

CHARTER COLLEGE

Catalog Supplement 2017-2018
Oxnard
Canyon Country and Lancaster – learning sites of Oxnard

The Catalog Supplement is part of the Catalog & Student Handbook.
Oxnard, CA
Canyon Country and Lancaster, CA - learning sites of Oxnard

Administration

Effective: 08/04/2017

Paul Dilger
Campus President
ADA Coordinator
Oxnard

Christina Albert
Campus Manager
ADA Coordinator
Canyon Country – a learning site
of Oxnard

Kimberly Thunderbird
Campus Manager
ADA Coordinator
Lancaster – a learning site of
Oxnard

Brandon Germain
Director of Admissions
Oxnard

Jill James
Chancellor

Joel Nelson
Vice President of Academic
Operations

Sarah Kirton
Regional Director of Financial Aid

Shellee Kilbride
Director of Student Finance

Marilyn Lim-Carreon
Director of Career Services

Tracy McClenathan
Director of Retention

Melinda Renteria
Director of Enrollment Processing

Matthew Jaques
Director of Library Services

Faculty

Green, Mark - Program Manager
Subject: Heating, Ventilation, Air Conditioning, and Refrigeration
M.Ed., Lesley University; B.S., University of Nevada, Business Administration
Campus: Lancaster

Helzer, Dawn - Program Manager
Subject: Medical Assistant
B.S., Charter College-Anchorage, Health Care Administration; A.A.S., Columbia Basin College, Medical Assistant
Campus: Oxnard, Canyon Country, Lancaster

Johnson, Justin - Program Manager
Subject: Emergency Medical Technician
B.S., University of Phoenix, Business
Campus: Oxnard, Canyon Country, Lancaster

Ruiz, Christy - Program Manager
Subject: Student Success
M.B.A., Everest University, Human Resources; B.S.B.A., California State University-San Marcos, Management/Marketing; A.A., North Idaho College, Psychology
Campus: Oxnard, Canyon Country, Lancaster

Simpson, Linda - Program Manager
Subject: Dental Assisting, Pharmacy Technician Veterinary Assistant
M.Ed., City University, Technology, Curriculum, and Instruction; B.S., Southern Illinois University-Carbondale, Workforce Education and Development; Diploma, ETON Technical Institute, Medical Assisting
Campus: Oxnard, Canyon Country, Lancaster

Tremblay, Larry - Program Manager
Subject: Aviation, Online Health
M.A., Georgia Southern University, English; B.A., Western Carolina University, English
Campus: Oxnard, Canyon Country, Lancaster

Alvarez, Angie - Lead Instructor
Subject: Medical Assistant
BLS Instructor, American Heart Association
Campus: Oxnard

Faculty

Ara, Sharika - Director of Pharmacy Technician Program Subject: Pharmacy Technician Pharm.D., University of Southern Carolina, Pharmacy; BS, University of Southern Carolina, Biological Sciences	Campus: Oxnard
Ashcraft, Karen - Adjunct Instructor Subject: Veterinary Assistant B.A., California State University-Long Beach, Home Economics	Campus: Oxnard
Brown, Michael – Program Supervisor Subject: Aviation M.A., Biola University, Christian Apologetics; B.S., University of Colorado, Aerospace Engineering	Campus: Oxnard
Cole, Gregory - Supervising Radiology Dentist Subject: Dental Assisting D.D.S., University of Southern California, Dentistry; B.S., University of Southern California, Biological Sciences	Campus: Oxnard
Cortes, Yesenia - Adjunct Instructor Subject: Medical Assistant Certificate, Pacific Coast Trade School, Medical Assistant	Campus: Oxnard
Dantona, Kristy - Adjunct Instructor Subject: Veterinary Assistant A.S., Los Angeles Pierce College, Animal Science	Campus: Oxnard
Dinc, Gurkan - Full Time Instructor Subject: Student Success M.B.A., Ashford University, Business Administration; B.S., Long Beach State University, Business Administration	Campus: Lancaster
Duncan, Jeffrey - Adjunct Instructor Subject: Aviation B.S., Utah Valley University, Aviation Science	Campus: Oxnard
Durand, Christian - Adjunct Instructor Subject: Dental Assisting B.S., University of California-Riverside, Biology; A.A., Oxnard College, Liberal Arts & Science	Campus: Oxnard
Figoten, Bruce - Lead Instructor Subject: Pharmacy Technician D.C., Los Angeles College of Chiropractic, Chiropractic; B.S., University of Arizona, Pharmacy	Campus: Oxnard
Freeman, Gary - Lead Instructor Subject: Heating, Ventilation, Air Conditioning, and Refrigeration Resident Insurance Producer, California Department of Insurance; Core Curricula Instructor, NCCER; HVAC Instructor, NCCER; EPA Certification Proctor, Mainstream Engineering Corporation	Campus: Lancaster
Garcia, Kimberly - Lead Instructor Subject: Medical Assistant Diploma, Bryman College, Medical Assisting	Campus: Canyon Country
Garrett, Dalene - Lead Instructor Subject: Dental Assisting A.S., San Diego Mesa College, Registered Dental Assistant; Certificate, San Diego Mesa College, Registered Dental Assistant	Campus: Lancaster

Faculty

Gil, Astrid - Lead Instructor Subject: Dental Assisting Registered Dental Assistant, Dental Board of California; Coronal Polish Certification, Dental Professionals of California; Radiology Certification, Associated CA Dental Team Consultants; Pit and Fissure Sealant Certification, Dental Professionals of California; BLS Instructor, American Heart Association	Campus: Canyon Country
Green, Amber - Full Time Instructor Subject: Veterinary Assistant A.S., Los Angeles Pierce College, Veterinary Technology	Campus: Oxnard
Hand, Rebecca - Adjunct Instructor Subject: Veterinary Assistant B.S., St. Petersburg College, Veterinary Technology	Campus: Oxnard
Henzlik, Evan - Adjunct Instructor Subject: Emergency Medical Technician B.S., Arizona State University, Medical Studies	Campus: Oxnard
Kishimoto, Daniel - Adjunct Instructor Subject: Dental Assisting D.D.S., Universidade de Santo Amaro, Dental Surgery; A.A., West Los Angeles College, Health Professions; A.S., West Los Angeles College, Health Professions	Campus: Oxnard
Leon, Manuel - Adjunct Instructor Subject: Dental Assisting Registered Dental Assistant, Dental Board of California	Campus: Canyon Country
Murphy, John - Adjunct Instructor Subject: Emergency Medical Technician B.A., Fort Hayes State University, History	Campus: Canyon Country
Ochs, Debra - Full Time Student Success Instructor Subject: Student Success J.D., Ventura College of Law, Law; M.B.A., Loyola University of Chicago, Finance; B.A., Augustana College, Political Science/Public Administration	Campus: Oxnard
Overman, Mark - Adjunct Instructor Subject: Aviation M.S., Everglades Illinois University, Aviation Management; B.A., Southern Illinois University, Political Science	Campus: Oxnard
Phillips, Jacqueline - Lead Instructor Subject: Medical Assistant Diploma, Metro Tech, Surgical Technology; Certificate, Maric College, Medical Assistant	Campus: Lancaster
Pine, Dwayne - Adjunct Instructor Subject: Medical Assistant A.A., Kings University, Christian Ministries; Certificate, Clarita Career College, Medical Assistant	Campus: Canyon Country
Pinnell, Erik - Adjunct Instructor Subject: Emergency Medical Technician A.A., Antelope Valley College, Admin of Justice	Campus: Lancaster

Faculty

Ramey, Christy - Lead Instructor

Campus: Oxnard

Subject: Dental Assisting

Diploma, Concorde Career Institute, Dental Assisting

Schieltz, Sharon - Lead Instructor

Campus: Oxnard

Subject: Veterinary Assistant

R.V.T., Pierce College; A.A., Moorpark College, Liberal Arts and Science

Tassone, Richard - Full Time Student Success Instructor

Campus: Canyon Country

Subject: Student Success

M.B.A., University of California-Irvine, Business Administration; B.B.A., California State University Fullerton, Business Administration

Todd, Barrie - Adjunct Instructor

Campus: Oxnard

Subject: Veterinary Assistant

M.S., University of California-Davis, Avian Sciences; B.S., University of California-Davis, Biological Science

Villella, Jamie - Full Time Instructor

Campus: Lancaster

Subject: Dental Assisting

Diploma, Clarita Career College, Dental Assistant

Winstedt, Rachel - Advising Medical Specialist

Campus: Oxnard, Canyon Country, Lancaster

Subject: Medical Assistant

N.D., Bastyr University, Naturopathic Medicine; B.S., University of Washington, Molecular Cellular and Developmental Biology

Academic Calendar

Effective: 07/17/2017

Program Start Dates

Year	Module Dates		Estimated Completion Dates by Program Length (in weeks)		
	Start Date	End Date	40	70	120
2017	01/23/17	02/26/17	10/29/17	06/03/18	05/26/19
	02/27/17	04/02/17	12/03/17	07/08/18	06/30/19
	04/03/17	05/07/17	01/14/18	08/12/18	08/04/19
	05/08/17	06/11/17	02/18/18	09/16/18	09/08/19
	06/12/17	07/16/17	03/25/18	10/21/18	10/13/19
	07/17/17	08/20/17	04/29/18	11/25/18	11/17/19
	08/21/17	09/24/17	06/03/18	01/06/19	12/22/19
	09/25/17	10/29/17	07/08/18	02/10/19	02/02/20
	10/30/17	12/03/17	08/12/18	03/17/19	03/08/20
2018	12/04/17	01/14/18	09/16/18	04/21/19	04/12/20
	01/15/18	02/18/18	10/21/18	05/26/19	05/17/20
	02/19/18	03/25/18	11/25/18	06/30/19	06/21/20
	03/26/18	04/29/18	01/06/19	08/04/19	07/26/20
	04/30/18	06/03/18	02/10/19	09/08/19	08/30/20
	06/04/18	07/08/18	03/17/19	10/13/19	10/04/20
	07/09/18	08/12/18	04/21/19	11/17/19	11/08/20
	08/13/18	09/16/18	05/26/19	12/22/19	12/13/20
	09/17/18	10/21/18	06/30/19	02/02/20	01/24/21

Charter College observes Constitution and Citizenship Day on September 17th of each year to commemorate the September 17, 1787 signing of the United States Constitution. If September 17th falls on a Saturday, Sunday, or holiday, the College will celebrate Constitution Day during the preceding or following week.

Holidays and Make-Up Days

Due to certain annual holidays, course make-up days are required. These make-up days are identified below.

Holiday	Make-Up Day
May 29, 2017	June 2, 2017
July 4, 2017	July 7, 2017
September 4, 2017	September 8, 2017
November 23, 2017	December 1, 2017
November 24, 2017	December 8, 2017
December 25-31, 2017	N/A
January 1, 2018	January 5, 2018

Course Make-Up	Original Date & Time	Make-Up Date & Time	Campus
DA1210	07/20/2017 11:15am-1:15pm	07/19/2017 11:15am-1:15pm	Canyon Country
VA1140	08/01/2017 6:00pm-10:30pm	08/02/2017 6:00pm-10:30pm	Oxnard
VA1140	08/08/2017 6:00pm-10:30pm	08/09/2017 6:00pm-10:30pm	Oxnard

Tuition and Fees

Effective: 07/17/2017

Certificate Programs

Program	Credit Hours	Total Charges for the Current Period of Attendance	Estimated Total Charges for the Entire Educational Program	Recovery Fund*	Books & Supplies	Fees	Total
Dental Assisting (Available at All Campuses)	69.0	\$6,048	\$23,184	\$0	\$0	\$0	\$23,184
Heating, Ventilation, Air Conditioning and Refrigeration (Available at Lancaster Only)	72.0	\$6,120	\$24,480	\$0	\$0	\$0	\$24,480
Medical Assistant (Available at All Campuses)	69.0	\$6,030	\$23,115	\$0	\$0	\$0	\$23,115
Veterinary Assistant (Available at Oxnard Only)	69.0	\$6,030	\$23,115	\$0	\$0	\$0	\$23,115

Associate of Applied Science Programs

Program	Credit Hours	Total Charges for the Current Period of Attendance	Estimated Total Charges for the Entire Educational Program	Recovery Fund*	Books & Supplies	Fees	Total
Aviation: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Oxnard Only)	116.5	\$13,050	\$80,000	\$0	\$0	\$0	\$80,000
Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only)*** (Available at Oxnard Only)	116.5	\$20,610	\$38,700	\$0	\$0	\$0	\$38,700
Aviation: Concentration in Rotor (Domestic Students Only)*** (Available at Oxnard Only)	114.5	\$15,075	\$95,964	\$0	\$0	\$0	\$95,964
Aviation: Concentration in Rotor (M-1 Visa International Students Only)*** (Available at Oxnard Only)	114.5	\$22,635	\$38,700	\$0	\$0	\$0	\$38,700
Commercial Aviation: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Oxnard Only)	110.5	\$13,050	\$69,190	\$0	\$0	\$0	\$69,190
Commercial Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only)*** (Available at Oxnard Only)	110.5	20,610	\$38,700	\$0	\$0	\$0	\$38,700

Commercial Aviation: Concentration in Rotor (Domestic Students Only)*** (Available at Oxnard Only)	109.0	\$13,850	\$82,578	\$0	\$0	\$0	\$82,578
Commercial Aviation: Concentration in Rotor (M-1 Visa International Students Only)*** (Available at Oxnard Only)	109.0	\$21,410	\$38,700	\$0	\$0	\$0	\$38,700

Bachelor of Science Programs

Program	Credit Hours	Total Charges for the Current Period of Attendance	Estimated Total Charges for the Entire Educational Program	Recovery Fund*	Books & Supplies	Fees	Total
Aviation: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Oxnard Only)	191.5	\$13,050	\$104,300	\$0	\$0	\$0	\$104,300
Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only)*** (Available at Oxnard Only)	191.5	\$20,610	\$73,530	\$0	\$0	\$0	\$73,530
Aviation: Concentration in Rotor (Domestic Students Only)*** (Available at Oxnard Only)	190.0	\$15,075	\$120,264	\$0	\$0	\$0	\$120,264
Aviation: Concentration in Rotor (M-1 Visa International Students Only)*** (Available at Oxnard Only)	190.0	\$22,635	\$73,530	\$0	\$0	\$0	\$73,530
Aeronautics: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Oxnard Only)	191.5	\$13,050	\$93,490	\$0	\$0	\$0	\$93,490
Aeronautics: Concentration in Fixed Wing (M-1 Visa International Students Only)*** (Available at Oxnard Only)	191.5	\$20,610	\$73,530	\$0	\$0	\$0	\$73,530
Aeronautics: Concentration in Rotor (Domestic Students Only)*** (Available at Oxnard Only)	190.0	\$13,850	\$106,878	\$0	\$0	\$0	\$106,878
Aeronautics: Concentration in Rotor (M-1 Visa International Students Only)*** (Available at Oxnard Only)	190.0	\$21,410	\$73,530	\$0	\$0	\$0	\$73,530

*The Student Tuition Recovery Fund Assessment is non-refundable.

Students are billed each quarter based on the number of credit hours in which they are enrolled for the quarter and the cost per credit hour for their program. Full time students must take a minimum of twelve (12) quarter credit hours or a maximum of nineteen (19) quarter credit hours per term. Although Charter College encourages all students to attend full time occasionally students may attend part-time. If a student is attending part-time, financial aid will be adjusted based on actual hours attended.

Freshmen have successfully completed less than thirty-six (36) quarter credit hours. Sophomores have successfully completed at least thirty-six (36) quarter credit hours, but fewer than ninety (90) quarter credit hours. Juniors are those students who have successfully completed at least ninety (90) quarter credit hours. Seniors have successfully completed at least one hundred thirty-six (136) quarter credit hours.

Aviation Programs

***Students are billed each quarter based on the number of credit hours in which they are enrolled for the quarter and the cost per credit hour for their program.

Domestic Students

Tuition Billing by Quarter Credit Hour	
Courses delivered online by the College and Ground School delivered by the Flight Partner	\$300 per quarter credit hour
Fixed Wing Flight Lab courses delivered by the Flight Partner	\$3,904 per quarter credit hour
Rotor Flight Lab courses delivered by the Flight Partner	\$6,168 per quarter credit hour

M-1 Visa International Students

Tuition Billing	
Courses delivered online by the College	\$430 per quarter credit hour

Other Costs

Credit Earned by Proficiency Exam* (per course)	\$100
Duplicate Certificate Fee	\$50
Official Transcript Fee	\$7
Administration fee**	\$75
NCCT Exam Fee (2 nd or 3 rd attempt, fee is per attempt)	\$90
Lost Dosimeter Replacement Fee	\$25
Duplicate CPR card	\$7

*Non-refundable; this charge is per attempt.

**This fee is assessed when a student officially withdraws or is involuntarily withdrawn or dismissed. See the *Withdrawal or Dismissal* section.