



# HOMEOPATHY SCHOOL INTERNATIONAL

## Become a Professional Homeopath



**Educating Homeopaths since 1990**

Approved and Regulated by the Colorado Department of Higher Education,  
Private Occupational Schools

Founding Member of the Council of Homeopathy Schools and Colleges

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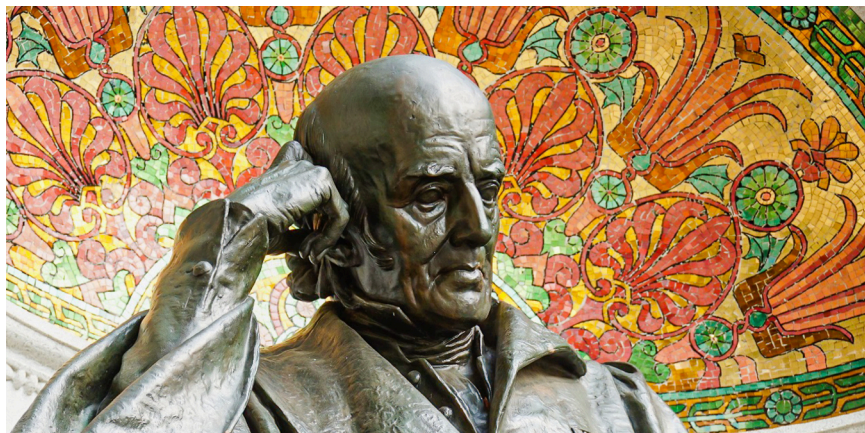
## Mission

To actively engage students in meaningful education in Classical Homeopathy in support of compassionate, confident, and qualified practitioners of this gentle healing art.

## Philosophy

The school's philosophy recognizes the connection of body, mind, and spirit as well as the extraordinary effects of energy medicine. Lectures address psychological and physical aspects of homeopathic healing in the pursuit of restoring health.

**Samuel Hahnemann, Founder of Homeopathy**



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For the most current information, visit: <https://www.homeopathyschool.org>

## About Homeopathy

The World Health Organization has recognized homeopathy as the fastest growing health care system in the world. Homeopathy offers non-invasive, reliable and affordable health-care. Homeopathic treatment is based on individuality and the body's extraordinary ability to establish and maintain health.

Homeopathic practitioners use homeopathic remedies to stimulate the body's innate healing power. Skillfully applied, homeopathic remedies improve mental and physical well-being, address multiple health concerns and generally contribute to the quality of life.

*"I learned so much and found myself so engrossed and fascinated with the material. I loved the sessions, the order, the information, and how overall interesting and engaging the study was."*

*- Comment from Student Evaluation*

## About the School

Founded in 1990, the Homeopathy School International (HSI) is nationally and internationally recognized for excellence in homeopathic education. The school offers courses to adult students worldwide and has graduated professional homeopaths from all walks of life. HSI 101, Foundations in Homeopathy is the entry-level course to the Practitioner Certificate Program but can also be taken individually to cultivate the skills for the treatment of family and friends. The Practitioner Certificate Program prepares students to work in their professional homeopathic practice. HSI courses are known for their practical hands-on learning, one-on-one student support, their comprehensive course content, and flexible time frame. The school is a 501 (c)(3) non-profit institution, approved and regulated by the Division of Private Occupational Schools, Department of Higher Education, State of Colorado.

If you are interested in ...

- Exploring homeopathy for personal health care.
- Becoming a Professional Homeopath.
- Expanding your expertise as a health care provider.

...then the education at HSI guides and supports you to meet any of these goals.

<https://www.homeopathyschool.org/about-the-school/>

## At the Homeopathy School International you will...

**Benefit from Flexibility:** HSI offers homeopathic education to people from all walks of life. From any location you can enjoy the convenience of viewing recorded classes held in Boulder, Colorado, USA. Courses can be started at any time.

**Engage with Faculty:** Instruction, case supervision and study support are provided by experienced and nationally certified, practicing homeopaths. Responding quickly to your inquiries, assignments and casework is HSI's priority. Academic support is only a phone call or an email away.

**Enjoy the Curriculum:** The school's curriculum is designed to stimulate creative learning and support personal and professional growth. The easy-to-follow curriculum emphasizes organized study, step by step evaluation and hands-on learning through case-based instruction. Activities include lectures, interactive exercises, supervised clinical work and independent case studies. Each module integrates the topics of Classical Homeopathy: Philosophy, Case Taking, Case Analysis, Materia Medica (the remedies) and Repertory work.

**Experience Clinical Work:** Students observe and analyze cases taken by certified homeopaths during the school's clinic. Case intakes are recorded as videos and sent to students as part of their study materials. Clinic cases can be viewed from any location. Clinic case work and independent case studies are thoroughly reviewed by CHC certified classical homeopaths, and returned to students with detailed feedback.

**Improve Health and Wellness:** Your clients, yourself and your family will be able to experience the health benefits that the skillful practice of homeopathy has to offer. Learn to work with gentle, non-toxic and affordable homeopathic remedies - solutions for numerous health conditions.

*"I watched the five videos for each month from Saturday through Thursday and usually in the evenings when my children were sleeping. I enjoyed them very much and often felt like I was right in the class with all of you."*

*- Comment from Student Evaluation*

## Program

### **Homeopathy School International Practitioner Certificate Program (1,000 hours)**

#### **Self-Paced Distance Education – available worldwide**

The five courses in the Practitioner Certificate Program are open to anyone interested in studying homeopathy on a professional level. The completion of the courses prepares graduates to enter the profession as independent practitioners of Classical Homeopathy. This training also provides health care professionals with homeopathic skills to add to their practice.

- Study can begin at any time, from any location.
- Students engage in classroom activities by viewing video content, clinics, Zoom sessions, and online course work.
- Each of the courses (HSI 101, 102, 201, 202 and 301) is supported by a comprehensive materials packet including an easy-to-follow syllabus, topic related materials, and faculty supported assignments.
- Nationally certified homeopaths support student assignments and case work. Support faculty is only a phone call or email away.
- Study time is estimated at 10 hours per week to successfully complete the program.
- Each of the first four courses (HSI 101 through HSI 202) has a maximum completion time of 6 months.
- The fifth course, HSI 301 – Advanced Clinical Studies – is completed in one (1) year or less.
- Transcripts are issued after the completion of each course.
- The Practitioner Certificate (CPHom) is issued when all courses are successfully completed.

# Course Content

## HSI 101 and 102 - Foundations in Homeopathy

- Explore homeopathic remedies for first aid, acute and chronic treatment.
- Study the history, philosophy and application of Classical Homeopathy.
- Learn and apply the unique skills used in homeopathic case taking.
- Experience homeopathic case analysis methods.
- Develop skill and efficiency in using homeopathic reference tools.

## HSI 201 and 202 – Intermediate Studies

- Observe cases recorded during the school's clinic.
- Work with individual supervision for your independent cases.
- Learn from clinical observation and independent case work supported by CHC certified homeopaths.
- Expand your knowledge of homeopathic remedies for professional use.

## HSI 301 – Advanced Clinical Studies

- Receive individual case supervision from CHC certified homeopaths.
- Advance your skills with online case observation and analysis presented by international homeopaths.
- Prepare for the CHC Exam with the HSI Study Guide:
- Study and review of CHC required remedies with practice tests.
- Review Human Science and medical terminology with practice tests.
- Study and review the Repertory and work with practice tests.

This course enhances clinical skills and prepares students to meet the requirements for national certification with the Council for Homeopathic Certification (CHC)

*“The experience at HSI clearly helped my patients and my practice, and supported my development as a health care practitioner and as a human being. I feel very privileged to have participated in this program.”*



## Tuition

Tuition is due at the beginning of each course.

HSI-101	\$3,000.00
HSI-102	\$3,000.00
HSI-201	\$3,000.00
HSI-202	\$3,000.00
HSI-301	\$3,000.00

## Expenses

Required books necessary for the program are not included in the price of the course. The present estimated cost of books is +/- \$600.00

There is a \$200.00 USB flash drive deposit (refundable on return of undamaged flash drive) carried over from course to course.

International postage will be paid by the student.

## Certification

In recognition of their level of professional expertise, graduates of the program are awarded the Certified Professional Homeopath (CPHom) certificate. As a certified homeopath, the practitioner will have the skill level to work with individuals interested in experiencing the health promoting benefits of Classical Homeopathy. The hours earned by completing the Practitioner Certificate Program fulfill the CHC national certification clinical hour requirement.

## Placement

While the completion of the program provides a solid foundation for a successful practice in homeopathy, employment in this field is rarely available. Professional homeopaths mostly work as independent practitioners. Current law prohibits any school from guaranteeing job placement as an inducement to enroll students.

*"I have a whole new set of powerful, yet gentle tools in my medicine bag."*—Kristin Van Konynenburg, MD, CHom



## Course Materials

### All courses require:

- Access to a computer with MS Word software
- Access to equipment capable of playing video files
- Access to reliable email and Internet services
- Competency in spoken and written English

## Required Pre-Course Reading

Dooley, T. Homeopathy: Beyond Flat Earth Medicine (available on the web at <http://www.drdooley.net/Book.pdf>)

## HSI 101/102 Required Books

Castro, M	Complete Homeopathy Handbook
Clarke, J. H.	Dictionary of Practical Materia Medica
Hahnemann, S.	Organon of the Medical Art, Ed. 6, Brewster O'Reilly
Morrison, R.	Desktop Guide
Phatak, S. R.	Materia Medica of Homeopathic Medicines
Vermeulen, F.	Prisma, The Arcana of Materia Medica Illuminated, Sim- ilars and Parallels Between Substance and Remedy
Vithoulkas, G.	The Science of Homeopathy
Yasgur, J.	Homeopathic Dictionary
Schroyens, F.	Synthesis, Ed. 9

## HSI 201/202 Required Textbooks.

Hahnemann, S	Chronic Diseases
Henriques, N	Crossroads to Cure
Kent, J. T.	Lectures on Homeopathic Philosophy
Kent, J. T.	Lectures on Homeopathic Materia Medica

## Advanced Clinical Studies Required Textbooks

Allen, K. A	Tutorial and Workbook for the Homeopathic Repertory
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## HSI Recommended Books

Allen, H.C	Keynotes of Materia Medica
Allen, H.C.	Chronic Miasms
Corey, Gerald	Issues and Ethics in the Helping Professions
De Schepper, L.	Hahnemann Revisited; Homeopathy and the Periodic Table
Gandhi, M.	Homeopathy & Psychiatry - Personal Evolution Model
Gibson, D.	Studies of Homeopathic Remedies; First Aid Homeopathy in Accidents and Injuries
Gray, Alastair	Case Taking
Grossinger, R	The Great Riddle
Hering, C.	Guiding Symptoms of Homeopathic Materia Medica
Heudens-Mast, Henny	The Foundation of the Chronic Miasms in the Practice of Homeopathy
Morrison, R.	Desktop Companion
Murphy, R.	Homeopathic Remedy Guide
Nash, E.B.	Leaders in Homeopathic Therapeutics
Pasma, Arjen	Practice Makes Perfect
Pareek, Aditya	Clinical Miasmatic Prescribing, Fundamental Principles & Practical Application
Pitt, Richard	Comparative Materia Medica
Robinson, T.W.	How to Open or Improve a Successful Alternative Health Care Practice
Sankaran, R.	Sensation Refined; The Other Song; Schema
Vermeulen, F.	Concordant Materia Medica; Prisma; Synoptic Materia Medica II
Ullman, D.	Evidence Based Homeopathic Family Medicine (ebook)
Cummings, S. & Ullman, D.	Everybody's Guide to Homeopathic Medicines
Vermeulen, F.	Concordant Materia Medica; Prisma; Synoptic Materia Medica II
Woods, M.	Vitalism
Whitmont, E.	Psyche and Substance
Wilson, L.	Legal Guidelines for Unlicensed Practitioners
Yarnell, B.	HSI Study Guide for the CHC Exam

## Faculty and Staff

### Barbara Seideneck

Barbara Seideneck, CHom, CPHom, CCH, RSHom is the founder and director of the Homeopathy School International (HSI) . Barbara teaches homeopathy with emphasis on case taking, case analysis and case supervision. She has been nationally certified with the Council for Homeopathic Certification (CCH) since 1997. Barbara has conducted provings of Amethyst, Aquilegia Vulgaris and Aquilegia Coerulea Columbines, Ayahuasca and Emerald. Barbara is the President of the Council of Homeopathy Schools and Colleges (CHSC), has served on the Case-Exam Committee of the CHC, and the Board of ACHENA (Accreditation Commission for Homeopathic Education in North America).

### Jody K. Shevins

Jody Shevins, ND, DHANP, CCH, obtained her Naturopathic Doctorate from the National College of Naturopathic Medicine in 1984. Jody completed post-graduate work with the International Foundation for Homeopathy and holds a diploma from the Homeopathic Academy of Naturopathic Physicians. Jody has been practicing in Boulder, Colorado since 1984 and has taught at HSI since 1991. Jody is a founding faculty member.

### Anne Schadde

Anne Schadde began to practice homeopathy and psychotherapy in Munich/Germany in 1986. She was one of the founders of the Homeopathy Forum in Gauting/Munich and the European & International Councils for Classical Homeopathy and teaches in Germany and other countries. She has conducted homeopathic provings of Ozone, Lithium carbonicum, Cypraea eglantina (Cowrie-Shell), Lignum aquilaria agallocha (a scented wood), Ginkgo biloba, some of the provings are published in *Listening to Stone, Wood and Shell* and *Seven Tourmalines of the Rainbow; A Study with case samples*. Anne has been teaching for the school since 1997 and is a member of the HSI Board of Directors.

### Barbara Yarnell

Barbara Yarnell, CCH, (NA) PCH, CHom, is a nationally certified homeopath and has a private practice in Denver, CO (USA). She graduated from the Professional and Advanced Programs at the Homeopathy School International, received a diploma from the Dynamis School in England, and studied extensively with Rajan Sankaran and Dr. A.U. Ramakrishnan in the US and India. Barbara has served on the Board of the Council for Homeopathic Certification (CCH), has been a faculty member of HSI from 2002 - 2017 and is currently a member of the HSI Board of Directors.

### **Dorothy Simoni**

Dorothy Simoni, PhD, CCH, CHom, NC, is a graduate of HSI's Practitioner Certification and Advanced Studies programs. She is also Professor Emerita at California State Polytechnic University in Pomona, California where she specialized in teacher education, curriculum development and online learning. Dorothy has been with HSI since 2004, applying her skills in curriculum development, teaching, and assessment. Dorothy also served on the CHC Board and continues to serve on a number of CHC Committees.

### **Kiersten Stevenson**

Kiersten Stevenson, MEd., MA, CHom, holds graduate degrees in English and Education and certificates in Homeopathy and Health and Wellness Coaching. She taught writing and cultural studies at the University of Rhode Island and currently teaches holistic nutrition and journaling at Front Range Community College (FRCC). Kiersten is a graduate of the Homeopathy School International (HSI) and practices homeopathy in Longmont, CO. She sits on the advisory boards of both HSI and the Integrative Health and Wellness Program at FRCC.

### **Kristen Santangelo**

Kristen Santangelo, CCH, RSHom (NA), C.HP is nationally certified by the Council for Homeopathic Certification and registered with North American Society of Homeopaths. She graduated from the Professional and Advanced trainings at the Homeopathy School International. Kristen has practiced classical homeopathy in Exton, PA since 2012, has done extensive post-graduate training and is a Certified Homeoprophylaxis Practitioner. Kristen is currently a teaching assistant at HSI overseeing student assignments for students enrolled in the Foundations courses.

### **Polly Millet**

Polly Millet, RN, MSN, CCH, is a graduate of the Florida Academy of Classical Homeopathy and a nationally certified homeopath. She is a retired Nurse Practitioner and Nursing educator with 40 years of experience in classroom, online and clinical instruction in a variety of settings, including psychiatry, obstetrics, pediatrics and general hospital units. She has enjoyed many years of mentoring students, graduates, nurses, and new aspiring homeopaths. She worked with the Council for Homeopathic Certification during the transition to the new certification exam, and reads cases for those seeking certification under the "old rules" of the CHC. She is the past President of the Florida Homeopathic Society, a non-profit organization that promotes homeopathic education and produces an annual conference.

### **William Wallick**

William Wallick, B.S., Pol. Sci. & Public Administration, joined the school in 2001 to administratively support the school's expansion. With extensive experience in video production and his involvement as Media Specialist for Boulder Valley Schools, Bill was instrumental in developing the school's distance education video program. He currently manages the HSI school office and the school's media participation.

### **Ann McKay**

Ann McKay RN-BC, MA HNB-BC, HWNC-BC, DHM, CCH brought many years of experience to HSI when she joined the school in 2019 as case supervisor. Ann has over thirty years of experience as an RN, educator and homeopath. She is board certified as a Psychiatric-Mental Health Nurse, RN-BC; as a Holistic Nurse, HNB-BC; as Certified Classical Homeopath, CCH, and Health and Wellness Nurse Coach, HWNC-BC. Ann served as President for the Council for Homeopathic Certification (CHC) from 2011 – 2017. She has been a faculty member and Clinical Supervisor for various colleges and continues to work with CCH practitioners on their difficult cases. She has a thriving homeopathic private practice in Providence, Rhode Island.

### **Debbie Lamb**

Debbie Lamb, CPHom, is a graduate of Homeopathy School International and recently joined the school as Support Faculty to oversee student assignments. Debbie also serves on the board of the Florida Homeopathic Society as Communications Director and maintains the FHS website. She is certified in Bach Flower Remedies Levels 1 and 2 of the Bach International Education Program. As a homeopathic educator and consultant who lives in Florida, Debbie enjoys serving a growing number of clients who are interested in homeopathy.

*“Know all the theories, master all the techniques.  
But as you touch a human soul, be just another human  
soul.”*

*-C.G. Jung*

## Guest Lecturers

HSI has hosted national and international guest lecturers, including:

Carol Boyce, CCH – England

Miranda Castro, FSHom, CCH – England

Kim Elia – USA

Mahesh Gandhi, MD – India

Alastair Gray, RSHom, PCHom, BAHons – USA

Bill Gray, MD, Dht.

Ian Luepker, ND

Farokh Master, MD – India

Vicky Menear, MD

Richard Pitt, CCH – England

Judyth Reichenberg-Ullman, ND, MSW – USA

Amy Rothenberg, ND – USA

Nandita Shah – India

Robert Ullman, ND – USA

Juergen Weiland, HP – Germany

Phillip Yarnell, MD – USA



## Application and Enrollment

To apply visit:

[www.homeopathyschool.org/application](http://www.homeopathyschool.org/application)

To view the school policies, see:

[www.homeopathyschool.org/school-policies-2/](http://www.homeopathyschool.org/school-policies-2/)

*Applications are accepted throughout the year, and courses can be started at any time.*

### Practitioner Certificate Program HSI 101 through HSI 301

- Submit a completed application form for the Practitioner Certificate Program:  
[www.homeopathyschool.org/application](http://www.homeopathyschool.org/application)
- Attach photocopies of transcripts, professional licenses or documentation of other educational/professional experience.
- Pay Paypal invoice for the non-refundable application fee of \$100.

### Transfer Students

See

<https://www.homeopathyschool.org/admissions#transfer>

## Enrollment

*The school offers open enrollment throughout the year. The program can be started at any time and completed from any location.*

Accepted applicants receive an electronic welcome packet and are sent links to enroll online. The tuition and the refundable deposit are due before materials are mailed and/or emailed.

## Holidays

The HSI office will be closed on the following dates: Martin Luther King, Jr. Day (observed), Memorial Day (observed), Independence Day (observed), Thanksgiving weekend, and Christmas Eve Day through New Year's Day.

## National Affiliations

HSI supports all efforts to unify standards for homeopathic education and certification, formulated by the Council for Homeopathic Certification (CHC), the International Council for Classical Homeopathy (ICCH), the Accreditation Commission for Homeopathic Certification in North America (ACHENA), the Council of Homeopathy Schools and Colleges (CHSC), and the North American Society of Homeopaths (NASH).



## School Policies

### The Program Requires

- Access to a computer with MS Word software
- Access to equipment capable of playing video files
- Access to reliable email and Internet services
- Competency in spoken and written English

### Entry Requirements

Admission into HSI requires the satisfactory completion of two academic years (60 semester credits/90 quarter credits) at an accredited educational institution, or the equivalent. If an applicant has not completed 60 semester hours or 90 quarter hours at an accredited college or university, he/she must write a letter to the Admissions Committee, explaining how work, military training, other earned certification or experience is equivalent to the formal educational requirement. Include in the letter any reasons the committee should consider regarding the applicant's ability to succeed in this program. Attach to the letter any documentation that supports the request. Applicants who do not meet the minimum requirement, but whose qualifications indicate that they will succeed in the program may be admitted to HSI 101 on a probationary basis. Once HSI 101 is successfully completed, the student will be formally admitted to the Practitioner Certificate Program.

### English Competency

Applicants to the program must be competent in spoken and written English. If the completed application or communication with the school indicate that the applicant's English is not sufficient to successfully complete the program and the applicant feels they can succeed in the program, the applicant must submit scores of at least 500 on the Test of English as a Foreign Language (TOEFL) and at least the currently reported mean score on the Test of Spoken English (TSE) to be admitted to the Practitioner Certificate Program. Applicants who do not meet the minimum English Language requirement, but whose qualifications indicate that they will succeed in the program will be admitted to HSI 101 on a probationary basis. Once HSI 101 is successfully completed, the student may be formally admitted to the Practitioner Certificate Program.

### Hours Earned

Over 1,000 hours are earned for the completion of courses HSI 101, 102, 201, 202 and 301. Transfer students earn 500 credit hours by completing HSI 301 - the Advanced Clinical Studies.

*Homeopathy cures a greater percentage of cases than any other method of treatment.*

*- Mahatma Gandhi*

## Ethics

Homeopathy School International (HSI) supports the Code of Ethics established by the Council for Homeopathic Certification (CHC), the CHC Client/Patient Rights within the Health Care Setting, and the North American Society of Homeopaths (NASH), which serve as a guideline of conduct for the professional homeopath. Each student receives copies of these codes of conduct.

## Student Conduct

HSI students are expected to conduct themselves with integrity, responsibility and adhere to the highest standards of professionalism. Academic and professional dishonesty that includes cheating, inventing false information, plagiarism, and helping someone else commit an act of academic dishonesty, are not tolerated. Students engaging in acts of academic or professional dishonesty or disregard of confidentiality are subject to any or all of the following actions:

- Failure on the assignment or test
- Probation or dismissal from the program
- Notation on transcripts

This applies to punctuality, homework completion, respect for instructors, fellow students and clients.

## Confidentiality

Case and follow-up information is to be held in the strictest confidence. This includes recorded clinic cases. Cases and follow-ups are only to be discussed with individuals who are enrolled in the current program or HSI faculty.

## Certification Requirements

Transcripts and Certificates will be issued when:

- Assignments and casework have been successfully completed.
- Quizzes have been successfully completed.
- Evaluations and assessments have been submitted.
- Final course tests have been passed.
- Tuition and fees have been paid in full.
- The USB flash drive has been returned.

After completing all requirements for courses HSI 101, 102, 201, and 202, a transcript documenting the number of hours earned for each course is issued. Transcripts indicate the theory and clinical hours earned, the final test score and an overall course grade.

After completing HSI 301 – Advanced Clinical Studies – participants are issued the certificate Certified Professional Homeopath (CPHom), and a transcript documenting all program hours.

## National Certification Requirements

Completion of the Practitioner Certificate Program meets the CHC 1,000-hour requirement for homeopathic education. Requirements for applying to the CHC Exam include CHC approved human science classes obtained independently.

## USB Flash Drive – Deposit

Students pay a one-time, refundable \$200 flash drive deposit upon enrollment which is refunded when the flash drive is returned in working order at the end of the program. The student will forfeit the \$200 deposit if the flash drive is not returned or is damaged.

## Video – Policy

Videos and all course materials are copyright protected and are the sole property of HSI. The flash drive videos are for personal use only, must be returned to the school, and may not be copied or disseminated without the permission of HSI. Course credit is only awarded once the flash drive has been returned. Flash drive deposits are not refunded if the flash drive is not received within 30 days of the conclusion of a course of study.

*I can't manage without homeopathy. In fact, I never go anywhere without homeopathic remedies. I often make use of them.*

*- Paul McCartney*

## Test Requirements

### Quizzes

Students are expected to adhere to an honor code and explicitly follow all quiz instructions. The passing grade for quizzes is 80%.

### Tests

Students are required to pass an open-book test at the conclusion of courses HSI 102 through HSI 202. An 80% passing grade is required for each section of the test.

### Eligibility

To be eligible for course final tests all tuition, assignments, casework must be current, and the USB flash drive returned.

### Failed Tests

If a section of a course final test is not passed:

Schedule a make-up test within one week of receipt of the score. Make-up tests must be taken within 30 days of the original test date.

A \$50.00 fee is required for each section of the test that is being made-up (maximum fee \$200.00).

### Repeating Final Sections

Tests may not be retaken if the original score received was 80% or higher.

## **Academic Progress**

### **HSI 101 through HSI 301**

#### **Satisfactory Progress**

Satisfactory progress is determined through scores on tests and quizzes, assignments and casework. To successfully complete the program a minimum score of 80% must be earned for each of the following: 1) assignments, 2) each quiz, 3) casework, and 4) final tests. Each course must be satisfactorily completed to be eligible for advancement into the next course (HSI 101, 102, 201, 202 and 301).

#### **Grading**

Course grades for the program are determined by equally weighting the average score on assignments, quizzes and casework with the final exam score. Grades are sent at the completion of each course and are reflected in the student's transcript.

#### **Revision of Assignments**

Assignments receiving a score of less than 80% may be revised and resubmitted before submitting assignments for the next module. Quizzes receiving a score less than 80% must be retaken.

#### **Completion Time**

This self-paced program provides flexibility but it is not opened-ended. Each of the courses HSI 101, 102, 201, and 202

is to be completed in six months. The completion date for each of these courses, indicated in the enrollment agreement, is six months from the start date. Learning throughout the four courses is accumulative and continuous progress is recommended. Re-application is required if a break between courses is longer than three months. The maximum completion time for HSI 301 – ACS is one year. Students can graduate from the entire program in three years or less.

#### **Transferring to HSI**

Individuals wishing to transfer to HSI from another institution that teaches Classical Homeopathy must follow the process outlined below:

##### **Step #1:**

Call the school, complete an HSI application, and include:

- Transcripts from the school/college at which Classical Homeopathy studies were complete
- Course descriptions or syllabi for any completed work in Classical Homeopathy
- You will be invoiced for the HSI application fee (\$100) and transcript evaluation fee (\$80). [Total \$180]

Once the application and transcripts have been evaluated by HSI, and we've received payment for the fees, the applicant will be contacted and notified of a tentative course placement within the HSI course of study.

## **Step #2:**

Before enrolling in a particular course, however, demonstration of the necessary skills and ability required for that level of study must be verified through an exam process. The process includes:

- Submitting a \$150 exam fee.
- Passing the final open book exam (Minimum score 80%) for the pre-requisite course in which the applicant wishes to enroll. Course outlines will be provided for preparation.
- Depending on the placement within the HSI program of study, the exam may require submission of a written case report based on a case taken and analyzed by the applicant (Minimum score 80%). The required case format will be provided.

With successful completion of all of the above, the applicant will be eligible to enroll in the appropriate HSI course. Students who have studied Classical Homeopathy from institutions that issue transcripts in languages other than English, Spanish or German, must have their transcript evaluated by a credential evaluation service such as Educational Credential Evaluators. The evaluation is then submitted with the application to HSI.

## **Transferability of HSI Credits**

HSI does not guarantee the transferability of HSI-credits to any other institutions unless there is a written agreement with that institution.

## **Non-credit Remedial Classes**

HSI does not offer remedial classes.

## **Withdrawal**

Please notify the school if you plan to withdraw from a course. Refer to the refund policy in your enrollment agreement.

## **Probation and Dismissal**

Students who fail to meet satisfactory progress in any area will be notified in writing that they are subject to probation, suspension and possible dismissal. HSI reserves the right to dismiss a student who, after written warning and reasonable consultation is deemed unsuitable to continue the program.

## **Extensions**

At the discretion of the school's Director, extensions of a student's completion deadline may be granted. When asking for an extension, the reason for the extension has to be clearly stated by the student. The length of the extension will be based on the anticipated time needed to complete the course work but cannot exceed 6 months. The extension period begins at the initial scheduled completion date. The extension fee is \$300.

## Repeating Coursework

If a course needs to be repeated, grading is based on the assignments and tests of the repeated (new) course. Previously completed coursework will not be applied to fulfill the requirements of the repeated (new) course.

## Tuition and Expenses

### Tuition

You will be invoiced for tuition at the beginning of each course.

HSI-101	\$3,000.00
HSI-102	\$3,000.00
HSI-201	\$3,000.00
HSI-202	\$3,000.00
HSI-301	\$3,000.00

### Expenses

Required books necessary for the program are not included in the price of the course. The present estimated cost of books is +/- \$600.00

There is a \$200.00 USB flash drive deposit (refundable on return of undamaged flash drive) carried over from course to course.

International postage will be paid by the student.

To start your coursework on time please order your books ASAP.

## Refund Policy

The school adheres to the refund policy required by the Colorado Division of Private Occupational Schools. Students not accepted to the school are entitled to all monies paid. Students who cancel this contract by notifying the school within three (3) business days are entitled to a full refund of all tuition and fees paid. Students who withdraw after three (3) business days, but before the Start Date are entitled to a full refund of all tuition and fees paid except the maximum cancellation charge of \$150.00 or 25% of the contract price whichever is less. In the case of students withdrawing after the start date the school will retain a cancellation charge plus a percentage of tuition, which is based on the withdrawal date within the allowed completion time of the course. There is no refund after the completion date has expired. For the percentage of refund, refer to the table below.

1. The student may cancel this contract at any time prior to midnight of the third business day after signing this contract.
2. All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:
  - a. The date on which the school receives notice of the student's intention to discontinue the training program; or
  - b. The date on which the student violates published school policy, which provides for termination.



- c. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.
3. The student will receive a full refund of tuition and fees paid if the school discontinues course/program within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation.
4. The policy for granting credit for previous training shall not impact the refund policy.

Student is entitled to upon withdrawal/termination	Refund
Within first 10% of program	90% less cancellation charge
After 10% but within first 25% of program (Lesson 1)	75% refund less cancellation charge
After 25% but within first 50% of program (Lesson 2)	50% refund less cancellation charge
After 50% but within first 75% of program (Lesson 3);	25% refund less cancellation charge
After 75% (Lesson 4)	if paid in full, cancellation charge is not applicable and there is NO Refund

**Postponement of starting date**, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a. Whether the postponement is for the convenience of the school or student, and;
- b. A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with the school's refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.

## Notice of Non-Discrimination

HSI does not discriminate on the basis of race, color, age, gender, sexual orientation, political or religious beliefs, handicap, marital status, national origin or ancestry in its educational programs, activities, admission policies, and employment practices.

## Transcript and Certificate Fees

- Fee for each additional transcript: \$20 per transcript
- Fee for each additional certificate: \$25 per certificate

## Concerns and Complaints

It is highly unlikely that an HSI Community member will encounter any problem that cannot be resolved through open, respectful and professional communication. However, if such a circumstance should arise, members of the HSI Community may utilize the following procedure:

If a student, faculty or staff member has a complaint regarding a member of the HSI community, it is the individual's responsibility 1) to bring the issue to the attention of the individual(s) involved and attempt to resolve the problem, or 2) request assistance from the HSI Director or Student Advisor.

A complaint may be made to the HSI administration in writing (Mail to HSI, 727 Sheridan Ave., Loveland, CO 80537). Written complaints must be signed, dated, and contain a clear description of the problem, its circumstances, and any

attempts to resolve the conflict. A written complaint will receive a response from an HSI administrator within five business days of its receipt.

When a complaint is received, the HSI Director or Student Advisor will propose a plan of action. If upon the program's disposition of a legitimate student complaint, the student is not satisfied that the program has adhered to its policy or been fair in its handling of the complaint, the student may contact the State of Colorado.

Complaints may be filed online with the Division of Private Occupational Schools at [www.highered.colorado.gov/dpos](http://www.highered.colorado.gov/dpos). The State of Colorado, Department of Higher Education, Division of Private Occupational Schools shall not consider any claim that is filed more than two years after the date the student discontinues his or her training at HSI. The Division of Private Occupational Schools is located at 1600 Broadway, Suite 2200, Denver, CO 80202, (303) 862-3001.

**HSI reserves the right to make changes in policy, program and instruction in order to maintain HSI standards of education.**

# HOMEOPATHY SCHOOL INTERNATIONAL



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