



January 1, 2019 to December 31, 2019



Institute
of Technology
Where Careers Begin

Catalog Addendum

2019

Salem Campus · 4700 Silverton Rd. NE - Salem, OR 97305
503.363.9001(p) · 503.363.6483(f)
www.iot.edu · <http://www.facebook.com/IOTSalem>



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Salem Campus Program Offerings:

Medical Office Administration Billing and Coding
 Nursing Assistant
 Practical Nursing
 Professional Medical Assistant

LOCATION AND DESCRIPTION OF THE FACILITIES/ EQUIPMENT:

The main campus of IOT-Salem is located at 4700 Silverton Rd. NE in Salem, Oregon. The 13,200 square foot building was officially added to the original campus in 2011. The \$1.5 million expansion more than doubled the schools footprint and includes a dedicated nursing lab, Learning Resource Center (LRC), multiple classrooms and labs for current and future program use., as well as over 100 new parking spaces.

The main campus also houses the schools administration , student support services and financial services. A large component of our programs involves hands-on training. This is accomplished in the computer labs, medical labs and with students cooperative work experience or externships; for the Practical Nursing students this includes clinical rotations at a variety of nursing facilities. Practical application in well equipped labs with updated materials provides students the opportunity to access information and knowledge requisite to succeed in their chosen field.

Campus Addresses

Salem Campus (South)

4700 Silverton Rd. NE
 Salem, OR 97305
 (503) 363.9001 (p)
 (503) 363.6483 (f)

Salem Campus (North)

4707 Silverton Rd. NE
 Salem, OR 97305





Staff and Faculty

ADMINISTRATION

Deneen Munson Registrar
 Kelli Zuber.....Front Desk Manager
 Nasreen CheemaRegistrar Assistant
 Sarah Chong, BAExecutive Assistant/HR
 Wayne Matulich, MBA Campus President

ADMISSIONS

Kaylee Vickers..... Director of Admissions/Penn Foster
 Automn May..... Admissions Assistant
 Daniele Duran..... Admissions Representative
 Lindsay Craig, BS..... Admissions Representative

CAREER AND STUDENT SERVICES

Kelle Stroud, BSDirector of Career Services
 Miranda Tackett Externship Coordinator/CSA
 Clifford Boyer, MA.....Director of Student Services

FINANCIAL SERVICES

Jennifer Houston Director of Financial Services
 Kelsey Way FA Clerk/Student Accounts
 Stephanie Andrade..... Financial Aid Representative

FACULTY

Angelicque Cray..... AH Faculty
 Barbara Cuevas, BSN PN Faculty
 Barbara King, BA..... AH Faculty
 Bonnie Olson, BSN..... Assistant Nurse Administrator
 Carol Kruger, BSN NA Program Director/PN Faculty
 Cherie Goodpasture AH Faculty
 Daniel Bryant, BSN PN Faculty
 David Balin, MAT Director of Education/Penn Foster
 Heather Miller, BSN..... PN Faculty
 Jamie Hawley..... AH Faculty
 Jan Pedersen, BSN PN Faculty

Jill Jacobson, MSN..... PN Faculty
 Joseph Gray, LPN Clinical/Lab Teaching Assistant
 Karen Fredrickson, BSN PN Faculty
 Karen Gehon..... AH Faculty
 Laura Cox, BSN..... PN Faculty
 Leslie Beresford AH Faculty
 Marsha Watson, BSN PN Faculty
 Maureen Palmer, LPN..... AH Faculty
 Meryl McKean, RMA, CCA AH Faculty
 Misti Laycock-Wharton, BSN PN Faculty
 Norma O’Mara, BSN PN Faculty
 Rebecca Dooley, BSN..... NA Lead Instructor/PN Faculty
 Sara Valdez, NCMA Lead Allied Health Instructor
 Shawn Boethin, MSN Nursing Administrator
 Stephanie Truex, BSN PN Faculty
 Susan Hunter, AA.....Nursing Department Assistant
 Teresa Hannon, MSN PN Faculty
 Tim Driscoll, DC..... Clinical Coordinator



Program Start Dates and Schedules (2019)

The following programs listed below are taught at the Institute of Technology, Salem Campus. IOT-Salem enrolls students continuously throughout the calendar year. New starts are scheduled on a fairly consistent basis to allow the students greater scheduling freedom.

Medical Office Administration Billing and Coding (MOABC)

January 14, 2019 October 17, 2019
 February 18, 2019November21 ,2019
 March 25, 2019 January 9, 2019
 April 29, 2019 February 13, 2020
 June 3, 2019 March 19, 2020
 July 8, 2019..... April 23, 2020
 August 12, 2019.....May 29, 2020
 September 16, 2019July 2, 2020
 October 21, 2019..... August 6, 2020
 November 25, 2019.....September 11, 2020

Nursing Assistant (NA)

January 22, 2019 March 7, 2019
 April 15, 2019May 31, 2019
 July 8, 2019..... August 22, 2019
 October 14, 2019.....November 27, 2019

Practical Nursing (PN)

March 18, 2019 March 5, 2020
 June 10, 2019May 28, 2020
 September 16, 2019 August 20, 2020
 December 9, 2019November 25, 2020

Professional Medical Assistant (PMA)

January 14, 2019 October 17, 2019
 February 18, 2019November21 ,2019
 March 25, 2019 January 9, 2020
 April 29, 2019 February 13, 2020

June 3, 2019..... March 19, 2020
 July 8, 2019April 23, 2020
 August 12, 2019..... May 29, 2020
 September 16, 2019 July 2, 2020
 October 21, 2019 August 6, 2020
 November 25, 2019September 11, 2020

Current Offered Class Schedules by Program

PROGRAM	DAY	AFTERNOON	NITE
MOABC	8:30am to		
NA	8:30am to		
PN	7:30am to 3:50pm		2:00pm to 10:20pm
PMA	8:30am to 1:30pm	1:30pm to 6:30pm	5:30pm to 10:30pm

*Please note that all classes are conducted Monday thru Thursday unless otherwise posted. Also, all listed class times do NOT include scheduled required Externship and/or Clinical hours.



Tuition Schedule (2019)

Medical Office Administration Billing and Coding (MOABC)

Registration Fee	\$25.00
Background	\$28.00
Books/Supplies	\$534.00
Tuition	\$16,200.00
TOTAL	\$16,787.00

Professional Medical Assistant (PMA)

Registration Fee	\$25.00
Background	\$28.00
Books/Supplies	\$508.00
Tuition	\$16,200.00
TOTAL	\$16,761.00

Nursing Assistant (NA)

Registration Fee	\$25.00
Background	\$93.00
Books/Supplies	\$256.00
Tuition	\$1,851.00
TOTAL	\$2,225.00

CONTINUING STUDENTS - REPEATED COURSE POLICY

Term Based Programs: PN

Students in the term based programs are not charged for one (1) course re-take within any given term. Subsequent retakes are charged as follows:

Tuition *Please see catalog regarding repeated courses and charges.	5 credits or less	\$200.00 per credit hour (i.e. 4 CR repeated x \$200 = \$800)
Tuition *Please see catalog regarding repeated courses and charges.	6 credits or more	\$400.00 per credit hour (i.e. 8 CR repeated x \$400 = \$3,200)

Practical Nursing (PN)

Registration Fee	\$25.00
Background	\$28.00
Books/Supplies	\$866.00
Tuition	\$28,984.00
TOTAL	\$29,903.00

Fresh Starts / Re-Enter Student

Tuition *Please see catalog regarding repeated courses and charges.	Cost per credit based on tuition total	A. <180 days since LDA - per credit cost based on prior enrollment tuition. B. >180 days since LDA - per credit cost based on current program tuition at the time of enrollment.
Tuition *Please see catalog regarding repeated courses and charges.	Varies (per credits repeated)	A. 4 CR repeated = \$1,624 (\$406 x 4) B. 4 CR repeated = \$1,848 (\$462 x 4)



Enrollment Cost Breakdown (2019)

Tuition charges are based upon enrollment periods. Enrollment periods are defined by an academic team.

Should a student withdraw prior to advancing to the next enrollment period, the student's account will be adjusted accordingly.

When a student begins an enrollment period, but withdraws prior to the completion, the refund policy will be applied to that specific enrollment period. The program will cost includes a \$25.00 registration fee.

Please refer to the main catalog for additional information regarding IOT-Salem withdraw and refund policies.

Medical Office Administration Billing and Coding (MOABC)

Period	Amount
Registration Fee	\$25.00
Background Fee	\$28.00
Books/Supplies	\$534.00
Period 1	\$8,100.00
Period 2	\$8,100.00
Total AY1 Tuition	\$16,200.00
Program Cost	\$16,787.00

Nursing Assistant (NA)

Period	Amount
Registration Fee	\$25.00
Background Fee	\$93.00
Books/Supplies	\$256.00
Period 1	\$1,851.00
Total AY1 Tuition	\$1,851.00
Program Cost	\$2,225.00

Practical Nursing (PN)

Period	Amount
Registration Fee	\$25.00
Background Fee	\$28.00
Books/Supplies	\$866.00
Period 1	\$7,246.00
Period 2	\$7,246.00
Period 3	\$7,246.00
Period 4	\$7,246.00
Total AY1 Tuition	\$22,657.00
Total AY2 Tuition	\$7,246.00
Program Cost	\$29,903.00

Professional Medical Assistant (PMA)

Period	Amount
Registration Fee	\$25.00
Background Fee	\$28.00
Books/Supplies	\$508.00
Period 1	\$8,100.00
Period 2	\$8,100.00
Total AY1 Tuition	\$16,200.00
Program Cost	\$16,761.00



Calendar - Module Programs (MOABC/PMA)

	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019
MODULE	01/14/2019	02/18/2019	03/25/2019	04/29/2019
MODULE END DATE	02/14/2019	03/21/2019	04/25/2019	05/31/2019
BREAK	01/21/2019	N/A	N/A	05/27/2019
HOLIDAY	01/21/2019	N/A	N/A	05/27/2019
	JUNE 2019	JULY 2019	AUGUST 2019	SEPTEMBER 2019
MODULE	06/03/2019	07/08/2019	08/12/2019	09/16/2019
MODULE END DATE	07/05/2019	08/08/2019	09/12/2019	10/17/2019
BREAK	07/04/2019	N/A	09/02/2019	N/A
HOLIDAY	07/04/2019	N/A	09/02/2019	N/A
	OCTOBER 2019	NOVEMBER 2019	JANUARY 2020	FEBRUARY 2020
MODULE START DATE	10/21/2019	11/25/2019	01/13/2020	02/17/2020
MODULE END DATE	11/21/2019	01/09/2020	02/13/2020	03/19/2020
BREAK	N/A	12/20/2019 - 01/05/2020	01/20/2020	N/A
HOLIDAY	N/A	11/28/2019 - 11/29/2019 12/24/2019 - 12/25/2019 12/31/2019 - 01/01/2020	01/20/2020	N/A



Calendar - Term Program (PN)

	DECEMBER 2018	MARCH 2019	JUNE 2019	SEPTEMBER 2019
TERM START DATE	12/10/2018	03/18/2019	06/10/2019	09/16/2019
TERM END DATE	03/07/2019	05/30/2019	08/22/2019	11/27/2019
BREAK	12/21/2018 - 01/06/2019 01/21/2019 03/08/2019 - 03/17/2019	05/27/2019 05/31/2019 - 06/09/2019	07/04/2019 08/23/2019 - 09/15/2019	11/28/2019 - 12/08/2019
HOLIDAY	12/24/2018 - 12/25/2018 12/31/2018 - 01/01/2019 01/21/2019	05/27/2019	07/04/2019 09/02/2019	11/28/2019 - 11/29/2019
	DECEMBER 2019	MARCH 2020	JUNE 2020	SEPTEMBER 2020
TERM START DATE	12/09/2019	03/16/2020	06/08/2020	09/14/2020
TERM END DATE	03/05/2020	05/28/2020	08/20/2020	11/25/2020
BREAK	12/20/2019 - 01/05/2020	05/25/2020	N/A	N/A
HOLIDAY	12/24/2019 - 12/25/2019 12/31/2019 - 01/01/2020 01/20/2020	05/25/2020	N/A	N/A



Calendar - Nursing Assistant Program

	JANUARY 2019	APRIL 2019	JULY 2019	OCTOBER 2019
PROGRAM START DATE	01/22/2019	04/15/2019	07/08/2019	10/14/2019
PROGRAM END DATE	03/07/2019	05/31/2019	08/22/2019	11/27/2019
BREAK	N/A	05/27/2019	N/A	N/A
HOLIDAY	N/A	05/27/2019	N/A	N/A



Program Advisory Committee Members

ALLIED HEALTH PROGRAMS

Dr. Abby Heppner..... Heppner Chiropractic
Amperoh Arnold..... Urgent Care Clinic South
Ashley Bermudez.....Samaritan Health Services
Caitlyn GaulSamaritan Health Services
Clarissa YoungSamaritan Health Services
Courtney Diaz Salem Cardiovascular
Catina Schmidling Salem Health
Heather James.....Samaritan Health Services
Janelle DavisSamaritan Health Services
Jennifer HicksComForCare Home Care
Karen CainAll-Star Labor and Staffing
Lauren HeinatzComForCare Home Care
Lisa Donahue DaVida
Maribel Mendez Salem Health
Megan Konzelman.....Samaritan Health Services
Pam Shedd..... Salem Clinic
Rigo Rhodes.....CanStaff Employment Services
Shirley Workman Willamette Family Medical Center
Tammy AmanSamaritan Health Services

NURSING PROGRAMS

Angela Gregory, LPN..... Avamere
Angela McCallum, DNS..... Dallas Retirement Village
Brandi Fields, DNS Siskiyou Community Health
Holly Norton, LPN..... Grifols
Kristin King, DNS..... Marquis Silver Gardens
Matthew Briel..... Grifols
Nicole Powers..... Kaiser Permanente
Rosalina Zepeda, LPN Grifols
Tami Balin, RN Portland VA



Owners, Governing Board Members, and Management Staff of IOT

OWNERS

Select Education Group

5601 Stoddard Road
Modesto, CA 95356

National Holistic Institute

5900 Doyle Street
Emeryville, CA 94608

GOVERNING BOARD

Rick Wood, President/Chief Executive Officer

Institute of Technology - Clovis Campus
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Mason Myers, Owner

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Timothy Veitzer, Owner

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Laura Bouche, Regional Director of Financial Aid

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