

[CATALOG
2011]



SHERMAN COLLEGE
of CHIROPRACTIC

www.sherman.edu ■ 800-849-8771 ■ admissions@sherman.edu

The Sherman College Catalog is provided in order to serve prospective students, students, faculty and staff members as a reference explaining college mission, curriculum and a number of the college's policies and procedures that pertain particularly to students. This Catalog is subject to change as new and more efficient policies, procedures and or curriculum revisions are adopted. It does not serve as a contract, but as a source of information to interested parties and students. Suggestions are welcome and may be submitted in writing to the Office of Admission.

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Sherman College of Chiropractic reserves the right, without notice, to modify the requirements for admission or graduation; to change the arrangements or content of courses, the instructional materials used, the tuition and other fees; to alter any regulation affecting the student body; to refuse admission or readmission to any student at any time, or to dismiss any student at any time, should it be in the interest of the college or the student to do so. The college also reserves the same right as to any other material in this application and the Catalog. It is the duty of the student to inquire as to whether any change has been made. Sherman College of Chiropractic offers equal opportunity to all persons without regard to race, sex, age, creed, color, national origin, religion, marital status, disability or other protected classes. This applies to all Sherman College policies and programs.

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CALENDAR

WINTER QUARTER 2011

January 3	Faculty Development/Orientation
January 4	First day of class
January 7	Last day to drop/add
January 17	Martin Luther King Holiday
Jan 31-Feb. 4	Midterm Exams
February 10-11	NBCE Board Prep (Qtrs. 6-13)
February 21-25	Advisement/Registration
March 15	Last day of class
March 18-20	National Board Exams
March 21	Reading Day
March 22-25	Final Exams
March 26-April 3	Spring Break

SPRING QUARTER 2011

April 4	Faculty Development/Orientation/CCX
April 5	First day of class
April 8	Last day to drop/add
May 2-6	Midterm Exams
May 16-20	Advisement/Registration
May 26-29	Lyceum
May 30	Memorial Day Holiday
June 10	Last day of class
June 13	Reading Day
June 14-17	Final Exams
June 18	Graduation
June 19 - July 10	Summer Break

SUMMER QUARTER 2011

July 11	Faculty Development/Orientation
July 12	First day of class
July 15	Last day to drop/add
August 8-13	Midterm Exams
August 18-21	NBCE Board Prep (Qtrs. 6-13)
August 29-Sept. 2	Advisement/Registration
September 5	Labor Day Holiday
September 15	Last day of class
September 16-18	National Board Exams
September 19	Reading Day
September 20-23	Final Exams
Sept. 24-Oct. 2	Fall Break

FALL QUARTER 2011

October 3	Faculty Development/Orientation/CCX
October 4	First day of class
October 7	Last day to drop/add
October 31-Nov. 4	Midterm Exams
November 11	Veterans Day Holiday
November 14-18	Advisement/Registration
November 23-27	Thanksgiving Holiday
December 9	Last day of class
December 12	Reading Day
December 13-16	Final Exams
December 17	Graduation
Dec. 18- Jan. 4	Christmas Break

WINTER QUARTER 2012

January 3	Faculty Development/Orientation
January 4	First day of class
January 6	Last day to drop/add
January 16	Martin Luther King Holiday
Jan 30-Feb. 3	Midterm Exams
February 9-10	NBCE Board Prep (Qtrs. 6-13)
February 22-24	Advisement/Registration
March 15	Last day of class
March 16-18	National Board Exams
March 19	Reading Day
March 20-23	Final Exams
March 24-April 2	Spring Break

SPRING QUARTER 2012

April 2	Faculty Development/Orientation/CCX
April 3	First day of class
April 6	Last day to drop/add
April 30-May 4	Midterm Exams
May 16-18	Advisement/Registration
May 24-26	Lyceum
May 28	Memorial Day Holiday
June 8	Last day of class
June 11	Reading Day
June 12-15	Final Exams
June 16	Graduation
June 18 - July 9	Summer Break

SUMMER QUARTER 2012

July 9	Faculty Development/Orientation
July 10	First day of class
July 13	Last day to drop/add
August 6-10	Midterm Exams
August 16-17	NBCE Board Prep (Qtrs. 6-13)
August 29-31	Advisement/Registration
September 3	Labor Day Holiday
September 13	Last day of class
September 14-16	National Board Exams
September 17	Reading Day
September 18-21	Final Exams
Sept. 23-Oct. 1	Fall Break

FALL QUARTER 2012

October 1	Faculty Development/Orientation/CCX
October 2	First day of class
October 5	Last day to drop/add
Oct. 29-Nov. 2	Midterm Exams
November 12	Veterans Day Holiday
November 14-16	Advisement/Registration
November 21-25	Thanksgiving Holiday
December 7	Last day of class
December 10	Reading Day
December 11-14	Final Exams
December 15	Graduation
Dec. 16 - Jan. 2	Christmas Break

ACCREDITATION

The doctor of chiropractic degree program of Sherman College of Chiropractic is accredited by the Commission on Accreditation of the Council on Chiropractic Education, 8049 North 85th Way, Scottsdale, AZ, 85258-4321, Tel: (480) 443-8877. www.cce-usa.org.

In addition, Sherman College of Chiropractic is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award the doctor of chiropractic degree. www.sacscoc.org.

Sherman College is listed as an institution of higher learning in the U.S. Directory of Higher Education. Sherman College is licensed by the South Carolina Commission on Higher Education, 1333 Main Street, Suite 200, Columbia, SC 29201, Telephone: 803-737-2260, www.che400.state.sc.us.

APPROVALS

The United States Immigration and Naturalization Service has approved Sherman College for attendance by foreign students. The Veterans Administration state approving agency has approved Sherman College for veteran's benefits. The United States government has approved Sherman College for participation in the Guaranteed/Federally Insured Student Loan program.

A MESSAGE FROM THE PRESIDENT

JON SCHWARTZBAUER, D.C.



For me, becoming a doctor of chiropractic was the greatest career I could have ever chosen. The completion of my doctor of chiropractic degree at Sherman College was an exciting time in my life – but not without its challenges. The experience challenged me academically, socially and personally. Like any worthwhile endeavor, it helped me to expand my awareness and look at the world in a new and optimistic way. Upon graduation, I was ready to make my mark on the world!

What I have discovered since then is that the opportunities and rewards of a career in chiropractic are not only fulfilling but life-affirming. The satisfaction from watching patients enjoy improved health as a result of the chiropractic care you provide is the ultimate reward. It's both humbling and empowering.

I want all Sherman students to be challenged to achieve their personal best as they journey from student to practitioner. The program at Sherman College will certainly do that. Along the way, they can look forward to making life-long friendships and becoming part of an incredible profession that needs caring, compassionate people to grow its ranks. Sherman College of Chiropractic is committed to helping you make your mark on the world as a successful doctor of chiropractic.

As you explore educational opportunities, consider what Sherman College has to offer you, and what Sherman College is seeking in men and women studying to become chiropractors:

FOCUS: Sherman College offers an integrated educational program focused on preparing students to become fully qualified doctors of chiropractic. Its graduates are prepared to offer effective, safe, affordable family-oriented chiropractic care to their communities. With its emphasis on philosophically based practice principles, scientific research, the most effective techniques for analyzing and adjusting the vertebral subluxation, and one-on-one mentoring in the clinical arts of chiropractic, Sherman College is uniquely able to provide a student with the best chiropractic education available today.

PASSION: Sherman College is dedicated to a vision of health care centered first and foremost on recognition of the body's own inherent wisdom, called innate intelligence, which is the basis for a person's natural recuperative, self-regulatory and creative powers. This innate intelligence of life is expressed through the functioning of the nerve system. Chiropractic contributes to health by correcting vertebral subluxations, which are a major source of interference to normal nerve function, and thus to the expression of the body's natural health potential.

SUCCESS: Sherman College seeks exceptional students who have a desire to promote health, a commitment to seeking personal fulfillment through service to others, and the capacity to become outstanding, successful doctors of chiropractic. They should also have unquenchable curiosity and an uncompromising desire for truth. Finally, they should know that the rewards of any endeavor, whether an education or the career that follows, are the direct result of the dedication, commitment and efforts they bring to bear on that endeavor.

If you choose to come to Sherman College, you will work with a diverse faculty and staff dedicated to your mastery of the philosophy, science and art of chiropractic. You will attend classes at a beautiful suburban campus equipped with the tools and resources you need to accomplish your personal goal of becoming a doctor of chiropractic. Perhaps most importantly, you will become a member of the growing Sherman College community, where we are all working together toward the common goal of helping humankind enjoy greater life expression through the correction of vertebral subluxation.

The happiest, most interesting lives are those lived with purpose. With such purpose, one can grow as a person. Sherman College exists to help students find and fulfill a noble purpose for their lives. I extend to you my personal invitation to join us, to make chiropractic's purpose your purpose, and to grow with us into the outstanding chiropractor you have the capacity to become.

A handwritten signature in black ink that reads "Jon Schwartzbauer D.C." The signature is written in a cursive, flowing style.

Jon Schwartzbauer, D.C.
President

THE SHERMAN DIFFERENCE

Is Sherman College of Chiropractic really different from the others? You bet we are, and we are proud of it!

A Sherman education gives students a distinct advantage. Students learn to perform the duties of a primary care chiropractic provider from a modern-day health care perspective with an appreciation for vitalistic principles – mainly that the body is a self-regulated, self-healing organism.

At Sherman College, chiropractic care is more than just symptom relief. It's about helping people of all ages – from infancy to active senior living – to enjoy better health under chiropractic care.

WHAT IS CHIROPRACTIC?

Central to chiropractic is the vertebral subluxation, a condition in which a vertebra becomes slightly misaligned and disturbs nerve function. The practice of chiropractic includes the location, analyze and correction of vertebral subluxations.

Chiropractic recognizes that the body possesses a unique internal wisdom that continually strives to maintain a state of health within the body. This wisdom is innate, instinctive. This innate intelligence works to maintain normal heart rate, blood pressure and adrenaline production; this same intelligence directs our bodily functions to continuously adapt to an ever-changing environment.

Maintaining health depends upon the body's natural ability to continually adapt to changes in its internal and external environment. Ensuring this capability is one of nature's most remarkable communication networks: the nerve system.

The body's innate intelligence sends mental impulses from the brain to each of the body's more than 100 trillion cells, coordinating their activities for the common purpose of adaptation and health. At the same time, each part of the body sends information concerning its internal and external environment to the brain. These impulses are transmitted to and from the brain by way of the nerves passing through the spine.

Vertebrae in the spine can, and on occasion do, become subluxated, interfering with the body's communication process. A vertebral subluxation causes messages, transmitted over nerves, to become garbled or modified, rendering the body's response to the environment inadequate.

Chiropractic makes its contribution to health by identifying, analyzing and correcting subluxated vertebrae. The doctor of chiropractic eliminates this particular kind of interference to the body's innate striving to maintain its own health.

Chiropractic's concern is with vertebral subluxation and its influence on health and health maintenance. Its aim is to ensure that the nerve system is functioning without interference from subluxation.

Chiropractic education involves the study of philosophy, science and art.

- Philosophy considers the fundamental nature of existence of human beings and of their interaction with the environment. Chiropractic recognizes that the body possesses a unique internal wisdom that continually strives to maintain a state of health. This wisdom is innate, inherent. The innate intelligence works to maintain homeostasis as it coordinates bodily functions to continuously adapt to ever-changing internal and external environments and maintain a state of wellness.
- Chiropractic science deals with human biology – especially the relationship between the spinal segments and the nerve system, and the effect this relationship has on the body's innate striving to express and maintain its own health. This relationship between structure and function is the applied science of chiropractic, which focuses on the inherent ability of the body to heal without the use of drugs or surgery. Chiropractic's concern is with vertebral subluxation and its influence on health and health maintenance. Its aim is to ensure that the nerve system is functioning without interference from subluxation.
- Chiropractic art is the expression of its philosophy and is concerned with locating and correcting vertebral subluxations. To fulfill the role of a primary health care provider, the clinical training includes taking a case history, physical examination, spinal examination, x-ray studies, the interpretation of specialized imaging studies, diagnosis, patient report of findings, determining a plan of care and the safe application of adjustive

technique. Ultimately, chiropractic is concerned with improving the expression of life and health while the doctor of chiropractic functions as a member of a patient's health care team through referral and co management.

CHIROPRACTIC HERITAGE

One day in 1878, while working in a stooped, cramped position, Harvey Lillard felt something "pop" in his neck. A few days later his hearing was gone. Seventeen years passed in silence. Then, on September 18, 1895, Harvey Lillard related his story to Daniel David Palmer, a magnetic healer who practiced in Davenport, Iowa, in the Ryan Building where Lillard was a janitor.

Palmer examined the janitor's spine and discovered a bump in the area where Lillard said he had felt the pop. Reasoning that this bump was the result of one of the spinal column's 26 vertebrae being out of line, Palmer persuaded Lillard to let him try to restore it to its normal position.

He applied a force to the bump. There was another pop, and the bump was gone. In a few days, Lillard's hearing was restored. In the process, chiropractic was born.

Chiropractic is a relatively new health care profession — just over 100 years old. Although the profession is young, many of its vitalistic principles date back thousands of years. Ancient Egyptians and Greeks, while possessing little knowledge of the internal structure of the human body, were aware of the body's continual striving to heal itself. During the Renaissance, men of learning put forth theories that spoke of "vital forces" within the body that organized its resistance to disease. The "vital force" they spoke of is what chiropractors refer to as the body's innate intelligence.

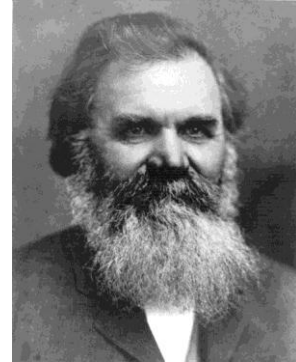
It was Daniel David Palmer who, in 1895, discovered the relationship among the vital forces, the nerve system, the vertebrae and the expression of health. He reasoned that an innate intelligence continuously strives to maintain the body's organization. He also realized that this innate intelligence utilizes the nerve system to assemble and transmit the information necessary to ensure the proper function of the various parts of the body.

Palmer further reasoned that a vertebra that was even slightly misaligned could cause pressure on the spinal cord or small spinal nerves. This misalignment and interference, called a vertebral subluxation, modifies the impulses carried by the nerves and this, in turn, modifies bodily function. In such a state, the body is less able to function, maintain its own health, and ultimately to express life.

After adjusting a subluxated vertebra for the first time, Palmer witnessed the restoration of spinal integrity, a dramatic change in his patient's health and the birth of a profession.

Chiropractic grew rapidly under the guidance of Palmer's son, B.J., who transformed the profession into an advanced science and a well-developed art. His goal was to be able to objectively locate and analyze vertebral subluxation and to verify the changes that occurred both when vertebrae became subluxated and when the vertebral subluxation was corrected.

Today, chiropractic has evolved into a highly developed science and art which deals not with disease, but with vertebral subluxation and its effect on the body's natural striving toward health. Chiropractic, as a primary health care profession, recognizes and respects the body's innate striving to maintain its own health and has developed sophisticated techniques for correcting vertebral subluxation, a major interference to that striving. Chiropractic views health as more than the absence of disease. It is optimum life expression on every level.



Daniel David Palmer



B.J. Palmer

THE FOUNDING OF SHERMAN COLLEGE



In the mind of Thom Gelardi, the founder of Sherman College, the chiropractic profession had a need. Helping to meet that need became his dream. Gelardi, a doctor of chiropractic, sensed the necessity for an institution that, within an academically and intellectually stimulating environment, remained fully consistent with the goals and objectives of his profession. He envisioned a college where the natural health benefits of chiropractic could be explored, advanced, taught and then shared worldwide for the ultimate good of humanity.

In 1973, with the establishment of Sherman College of Chiropractic, Dr. Gelardi's dream to fill chiropractic's need began to be realized. Sherman College of Chiropractic was the first chiropractic college established in the Southeastern United States and was chartered by the state of South Carolina on January 11, 1973. The first class entered Sherman College on October 1 of that year.

A private, non-profit institution, Sherman College's goal is simple: to prepare its students, as fully qualified primary health care providers, to assume and discharge their chiropractic responsibilities both to their patients and to society.

To that end, Sherman College has assembled a distinguished faculty of highly qualified, highly skilled professionals. It includes respected doctors of chiropractic and basic scientists from throughout the United States and the world . . . men and women whose dedication to the growth and development of chiropractic is unrivaled.

Sherman College offers the doctor of chiropractic program, which provides students a fresh perspective on life and natural good health. Consisting of basic and clinical science programs, it affords students not only an opportunity to learn and practice the necessary chiropractic skills and health care procedures but also the chance to broaden themselves personally to meet the challenges of the future.

The college is named in honor of the late Dr. Lyle W. Sherman, a pioneer in the development of modern chiropractic and one-time assistant director of the B.J. Palmer Chiropractic Research Clinic in Davenport, Iowa. Dr. Sherman's commitment to humanity and to advancing the art of chiropractic was frequently recognized by his peers.

Among his many honors was selection as International Chiropractor of the Year in 1955. He served as chairman of Sherman College's Board of Trustees from 1973 until his death in 1977.

CHIROPRACTIC – YOUR CAREER, YOUR FUTURE

There are many professions from which to choose when contemplating a career, but few are more rewarding and fulfilling than chiropractic. Once you have made the decision to study at Sherman College of Chiropractic, you can be assured that your future will be as dynamic and vital as the expression of life itself.

Chiropractic is a career that puts you in charge of your own future. It is a relatively young profession that abounds in opportunities. Educator, researcher, lecturer, and private or associate practitioner are but some of the directions in which your chiropractic career may lead you.

No matter which professional avenue you choose to follow, your work in chiropractic will influence the lives of others in a positive way. Furthermore, the personal satisfaction that you'll receive from helping individuals achieve a healthier, more fulfilling life is something that words alone cannot describe.

Perhaps the greatest gifts one person can give others are an awareness of their potential and the help necessary to realize it. As a chiropractor, you will teach your patients and community about the human potential for physical, mental, social and spiritual well-being. You will teach that health is not due to accident or luck, but is the expression of a natural, intentional striving within the body. You will also teach basic health principles that help identify lifestyles and activities that enhance the expression of the body's innate wisdom.

When you choose a career in chiropractic, you take command of your future, while expressing your concern and compassion for humanity.

COLLEGE MISSION

The mission of Sherman College of Chiropractic is to educate and prepare students to become doctors of chiropractic.

This mission is based upon the college's core values and is achieved through activities in the areas of education, research and service:

EDUCATION

Students are taught and learn from the most current knowledge and understanding of the philosophy of chiropractic, in the basic and clinical sciences, the research and science of vertebral subluxation and in the clinical practice of chiropractic so they may perform the professional obligations of a primary health care provider with competency, compassion and integrity.

RESEARCH

Faculty members engage in research and scholarly activities that contribute to the body of pedagogical and clinical knowledge which advance chiropractic education and the chiropractic profession.

SERVICE

The college serves the profession by offering continuing education programs to doctors of chiropractic and by participating in professional and educational organizations. The college serves the community by providing quality chiropractic care and partnering with community organizations.

CORE VALUES

1. Integrity and ethical conduct are critical to all aspects of college operations and to maintaining professional relationships with constituents including students, patients, employees, the profession and the public.
2. The health needs of patients are supreme and central to the doctor of chiropractic program and critical to establishing trust between doctor and patient.
3. The clinical practice of chiropractic focuses on the location, analysis and correction of vertebral subluxation.
4. The college honors its long-held traditions that teach respect for the innate intelligence of the body and the inseparable and synergistic nature of the philosophy, science and art of chiropractic.
5. The college community actively seeks and promotes advanced learning and exploration of ideas relative to the college mission in an environment respect and academic freedom.

PHILOSOPHY OF CHIROPRACTIC

Chiropractic is based on the premise that living things have an innate striving toward organization, and that vertebral subluxation is an abnormal, but most often correctable, condition which interferes with the expression of that striving.

INSTITUTIONAL GOALS AND OBJECTIVES

- A. To develop and maintain an accredited professional degree program and the physical plant, faculty, staff and administration capable of fulfilling the mission of the institution.
- B. To prepare students to qualify for chiropractic licensure in U.S. licensing jurisdictions.
- C. To teach the philosophy, science and art of chiropractic by:
 1. Developing in all students the knowledge, skills and sense of responsibility to prepare them to serve humanity as primary health care providers who specialize in the location, analysis and correction of vertebral subluxation.
 2. Establishing the well being of the patient as the foundation for all considerations, policies, and decisions.
 3. Educating students in the relationship of the philosophy of chiropractic to the contemporary practice of chiropractic.
 4. Teaching and further developing the science and art of locating, analyzing and correcting vertebral subluxations.
 5. Pursuing scientific research concerning the characteristics of the, location, analysis and correction of vertebral subluxations, and the characteristics and improvement of chiropractic education.
 6. Offering a diversified education in the basic sciences to provide students with an understanding of the science of chiropractic and its relationship to human physiology and health.
 7. Emphasizing the importance of communications as a tool by which to inform individual patients and communities about chiropractic care and healthy lifestyle choices.
 8. Instilling in students a sense of dedication and responsibility to a high ethical standard of practice toward patients, colleagues and the community.
 9. Teaching practice management and office procedures applicable to the development of a successful practice.
 10. Offering continuing education programs for field practitioners.
 11. Accepting and fulfilling all the responsibilities of serving the student, the profession and the public in accordance with the college mission and accreditation standards
 12. Conduct and support activities in service to the profession and community.

EXPECTED EDUCATIONAL RESULTS

Upon completing the requirements for the doctor of chiropractic degree at Sherman College of Chiropractic, the student will be expected to:

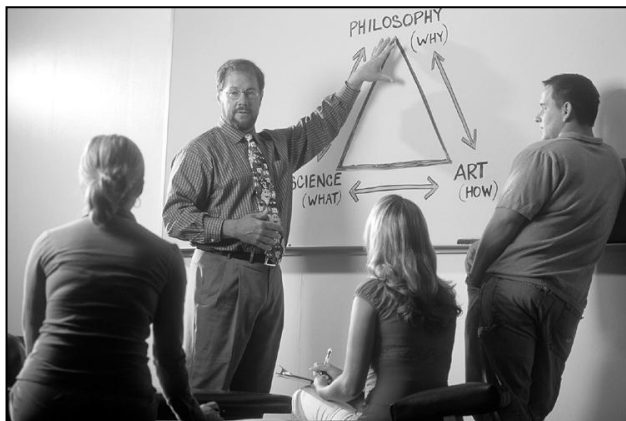
1. Integrate the philosophical principles of chiropractic into the care of patients.
2. Demonstrate an understanding of human physiology, health assessment and wellness promotion, and their relationship to the science of chiropractic.
3. Integrate the knowledge acquired in the didactic program in the safe and effective practice of chiropractic into practical application in the care of patients
4. Communicate the objectives of chiropractic care in both written and verbal form.
5. Demonstrate an inculcation of ethical values and recognition of his/her responsibility to serve the patient as a primary health care provider.

THE CHIROPRACTIC OATH

I shall diligently engage in creative activities which will enrich my philosophical understanding and enhance my artistic ability, further enabling me to fulfill my responsibilities as a chiropractor.

In doing this, I will take into consideration my patients, my colleagues and myself. I will serve my fellow human beings with an attitude of humility, honored with the opportunity to be instrumental in the correction of vertebral subluxations. My best service will be available to all, regardless of their cultural, racial or religious background, or their ability to pay.

To all this I pledge myself, knowing these ideals are prescribed by the dictates of reason and the love for humankind.



LOCATION

Sherman College is located in Spartanburg, SC, named one of *Relocate America's* Top 25 Places to Live and Go to School, and rated the top city in South Carolina to live and No. 48 nationally. *Money Magazine* calls it one of "Four Booming Locales Where You Can Get a Job and Live Easy." *Smart Money* calls it one of the best five real estate buys in the country. We call it home.

Spartanburg is not only one of the most beautiful places in the country to live, but it is also one of the most affordable — with a cost of living at 9.6% below the national average.

Spartanburg is also known as "College Town," as it is home to six different colleges. In fact, Spartanburg has the highest per capita student population of any major city in the state, and it is a hotbed of student activity, from social events to athletics to cultural opportunities, community service projects and more. Spartanburg is a great place to come study, a great place to call home.

The college's 80-acre campus is ideally located at the foothills of the Blue Ridge Mountains. Amid magnolias and maples, the residents of Spartanburg enjoy a mild year-round climate with four distinct seasons. Lakes for water sports and trails for hiking are accessible in almost any direction. Recreational activities are sponsored throughout the year by the City Recreation Department, the YMCA Family Center and Croft State Park.

Exciting art and entertainment events in the area include everything from ballet to concerts by nationally acclaimed musicians. Cultural attractions include the Spartanburg Symphony, the Spartanburg County Museum of Art, the Ballet Guild, the Spartanburg Little Theatre and the Spartanburg Memorial Auditorium.

Spartanburg is also a thriving city full of opportunity. Home to nearly 50 corporate headquarters, Spartanburg is growing into one of the leading metropolitan areas in the country. The headquarters and research center for the world's largest privately held company, Milliken, Inc., are located here. BMW also maintains its North American headquarters here. Known as "The Crossroads of the New South," Spartanburg is the hub of a modern highway system. I-85 (North/South), I-26 (East/West) and three U.S. highways make Spartanburg easily accessible to major metropolitan areas by car and bus.

Spartanburg is served by several major airlines, five radio stations, four television networks, cable television, a beautiful public library and several shopping malls.

SCHOOL COLORS

The school colors are burgundy, black and white. The mascot colors are gold and black.

MASCOT

The Sherman Pride (represented by a lion) is the Sherman College mascot. It was chosen because it is associated with truth, strength and leadership.

LOGO

The arrows in the logo represent the idea that health comes from Above-Down, Inside-Out (ADIO), which is a part of the vitalistic philosophy of chiropractic. This ADIO logo is the identifying symbol for the college and cannot be used without its expressed written consent.

FACILITIES

SCALLON BUILDING

The Mack and Kitty Scallon Building on the Sherman College campus houses classrooms, administrative and faculty offices, the library, the multimedia resource center, the bookstore, the student lounge and the Inn-ate Cafe. Its spacious, inviting atrium and abundance of sliding glass doors serve to provide maximum natural light and ventilation to its classrooms and offices, as well as breathtaking vistas of the beautiful Blue Ridge Mountains.



TOM AND MAE BAHAN LIBRARY

The Tom and Mae Bahan Library, located in the Scallon Building, is a specialized health sciences library and resource center. Materials for the biological and clinical sciences, as well as chiropractic-related and business-related subjects, are available. Supplemental materials for courses are also in the collection. The library also has a section for leisure reading.

Inter-library loan services are available through OCLC, a computerized database linking more than 5,000 libraries around the world. The library offers, through the Internet, access to additional databases such as the National Library of Medicine. The library also has access to a variety of periodicals through the South Carolina State Library's DISCUS program. The Index to Chiropractic Literature is also available in the Multimedia Resource Center.

The Bahan Library has an extensive collection of the "Green Books" (history and philosophy of chiropractic) in rare first editions as well as reprints.

The Tom and Mae Bahan Library is a member of the American Library Association, the Medical Library Association, the Chiropractic Library Consortium, the South Carolina Library Association and the Piedmont Library Association. The library is an associate member of the Southeastern Library Network (SOLINET), which gives patrons access to many library services, including OCLC.

The library provides six small study rooms for individual study or tutoring and two larger rooms for group study sessions.

MULTIMEDIA RESOURCE CENTER

The Multimedia Resource Center houses 35 networked computers and provides access to the Internet and a variety of general content and chiropractic-related software. Faculty and students may utilize a variety of Web sites such as OCLC FirstSearch and THE LANCET for learning enhancement and research. Students also use Microsoft Office Suite to prepare papers and multimedia presentations. Software titles, such as MedTerm, Virtual Viewboxes, LYTEC Chiropractic, ADAM Practice Practical, The Dissectible Human and MANTIS, offer students an opportunity to obtain additional information to extend classroom learning.

Students may also use the computers and individual e-mail accounts, provided by the college, to communicate with family and friends around the world. The center also provides a variety of seminars and learning experiences to assist students, faculty and staff in enhancing their information literacy skills. Seminars are hands-on and offered in small groups or on a one-to-one basis.

COLLEGE BOOKSTORE

The Sherman College Bookstore is located in the Scallon Building and is open Monday through Friday from 8 a.m. - 12 p.m. and 1 p.m. - 4 p.m. The bookstore can be accessed online at www.sherman.edu/bookstore. In addition to required texts, school supplies and collegiate apparel, the bookstore offers a variety of leisure reading materials and gift items for sale. The bookstore also offers a mail order service for chiropractors ordering equipment, charts, books and other items needed in practice.



E.C. TAYLOR BUILDING (CHIROPRACTIC HEALTH CENTER)

The Sherman College Chiropractic Health Center, located in the E.C. Taylor Building, includes 23 spacious patient care rooms, as well as a Student Health Center, equipped with modern chiropractic analytical and adjusting equipment, to serve the educational needs of the students, and provide the community with quality chiropractic care.

The Taylor Building also houses classrooms, completely equipped modern digital x-ray facilities and the X-ray Resource Center, where students can enhance their knowledge of x-ray

interpretation. Other areas of the building include a spacious intern lounge, a public lecture room, the research department, private consultation rooms and staff offices.

OLSEN BUILDING

The 5,000 square-foot brick and stone Theron and Selma Olsen Building houses a lobby/atrium gathering space, one large contemporary classroom, a fitness facility, faculty offices and restroom and shower facilities. The fitness facility features circuit training equipment from Magnum Fitness, the same equipment used by the Spartanburg YMCA. The area behind the building has been leveled and graded for general use as a sports and recreation field, providing students with additional opportunities to pursue organized and social athletic activities and special events.

BASIC SCIENCE LABORATORIES

Basic science laboratories in anatomy, microbiology, physiology and pathology help students understand, in more detail, the development, structure and function of body systems. They make full use of detailed models and interactive multimedia to instill a sense of exploration and independence in the learning experience of the student. The anatomy laboratory has a fully integrated state-of-the-art digital video system to allow both direct and remote interactive learning from laboratory projections. The physiology laboratories make use of research equipment that allows a sophisticated scrutiny of human body function. Diagnosis laboratories are designed to assist the student in developing the skills necessary to examine patients and integrate the findings into a clinical impression. The student is exposed to standard assay methodologies to complement course material.

CLINICAL SCIENCE LABORATORIES

Chiropractic technique labs utilize various training aids to assist students in developing the coordination and psychomotor dexterity necessary for mastery of the adjustive process. Models of the human torso, complete with spines, are also available in labs for students to practice adjustive setups and thrusts.

The college uses digital radiography, which has many advantages that are all but impossible with traditional film and view boxes. With digital radiography, students and case doctors can view and detect anomalies in dark or light areas of the film; highlight certain structures; enhance cortical outlines; change image brightness and magnify the image. Other benefits of digital imaging include increased image quality; no lost or damaged images; reduction of repeat x-rays (reducing the amount of radiation to the patient); no film or chemicals used; no processor maintenance or darkroom needed; no need for film filing envelopes or physical storage space. Students are taught both digital and traditional film x-ray processing.

Radiology labs provide students the opportunity to view thousands of x-rays. This vast collection of digital files and films allows students to practice analysis and diagnostic skills in the Multimedia Resource Center with rare and unusual cases not frequently seen in chiropractic settings. The use of radiology web sites is encouraged to expand the knowledge base of the students in this important aspect of chiropractic practice. Three complete x-ray labs allow students to practice the hands-on skills necessary for taking chiropractic x-rays.

Diagnostic labs emphasize the use of standard equipment in the field. Otoscope and ophthalmoscope instruction is enhanced by practice in the lab. Fifty sets of diagnostic equipment are available for student use through the library. Cardiovascular monitoring devices, neurological tools and goniometry devices are available for student use in the labs.

SPINE DINING CAFÉ

Spine Dining is noted for its creative menu of wholesome, natural foods and its warm, leisurely atmosphere. A popular place for students and faculty to congregate, it offers a variety of breakfast and lunch selections, as well as hot and cold beverages.

BROWN HOUSE AND MUSEUM

The Brown House and Museum serves as a museum for the college's rare books and historical chiropractic holdings as well as an on-campus residence for Gordon Brown, D.C., and Mrs. Helen McPike Brown, dedicated supporters and friends of Sherman College. The Browns have contributed generously to Sherman College in many ways over the years, and in 1999, they donated the proceeds from the sale of their home in Sedona, AZ, to the college. Dedicated during Lyceum 2001, the Brown House and Museum includes a large area for meetings and receptions.

PUBLICATIONS

Sherman College publishes several focused newsletters directed at specific college constituencies, including the alumni magazine *Sherman* and the electronic newsletter *Sherman Shares*. The Public Relations Office produces a variety of materials designed to provide public relations, career and continuing education information. Students who have skills in writing, photography and graphic arts will have many excellent opportunities to use these talents to benefit and support the college through the Public Relations Office.

CAREER ASSISTANCE

By the beginning of his or her final year at Sherman College, each student will be completing the basic educational requirements for licensure, should have taken and successfully completed Parts I, II and III of the National Board examinations, and will usually know where he or she plans to practice.

To assist in the transition from student to practitioner, the college provides a graduate placement service for students and alumni through the Student Affairs Office. Through a locator program, the college provides a means for field practitioners to arrange for graduates to become associates or partners, and for retiring practitioners to select successors.

MEMBERSHIPS

Sherman College holds membership in the following organizations:

- Altrusa International
- American Library Association
- American Public Health Association
- Association for the History of Chiropractic
- Association of Chiropractic Colleges
- Association of College Admission Professionals
- Association of Collegiate Registrars and Admissions Officers
- Association for Institutional Research
- Carolinas Association of Collegiate Registrars and Admissions Officers
- Chiropractic Library Consortium
- College and Research Library Association
- College News Association of the Carolinas
- Council on Chiropractic Education
- Medical Library Association
- National Association of Accountants
- National Association of Graduate Admission Professionals
- National Association of Independent Colleges and Universities
- National Association of Student Financial Aid Administrators
- National Association of Women Deans and Counselors
- National Federation of Press Women
- Society for College and University Planning
- South Carolina Association of Colleges and Universities
- South Carolina Association of Physical Plant Administrators
- South Carolina Association of Student Financial Aid Administrators
- South Carolina Association of Veterans Administrators
- South Carolina Campus Law Enforcement Association
- Southern Association of College Student Affairs
- Southern Association of Student Financial Aid Administrators
- Southern Building Code Congress International, Inc.
- Spartanburg Area Chamber of Commerce
- Spartanburg Area Communicators

STATE LICENSURE

Because each state determines requirements for practice eligibility in its jurisdiction, licensure requirements vary from state to state.

The college endeavors to assist the applicant in ascertaining the licensure requirements of any state or international jurisdiction in which he or she may seek licensure. Since jurisdictional requirements are subject to change, the applicant is encouraged to visit the Federation of Chiropractic Licensing Boards web site at www.fclb.org for information regarding chiropractic state boards. Note: A criminal record may prevent a graduate from obtaining state licensure. For more information, visit the Federation of Chiropractic Licensing Boards web site at www.fclb.org for information regarding chiropractic state boards.

Sherman College graduates are eligible for licensure in all of the United States, Canada and other international jurisdictions. Please call the Admission Office at 800-849-8771, ext. 222, if you have questions regarding licensure.

APPLICATION PROCEDURE FOR THE DOCTOR OF CHIROPRACTIC PROGRAM

Applications for admission may be obtained by contacting:

Office of Admission
Sherman College of Chiropractic
P.O. Box 1452
Spartanburg, South Carolina 29304
800-849-8771, ext 222

Or, students may apply online at www.sherman.edu/apply.

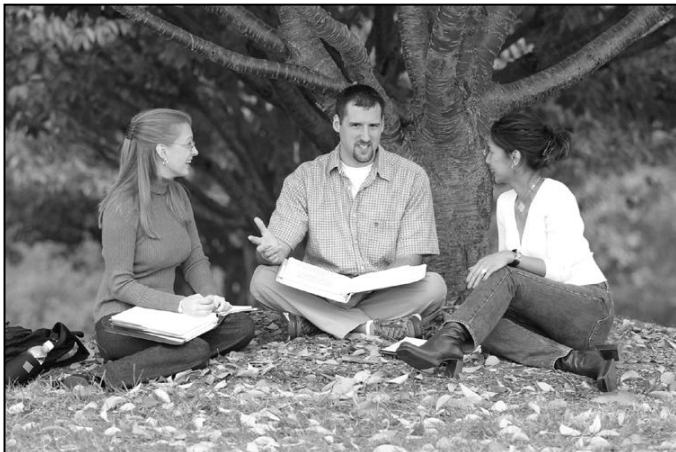
1. Return the fully completed application to the Admission Office with a non-refundable \$35 application fee and two letters of recommendation.
2. Request official transcripts from all colleges you have attended. Transcripts must be mailed directly to Sherman College from the school of origin.
3. Include lab documentation to verify your lab experience in all science courses in which less than four semester hours of credit were earned per course. A course description from a college catalog is sufficient.

Application is made only for the term specified on the application form.

As a candidate for admission, each applicant is evaluated individually and admitted to the college on the basis of motivation, scholastic achievement, and an honest desire to join a health care profession. In making its decision, the Sherman College Admission Committee reviews each applicant's academic credentials and personal references. Sherman College admits only applicants who meet all the qualifications for a chiropractic education. Every candidate for admission is given serious consideration and notified of the decision of the college's Admission Committee once the admission process is complete.

Submission of a falsified application, which may include any omission of information relevant to the application process and submission of fraudulent documents shall be cause for denial of admission or revocation of admission.

After notification of acceptance for admission to Sherman College, a student is required to pay an advance reservation fee of \$150, which will be credited to the student's tuition for the enrollment period specified. This non-refundable fee reserves the applicant a space in the student body.



WHEN TO APPLY

As class size is limited, applicants are advised to submit their application as early as possible to assure a place in the enrolling class of their choice. Doing this will automatically place the student on the college's mailing list to be advised of all updates to the catalog and to receive various Sherman College publications.

PRE-PROFESSIONAL ACADEMIC REQUIREMENTS FOR ADMISSION

The prerequisite for admission to the doctor of chiropractic program is a minimum of 90 semester hour credits, to include at least 30 semester hours applicable to the award of a baccalaureate degree at a four-year institution or institutions accredited by a nationally recognized agency. Included in these credits must be a minimum of 48 semester hour credits in the course areas noted below. Matriculants must have an earned entering cumulative grade point average (GPA) of a 2.70 on a 4.0 scale.

Prior to April 2008	2.5 cumulative GPA
April 2008	2.6 cumulative GPA
April 2009	2.7 cumulative GPA

All required courses must have been completed with a “C” (2.0) or better. Credits must have been earned in an institution that is accredited by an accrediting body recognized by the U.S. Department of Education.

The prerequisite program **MUST** include completion of the following coursework:

REQUIRED COURSES

English Language Skills.....	6 semester hours
Psychology.....	3 semester hours
Social Sciences or Humanities.....	15 semester hours
Biological Sciences*.....	6 semester hours
Chemistry**.....	12 semester hours
Physics and related studies***.....	6 semester hours
Computer Literacy.....	1 semester hour or demonstrated equivalency

*The biological science requirement must be met with two or more courses with unduplicated content, and include pertinent related laboratory experiences, which cover the range of material presented in the didactic portions of the courses. **Anatomy is strongly recommended.**

**At least three (3) semester hours of chemistry must be general or inorganic chemistry, and at least six (6) hours of chemistry must be organic chemistry and/or biochemistry. At least six (6) semester hours of the chemistry courses must include pertinent related laboratory experiences, which cover the range of material presented in the didactic portions of the courses.

***This requirement may be met with either two unduplicated physics courses (of which one must include a pertinent related laboratory which covers the range of material presented in the didactic portion of the course), or three (3) semester hours in physics (with laboratory) and three (3) semester hours in either biomechanics, kinesiology, statistics or exercise physiology.

Students who hold a professional degree in a health science discipline at the baccalaureate level or above with an earned cumulative grade point average of at least 2.50 on a scale of 4.0, or who hold a baccalaureate degree with an earned grade point average of at least 3.25 on a scale of 4.0, may be admitted upon presenting evidence that their academic preparation substantially meets* the requirements for admission.

* “Substantially meets” will be determined by the Admission Committee, and a personal interview is required of candidates seeking admission based on this criteria.

Although the remaining 42 hours of prerequisite courses are elective, we highly recommend that the elective credits include courses in the humanities, business and additional science classes, such as microbiology and anatomy.

PLEASE NOTE:

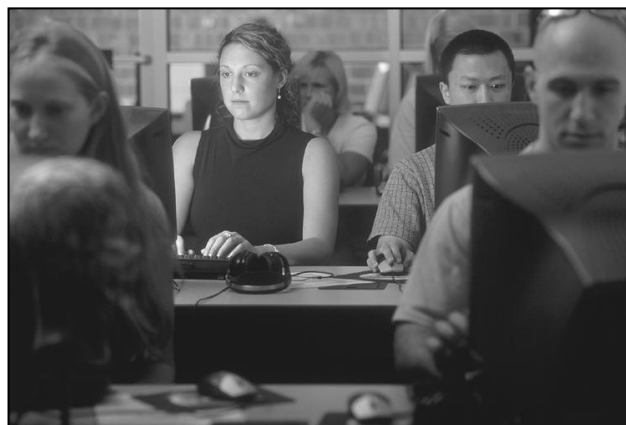
Pre-chiropractic and pre-licensure requirements vary from state to state. To ensure that you meet the liberal arts requirements of the state(s) in which you wish to practice, we suggest that you contact the state board(s) of chiropractic examiners directly.

Credits earned by C.L.E.P. or other proficiency examinations will be accepted. The credits must be evaluated by and appear on the official transcript of an institution accredited, at the college level, by an accrediting organization listed as nationally recognized by the Secretary of Education of the U.S. Department of Education. None of the science prerequisites may be earned through C.L.E.P. or other proficiency exams.

COMPUTER AND INFORMATION LITERACY REQUIREMENT

The ability to use computers to access and present information is an important basic skill. For this reason the Computer and Information Literacy Requirement has been implemented as a requirement for the doctor of chiropractic program.

You will not be able to complete the coursework in the doctor of chiropractic curriculum without a solid foundation in basic computer skills, which we define as confidence in using:



- E-mail – You should know how to communicate using e-mail and electronic bulletin/message boards. This includes how to read and reply to messages, how to attach and send documents and an understanding of proper e-mail etiquette.
- Microsoft Word – You are expected to know how to compose, save and print a research paper with appropriate figures, footnotes and/or tables using MS Word
- Microsoft Excel – You are expected to know how to complete basic spreadsheet functions and create charts.
- Microsoft PowerPoint – You are expected to know how to create MS PowerPoint presentations including graphics and online links for various courses
- Information retrieval skills – You need the ability to use the Learning Resource Center online catalog, Winnebago and various online research databases in the learning resource center. You should be able to research information on the web using common search engines.

If you own a computer, you should know how to set it up, install software, and connect it to a network (via dial-up, broadband, or wireless connection). You may gain these skills at a local community college, through self-tutoring, or elsewhere. You are encouraged but not required to have your own computer.

The college reserves the right to request proof of competency when experience is unclear or incomplete.

PRE-CHIROPRACTIC CURRICULUM

Sherman College advises prospective students to follow the pre-chiropractic curriculum suggested below when planning their 90 semester hours or 135 quarter hours of undergraduate credit leading to a baccalaureate degree from an accredited liberal arts or science college. The following is an example of a recommended curriculum of pre-professional study, including all courses specifically required for admission to Sherman College:

FIRST YEAR

FALL SEMESTER

English I*
Anatomy/Physiology I with Lab*
(or Biology or Zoology with Lab)
General Chemistry I with Lab*
College Algebra
Psychology*
Computer Science*

SPRING SEMESTER

English II*
Anatomy/Physiology II with Lab*
(or Biology or Zoology with Lab)
General Chemistry II with Lab*
Trigonometry
Social Science/Humanities*

SECOND YEAR

FALL SEMESTER

Physics I with Lab*
Organic Chemistry I with Lab*
Social Science/Humanities*
Social Science/Humanities*

SPRING SEMESTER

Physics II OR Statistics, Biomechanics,
Kinesiology or Exercise Physiology*
Organic Chemistry II OR Biochemistry*
Social Science/Humanities*
Social Science/Humanities*

THIRD YEAR

FALL AND SPRING SEMESTERS

Electives – **to bring the total amount to at least 90 hours:**
We highly recommend elective credits include courses in Business,
Computer Science and additional science courses such as Microbiology and Anatomy.

*Required Courses

Please note: You must have completed at least 30 hours at a four-year college or university in courses that are applicable towards a bachelor's degree. All required classes must be completed with a grade of "C" or higher. A cumulative and prerequisite GPA of at least 2.5 on a 4.0 scale is required for admission. For more information, call the Admission Office at 800-849-8771, ext. 221 or 222, or in Spartanburg at 864-578-8770, ext. 221 or 222.

PRE-CHIROPRACTIC INSTITUTE (PCI) AT SPARTANBURG COMMUNITY COLLEGE

Through the Pre-Chiropractic Institute (PCI) at Spartanburg Community College, students can earn an Associate of Science Degree with Pre-Chiropractic Electives and a Pre-Chiropractic Certificate from Spartanburg Community College, then seamlessly transfer to Sherman College of Chiropractic, where they can complete a Doctor of Chiropractic degree. Students in these programs can earn an associate's degree and a graduate degree in approximately 6½ years. The Pre-Chiropractic Institute provides students with a convenient, cost-effective and timely path to enrollment at Sherman College and to their futures as doctors of chiropractic.

Students of the Pre-Chiropractic Institute receive the opportunity to graduate with an Associate of Science in Pre-Chiropractic; they also earn all the prerequisites required for Sherman College of Chiropractic. Graduates of the Pre-Chiropractic Institute will be prepared academically for the curriculum of Sherman College's doctor of chiropractic program and be guaranteed admission into Sherman College.

Sherman College of Chiropractic will guarantee admission to students from Spartanburg Community College who have met the following requirements:

1. Beginning August 16, 2010, SCC will assume responsibilities for providing the instruction for the Pre-Chiropractic Institute.
2. The curriculum courses will be offered in four terms as outlined in the Program Model and Semester Display.
3. Students must have successfully completed the specified curriculum in this agreement and must have satisfied residency and general education requirements at Spartanburg Community College.
4. Students must have met the minimum "C" or better (2.0 or better on a 4.0 scale) in all required courses for admission into Sherman College of Chiropractic.
5. Students must have earned a minimum of a 2.7 overall cumulative grade point average for admission into Sherman College of Chiropractic.

Points to remember:

- Upon completion of this program, a student will have earned the Associate of Science (AS) degree and Certificate in Pre-Chiropractic from Spartanburg Community College and the 90 hours necessary for admittance into Sherman College of Chiropractic.
- The Certificate in Pre-Chiropractic contains specific courses designed to give the student knowledge in good business practice and setting up an office.
- Financial aid is available for this program.

Part I: The following work must be completed at Spartanburg Community College or accepted as transfer by Spartanburg Community College for completion of the AS with electives in Pre-Chiropractic:

Course Requirements for Associate in Science, focus in Pre-Chiropractic (AS):

A. General Education Courses		38.0
ENG 101	English Composition I	3.0
ENG 102	English Composition II	3.0
SPC 205	Public Speaking	3.0
HIS	101, 102, 104, 201 or 202	3.0
MAT 110	College Algebra	3.0
MAT 111	College Trigonometry	3.0
*BIO 215	Human Anatomy	4.0
*CHM 110	College Chemistry I	4.0
PSY 201	General Psychology	3.0
(Choose one)	Social/Behavioral Sciences	3.0
	ECO 210, 211	
	GEO 101, 102	
	PSC 201, 215	
	SOC 101, 205	
(Choose two)	Humanities and Fine Arts	6.0
	ART 101	
	ENG 201, 202, 205, 206, 208, 209, 228, 235, 236, 238	

	MUS 105	
	PHI 101, 110	
	REL 201	
	THE 101	
B. Major Courses		19.0
*PHY 201	Physics I	4.0
*PHY 202	Physics II	4.0
*CHM 211	Organic Chemistry I	4.0
BIO 225	Microbiology	4.0
BIO 240 or MAT 120	Nutrition or Probability and Statistics	3.0
C. Electives and other Additional Hours		8.0
*CHM 105	Chemistry, Organic and Biochem	4.0
*BIO 112	Basic Anatomy and Physiology	4.0

Total semester credit hours required for program completion 65.0

*These courses are required by Sherman College of Chiropractic.

Part II: The following work must be completed at Spartanburg Community College or accepted as transfer by Spartanburg Community College for completion of the Certificate in Pre-Chiropractic:

Course Requirements for Pre-Chiropractic Certificate:

A. General Education Courses		17.0
ACC 101	Accounting Principles I	3.0
ACC 102	Accounting Principles II	3.0
ECO 210	Macroeconomics	3.0
SPA 101	Elementary Spanish I	4.0
SPA 102	Elementary Spanish II	4.0
B. Major Courses		
NONE		
C. Electives and Other Additional Hours		9.0
MKT 101	Marketing	3.0
BUS 110	Entrepreneurship	3.0

Total semester credit hours required for program completion 26.0

Part III: The following courses are considered required courses by Sherman College of Chiropractic and the student must maintain a C (2.0) or better in these courses:

Sciences: Bio 112, Bio 215, Chm 105, Chm 110, Chm 211, Phy 201, Phy 202

Two English courses, 1 Psychology course and 15 hours of Social Sciences/Humanities

For additional information about the Pre-Chiropractic Institute, please contact the Spartanburg Community College Science Department at 800-922-3679 or the Sherman Admission Office at 800-849-8771, ext. 221.

OTHER PRE-CHIROPRACTIC PROGRAMS

Sherman College has made arrangements with several four-year institutions for students to earn their bachelor's degree based on credits earned during the first year of study at Sherman. As part of these agreements, called Three-Plus-One programs, students will complete the first three years toward a bachelor's degree prior to admission to Sherman College. After successful completion of the designated courses in the first year at Sherman College, the undergraduate institution accepts those hours in transfer and awards the baccalaureate degree. This saves students a full year of time and tuition.

Sherman has also made arrangements with two-year technical/community colleges in the form of Two-Plus-One-Plus-One agreements, whereby students complete the first two years at the technical/community college, then transfer to an approved four-year institution for one year of additional study. Following the successful completion of the first year at Sherman College, students will be awarded a bachelor's degree from the four-year school.

In addition to these programs, Sherman College has also established articulation agreements and/or pre-chiropractic programs with various institutions. These agreements are also designed to facilitate student transfer into the doctor of chiropractic program at Sherman College:

- Bloomfield College (NJ)
- Clafin University (SC)
- Ferrum College (VA)
- Indiana University of Pennsylvania (PA)
- Lipscomb University (TN)
- Mid Michigan Community College (MI)
- Middle Tennessee State University (TN)
- Middlesex County College (NJ)
- Mount Aloysius College (PA)
- Spartanburg Community College (SC)
- Spartanburg Methodist College (SC)
- University of South Carolina Upstate (SC)

Please e-mail the Sherman College [Admission Office](#) or call 800-849-8771, ext, 200, for complete details and an application. More about admission agreements can be found at <http://www.sherman.edu/edu/admissions/requirements.html>. The college continually works to establish articulation agreements with undergraduate institutions. For more information on establishing an agreement, contact the Office of Admission at 1-800-849-8771, ext. 256.

ADMISSION OF INTERNATIONAL STUDENTS

To be eligible for admission to Sherman College, international students must meet the same educational requirements as a student educated in the United States.

To determine educational equivalency and admission eligibility, international students must present an official evaluation of their academic credentials. Sherman College recommends using World Education Services (WES), P.O. Box 745, Old Chelsea Station, New York, NY 10011; www.wes.org.

An application for the evaluation of an international transcript can be obtained from the Sherman College Admission Office.

The application for evaluation of educational documents must include all educational transcripts and an application fee of \$150 (USD), which is paid by the student to WES. Applicants are required to have a course-by-course analysis made of their university work. The results of the evaluation are to be sent to the director of admission at Sherman College. All educational transcripts must also be on file at Sherman College. International students should apply a minimum of six months in advance to allow ample time for the evaluation of their academic credentials and the processing of their student visa applications.

In addition to satisfying all standard admission requirements, students from non-English speaking countries are required to present evidence of their ability to speak, read and write the English language. Students from non-English speaking countries must meet the following conditions:

1. All international students must present test results of the Test of English as a Foreign Language (TOEFL). A minimum score of 215 on the computer exam within the last two years is required. Once enrolled, a student from a non-English speaking country (or a student for whom English is a second language) who met the Test of English as a Foreign Language (TOEFL) admission requirement but is unable to achieve satisfactory academic progress in the doctor of chiropractic degree program due to insufficient verbal or written communication skills in the doctor of chiropractic degree program may be suspended from the program and required to complete English-language programs or English as a Second Language (ESL) course(s) before being permitted to continue in the doctor of chiropractic degree program. The vice president for academic affairs would make such a determination based on input from faculty members who have substantial opportunities to observe the student's command of verbal and written communication skills and ability to follow directions through daily interactions with the students, his/her class participation and course assessments. Faculty may report such communication challenges to the dean of student affairs and or the vice president for academic affairs. The student may be required to take more advanced TOEFL testing to verify the student's communicative ability to facilitate student placement at the appropriate level instruction in English-language programs or ESL classes.
2. All international students must present evidence of having sufficient funds to live and study in the United States for one year. Evidence that funds are available must be submitted from a bank or government official on the financial verification form available from the Admission Office.
3. All international students entering the United States to study at Sherman College must have an F-1 student visa issued by the American consulate in their home country. Sherman College will issue the appropriate I-20 form once the candidate for admission has been approved by the college's Admission Committee and financial verification has been received. The I-20 form will enable the student to apply for an F-1 student visa.

International students should not attempt to enter the United States without an F-1 student visa. Students may obtain a B-2 prospective student visa to visit Sherman College.

STUDENTS WITH DISABILITIES

Sherman College offers equal educational opportunities to all persons without regard to age, race, color, gender, veteran status, national origin, religion, sexual orientation, marital status or disability, and the college has committed itself to providing appropriate chiropractic education to all qualified students.

Pursuant to the Americans with Disabilities Act (ADA) and the Rehabilitation Act, the college provides reasonable and appropriate accommodations for students with documented disabilities. Reasonable accommodations vary according to the circumstances of each case. Review of requests will be made on an individual basis and any reasonable accommodations afforded, if any, will depend on such factors as the nature and extent of the disability, documentation provided, and the requirements of the curriculum. It is the responsibility of the student to provide the college with an up-to-date evaluation detailing his or her specific disability. Sherman College reserves the right to request that the student be re-evaluated by a trained evaluator from a college approved list, if the original documentation provided is not sufficient for a proper analysis of the student's accommodation needs and/or the college desires another opinion. Ideally, this process should be completed prior to admission to the college. Reasonable accommodations that do not alter college curriculum requirements and/or policies will be provided for qualified students with documented disabilities. The college is not required to provide aids, devices, or services of a personal nature. The college is not required to alter its curriculum or program requirements.

An application for accommodation is available through the Office of Student Affairs. This section applies to all requests for reasonable accommodations. The application must be completed and returned to the dean of student affairs with the required documentation as follows:

- A. For requested accommodation(s) to be implemented during the first week of the quarter: A completed application with required documentation should be submitted a minimum of *forty-five days* prior to the first day of the new quarter.
- B. For requested accommodation(s) to be implemented after the quarter has begun: A completed application with required documentation should be submitted as quickly as possible. A minimum of *thirty days* from the date of submission is needed in order to complete the application review process.
- C. If there is a need for further verification of the disability or for verification of the need for accommodation(s), it is possible that the decision whether to grant the accommodation(s) will be delayed beyond the stated time period.

Tutoring is available to Sherman College students, regardless of learning abilities. Anyone needing academic assistance should see the registrar. All college-assigned tutors have met the necessary criteria and are qualified for the task. For more information, see Policy 1038 – Equal Opportunity and Accommodations and Policy 2014 – Physical Qualifications.

PHYSICAL QUALIFICATIONS

Sherman College of Chiropractic requires certain physical qualifications essential to the preparation of a doctor of chiropractic. The purpose of these physical qualifications is to ensure that students entering Sherman College will be able to perform in a satisfactory manner in the classroom, clinic and laboratory settings. In addition, Sherman College expects all students to participate as both “doctor” and “patient” in all laboratory aspects of the didactic and clinical program. This includes demonstrating patient examination and adjustment procedures as well as serving as a patient for another student to demonstrate patient examination and adjustment procedures under faculty supervision.

The physical qualifications, considered a necessary aspect of the Sherman College curriculum, are as follows:

1. The student must possess sufficient coordination of the upper limbs necessary to stand independently and perform a range of chiropractic adjustments and patient examination procedures at a level of skill sufficient to meet Sherman College educational standards.
2. The student must possess sufficient coordination of the lower limbs necessary to stand independently and perform a range of chiropractic adjustments and patient examination procedures at a level of skill sufficient to meet Sherman College educational standards.
3. The student must have sufficient manual dexterity to perform safely in all laboratory and clinical settings without posing a personal threat or endangering the safety and well-being of fellow students or patients.
4. The student must have sufficient auditory senses to obtain patient histories, hear and interpret heart and lung sounds and to present findings to patients.
5. The student must have sufficient visual senses to conduct patient examinations and to record patient histories and examination findings. The student must also possess the visual sense necessary to read and interpret x-ray and microscopic findings.
6. The student must have sufficient tactile sensitivity and manual dexterity to perform patient examination, palpatory and adjustment procedures.

The applicant should consider whether he/she has the physical ability to perform these tasks. Physically challenged students may have to demonstrate, to the satisfaction of the Sherman College Admission Committee, that they are able to meet the physical qualifications stated above before being admitted to the program. If an applicant feels that he or she is not able to meet the physical qualifications, the college strongly recommends a discussion prior to enrollment as to whether the lack of such abilities might be reasonably accommodated and to what degree.

Pursuant to the Americans with Disabilities Act (ADA) and the Rehabilitation Act, the college provides reasonable and appropriate accommodations for students with documented disabilities. Reasonable accommodations vary according to the circumstances of each case. Review of requests will be made on an individual basis and reasonable accommodations afforded, if any, will depend on such factors as the nature and extent of the disability, documentation provided, and the requirements of the curriculum. It is the responsibility of the student to provide the college with an up-to-date evaluation detailing his or her specific physical disability. Sherman College reserves the right to request that the student be re-evaluated by a trained evaluator from a college approved list, if the original documentation provided is not sufficient for a proper analysis of the student’s accommodation needs and/or if the college desires another opinion. Ideally, this process should be completed prior to admission to the college. Reasonable accommodations that do not alter college curriculum requirements and/or policies will be provided for qualified students with documented disabilities. The college is not required to provide aids, devices or services of a personal nature. The college is not required to alter its curriculum or program requirements.

An application for accommodation is available through the Office of Student Affairs. The application must be completed and returned to the college with the required documentation. Incomplete applications will not be considered.

For more information, see Policy 1038 – Equal Opportunity and Accommodations and Policy 2014 – Physical Qualifications.

PROCEDURE FOR PROTECTING STUDENT CONFIDENTIALITY

On the first day of class each quarter, the dean of student affairs will provide the student, who has qualified for special accommodations for a documented learning disability; with a letter listing his/her approved accommodations for each of the student's instructors. The student may present the letter to the instructors of his/her choosing. The instructor will sign the letter and return it to the office of Student Affairs. This procedure assigns the responsibility for disclosing the student's learning disability and the need for accommodation to the student. The student is responsible for submitting the documentation that the faculty member was notified of the student's needs.

TRANSFER STUDENTS

Transfer students from other chiropractic colleges must meet the following requirements for admission in effect at the time transfer is made:

1. The student wishing to transfer must be eligible to return to the chiropractic college last attended.
2. The student wishing to transfer must have the recommendation and letter of good standing from the dean or registrar of the college from which transfer is requested.
3. Transfer course credits must be equivalent to course credits available in the Sherman College curriculum.
4. No transfer of credit is allowed for courses taken more than five years previous.
5. All transfer courses must have a "C" grade or better.
6. Transfer credit for philosophy and technique courses from other chiropractic colleges will be reviewed on a course by course basis and must have the approval of the philosophy chair and/or the technique chair and the vice president for academic affairs.
7. Transfer students must meet the prerequisites that were in force at Sherman College at the time the student originally enrolled at the institution from which transfer is being made.
8. Transfer students must spend at least 25 percent of the D.C. program in residence in Sherman College.
9. Transfer students must have earned a minimum 2.50 at the chiropractic (professional) college from which transfer is being requested.
10. The Admission Committee may admit students on a probationary status. Students identified as high risk or not in full compliance with admission criteria will be referred to the Admission Committee. The committee will review all relevant data to determine the candidate's eligibility for admission. Students admitted on probation will receive specific probationary requirements. Failure to meet these requirements will result in dismissal from the program.

ADVANCED PLACEMENT

Advanced placement credits must have been earned in an institution that is accredited by an accrediting body recognized by the United States Department of Education or a college acceptable to the Admission Committee. Transfer students from other chiropractic colleges may be granted advanced standing for equivalent courses in which satisfactory grades ("C" or better) were attained

Advanced placement for equivalent non-clinical courses completed at a liberal arts or science college will be awarded for those successfully completed at the graduate level. No credit will be awarded for non-clinical courses completed at the undergraduate level. All advanced placement is approved by the vice president for academic affairs. Advanced placement must be requested by a student within the first three-quarters at Sherman College, or the option is lost. Advanced placement may not be granted for courses taken outside Sherman College after the date of the student's enrollment at the college. Examination of course descriptions for content and hours, course syllabi and faculty credentials are methods that may be used in the evaluation of the acceptability of transfer credit.

Transfer students must earn the final 25 percent of the total credits required for the doctor of chiropractic degree program at Sherman College.

A VISIT TO THE CAMPUS

Visiting the campus is the only way to experience first-hand the special spirit and uniqueness of Sherman College and the beauty of the Upstate of South Carolina. Prospective students and their families are strongly urged to visit the campus, where students and faculty always welcome them.

While you're here, tour the campus with a current student, check out our fitness facilities, attend a class, observe interns working in the Chiropractic Health Center, get up close and personal with students, faculty and staff. Experience the dedication, enthusiasm and sense of purpose that pervades the college.



Visitors to the campus should notify the Admission Office in advance of their visit so that a campus tour and class visit can be scheduled.

NEW STUDENT ORIENTATION

The Office of Student Affairs hosts a full-day orientation program (the first day of each quarter) for new students and their parents and/or significant other each quarter. During the required orientation program, students are introduced to aspects of the college relevant to their success as students and they tour campus facilities.

New students learn about financial aid availability including available scholarships, college policies, computer lab resources, e-mail and Blackboard access, Learning Resources Center, free chiropractic care for students in the Health Center, extracurricular activities and some general information about living in the beautiful Greenville-Spartanburg area. New students also meet the college faculty and in particular, their faculty mentor/advisor during a special luncheon that day.

New student orientation is always held the first day of the quarter. Dates are listed in the college calendar. New students are provided specific instructions about where and when to report for new student orientation program.

RIGHTS AND RESPONSIBILITIES OF APPLICANTS

As an applicant, you have the right to:

1. Request full information from the college concerning admission and financial aid policies. (Prior to applying, you should be fully informed of policies and procedures concerning application fees, reservation fees, refunds, housing and financial aid.)
2. Defer responding to an offer of admission and/or financial aid until you have heard from all other colleges or universities to which you have applied or until 30 days prior to the start of the term for which you have applied, whichever comes first.

As an applicant, you have the responsibility to:

1. Be aware of the policies (deadlines, restrictions, etc.) regarding admission and financial aid.
2. Complete and submit required materials on time.
3. Meet all application deadlines.
4. Notify Sherman College, and all other colleges and universities which have offered you admission, of your acceptance or rejection of their offer as soon as you have heard from all programs to which you have applied, or by 30 days prior to the start of the quarter for which you have applied, whichever comes first.

EQUAL OPPORTUNITY

Sherman College of Chiropractic offers equal educational opportunities to all persons without regard to age, race, gender, religion, veteran status, national origin, sexual orientation, marital status or disability. The college has committed itself to providing fair and appropriate chiropractic education to all qualified students.

DISCRIMINATION GRIEVANCES

The dean of student affairs is the designated coordinator for Title IX of the Educational Amendments of 1972. The senior vice president is the designated coordinator for Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975. Any grievance and/or question regarding the above laws should be directed to the dean's or senior vice president's attention.

RE-ADMISSION OF MATRICULATED STUDENTS

A student wishing to return to Sherman College following a non-academic suspension of more than three consecutive quarters must reapply, in writing, to the Admission Committee no sooner than 10 weeks and no later than six weeks prior to the first day of classes of the quarter in which he or she is eligible for re-admission. The request for re-admission must address the events associated with the suspension, a critical analysis of these events and a plan to ensure that similar actions will not re-occur should the individual be re-admitted.

A student who has been dismissed for academic reasons may be considered for re-admission as a new student under special circumstances. A written request for re-admission must be submitted to the Admission Committee and include an analysis of the factors that led to the dismissal and a plan to ensure that the factors will be resolved should the individual be re-admitted. The committee will determine the conditions under which a student may be eligible for re-admission.

A student whose chiropractic education has been interrupted for more than one academic year (three consecutive quarters) must submit an application, with the required application fee, and meet the admission and degree requirements at the time of re-admission.

TUITION AND FEES

“The greatest use of life is to spend it for something that outlasts it.”
— William James



TUITION

Full-time tuition for the doctor of chiropractic program is \$6,258 per quarter. In cases where a student is permitted or required to carry a partial academic load, tuition is pro-rated for each course up to a maximum of the full-term tuition rate.

DEFERRED TUITION PLAN

A deferred tuition plan is available to students paying their own way, which allows tuition payments to be divided into three equal monthly installments, payable during the quarter. There is a \$10-per-quarter fee to use the deferred tuition plan. A \$50 fee will be assessed for late payments.

FAMILY TUITION DISCOUNTS

When a husband and wife are both enrolled full-time in the doctor of chiropractic program, each may apply for a tuition discount of 25 percent per quarter. Application letters must include a copy of the marriage license. This discount applies only to incoming students.

Immediate family members (brothers, sisters, children, parents, grandparents) enrolled full time in the doctor of chiropractic program may each receive a tuition discount of 10 percent per quarter. Spouses and children of Sherman College employees may receive a tuition discount based on the employee's level and length of employment. Contact the Business Office for further information.

Unless otherwise noted, provisions of the Family Tuition Discount policy shall apply only when both students are enrolled as full-time members of the college student body. Any tuition discount allowed under the conditions prescribed herein shall be singular and not be in addition to any other tuition discount or scholarship allowed.

CANADIAN CITIZEN STUDENT DISCOUNT

Sherman College offers a tuition discount of \$1,200 per quarter to students who are Canadian citizens.

TRANSCRIPTS

One official transcript is supplied to each student at no charge. Additional transcripts are available for a fee of \$5 each. No grades or transcripts will be sent to any party for any student who has outstanding financial obligations to the college or who is in default on a Perkins, Stafford, Plus/SLS, ChiroLoan, and/or any other student loan authorized by the college. Transcript requests should be addressed to the Registrar's Office. The Family Education and Right to Privacy Act (FERPA) provides that transcripts are released only with the written consent of the student.

NOTICE

Sherman College is a private, non-profit institution and as such, must rely on income from tuition to cover a major part of its operational costs. The college strives to stabilize all student fees. However, the college reserves the right to change any of the following fees without notice. All fees are due and payable on the date incurred. Checks for the exact amount of the total charges should be made payable to Sherman College.

Any student who has failed to pay all required charges on or before the last date to change course schedules (as indicated on the college calendar) may be dropped from class rolls. Any student who fails to satisfy any indebtedness to the college on the date such an obligation becomes due may not be issued a transcript, diploma or degree until all such obligations are fully satisfied.

TUITION AND OTHER EXPENSES

A non-refundable application fee of \$35 is charged to all applicants. Students on leave of absence for more than three consecutive quarters are required to reapply for admission and remit a non-refundable reapplication fee of \$35.

BASIC COSTS INCLUDE:

Application Fee	\$35
Reservation Fee (applied to first quarter tuition)	\$150
Tuition	\$6,445
Late Registration Charge	\$50 & \$100
Returned Check Charge	\$20
Late Payment Fee	\$50
Make-up Examination Fee	\$50

BOOKS AND SUPPLIES:

(Estimated per quarter cost)	\$300
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A list of required textbooks and prices by class (Required Textbook Information per HEOA Section 133) is listed here: <http://www.sherman.edu/edu/documents/Booklist-HEOA-Section-133.pdf>

REFUND POLICY FOR COMPLETE WITHDRAWAL

Students withdrawing from the college should complete the withdrawal procedures as outlined by the Registrar's Office.

The college must engage its faculty and assign room space in advance of each quarter in accordance with the number of students who intend to enroll. When students withdraw from the college during the academic quarter, they leave a vacancy that cannot be filled. This necessitates limitations on refunds.

All students enrolling at Sherman College will be subject to a pro-rata refund policy. Under the pro-rata policy, when a student withdraws from school during the first 60 percent of the term, a pro-rata refund will be calculated. To be eligible for a refund, the request must be submitted in writing to the Business Office within ten calendar days of official withdrawal. Refunds are based on the date of official withdrawal, not on the last day of classes attended. Students, who have outstanding balances at the time of withdrawal including those on the Deferred Tuition Payment Plan, must settle their accounts with the Business Office. No refunds are given unless all charges for current and prior quarters have been paid in full.

Students receiving benefits under the Veterans Administration program will receive refunds in accordance with Veterans Administration regulations.

Generally, any refund would first reimburse the federal and/or other aid programs from which the student received aid. A detailed listing of the order of distribution for refunds is available from the Business Office upon request. Detailed examples of common refund calculations are also available from the Business Office.



FINANCIAL AID PROGRAM

“You’ve got to do your own growing, no matter how tall your grandfather was.”
— Irish Proverb

AVAILABLE FINANCIAL AID

Sherman College administers an extensive program of student financial aid. The goal of the program is to enable as many students as possible to pursue a chiropractic education, regardless of their personal financial situations. Recognizing that attending a professional college is costly, students should consider the expense of their total education, not just the cost of their first year of study. It is important to begin planning early. In addition to the usual sources of funds, such as family, personal savings, and part-time employment, there are a variety of other ways to pay college expenses.

Sherman College administers federal student aid funds for the Perkins Loan and College Work-Study programs. In addition, Sherman College is an eligible institution for students receiving loans under the provisions of the Direct Loan Program, the Veterans Administration, the Bureau of Indian Affairs, Vocational Rehabilitation and Social Security.

Students are expected to investigate any loan programs, which are administered by their home states, as well as other sources of financial aid that may be available. These may include out-of-state tuition programs administered by the boards of education of some states, social security benefits, vocational rehabilitation programs and loans, and scholarships that are available through some state chiropractic organizations. The financial aid office takes into account all funds that are available to the student from sources other than the college, even though the student may choose not to apply for such funds. This is done in order to extend college-administered aid to as many needy students as possible.

To be eligible for financial aid, the student must maintain satisfactory academic progress in accordance with college policy.

APPLICATION FOR FINANCIAL AID

Applications for any form of financial aid must be filed with the Financial Aid Office a minimum of eight weeks prior to registration for the term for which the aid is requested. The Financial Aid Office requires the following documents to be on file before any financial aid can be processed:

1. The Free Application for Federal Student Aid (FAFSA) that can be sent either to the Financial Aid Office at Sherman College or sent to the Federal Student Aid Program
2. A Sherman College financial aid application
3. A Dependant Care form (if you have children)

An applicant **MUST** be approved for admission by the Admission Office before any application for financial aid can be processed. Most applications for federal and/or state monies take a minimum of two months to process. **File early** to ensure that you will be considered for all the financial assistance for which you are eligible.

Students seeking financial aid in any form should request a descriptive handbook and an application from the director of financial aid. The handbook gives detailed information on all forms of financial aid available.

Financial aid funds that are controlled directly by the college are awarded on a year-to-year basis. The amount of aid offered to a student in any one year is determined by demonstrated financial need, the other financial resources available to the student, and the funds available to the college for that year. Priority is always based upon demonstrated need, although academic achievement is also a strong determining factor. Approval from the Sherman College Admission Office is required before any aid is disbursed.

Students who complete the application procedures by the deadline can expect notification of aid commitments two weeks prior to the term in which the aid will be given. Students applying for any form of government aid must meet the deadline established by that government program.

APPLICATION FOR FEDERAL AND PRIVATE PROGRAMS

Eligibility for financial assistance involving federal funds is based primarily upon the student's demonstrated need. That is, the student's allowable costs must be greater than the financial resources of the family and/or student, as determined by a federally approved measure of the family and/or student's financial strength. Major federal programs are listed below. Complete details, requirements and procedures are subject to change annually, and can be obtained from the Financial Aid Office.

THE PERKINS LOAN

The advantages of this loan include low interest rates and generously extended repayment periods. The loan limit is \$700 per quarter. Students must be in fourth quarter or above and demonstrate financial need to be eligible.

COLLEGE WORK STUDY PROGRAM

Part-time student employment positions are provided at Sherman College through a combination of institutional and federal funds.

SUBSIDIZED STAFFORD LOAN PROGRAM

Under the provisions of this program, a student may obtain, from participating lenders, low interest educational loans with repayment deferred until after the student completes his or her education. The loan limit for an independent graduate or professional student is \$8,500 per academic year (three quarters) in addition to the Unsubsidized Stafford Loan limits. This program will not be available to graduate students after July 1, 2012. All loan funds will accrue interest while in school after this point in time.

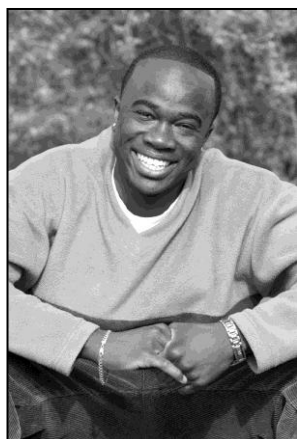
UNSUBSIDIZED STAFFORD LOAN PROGRAM

The loan limit for an independent graduate or professional student is approximately \$24,500 per academic year (three quarters) in addition to the Subsidized Stafford Loan limits.

GRADUATE PLUS LOAN

This is a federal loan and is credit based. It is at 7.9% interest and accrues interest while in school. The amount of the loan depends on individual eligibility based on cost of attendance and any other aid received.

The requirements and procedures for private programs may differ from those associated with federal programs and such loans are often based more strictly on the borrower's credit history. More information can be obtained from the Financial Aid Office.



SCHOLARSHIPS

The college's Scholarship Committee meets as needed to award available scholarships. Students may apply for any available scholarship. Students should be aware that, in most cases, the scholarship is for one quarter only. Some long-term scholarships are automatically renewed each quarter unless the student fails to maintain certain academic and/or other criteria.

Scholarship applications should be filed with the Admission Office well in advance of the quarter for which the scholarship is sought. Scholarship awards are based on financial need, commitment to chiropractic, academic achievement, and any additional stipulations that the various scholarships may carry. **All scholarships and tuition discounts are subject to availability.**

The following is a list of scholarships available to incoming students:

PRESIDENT'S SCHOLARSHIP

This scholarship is awarded to entering students whose pre-chiropractic transcripts indicate superior academic performance. To be eligible, a student must enter with a minimum 3.3 GPA and maintain a cumulative 3.3 GPA while enrolled at Sherman College. This scholarship awards \$1,500 each quarter (for the first four quarters of attendance only) and is subject to availability.

LEGACY SCHOLARSHIP

The scholarship is awarded to new students who are children of Sherman College alumni. It awards \$300 per quarter and is renewable for the entire time of enrollment, as long as the student maintains a full-time course load and maintains satisfactory academic progress.

MILTON W., LOUISE AND SAMUEL GARFUNKEL SCHOLARSHIP

\$800 per quarter for four quarters, awarded on the basis of financial need and academic excellence.

INTERNATIONAL TUITION SCHOLARSHIP

International students may be eligible for this scholarship up to full tuition and fees. Only those who are non-resident aliens and ineligible for any Federal financial assistance are eligible to apply for this scholarship. The recipient must sign a statement that he or she will return to his or her native country upon graduation. If he or she does not return, the scholarship then becomes a loan and must be repaid to the college. For detailed information, contact the Admission Office.

MARRIAGE DISCOUNT

Should the spouse of an existing full-time Sherman College student enroll full-time *as a new student* at Sherman College, each student would be eligible to receive a 25 percent tuition discount for as long as both students are enrolled simultaneously on a full-time basis and are in good academic standing meeting the current Satisfactory Academic Progress policy requirements. See the director of financial aid for details.

Currently Enrolled Student Scholarships (Students must have been enrolled for at least one quarter):

ACADEMIC ACHIEVEMENT SCHOLARSHIP

\$500 awarded to a student in sixth quarter or above, based on academic excellence.

B.J. PALMER PHILOSOPHY SCHOLARSHIP

\$500 awarded to a student in sixth quarter or above, based on academic excellence and submission/evaluation of an essay.

CITIZENSHIP AWARD SCHOLARSHIP

\$300 awarded to a student in sixth quarter or above, based on academic excellence and submission/evaluation of an essay on the student's contributions to the chiropractic profession and the community.

REX MUMFORD KASLER MEMORIAL SCHOLARSHIP

A one-quarter scholarship covering full tuition, books and lab fees, awarded to a current student who demonstrates strong financial need and academic excellence.

OUTSTANDING STUDENT OF THE YEAR SCHOLARSHIP

\$500 awarded to a student in sixth quarter or above, based on academic excellence and commitment to the college.

DEMENT SCHOLARSHIP

\$750.00 awarded to the student who has a 3.0 cumulative GPA, demonstrates financial need, 2nd quarter or above and is a U.S. citizen.

Additional scholarships, including non-institutional scholarships administered but not sponsored by the college include:

ALUMNI ASSOCIATION SCHOLARSHIP

Awards \$500 quarterly by the Sherman College Alumni Association, based on financial need and outstanding leadership qualities

AMERICAN BLACK CHIROPRACTIC ASSOCIATION (ABCA) SCHOLARSHIP

ABCA offers several scholarships: the Harvey Lillard Scholarship Program, the Dr. Bobby Westbrook Scholarship, the Dr. Hiram Wiggins Scholarship and the ABCA Pre-Chiropractic Scholarship Award, given to a chiropractic student who is a member of the ABCA.

ARKANSAS CHIROPRACTIC ASSOCIATION EDITH BALKMAN MEMORIAL SCHOLARSHIP

\$1,000 scholarship for students who are from Arkansas and wish to return there to practice.

SYLVA ASHWORTH SCHOLARSHIP FUND

Awarded to a single mother who is in chiropractic college, sponsored by the Federation of Straight Chiropractors and Organizations (FSCO).

CARE SCHOLARSHIP

Full time students may be eligible for this \$7,500 scholarship, which is awarded annually by the Educational Finance Group. A recipient must have a minimum GPA of 3.0, be involved in extra-curricular activities, and must have at least one academic year remaining until program completion. Two letters of recommendation from faculty members, an official transcript showing current GPA, and a completed and signed application form are required. The scholarships are awarded through a nationwide competition.

CARE RESEARCH SCHOLARSHIP

Full time students may be eligible for this \$7,500 scholarship, which is awarded annually by the Educational Finance Group. A recipient must have a minimum GPA of 3.0, be involved in extra-curricular activities, and must have at least one academic year remaining until program completion. Two letters of recommendation from faculty members, an official transcript showing current GPA, and a completed and signed application form are required. The scholarships are awarded through a nationwide competition among submitted research proposals.

THE CHIROPRACTIC EDUCATION FOUNDATION OF NEW YORK SCHOLARSHIP

Available to a New York resident who is enrolled in chiropractic college and plans to return to New York to practice.

IFCO ANNUAL SCHOLARSHIPS

Awarded each fall based on the results of an essay contest.

GARDEN STATE CHIROPRACTIC SOCIETY SCHOLARSHIP

Available to a New Jersey resident who is enrolled in chiropractic college. This is usually a \$1,000 award given at the Garden State Chiropractic Society's annual convention

INTERNATIONAL CHIROPRACTORS ASSOCIATION (ICA) ALMA NEILSON PERPETUAL SCHOLARSHIP

Available to students who are members of the ICA.

KR JONES MEMORIAL SCHOLARSHIP

Awarded by the South Carolina Chiropractic Association.

MEDAL 75 TRUST FUND SCHOLARSHIP

Awarded annually by the state of Washington, based on academic excellence and financial need.

NCMIC SCHOLARSHIP

This malpractice insurance agency offers a scholarship annually.

ADDITIONAL SERVICES OFFERED

EMERGENCY LOANS

The Lyle Sherman Loan Fund and Scallon Emergency Loan Fund both make loans to students to help with emergency situations. Students may borrow up to \$500 for 90 days, interest free, to meet unexpected/unplanned financial needs.

VETERAN STUDENTS

Qualified students who are United States veterans may receive benefits from the Veterans Administration through the GI Bill programs. Veterans should contact the VA certifying official, located in the Financial Aid Office, immediately after acceptance by Sherman College to submit an application for veteran's benefits.

CAMPUS EMPLOYMENT

There are a number of campus employment opportunities available at Sherman College. The amount that a student can earn will depend on the needs of the college and the qualifications of the student. Salaries are higher than the required federal minimum wage. Applications may be submitted to the Business Office or directly to the various department heads.

EMPLOYMENT

The greater Spartanburg area is located in a region of rapid commercial and industrial growth and has one of the lowest unemployment rates in the nation. Many area industries run three shifts and offer steady, part-time employment. The Financial Aid Office maintains a job placement listing to assist students in finding available jobs in the surrounding area. The college recommends that all students come to Sherman College prepared to support themselves for at least the first six months of their college career without the necessity of taking on additional outside employment.

JOB PLACEMENT

The Financial Aid Office offers employment referrals to students who desire off-campus employment. The employment referral service is available to all students enrolled at Sherman College, regardless of their financial need.

In addition, to assist in the transition from student to practitioner, the college provides a graduate placement service for students and alumni through the Student Affairs Office. Through a locator program, the college provides a means for field practitioners to arrange for graduates to become associates or partners, and for retiring practitioners to select successors.

STUDENT AFFAIRS

STUDENT PROFILE

Sherman College has a highly diverse student population. As of summer 2011, students represented 30 states and 14 foreign countries.

- 34% were in the 21-24 age range.
- 39% were in the 25-29 age range.
- 11% were in the 30-34 age range.
- 8% were in the 35-39 age range.
- 8% were over 40.
- 24% were married.
- 38% were women.
- 26% were minorities.
- 9% were international students.



The students who entered the college in 2011 had an *average* pre-admission grade-point average of 3.19

GRADUATE PROFILE

Sherman has approximately 3,000 graduates practicing throughout the U.S. and around the world. In addition to establishing successful private practices, our alumni advance the profession as presidents of state and national organizations, members of state boards of chiropractic examiners, researchers and as administrators and faculty in chiropractic colleges.

DEGREE COMPLETION RATE

Students graduating in 2009-2010 had a program completion average of 72.7 percent. Completion of the program does not guarantee licensure or employment.

EMPLOYMENT PROSPECTS

Employment of chiropractors is expected to increase faster than the average as consumer demand for chiropractic grows, according to the U.S. Department of Labor's Occupational Outlook Handbook, 2007-08 edition. In addition, an article in *Fast Company* magazine named chiropractic as number four in its evaluation of top jobs for 2008; jobs were evaluated based on job growth, salary potential, education level and room for innovation. Chiropractors generally remain in the occupation until they retire; few transfer to other occupations. Graduates practice in solo practices, in group practices, work for other doctors of chiropractic, or teach and conduct research. Students and doctors of chiropractic may view associate and practice listings on the web at www.sherman.edu/chiropractic. Note: Enrollment in Sherman College and/or completion of the program does not guarantee employment.

STUDENT ORGANIZATIONS

Realizing that there are many facets to a well-balanced life, Sherman College offers opportunities for self-expression so that each student can contribute his or her talents to the college community and develop friendships among those with similar interests. The establishment of personal and professional relationships through social, civic and co-curricular activities provides valuable experience and enhances the development of the service-minded professional.

Sherman College serves various student organizations by providing faculty advisors and space for meetings. The dean of student affairs acts as overall coordinator and liaison for student organizations. The college assists in developing, and approves charters for, new student social and service organizations that will add to the quality of student life.

STUDENT ORGANIZATIONS INCLUDE: *(NOTE: Student club activity varies with interest.)*

Athletic Club
Blair Technique
Christian Chiropractic

Diversified Technique
Gonstead Technique
Palpation
Results/Pierce

Student American Black Chiropractic
Association (SABCA)
World Congress of Chiropractic Students (WCCS)
Women in Chiropractic

CHIROPRACTIC STUDENT GOVERNMENT

Matters pertaining to student affairs are under the general direction of the associate dean of student affairs and the Executive Council of the Chiropractic Student Government. All Sherman College students participate in the election of the Executive Council members, who coordinate and regulate many student activities on campus.

WORLD CONGRESS OF CHIROPRACTIC STUDENTS

Sherman College is a member of the World Congress of Chiropractic Students (WCCS), and student-elected delegates represent the college at each annual WCCS conference.

CO-CURRICULAR ACTIVITIES

Regularly scheduled all-school assemblies provide a variety of interesting speakers and programs on both chiropractic and non-chiropractic topics. Student-produced activities, such as talent shows and musical events, are also a part of student life at Sherman College. Students are encouraged to participate in the various student organizations and events.

STUDENT HEALTH

Sherman College has a deep interest in the health and welfare of its students and their families. Complete chiropractic health services are available free of charge to all students, their spouses and children. Student patients are not charged for x-rays, and there is a 50 percent reduction in x-ray fees for their spouses and children. All students are strongly urged to keep their own spines subluxation-free by utilizing these services in the college's Chiropractic Health Center or by becoming patients of one of the many chiropractors practicing in the area. An emergency first aid team, comprised of students with extensive first aid training, is available to assist in emergencies during the school day and at certain school activities.

HOUSING

The Student Affairs Office provides a listing of housing rentals in the area for incoming students. Moderately priced rental housing is widely available. For those with the necessary resources, local property values are also conducive to the purchase and resale of a local home. Housing information may be accessed through the college's web site at www.sherman.edu in the Current Students section

PERSONAL COUNSELING

The dean of student affairs is the first contact for counseling services. All sessions are held with the utmost confidentiality. The dean of student affairs also has a list of referrals if needed. Sherman College will arrange private, professional consultations when necessary. Counseling information is also available on the college's web site at www.sherman.edu.

ALCOHOL, TOBACCO, ILLEGAL DRUG AND SUBSTANCE RESTRICTIONS

The possession, use, manufacture or distribution of illicit drugs of any kind is forbidden on the premises of the college. The possession, use or distribution of alcoholic beverages is forbidden on the premises of the college, except during the course of college-sponsored events. In such cases, the event organizer must obtain prior written consent from the college president or his/her designee. Tobacco use is prohibited on the college campus except in designated smoking areas. This includes cigars, cigarettes and smokeless tobacco products.

An alcohol/drug abuse prevention program is available to students, faculty and staff. Appointments for drug abuse counseling may be made with the dean of student affairs. Consultations are confidential.

GRADUATION

Graduation ceremonies are held two times per year, in June and December, under the guidance of the dean of student affairs. Attendance is mandatory.

The farewell address at graduation is presented by the recipient of the prestigious Milton W. Garfunkel Award. This student is chosen on the basis of high academic performance, exceptional clinical application of chiropractic philosophy and principles, contribution to the college and involvement in extracurricular activities. The commencement speaker and the person giving the charge to the graduates are selected by the college administration.

STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES

The following student rights are guaranteed by Federal and State law:

1. Freedom of inquiry, freedom of speech, and freedom of expression that is respectful or sensitive to the rights of individuals.
2. The right to assemble peaceably.
3. Freedom from unjust search and seizure of person or personal property.
4. Freedom from discrimination or harassment on the basis of sex, age, race, color, religion, gender, veteran status, national origin, sexual orientation or disability.
5. The right to privacy of confidential records in accordance with provisions of the Family Educational Rights and Privacy Act of 1974.
6. The right to due process.

Sherman College students are expected to conduct themselves as professionals at all times through their actions, manners and dress. Those who fail to comply with the standards set by the college are subject to disciplinary action.

Any student whose conduct demonstrates that he or she is not in accordance with the mission and objectives of the college and who is therefore unable to profit from the program will be dismissed from the college.

Non-academic student offenses are dealt with by the dean of student affairs. Academic offenses are dealt with by the vice president for academic affairs. Clinic offenses are dealt with by the dean of clinics.

STUDENT POLICIES

All students are required to be familiar with, and to faithfully observe, all college policies and procedures, as published on the college Intranet at www.sherman.edu. These include policies for behavior, grooming and dress, and other matters crucial to the development of professionalism.

The Intranet also includes policies pertaining to such matters as tuition payments, refunds, academic requirements, satisfactory academic progress, scholarships, examinations and many other aspects of life at Sherman College.

STUDENT GRIEVANCE POLICY

A grievance is a **formal written complaint** about the *conduct* of a student, or a member of the college faculty, staff or administration. A grievance may also be about, any *issues related to the quality or conduct of the educational program*. In the case of the latter type of grievance, the student must specifically cite the program requirement or policy that has allegedly been violated.

For the complete policy, see “Policy 8015 – Grievance (Complaint) Policy” at <http://www.sherman.edu/intranet/ACADEM/STUDENTS/policies/student-8000/Policy8015Grievance-Complaint.pdf>

APPEAL POLICY

An appeal is a request for an exception to college policy or is submitted to dispute a decision made by a faculty member, college committee or administrator regarding the *implementation of policy*. An appeal should not be confused with a grievance. An appeal is a request for *an exception to college policy* or is submitted to *contest a decision* made by a faculty member, college committee or administrator *regarding the implementation of policy*.

For the complete policy, see “Policy 8026 – Appeal” at <http://www.sherman.edu/intranet/ACADEM/STUDENTS/policies/student-8000/Policy8026Appeal.pdf>

ATTENDANCE AT EXTRACURRICULAR SEMINARS

Sherman College offers a specific program of spinal adjusting techniques that is carefully integrated into the total chiropractic curriculum. The college recognizes the right of students to pursue knowledge and challenge ideas. However, by first becoming proficient in the clinical arts, as offered by Sherman College, students are better prepared to judge the value of information offered in extracurricular technique seminars. If the technique addressed in the extracurricular technique seminar is taught in the Sherman College curriculum, it is recommended that the student successfully complete the respective course(s) or Clinic II prior to participation in said seminar. If the technique addressed in an extracurricular technique seminar is not included in the Sherman College curriculum, it is recommended that the student complete Clinic II prior to participation in said seminar.

ASSEMBLY

The assembly program at Sherman College of Chiropractic consists of a series of speakers designed to promote greater understanding and appreciation of the philosophy, art and science of chiropractic. The program provides community resources to aid students in setting up successful practices. The purpose of the assembly program is to foster student enthusiasm in an atmosphere that creates community. The assembly program promotes success for the Sherman College student.

STUDENT CODE OF CONDUCT

The chiropractic profession strives to maintain the highest ethical standards. A chiropractic student should begin to manifest those ethical standards as soon as he or she makes the decision to become a doctor of chiropractic. The college expects, therefore, that students will maintain a strict moral code concerning honesty, and will not tolerate violations of this code by fellow students. The college will not tolerate dishonesty, cheating, stealing, vandalism or other similar offenses. Students are expected to conduct themselves as professionals at all times. Their behavior and actions within the community should reflect the objectives of the college.

The dean of student affairs deals with offenses outside the academic area. In cases of academic dishonesty, the vice president for academic affairs has the authority to suspend or dismiss a student.

STUDENT CONDUCT REVIEW BOARD

The Student Conduct Review Board is one of the most distinguished committees at Sherman College. The board is comprised of student and faculty representatives.



THE STUDENT CODE OF CONDUCT

shall serve as a guide to all at Sherman College of Chiropractic for the development of personal character and integrity based on the understanding that an adherence to truth ensures success in all aspects of life.

In recognition of the importance of the above-mentioned values to the discipline of chiropractic, I agree to adhere to the Student Code of Conduct as set forth.

The fundamental principles of the code include:

- (a) total abstinence from all forms of academic dishonesty;
- (b) respectful use of college facilities; and
- (c) compliance with established college policies.

I acknowledge that violation of any of these principles will elicit the appropriate disciplinary action as outlined in the Regulations of the Sherman College Student Code of Conduct.

POLICY ON UNAUTHORIZED ADJUSTING

Sherman College prohibits unauthorized or unsupervised adjusting utilizing any chiropractic technique on students, patients and/or family members. A student who practices an unauthorized procedure is subject to dismissal from the doctor of chiropractic degree program. The honor system shall prevail, which means it is the student's responsibility to report any observations of unauthorized procedures or adjusting being practiced on or off-campus, or face consequences similar to the offender.

ACADEMICS

“We are made wise not by the recollections of our past but by the responsibility for our future.”
— George Bernard Shaw

CURRICULUM

The Sherman College curriculum is a 14 academic quarter program specifically designed to offer, in appropriate sequence, courses that constitute the complete chiropractic education.

Sherman College of Chiropractic is committed to presenting an instructional program that graduates doctors of chiropractic prepared to practice as primary health care providers having those clinical competencies requisite to entrance into the chiropractic profession.

Because of the importance of all subjects offered and the order in which they are studied, the college publishes a sequenced course of study that will allow a student to complete the program in 14 quarters. To graduate, a student must complete all required courses and a minimum of 60 hours of elective courses with a minimum GPA of 2.0.

The college day begins at 8 a.m., Monday through Friday, with course offerings until 7 p.m. Some learning experiences are occasionally offered on weekends. The Sherman College Chiropractic Health Center is open during afternoon and evening hours for student interns. As much as possible, free periods are provided for personal study, library use, meals and extracurricular activities.

During the third and fourth academic years, students serve an internship in the Chiropractic Health Center, further developing their chiropractic skills through practical experience gained under the close supervision of licensed doctors of chiropractic. The health center experience is a major focus of the curriculum. It encompasses student and outpatient care and entails every aspect of practice, including case histories, physical and spinal examinations, spinal x-rays, diagnosis, report of findings, chiropractic adjustments, and case management. Well-equipped examining and adjusting rooms facilitate the practice experience of the student interns.

EVALUATION OF CLINICAL COMPETENCIES

Each intern is evaluated during the clinical program on knowledge, skill, attitude and practice competencies. This evaluation is completed in three parts.

The first part of the evaluation is a Clinic Entrance Examination administered as a co-requisite to the Pre-clinic course in eighth quarter. The purpose of this multi-part, written and practical examination is to determine the entry-level knowledge and skills of the intern in the areas of patient examination, x-ray, technique and communication. Interns must successfully complete all parts of this examination before entering into the clinical program.

The second part of the evaluation is an on going intern assessment conducted on a daily and quarterly basis. Interns are under direct supervision of licensed doctors of chiropractic throughout their clinic internship. The intern is evaluated in many areas, including record keeping, patient management, patient examination, diagnosis, spinal adjusting skills, ongoing clinical decision making and communication skills. All adjustments are administered under the direct supervision of licensed faculty doctors.

The third part of the evaluation is the Clinical Proficiency Examination, administered as a co-requisite to Clinic 750 in the 13th quarter. This is a rigorous examination designed to determine the intern's mastery of the clinical competencies required to perform as a primary health care provider. This examination evaluates the intern in the areas of taking a case history, physical examination, NMS examination, diagnosis and case management.

GRADUATION REQUIREMENTS

While the college monitors student progress toward degree completion, the student is solely responsible to complete all degree requirements. The college requires satisfactory completion of all courses for the doctor of chiropractic degree. A minimum grade point average of 2.0 is required for graduation.

Students transferring from other chiropractic colleges must earn the final 25 percent of the total credits required in the doctor of chiropractic degree program at Sherman College.

Attendance at graduation is mandatory. The student must complete the program in six (6) calendar years to be awarded the doctor of chiropractic degree.

Before the college grants a degree, candidates for graduation must be cleared in the following areas:

1. All tuition, fees and other bills must be paid to the college business office.
2. The vice president for academic affairs must give clearance indicating that all academic requirements have been met.
3. The dean of clinics must give clearance indicating that all clinic requirements have been fulfilled.
4. All materials borrowed through the college library must be returned.

ATTENDANCE POLICY

Successful completion of the doctor of chiropractic degree program requires a significant commitment of time for class work and outside study each day. Students are expected to attend all classes, laboratories, tutorials and seminars, and to complete all clinical requirements. Only complete attendance in all coursework will enable the student to fully develop the knowledge, skills, and attitudes needed to complete the program and become a successful doctor of chiropractic.

Instructors are required to take attendance at every scheduled class meeting. Each instructor must establish a maximum number of allowable absences for each course, within the range of 10 to 20 percent of the course hours, inclusive, and must publish the policies and procedures dealing with tardiness and absenteeism, including the maximum number of allowable absences for the course, in each course syllabus. At the discretion of the instructor, attendance may be included as a portion of a course grade, not to exceed 10 percent. An instructor may refuse entry into a class to a tardy student if such entry would disrupt the learning environment of the class.

A student who exceeds the maximum allowable absences in a particular course, for any reason, will receive a grade of "N" for that course, which will be calculated as an "F" in the GPA and require the student to repeat the course. The "N" grade may not be appealed.

A student who is absent from a class, for any reason, is responsible for all course assignments and/or requirements. It is the student's responsibility to contact the instructor prior to the absence, if foreseen, or immediately following the absence, if unforeseen, to ensure that all requirements are met. The instructor may require documentation of an absence in determining if a student will be allowed to make up missed work or exams. It is also the student's responsibility to monitor class absences to ensure that he/she does not exceed the maximum allowed in the respective course.

Certain state licensing boards require a minimum percentage for class attendance to be eligible for chiropractic licensure. For example, California requires that a student miss no more than 10 percent of the scheduled class hours and Maryland requires that a student miss no more than 15 percent of the scheduled class hours. Therefore, excessive absences may jeopardize a student's eligibility for licensure.

Students may not be absent from final exams. Under exceptional circumstances beyond the student's control, such as imminent death or death of a family member, personal illness or military duty, the vice president for academic affairs, in consultation with the respective faculty member, may allow a student to make up a missed final exam.

COURSE LOAD

The normal quarterly course load at Sherman College is between 300 and 420 clock hours of class, clinical training and/or laboratory per quarter. Class load reduction is permitted; however, the student must complete the program in six calendar years to be awarded the doctor of chiropractic degree. Consult the financial information section of this *Catalog* for information on the financial arrangements for reduced class loads.

STUDENT MENTORSHIP PROGRAM

The mentorship program is designed to assist students in achieving their personal and educational goals. Faculty mentors take a proactive role in monitoring students' academic progress and making students aware of institutional requirements and resources, services, etc. While all students are encouraged to take the initiative in seeking advisement before problems are reflected in their academic performance, first through seventh quarter students and students who fail to achieve satisfactory progress are required to have regular meetings with their mentors.

LEAVE OF ABSENCE AND/OR WITHDRAWAL

When a student wishes to take a leave of absence or withdraw from Sherman College, he/she must obtain the correct form(s) from the registrar's office. It is the student's responsibility to complete the form(s) and obtain the necessary clearances and submit the completed form to the registrar prior to leaving.

A leave of absence will be granted to any student who has completed at least one quarter at the college prior to the request and who is in good standing at the college. A student entering the college must complete a minimum of one quarter at the college prior to eligibility for a leave of absence. A student returning from a leave of absence, suspension or other separation from the college must complete a minimum of one term at the college following his/her return to once again be eligible for a leave of absence. A leave of absence may last no longer than three quarters. A leave of longer than three consecutive quarters will become a withdrawal from the college.

A withdrawal from the college is an official separation from the institution and requires that the student re-apply for admission to the college, submit the current application fee and comply with the admission policies at the time of the re-application. A student who withdraws from the college or who has been administratively withdrawn from the college must also re-apply for financial aid and is not guaranteed that he/she will receive previous grants, loans and/or scholarships nor that all previous coursework at the college will be accepted, should he/she be re-admitted into the program.

A student who is not eligible for a leave of absence must withdraw from the college. A student who fails to complete the required form(s) or to receive the necessary clearances will be automatically coded as a withdrawal. A student who has not completed a term at the college or who has not completed a term at the college following a previous leave or separation will be required to withdraw rather than take a leave of absence. A student who leaves but who has not made satisfactory progress will be required to withdraw rather than take a leave of absence. A student on a leave of absence who does not return after three quarters will be recoded as a withdrawal.

GRADE SCALE

The college's grading scale is as follows:

A	(90-100) indicates excellent work
B	(80-89) indicates good work
C	(70-79) indicates satisfactory work
F*	(0-69) indicates failure
I**	indicates incomplete work
P	indicates satisfactory performance in a pass/fail course
U	indicates unsatisfactory performance in a pass/fail course
N	indicates unsatisfactory performance for nonattendance
NF	indicates unsatisfactory performance for nonattendance in a pass/fail course

W	indicates withdrawal from a course after the drop/add period, but before the end of the 7th week of classes
WA***	indicates an administrative withdrawal
WP	indicates withdrawal from a course between weeks 7 and 9 with a passing grade
WF	indicates withdrawal from a course between weeks 7 and 9 with a failing grade or withdrawal after week 9
AU	Audit
T	indicates transfer credit

- * All doctor of chiropractic courses require a grade of “C” or above to pass.
- ** An “I” is a temporary grade. The deferred work must be completed before the end of the subsequent quarter in order to receive credit. Failure to do so automatically converts the grade to an “F.”
- *** Students are responsible for meeting the requirements of all courses in which they are enrolled. If a student needs to withdraw from a course, several courses, or the college, he/she must fully complete the withdrawal process through the registrar’s office. Failure to do so will result in an unsatisfactory grade in the respective course(s). However, under exceptional circumstances, a student may be withdrawn from a course or courses by an administrator. An administrative withdrawal may only be assigned by the vice president for academic affairs and must include an explanation of the reason for the grade. The grade of “WA” will only be assigned in cases of academic/disciplinary action or documented emergencies and may not be used simply to avoid a failing grade in a course. The “WA” has no quality points and is not computed in the GPA.

COURSE AUDIT

Auditing a course allows an individual the opportunity to participate in a learning experience without the expectation of completing course requirements (assignments, exams, etc.). However, as course assignments and exams enhance learning, students auditing a course are encouraged to complete all course requirements. Students auditing a course are expected to attend regularly and participate in class activities. Students are also expected to observe all college policies and requirements. A student may only audit a course in which all prerequisites have been met. A student who successfully audits a course will receive the grade of “AU,” which does not contribute to the GPA or enrollment hours for the purposes of full-time study and financial aid.

Students are required to pay regular tuition for a course audit, with the following exceptions:

1. Students currently enrolled in the D.C. program may audit a course previously taken at the college or in which advanced placement was granted by the college at no charge.
2. Individuals graduating from Sherman College prior to January 1995 needing certification of postgraduate classroom attendance to obtain licensure in a state not previously open to Sherman College graduates will be allowed to audit classes at no cost.
3. Alumni of other institutions or Sherman College alumni requiring postgraduate classroom attendance to renew a lapsed license or to qualify for retaking state or national boards will be charged 50% of the current tuition rate. The college will provide the individual with a letter certifying completion of a specific number of in-class hours.

Students must indicate “audit” on the registration form and a grade of “AU” will be recorded for satisfactory completion. Once registered for a course, the student may not change from an audit to a credit status or vice versa, unless the change is made within the scheduled drop/add period.

QUALITY POINTS

Quality points are assigned as follows: A - 4, B - 3, C - 2, F - 0, N - 0, WF - 0, multiplied by the number of hours in the course. The grade point average (GPA) is computed by dividing the total quality points earned by the total hours attempted. Grades of I, P, U, NF, W, WA, WP, or AU are not included in the calculation of GPA.

TRANSFER OF CREDITS TO ANOTHER INSTITUTION

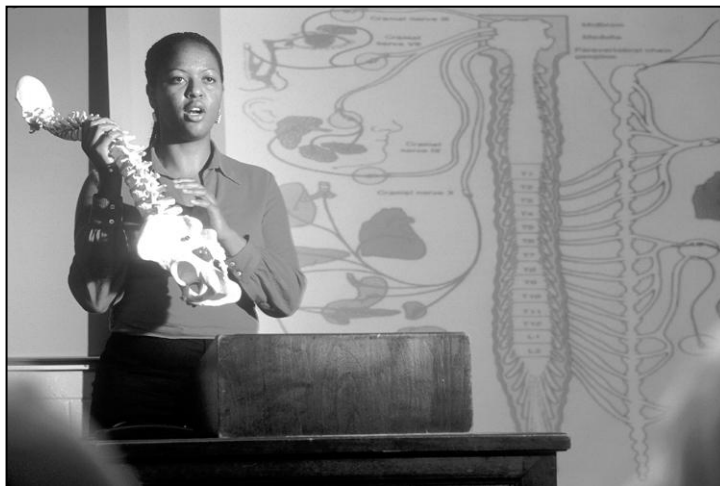
The college can offer no guarantee that credits earned will transfer to another institution, as the transfer of credit is always the responsibility of the receiving institution.

INDEPENDENT STUDY

Independent study is not always a suitable substitution for attendance in a regular classroom setting for most courses. In general, students are expected to complete the doctor of chiropractic degree curriculum as it is scheduled by quarter in this college *Catalog*. See Policy 1024 – Independent Study – for additional details.

PREREQUISITE OVER-RIDES

Students requesting an over-ride of a prerequisite or a co-requisite to a course must submit a *Request for Over-Ride of Prerequisite* to the Registrar's Office. The registrar will review the student's academic record to determine if there are any other outstanding issues or courses that must be completed before an over-ride would be appropriate to the student's completion of the program. Following registrar clearance, the vice president for academic affairs must approve the over-ride.



SATISFACTORY ACADEMIC PROGRESS, NOTICE, WARNING, PROBATION AND DISMISSAL

- To meet satisfactory academic progress requirements, a student must maintain a quarterly *and* cumulative grade point average of 2.2 or above and must successfully complete a minimum of 230 clock hours per quarter. A student not meeting these criteria will be placed on the appropriate level of academic probation and on a reduced course load to increase the likelihood of the student achieving and maintaining satisfactory academic progress.

ACADEMIC NOTICE

A student receives an academic notice when he/she earns two or more grades of F in any quarter while maintaining a minimum GPA of 2.2. A student will be placed on Academic Notice each time this situation occurs without advancing to a more restrictive level of academic probation as long as the student maintains a quarterly and cumulative GPA of 2.2 or higher while enrolled in the program. A student in this situation would not be subject to a reduction in course load, but would be required to consult with and follow the recommendations of the chair of the Student Success Program.

ACADEMIC WARNING

A student is placed on Academic Warning when the student's quarterly or cumulative GPA is less than 2.2 for the first time. A student on Academic Warning must take a reduced load the next term, not to exceed 300 quarter hours, and retake all courses in which unsatisfactory grades were received. The registrar will determine the student's schedule. The student must also consult with and follow the recommendations of the chair of the Student Success Program.

ACADEMIC PROBATION

A student will be placed on Academic Probation when the student's quarterly or cumulative GPA is less than 2.2 for the second time. A student on Academic Probation must reduce his/her course load in the following term to a maximum of 240 hours and retake all courses in which unsatisfactory grades were received. The student is required to meet with his/her mentor on a bi-weekly basis, is required to obtain tutorial assistance, which is available through the registrar and is required to consult with and follow the recommendations of the chair of the Student Success Program. The registrar will determine the student's schedule.

VA EDUCATIONAL BENEFITS FOR STUDENTS ON ACADEMIC PROBATION

A student who receives VA Educational Benefits no longer maintains satisfactory academic progress when placed on Academic Probation and will not be eligible for such benefits for a minimum of one quarter. A student losing VA

Educational Benefits due to being placed on Academic Probation may have his/her eligibility for VA Educational Benefits reinstated upon achieving satisfactory progress the quarter he/she is on Academic Probation. A student may be reimbursed for the quarter in which he/she regains satisfactory academic progress, but not for any quarter in which he/she did not meet the requirements of satisfactory academic progress.

FINAL ACADEMIC PROBATION

A student will be placed on Final Academic Probation when the student's quarterly or cumulative GPA is less than 2.2 for the third time. A student on Final Academic Probation must reduce his/her course load in the following term to a maximum of 240 hours and retake all courses in which unsatisfactory grades were received. . The student is required to meet with the chair of the Student Success Program on a weekly basis and is required to follow any and all recommendations set forth by the chair and is required to obtain tutorial assistance which is available through the registrar. The registrar will determine the student's schedule. A student on Final Academic Probation no longer maintains satisfactory academic progress and will not be eligible for most forms of financial aid, but may have his/her financial aid eligibility reinstated upon achieving satisfactory academic progress. Students on Final Academic Probation who achieve satisfactory academic progress will be permitted to enroll in a maximum of 240 hours for the next term. If the student achieves satisfactory academic progress taking 240 hours, he/she may increase hours in subsequent terms.

MULTIPLE COURSE ENROLLMENTS

A student may withdraw from and/or earn a grade of F in any given course only once. When a student enrolls in a course for the second time, the student must successfully complete and pass the course or be academically dismissed from the college (requiring full application of readmission following a six-month waiting period).

ACADEMIC DISMISSAL

A student will be academically dismissed from the program when he/she:

- Fails to earn a GPA of 2.0 or higher in the first quarter.
- Fails to comply with the terms of Probationary Admission, Academic Warning, Academic Probation, Final Academic Probation or ESL Suspension.
- Fails to achieve satisfactory academic progress in any subsequent term following Final Academic Probation.
- Fails to successfully complete a course on the second attempt.

REPORTS ON ACADEMIC PROGRESS

Grades are assigned and recorded for each course at the end of each quarter. Each student is issued a formal grade report at that time. It is the student's responsibility to address academic deficiencies, if such occur, and to seek advice from administrators or faculty members on academic matters when problems or questions arise.

STUDENT RIGHTS/RESPONSIBILITIES CONCERNING ACADEMIC RECORDS

In accordance with federal regulations under the Family Educational Rights and Privacy Act (FERPA) of 1974, Sherman College maintains academic records on all students who attended Sherman College and Pennsylvania College of Straight Chiropractic. The college has enacted policies that afford students the rights mandated by FERPA and its amendments as they relate to academic records. Under this act, students have the right to:

- A. Inspect and review educational records
- B. Amend educational records
- C. Exert some control over the disclosure of information from educational records. Educational records are all those records that:
 1. Contain information that is directly related to a student
 2. Are maintained by an educational agency or institution or by a party acting for the agency or institution.

College policy provides for the complete confidentiality of academic records. Information from a student's academic record will not be disclosed to anyone outside of the college without the student's authorization. However, information from a student's academic record may be made available to authorized personnel of the institution and/or persons acting in compliance with a judicial order.

EXAMINATIONS

Students are expected to take examinations at the scheduled time. The registrar will post a schedule of dates and times for final examinations each quarter well in advance of the examinations.

DEAN'S LIST AND PRESIDENT'S LIST

Students attaining a GPA of at least 3.5 for any quarter will be entered on the Dean's List for that quarter. Students attaining a 4.0 GPA for any quarter will be entered on the President's List for that quarter.

NATIONAL BOARD OF CHIROPRACTIC EXAMINERS

To be eligible to sit for National Board exams Parts I, II and III, students must have successfully completed and/or be concurrently enrolled in the college's list of prescribed courses for Parts I, II and III. For details about a particular state's licensure requirements, please contact the Admission Office at 800-849-8771, ext. 222, visit the college's web site at www.sherman.edu, or visit the Federation of Chiropractic Licensing Boards (FCLB) web site at www.fclb.org. The FCLB recommends contacting state boards directly for the most up-to-date information on licensing requirements.

CURRICULUM

“Learning is not attained by chance; it must be sought for with ardor and attended to with diligence.”
— Abigail Adams, 1780

THE DESIGNATED COURSE NUMBERS

Courses are designated by an alphanumeric identifier to facilitate computerizing credit and grade records, and to provide positive identification.

<u>PREFIX</u>	<u>GENERAL SUBJECT</u>
ANAT	Anatomy
BUSI	Business Practices
CLIN	Clinic
DIAG	Diagnosis
PAPH	Pathology, Microbiology and Public Health
PHIL	Philosophy
PHCH	Physiology and Chemistry
RADI	Radiology
RSCH	Research
TECH	Chiropractic Technique

<u>FIRST DIGIT</u>	
5	First Year Course
6	Second Year Course
7	Third Year and Clinics
8	Elective Courses

The course numbers serve only for identification and do not necessarily represent the sequence in which courses are offered. Course identifications are subject to change as necessary.

Certain courses are prerequisites for subsequent courses. A student must earn a passing grade in the prerequisite course before proceeding to the subsequent course.

Some courses are corequisites for other courses. A student must successfully complete a corequisite no later than the successful completion of the course for which it serves as a corequisite.

Students earn a grade (A, B, C, or F) for all courses completed unless otherwise designated. A grade of C or higher is required for all courses in the doctor of chiropractic degree program. See *Grade Scale*.

COURSE DESCRIPTIONS

ANATOMY

ANAT 511 – ANATOMY I WITH LAB

108 HOURS

This 60-hour lecture and 48-hour gross dissection laboratory course covers the gross, developmental and surface anatomy of the thoracic, abdominal, pelvic and perineal regions.

ANAT 512 – HISTOLOGY AND FUNDAMENTAL PATHOLOGY

48 HOURS

This 60-hour lecture/demonstration (50/10) course serves to develop a physiological and anatomical understanding of microscopic tissue structure and its development from the primary germ tissue of the embryonic stage to the primary tissues of the mature stage. The course focuses on the structure, organization and function of various cells and tissues. The course provides an introduction to pathology and the process of disease. The course covers the pathological cellular response in disease and degenerative conditions and also cellular adaptation, neoplasia, immune response and inflammation. This is a foundation course for future physiology and pathology courses.

ANAT 521 – ANATOMY II WITH LAB

108 HOURS

This 60-hour lecture and 48-hour gross dissection laboratory course covers the gross and surface anatomy of the head and neck. All anatomical parts of the head and neck (except the brain and spinal cord) are discussed. *Prerequisite: Histology and Fundamental Pathology and Anatomy I.*

ANAT 531 – ANATOMY III WITH LAB

108 HOURS

This 60-hour lecture and 48-hour gross dissection laboratory course covers the osteology, musculature, angiology, innervation, arthrology and surface anatomy of the posterior neck, back and extremities. *Prerequisite: Anatomy I, Anatomy II recommended.*

ANAT 532 – NEUROANATOMY I

60 HOURS

This 60-hour lecture course is the first of two anatomy courses on the nerve system. It includes an introduction to the nerve system, followed by the study of neurons and fibers, receptors, meninges, cerebrospinal fluid, myelin, segmental innervation, the autonomic nerve system, and the structural and functional anatomy of the spinal cord. Nuclei and tracts are studied at the gross and microscopic levels. Specific reflexes and the effects of certain lesions are also considered. *Prerequisite: Anatomy II.*

ANAT 540 – NEUROANATOMY II WITH LAB

108 HOURS

This 84-hour lecture and 24-hour laboratory course is the continuation of Neuroanatomy I. It covers the structural and functional anatomy of the brain-stem, the cranial nerves, and the forebrain. As in Neuroanatomy I, nuclei tracts and the effects of lesions are studied at the gross and microscopic levels. The laboratory portion includes the study of microscopic slides, models and brain sections. *Prerequisite: Neuroanatomy I.*

BUSINESS PRACTICES

BUSI 510 – ETHICS AND JURISPRUDENCE

36 HOURS

This 36-hour lecture/discussion course provides an in-depth look at the ethical and legal responsibilities of doctors of chiropractic and health care providers. The course includes legal considerations include state regulation, malpractice issues, contracts and business law. The course also includes boundary issues and the avoidance of medical and chiropractic errors. The course introduces the confidentiality requirements of patient protected health information under the Health Insurance Portability and Accountability Act (HIPAA).

BUSI 730 – PRACTICE MANAGEMENT

36 HOURS

This 36-hour lecture/discussion course is designed to prepare the chiropractic student for the realities of opening and maintaining a successful chiropractic practice. Sound business principles are stressed, with emphasis on building and maintaining a referral practice. Goal setting, planning, obtaining financing, patient management, taxes, insurance, and principles of investment are covered. The practice management portion of this course provides an introduction to the basics of management applicable to chiropractic practice. Students develop purpose statements and goals for their practices, build an organization structure to meet their purposes and learn how to manage by statistics. *Corequisite: Automated Office Procedures.*

BUSI 732 – AUTOMATED OFFICE PROCEDURES

48 HOURS

This 48-hour lecture/laboratory (24/24) course is provides students with hands-on computer application for the management of patient data in office procedures and third party pay requirements. Students are guided through the use of specialized chiropractic practice software including data entry, financial analysis and reporting, accounts receivable, accounts payable, patient billing and electronic insurance filing. Students also review and apply the most current CPT and ICD-9 codes applicable in insurance billing procedures. *Corequisite: Practice Management.*

BUSI 810 – PRACTICE MANAGEMENT OBSERVATION

264 HOURS ELECTIVE

This 264-hour elective lecture/assignment/field-observation (12/36/216) course directs qualifying student through a structured field experience observing chiropractic practice management procedures including: patient consultation, record-keeping, third-party pay and reporting, doctor-patient relationship, patient education and public relations. Through weekly discussions and required journal submissions, the course challenges students to reflect upon their field observations and compare, contrast and evaluate these experiences with course readings and class discussion. The course assists students in the development of viable, effective practice management policies and procedures for their future practices through careful review of best practices and observation in the field.

CLINIC

CLIN 640 – CLINICAL REASONING 36 HOURS

This 36-hour lecture/laboratory course is designed to develop the student's critical thinking skills in the development of working diagnoses and the chiropractic management of the patient. Students apply their knowledge from previous courses and demonstrate the ability to identify and integrate clinically relevant information from case information (history, exam, diagnostic studies,) to formulate accurate diagnoses and appropriate case management. Students consider related etiology and pathophysiological processes in order to develop plausible differentials. Students consider various case presentations and identify appropriate tests or necessary procedures. Intra- and inter-professional responsibilities are also presented.

Prerequisites: Orthopedics, Neuromusculoskeletal Diagnosis, Cardiovascular, Renal and Pulmonary Diagnosis and Case History.



CLIN 642 – PRE CLINIC

36 HOURS

This course prepares the student for the clinic internship. The student receives instruction in correlating and integrating information from the case history, patient examination and x-ray examination into the clinical impression. Health Center policies and procedures and record keeping requirements are covered in detail.

Corequisite: Entrance Examination.

CLIN 644 – CLINIC ENTRANCE EXAMINATION

36 HOURS

This 36-hour discussion/practical exercise course provides an overview of subject material in preparation for the Clinic Entrance Examination. Students must successfully complete the Clinic Entrance Examination at the conclusion of this course to advance into Student Clinic. *Corequisite: Pre Clinic.*

CLIN 716 – EMERGENCY PROCEDURES & BLOOD-BORNE PATHOGENS

48 HOURS

This 48-hour lecture/demonstration and practical exercise (12/36) course presents practical instruction in rendering emergency first aid and basic life support. The student must demonstrate proficiency in cardiopulmonary resuscitation on the adult, child and infant. The course included instruction in the emergency treatment of hemorrhages, fractures, dislocations, shock, heat exhaustion, burns, seizures and poisoning. The course includes the application of bandages and splinting. The safe and proper use of heart defibrillators is reviewed. The safe handling of body fluids is discussed in relation to the prevention of the transmission of infection from blood-borne pathogens. The etiologies of blood-borne pathogens, such as HIV and Hepatitis B and C, and their effects on the systems of the body, are also covered. *Co-requisite: Student Clinic. The student enrolled in Student Clinic must present proof of certification in CPR prior to the completion of the course. The certification may not have been completed more than six months prior to the first day of this course. This is to ensure current certification upon entry into clinic.*

CLIN 718 – STUDENT CLINIC

48 HOURS

In this first practical clinic course, the intern must apply the information and skills learned in the basic and clinical sciences to the care of other students and their adult family members. Interns gain experience in an actual practice setting, applying their training in spinal analysis, correlation, and synthesis by taking case histories, performing examinations, including x-ray and instrumentation, and spinal adjusting. The student intern works under the close supervision of licensed clinic faculty doctors. *Prerequisite: Pre Clinic, Clinic Entrance Examination.*

CLIN 722 – CLINIC I

120 HOURS

Student interns in Clinic I are expected to demonstrate proficiency in a number of clinical competencies in order to increase their level of responsibility in decision-making and application of procedures. In addition, student interns in Clinic I are required to attend a weekly two-hour laboratory lead by a clinical faculty member. The lab includes instruction, discussion and assessment on the evaluation and management of cases that include multiple conditions, risk factors and/or psychosocial disorders. The student intern must meet the established quarter requirements for this clinic.

Prerequisites: Student Clinic.

CLIN 730 – CLINIC II

204 HOURS

Student interns in Clinic II are expected to demonstrate proficiency in a number of clinical competencies in order to increase their level of responsibility in decision-making and application of procedures. In addition, student interns in Clinic III are required to attend a weekly two-hour laboratory led by a clinical faculty member. The lab includes instruction,

discussion and assessment on the evaluation and management of cases that include multiple conditions, risk factors and/or psychosocial disorders. The student intern must meet the established quarter requirements for this clinic. *Prerequisite: Clinic I.*

CLIN 740 – CLINIC III

204 HOURS

Student interns in Clinic III are expected to demonstrate proficiency in a number of clinical competencies in order to increase their level of responsibility in decision-making and application of procedures. In addition, student interns in Clinic III are required to attend a weekly two-hour laboratory lead by a clinical faculty member. The lab includes instruction, discussion and assessment on the evaluation and management of cases that include multiple conditions, risk factors and/or psychosocial disorders. The student intern must meet the established quarter requirements for this clinic.

Prerequisite: Clinic II.

CLIN 750 – CLINIC IV

240 HOURS

Student interns are expected to demonstrate clinical competency through sound patient management under the supervision of licensed faculty doctors. Student interns in Clinic IV are expected to assume an even greater level of responsibility in decision-making and application of patient care procedures. The student intern must meet the established quarter requirements for this clinic.

Prerequisite: Clinic III.

CLIN 752 – CLINIC PROFICIENCY EXAMINATION (EXIT EXAM)

48 HOURS

This 48-hour discussion/laboratory course provides an overview and review of selected subject material in preparation for the Clinical Proficiency Examination. Students utilize and review their knowledge from previous courses and demonstrate the ability to identify and integrate clinically significant information. Relevance of case history, physical findings, lab data and imaging studies in decision-making is emphasized. Various sections of the Clinic Proficiency Examination may be administered during this class. Interns must pass the Clinic Proficiency Examination in order to advance to Clinic 830 Senior Intern.

The Clinical Proficiency Examination is administered to students enrolled in Clinic 750. (Interns in Clinic 750 must sit the exam during that quarter unless they have not completed sufficient coursework.) Interns must pass the exam with a grade of C or better in order to receive a diploma.

All sections of the Clinical Proficiency Examination must be successfully completed with a minimum grade of C (70%). If a student fails five or more stations, he/she will receive a grade of F and must re-enroll in Clinic 752 the following quarter. If a student fails up to four stations of the Clinical Proficiency Examination, failed portion(s) of the exam will be rescheduled and must be completed within two weeks of the examination. No retake exams will be scheduled until at least one week after the exam in order to allow for remediation. Station examiners will arrange specific times for re-testing. The highest grade a student may receive on retake exams is a C (70%). Any student who does not pass one or more portions/stations after two attempts will be required to repeat Clinic 752.

Prerequisite: Clinic III. Corequisite: Clinic IV.

CLIN 810 – CLINIC V

240 HOURS ELECTIVE

Clinic V is one of three elective practical experiences a student intern may choose in the 14th quarter. Any student intern who has not completed his/her clinic requirements at the conclusion of Clinic IV must enroll in Clinic V. The student intern enrolled in Clinic V continues to provide chiropractic care to outpatients in the Health Center under faculty supervision. The student intern must meet the established quarter requirements for this clinic. *Prerequisite: Clinic IV*

CLIN 812 – CLINICAL CHIROPRACTIC PEDIATRICS

36 HOURS ELECTIVE

This 36-hour elective course is designed to enhance the student's confidence in detecting and correcting vertebral subluxations in infants and children. The course focuses on the creation of an appropriate pediatric case history as a primary step in reviewing the specific concerns of the pediatric population. Physical and neurological assessment and delivery of care is detailed. The course also focuses on the choice and application of the safest and most effective case-appropriate adjusting technique through hands-on and role modeling. The promotion of a child-friendly practice and patient education program are emphasized. The course also includes a required field trip to a local chiropractic practice to observe the design and patient flow of a well-organized family practice. *Prerequisite: Clinic II.*

CLIN 830 – SENIOR INTERN

264 HOURS ELECTIVE

The Senior Intern Program allows senior student interns who meet the requirements and are approved by the Health Center faculty to work in a limited supervisory capacity in the Sherman College Chiropractic Health Center. Duties include assisting lower-quarter interns in case analysis, plan of care and patient management. The senior intern is assigned staff hours and is expected to attend Health Center faculty meetings and is required to meet with the director of interns on regular basis. A written report is required. *Prerequisites: Clinic IV, Clinic Proficiency Examination, completion of all academic and clinic requirements and approval by the Health Center Faculty. This is a pass/fail course.*

DIAGNOSIS

DIAG 540 – CASE HISTORY

24 HOURS

This 24-hour lecture/laboratory course develops the student's skill in obtaining a comprehensive patient health history and the proper documentation for the patient record. Patient confidentiality and legal responsibilities in record documentation are stressed. The course also includes an introduction to narrative composition. *Prerequisites: Nutrition, Neuroanatomy I, Fluids, Renal, Pulmonary Physiology and Abnormal Psychology. Corequisite: Physical Examination I.*

DIAG 542 – PHYSICAL EXAMINATION I

48 HOURS

This 48-hour lecture/laboratory (24/24) course is designed to develop systematic examination skills of the skin, lung, eye, ear and heart. The course includes the proper use of the ophthalmoscope, otoscope, sphygmomanometer, stethoscope and other examination tools and procedures. Normal and abnormal findings are presented and discussed. *Prerequisites: Neuroanatomy I, Fluids, Renal, Pulmonary Physiology. Corequisite: Case History.*

DIAG 613 – CLINICAL DIAGNOSIS AND CASE MANAGEMENT I

36 HOURS

This 36-hour course lays the foundation for the student's understanding of diagnostic terminology and the steps involved in determining patient health status including conditions and risk factors. The student will be introduced to a systematic approach to diagnosis, emphasizing the importance of data collected through case history, physical examination, imaging, laboratory tests and external health records. This course will strengthen clinical reasoning skills by differentiating between conditions which are amendable to chiropractic care, those which should be co-managed with other health care providers, and those which are outside the scope of chiropractic and should be referred. The student will be introduced to chiropractic case management options, as well as, appropriate outcome measures. *Prerequisite: Case History*

DIAG 621 ORTHO-NEURO I

60 HOURS

This 60 hour lecture/laboratory (30/30) course covers etiology, presentation, evaluation, and management of disorders of the axial nervous and musculoskeletal systems. Students are taught to conduct and assess neuromusculoskeletal and orthopedic examinations and correlate findings with information obtained from the case history and physical examination. Students must demonstrate the ability to identify, select and perform appropriate neuromusculoskeletal and orthopedic tests and procedures for a complaint or presentation. Emphasis is placed on identifying critical information for development of a working diagnosis and determining the appropriate management of the condition. Contraindications for spinal adjustments will also be examined. *Prerequisite: Neuro and Muscle Physiology. Corequisite: Physical Exam I*

DIAG 622 – LABORATORY DIAGNOSIS I

60 HOURS

This lecture/laboratory (36/24) course focuses laboratory procedures and on the physiological and diagnostic significance of laboratory results including the differences between normal and abnormal structure and function. The course focuses on the clinical interpretation of diagnostic laboratory tests results in relation to blood and metabolic disturbances. It includes all of the components of the complete blood count (CBC), coagulation, basic immunohematology and urinalysis are covered. Students are required to examine body fluids using laboratory tests including urinalysis and CBCs with the diagnostic interpretation of findings. Students also consider various case presentations, identify appropriate tests or necessary procedures and interpret the results. *Prerequisites: Cardio Physiology, Endocrine and Reproductive Physiology (may be corequisite).*

DIAG 624 – NEUROMUSCULOSKELETAL DIAGNOSIS

60 HOURS

This 60-hour lecture/laboratory (24/36) course is a study of neurological disorders/pathologies that builds upon concepts considered in Neuropathophysiology. The student will learn the physical signs and symptoms of a wide range of conditions of the neuromusculoskeletal system and the diagnostic procedures used for identifying and classifying them. The course discusses a variety of conditions/syndromes that are considered pathologic, often complex and neurologic in nature that the student intern will encounter in practice along with the appropriate chiropractic management and/or referral for co-management. The course focuses on neurological examination procedures used to evaluate sensory, motor and reflex function. The course also examines contraindications to spinal adjustments. *Prerequisites: Neuro and Muscle Physiology and Neuropathophysiology.*

DIAG 632 – CARDIOVASCULAR, RENAL, PULMONARY DIAGNOSIS

48 HOURS

This 48-hour lecture course is a study of the pathologies of the heart, blood vessels, kidneys and lungs, and of the diagnosis of diseases of these organs. Physical and laboratory examinations of these systems and the significance of exam findings are a major focus. *Prerequisites: Cardiovascular Physiology and GI, Exercise and Stress Physiology.*

DIAG 633 ORTHO-NEURO II**60 HOURS**

This 60-hour lecture/laboratory (30/30) course covers etiology, presentation, evaluation, and management of disorders of the appendicular nervous and musculoskeletal systems. Students are taught to conduct and assess neuromusculoskeletal and orthopedic examinations and correlate findings with information obtained from the case history and physical examination. Students must demonstrate the ability to identify, select and perform appropriate neuromusculoskeletal and orthopedic tests and procedures for a complaint or presentation. Emphasis is placed on identifying critical information for development of a working diagnosis and determining the appropriate management of the condition. Contraindications for spinal adjustments will also be examined. *Prerequisite: Physical Exam I, and Neuro and Muscle Physiology.*

DIAG 634 – PHYSICAL EXAMINATION II**48 HOURS**

This 48-hour lecture/laboratory (12/36) course is designed to teach the procedures used in physical examination of the cranial nerves, head, neck, gastrointestinal, rectal, urogenital and gynecological anatomy. Normal and abnormal findings are presented and discussed. *Prerequisite: Physical Examination I.*

DIAG 636 – LABORATORY DIAGNOSIS II**60 HOURS**

This 60-hour lecture/laboratory (36/24) course is a continuation of Laboratory Diagnosis I, and concentrates on the interpretation of laboratory results obtained in the analysis of blood chemistries. The course focuses on the results and interpretation of the standard biochemical panel. It considers normal and abnormal values and the diagnostic significance of the laboratory findings. As for all of the tests discussed in this course, normal values are emphasized. When abnormal findings occur, emphasis is placed on the following or more extensive testing to be ordered to aid in the diagnosis of pathologies.

Prerequisite: Laboratory Diagnosis I.

DIAG 640 – CLINICAL DIAGNOSIS AND CASE MANAGEMENT II**48 HOURS**

This 48 hour course focuses on assessment, diagnosis, and appropriate management of patient cases that include multiple conditions, risk factors and/or psychosocial disorders. All elements of doctor-patient interaction are reviewed and discussed including history taking, physical examination, diagnostic studies, development of a diagnosis and determination and implementation of an appropriate management plan. Students apply their knowledge through the use of case study instruction. *Prerequisite: Clinical Case Management I - Visceral*

DIAG 712 – DERMATOLOGY/TOXICOLOGY**36 HOURS**

This 36-hour lecture course is a review of the anatomy and physiology of the skin and of the clinical presentation, diagnosis and treatment of dermatological conditions including infections, allergic reactions, tumors and a variety of skin lesions, with close attention their relationship to other body malfunctions. The course also focuses on deleterious chemical compounds including drug compounds, the classification of various poisons by their symptomatology, antidotes and immediate case management. The toxic effects and risks of alcohol, cigarettes, drugs and narcotics are discussed.

Prerequisite: Anatomy II.

DIAG 713 - CLINICAL CASE MANAGEMENT I**48 HOURS**

This 48 hour course focuses on assessment, diagnosis, and appropriate management of patient cases that include multiple conditions, risk factors and/or psychosocial disorders. All elements of doctor-patient interaction are reviewed and discussed including history taking, physical examination, diagnostic studies, development of a diagnosis and determination and implementation of an appropriate management plan. Students apply their knowledge through the use of case study instruction. *Prerequisite: Pre-clinic and Student Clinic.*

DIAG 714 – DIAGNOSIS REVIEW I**36 HOURS**

This discussion lab (36) provides a review and integration of all diagnosis courses utilizing case study instruction with particular emphasis on developing appropriate case management plans.

Prerequisite: Clinical Reasoning

DIAG 720 – PEDIATRICS/GERIATRICS**48 HOURS**

This 48-hour lecture/demonstration (36/12) course focuses on normal and abnormal human development during the early and later stages of life. The course covers the developmental milestones of childhood. The course considers common disorders of infancy, childhood, adolescence and of the aged including consideration of the physical and psychological needs of each age group. Particular emphasis is placed on the unique presentations involved in the chiropractic care of children and the aged. Required off campus interactive events are scheduled to provide experience with interaction with the elderly. *Prerequisite: Nutrition, Endocrine and Reproductive Physiology and Spinal Biodynamics II.*

DIAG 722 – PUBLIC HEALTH AND WELLNESS**48 HOURS**

This course assists the student in the application of public health concepts, tools and behaviors in chiropractic practice. The emphasis is on disease prevention and health promotion in the chiropractic practice, and at the local community, state and national levels.

DIAG 724 – CLINICAL CASE MANAGEMENT II**48 HOURS**

This 48 hour course focuses on assessment, diagnosis, and appropriate management of patient cases that include multiple conditions, risk factors and/or psychosocial disorders. All elements of doctor-patient interaction are reviewed and discussed including history taking, physical examination, diagnostic studies, development of a diagnosis and determination and implementation of an appropriate management plan. Students apply their knowledge through the use of case study instruction. *Prerequisite: Clinical Case Management I*

DIAG 730 CLINICAL CASE MANAGEMENT III**48 HOURS**

This 48 hour course focuses on assessment, diagnosis, and appropriate management of patient cases that include multiple conditions, risk factors and/or psychosocial disorders. All elements of doctor-patient interaction are reviewed and discussed including history taking, physical examination, diagnostic studies, development of a diagnosis and determination and implementation of an appropriate management plan. Students apply their knowledge through the use of case study instruction. *Prerequisite: Clinical Case Management II.*

DIAG 741 CLINICAL CASE MANAGEMENT IV**48 HOURS**

This 48 hour course focuses on assessment, diagnosis, and appropriate management of patient cases that include multiple conditions, risk factors and/or psychosocial disorders. All elements of doctor-patient interaction are reviewed and discussed including history taking, physical examination, diagnostic studies, development of a diagnosis and determination and implementation of an appropriate management plan. Students apply their knowledge through the use of case study instruction. *Prerequisite: Clinical Case Management III - Trunk.*

DIAG 810 – PELVIC AND PROSTATE EXAMINATIONS**12 HOURS ELECTIVE**

This 12-hour elective laboratory course is designed to prepare the student to perform pelvic and prostate examinations and to recognize abnormal findings. Proper examination techniques, positioning and the maintenance of patient modesty will be discussed and practiced. *Prerequisites: Physical Examination II and Obstetrics/Gynecology.*

DIAG 816 – PASSIVE REHABILITATION**60 HOURS ELECTIVE**

This is an introductory lecture/lab (3/2) course in physiotherapy covering theories, principles, and the use of standard physiotherapy equipment used in treatment protocols and care plans. It is designed to allow the student to develop working knowledge of the physics and function of the equipment as well as the physiological effects, indications and contraindications for each of the modalities. Lab exercises will allow the student to perform actual therapeutic protocols. Case based instruction will aid in the development of the clinical reasoning skills needed for treatment plans. *Prerequisites: Anatomy I, II and III, Neuroanatomy I and II, X-ray Physics, Hard Tissue X-ray Pathology and Orthopedics.*

DIAG 818 – ACTIVE REHABILITATION**60 HOURS ELECTIVE**

This lecture/lab (3/2) course incorporates the understanding of the therapeutic modalities covered in Therapeutic Modalities I into a clinical setting. The course adds rehabilitation aspects to augment various treatment care programs. Topics covered in this course include basic aspects of fitness, static and dynamic postural analysis, stretching and strengthening exercise regimes and soft tissue techniques; Equipment utilized in this course includes gym balls, wobble boards, traction devices, braces and supports. Laboratory exercises in this course will enable the student to use all modalities and techniques in care plans for various musculoskeletal conditions. *Prerequisites: Anatomy I, II and III, Neuroanatomy I and II, X-ray Physics, Hard Tissue X-ray Pathology, Orthopedics.*

PATHOLOGY, MICROBIOLOGY AND PUBLIC HEALTH

PAPH 510 – TERMINOLOGY AND STUDY SKILLS

12 HOURS

This 12-hour lecture/laboratory course assists the new chiropractic student by providing a directed study of health care terminology necessary for success in the doctor of chiropractic degree program.

PAPH 520 – MICROBIOLOGY I

48 HOURS

This 48-hour in-depth lecture/laboratory (36/12) course presents modern concepts of the role of bacteria in ecological and biological cycles and the influence of bacteria on the healthy and the disordered body. Immunological concepts and the role of the immune system in disease processes are presented. *Prerequisite: Biochemistry I and Biochemistry II.*

PAPH 530 – ABNORMAL PSYCHOLOGY

24 HOURS

This lecture/discussion course is designed to familiarize students with basic issues related to psychological disorders and with appropriate responses by non-mental health professionals when working with clients with possible psychological disorders.

PAPH 542 – MICROBIOLOGY II

60 HOURS

This lecture/laboratory course is a continuation of PAPH 520 Microbiology I. Emphasis is placed on pathogenic microbes and includes a systematic study of parasites, vectors, fomites, microbial life cycles, and the relationship between common pathogens and their hosts. Laboratory instruction, which stresses the observation and identification of clinically significant microbes, accompanies this course. *Prerequisite: Microbiology I.*

PAPH 544 – MICROPATHOLOGY

48 HOURS

This 48-hour lecture course covers the principles of morbid anatomy, including cellular morphology, inflammatory changes, various types of degeneration, atrophy, necrosis, thrombosis, gangrene, repair and healing, the internal fluid environment, hemorrhage, shock and postmortem changes. *Prerequisite: Microbiology II or corequisite.*

PAPH 710 – OBSTETRICS/GYNECOLOGY

36 HOURS

This 36-hour lecture course covers human gestation from conception through parturition. It includes a study of physiological considerations concerning the expectant mother and fetus relative to spinal care, preparation for delivery and postnatal care of the infant. The course includes a study of the common physical problems, risks and disorders of conception, pregnancy and the postpartum period. A review of the anatomy, physiology and pathology of the female reproductive organs, and changes during puberty and menopause, are also included. *Prerequisite: Physical Examination II.*

PHILOSOPHY

PHIL 511 – PHILOSOPHY I

48 HOURS

This 48-hour lecture/discussion course will look at how an individual compiles a worldview and further enable the student to examine his/her own worldview. The differences between inductive and deductive reasoning and the appropriateness of each in the understanding of the principles of chiropractic philosophy and their correlation to health care will also be discussed. The Simple Cycle will be studied as a philosophic model to understand the meaning of life and health in the chiropractic worldview. The course will then examine the educated mind/brain, its interaction with the innate mind/brain and its influence on health care decisions. The role of the chiropractor as it pertains to hygiene will be studied to help the student understand the role of chiropractic in the health care arena and the philosophy of Sherman College of Chiropractic.

PHIL 521 – HISTORY OF CHIROPRACTIC

24 HOURS

This 24-hour lecture/discussion course is designed to provide historical information about the scientific, philosophical, clinical, political, sociological and educational development of the chiropractic profession.

PHIL 523 – PHILOSOPHY II

36 HOURS

This 36-hour lecture/discussion course is a continuation of Philosophy I. The nature, role and topics of chiropractic philosophy are reviewed, including the relationship of philosophy to science, art and the chiropractic profession. Emphasis is placed on the investigation of vitalism as a basis for the major premise of chiropractic. The fundamental assumptions, principles, concepts and terms of the philosophy of chiropractic are presented.

Prerequisite: Philosophy I.

PHIL 530 – PHILOSOPHY III

24 HOURS

This 24-hour lecture/discussion course is a continuation of Philosophy II. The course covers the principles of the chiropractic profession, as they are derived from chiropractic philosophy, the profession's practice objective as it is derived from its central area of interest, and the criteria of patient safety. Health enhancement versus disease treatment is discussed relative to the role of a doctor of chiropractic as a primary health care provider. The course also focuses on the vertebral subluxation, as the central area of interest in chiropractic, including its definition, what it entails, what it does not include and various other considerations. *Prerequisite: Philosophy II.*

PHIL 612 – UPPER CERVICAL RATIONALE

24 HOURS

This 24-hour Lecture course details the philosophical and physiological rationales for a specific focus on upper cervical subluxation correction. *Prerequisite: Philosophy III.*

PHIL 642– PATIENT EDUCATION

36 HOURS

This 36-hour lecture/participation course is designed to study and apply verbal and non-verbal communication techniques. Student oral presentations with instructor and peer critique are utilized to give provide students with practical experience in educating the public about the benefits of chiropractic care. Students are expected to prepare a chiropractic health presentation to be delivered the Health Center patients. *Prerequisite: Philosophy III.*

PHIL 710 – SUBLUXATION THEORIES 48 HOURS

This 48-hour lecture/discussion course is concerned with vertebral subluxation and the various hypotheses that have been proposed to support its existence. The course includes a thorough review of both past and present scientific research literature to broaden student understanding of scientifically based chiropractic theories. *Prerequisites: Philosophy II, Neuro and Muscle Physiology and Neuropathophysiology.*

PHIL 740 – MEDIA COMMUNICATIONS 48 HOURS

This 48-hour lecture/participation explores effective means of communication develop the skills needed to communicate chiropractic principles effectively and accurately, utilizing all forms of media, including newspaper, radio, television and Internet. *Prerequisite: Philosophy III.*



PHYSIOLOGY AND CHEMISTRY

PHCH 510 – BIOCHEMISTRY I

48 HOURS

This is a 48-hour lecture/directed learning course designed to introduce the student to the four principal types of biomolecules: carbohydrates, proteins, lipids and nucleic acids and polymers derived from them. Their contribution to the structure and function of the cell are discussed. Basic thermodynamic and enzymatic theories will be introduced. General principles of biochemical pathway flux and regulation will be discussed in readiness for Biochemistry II.

PHCH 520 – BIOCHEMISTRY II

48 HOURS

Biochemistry II builds upon the foundation of knowledge and concepts laid down in Biochemistry I. This course presents the central catabolic and anabolic pathways of the cell. Particular attention is given to pathway regulation and integration so that the student develops an appreciation of the metabolic logic of living organisms. The hormonal regulation of metabolism is also emphasized. Specific metabolic functions of vitamins and minerals, aspects of digestive physiology and core nutritional concepts are also discussed. *Prerequisite: Biochemistry I.*

PHCH 614– CARDIO PULMONARY PHYSIOLOGY

48 HOURS

This 48-hour lecture course will present the normal physiologic function of the respiratory system (breathing, ventilation and gas exchange), cardiovascular system, and the body's response to exercise stress. *Prerequisite: Anatomy I and II with labs.*

PHCH 531 – NUTRITION

48 HOURS

This 48-hour lecture course is a study of the major categories of food and their utilization by the body. The chemistry of vitamins and minerals is studied along with their biochemical relationship to enzymes. Nutritional deficiency disorders and suboptimal levels of nutrients are discussed. This course includes case-study. *Prerequisite: Biochemistry II.*

PHCH 610 – NEURO AND MUSCLE PHYSIOLOGY

72 HOURS

This in-depth 72-hour lecture course is concerned with the properties and functions of the central and peripheral nerve system and a thorough study of the neurophysiology of muscle. It examines the physical properties of the nerve impulse, the chemical neurotransmitters, the functions of the different parts of the brain and spinal cord, the neural pathways involved in various brain functions and the neural control of body functions. *Prerequisites: Fluids, Renal and Pulmonary Physiology and Neuroanatomy II.*

PHCH 612 – NEUROPATHOPHYSIOLOGY

36 HOURS

This 36-hour lecture course follows Neuro and Muscle Physiology and focuses on neural function in an integrated approach and providing focused study of neuropathophysiology through case presentations. *Prerequisites: Fluids, Renal and Pulmonary Physiology and Neuroanatomy II.*

PHCH 616 – CARDIOVASCULAR PHYSIOLOGY

48 HOURS

This 48-hour lecture/lab course covers the functions of the gastrointestinal and renal system. *Prerequisite: Nutrition; Co requisites: Neuro and Muscle Physiology.*

PHCH 620 – ENDOCRINE AND REPRODUCTIVE PHYSIOLOGY

60 HOURS

This 60-hour comprehensive lecture course covers the normal function of endocrine tissues including human hormonal control systems, the functions of individual hormones and their interactions, and reproductive physiology. The course also introduces a variety of disease states that affect these endocrine tissues. *Prerequisites: Fluids, Renal and Pulmonary Physiology, Biochemistry II and Neuro and Muscle Physiology*



RADIOLOGY

RADI 633 – X-RAY PHYSICS

24 HOURS

This 24-hour lecture/demonstration course addresses the uses and dangers of ionizing radiation. An in-depth study of the physics involved in the production of x-rays, their properties, and interactions with matter is presented. Basic x-ray machine operation, developing procedures and procedures to minimize radiation to the patient are also covered.

RADI 542 - RADIOGRAPHIC ANATOMY

48 HOURS

This 48-hour lecture/laboratory (12/36) course introduces the student to identify anatomical structures as viewed on plain film radiographs. Normal spinal structures are thoroughly studied in preparation for other x-ray courses in the curriculum. *Prerequisite: Spinal Biodynamics I.*

RADI 610 – TUMORS AND ARTHRITIS

48 HOURS

This 48-hour lecture course is a study of benign and malignant neoplasms, including their identification on radiograph, classification, gross and micro pathology considerations, clinical and laboratory diagnosis procedures, frequency of occurrence, and indication of onset. The arthritides are covered, including the major articular disease processes, causes, associated pathologic changes, frequency, onset and radiological and laboratory diagnostic procedures. *Prerequisites: Radiographic Anatomy and X-Ray Physics.*

RADI 612 – RADIOGRAPHIC ANALYSIS I

48 HOURS

This 48-hour lecture/laboratory (12/48) course is designed to instruct the student in visual analysis, line analysis and neural canal studies, and to correlate these with spinal biodynamics and malformations in order to obtain accurate listings of vertebral misalignments in the cervical spine. *Prerequisites: Radiographic Anatomy and X-Ray Physics.*

RADI 620 – HARD TISSUE X-RAY PATHOLOGY

60 HOURS

This 60-hour lecture/laboratory (36/36) course focuses on the recognition and interpretation of pathology as presented on radiographs. The course is designed to aid the student in learning to recognize deviations from norms which constitute possible pathological conditions and/or contraindications for the use of certain chiropractic adjustive techniques. Advanced imaging procedures are introduced including CT and MRI. *Prerequisites: Tumors and Arthritis and X-Ray Physics.*

RADI 643 – THORACIC-LUMBO-PELVIC X-RAY POSITIONING

36 HOURS

This 36 hour x-ray positioning course teaches the student practical procedures necessary to obtain analytical quality chiropractic x-rays of the thoracic and lumbar spine. Images include lateral and a-p thoracic, lateral and a-p lumbo, pelvic, posterior lumbar obliques, lateral lumbar flexion/extension images, a-p thoraco-lumbar, and a-p pelvic image. Didactic information will be covered in the classroom through lecture, power point presentations, and power point videos for each image. This information can also be accessed through Blackboard. Practical application of each image will occur in the x-ray rooms. *Prerequisites: Radiographic Anatomy and X-ray Physics.*

RADI 634 – CERVICAL SPINE X-RAY POSITIONING

48 HOURS

This 48-hour lecture/laboratory course (6/54) is designed to teach the student those practical procedures necessary to obtain analytical quality x-rays of the cervical spine including lateral cervical, APOM, Nasium, BP, AP lower cervical, cervical obliques and cervical flexion/extension views. The laboratory portion includes operation of equipment, patient positioning, and determination of appropriate technique settings. Students are required to practice in each of the three x-ray rooms. Additional practice time each week is available through Radiology Lab. *Prerequisites: Radiographic Anatomy and X-ray Physics.*

RADI 640 – RADIOGRAPHIC ANALYSIS II

48 HOURS

This 48-hour lecture/laboratory (12/48) course is designed to instruct the student in visual and line analysis studies utilizing radiographs of the lower cervical, thoracic and lumbo-pelvic spine. Spinal biomechanics and malformations are discussed and correlated, enabling the student to develop accurate listings of vertebral misalignments in the lower cervical, thoracic and lumbo-pelvic spine. *Prerequisites: Radiographic Anatomy and X-ray Physics.*

RADI 642 – SOFT TISSUE X-RAY PATHOLOGY

48 HOURS

This 48-hour lecture/laboratory (24/24) course deals with the diagnostic interpretation of radiographs of the various systems and organs of the body. Soft tissue pathology is studied using x-ray and contrast media studies. It is designed to familiarize the student with soft tissue diagnostic techniques and procedures involved in patient safety, assessment and referral. Advanced imaging procedures are introduced including CT and MRI. *Prerequisites: X-ray Physics and Tumors and Arthritis.*

RADI 710 – X-RAY LAB**24 HOURS**

This 24-hour laboratory and review course requires the student to apply x-ray analysis and reading skills through directed practice requiring the integration of knowledge and skills achieved in all of the preceding x-ray courses. In addition, the course provides the student with a practical opportunity to work with varying x-ray factors to achieve optimum film quality. This course requires multiple radiology case studies. *Prerequisites: Soft Tissue X-Ray Pathology and Hard Tissue X-Ray Pathology.*

RADI 720 – X-RAY REVIEW**48 HOURS**

This 48-hour lecture/laboratory (12/36) course is designed to review material the previous soft and hard tissue x-ray courses and to practice pathology recognition in preparation for licensing examination. *Prerequisites: X-Ray Lab and Clinical Reasoning.*

RADI 722 – EXTREMITY X-RAY POSITIONING III**12 HOURS**

This 12-hour lecture/laboratory (4/8) course focuses on proper patient positioning procedures for upper and lower extremity radiographs and other specialized views. The course reviews normal anatomy, normal variants and anomalies. *Prerequisites: Radiographic Anatomy and X-ray Physics.*

RADI 810 – BLAIR X-RAY ANALYSIS**60 HOURS ELECTIVE**

This 60-hour lecture/laboratory (30/30) course provides a basic understanding of the Blair chiropractic technique concept of occipito-atlanto-axial misalignment. The use of protracto and stereo x-ray views is studied. The student is taught how to mark base posterior views. Proper patient x-ray positioning will be demonstrated and practiced. *Prerequisite: Student Clinic.*

RADI 812 – APPLICATIONS OF CLINICAL RADIOLOGY**48 HOURS ELECTIVE**

This lecture/laboratory course is designed to instruct the student in the integration and application of comprehensive radiology information in a practical setting. This course will provide the student with the opportunity to gain advanced knowledge, skills and practical experience in x-ray procedures. This course is specifically designed to prepare the student to function as an XRI under reduced supervision.” *Prerequisites: X-ray Positioning I, X-ray Positioning II.*

RESEARCH

RSCH 720 – RESEARCH DESIGN METHODS

24 HOURS

This 24 hour class will introduce the student to different types of published research (research article, literature review, case study) and methods for accessing research via hardcopy and electronic resources, and will explore the importance of peer-reviewed publications. Students will critically read research articles, case studies and literature reviews and analyze the strengths and weaknesses of each. Students will participate in the research process by writing a case study on a current patient in the Health Center.

Prerequisite: Clinic III

RSCH 812 – SENIOR PROJECT

MINIMUM 60 HOURS ELECTIVE

Senior Project is available to students in Clinic III or above with a GPA of 2.5 or higher. The course provides the student with an opportunity to apply the knowledge, skills and attitudes obtained during chiropractic studies in the creation of an original work of value to the profession. The student, under the direct supervision of a faculty advisor, will plan, implement and evaluate a project that provides a service to the profession, the community or the college. A student wishing to complete a senior project for credit must obtain and complete an application from the Office of Academic Affairs. The Senior Project Committee, a subcommittee of the Academic Affairs Committee, reviews all applications and determines the viability of the project and the assignment of clock hours for credit (maximum 96). The committee reviews the final report/creation and determines a final grade for the course. *Prerequisites: Research Design Methods and Clinic I.*

CHIROPRACTIC TECHNIQUE

INSTITUTIONAL POLICY ON TECHNIQUE

Chiropractic techniques and procedures are tools used in fulfilling the chiropractic objective of locating, analyzing and correcting vertebral subluxations.

Chiropractic techniques in the Sherman College program may be included in the “core” technique curriculum, if in the opinion of the faculty, they are useful in the location, analysis and correction of vertebral subluxations. The faculty will select techniques which will accommodate a majority of the student population, with considerations for size, strength and agility, as well as the stated chiropractic objective.

When technique packages contain procedures which are directed toward the location, analysis and correction of vertebral subluxations and also contain procedures directed toward other objectives, the faculty may select the appropriate procedures for inclusion in the program while omitting those procedures deemed inappropriate for inclusion.

The faculty may elect to present techniques and/or procedures which are incongruent with the technique objective of Sherman College if there is an overriding national objective dictating the necessity of inclusion in the program. In these instances, the material may be presented in a classroom setting for informational purposes and will not be included as approved procedures in the clinical setting.

CHIROPRACTIC TECHNIQUE

TECH 513 PALPATION I

48 HOURS

This 48-hour lecture/lab (8/40) course provides an introduction to the art and skill of palpation, specifically the development of palpatory examination skills for the identification of hard tissue spinal structures. The course also includes an introduction to gross spinal anatomy and the Sherman System of listings.

TECH 520 – SPINAL BIODYNAMICS I

48 HOURS

This 60-hour lecture course presents a study of the structural and functional anatomy of the spinal column and the individual vertebrae, considering similarities and differences between the various vertebrae from a chiropractic viewpoint. The course includes a detailed study of the classification of the joints of the spine, their respective articular surfaces and related ligaments as the required foundation for future courses in x-ray, palpation and adjusting technique. Spinal musculature, normal and abnormal postural conditions are considered. Spinal embryology and anomalies are introduced. Chiropractic technique fundamentals are considered in relation to typical and atypical vertebra, embryologic anomalies, articular orientation, ligamentous limits to motion, muscular attachments and nerve root positioning. X-ray analyses are considered in relation to segmental and regional structures of the spine, embryological anomalies, curves and curvatures, and articular orientation. Patient education is considered in relation to the functions of the spinal column as an organ including curves, nerve root and spinal cord structure and function, muscular attachments and subluxation theories. Students are required to demonstrate specific knowledge and understanding of the spine obtained through required research assignment. *Prerequisites: Palpation I. Corequisite: Anatomy II.*

TECH 524 – PALPATION II

36 HOURS

This 36-hour lecture/lab (6/30) course continues the physical conditioning necessary to develop the digital sensitization and muscle coordination required to motion palpate spinal structures. Kinematics of the spine and pelvis are introduced and evaluated. The course includes a review of the Sherman System of listings *Prerequisite: Palpation I*

TECH 525 – TOGGLE I

24 HOURS

This 24-hour lecture/lab course begins the physical conditioning necessary to develop proper muscle coordination used in the chiropractic technique courses taught by Sherman College.

TECH 534–PALPATION III

36 HOURS

This 36-hour lecture/lab (6/30) course develops student skill in all aspects of the palpatory examination of spinal structures. The course builds on motion and bony palpation skills learned in previous courses and integrate them with the addition of muscle palpation into a complete system of spinal assessment. Emphasis is placed on the identification of hard tissue structures as well as details of motion and muscle palpation methodology. An understanding of various listing systems

employed in chiropractic is reinforced through lecture and practical instruction. Relevant components of the spinal examination utilized in the Sherman College Chiropractic Health Center will also be introduced. *Prerequisite: Palpation II.*

TECH 535 TOGGLE II

24 HOURS

This 24-hour lecture/lab (4/20) course continues the physical conditioning necessary to develop the muscle coordination required to execute toggle recoil and other adjustive thrusts. *Prerequisite: Toggle I*

TECH 540 – SPINAL BIODYNAMICS II

48 HOURS

This lecture course designed to review the student's knowledge of spinal anatomy and to present the student with information concerning the physiology and biomechanics of the spine. The functioning of the normal spine is the main emphasis with some applicable consideration of pathological or traumatic physiology. It is important for the student to understand that this is not a course in chiropractic analysis or technique but contains material that will form part of the basis for the understanding and further study of chiropractic theories and science.

Prerequisites: Anatomy II and Palpation II, Spinal Biodynamics I or co-requisite.

TECH 613 – PATTERN ANALYSIS

24 HOURS

This 24-hour lecture/laboratory course presents the techniques for performing, recording and interpreting thermographic instrumentation readings. Practical work is conducted to establish and interpret neurological interference patterns and the correlation of other spinal examination findings to determine the presence of pattern.

Prerequisite: Philosophy II

TECH 542 – UPPER CERVICAL TECHNIQUE

48 HOURS

This 48-hour lecture/laboratory course covers knee-chest and side posture adjustment set-ups for the proper use of toggle recoil technique for upper cervical subluxation correction. Emphasis is placed on correct patient placement and doctor's stance. The correlation of x-ray and spinal examination findings to increase certainty in the determination of upper cervical listings is also stressed. *Prerequisite: Pattern Analysis and Upper Cervical Rationale.*

TECH 614 – FULL SPINE I

48 HOURS

This is a 48-hour lecture/lab (12/36) course in the understanding and application of cervical and cervico-thoracic adjusting technique including analysis, x-ray and palpation considerations. *Prerequisite: Spinal Biodynamics II.*

TECH 624 – FULL SPINE II

48 HOURS

This is a 48-hour lecture/lab (12/36) course in Full Spine adjusting methods, including analysis protocols and application, x-ray and palpation considerations. Students will develop skills in the application of specific adjusting methods for the cervical and thoraco-lumbar spine. The adjusting procedures presented are those practiced in the Sherman College Health Center. *Prerequisite: Spinal Biodynamics II.*

TECH 634 – FULL SPINE III

48 HOURS

This is a 48-hour lecture/lab (12/36) course in full spine adjusting methods, including analysis protocols and application, x-ray and palpation considerations. Students will develop skills in the application of specific adjusting methods for the pelvis. The adjusting procedures presented are those practiced in the Sherman College Health Center.

Prerequisite: Spinal Biodynamics II.

TECH 644 – SPINAL EXAMINATION REVIEW

24 HOURS

This 24-hour hands-on laboratory course focuses on developing the student's skills in performing effective and efficient spinal examinations through review and practice. The emphasis is placed on improving the student's examination precision, consistency and confidence. The course reviews all aspects of the spinal examination with additional emphasis on ranges of motion, posture and gait considerations. The student will learn to accurately and efficiently record spinal examination and other patient information utilizing Health Center forms. *Prerequisite: Instrumentation and Upper Cervical Rationale. Co-requisite: Pre Clinic*

TECH 710 – EXTRA SPINAL TECHNIQUE

36 HOURS

A 36-hour lecture/demonstration (12/24) course focuses on the assessment and adjustment protocols for upper and lower extremities with emphasis on knowledge and skills required for chiropractic proficiency examinations. *Prerequisite: Pre Clinic.*

TECH 810 – ATLAS ORTHOGONAL TECHNIQUE**60 HOURS ELECTIVE**

This lecture/laboratory course is designed to instruct the student in the precise x-ray placement, x-ray analysis and adjustment using the Atlas Orthogonal adjusting instrument. The objective of this technique is to enhance the students understanding of the upper cervical spine and its compensatory effect on the full spine as it relates to the chiropractic adjustment. *Prerequisites: Clinic I.*

TECH 812 – GONSTEAD TECHNIQUE**36 HOURS ELECTIVE**

This 36-hour lecture/laboratory (12/24) course provides students with more advanced study and application of Gonstead chiropractic technique. Students continue hands-on study and practice with x-ray analysis, instrumentation, palpation, table selection, patient positioning and adjustment set-ups. Students will develop skills in the specific application of Gonstead technique relative to adjusting procedures utilized in the Health Center. *Prerequisite: Clinic I.*

TECH 822 – ACTIVATOR TECHNIQUE**36 HOURS ELECTIVE**

This 36-hour elective lecture/laboratory (22/14) course introduces Activator Methods™ technique in the context of vertebral subluxation analysis and correction. Activator protocols will be integrated into the Sherman College system of pattern analysis and instruction will be presented in the use of the Activator instrument to provide the application of force necessary for the correction of vertebral subluxations. This introductory course is designed to supplement the student's general knowledge of percussive instrument procedures and does not provide the advanced skills development necessary for the inclusion of care and/or management of patients in the Health Center or Activator certification. *Prerequisite: Clinic I.*

TECH 816 – PEDIATRIC ADJUSTING TECHNIQUE**48 HOURS ELECTIVE**

This lecture/laboratory course (12/36) provides students with additional knowledge and skills for the analysis and correction of vertebral subluxations in children. This class includes specific adjusting procedures, examination techniques, history considerations, patient education, office set-up and philosophical applications. The laboratory portion of the course provides the student with hands-on practice in palpation, examination techniques and adjusting procedures. *Prerequisite: Clinic I.*

TECH 818 – BLAIR ANALYSIS AND ADJUSTING TECHNIQUE**36 HOURS ELECTIVE**

This 36-hour elective lecture/laboratory (8/28) course provides a basic understanding of the Blair primary adjusting concepts of occipito-atlanto-axial subluxation. Protracto and stereo x-ray views are incorporated. Blair x-ray analysis is utilized to determination specific Blair adjusting procedures. Students review the analysis for the presence of the neurological component of the vertebral subluxation and will utilize modified Prill examinations. *Prerequisites: Blair X-Ray Analysis and Clinic III.*

TECH 820 – SPINAL ILLUSTRATION**36 HOURS ELECTIVE**

This 36-hour lecture/practical course (6/30) provides a directed, artistic exploration of the structure of the spinal column in order to gain a clearer visual understanding of the structure and function of the spine. Students build upon their existing knowledge of the osseous spine, the spinal cord, spinal nerves, tendons, ligaments, etc., as they relate to vertebral subluxation and its correction. This course is intended to enhance the skills of the student in spinal analysis, recognizing various anomalous and pathological conditions and adjusting.



STANDARD SCHEDULE

FIRST QUARTER

Course #	Title	Credit Hrs.
ANAT 511	Anatomy I (AT) with Lab	108*
ANAT 513	Histology and Fund. Pathology	48**
BUSI 510	Ethics and Jurisprudence	36**
PAPH 510	Terminology / Study Skills	12*
PHCH 510	Biochemistry I	48*
PHIL 511	Philosophy I	48
TECH 513	Palpation I	48**
Total		348

SECOND QUARTER

Course #	Title	Credit Hrs.
ANAT 521	Anatomy II (HN) with Lab	108*
PAPH 520	Microbiology I	48*
PHCH 520	Biochemistry II	48*
PHIL 521	History of Chiropractic	24
PHIL 523	Philosophy II	36
TECH 520	Spinal Biodynamics I	48*
TECH 524	Palpation II	36**
TECH 525	Toggle I	24
Total		372

THIRD QUARTER

Course #	Title	Credit Hrs.
ANAT 531	Anatomy III (BE) with Lab	108*
ANAT 532	Neuroanatomy I	60*
PAPH 530	Abnormal Psychology	24**
PHCH 531	Nutrition	48*
PHCH 536	GI / Renal Physiology	48*
PHIL 530	Philosophy III	24
TECH 534	Palpation III	36**
TECH 535	Toggle II	24
Total		372

FOURTH QUARTER

Course #	Title	Credit Hrs.
ANAT 540	Neuroanatomy II	108*
DIAG 540	Case History	24**
PAPH 542	Microbiology II	60*
PAPH 544	Micropathology	48*
RADI 542	Radiographic Anatomy	48**
TECH 540	Spinal Biodynamics II	48**
TECH 542	Upper Cervical Technique	48
Total		384

FIFTH QUARTER

Course #	Title	Credit Hrs.
DIAG 613	Clinical Dx and Case Mgmt I	36**
PHCH 610	Neuro & Muscle Physiology	72*
PHCH 612	Neuropathophysiology	36*
PHCH 614	Cardiopulmonary Physiology	48*
PHIL 612	Upper Cervical Rationale	24
RADI 610	Tumors / Arthritis	48**
RADI 612	X-Ray Analysis I	48
TECH 613	Pattern Analysis	24
TECH 614	Full Spine I	48**
Total		384

SIXTH QUARTER

Course #	Title	Credit Hrs.
DIAG 621	Ortho-Neuro I	60**
DIAG 622	Lab Diagnosis I	60**
DIAG 623	Physical Exam I	48**
PHCH 620	Endocrine and Reproduction	60*
RADI 620	Hard Tissue Pathology	60**
TECH 624	Full Spine II	48**
Total		336

SEVENTH QUARTER

Course #	Title	Credit Hrs.
DIAG 632	Cardio Diagnosis	48**
DIAG 633	Ortho-Neuro II	60**
DIAG 634	Physical Exam II	48**
DIAG 636	Lab Diagnosis II	60**
RADI 633	X-Ray Physics	24*
RADI 634	Cervical Spine X-Ray Positioning	48**
TECH 634	Full Spine III	48**
Total		336

EIGHTH QUARTER

Course #	Title	Credit Hrs.
CLIN 640	Clinical Reasoning	36**
CLIN 642	Pre-Clinic	36
CLIN 644	Entrance Exam	36
DIAG 640	Clinical Dx and Case Mgmt II	36**
PHIL 642	Patient Education	36
RADI 640	X-Ray Analysis II	48
RADI 642	Soft Tissue Pathology	48**
RADI 643	TLP X-Ray Positioning	36**
TECH 644	Spinal Exam Review	24
Total		336

Courses in Quarters 1 – 7 are prerequisites to Pre-Clinic.

Courses in Quarter 8 are prerequisite to Student Clinic.

NINTH QUARTER

Course #	Title	Credit Hrs.
CLIN 716	Emergency Procedures & BBP	48**
CLIN 718	Student Clinic	48
DIAG 712	Dermatology / Toxicology	36**
DIAG 713	Clinical Case Mgmt I (Visceral)	48***
DIAG 714	Diagnosis Review I	36***
PAPH 710	Ob / Gyn	36**
PHIL 710	Subluxation Theories	48**
RADI 710	X-Ray Lab	24***
TECH 710	Extra Spinal Technique	36
Total		360

TENTH QUARTER

Course #	Title	Credit Hrs.
CLIN 722	Clinic I	120
DIAG 720	Pediatrics / Geriatrics	48**
DIAG 722	Public Health and Wellness	48**
DIAG 724	Clinical Case Mgmt II (HN)	48***
RADI 720	X-Ray Review	48**
RADI 722	X-Ray Positioning III	12
Total		324

ELEVENTH QUARTER

Course #	Title	Credit Hrs.
BUSI 730	Practice Management	36
BUSI 732	Automated Office Procedures	24
CLIN 730	Clinic II	204
DIAG 730	Clinical Case Mgmt III (Trunk)	48***
Total		312

TWELFTH QUARTER

Course #	Title	Credit Hrs.
CLIN 740	Clinic III	204
DIAG 741	Clinical Case Mgmt IV (Extremities)	48***
DIAG 742	Diagnosis Review II	48***
PHIL 740	Communications	48
Total		348

THIRTEENTH QUARTER

Course #	Title	Credit Hrs.
CLIN 750	Clinic IV	240
CLIN 752	Exit Exam	48
RSCH 750	Research Design Methods	24
Total		312

FOURTEENTH QUARTER

Course #	Title	Credit Hrs.
CLIN 810	Clinic V	240E
CLIN 830	Senior Intern	264E
RSCH 810	Research Thesis II	264E
Total		E

* COURSE REQUIRED FOR NBCE PART I

** COURSE REQUIRED FOR NBCE PART II

*** COURSE REQUIRED FOR NBCE PART III

8TH QUARTER COURSES AND OFF-CAMPUS PT COURSE REQUIRED FOR NBCE PT

NOTE: The college reserves the right to modify this schedule as necessary.

4752 TOTAL HOURS

The quarterly course schedule for doctor of chiropractic degree students is predetermined and must be completed in the proper sequence. The college reserves the right to modify this schedule as necessary. Students whose schedules must be altered for personal or academic reasons will be placed on special schedule, which will result in the postponement of graduation.



CONTINUING EDUCATION

“Education should be the process of helping every person to discover his/her uniqueness, to teach him/her how to develop that uniqueness, and then to show him/her how to share it because that’s the only reason for having anything.”

PURPOSE

The purpose of continuing education is to further the graduate chiropractor’s knowledge in the areas of basic sciences, clinical arts, case management, philosophy and research. Guided by the institutional objectives, postdoctoral programs, seminars and workshops are offered both on and off campus.

COURSES FOR SIGNIFICANT OTHERS

Husbands, wives, partners and significant others of students are urged to learn as much as possible about chiropractic philosophy and other aspects of the profession. The college encourages spouses to participate in activities of the college and profession and to enroll in special courses and seminars that are offered for this purpose.

CONTINUING EDUCATION WORKSHOPS FOR LICENSE RENEWAL

The college offers postdoctoral programs and seminars for the purpose of license renewal in most states. The programs are conducted by Sherman College faculty and other well-known and respected chiropractors and extension faculty.

CONTINUING EDUCATION UNITS (CEUs)

Continuing education units are awarded for participation in non-credit courses and seminars. One CEU is equal to ten contact hours.

LYCEUM

“Contagious enthusiasm, like a master candle lit with fire, can spark light into others and set them aglow.”

SHERMAN COLLEGE LYCEUM

To the many people who are responsible for making Sherman College what it is today, chiropractic is more than just a profession. It is a positive way of life. Each year, hundreds of chiropractors, their families, students and other interested people gather on the campus for a celebration of this way of life. The Sherman College Lyceum is a time for learning, thinking, exchanging thoughts and ideas, and renewing friendships. Perhaps as much as anything else, it is a time for further study of the philosophy and principles that have earned chiropractic the important role it enjoys in society today.

The lyceum concept had its origins in ancient Greece, when scientists, students, philosophers and scholars met to share ideas and to study under Aristotle. They returned each year to the traditional home of philosophy, which stood in the shadow of the Lykeion, the temple of Apollo, for which Lyceum is named.

The lyceum concept next appeared in 19th century America where it provided adult education and a forum for discussions on such social reforms as libraries, museums and schools. Prominent people such as Daniel Webster, Ralph Waldo Emerson and Susan B. Anthony lectured at lyceums. At the height of the movement, some 3,000 lyceums educated and enlightened the American public. After the Civil War, the lyceum idea merged with the Chautaugua movement.

The lyceum concept surfaced again in the early 1900s thanks to Dr. B.J. Palmer, the developer of chiropractic. Each year, as many as 8,000 people came to the Iowa chiropractic college founded by B.J.'s father, Dr. D.D. Palmer. With the death of B.J. Palmer in 1961, lyceum ceased. While there were still college homecomings and various educational seminars, none of them captured the intent or spirit of Palmer's annual celebration in Davenport, Iowa.

In 1974, when Sherman College was in its first year of existence, the tradition was revived. To this day, people from all over the world gather for technical and scientific sessions, as well as philosophical lectures. Lyceum is an invigorating experience for those at the college and for the hundreds of people who attend each spring. It is as meaningful as it is stimulating, and it offers the best in educational seminars, workshops and motivational speakers.

Lyceum is a popular part of the campus experience of Sherman College students. It offers them a look at the state of the art, its basis, and the prospects for the future of that art. At no cost, students can attend the workshops and seminars and listen to the speakers who are a part of the event. Fellowship with practicing chiropractors allows students to gain valuable insight into their chosen profession.

Socializing, entertainment and special activities round out the Lyceum experience. Everyone enjoys and benefits from Lyceum ... socially, educationally and professionally.

RESEARCH

“Let him who would move the world first move himself.”
— Socrates

PROGRAMS

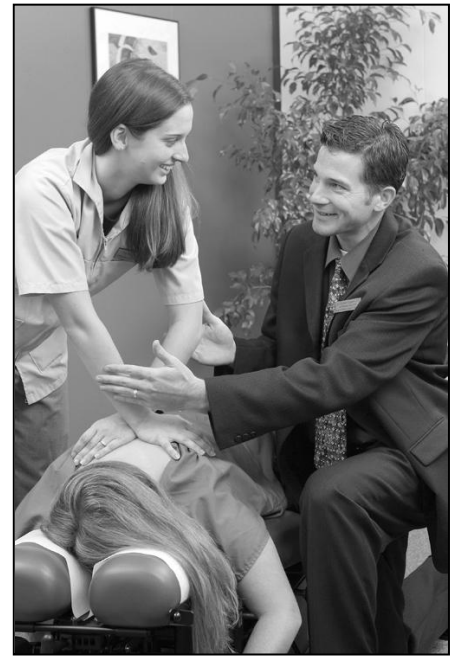
The importance of continuing research has been well documented in many disciplines. As the body of information regarding the efficacy of chiropractic care accumulates, it becomes necessary to validate its constructs through scientific observation, analysis and publication.

The department is committed to support and produce research and scholarly activities that contribute to the body of knowledge on chiropractic education, clinical knowledge, health care and the theoretical constructs of vertebral subluxation.

Objectives of the research department include the following:

- To develop outcome assessments suitable to measure the effects of chiropractic care.
- To validate and determine the reliability of various techniques used in the analysis and correction of vertebral subluxations.
- To teach students to read and interpret scientific literature.
- To provide continuing education to college constituencies through seminars, workshops and exhibits.
- To seek external support for its activities through gifts, grants and contracts.

In order to realize its objectives, the research department is actively engaged in ongoing research projects. An emphasis is placed on questions directly related to the delivery of chiropractic care, including analysis, interpretation, adjusting procedures, and safety issues. The department is also concerned with improving the educational process. Research courses are offered to instruct students in standard techniques of research methodology and critical appraisal of the literature. Additional elective courses are offered to encourage students to conduct short- and long-term research projects. The research department has available positions for student research assistants who aid in project development and data collection.



TRUSTEES, ADMINISTRATION, FACULTY, STAFF

“When we build . . . let it not be for personal delights nor for present use alone. Let it be such work as our descendants will thank us for, and let us think . . . that a time is to come when these stones will be held sacred because our hands have touched them, and that men will say as they look upon the labor, and the wrought substance of them, ‘See! This our fathers did for us.’” — John Ruskin

SHERMAN COLLEGE BOARD OF TRUSTEES

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Anthony C. Duke, Ph.D.
Interim Dean of Basic Sciences

LaShanda Hutto Harris, M.S.W.
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Robert L. Irwin, D.C.
Vice President for Academic Affairs

Pengju (George) Luo, M.D., Ph.D.
Director of Research

Timothy D. Revels, B.S., C.P.A.
Vice President for Business and Finance

Keith Henry, D.C.
Dean of Clinics

SUPPORT STAFF

Charlotte BabbWebmaster/Social Networks Manager
 Diane BlackwellAdministrative Assistant to the Director of Financial Aid and the Registrar
 Jaime Browning.....Director of the ROAR program of Enrollment Services
 Lafayette Briggs, D.C..... Research Associate
 Shirlene BurnsedCoordinator, Health Center Reception
 Sarah Bush Assistant Director of Alumni Relations
 Pat CalhounAdministrative Assistant, Academic Affairs
 Tina Casey.....Director of Human Resources
 Manuel Correa, B.S..... Director of Information Services
 Beth Dalton, B.A., C.P.A. Director of Finance
 Sherry Eubanks. AR / AP Accountant
 Kenneth Gilbert Maintenance Assistant
 Monte Guffey, Jr.Groundskeeper
 Bill Johnson..... Maintenance Assistant
 Amilliah Kenya , B.Ed., D.C, M.S. Student Success Department Chair
 Crissy Lewis, M.L.I.S. Director of Learning Resources
 John R. Marro, B.S..... Director of Maintenance and Security
 Abbie MolnarSpine Dining Café Manager
 Carmen Parker.....Coordinator, Health Center Record Department
 Melody Sabin, B.A.....Registrar
 Karen Brower Rhodes, M.B.A. Director of Public Relations
 Marggi Roldan, B.A.Director of Alumni Relations
 Missy Sandor.....Director of Continuing Education
 Joanne Shaw..... Health Center Record Associate
 Kristy Shepherd, B.S.....Director of Admissions
 Patti Thomas.....Administrative Assistant, Institutional Advancement
 Roberta Thomas Executive Administrative Assistant to the President
 Angela Thrift, B.A. Bookstore and Mailroom Manager
 Vacant Director of Planning and Assessment
 Kathy Wilson, A.B.Acc..... Director of Financial Aid
 Daria Winnicka Admission Representative

CLASSROOM AND HEALTH CENTER FACULTY

George Auger Instructor Clinical Sciences	B.S. D.C.	Geneva College Sherman College	1987 1993
Carolyn Best Lab Instructor, Basic Sciences	B.S. M.T.	Lycoming College Williamsport Hospital School of Medicine	1974 1974
Susan Boger-Wakeman Associate Professor, Basic Sciences	B.S. M.S. Ph.D. R.D., L.D.N.	Purdue University University of Wisconsin-Stout Kansas State University	1992 1993 1999 1993
Ron Castellucci Associate Professor, Clinical Sciences	A.S. B.S. D.C.	Nassau Community College SUNY Logan Chiropractic College	1984 1996 1988
William M. Decken Philosophy Department Chair; Associate Professor, Clinical Sciences	B.A. D.C. LCP (Hon)	Marist College Sherman College Palmer College	1979 1986 2004
Rochelle Delain Assistant Professor, Clinical Sciences,	D.C. B.S.	Sherman College Excelsior College	1992 2006
Joseph J. Donofrio Dean of Clinical Sciences; Technique Department Chair; Associate Professor, Clinical Sciences	D.C.	Sherman College	1994
Anthony C. Duke Interim Dean, Basic Sciences Professor, Basic Sciences	B.A. M.A. Ph.D.	Einsham University Cleveland State University Michigan State University	1968 1971 1977
William E. Fehl Associate Professor, Clinical Sciences	B.S. D.C.	Excelsior College Sherman College	2003 1983

Cynthia B. Gibbon Professor, Basic/Clinical Sciences, Health Center	B.A.	Elmira College	1970
	M.T.	Mountainside Hosp.	1972
	D.C.	Sherman College	1991
Laura R. Greene-Orndorff Radiology Department Chair; Professor, Clinical Sciences, Health Center	R.T.	Mercy Hospital School of Radiology	1990
	A.S.	Pennsylvania State University	1990
	B.S.	Regents College	1999
	D.C.	Sherman College	1995
John F. Hart Assistant Director of Research Associate Professor, Clinical Sciences	D.C.	Palmer College	1981
	M.H.S.	Nova Southeastern University	2006
Keith Henry Dean of Clinics	A.A.	West Los Angeles College	1978
	B.S.	California Polytechnic State University	1981
	D.C.	Cleveland Chiropractic College of LA	1996
Maxim Ivanov Assistant Professor, Basic Sciences	M.D.	Tver State Medical Academy	1997
Stephanie Johnson Assistant Professor, Clinical Sciences, Health Center	B.S.	Coastal Carolina University	1995
	D.C.	Sherman College	1999
Amilliah Kenya Instructor Basic Sciences	B.Ed.	Kenyatta University	1990
	D.C.	Sherman College	2006
	M.S.	Bob Jones University	2009
Charles Kenya Instructor Clinical Sciences	B.Ed.	Kenyatta University	1990
	D.C.	Sherman College	2006
Patricia Kuhta Professor, Clinical Sciences; Director, X-ray Department	D.C.	Sherman College	1994
	B.S.	Excelsior College	2001
Crissy Lewis Dir. of Learning Resources	B.A.	University of South Carolina Upstate	2006
	M.L.I.S.	University of South Carolina	2009
Pengju (George) Luo Director of Research, Associate Professor, Basic Sciences	M.D.	Tongji Medical University	1997
	M.S.	Clemson University	2003
	Ph.D.	Clemson University	2006
Beth A. McDowell-Reizer, Associate Professor, Clinical Sciences,	B.A.	St. Vincent College	1992
	D.C.	Sherman College	1996

Kelly B. Miller Assistant Professor, Clinical Sciences	A.A.	Salem College	1979
	D.C. B.S.	Sherman College	1988
John H. Porter, Jr. Associate Professor, Clinical Sciences	D.C.	Sherman College	1977
Kevin Power Assistant Professor, Health Center	D.C.	Sherman College	1981
Todd Riddle Instructor, Clinical Sciences	D.C.	Sherman College	2009
	B.S. RKT, CSCS	University of Toledo	1998
Mitzi Schwartzbauer Assistant Professor, Clinical Sciences	D.C.	Sherman College	1997
Claudia E. Seay Professor, Clinical Sciences	A.S.	Cumberland College	1976
	D.C.	Sherman College	1980
Rebecca Tummons Assistant Professor, Clinical Sciences	B.S.	College of Charleston	1983
	M.D.	Medical University of South Carolina	1987
Leslie M. Wise Professor, Clinical Sciences	B.A.	University of California SF	1966
	D.C.	Palmer College	1974
Guangming Wu Assistant Professor, Basic Sciences	M.Med.	Jiangxi Medical College	1984
	Ph.D.	Shanghai Medical University	1992
Jennifer York Instructor Clinical Sciences	B.S. D.C.	Sherman College	2009

COMMITTEES

The committee structure at Sherman College is designed to encourage participation by students, faculty, staff and administration in the decision-making process. Students and faculty are represented on the majority of standing committees at the college. These committees fall into two categories – faculty and college-wide. Faculty committees are designed to offer faculty direct involvement in decisions that impact the curriculum and faculty-specific issues. These committees generally have greater faculty membership and must present all recommended changes to policy to the faculty for review and vote. Following a vote by the faculty, any proposed changes to policy are submitted directly to the president, who may choose to accept or reject the recommendation; refer it to another committee, including the faculty; or submit it to the Board for approval. College-wide committees are designed to address items beyond the curriculum and/or faculty-specific issues and include a broader representation of constituencies from across the campus. Proposed changes to policy approved by these committees are submitted directly to the president, who may choose to accept or reject the recommendation; refer it to another committee, including the faculty; or submit it to the Board for approval.

The faculty may establish such standing or special committees, as it deems necessary. Faculty members elect committee members with the intent that all faculty members carry an approximately equal load of committee work. Each faculty member serves a term of two years. A faculty member may be re-elected for one additional two-year term. The majority of the committees have one student member. Student committee appointees may serve on a committee for a maximum term of four (4) quarters after which, the student may be eligible for re-appointment if he/she has been an active committee participant and fulfilled all of his/her committee responsibilities.

Each standing committee elects its own chair, except when the chair is assigned to a specific position at the college. The chair calls meetings, giving reasonable notice and votes only in the event of a tied vote. It is the responsibility of each member to be present. Minutes are maintained for all committee meetings by the chair or his/her designee.

The president of the college is an ex-officio, non-voting member of every committee. All other committee members (including student members) have the right to present motions and to vote. There is no proxy in case of absence.

Below is a list of committees by category. Committee descriptions, with memberships, follow.

Faculty Committees

Academic Affairs
Accommodation Review
Admission
Curriculum Review
Faculty Hiring
Institutional Effectiveness
Library Advisory
Faculty Affairs
Research
Student Affairs

College-Wide Committees

Administrative Council
Assembly Committee
Equal Opportunity
Student Conduct Review Board
Information Services
Institutional Review Board
Scholarship
Strategic Planning

ACADEMIC AFFAIRS COMMITTEE

The Academic Affairs Committee is composed of the vice president for academic affairs, who serves as chairman, the deans of basic and clinical sciences, the dean of clinics, the director of learning resources, the registrar, two faculty representatives elected by the faculty, one each from the basic and clinical sciences divisions, and a student representative recommended by the Chiropractic Student Government.

The Academic Affairs Committee:

1. Reviews and/or considers proposals regarding academic requirements, standards, policies and practices for the purpose of making recommendations for any appropriate changes to the Faculty Senate.
2. Hears appeals from students who wish to request an exception to academic policy, including, but not limited to, load restrictions, academic suspension or academic dismissal. (An appeals chair is appointed during this process and the VPAA is recuse in case a final appeal is made by the student at which time the VPAA will hear the final appeal according to policy 8026.)
3. Encourages and provides counsel to faculty in the development of quality curriculum proposals.
4. Recommends to the Faculty Senate changes in the curriculum.

5. Reviews annual reports from the deans of basic and clinical sciences regarding departmental assessments of examinations being offered in the various courses to evaluate their length, depth, and relevancy to course content.
6. Reviews annual reports from the deans of basic and clinical sciences regarding departmental assessments of course syllabi and descriptions to assure non-duplication, the continuing relevance of courses and the cohesiveness of the curriculum.
7. Reviews and refers to the appropriate committee and/or administrator input from the Student Affairs Committee to the Academic Affairs Committee.
8. Assists the vice president for academic affair in establishing annual objectives for instruction and in facilitating the completion of said objectives.
9. Encourages proactively curricular innovation, including the sponsorship of forums on curricular issues and innovative learning facilitation methodology.
10. Considers methods for enhancing student retention, including the Faculty Mentorship Program, and makes recommendations to the appropriate administrators.
11. Reviews all reports regarding the quality of instruction and student success and reports the findings, with recommendations, to the Faculty Senate.

ACCOMMODATION REVIEW COMMITTEE

The Accommodation Review Committee is composed of the dean of student affairs, who serves as chairman, the vice president for academic affair (ex-officio), the director of admission, the dean of clinics, the dean of basic sciences and the dean of clinical sciences.

The Accommodation Review Committee:

1. Reviews all requests for accommodations to determine if applications are complete and documents are current.
2. Reviews all documentation to determine if the information provided adequately documents the specific disability and whether qualified professionals provided said documentation and/or diagnoses.
3. Determines if additional documentation is required. If clarification of documentation is needed, contact the respective professional submitting said documentation. If further assessment is required, determine if said assessment is to be completed at the student's or the college's expense.
4. Determines if a specific disability has been documented.
5. Prepares an accommodation plan for individuals found to have a documented disability.
6. Makes recommendations to the dean of student affairs or the appropriate college officer regarding college policy and procedures concerning Section 504 of the 1973 Rehabilitation Act and Americans with Disabilities (ADA) accommodations.

ADMINISTRATIVE COUNCIL

The Administrative Council is composed of the president, who serves as chairman; the vice president for; business and finance, enrollment services, academic affairs, and institutional advancement; the dean of student affairs, clinics, the directors of institutional effectiveness, public relations, human resources and research, one faculty member elected by the faculty, one staff member elected by the staff organization and the Chiropractic Student Government president, serving as the student representative. This council serves in an advisory capacity to the president in the general administrative and financial affairs of the college.

ADMISSION COMMITTEE

The Admission Committee is composed of the director of admission who serves as chairman, the vice president for enrollment services, and academic affairs, the deans of basic sciences, clinical sciences and student affairs, the registrar, one faculty representative elected by the faculty, and one student representative recommended by the Chiropractic Student Government.

The Admission Committee:

1. Considers admission policies and recommends to the faculty and the Administrative Council any modifications it may deem advisable.
2. Considers and makes the admission decisions on applicants with borderline qualifications.
3. Considers special procedures for reviewing applicants and collecting admission data.
4. Approves the institution from which each student transfer is made.

CURRICULUM REVIEW COMMITTEE

The Curriculum Review Committee is composed of the dean of clinical sciences, who serves as chairman, the vice president for academic affairs (ex-officio), the dean of basic sciences, the dean of clinics, the philosophy department chairman, the registrar, the lead faculty doctor, the QEP director, two additional faculty members elected by the faculty, one each from basic sciences, clinical sciences and the Health Center, and one student member recommended by the Chiropractic Student Government.

Curriculum Review Committee:

1. Completes a comprehensive curriculum review every four years.
2. Makes recommendation to the Academic Affairs Committee regarding curriculum revisions.
3. Review recommendations for QEP

EQUAL OPPORTUNITY COMMITTEE

For the purposes of implementing and monitoring the equal opportunity obligations under federal, state and local law and to handle all associated complaints, the president has appointed an Equal Opportunity Committee. (Sexual Harassment policy is available in the Sherman Intranet) The members are designated as follows: the vice president for business and finance, who serves as chairman, the director of human resources, the vice president for academic affairs and the dean of student affairs. The president may appoint an additional member to assure that the committee is comprised of both male and female members at all times.

The Equal Opportunity Committee is charged with the enforcement of the college's nondiscrimination obligations. This committee plays an important role in the responsibility of accepting and processing discrimination complaints, including complaints charging sexual harassment. Efforts to resolve complaints, through informal intervention, mediation or investigation, will be undertaken impartially and in as prompt and as confidential a manner as possible.

The Equal Opportunity Committee:

1. Implements and monitors the college's equal opportunity obligations under federal, state and local law.
2. Provides education and training programs to assist members of the college community in:
 - a. understanding what sexual harassment is and is not, and
 - b. communicating that sexual harassment is illegal under federal and state law and will not be tolerated.
3. Provides copies of these procedures to all employees, departments and programs of the college.
4. Publishes and distributes annually a report that summarizes the number, type, source and outcome of sexual harassment complaints.
5. Conducts the mediation process between complainant and charged party.
6. Investigates complaints of sexual harassment.

FACULTY AFFAIRS COMMITTEE

The Faculty Affairs Committee is composed of the vice president for academic affairs, who serves as chairman, the dean of clinics, the deans of basic and clinical sciences and three faculty representatives elected by the faculty, one each from the basic and clinical sciences and one from the Chiropractic Health Center.

The Faculty Affairs Committee:

1. Annually reviews the faculty evaluation and promotion processes and makes recommendations for enhancement to the faculty or the appropriate administrative officer(s).
2. Reviews the expectations of each rank and promotion within each rank and ensure that the established criteria are appropriate for each.
3. Considers all requests for promotion and extended agreements and makes recommendations regarding each to the president.
4. Reviews policy and procedure regarding the professional conduct and expectations of faculty, including workload.
5. Reviews policy and procedure regarding faculty remuneration and benefits.
6. Reviews criteria and procedures for the awarding of faculty bonus funds.
7. Considers all suggestions for the improvement of the professional welfare of faculty members and makes recommendations concerning such matters to the Faculty Senate or to the appropriate administrative officer(s).
8. Encourages proactively faculty development through faculty forums, seminars and workshops.
9. Encourages proactively the enhancement of teaching and learning effectiveness.
10. Hears individual faculty appeals and grievances regarding conditions of employment, or termination thereof, and makes recommendations to the president, who retains final decision authority.

11. Assists the VPAA in establishing annual objectives for instruction related to the enhancement of the faculty and in achieving the respective objectives.

FACULTY HIRING COMMITTEE

The Faculty Hiring Committee is composed of the vice president for academic affairs, who serves as chairman, the dean of clinics, the deans basic and clinical sciences, the philosophy department chairman, the director of human resources, one faculty representative elected by the faculty, and one student representative recommended by the Chiropractic Student Government (CSG).

The Faculty Hiring Committee:

1. Reviews the credentials of applicants for faculty positions.
2. Interviews all applicants being considered for appointment.
3. Approves or disapproves applicants for faculty appointments by the majority vote, subject to final approval by the president of the college.

INFORMATION TECHNOLOGY COMMITTEE

The Information Technology (IT) Committee is composed of the vice president for business and finance, who serves as chairman, the vice presidents for academic affairs, and enrollment services; the director of computer services, institutional effectiveness, the instructional/webmaster, and dean of clinics.

The IT Committee:

1. Focuses on coordinating college-wide technological investment.
2. Develops the strategic direction, prioritization and deployment of college information technology services and initiatives.
3. Recommends college goals and objectives related to information technology.
4. Develops operational standards to insure coherent and efficient use of computing, communication and information resources.
5. Monitors and makes recommendations regarding the adequacy of training for students, staff and faculty as it relates to the utilization of technology.
6. Serves as a forum in which issues of concern to users are discussed.

INSTITUTIONAL EFFECTIVENESS COMMITTEE

The Institutional Effectiveness Committee is composed of the director of institutional effectiveness, who serves as chairman, the vice presidents for academic affairs; the deans of student affairs, clinics, basic and clinical sciences, the philosophy department chairman and four elected faculty representatives one each from the basic and clinical sciences, the Chiropractic Health Center and the radiology department. The president may appoint additional representatives.

The Institutional Effectiveness Committee:

1. Facilitates faculty involvement in the outcomes assessment process.
2. Annually reviews existing outcomes measures and recommends changes if indicated.
3. Determines data needed for the evaluation of outcomes measures.
4. Prepares and approves, as needed, data collection instruments and processes.
5. Assists in data collection and analysis as necessary.
6. Prepares and presents reports as needed to the faculty on outcomes studies.
7. Facilitates faculty forums and meetings to review findings and make recommendations for curricular changes, based on said findings, to the appropriate committee or administrator.
8. Reviews the college's outcomes assessment process for efficacy.

INSTITUTIONAL REVIEW BOARD

The Institutional Review Board (IRB) is composed of a faculty member appointed by the president, who serves as chairman, and five additional members of varying backgrounds and professions, at least one of whom is not employed by or affiliated with the college. IRB members do not receive compensation for services rendered.

The Institutional Review Board:

1. Is responsible for the protection of human research subjects.
2. Oversees and assures compliance with federal guidelines on experimental protocol.
3. Reviews all research proposals involving human subjects and assesses the risks involved. If the IRB finds the risks to be acceptable, it will approve the project as submitted. If the risks are unacceptable, the IRB may suggest revisions and request the project be resubmitted, or it may disapprove the project.

LIBRARY ADVISORY COMMITTEE

The Library Advisory Committee is composed of the director of learning resources, who serves as chairman, the vice president for academic affairs (ex-officio), the dean of basic sciences and the dean of clinical sciences, one basic sciences and one clinical sciences faculty representative elected by the faculty and one student representative recommended by the Chiropractic Student Government. The committee regularly meets to consider matters relevant to the library.

The Library Advisory Committee:

1. Reviews and approves new policies concerning the library.
2. Approves the purchase of books, periodicals and other information resources.
3. Makes recommendations concerning the enhancement of library utilization.

RESEARCH COMMITTEE

The Research Committee is composed of the director of research, who serves as chairman, vice president for academic affairs; the assistant director of research, the deans of clinics, basic and clinical sciences, three additional faculty members elected by the faculty, one each from basic sciences, clinical sciences and the faculty at large, and one student member recommended by the Chiropractic Student Government.

The Research Committee:

1. Acts as advisory body to the research department.
2. Makes recommendations to the faculty concerning policies relative to research activities.
3. Encourages research by both faculty members and students.
4. Assists in the identification and procurement of funds to support research.
5. Provides technical assistance to scholars in developing and carrying out research projects.
6. Approves all research project expenditures to be funded by the college that are above and beyond regular salary and release time.
7. Publishes periodic reports of the research activities of faculty members and students.
8. Determines the ownership of the rights in and to, and the distribution of any equities from any inventions and materials developed by college personnel, subject to review by the president of the college.

SCHOLARSHIP COMMITTEE

The Scholarship Committee is composed of the director of admission, who serves as the chairman, the vice presidents for enrollment services, academic affairs, and business and finance; the dean of student affairs, the directors of institutional effectiveness, financial aid and ambassador relations, one faculty member elected by the faculty and one student representative recommended by the Chiropractic Student Government.

The Scholarship Committee:

1. Reviews applications for institutional scholarships and awards those scholarships in accordance with the established criteria.
2. Establishes criteria for new scholarships and awards those scholarships in accordance with the criteria.

STRATEGIC PLANNING COUNCIL

The Strategic Planning Council is composed of the chairman of the Board of Trustees, five other Trustees (one per strategy), the president, the vice presidents for enrollment services (liaison), academic affairs, business and finance, institutional advancement; the deans of clinics, basic and clinical sciences, and student affairs, the directors of institutional effectiveness, research and public relations and a faculty representative elected by the faculty. The Strategic Planning Council is charged with developing, and recommending to the Board of Trustees, a series of broad, long-term goals to help chart the college's course and to position Sherman College to fulfill its mission.

STUDENT AFFAIRS COMMITTEE

The Student Affairs Committee is composed of the dean of student affairs, who serves as chairman, the vice president for academic affairs, one faculty member elected by the faculty, and one student representative recommended by the Chiropactic Student Government.

The Student Affairs Committee:

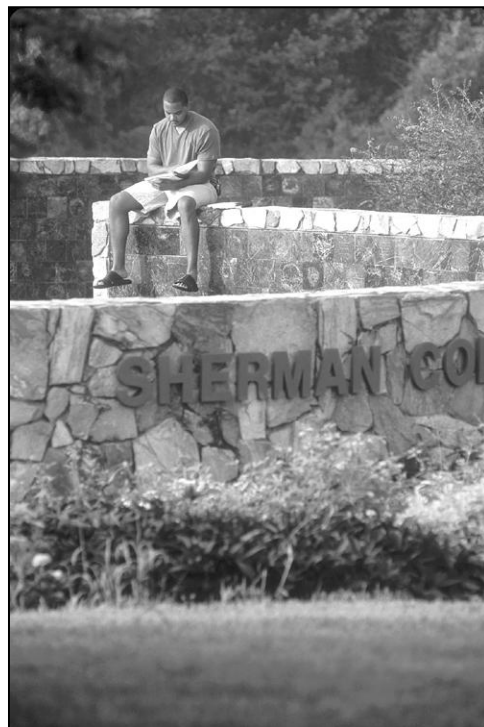
1. Makes recommendations to the faculty regarding orientation, graduation, and extracurricular student activities.
2. Reviews student (disciplinary and non-disciplinary) policies and makes recommendations changes as needed.

SHERMAN COLLEGE OF CHIROPRACTIC DIRECTORY

Local: 864-578-8770
Toll-Free: 800-849-8771

DEPARTMENT EXTENSIONS:

Academic Affairs	225, 223
Admission	200, 221, 222
Alumni Relations	277
Bookstore	260
Business Office	246
Continuing Education	229, 263
Financial Aid	231, 204
Health Center	264, 290
Human Resources	245
Information Services	247, 289, 294, 295
Institutional Advancement	240, 241
Institutional Planning/Assessment	237
Library	253, 254
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Maintenance	392
Public Relations	242
President	227
Receptionist	200
Registrar	204, 255
Research	232, 279
Spine Dining Café	259, 293-office
Student Affairs	224
X-Ray Department	266



STREET ADDRESS

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Web Site: www.sherman.edu

The college administration reserves the right to make changes periodically in tuition and fee structure, admission requirements, curriculum, academic standards, and certain other areas. Such changes are announced through catalog updates.