clinical experiences will be obtained in area skilled nursing facilities. Students will administer medications, experience writing care plans, and, as team leader, assign other students to resident care.

Prerequisites: None



PN304 Maternal and Newborn Nursing/Obstetric Nursing, Theoretical Instruction, and Clinical Application in Personal, Family, and Community Health Concepts

Theory 30 Clock Hours, Lab 6 Clock Hours, Clinical 16 Clock Hours

Students will be introduced to current trends and nursing needs of the mother and newborn. Care of the antepartum, intrapartum, and postpartum patient, as well as health promotion and patient teaching, is presented. Included is care of the neonate in the hospital and home setting. Current medications used in the maternity/newborn unit will be discussed. Fetal growth and development will be discussed, along with cultural needs and preferences of the family.

Prerequisites: None

PN306 Pediatric Nursing

Theory 30 Clock Hours, Lab 6 Clock Hours, Clinical 16 Clock Hours

This course introduces students to common illnesses of children, the importance of the family unit, and current trends in the care of the pediatric patient. Grieving, loss of the pediatric patient, and the role of the nurse in supporting the family is also discussed. Pediatric medications and calculations will be reviewed; students will not administer medications in this clinical rotation.

Prerequisites: None

PN400 Medical Surgical Nursing II

Theory 64 Clock Hours, Clinical 118 Clock Hours

This course emphasizes the nursing care of patients with various diseases and disorders. Care plans, team concepts, patient assessment, and medication administration will also be emphasized. Students will be encouraged to seek out and perform advanced skills (within the scope of practice of the LPN) under the instructor's supervision. The student will assume increased responsibilities for several patients during this clinical rotation.

Prerequisites: PN201

PN402 Vocational Adjustments II

Theory 12 Clock Hours

Job choices, applications, résumés, and interviewing will be discussed. Guest speakers from the healthcare industry will be introduced and will be accessible for questions and suggestions. The role of continuing education will be discussed, and the scope and practice of the beginning LPN will continue to be emphasized. Guidelines for the NCLEX examination will be included.

Prerequisites: PN104

PN404 Practical Nursing Seminar/Management Concept – Clinical Practicum

Theory 12 Clock Hours, Clinical 40 Clock Hours

Students in this course will develop knowledge of public health issues and the role of practical nurses in the community setting. Students will learn how nurses play an active role in the education of the public on nursing and healthcare issues, how nurses participate in the development of public policy and the role of practical nurses in family-based communication and interpersonal relations. The intent of this course is also to provide both a broad introduction to the field and a synthesis of the knowledge base and skills related to practical nursing management. In addition, this course explains the intersection of nursing care with leading people and managing organizations and systems. The organizational framework of this course covers different areas including leadership,



professionalism, communication, and relationship building, knowledge of the healthcare environment, and business skills.

Prerequisites: None

PN405 NCLEX Review

Theory 60 Clock Hours

The National Council Licensure Examination for Practical Nurse (NCLEX-PN) is an all-inclusive, live study session covering essential nursing content that aligns with the NCLEX test plan. Engaging, interactive format reviews all content areas and includes test-taking strategies, critical-thinking exercises, and Question & Answer practice. Students will take the Health Education Services Inc. (HESI) nursing exam at the end of the course.

Prerequisites: PN404



Nursing (ASN) Program (75 Credits)

Program Description

The Nursing (ASN) Program at Agape is designed to facilitate career mobility for the Registered Nurse. The program is designed to provide educational and clinical experiences leading to employment in beginning positions as registered nurses in hospitals or comparable facilities. The faculty and staff at Agape Academy are dedicated to the professional development and success of each student. Within a dynamic interactive setting, students are educated to be ethical, accountable, and responsible graduates who are to become leaders in a changing healthcare environment while contributing to the practice of high-quality healthcare services.

The program's mission is to contribute to the body of nursing knowledge, provide leadership in nursing and health care arenas, and produce graduates who are grounded in Biblical truth and who demonstrate mastery in four primary areas: care, culture, Godly living, and information management.

The program is also designed to provide students with the knowledge, skills, and competencies needed to be eligible to take the State of Florida NCLEX-RN exam. The Academy does not guarantee graduates eligibility for licensure. Students are responsible for verifying eligibility requirements with the appropriate state Board of Nursing.

Program Objectives

At completion of the program, the graduate shall possess the knowledge and skills to:

- Provide and direct nursing care that enhances the care delivery setting to protect clients and health care personnel.
- Provide Christ-centered care focused on the love of God that shows patients the healing powers of faith.
- Provide and direct nursing care of the client that incorporates the knowledge of expected growth and development principles, and prevention and/or early detection of health problems and strategies to achieve optimal health.
- Provide and direct nursing care that promotes and supports the emotional, mental, and social well-being of the client experiencing stressful events, as well as clients with acute or chronic mental illness.
- Provide comfort and assistance in the performance of activities of daily living to a patient.
- Provide care and safety related to the administration of medications and parenteral therapies.
- Reduce the likelihood that patients develop complications or health problems related to existing conditions, treatments, or procedures.
- Manage and provide care for patients with acute, chronic, or life-threatening physical health conditions.
- Establish a caring therapeutic relationship within a culturally diverse population.

Estimated Length of Study

18 months



Program Costs

Estimated Total Cost	\$28,500
-Tuition General Education Credit: \$350.00 Nursing Core Credit: \$351.02	\$26,300
-Registration Fee*	\$100
-Technology Fee*	\$100
-Laboratory Fee (\$100 per Laboratory Course)	\$700
-Estimated Cost of Books**	\$500
-Estimated Additional Fees & Expenses***	\$800

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

***Additional Fees & Expenses: e.g., Student Uniform, UWorld, HESI Exit Exam, Graduation Fee, Official Transcript, Malpractice Insurance, ID Badge.

Service Fees

1. Nursing students must provide their own transportation to and from all clinical sites.
2. National standardized exams must be taken periodically at student expense.
3. Nursing students are responsible for all costs associated with submission and verification of annual health forms, background checks, and 10-panel drug screenings required by local healthcare facilities, to be completed within 30 days prior to beginning their clinical experience and randomly as deemed necessary. Students must have satisfactory results to participate in clinical rotations. Each student must have malpractice insurance.

Curriculum

Course Number	Course Title	Semester Credit
	GENERAL EDUCATION	
AP1085	Human Anatomy & Physiology I	3
AP1085-L	Human Anatomy & Physiology I – Laboratory	1
CA1010	College Algebra	3
CV1020	Christian Values and Biblical Faith	1
EC1011	English Composition	3
HG1012	Human Growth and Development	2
MI2001	Microbiology	2
MI2002-L	Microbiology – Laboratory	1
AP2085	Human Anatomy and Physiology II	3
AP2085-L	Human Anatomy and Physiology II – Laboratory	1
OC2150	Oral Communication	2
GP1101	General Psychology	3
NT2005	Nutrition	0.5



ML3050	Medical Law and Ethics	0.5
	General Education Credits	26
	NURSING CONCENTRATION COURSES	
NU1001	Foundations and Fundamentals of Nursing with Geriatric Care	3
NU1001-L	Foundations and Fundamentals of Nursing with Geriatric Care – Laboratory	1
NU1001-C	Foundations and Fundamentals of Nursing with Geriatric Care – Clinical Practicum	4
NU3000 & NU3000-L	Adult Health Assessment – Laboratory	2
PH1050	Pharmacology	3
PH1051	Pharmacology Math	0.5
NU 2550	Medical Surgical I	3
NU 2550-L	Medical Surgical I – Laboratory	1
NU2550-C	Medical Surgical I – Clinical Practicum	2
NU3012	Medical Surgical II	3
NU3012-C	Medical Surgical II – Clinical Practicum	2
NU2650	Care of Women and Pediatric Client	4
NU2650-L	Care of Women and Pediatric Client – Laboratory	0.5
NU2650-C	Care of Women and Pediatric Client – Clinical Practicum	1
NU2750	Mental Health Nursing	2
NU2750-C	Mental Health Nursing – Clinical Practicum	2
NU3060	Leadership Management/Interpersonal Relationship Skills and Professional Role and Function	1
NU3060-C	Leadership Management/Interpersonal Relationship Skills and Professional Role and Function – Clinical Practicum	3
NU3070	Community Health Nursing	1
NU3070-C	Community Health Nursing – Clinical Practicum	3
NU3080	NCLEX RN Review	7
	Nursing Concentration Credits	49
	Program Total Credits	75

Award

Associate of Science in Nursing



Method of Delivery

Hybrid Course Delivery (partially online, partially in-person).

100% of clinical hours must be completed in-person at facilities in the State of Florida.

100% of lab hours must be completed in person, at Agape Academy.

The following courses are online:

General Education and Science Courses:

Human Anatomy & Physiology I, College Algebra, Christian Values and Biblical Faith, English Composition, Human Growth and Development, Microbiology, Human Anatomy and Physiology II, Oral Communication, General Psychology, Nutrition, and Medical Law and Ethics.

Nursing Courses:

Adult Health Assessment, Leadership Management/Interpersonal Relationship Skills and Professional Role and Function, and Community Health Nursing.

Please note, students are required to take 75% of lectures and 100% of exams on campus. The remaining 25% of the hybrid course uses an asynchronous delivery method.

The following courses are 100% in person, classroom setting:

General Education and Science Courses:

Human Anatomy & Physiology I – Laboratory, Human Anatomy & Physiology II – Laboratory, Microbiology – Laboratory.

Nursing Courses:

Foundations and Fundamentals of Nursing with Geriatric Care, Foundations and Fundamentals of Nursing with Geriatric Care – Laboratory, Foundations and Fundamentals of Nursing with Geriatric Care – Clinical Practicum, Adult Health Assessment Laboratory, Pharmacology, Pharmacology Math, Medical Surgical I, Medical Surgical I – Laboratory, Medical Surgical I – Clinical Practicum, Medical Surgical II, Medical Surgical II – Laboratory, Medical Surgical II – Clinical Practicum, Care of Women and Pediatric Client, Care of Women and Pediatric Client – Laboratory, Care of Women and Pediatric Client – Clinical Practicum, Mental Health Nursing, Mental Health Nursing – Clinical Practicum, Leadership Management/Interpersonal Relationship Skills and Professional Role and Function – Clinical Practicum, Community Health Nursing – Clinical, and NCLEX RN Review.

Health Policies

In addition to the health regulations for all entering students, all students who are admitted to the Nursing (ASN) Program must complete an annual physical examination including Mantoux tuberculin skin test followed by a chest x-ray if positive, tetanus toxoid if 10 years since the last immunization, a record of immunizations including 2 measles, mumps and rubella (MMR) and 2 varicella vaccinations, COVID-19, hepatitis B vaccination, and annual influenza vaccinations. The completed medical/health form is to be on record by August 1 annually. Throughout the program, emphasis is placed on student nurses to be responsible for their own health. Each student must have proof of adequate medical insurance.



Course Descriptions

AP1085/AP1085-L Anatomy and Physiology and Laboratory

4 Credit Hours

An introduction to the structure, function, and chemistry of the human body, considering the following topics: body organization, the cell, tissues, membranes, glands, the integumentary system, the skeletal system, the muscular system, the nervous system, and the special senses.

Prerequisites: None

CA1010 College Algebra

3 Credit Hours

This course includes domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions, and equations; and systems of equations and inequalities and applications.

Prerequisites: None

CV1020 Christian Values and Biblical Faith

1 Credit Hour

This interdisciplinary course focuses on how to address spiritual needs through professional helping relationships. Students will learn Christian values, strengthen their faith, and most importantly, apply it to their daily lives. Students critically examine the impact of religion and spirituality on human behavior. Students explore how spirituality influences their own worldview and professional use of self. The goal is to gain an understanding of the impact of spiritual factors on individual functioning and how to support the provision of spiritual care.

Prerequisites: None

EC1011 English Composition

3 Credit Hours

This course concentrates on the process of writing clear, correct, and effective expository essays in response to materials drawn from culturally diverse sources. A minimum of one contact hour per week contains curriculum designed to improve basic skills and correct deficiencies in writing by reinforcing grammatical concepts. Emphasis is placed on using various methods of organization appropriate to the writer's purpose and audience. Students write frequently both in and out of class. Admission to this course is based on Academy placement test scores.

Prerequisites: None

HG1012 Human Growth and Development

2 Credit Hours

Students will be introduced to the growth, development, and changes of the individual spanning from preschool to senior citizen. The effect of illness and disease on the body will be emphasized. A study of human development through the lifespan is covered and considers human growth from conception to death. It is designed to give a general overview of the developmental processes. Topics considered include human nature, psychological development, sex role identification love, affiliation, aggression, image management, and attitudes.

Prerequisites: None



MI2001/MI 2002-L Microbiology and Laboratory

3 Credit Hours

This course is an introduction to microbiology, emphasizing principles of basic morphology, physiology, modes of transmission, biochemistry, and genetic mechanisms. It will include a survey of representative types of microorganisms and the role of pathogenic organisms in causing diseases and infections. The lab will complement microbiology lecture topics and will include the application of fundamental techniques in the isolation, cultivation, and identification of microorganisms. This course also explores population, biology, and ecological principles underlying public health and reviews molecular biology in relation to public health biology. It focuses on specific diseases of viral, bacterial, and environmental origin. It emphasizes the origin and dissemination of drug resistance, organization and transmission of virulence determinants, modulation of immune responses, and perturbation of gene expression. It also considers the role of the genetic constitution of the host.

Prerequisites: None

AP2085/AP1085-L Human Anatomy and Physiology II and Laboratory

4 Credit Hours

A continuation of the Anatomy and Physiology sequence, including the following topics: the circulatory system, the respiratory system, the digestive system, the urinary system, fluid and electrolytes, and the reproductive system.

Prerequisites: AP1085

OC2150 Oral Communication

2 Credit Hours

By successfully completing this course, students will be able to: a) identify their personal communication style and communication strengths and weaknesses; b) effectively communicate ideas in small groups and team meetings; c) develop and give short informative and persuasive presentations; d) analyze an audience and adjust communication style and delivery accordingly; e) recognize how body language and other non-verbal cues communicate unconscious messages; f) identify several techniques for improving listening, response, and feedback skills; and g) demonstrate improved ability to communicate effectively in a variety of settings, including schools and the workplace. Moreover, this course helps students gain skills needed to work in teams.

Prerequisites: None

GP1101 General Psychology

3 Credit Hours

Students will be introduced to the diverse field of psychology, methods of research used, and how it contributes to the body of knowledge in psychology, promotion of critical thinking, generation of new ideas, and consideration of alternate explanations when evaluating information. Key goals are to assist students in a) developing an understanding and appreciation of psychology as a field of science, and b) increasing the awareness of psychological phenomena in their daily lives.

Prerequisites: AP1085, AP 2085



NT2005 Nutrition

0.5 Credit Hour

This course teaches the students about the major properties, functions, and important food sources of nutrients. It describes human nutrient and energy needs throughout the lifespan and in physical training and translates human nutrient and energy needs into daily food selection, utilizing appropriate standards and guidelines. The course also covers the significance of food practices to nutrition and disease prevention and how to effectively evaluate meal plans for nutritional adequacy, nutrient density, balance, variety, and calorie control.

Prerequisites: None

ML3050 Medical Law and Ethics

0.5 Credit Hour

This is a study of the interrelationship of law and medicine. Emphasis is placed on the law of torts, administrative agencies, and consumer protection, as well as classes of contracts, breach of contract, and remedies available under the law. Special emphasis is placed on ethics for a health care delivery team member. This course includes four hours of AIDS/HIV awareness training and two hours of HIPAA training.

Prerequisites: EC1011

NU1001 Foundations and Fundamentals of Nursing with Geriatric Care

3 Credit Hours

In this course, students are introduced to the history and practice of nursing, including standards of nursing practice and concepts basic to nursing. The nursing process is emphasized in the classroom setting and its application in skills lab and classroom settings. Health patterns are reviewed across the lifespan. Introduction to nursing assessment skills includes health history, physical assessment techniques, and common nursing skills that support basic needs. The course also includes nursing care of the older adult patient with common health and wellness needs. This course also covers instructions for HIV/AIDS patients and a discussion about their multiple needs.

Prerequisites: AP1085, AP 2085, EC1011

NU1001-L Foundations and Fundamentals of Nursing with Geriatric Care – Laboratory

1 Credit Hour

This course provides opportunities for the explanation, demonstration, and practice of care provider activities essential to the basic practice of nursing as it applies to older adults. Learning experiences are provided in the skills laboratory.

Prerequisites: AP1085, AP 2085, EC1011

NU1001-C Foundations of Nursing with Geriatric Care – Clinical Practicum

4 Credit Hours

This course consists of the practical application in a clinical setting of knowledge acquired in the classroom. This course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program. Concepts to be covered include Impact of cultural beliefs and ethnic diversity on the older adult; legal, ethical, and social issues; social and psychological theories of aging; physical assessment of normal aging changes and functional consequences; implications of common chronic illnesses;



implications and risk factors affecting the older adult patients' health and wellness; and end-of-life care issues.

Prerequisites: AP1085, AP 2085, EC1011

NU3000/NU3000-L Adult Health Assessment and Laboratory

2 Credit Hours

This course requires the student in the controlled environment of the skills laboratory to demonstrate the competencies learned. This laboratory course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program, introducing the student to approaches to nursing assessment. It includes physical examination of the body, including chest, abdomen, musculoskeletal and neurological system, and genitalia. It also familiarizes the student with the integration of health assessments.

Prerequisites: AP1085, AP 2085, EC1011, NU1001, NU1001-L

PH1050 Pharmacology

3 Credit Hours

This course introduces the student to the basic pharmacologic concepts and principles related to the safe administration of therapeutic agents by nurses to clients of all ages. The course is designed to facilitate student understanding of the mechanisms of drug actions and provide a safe approach to drug administration.

Prerequisites: AP1085, AP 2085, EC1011

PH1051 Pharmacology Math

0.5 Credit Hour

This course concentration is on drug calculation and the use of conversion tables to include weight. Students are taught how to do the calculations as it relates to drugs and dosage.

Prerequisites: AP1085, AP 2085, EC1011, CA1010, PH1050

NU2550 Medical Surgical I

3 Credit Hours

This course introduces the student to theoretical and conceptual foundations in medical-surgical nursing. The student is presented opportunities to use assessment skills in the development and application of critical thinking as health alterations are examined and analyzed. Concepts specific to this course include oxygenation, metabolism, mobility, bowel and bladder elimination, and sensation.

Prerequisites: AP1085, AP 2085, EC1011, NU1001, NU1001-L

NU2550-L Medical Surgical I – Laboratory

1 Credit Hour

Agape Academy of Sciences Lab provides our students with a state-of-the-art learning center to develop the skills they will use in clinical practice. Students not only develop psychomotor skills, but also participate in a variety of activities and scenarios that help strengthen critical thinking, decision making, delegation, and teamwork. During the Medical-Surgical course and throughout the program, students work on still-life mannequins to hone fundamental skills such as bed-making, medication administration, and other nursing scenarios.



Prerequisites: AP1085, AP 2085, EC1011, NU1001, NU1001-L, NU2550

NU2550-C Medical Surgical I – Clinical Practicum

2 Credit Hours

This course consists of the practical application in a clinical setting of knowledge acquired in the classroom. This course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program.

Prerequisites: AP1085, AP 2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L

NU3012 Medical Surgical II

3 Credit Hours

This course is a continuation of the basic introduction to concepts of Medical Surgical Nursing I. Disease alterations continue to be examined within a theoretical and conceptual framework. Students are introduced to health alterations related to concepts of tissue perfusion, protection, mobility, sensation/cognition, digestion/nutrition, elimination/excretion, and emergency/disaster care. Teaching strategies include lectures, case studies, interactive activities, and use of the nursing process to encourage critical thinking skills.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L

NU3012-C Medical Surgical II – Clinical Practicum

2 Credit Hours

This course consists of the practical application in a clinical setting of knowledge acquired in the classroom. This course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L

NU2650 Care of Women and Pediatric Client

4 Credit Hours

Maternity nursing is designed to provide nursing theory and skills needed to promote the comfort, health, and safety of the mother and newborn during the childbearing process. The course is family-centered and utilizes the nursing process to meet the needs of the childbearing family. Pediatric Nursing is the study of basic aspects of growth and development. Developmental milestones are integrated from infancy to adolescence. This course provides the theoretical foundation for care of these age groups as well as examining common childhood illnesses. The nursing process is the framework for critical thinking.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L

NU2650-L Care of Women and Pediatric Client – Laboratory

0.5 Credit Hour

Agape Academy of Sciences Lab provides our students with a state-of-the-art learning center to develop the skills they will use in clinical practice. Students not only develop psychomotor skills, but also participate in a variety of activities and scenarios that help strengthen critical thinking, decision making, delegation and teamwork. During the Nursing and Childbearing Family course and throughout the program, students work on mannequins to hone fundamental skills such as bed



making, medication administration, and other nursing scenarios. This course also allows the student to apply the nursing process to the care of patients in selected pediatric clinical settings. Students will learn to observe cultural diversity and to implement care of the pediatric patient, family, and community through preventive, therapeutic, and palliative measures

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L, NU2650

NU2650-C Care of Women and Pediatric Client – Clinical Practicum

1 Credit Hour

This course consists of the practical application in a clinical and community setting of knowledge acquired in the classroom. This course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L, NU2650, NU2650-L

NU2750 Mental Health Nursing

2 Credit Hours

Theoretical and conceptual foundations in mental health nursing are presented. The nursing process is used to encourage steps in the critical thinking process as the student examines adaptive responses to psychobiological disorders and psychiatric emergencies along the health-illness continuum. Therapeutic communication strategies are emphasized.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L

NU2750-C Mental Health Nursing – Clinical Practicum

2 Credit Hours

This course consists of the practical application in a clinical setting of knowledge acquired in the classroom. This course is designed for students to experience the hands-on application of professional procedures required as part of the competencies and outcomes of the program.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU 3012, NU3012-L, NU2750

NU3060 Leadership and Management/Interpersonal Relationship Skills and Professional Role and Function

1 Credit Hour

This course requires students to utilize previously learned skills, attitudes, and behaviors. Classroom content focuses on the development of leadership, prioritization, time management skills, delegation concepts, and principles of collaborative, ethical decision-making. The focus will be on ensuring the student is prepared to assume the role of the entry-level graduate. Classroom content will include preparation to sit for the NCLEX-RN licensure exam.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L, NU2650, NU2650-L, NU2750, NU3050



NU3060-C Leadership and Management/Interpersonal Relationship Skills and Professional Role and Function – Clinical Practicum

3 Credit Hours

This course requires students to utilize previously learned skills, attitudes, and behaviors. Clinical content focuses on the development of leadership, prioritization, time management skills, delegation concepts, and principles of collaborative, ethical decision-making. Clinical oversight includes experiences with faculty. Facilities may include, but are not limited to, acute care, skilled nursing, and homecare/community settings. The focus will be on ensuring the student is prepared to assume the role of the entry-level graduate. Classroom content will include preparation to sit for the NCLEX-RN licensure exam.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3012, NU3012-L, NU2760, NU2760-L, NU2650, NU2650-L, NU2750, NU3050

NU3070 Community Health Nursing

1 Credit Hour

This laboratory course assists the student to apply knowledge of community resources from a comprehensive biopsychosocial perspective. There is special emphasis on the understanding of multicultural influences on health practices and beliefs within the community and the family.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU001-L, NU2550, NU2550-L

NU3070-C Community Health Nursing – Clinical Practicum

3 Credit Hours

This course provides students with the opportunity to apply community-nursing concepts to individuals, families, and communities in community settings to promote, maintain, and restore health. This course focuses on transcultural nursing concepts and home health care delivery through faculty and preceptor guided clinical experiences.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU3070

NU3080 NCLEX-RN Review

7 Credit Hour

This course prepares students for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) by reinforcing learned concepts and teaches all essential nursing content that aligns with the NCLEX test plan. It includes test-taking strategies and critical thinking exercises. Students take the Health Education Services Inc. (HESI) nursing exam at the end of the course.

Prerequisites: AP1085, AP2085, EC1011, NU1001, NU1001-L, NU2550, NU2550-L, NU 3012, NU3012-L, NU2650, NU2650-L, NU2750, NU3050, NU3070, NU3060



Nursing (BSN) Program (122 Credits)

Program Description

The Nursing (BSN) Program at Agape is designed for students to learn to apply both scriptural and scientific methods to nursing services rendered to individuals, families, and communities. The accomplishment of this dual goal encompasses Biblical concepts about the relationships between God and man, man and fellow man, and man and the physical universe.

To meet the needs of society, the Christian nurse must learn to apply both scriptural and scientific methods to nursing services rendered to individuals, families, and communities. AAS's nursing program is developed around the theme of nursing as an expression of God's love through service to man. The ramifications of such nursing responsibilities as comforting, strengthening, educating, maintaining, and motivating are explored in depth.

Program Objectives

Graduates of the nursing program will be able to:

- implement the nursing process and evidence-based practice.
- establish therapeutic relationships with the individual, the family, and the healthcare team.
- apply leadership skills and decision making in the provision of high-quality personalized care for all stages of the life span.
- make moral and ethical decisions based upon legal standards and Biblical principles; and
- be prepared to pass the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

The nursing department strives to prepare nurses who can function with a high degree of autonomy in a variety of situations throughout the world. Furthermore, the program is designed to anticipate increased diversity in nursing practice and career patterns. Therefore, the curriculum offers basic preparation in all major areas of nursing and includes a focus on developing clinical leadership skills. Students also have opportunities for concentrated study in an area of clinical interest.

The program is also designed to provide students with the knowledge, skills, and competencies needed to be eligible to take the State of Florida NCLEX-RN exam. The Academy does not guarantee graduates eligibility for licensure. Students are responsible for verifying eligibility requirements with the appropriate state Board of Nursing.

Estimated Length of Study

28 months



Program Costs

Estimated Total Cost	\$32,750
-Tuition General Education Credit: \$200.00 Nursing Core Credit: \$279.19	\$30,300
-Registration Fee*	\$100
-Technology Fee*	\$100
-Laboratory Fee (\$100 per Laboratory Course)	\$700
-Estimated Cost of Books**	\$750
-Estimated Additional Fees & Expenses***	\$800

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

***Additional Fees & Expenses: e.g., Student Uniform, UWorld, HESI Exit Exam, Graduation Fee, Official Transcript, Malpractice Insurance, ID Badge.

Service Fees

1. Nursing students must provide their own transportation to and from all clinical sites.
2. National standardized exams must be taken periodically at student expense.
3. Nursing students are responsible for all costs associated with submission and verification of annual health forms, background checks, and 10-panel drug screenings required by local healthcare facilities, to be completed within 30 days prior to beginning their clinical experience and randomly as deemed necessary. Students must have satisfactory results to participate in clinical rotations. Each student must have malpractice insurance.

Curriculum

Course Number	Course Name	Semester Credit Hours
	GENERAL EDUCATION	
CV1000	Christian Values and Biblical Faith I	3
CV1010	Christian Values and Biblical Faith II	3
AP1085	Anatomy and Physiology I	4
AP2085	Anatomy and Physiology II	4
EC1100	English Grammar and Composition I	3
EEC1110	English Grammar and Composition II	3
CA1010	College Algebra	3
OC2150	Oral Communication	3
MI2001	Microbiology	4
GP1101	General Psychology	4
HG1012	Human Growth and Development	4
LI1020	American Literature or Victorian Literature	3
PT 2260	Pathophysiology	4



NT2050	Nutrition	1
ML3050	Medical Law and Ethics	1.5
	General Education Credits	47.5
	NURSING CONCENTRATION COURSES	
BL2010	Spirituality in Nursing	2
NU2000	Fundamentals of Nursing	5
PH2050	Pharmacology	5
PH2060	Advanced Pharmacology	2
NU2060	Adult Health Assessment	3
NU2060-L	Adult Health Assessment – Laboratory	1
NU3100	Medical-Surgical Nursing I	4
NU3200	Medical-Surgical Nursing II	4
NU2070	Nursing Informatics	1.5
NU4070	Nursing and Childbearing Family	4
NU3050	Psychiatric-Mental Health Nursing	5
NU3080	Pediatric Nursing	4
NU4000	Community Health Nursing	4
NU4010	Nursing Research and Statistics	3
NU4030	Preceptorship	7
NU4040	Issues and Trends in Professional Nursing	3
NU4050	Geriatric Nursing	6
NU4060	Nursing NCLEX-RN Review	11
	Nursing Concentration Credits	74.5
	Program Total Credits	122

Award

Bachelor of Science in Nursing

Method of Delivery

Hybrid Course Delivery (partially online, partially in-person).

100% of clinical hours must be completed in-person at facilities in the State of Florida.

100% of lab hours must be completed in person, at Agape Academy.

The following courses are 100% online: General

Education and Science Courses:

Christian Values and Biblical Faith I & II, Anatomy & Physiology I and II, English Grammar and Composition I & II, College Algebra, Nutrition, Pathophysiology, Medical Law and Ethics, Oral Communication, Microbiology, General Psychology, Human Growth and Development, and American Literature.

Nursing Courses:



Spirituality in Nursing, Adult Health Assessment, Nursing Informatics, Community Health Nursing, Nursing Research and Statistics, Issues and Trends in Professional Nursing, and Geriatric Nursing.

The following courses are 100% in person, classroom setting:

Nursing Courses:

Fundamentals of Nursing, Pharmacology, Advanced Pharmacology, Adult Health Assessment – Laboratory, Medical-Surgical Nursing I, Medical-Surgical Nursing II, Nursing and Childbearing Family, Psychiatric-Mental Health Nursing, Preceptorship, Pediatric Nursing, and Nursing NCLEX-RN Review.

Please note, students are required to attend 50% of lectures and exams on campus. The remaining 50% of the hybrid course uses an asynchronous delivery method; the course content and information will not occur in “real time,” but rather in a self-paced manner. Students will be required to meet all course deadlines and complete all assignments while making satisfactory academic progress.

Health Policies

In addition to the health regulations for all entering students, all students who are admitted to the Nursing (BSN) Program must complete an annual physical examination including Mantoux tuberculin skin test followed by a chest x-ray if positive, tetanus toxoid if 10 years since the last immunization, a record of immunizations including 2 measles, mumps, and rubella (MMR) and 2 varicella vaccinations, COVID-19, hepatitis B vaccination, and annual influenza vaccinations. The completed medical/health form is to be on record by August 1 annually. Throughout the program, emphasis is placed on student nurses to be responsible for their own health. Each student must have proof of adequate medical insurance.

Course Descriptions

CV1000 Christian Values and Biblical Faith I

3 Credits

This course explores the nature and method of theological study and engages with key issues. The course focuses on a survey of Christian teachings—primarily in the evangelical tradition—relating to God, Jesus Christ, the Holy Spirit, scripture, salvation, the gospel, humanity, ethics, creation, the church, and the future, to help the students, understand and articulate their faith within the diverse theological streams of the Christian church.

Prerequisites: None

CV1010 Christian Values and Biblical Faith II

3 Credits

Christian Values and Biblical Faith II is the second part of a two-course sequence. Students learn the author, theme, content, and distinctive features of each book of the Bible. In addition, students will receive a chronological overview of the Pentateuch, including the authorship, purpose, and major characters of each book. The student will learn a broad outline of each book.

Prerequisites: CV1000



AP1085 Anatomy and Physiology I

4 Credits

A review of cell biology is given. Students acquire an understanding of anatomy and physiology of the human skeletal, muscular, integumentary, and nervous systems. In addition, students learn the pathology of each system studied. Lab work consists of the histological and anatomical study of body parts with additional work in physiology. All labs and externships are offered on ground.

Prerequisites: None

AP2085 Anatomy and Physiology II

4 Credits

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body, including cells, tissues, and organs of the following systems: endocrine, cardiovascular, respiratory, digestive, urinary, and reproductive. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, respiratory, digestive, urinary, and reproductive. Lab work consists of the histological and anatomical study of body parts with additional work in physiology. All labs are offered on ground.

Prerequisites: AP1085

EC1100 English Grammar and Composition I

3 Credits

This course concentrates on the process of writing clear, correct, and effective expository essays in response to materials drawn from culturally diverse sources. A minimum of one contact hour per week contains curriculum designed to improve basic skills deficiencies in writing by reinforcing grammatical concepts. Emphasis is placed on using various methods of organization appropriate to the writer's purpose and audience. Students write frequently both in and out of class. Admission to this course is based on Academy placement test scores.

Prerequisites: None

EC1110 English Grammar and Composition II

3 Credits

This course develops writing skills beyond the levels of proficiency required by EC 1100, emphasizes interpretation and evaluation in the writing of formal argumentative essays, and incorporates advanced research methods. Students will hone their skills at critical thinking, reading, writing, researching, and effective oral and visual communication by engaging with this topic.

Prerequisites: EC1100

CA1010 College Algebra

3 Credits

This course includes the domains and ranges of functions; graphs of functions and relations; operations on functions; inverse functions; linear, quadratic, and rational functions; absolute value and radical functions; exponential and logarithmic properties, functions, and equations; and systems of equations and inequalities and applications.



Prerequisites: None

OC2150 Oral Communication

3 Credits

By successfully completing this course, students will be able to: a) identify their personal communication style and communication strengths and weaknesses; b) effectively communicate ideas in small groups and team meetings; c) develop and give short informative and persuasive presentations; d) analyze an audience and adjust communication style and delivery accordingly; e) recognize how body language and other non-verbal cues communicate unconscious messages; f) identify several techniques for improving their listening, response, and feedback skills; and g) demonstrate improved ability to communicate effectively in a variety of settings, including schools and the workplace.

Prerequisites: None

MI2001 Microbiology

4 Credits

Students learn the physiological and clinical aspects of microorganisms. Special emphasis is given to bacteria and the role of microorganisms in disease. Basic virology, parasitology, epidemiology, and immunology are studied.

Prerequisites: None

GP1101 General Psychology

4 Credits

This course is designed to provide the student with the fundamental theories, concepts, and principles of psychology, with emphasis on the history and development of psychology. The student will be able to apply therapeutic psychological interventions and pertinent research findings to psychological problems.

Prerequisites: None

HG1012 Human Growth and Development

4 Credits

This course is designed to provide the nursing student with a basis for understanding the common changes that occur in individuals as they progress through the life span from birth to death. Emphasis is placed on the viewpoints of the major developmental theorists. The teaching, learning, and motivational factors of behavior are acquired along with common maturational crises in each phase of the life cycle. Changing family roles and Biblical principles for each age group within the lifespan are also explored.

Prerequisites: None

LI1020 American Literature

3 Credits

This course teaches from a Christian perspective the major authors and works from William Bradford to the modern era. Students will understand and appreciate the works by learning the meaning, philosophy, literary qualities, and historical context of the works presented.

Prerequisites: None



AN2050 Nutrition

1 Credit

This is an introductory course in the basic science of nutrition. It covers basic principles of nutrition and their application to health promotion, maintenance, and disease prevention in adults. The major macronutrients and micronutrients are learned along with application to the clinical setting. Students will also learn methods of conducting a nutritional assessment and principles for providing nutritional care to patients in various states of altered health.

Prerequisites: None

ML3050 Medical Law and Ethics

1.5 Credits

This is a study of the interrelationship of law and medicine. Emphasis is placed on the law of torts, administrative agencies, and consumer protection, as well as classes of contracts, breach of contract, and remedies available under the law. Special emphasis is placed on ethics for a health care delivery team member. This course includes four hours of AIDS/HIV awareness training and two hours of HIPAA training.

Prerequisites: None

PT2260 Pathophysiology

4 Credits

This course teaches the normal cellular function of body systems as well as alterations that occur in various disease processes or disorders. The student will develop an understanding of the effects of altered states of health on body systems and will have a stronger basis for planning nursing actions in the clinical setting.

Prerequisites: None

BL2010 Spirituality in Nursing

2 Credits

This course focuses on addressing the spiritual needs of patients through professional helping relationships. Students will learn Christian values, strengthen their faith, and most importantly, apply it to their daily lives. Students critically examine the impact of religion and spirituality on human behavior. Students explore how spirituality influences their own worldview and professional use of self. The goal is to gain an understanding of the impact of spiritual factors on individual functioning and how to support the provision of spiritual care.

Prerequisites: CV1000, CV1010

NU2000 Fundamentals of Nursing

5 Credits

The student will learn and demonstrate fundamental nursing skills. Using evidence-based practice, the student will learn to apply the nursing process in the delivery of nursing care across the lifespan. Application and implementation of nursing care will be emphasized regarding quality, safety, and privacy in the delivery of healthcare. The application and demonstration of basic nursing skills will occur using high- and low fidelity simulators in the laboratory setting and in the clinical setting.

Prerequisites: None



PH2050 Pharmacology

5 Credits

This course is an introduction to the basic concepts and principles of pharmacology. With an emphasis on knowledge and nursing interventions required to promote therapeutic effects, these concepts are applied to health promotion and maintenance to patients across the lifespan. Students acquire knowledge regarding the pharmacokinetics and pharmacodynamics of major drug classes and commonly prescribed medications within each drug class, including therapeutic uses, adverse reactions, precautions, and contraindications. Safe administration of enteral and parenteral medications is learned by describing actual medication errors, discussing proper drug administration techniques, and reviewing dosage calculations.

Prerequisites: None

PH2060 Advanced Pharmacology

2 Credits

This course concentration is on drug calculation and the use of conversion tables to include weight. Students are taught how to do the calculations as it relates to drugs and dosage.

Prerequisites: PH2050

NU2060 Adult Health Assessment

3 Credits

This course covers assessment of the health status of adults. Students develop the skill of interviewing and learn and demonstrate physical assessment techniques of inspection, palpation, percussion, and auscultation. Emphasis is given to the theoretical concepts and psychomotor skills necessary for physical assessment. Data collection through a complete health history and physical assessment of all body systems is included.

Prerequisites: None

NU2060-L Adult Health Assessment – Laboratory

1 Credit

This course provides the students with the skills necessary to perform a comprehensive health assessment utilizing the skills of history taking, inspection, palpation, percussion, and auscultation. Normal assessment findings and frequently seen variations from normal and cultural differences are discussed. All labs are offered on ground.

Prerequisites: NU2060

NU3100 Medical-Surgical Nursing I

4 Credits

This course focuses on the utilization of the nursing process in meeting the needs of the medical-surgical patient and his family. The student will achieve advanced physical assessment skills and learn problem identification and planning while implementing comprehensive nursing care. Learning experiences are provided in a variety of hospital clinical settings.

Prerequisites: None



NU3200 Medical-Surgical Nursing II

4 Credits

This course is a continuation of the basic introduction to concepts of Medical Surgical Nursing I. Disease alterations continue to be examined within a theoretical and conceptual framework. Students are introduced to health alterations related to concepts of tissue perfusion, protection, mobility, sensation/cognition, digestion/nutrition, elimination/excretion, and emergency/disaster care. Teaching strategies include lectures, case studies, interactive activities, and use of the nursing process to encourage critical thinking skills.

Prerequisites: NU3100

NU2070 Nursing Informatics

1.5 Credits

Students will develop a basic knowledge of current computer hardware, software, databases, and communications technologies relevant to healthcare, research, and nursing education. Relevant ethical and legal issues will be addressed. The student will examine and be able to utilize computerized patient records and medical equipment.

Prerequisites: None

NU4070 Nursing and Childbearing Family

4 Credits

This course focuses on the utilization of the nursing process with families during the childbearing period. The student will learn to provide nursing care throughout the normal as well as complicated pregnancy. Learning experiences are provided in various ambulatory and hospital agencies where antepartum, intrapartum, postpartum, and neonatal care are given. All labs and externships are offered on ground.

Prerequisites: None

NU3050 Psychiatric-Mental Health Nursing

5 Credits

This course will introduce the student to the study of human behavior and relationships. Causal factors of behavior such as emotion and frustration are also taught. The course will focus on utilizing the nursing process to help meet the needs of individuals and families having difficulty coping and adapting to their life experiences. Although the promotion of mental health will be stressed, some learning experiences will deal with the more acute and chronic psychiatric disorders. All labs and externships are offered on ground.

Prerequisites: None

NU3080 Pediatric Nursing

4 Credits

This course focuses on the utilization of the nursing process with families during the child-rearing period. Special emphasis is placed on learning the adaptation of nursing care according to the patient's level of growth and development. Ambulatory and hospital learning experiences are planned with healthy and ill children up through adolescence. All labs and externships are offered on ground.

Prerequisites: NU4070



NU4000 Community Health Nursing

4 Credits

This course provides nursing students with the knowledge and skills essential for application of the nursing process with families and other groups in the community with emphasis on health promotion, preventive health, health teaching, and restorative health. Concepts of environmental health and epidemiology are also acquired. Learning experiences are planned in a variety of community settings. All labs and externships are offered on ground.

Prerequisites: None

NU4010 Nursing Research and Statistics

3 Credits

The student will learn basic statistical concepts and methods of collecting, summarizing, presenting, and interpreting data to integrate evidence-based practice into the role of the professional nurse. The student will develop skills in critiquing nursing research articles, describe fundamental concepts in research design, and acknowledge the importance of employing ethical principles for subject protection.

Prerequisites: NU2070

NU4030 Preceptorship

7 Credits

This course focuses on providing the student with the opportunity to practice roles of a professional nurse in one clinical area with the assistance of faculty and a selected preceptor. Preceptorship assists the student in making the transition from the academic setting to the professional work setting. This course provides clinical application in personal, family, and community health concepts; nutrition; human growth and development throughout the lifespan; body structure and function; interpersonal relationship skills; mental health concepts; pharmacology and administration of medications; legal aspects of practice; interpersonal relationships and leadership skills; professional role and function; and health teaching and counseling skills. This course facilitates the students' evaluation of principles and practices of the profession of nursing while assisting in the role transition to a practicing registered nurse. Clinical environments could be, but are not limited to medical/surgical, mental health, pediatric, maternity, critical care, home, nursing home, and extended or ambulatory care units.

Prerequisites: NU3200, NU3100, NU2060, NU4070, NU3050, NU3080, NU4000

NU4040 Issues and Trends in Professional Nursing

3 Credits

Selected issues and trends in nursing and in healthcare in general will be learned with emphasis upon nursing education and practice, evolving roles of the professional nurse, career development, legislation, and professional ethics. The student will also learn the impact of social changes on nursing through the years. All labs and externships are offered on ground.

Prerequisites: NU2070, NU4010

NU4050 Geriatric Nursing

6 Credits

This course provides the opportunity for synthesizing nursing theories, concepts, and principles from the entire curriculum into the total concept of the professional nurse. Students will learn the



roles of the professional nurse with an emphasis on leadership and management roles. Students are prepared for the NCLEX-RN exam by weekly reviews by the nursing faculty. Discussion in the clinical area will be shared with an emphasis on application of the principles of leadership, management, delegation, and other supporting principles in decision making. All labs and externships are offered on ground.

Prerequisites: None

NU4060 Nursing NCLEX-RN Review

11 Credits

This course presents a comprehensive review of Medical-Surgical content to prepare the student for the National Council's Licensure Exam for the RN (NCLEX-RN) and is required of all students who do not successfully achieve the established score on a standardized exit exam. Students will complete computer-based practice exams and remediation to evaluate and build their knowledge base.

Prerequisites: NU3200, NU3100, NU2060, NU4070, NU3050, NU3080, NU4000, NU4030, NU4050



Diagnostic Sonography (ASDS) Program (93 Credits)

Program Description

The Diagnostic Sonography (ASDS) Program at Agape Academy of Sciences is an educationally broad-based post-secondary full-time program. The core and program curriculum devotes significant time to developing "hands-on" laboratory skills in basic patient care and sonographic imaging techniques. The curriculum leads the student through primary sonographic education with a concentration in the specialties of cardiac, diagnostic medical sonography (general) or vascular modalities.

Program Objectives

This program prepares the student to perform quality diagnostic studies that can be interpreted by the reading physician. The program is designed to prepare students for entry-level employment as a sonographer.

- To prepare competent entry-level technologists in the cognitive, psychomotor, and affective learning domains for cardiac, diagnostic medical, or vascular sonography.
- To prepare students to successfully complete the Registry (certification) with either the American Registry of Diagnostic Medical Sonographers (ARDMS), Cardiovascular Credentialing International (CCI), or American Registry of Radiologic Technologists (ARRT).
- To perform patient examinations and assessments while respecting the dignity of each person; and
- To promote a commitment towards continued education, professional development, and professional ethical conduct.

Estimated Length of Study

18 months

Program Costs:

Estimated Total Cost	\$20,720
-Tuition General Education Credit: \$186.27 Diagnostic Sonography Core Credit: \$188.74	\$19,000
-Registration Fee*	\$100
-Technology Fee*	\$100
-Laboratory Fee (\$100 per Laboratory Course)	\$400
-Estimated Cost of Books**	\$500
-Estimated Additional Fees & Expenses***	\$420

*Non-refundable

**Used books can be purchased through the Academy, online, or at a local retailer. Prices may vary.

***Additional Fees & Expenses: e.g., Student Uniform, Graduation Fee, Official Transcript, Malpractice Insurance, ID Badge.



Service Fees

1. Nursing students must provide their own transportation to and from all clinical sites.
2. National standardized exams must be taken periodically at student expense.
3. Nursing students are responsible for all costs associated with submission and verification of annual health forms, background checks, and 10-panel drug screenings required by local healthcare facilities, to be completed within 30 days prior to beginning their clinical experience and randomly as deemed necessary. Students must have satisfactory results to participate in clinical rotations.
4. Each student must have malpractice insurance.

Curriculum

Course Number	Course Title	Credits
	GENERAL EDUCATION	
CV1000	Christian Values and Biblical Faith I	2
PH2053	General Physics	2
EC1100	English Grammar and Composition	3
CA1010	College Algebra	3
OC2150	Oral Communication	3
GP1110	General Psychology	3
ST2003	Statistics & Computer Concepts	2
	General Education Credits	18
	NATURAL SCIENCES COURSES	
AP1085	Anatomy & Physiology I	3
AP1085-L	Anatomy & Physiology I – Laboratory	1
AP2085	Anatomy & Physiology II	3
AP2085-L	Anatomy & Physiology II – Laboratory	1
	Natural Sciences Credits	8
	PROGRAMMATIC COURSES	
HS1000	Introduction to Healthcare/Medical Terms	2
MS1020	Medical/Legal Ethics and Ergonomics	2
MS1030	Sonographic Principles and Instrumentation w/Laboratory	12
EKG1010	Basic EKG	2
MS1050	Clinical Application I	6
MS2060	Clinical Application II	6
MS2070	Clinical Application III	8
HA1000	HIV/AIDS Education	4
CP1010	CPR - Cardiopulmonary Resuscitation	4
	Programmatic Credits	38



	CARDIAC CONCENTRATION COURSES	
EH1020	Echocardiographic Anatomy & Physiology w/Laboratory	9
EH1040	Echo Pathology I/Pharmacology w/Laboratory	10
EH2030	Echo Pathology II/Advanced Studies w/Laboratory	10
	Cardiac Concentration Credits	29
	DIAGNOSTIC MEDICAL SONOGRAPHY CONCENTRATION COURSES	
MS1040	Sonographic Anatomy and Physiology w/Laboratory	8
MS1060	Abdominal Sonography I w/Laboratory	5
MS2080	Abdominal Sonography II w/Laboratory	6
MS1080	Obstetrics & Gynecological Sonography I w/Laboratory	5
MS2090	Obstetrics & Gynecological Sonography II w/Laboratory	5
	DMS Concentration Credits	29
	VASCULAR CONCENTRATION COURSES	
MS1010	Vascular Sonography I w/Laboratory	9
MS1020	Vascular Sonography II/Pharmacology w/Laboratory	10
MS1030	Vascular Sonography III/Advanced Studies w/Laboratory	10
	Vascular Concentration Credits	29
Program Total Credits		93

Award

Associate of Science in Diagnostic Sonography

Method of Delivery

Hybrid Course Delivery (partially online, partially in-person).

100% of clinical hours must be completed in-person at facilities in the State of Florida.

100% of lab hours must be completed in person, at Agape Academy.

Following courses are 100% online:

General Education and Science Courses:

Christian Values and Biblical Faith I, Anatomy & Physiology I and II, English Grammar and Composition, General Physics, College Algebra, Oral Communication, Medical/Legal Ethics and Ergonomics, General Psychology, and Statistics & Computer Concepts.

Sonography Courses:

Introduction to Healthcare/Medical Terms, and HIV/AIDS Education.

The following courses are 100% in person, classroom setting:

Sonography Courses:

Anatomy & Physiology I – Laboratory, Anatomy & Physiology II – Laboratory, Sonographic Principles and Instrumentation w/Lab, Basic EKG, Clinical Application I, Clinical Application II, Clinical Application III, CPR-Cardiopulmonary Resuscitation, Echocardiographic Anatomy & Physiology w/Lab, Echo Pathology I/Pharmacology w/Lab, Echo Pathology II/Advanced Studies w/Lab, Sonographic Anatomy and



Physiology w/Lab, Abdominal Sonography I w/Lab, Obstetrics & Gynecological Sonography I w/Lab, Obstetrics & Gynecological Sonography II w/Lab, Vascular Sonography I w/Lab, Vascular Sonography II/Pharmacology w/Lab, and Vascular Sonography III/Advanced Studies w/Lab.

Health Policies

In addition to the health regulations for all entering students, all students who are admitted to The Diagnostic Sonography (ASDS) Program must complete an annual physical examination including Mantoux tuberculin skin test followed by a chest x-ray if positive, tetanus toxoid if 10 years since the last immunization, a record of immunizations including 2 measles, mumps, and rubella (MMR) and 2 varicella vaccinations, COVID-19, hepatitis B vaccination, and annual influenza vaccinations. The completed medical/health form is to be on record by August 1 annually. Throughout the program, emphasis is placed on student nurses to be responsible for their own health. Each student must have proof of adequate medical insurance.

Course Descriptions

CV1000 Christian Values and Biblical Faith I

2 Credit Hours

This course provides a general knowledge of the four Gospels and Acts. Students learn the author, theme, content, and distinctive features of each book, in addition to a chronological overview and broad outline of the Pentateuch, including the authorship, purpose, and major characters of each book.

Prerequisites: None

PH2053 General Physics

2 Credit Hours

This course provides a conceptually based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe.

Prerequisites: None

EC1100 English Grammar and Composition

3 Credit Hours

This course concentrates on the process of writing clear, correct, and effective expository essays in response to materials drawn from culturally diverse sources. A minimum of one contact hour per week provides curriculum designed to improve basic skills and to correct deficiencies in writing by reinforcing grammatical concepts. Emphasis is placed on using various methods of organization appropriate to the writer's purpose and audience. Students write frequently both in and out of class. Admission to this course is based on the Academy's placement test scores.

Prerequisites: None

CA1010 College Algebra

3 Credit Hours

This course includes domains and ranges of functions; graphs of functions and relations; operations of functions; inverse functions; linear, quadratic, and rational functions; absolute



value and radical functions; exponential and logarithmic properties, functions, and equations; and systems of equations, inequalities, and applications.

Prerequisites: None

OC2150 Oral Communication

3 Credit Hours

By successfully completing this course, students will be able to: a) identify their personal communication style and communication strengths and weaknesses; b) effectively communicate ideas in small groups and team meetings; c) develop and give short informative and persuasive presentations; d) analyze an audience and adjust communication style and delivery accordingly; e) recognize how body language and other non-verbal cues communicate unconscious messages; f) identify several techniques for improving their listening, response, and feedback skills; and g) demonstrate improved ability to communicate effectively in a variety of settings, including the school and workplace.

Prerequisites: None

GP1110 General Psychology

3 Credit Hours

This course is designed to provide the student with the fundamental theories, concepts, and principles of psychology, with an emphasis on the history and development of psychology. The student will be able to apply therapeutic psychological interventions and pertinent research findings to psychological problems.

Prerequisites: None

ST2003 Statistics & Computer Concepts

2 Credit Hours

This course introduces the handling, analysis, and interpretation of the big datasets now routinely being collected in science, commerce, and government. Students achieve facility in a sophisticated, technical computing environment. The course aligns with techniques being used in several courses in the natural and social sciences, statistics, and mathematics. The course is intended to be accessible to all students, regardless of background.

Prerequisites: CA1010

AP1085 Anatomy & Physiology

3 Credit Hours

This course covers concepts of Anatomy and Physiology I, including homeostatic mechanisms of the human body, with emphasis on structure and functions. Gross and microscopic structures are correlated with functions of cells, tissues, organs, and systems of the body. Major topics include skeletal, muscular, and nervous systems. Three hours of lecture per week.

Prerequisites: None

AP1085-L Anatomy & Physiology I – Laboratory

1 Credit Hour

An experimental approach to the study of human anatomy and physiology is used to reinforce lecture concepts. The exercises present the core elements of the subject matter in a hands-on



manner. The labs are presented at the same time that the material is being discussed in lecture. The course includes one two-hour lab per week.

Prerequisites: AP1085

AP2085 Anatomy & Physiology II

3 Credit Hours

Emphasis is on structure and function of the endocrine, cardiovascular, respiratory, lymphatic, digestive, urinary, and reproductive systems. Gross and microscopic structures are correlated with functions of cells, tissues, organs, and systems of the body. Three hours of lecture per week.

Prerequisites: AP1085, AP1085-L

AP2085-L Anatomy & Physiology II – Laboratory

1 Credit Hour

An experimental approach to the study of human anatomy and physiology is used to reinforce lecture concepts. Lab exercises present the core elements of the subject matter in a hands-on manner. The labs are presented at the same time that the material is being discussed in lecture. The course includes one two-hour lab per week.

Prerequisites: AP1085, AP1085-L, AP2085

HS1000 Introduction to HealthCare/Medical Terms

2 Credit Hours

This course provides a basic overview of medical terminology in which students will be introduced to the medical terminology used in healthcare. The topics in the course provide activities to allow the student to spell, define, and pronounce medical terminology.

Prerequisites: None

MS1020 Medical/Legal Ethics and Ergonomics

2 Credit Hours

Students will be introduced to the legal system as it applies to the medical field. Medical malpractice cases will be reviewed and discussed, and students will be taught how to protect themselves from becoming involved in a medical malpractice case.

Prerequisites: None

MS1030 Sonographic Principles and Instrumentation w/Lab

12 Credit Hours

Students will be introduced to patient care skills applied to the role of a sonographer in an imaging department. Topics will include patient care skills, scanning ergonomics, patient confidentiality, and communication skills with hospital personnel as applied to all areas of sonography.

Prerequisites: HS1000

EK1010 Basic EKG

2 Credit Hours

This short course reviews the main features of EKG tracings. A method for analyzing EKGs is also presented. This method includes assessment of rhythm, calculating heart rate, observing P-wave forms, measurement of EKG intervals, and segments and the evaluation of other relevant waves.



Prerequisites: HS1000, MS1030

MS1050 Clinical Application I

6 Credit Hours

Students will participate in a clinical experience in sonography at a health care institution in which they will apply concepts and skills learned in AAS courses at the healthcare institution.

Prerequisites: HS1000, MS1030, EK1010

MS2060 Clinical Application II

6 Credit Hours

Students will continue sonography clinical experiences in a health care institution. They will continue applying concepts and skills learned in AAS courses at the healthcare institution.

Prerequisites: HS1000, MS1030, EK1010, MS1050

MS2070 Clinical Application III

3 Credit Hours

Students will continue sonography clinical experiences in a healthcare institution. They will continue applying concepts and skills learned in AAS courses at the health care institution.

Prerequisites: HS1000, MS1030, EK1010, MS1050, MS2060

HA1000 HIV/AIDS Education

4 Credit Hours

The course focuses on HIV/AIDS prevention and transmission. It also addresses concerns of health care workers who may have accidentally been infected. Content includes an overview of AIDS, its global impact, disease stages, and treatment guidelines; a discussion of OSHA standards related to blood borne pathogens; and a description of the Florida Omnibus Act, including the Florida Omnibus Act Amendment.

Prerequisites: None

CP1010 CPR-Cardiopulmonary Resuscitation

4 Credit Hours

First aid is the emergency care and treatment of a sick or injured person before professional medical services are obtained. It is not meant to replace medical diagnosis and treatment. Contrary to misconceptions, first aid is a temporary support until professional medical assistance is available.

Prerequisites: None

EH1020 Echocardiographic Anatomy & Physiology w/Laboratory

9 Credit Hours

This course introduces the basics of cross-sectional anatomy as interpreted on diagnostic sonographic images. It covers sectional human anatomy in the transverse, sagittal, and coronal planes, and correlation of anatomy with cadavers and ultrasound images.

Prerequisites: HS1000, MS1030, EK1010



EH1040 Echo Pathology I/Pharmacology w/Laboratory

10 Credit Hours

Students will be introduced to the physiological processes associated with disease and/or injury in the body systems. Pathology cases are illustrated with a review of diagnostic medical imaging studies, including Sonography, Computed Tomography, Magnetic Resonance Imaging, Radiography, and Nuclear Medicine.

Prerequisites: HS1000, MS1030, EK1010

EH2030 Echo Pathology II/Advanced Studies w/Laboratory

10 Credit Hours

Students will participate in a clinical experience in cardiac sonography in which they will apply concepts and skills learned in cardiac courses at the health care institution. Prerequisite: Admission to the program is required. Credit for Clinical Education Cardiac Sonography courses from other colleges may be given under approved cooperative agreements.

Prerequisites: HS1000, MS1030, EK1010, EH1040

MS1040 Sonographic Anatomy and Physiology w/Laboratory

8 Credit Hours

This course in Sectional Anatomy for Sonography covers human anatomy through the evaluation of transverse, sagittal, coronal, and oblique planes. Terminology relating to ultrasound and structures of the head, neck, thorax, abdomen, pelvis, and extremities are addressed. Students will be able to visualize any portion of a patient's anatomy as a three-dimensional whole and correlate it to various diagnostic images.

Prerequisites: HS1000, MS1030, EK1010

MS1060 Abdominal Sonography I w/Laboratory

5 Credit Hours

Students will be introduced to abdominal cross-sectional anatomy with the use of ultrasound. Topics will include vascular and abdominal organ systems under normal and pathologic conditions. Ultrasound evaluations will include upper abdominal organs such as liver, gallbladder and biliary tree, spleen, pancreas, great vessels, scrotum, prostate, and urinary tract.

Prerequisites: HS1000, MS1030, EK1010

MS2080 Abdominal Sonography II w/Laboratory

6 Credit Hours

Continuation of anatomy and pathology of the abdominal and superficial structures in ultrasound imaging. Areas to be covered include the thyroid, parathyroid, breast, neck, thorax, gastrointestinal tract, musculoskeletal system, extracranial vessels, and neonatal brain. The course also includes an introduction to color flow Doppler techniques.

Prerequisites: HS1000, MS1030, EK1010, MS1060

MS1080 Obstetrics & Gynecological Sonography I w/Laboratory

5 Credit Hours

Students will be introduced to the female reproductive system as it relates to sonography. Topics will include imaging in the first trimester of pregnancy and non-gravid uterus, review of ultrasound images of normal anatomy and pathology, ultrasound appearance of the cervix, uterus, fallopian



tubes, ovaries, placenta, and fetus. Management of gynecologic infertility and post-menopausal women will also be discussed.

Prerequisites: HS1000, MS1030, EK1010

MS2090 Obstetrics & Gynecological Sonography II w/Laboratory

5 Credit Hours

Students will be introduced to fetal ultrasound techniques in the second and third trimesters. Topics will include multiple gestation pregnancies, antenatal syndromes, congenital fetal disorders, placenta, umbilical cord, and membrane conditions. Fetal growth assessment and management of growth disorders will also be discussed.

Prerequisites: HS1000, MS1030, EK1010, MS1080

MS1010 Vascular Sonography I w/Laboratory

9 Credit Hours

This course will cover evaluation of blood vessels, their purpose and composition, detailed physiology of the arterial blood flow system, and ultrasound testing with direct and indirect methods. Arterial anatomy of the abdomen, pelvic, and upper extremities as well as the lower extremities will be reviewed. Diseases of the arterial system and their effects will be addressed, with indications for ultrasound arterial examination and treatments.

Prerequisites: HS1000, MS1030, EK1010

MS1020 Vascular Sonography II/Pharmacology w/Laboratory

10 Credit Hours

This course will provide an overview of the purpose and composition of blood vessels and the physiology of the venous blood flow system. Venous anatomies of the abdomen, pelvis, upper extremities, as well as the lower extremities will also be addressed. Diseases of the venous system, their effects and indications for ultrasound venous examinations are included. An overview of the abdominal and peripheral venous ultrasound testing will be included, along with their findings and other laboratory modalities. Treatments for various diseases of the abdominal and peripheral venous systems will be reviewed.

Prerequisites: HS1000, MS1030, EK1010, MS1010

MS1030 Vascular Sonography III/Advanced Studies w/Laboratory

10 Credit Hours

This course will provide an overview of abdominal and peripheral arterial ultrasound testing that offers hands-on training in the classroom with vascular ultrasound equipment. Various arterial testing techniques and scanning will be demonstrated and performed on fellow students under the guidance of the instructor. Proper techniques in these testing modalities will be reviewed along with proper identification of the arterial system.

Prerequisites: HS1000, MS1030, EK1010, MS1010, MS1020



Holidays

Agape Academy of Sciences offers classes on a year-round basis and observes the following holiday breaks:

New Year's Day
 Martin Luther King, Jr. Day
 President's Day
 Memorial Day
 Independence Day
 Labor Day
 Columbus Day
 Veterans Day
 Thanksgiving Day
 Christmas Day

2022-2023 Schedule Start Dates

Program Title	Credential	Enrollment Period	Term	Start	End Date
				Date	
Medical Assistant (MA)	Diploma	7/1 – 9/30	Month	October 3, 2022	October 2, 2023
		10/1 – 12/31	Month	January 2, 2023	January 2, 2024
		1/1 – 3/30	Month	April 3, 2023	April 1, 2024
		7/1 – 9/30	Month	October 16, 2023	October 15, 2024
Practical Nursing (PN)	Diploma	7/1 – 9/30	Quarter	October 3, 2022	October 2, 2023
		10/1 – 12/31	Quarter	January 2, 2023	January 2, 2024
		1/1 – 3/30	Quarter	April 3, 2023	April 1, 2024
		7/1 – 9/30	Quarter	October 16, 2023	October 15, 2024
Nursing (ASN) Program	Degree	7/1 – 9/30	Semester	October 3, 2022	March 1, 2024
		10/1 – 12/31	Semester	January 2, 2023	June 1, 2024
		1/1 – 3/30	Semester	April 3, 2023	September 2, 2024
		7/1 – 9/30	Semester	October 16, 2023	April 30, 2025
Nursing (BSN) Program	Degree	7/1 – 9/30	Semester	October 3, 2022	March 1, 2024
		10/1 – 12/31	Semester	January 2, 2023	June 1, 2024
		1/1 – 3/30	Semester	April 3, 2023	September 2, 2024
		7/1 – 9/30	Semester	October 16, 2023	February 28, 2026
Diagnostic Sonography (ASDS) Program	Degree	7/1 – 9/30	Semester	October 3, 2022	March 1, 2024
		10/1 – 12/31	Semester	January 2, 2023	June 1, 2024
		1/1 – 3/30	Semester	April 3, 2023	September 2, 2024
		7/1 – 9/30	Semester	October 16, 2023	February 28, 2026

Disclaimer

Agape Academy of Sciences nursing students will be required to pass all applicable requirements to obtain a license from the Florida Board of Nursing prior to seeking employment in the medical field in the State of Florida:

SUCCESSFUL COMPLETION OF THE NCLEX-PN IS REQUIRED TO BECOME EMPLOYED AS A PRACTICAL NURSE.

SUCCESSFUL COMPLETION OF THE NCLEX-RN IS REQUIRED TO BECOME EMPLOYED AS A REGISTERED NURSE.

The provisions of this catalog are not to be regarded as an irrevocable contract between the student and the Academy. The Academy reserves the right to change regulations, policies, fees, and calendars, and to revise curricula as deemed necessary and desirable at any time. The Academy reserves the right to increase the cost of tuition per quarter on an annual basis. Any changes will be stapled, attached electronically to this catalog, or emailed to current stud