



# California Health Sciences University

## CHSU APPROVAL TO OPERATE POLICY

### I. PURPOSE

The information within is accurate at the time of publication. Students are responsible for informing themselves of and satisfactorily meeting all requirements pertinent to their relationship with the University. Students and others who use this catalog should be aware that the information changes from time to time at the sole discretion of California Health Sciences University (CHSU) and that these changes might alter information contained in this publication. Any such changes may be obtained in the addendum to the catalog. CHSU reserves the right, at any time and without notice, to make any changes to all rules, policies, procedures and any other information that pertains to students or the institution including, but not limited to, admission, registration, tuition and fees, attendance, curriculum requirements, conduct, academic standing, candidacy and graduation. This catalog does not constitute a contract, or terms or conditions of contract between the student, faculty and/or staff at CHSU.

The California Health Sciences University College of Pharmacy is a private institution that is approved to operate as such by the California Bureau for Private Postsecondary Education. "Approval to Operate" means that California Health Sciences University is in compliance with state standards as set forth in CEC94897 (1).

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, California, 95833, <http://www.bppe.ca.gov/>, Phone: (888) 370-7589 or (916) 431-6959 or Fax: (916) 263-1897.

As a prospective student you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 888-370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site <http://www.bppe.ca.gov/>.

For more information, contact the Bureau for Private Postsecondary Education at (916) 431-6959, or toll-free (888) 370-7589, or visit its website at [www.bppe.ca.gov](http://www.bppe.ca.gov/).



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### II. SCHOOL PERFORMANCE FACT SHEET

In compliance with the California Postsecondary Education Act of 2009, California Health Sciences University provides the following Statements of Fact: The Bureau for Private Postsecondary Education (BPPE), as the regulatory body for private postsecondary institutions for the State of California, requires that each institution provide the following information to students, prior to enrollment, as evidence of recognition of the need to address consumer protection:

- Completion rates for each program of instruction;
- Placement rates for each program of instruction;
- License-examination passage rates for any program to which that statistic is applicable;
- Salary or wage information for each career, occupation, trade, job, or job title, as applicable, for which students are prepared.

The data are published on the university website (<https://chsu.edu/performance-fact-sheet/>) and updated annually. This fact sheet is filed with the Bureau for Private Postsecondary Education. Regardless of any information you may have relating to completion rates, placement rates, starting salaries, or license exam passage rates, this fact sheet contains the information as calculated pursuant to state law.

Any questions a student may have regarding this fact sheet that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, <http://www.bppe.ca.gov/>; Phone: (916) 431-6959; Toll-Free: 888-370-7589; Main or Fax: 916-263-1897.

### III. STUDENT'S RIGHT TO CANCEL

You have the right to cancel and obtain a total refund of monies paid up through attendance at first class session or the seventh day after enrollment, whichever is later less the two-hundred and fifty dollar (\$250) non-refundable enrollment confirmation fee. Please refer to the Tuition and Fees

### IV. NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at California Health Sciences University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree or diploma you earn in the Doctor of Pharmacy program is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree, or diploma that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or



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all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending California Health Sciences

University College of Pharmacy to determine if your credits, degree, or diploma will transfer.

### **V. GAINFUL EMPLOYMENT DISCLOSURE**

The PharmD program prepares graduates to perform essential functions in various areas of pharmacy practice including retail, hospital, long-term care, home-health care, physician office pharmacies and specialized areas of pharmacy. The United States Department of Labor's Standard Occupational Classification codes for the PharmD program are:

- 29-1050 - (Pharmacists)
- 29-1051 - (Pharmacists, Hospitals)
- 25-1071 - (Pharmacology Professors)
- 19-1042 - (Research Pharmacologists)
- 19-1041 - (Pharmacoepidemiologists)

A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited to, positions with the State of California.

### **RELATED POLICY**

CHSU Complaints Concerning Accreditation or Approval to Operate Policy - <https://chsu.edu/wp-content/uploads/CHSU-Complaints-Concerning-Accreditation-or-Approval-to-Operate-Policy.pdf> - Explains the process and procedure for pursuing complaints about CHSU's Approval to Operate or Accreditation status.

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- o Policy Owner: Provost
  - o Effective Date: 7/23/2019
  - o Approval by President Date: 7/23/2019
  - o Approval by Provost Date: 7/23/2019

**WRITTEN COMPLAINT**

A written complaint regarding the University's operating approval or compliance with accreditation criteria may be filed with the Office of the Provost. The Provost (or designee) shall create a complaint form for this purpose.

↓ If further investigation is warranted.

**REVIEW OF COMPLAINT**

The Office of the Provost will be in charge of managing the written complaint procedure. The Provost (or designee) will decide whether an investigation is necessary.

No investigation

Investigation required

**INVESTIGATION**

The Provost's Office may appoint an investigator to make factual findings relevant to the accusations in the complaint and submit those findings to the Provost (or designee).

**PROVOST REVIEW**

The Provost (or designee) will review the complaint and determine whether or not the allegations are true.

**WRITTEN DECISION**

Within sixty (60) business days of receipt of the complaint, the Provost (or designee) shall provide written notice of the determination regarding the complaint.

**APPEAL**

If a complainant is dissatisfied with the decision, they may appeal the decision to the President within five (5) business days of receiving the decision. The President (or designee) shall review the complaint, the investigation (if applicable), and the Provost's (or designee's) determination. The President shall issue a written decision within ten (10) business days after receiving it. The decision of the President is final.

**NOTES:** While members of the public, student body, faculty, staff, and administration have the option of filing complaints directly with the California Bureau for Private Postsecondary Education ("BPPE") or an accreditor, CHSU encourages complainants to file directly with CHSU so that it can respond to and address allegations of noncompliance in a timely manner.