

CHARTER COLLEGE

CHANGE YOUR LIFE. START HERE.

Catalog Supplement 2017-2018

Vancouver

East Wenatchee, Lacey, and Billings – learning sites of Vancouver

The Catalog Supplement is part of the Catalog & Student Handbook.
Vancouver

East Wenatchee, Lacey, and Billings – learning sites of Vancouver

Administration

Effective: 02/14/2017

Candice Freedman
Campus President
ADA Coordinator
Vancouver

David Barshes
Campus Manager
ADA Coordinator
East Wenatchee – a
learning site of
Vancouver

Bruce Higdon
Campus Manager
ADA Coordinator
Lacey – a learning site of
Vancouver

Sean Thomas
Campus Manager
ADA Coordinator
Billings – a learning site
of Vancouver

David Breck
Director of Admissions
Vancouver

Joel Nelson
Vice President of
Academic Operations

Sarah Kirton
Regional Director of
Financial Aid

Marilyn Lim-Carreon
Director of Career
Services

Matthew Jaques
Corporate Librarian

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Treg Gardner	Program Manager	Business Office Administration, Computer Information Systems, Computer Networking Systems, Computer Technician, Paralegal Studies	M.I.S., University of Phoenix, Computer Information Systems; B.S., University of Phoenix, Information Technology	Vancouver
Mark Green	Program Manager	Heating, Ventilation, Air Conditioning, and Refrigeration, Welding	M.E.D., Lesley University; B.S., University of Nevada, Business Administration	Vancouver
Dawn Hagopian	Program Manager	Accounting, Applied Technology, Business Administration, General Education, Marketing Through Digital and Social Media, MBA	Ed.D., North Central University, Instructional Leadership; M.S., Portland State University; Conflict Resolution; B.S., University of Phoenix, Business Administration	Vancouver
Dawn Helzer	Program Manager	Medical Assistant	B.S., Charter College, Health Care Administration; A.A.S., Columbia Basin College, Medical Assistant	Vancouver, East Wenatchee, Lacey, Billings
Christy Ruiz	Program Manager	Student Success	M.S., Everest University, Business Administration and Human Resources; B.S., California State University-San Marcos, Business Administration Service Sector; A.A., North Idaho College, Psychology	Vancouver, East Wenatchee, Lacey, Billings

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Linda Simpson	Program Manager	Dental Assisting, Pharmacy Technician	M.S., City University, Technology, Curriculum, and Instruction; B.S., Southern Illinois University-Carbondale, Workforce Education and Development; ETON Technical Institute, Medical Assisting	Vancouver, East Wenatchee, Lacey
Larry Tremblay	Program Manager	Allied Health, Aviation, Health Care Administration, Medical Office Administrative Assistant	M.A., Georgia Southern University, English; B.A., Western Carolina University, English	Vancouver, East Wenatchee, Lacey, Billings
Nicole Bulochnik	Director of Pharmacy Technician Program	Pharmacy Technician	Pharm.D., Oregon State University, Pharmacy; M.S., University of Nevada-Reno, Biotechnology; B.S., University of Nevada-Reno, Biotechnology	Vancouver
Jason Furbush	Director of Pharmacy Technician Program	Pharmacy Technician	Pharm.D., University of Washington, Pharmacy	Lacey
Robert Hammon	Supervising Radiology Dentist	Dental Assisting	D.D.S., Baylor College of Dentistry, Dentistry; B.A., University of Texas-Austin, Honors Humanities and Pre-Medicine	Vancouver
Kimberly Rogers	Lead Instructor	Medical Office Administrative Assistant	M.B.A., Colorado Technical University, Health Care Management; M.B.A., Colorado Technical University; B.S., Grand Valley State University, Liberal Studies	Vancouver
Angela Brooks	Lead Instructor	Medical Assistant	A.A.S., Charter College, Allied Health; Certificate, Charter College, Medical Assistant	Vancouver
Kimberly Chancey	Lead Instructor	Applied Technology	M.S., University of Alaska, Engineering and Science Management; B.S., University of Texas, Electrical Engineering	Vancouver
John Cohen	Lead Instructor	Pharmacy Technician	Certified Pharmacy Technician, Washington Department of Health	Lacey
Heather Hawkins	Lead Instructor	Medical Assistant		Billings
Elizabeth Hoops	Lead Instructor	Dental Assisting	A.A., Chabot Community College, Dental Assisting; Registered Dental Assistant, Washington Department of Health	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Thaisy Kirkhart	Lead Instructor	Medical Assistant	Certificate, Clover Park Technical College, Medical Assistant	Lacey
Janet Libby	Lead Instructor	Paralegal Studies	J.D., Regis College, Law	Vancouver
Lawan Miller	Lead Instructor	Pharmacy Technician	A.A., University of Phoenix, Health Administration; Certificate, Apollo College, Certified Pharmacy Technician	Vancouver
James Niezgoda	Lead Instructor	Heating, Ventilation, Air Conditioning, and Refrigeration		Vancouver
Nancy Pulido	Lead Instructor	Medical Assistant	Diploma, Everest College, Medical Assisting	East Wenatchee
Robert Steele	Lead Instructor	Accounting	M.S., Golden Gate University, Taxation; B.A., University of California-Santa Barbara, Accounting and Economics	Vancouver
Ryan Stokes	Lead Instructor	Welding		Vancouver
Robert Baines	Full Time Instructor	Welding	Certificate, Charter College, Welding	Vancouver
Joseph Brantley	Full Time Instructor	Heating, Ventilation, Air Conditioning, and Refrigeration		Vancouver
Suzan Degner	Full Time Instructor	Medical Assistant	Diploma, Concorde Career College, Medical Assistant	Vancouver
Amanda Edwards	Full Time Instructor	Business Administration, Student Success	M.B.A., Grand Canyon University; B.S., Oregon Institute of Technology, Small Business Management	Vancouver
Laurie Novy	Full Time Instructor	General Education	Ed.D., Nova Southeastern University, Educational Leadership; M.S., Illinois State University, English; B.S., Illinois State University, English	Vancouver
Joyce Fields	Full Time Student Success Online Instructor	Student Success	M.S., California State University-East Bay, Education; B.S., Pittsburg State University, Education	Vancouver
Heather Allen	Full Time Student Success Instructor	Student Success	Ph.D., University of Kansas, Pharmacology; B.S., St. Marcy's College, Biology	Vancouver
Marcus Bingham	Full Time Student Success Instructor	Student Success	B.A., Central Washington University, English Language and Literature	East Wenatchee

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Amy Dixon	Full Time Student Success Instructor	Student Success	M.A., Montana State University, History; B.A., Carroll College, History	Billings
Kathleen McLaughlin	Full Time Student Success Instructor	Student Success	M.B.A., Charter College, Business Administration; B.A., University of Washington, History	Vancouver
George Ackerman	Adjunct Instructor	Business Administration	Ph.D., Capella University, Criminal Justice; J.D., Nova Southeastern University, Law; M.B.A., Nova Southeastern University, Business; M.S., Nova Southeastern University, Criminal Justice; B.A., Nova Southeastern University, Criminal Justice	Vancouver
Koenraad Adams	Adjunct Instructor	Computer Information Systems	M.B.A., Indiana University, Business Administration; B.S., Ferris State University, Computer Information Systems	Vancouver
Michelle Allen	Adjunct Instructor	Dental Assisting		Vancouver
Zoila Alonzo	Adjunct Instructor	Health Care Administration	M.D., University of Santo Domingo, Medicine	Vancouver
Ike Asinugo	Adjunct Instructor	Computer Information Systems	M.S., University of Maryland-University College, Technology Management; B.S., Virginia Commonwealth University, Information Systems	Vancouver
Donna Askman	Adjunct Instructor	Student Success	B.M., University of Wyoming, Music Education; A.A., Eastern Wyoming College, Psychology	Vancouver
Angela Au	Adjunct Instructor	Marketing	D.B.A., Walden University, Marketing; M.B.A., University of Phoenix, Global Management; B.A., Seattle University, Communications Studies	Vancouver
Paul Bard	Adjunct Instructor	Computer Information Systems	M.S., Baker College, Information Systems; B.S., University of Phoenix, Information Technology	Vancouver
Jaron Barney	Adjunct Instructor	Student Success	M.A., Chapman University, Education; B.A., San Francisco State University, English Literature, Diploma, Sumner College, Paralegal Studies	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Brandon Bass	Adjunct Instructor	Computer Information Systems	D.C.S., Colorado Technical University, Computer Science; M.S., Colorado Technical University, Systems Engineering; B.S., California State University-Fullerton, Computer Science	Vancouver
Shalon Bess-Orr	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	Diploma, National School of Technology, Medical Assistant	Vancouver
Danya Bott	Adjunct Instructor	Medical Assistant	Certificate, Concorde Career College, Medical Assistant	Vancouver
Thomas Bryson	Adjunct Instructor	Welding		Vancouver
Holly Burke	Adjunct Instructor	General Education	M.A., Chapman University, Counseling; B.A., University of San Diego, Communication	Vancouver
Robbin Burns	Adjunct Instructor	Dental Assisting	Certificate, Portland Community College, Dental Assisting	Vancouver
Jody Caldwell	Adjunct Instructor	Paralegal	M.S., University of Phoenix, Criminal Justice; B.S., University of Phoenix, Criminal Justice; A.A.S., Metropolitan College of Legal Studies, Paralegal	Vancouver
Brian Campbell	Adjunct Instructor	Business Administration, Student Success	M.A., Lincoln Christian University, Ministry; M.A., St. Xavier University, English; B.A., St. Xavier University, English	Vancouver
Deborah Cardillo	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant, Dental Assisting, Allied Health	M.B.A., Colorado Technical University, Health Care Administration; B.S., Colorado Technical University, Business Administration, A.A.S., Colorado Technical University, General Studies	Vancouver
Jacqueline Carrau	Adjunct Instructor	Computer Information Systems	Ph.D., University of the Incarnate Word, Organizational Leadership; M.S., St. Mary's University, Computer Information Systems; B.B.A., St. Mary's University, Management Information Systems	Vancouver
David Christopher	Adjunct Instructor	Marketing	B.A., Rice University, Geology; B.A., Rice University, Psychology; Certificate, Southern New Hampshire University, Marketing	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Tara Clark	Adjunct Instructor	Computer Information Systems	M.S., Kennesaw State University, Applied Computer Science; B.S., Western Michigan University, BioMedicine; Certificate, Capella University, College Teaching	Vancouver
Mary Cortez	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant	Diploma, Bryman College, Medical Office Management	Vancouver
Demetria Crawford	Adjunct Instructor	Computer Information Systems	M.S., Boston University, Information Security Systems; B.B.A., Georgia State University, Computer Information Systems	Vancouver
Tia Curry-Cook	Adjunct Instructor	Medical Office Administrative Assistant, Allied Health, Medical Assistant	D.H.A., University of Phoenix, Healthcare Administration; M.P.A., Western Michigan University, Health Care Administration	Vancouver
Nikki Danforth	Adjunct Instructor	Medical Assistant	A.A.S., Clark College, Medical Assistant	Vancouver
Christopher Davis	Adjunct Instructor	Computer Information Systems	M.C.S., Howard University, Systems and Computer Science; B.B.A., North Carolina Central University, Business Administration	Vancouver
VirLynda DeMartino	Adjunct Instructor	General Education	Ph.D., University of Florida, Nuclear Engineering; M.S.E., University of Florida, Nuclear Engineering; B.S.E., University of Florida, Nuclear Engineering	Vancouver
Jeudi Dibavand	Adjunct Instructor	Health Care Administration, Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	M.Ed., Jones International University, Adult Education; B.S., Linfield College, Business Management; A.A., West Valley-Mission College, Business	Vancouver
Robert Donato	Adjunct Instructor	Business Administration	M.B.A, Florida International University, Business Administration; B.S., University of Phoenix, Hospitality Management; A.A.S., Nassau Community College, Hotel/Motel Management	Vancouver
Matthew Drumheller	Adjunct Instructor	Student Success	M.Div., Austin Presbyterian Seminary, Theology & Homiletics; M.A., Texas Tech University, Communication Studies; B.A., McMurry University, Communication	Vancouver

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Name	Job Title	Subject Area	Credentials	Campus
Samantha Duhn	Adjunct Instructor	Business Administration	Ph.D., Northcentral University, Business Administration; M.B.A., Northcentral University, Business Administration; B.A., Buena Vista University, Accounting	Vancouver
Jeffrey Duncan	Adjunct Instructor	Aviation	B.S., Utah Valley University, Aviation Science	Vancouver
Christopher Eppenger	Adjunct Instructor	Computer Information Systems	M.B.A., American Intercontinental University, IT Project Management; B.S., DeVry University, Computer Information Systems	Vancouver
Fred Fening	Adjunct Instructor	Business Administration	D.B.A., Argosy University, International Business; M.S., Amberton University, Managerial Science; M.B.A., University of Hull, Business Finance	Vancouver
Jimmie Flores	Adjunct Instructor	Business Administration	D.B.A., University of Phoenix, Information Systems and Technology; Ph.D., Fielding Graduate University, Human and Organizational Development; M.S., Keller Graduate School of Management, Educational Technology; M.S., Regis University, Computer Info Technology; M.S., Regis University, Management; M.S., Regis University, Education; M.A., Fielding Graduate University, Human and Organizational Systems; M.B.A., University of St. Thomas, Business Administration; B.B.A., St. Mary's University, Corporate Financial Management	Vancouver
Carolyn Flynn	Adjunct Instructor	Business Administration	M.Ed., University of Phoenix, Adult Education; M.B.A., Letourneau University, Business Administration; B.S., Letourneau, Business Management; AA, Peralta Community College, General Studies	Vancouver

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Name	Job Title	Subject Area	Credentials	Campus
Jayne Garver	Adjunct Instructor	Paralegal	M.B.A., Lebanon Valley College, Business Administration; J.D., Washington & Lee University School of Law, Law; B.A., Dickinson College, English	Vancouver
Sabrina Gaspar	Adjunct Instructor	Health Care Administration, Medical Office Administrative Assistant, Medical Assisting	M.S., Indiana Wesleyan University, Healthcare Management; B.S., Indiana Wesleyan University, Management; Certificate, Oregon Health Science University, Biomedical Informatics	Vancouver
Jacqueline Gilliard	Adjunct Instructor	Business Administration	Ph.D., Capella University, Organization and Management; M.S., Houston Baptist University, Management, Computing and Systems; B.B.A., University of Houston, Finance	Vancouver
Joseph Govednik	Adjunct Instructor	Student Success	M.B.A., John F. Kennedy University, Business Administration; M.A., John F. Kennedy University, Museum Studies; M.A., California State University-Hayward, Anthropology; B.S., Southern Oregon University, Anthropology and Sociology	Lacey
Gail Green	Adjunct Instructor	Student Success	Ed.D, Nova Southeastern University, Instructional Tech & Distance Education; M.S., Nova Southeastern University, Curriculum, Instruction & Tech; B.S., City University of New York, Business Education; A.A.S., City University of New York, Office Technology	Vancouver
Melissa Hallock	Adjunct Instructor	Computer Information Systems	M.S., Phoenix University, Information Systems; B.A.S., Davenport University, Microcomputer and Network Management	Vancouver
Meggan Hansen	Adjunct Instructor	Student Success, Computer Technician	M.S., Utah State University, Business Information Systems; B.S., University of Utah, Finance; A.S., Salt Lake Community College, Business	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Jill Heaney	Adjunct Instructor	Business Administration	D.B.A., Argosy University, Management; M.S., Duquesne University, Leadership and Information Technology; B.S., Duquesne University, Professional Studies	Vancouver
Dante Heredia	Adjunct Instructor	Computer Networking Systems	Ph.D., University of Nevada Reno, Cellular Molecular Physiology and Pharmacology; B.S., University of Nevada Reno, Biology	Vancouver
Robert Heriveaux	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	M.B.A., Eastern University, Healthcare Administration; B.S., Northeastern University, Political Science	Vancouver
Nowell Hoff	Adjunct Instructor	Medical Assistant	B.S., University of Texas-Arlington, Nursing; A.A.S., Helena College, Nursing; A.A.S., Montana State University, LPN	Billings
Stephanie R. Johnson	Adjunct Instructor	Dental Assisting	A.A., Clark Community College, General Studies	Vancouver
Edward Jones	Adjunct Instructor	Student Success	M.S., Pace University, Investment Management; B.S., St. John's University, Finance	Vancouver
Heather Jorgenson	Adjunct Instructor	Medical Assistant	Certified Medical Assistant, Washington Department of Health	Lacey
Nathan Koerber	Adjunct Instructor	Pharmacy Technician	Certified Pharmacy Technician, Washington Department of Health	Lacey
Stacey Laub	Adjunct Instructor	General Education	M.S., American Public University System, Environmental Policy and Management; B.S., Humboldt State University, Natural Resources Planning and Interpretation	Vancouver
Joseph Lee	Adjunct Instructor	Medical Assistant	Certificate, Charter College Vancouver, Medical Assisting	Vancouver
Peg Maish	Adjunct Instructor	Business Administration	M.A., Keller University, Human Resource Management; B.S., Milliken University, Music Business Administration	Vancouver
Jennifer Mayo	Adjunct Instructor	Medical Assistant	Diploma, Clark College, Medical Assisting	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Andrea Mignott	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant	M.B.A., American Intercontinental University, Healthcare Management; B.S., Macon State University, Health Information Management	Vancouver
Teresa Miller	Adjunct Instructor	Medical Assistant	A.T.A., South Puget Sound Community College, Medical Assisting	Lacey
Yenilen Mola	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant		Vancouver
Jacqueline Myers	Adjunct Instructor	Student Success	Ph.D., Walden University, Public Policy & Administration; M.B.A., Kaplan University, Business Administration; B.S., Kaplan University, Paralegal Studies	Vancouver
Damarie Nix	Adjunct Instructor	Allied Health	J.D., University of Florida, Law; M.S., Florida Gulf Coast University, Health Science; B.S., University of North Florida, Health Science; A.A., Florida State College, Personal Enrichment	Vancouver
Elizabeth Nofs	Adjunct Instructor	Student Success	B.A., University of Michigan Ann Arbor, Biology	Vancouver
Jill Novak	Adjunct Instructor	Business Administration	D.B.A., Argosy University, Marketing; M.S., Pace University, Publishing; B.A. Flagler College, Business	Vancouver
Irene Ortiz-Colella	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	D.C., Palmer College of Chiropractic, Chiropractic; B.S., Lynn University, Biology; A.A.S., Palm Beach Community College, General Education	Vancouver
Linda Otto	Adjunct Instructor	Computer Information Systems	Ph.D., University of Idaho, Education; M.S., Boise State University, Instructional & Performance Tech; B.A., Mt. Vernon Nazarene University, Accounting	Vancouver
Mark Overman	Adjunct Instructor	Aviation	M.S., Everglades Illinois University, Aviation Management; B.A., Southern Illinois University, Political Science	Vancouver
Alicia Pearlman	Adjunct Instructor	Computer Information Systems	M.S., Purdue University, Learning Design; M.B.A., The College of Insurance, Business Administration; B.A., Michigan State University, Accounting	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Jennifer Peck	Adjunct Instructor	Pharmacy Technician	Certificate, Clark College, Pharmacy Technician	Vancouver
Matthew Pressey	Adjunct Instructor	Accounting	M.S., University of Connecticut, Accounting; B.A., University of Georgia, Political Science; Certificate, University of Maryland-College, Advanced Accounting	Vancouver
Laura Prevratil	Adjunct Instructor	Accounting	D.B.A., Argosy University, Accounting; M.B.A., Hofstra University, Public Accounting; B.F.A., Southampton College, Fine Art	Vancouver
Megan Pruitt	Adjunct Instructor	Marketing	M.S., Full Sail University, Internet Marketing; B.A., Stetson University, Communication	Vancouver
Nina Pustylnik	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	D.H.A., University of Phoenix, Healthcare Administration; M.B.A., University of Phoenix, Healthcare Management	Vancouver
Marie Pyram	Adjunct Instructor	Health Care Administration, Medical Office Administrative Assistant, Medical Assistant, Dental Assisting	M.B.A., Nova Southeastern University, Health Service Administration; B.A., St. Thomas University, Human Resources	Vancouver
Emily Riley	Adjunct Instructor	Student Success	M.Ed., Seattle University, Education; B.A., Northwest University, Christian Education	Billings
Lavonda Robinette	Adjunct Instructor	Student Success	M.A., Eastern Michigan University, Educational Leadership; B.S., Eastern Michigan University, Geography	Vancouver
Regina Rollings	Adjunct Instructor	Business Administration	Ph.D., California School of Organizational Psychology, Organizational Psychology; M.A., California School of Organizational Psychology, Organizational Psychology, M.A., San Jose State University, Speech Communication; B.A., University of Georgia, Journalism	Vancouver
Mia Rollins-Hatcher	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant	B.S., Western Kentucky University, Health	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Jeralde Rowe	Adjunct Instructor	Health Care Administration, Medical Office Administrative Assistant, Medical Assistant	M.B.A., Western Governors University, Healthcare Management; M.A., Trinity International University, Bioethics; B.A., City University of New York, Biology	Vancouver
Kenneth Sawitzke	Adjunct Instructor	Business Administration	M.A., John Carrol University, History; B.S.E., Bowling Green State University, History & Political Science	Vancouver
Tony Schellenberger	Adjunct Instructor	General Education	Psy.D., Nova Southeastern University, Clinical Psychology; M.S., Nova Southeastern University, Clinical Psychology; B.A., Indiana University Southeast, Psychology	Vancouver
Alexandra Scurry	Adjunct Instructor	Computer Technician	M.S., University of Nevada-Reno, Cellular and Molecular Biology; B.S., University of Nevada-Reno, Neuroscience	Vancouver
Joi Sherrod	Adjunct Instructor	Medical Office Administrative Assistant, Allied Health, Medical Assistant	M.P.H., University of Kentucky-Lexington, Public Health; B.S., University of Kentucky-Lexington, Psychology	Vancouver
Pamela Stephen	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant	M.B.A., Capella University, Health Care Management; B.S., Park University, Health Care Management	Vancouver
Justine Stevens	Adjunct Instructor	Medical Assistant	A.A.S., Montana State University-Billings, General Studies; Certificate, St. Augustine School of Medical Assistants, Medical Assistant	Billings
Amy Swedell	Adjunct Instructor	Medical Office Administrative Assistant, Medical Assistant	M.H.A., University of Phoenix, Gerontology; M.A., University of Phoenix, Adult Education and Training; B.S., University of Phoenix, Human Services/Management A.A.S., Warren County Community College, Allied Health; Certificate, Warren County Community College, Early Childhood Education	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Dr. Thayer	Adjunct Instructor	General Education	Ed.D., Florida International University, Community College Teaching; Ed.S., Nova Southeastern University, Math Education; M.S., Florida International University, Math Education; B.S., Illinois State University, Speech; A.A., Sauk Community College, Liberal Arts	Vancouver
Jakay Tillman	Adjunct Instructor	Business Administration	M.S., Nova Southeastern University, Employment Law; B.S., Kansas State University, Human Resources Management	Vancouver
Melissa Tweardy	Adjunct Instructor	Paralegal Studies	J.D., University of Montana, Law; B.A., Westminster College, Indiv. Interdisciplinary	Vancouver
Geoffrey VanderPal	Adjunct Instructor	Business Administration	D.B.A., Nova Southeastern University, Finance; M.B.A., Webster University, Business Administration; B.S., Columbia College, Business Administration	Vancouver
Madhavi Venkatesan	Adjunct Instructor	Business Administration, General Education	Ph.D., Vanderbilt University, Economics; M.A., Harvard University, Sustainability and Environmental Management; M.E.L.P., Vermont Law School, Environmental Law and Policy; B.A., Vanderbilt University, Economics	Vancouver
Kimmarie Votta	Adjunct Instructor	General Education	M.S., Plymouth State University, Environmental Science and Policy; B.S., Granite State College, Environmental Studies and Communication	Vancouver
Lisa Walter	Adjunct Instructor	Medical Assistant	A.A.S., Montana State University, Nursing; Certificate, Montana State University, Licensed Nursing	Billings
Laura Weltman	Adjunct Instructor	Paralegal Studies	J.D., University of Laverne College of Law, Law; M.P.A., University of Southern California, Judicial Administration; B.A., University of California-Santa Barbara, Law and Society	Vancouver
Michelle Whitney	Adjunct Instructor	Computer Information Systems	M.E., National University, Education; B.S., University of California-San Diego, Computer Science	Vancouver

Faculty

Name	Job Title	Subject Area	Credentials	Campus
Sonja Wilson	Adjunct Instructor	Business Administration, Accounting	Ph.D., Northcentral University, Organizational Leadership; J.D., University of South Carolina, Law; M.E., University of South Carolina, Educational Administration; M.Tx., Georgia State University, Taxation; M.S., Johns Hopkins University, Applied Economics; B.S., University of South Carolina, Secondary Education; B.S., University of South Carolina, Business Administration	Vancouver
Sandra Wortman	Adjunct Instructor	Student Success, General Education	M.A., California Lutheran University, Curriculum & Instruction; B.A., University of California-Santa Barbara, Economics-Mathematics	Vancouver
Roger Zimmerman	Adjunct Instructor	Student Success	B.A., Biola University, Communication; A.A.S., Clark College, Computer Network Administration	Vancouver
Connie Zucker	Adjunct Instructor	General Education	Ph.D., Wayne State University, Curriculum and Instruction; M.Ed., Wayne State University, Foreign Language Education; M.A.T., Oakland University, Reading/Language Art; B.A., University of Michigan, English	Vancouver

Academic Calendar

Effective: 02/17/2017

Program Start Dates

Year	Module Dates		Estimated Completion Dates by Program Length (in weeks)								
	Start Date	End Date	20	35	40	50	55	60	70	100	120
2017	01/23/17	02/26/17	06/11/17	09/24/17	10/29/17	01/14/18	02/18/18	03/25/18	06/03/18	02/10/19	06/30/19
	02/27/17	04/02/17	07/16/17	10/29/17	12/03/17	02/18/18	03/25/18	04/29/18	07/08/18	03/17/19	08/04/19
	04/03/17	05/07/17	08/20/17	12/03/17	01/14/18	03/25/18	04/29/18	06/03/18	08/12/18	04/21/19	09/08/19
	05/08/17	06/11/17	09/24/17	01/14/18	02/18/18	04/29/18	06/03/18	07/08/18	09/16/18	05/26/19	10/13/19
	06/12/17	07/16/17	10/29/17	02/18/18	03/25/18	06/03/18	07/08/18	08/12/18	10/21/18	06/30/19	11/17/19
	07/17/17	08/20/17	12/03/17	03/25/18	04/29/18	07/08/18	08/12/18	09/16/18	11/25/18	08/04/19	12/22/19
	08/21/17	09/24/17	01/14/18	04/29/18	06/03/18	08/12/18	09/16/18	10/21/18	02/10/19	09/08/19	02/02/20
	09/25/17	10/29/17	02/18/18	06/03/18	07/08/18	09/16/18	10/21/18	11/25/18	03/17/19	10/13/19	03/08/20
	10/30/17	12/03/17	03/25/18	07/08/18	08/12/18	10/21/18	11/25/18	02/10/19	04/21/19	11/17/19	04/12/20

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

Lacey

Make-Up Schedule for 02/06/2017

- 02/10/2017 - SS1001 9:00am-1:30pm

Vancouver

Make-Up Schedule for 02/07/2017

- 02/10/2017 - PT1120 9:00am-1:30pm

Make-Up Schedule for 02/14/2017

- 02/21/2017 - PT1120 2:00pm-6:30pm

Make-Up Schedule for 02/16/2017

- 02/23/2017 - PT1330 2:00pm-6:30pm

Tuition and Fees

Effective: 01/23/2017

Certificate Programs

Program	Quarter Credits	Contact Hours	Tuition	Books & Supplies	Fees	Institutional Total
Accounting (Available at Vancouver Campus Only)	63.0	690	\$21,735	\$0	\$0	\$21,735
Business Office Administration (Available at Vancouver Campus Online Only)	72.0	760	\$23,760	\$0	\$0	\$23,760
Computer Technician (Available at Vancouver Campus Only)	72.0	860	\$21,672	\$0	\$0	\$21,672
Dental Assisting (Available at Vancouver Campus Only)	69.0	915	\$23,184	\$0	\$0	\$23,184
Heating, Ventilation, Air Conditioning and Refrigeration (Available at Vancouver Campus Only)	72.0	835	\$24,480	\$0	\$0	\$24,480
Marketing Through Digital and Social Media (Available at Vancouver Campus Only)	72.0	725	\$24,264	\$0	\$0	\$24,264
Medical Assistant (Available at All Campuses)	69.0	895	\$23,115	\$0	\$0	\$23,115
Medical Office Administrative Assistant (Available at Vancouver Campus Only)	72.0	765	\$24,120	\$0	\$0	\$24,120
Paralegal Studies (Available at Vancouver Campus Only)	72.0	730	\$24,840	\$0	\$0	\$24,840
Pharmacy Technician (Available at Lacey and Vancouver Campuses Only)	69.0	880	\$26,703	\$0	\$0	\$26,703
Welding (Available at Vancouver Campus Only)	72.0	835	\$26,712	\$0	\$0	\$26,712

Associate of Applied Science Programs

Program	Quarter Credits	Contact Hours	Tuition	Books & Supplies	Fees	Institutional Total
Allied Health (Available at Vancouver Campus Only)	90.0	380	\$13,500	\$0	\$0	\$13,500
Applied Technology (Available at Vancouver Campus Only)	90.0	385	\$13,500	\$0	\$0	\$13,500
Aviation: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Vancouver Campus Only)	116.5	1315	\$80,000	\$0	\$0	\$80,000
Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	116.5	1315	\$38,700	\$0	\$0	\$38,700
Aviation: Concentration in Rotor (Domestic Students Only)*** (Available at Vancouver Campus Only)	114.5	1275	\$95,964	\$0	\$0	\$95,964
Aviation: Concentration in Rotor (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	114.5	1275	\$38,700	\$0	\$0	\$38,700
Commercial Aviation: Concentration in Fixed Wing (Domestic Students Only) *** (Available at Vancouver Campus Only)	110.5	1230	\$69,190	\$0	\$0	\$69,190
Commercial Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	110.5	1230	\$38,700	\$0	\$0	\$38,700
Commercial Aviation: Concentration in Rotor	109.0	1200	\$82,578	\$0	\$0	\$82,578

(Domestic Students Only) *** (Available at Vancouver Campus Only)						
Commercial Aviation: Concentration in Rotor (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	109.0	1200	\$38,700	\$0	\$0	\$38,700
Business Administration (Available at Vancouver Campus Only)	90.0	380	\$13,500	\$0	\$0	\$13,500
Computer Networking Systems (Available at Vancouver Campus Only)	108.0	1,265	\$41,364	\$0	\$0	\$41,364
Paralegal Studies (Available at Vancouver Campus Only)	99.0	1,015	\$42,669	\$0	\$0	\$42,669

Bachelor of Science Programs

Program	Quarter Credits	Contact Hours	Tuition	Books & Supplies	Fees	Institutional Total
Accounting (Available at Vancouver Campus Only)	180.0	935	\$41,400	\$0	\$0	\$41,400
Aviation: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Vancouver Campus Only)	191.5	2135	\$104,300	\$0	\$0	\$104,300
Aviation: Concentration in Fixed Wing (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	197.5	2135	\$73,530	\$0	\$0	\$73,530
Aviation: Concentration in Rotor (Domestic Students Only)*** (Available at Vancouver Campus Only)	190.0	2095	\$120,264	\$0	\$0	\$120,264
Aviation: Concentration in Rotor (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	195.5	2095	\$73,530	\$0	\$0	\$73,530
Aeronautics: Concentration in Fixed Wing (Domestic Students Only)*** (Available at Vancouver Campus Only)	191.5	2050	\$93,490	\$0	\$0	\$93,490
Aeronautics: Concentration in Fixed Wing (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	191.5	2050	\$73,530	\$0	\$0	\$73,530
Aeronautics: Concentration in Rotor (Domestic Students Only) *** (Available at Vancouver Campus Only)	190.0	2020	\$106,878	\$0	\$0	\$106,878
Aeronautics: Concentration in Rotor (M-1 Visa International Students Only) *** (Available at Vancouver Campus Only)	190.0	2020	\$73,530	\$0	\$0	\$73,530
Business Administration (Available at Vancouver Campus Only)	180.0	915	\$41,400	\$0	\$0	\$41,400
Computer Information Systems (Available at Vancouver Campus Only)	180.0	2,025	\$62,100	\$0	\$0	\$62,100
Health Care Administration (Available at Vancouver Campus Only)	196.5	1,100	\$39,405	\$0	\$0	\$39,405

Master's Programs

Program	Quarter Credits	Contact Hours	Tuition	Books & Supplies	Fees	Institutional Total
Business Administration (Available at Vancouver Campus Only)	56.0	590	\$10,976	\$0	\$0	\$10,976

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	\$300 per quarter credit hour
Fixed Wing Ground School and Flight Lab courses delivered by the Flight Partner	\$3,904 per quarter credit hour
Rotor Ground School and Flight Lab courses delivered by the Flight Partner	\$6,168 per quarter credit hour

Other Costs

Credit Earned by Proficiency* (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

*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.