Message from Founder

As the CEO and President of NPCollege, I would like to thank you for taking a moment to learn about the endless possibilities that NPCollege has to offer to reach your academic goals. This is the perfect moment to pursue higher education to face today’s challenges of the global economy that only education can overcome.

I founded NPCollege in 1996 to provide education and training in a variety of allied health careers serving both the community and surrounding areas. In November 1996, NPCollege was granted institutional approval from the Bureau for Private Postsecondary Education. In November 2003, the school was accredited by ACCSC and in September of 2005, NPCollege received approval for Title IV financial Aid. In 2012, our continued success allowed us to open the doors to a new satellite facility in Torrance, CA.

OBJECTIVE

- Our primary objective is to provide our students quality education by focusing on the importance of labor market trends, technology advancement and educational material updates.
- Establishing a comfortable and pristine educational environment by providing students spacious classrooms with up-to-date equipment, realistic work environment settings, beautiful interior design and areas to relax prior or after class is a priority that we can’t overlook.
- We hire the most qualified administrative staff and educational instructors with the proper work experience and educational backgrounds along with continuous workshops and training to better support the needs of students.
- Just as essential, our institutional departments are fully staffed with knowledge of outside reinforcements for students during their educational (and career search) experience at NPCollege’s Admissions, Student Services, Financial Aid, and Career Services.
- NPCollege is actively in contact with outside clinical sites and encourages employer visits to our campus with the purpose of evaluating our classrooms and teaching methods. Most importantly, Advisory Board meetings continuously enrich program curricula to better prepare students in a competitive labor market.

MISSION

It is our mission to provide our community with a meaningful education in a comfortable learning environment to improve the quality of life and satisfy student needs. We strive to offer students adequate hands-on training, job-seeking skills, and placement services to prepare students for chosen career opportunities.

Dariush (David) Maddahi  
Founder/CEO/President
Students will learn the elements of media technical production with a hands-on approach that will give them an understanding of areas such as camera work, lighting for studio and field, editing, recording systems, audio and communications, broadcast signals, interviewing techniques, hosting and reporting, along with the ability to produce a daily half-hour TV show as part of their training.

Program Length: 900 Clock Hours / 9 Months

This course combines introduction to medical/patient care skills, physics, math, medical terminology, human anatomy, cross sectional anatomy, theory, laboratory, computer skills, and a clinical externship. The student is taught MRI technology and learns to operate the MRI scanner to produce cross sectional images of the patient for diagnostic purposes. This curriculum is designed to provide qualified individuals an opportunity to acquire the knowledge, attitude and skills which will enable them to become safe and competent in MRI technology and prepare the graduate for an entry-level position as an MRI technologist. Upon successful completion of the MRI Program, graduates are eligible to sit for the American Registry of Magnetic Resonance Imaging Technologists (ARMRIT).

Program Length: 1960 Clock Hours / 18 Months
Medical Assistants have become a vital part of the health care team and their responsibilities continue to expand. This exciting program will prepare you confidently as a front and back office medical assistant to work in the rewarding field of medicine. Medical Assistants professionals are trained to perform administrative and clinical tasks that keep the offices of physicians, podiatrists, chiropractors, and other healthcare practitioners running smoothly and effectively.

**Administrative Duties**
- Scheduling and receiving patients
- Maintaining medical records
- Handling telephones & correspondence

**Clinical Duties**
- Recording vital signs and medical history
- Preparing patients for medical procedures
- Collecting and preparing laboratory specimens
- Minor surgery assistance
- Perform EKGs

**Program Length:** 900 Clock Hours / 11 Months
This is a California Department of Public Health (CDPH) Approved Hemodialysis Training Program. The course is intended for the students who want to pursue a career in the Hemodialysis field and who want to meet the requirements for the CDPH Licensing and Program Board examination to pursue the Clinical Certified Hemodialysis Technician (CCHT) status or the Certified Hemodialysis Technician (CHT) status. These professionals will provide a direct monitored care to patients suffering end stage kidney disease. Students will learn the appropriate Anatomy and Physiology, principles and conditions associated with the kidneys. This course will include Medical Terminology and Physiopathology of kidney disease, instruction focusing upon the recognition of pathological conditions of the kidneys and complications during the Hemodialysis treatment.

**Program Length:** 300 Clock Hours / 3.5 Months

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This exciting hands-on Dental Assistant program prepares the student to work as a front and back office dental assistant, a vital member in a dental office team. How to read and up keep dental records, preparing patients for treatment and working chairside with dentists as they examine and treat patients are thoroughly covered in this program as well as training in instrument preparation and patient after-care. You will train in the basic dental anatomy and physiology, as well as a thorough study of skills needed for your new profession, including dental health, infection control, charting, radiology, instrument and equipment prep, and lab techniques. Your program is concluded with a vital externship, providing experience in a work place setting.

**Program Length:** 900 Clock Hours / 10 Months

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Not eligible for international students.
Imagine being able to help people with insomnia, depression, chronic fatigue, headaches, muscle pain, gastrointestinal problems, and so much more - without the use of drugs. We offer a training program that can certify you as a massage therapist in less than a year! Our Massage Therapist program gives you the skills you need for success in this rapidly growing, dynamic profession where you’ll find our level of training is simply unmatched in the field. Your training program is concluded with a vital externship, providing experience in a workplace setting. As a massage therapist, you will train in the basic science and anatomy of the human body as well as massage techniques that will enhance the physical and mental health of patients. You will acquire a solid base of knowledge through instruction and hands-on training in our well-rounded curriculum.

Program Length: 930 Clock Hours / 10 Months

The curriculum includes law enforcement procedures, correctional operations and court systems. The diploma program also includes critical thinking, problem-solving, and decision making exercises. These skills are vital and highly desired in this industry.

Our program provides broad exposure to the components of the criminal justice system, including structure and interrelated agencies working within the criminal justice system. Our comprehensive program is designed to develop leadership and interpersonal skills with an emphasis in managerial and administrative subject matter to prepare graduates for positions of responsibility and leadership in the criminal justice and related fields.

Program Length: 1000 Clock Hours / 11 Months
This program prepares a student for a profession in the exciting field of Computerized Accounting and business finance. Fundamental computer skills are learned while accounting, finance and tax preparation are thoroughly instructed. Training includes QuickBooks and other vital software used in this position, the basic theory of accounting, basics in tax law as it applies to business and instruction in the overall how-to operate in an office setting in any industry.

The training begins with an in-depth study of computers and the types of programs needed to be used by accountants, including a thorough understanding of Microsoft programs such as Word and Excel. Before beginning the study of accounting, if the use of the keyboard needs improvement, this is covered, as well as business English, math and advanced keyboarding.

Program Length: 900 Clock Hours / 10 Months

Tax Preparer Certification Course – 60 Hour Qualifying Education CTEC # 3000-QE-0001
Tax Preparer Certification Course – 20 Hour Continuing Education CTEC # 3000-CE-0002

This Basic Tax Course will consist of 19 lessons for the Federal Tax and 19 lessons for California tax covering the basic areas of income tax preparation for individuals. At the beginning of every lesson the instructor will provide the students with the correspondent training material, and will administer the correspondent exercises and quizzes. This is an instructor guided course with hands-on exercises using current tax forms and implementation of Turbo Tax Home and Enterprise Edition.
NPCollege certainly wants you to experience an easy application process. Therefore, applicants will have an opportunity to be personally interviewed by a school representative who can help you pave the way for your career decisions. You will be given a tour of the campus and receive a catalog describing the programs and the school policies. As a prospective student, you are encouraged to review our school catalog. Once it has been determined what program you would like to apply for, a standardized entrance assessment is administered.

Please take a moment to also visit the Financial Aid Department to obtain additional information about your eligibility for federal funding and get answers to all of the questions you may have.

**ADMISSION REQUIREMENTS**

- Any applicant MUST have minimum High School, GED or GED equivalent education. (High school or postsecondary documentation from a country other than the United States must be translated and certified to be at least the equivalent of a U.S. high school diploma or college degree by an agency that is a member of the National Association of Credential Evaluation Services (NACES) or Association of International Credential Evaluators (AICE))

- All applicants must pass the Wonderlic Scholastic Level Exam (SLE) with a minimum score corresponding to the program of interest. *

The school’s main campus Admissions office is open Monday through Friday from 8:00 a.m. to 7:00 p.m. Pacific Time. In addition to meeting the admissions requirements listed above, it is highly recommended that you make financial arrangements to cover course tuition and the registration fees since it is the last step to process your application.

For more information, please review our catalog on our website at: www.npcollege.edu.

*Not applicable for ESL students.
Financial Assistance*

NPCollege participates in the U.S. Department of Education’s Title IV Financial Aid Programs. Applicants may qualify for tuition and other financial assistance through various public and private training or re-training agencies. These agencies include: the Veterans Administration; California Department of Rehabilitation; private rehabilitation agencies and insurance companies; the GAIN program; the State Employment Development Department (EDD); and Workforce Investment Act programs. All public and private agencies have certain requirements for eligibility. *

REIMBURSEMENT TO VETERANS AND ELIGIBLE PERSONS

For information or for resolution of specific payment problems, the veteran should call the Department of Veteran’s Affair nationwide toll free number at 1-800-827-1000.

What is Financial Aid?

There are a few ways you can obtain financial assistance which can greatly impact out-of-pocket costs. Some of the assistance you may be eligible for can consist of:

-FEDERAL PELL GRANTS*
-FEDERAL SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT (FSEOG)*
-FEDERAL STAFFORD LOANS*

Please visit the financial aid office located in our main campus for more detailed information about your eligibility.

*Does not apply to ESL and International Students

Career Services*

NPCollege has a full time Career Services Department that collaborates with the student's program instructor to provide assistance in attaining an externship site and employment services. While the College will provide employment assistance, some companies contact NPCollege for likely candidates for employment; known vacancies in the field will be made known to our graduates seeking employment.

All individuals that are seeking employment are always welcome to use the resources that the Career Services department has to offer with respect to the time period assigned to students to find employment. NPCollege is here to assist our current and former students, and appreciates their cooperation.

*Does not apply to ESL and International Students
WELCOME INTERNATIONAL STUDENTS!

NPCollege offers a unique combination of specialized programs, hands-on training and multicultural perspectives. NPCollege, is located just minutes from the vibrant urban center of one the most international cities in the world.

Whether you are interested in Allied Health, Media, Finance, Public Service or more, a specialized training can be your best possible preparation for a globalized and competitive market.

ADMISSIONS

Our International Admissions Department provides support and advising to our international students. We are committed to admitting and enrolling a highly qualified and diverse student body. Each applicant is evaluated individually, taking into account the various educational systems worldwide. Whether you are applying from abroad or transfer student, the following materials must be submitted:

- Official School application
- Official Education records
- Evidence of English proficiency:*
- Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS)
- Evidence of Financial Support
- Non-refundable deposit of $300

*Please contact our International Admissions for local ESL schools pre-arranged level acceptance.
**Local Attractions**

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<th>Attraction</th>
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<td>1 Citadel Outdoor Shopping Mall</td>
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<td>2 Montebello Golf Course</td>
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<td>3 Downtown Los Angeles</td>
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<td>4 L.A. Convention/Staples Centers</td>
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<td>5 L.A. Live</td>
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<td>9 Universal Studios</td>
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<td>11 Griffith Observatory</td>
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<td>12 Santa Monica Beach</td>
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<td>13 Beverly Hills Rodeo Drive</td>
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<td>14 Bob Hope Airport - Burbank</td>
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<td>19 Queen Mary</td>
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<td>22 John Wayne Airport</td>
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Please see our website for the Higher Education Opportunity Act of 2008 (HEOA) consumer information.