



**POCA TECH** (501c3) 3526 NE 57<sup>th</sup> Ave., Portland OR, 97213

[www.POCA Tech.org](http://www.POCA Tech.org) EIN 45-5496763

## **Liberation Acupuncture**

### **Admission Application - 2018**

#### **Important Dates**

Applications for Cohort 5 will be accepted beginning February 15, 2018, and must be received by August 7, 2018.

Intent to Attend forms must be received with 30 days.

Classes start September 7, 2018.

#### **How to Apply**

Please review the following information about POCA Tech's application process. Have you read our website and catalog? ([www.pocatech.org](http://www.pocatech.org))

Applications are accepted **ONLY** by Mail.

#### **Rolling Admissions**

Once POCA Tech has received an applicant's "Intent to Attend" form, and there is still a spot available, the applicant has a place in the next cohort. We will continue this process until all available spaces in the cohort are filled. This means that we make a decision about your application based on its own merits, not by comparing it to the entire pool of possible applicants. It also means that applying early greatly improves your chances of being accepted. Once all available spaces are filled, admissions for a cohort will be closed and applicants will be placed on a waiting list.

#### **Incomplete Applications**

Incomplete applications are kept for 90 days without communication from the applicant.

#### **Admission Requirements**

##### **Age**

POCA Tech applicants must be at least 18 years old.

##### **Basic Education Requirement**

All applicants to POCA Tech must have completed at least 2 academic years (60 semester credits/90 quarter credits) of secondary education or the equivalent from an institution accredited by an agency recognized by the U.S Secretary of Education.

##### **Co-Requisites**



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420 hours (28 semester credits/42 quarter credits hours of Western Biomedical classes (including required courses: Medical Terminology, Anatomy & Physiology I & II, Pathology, and Pharmacology) must be completed before the beginning of the third year. Western Biomedical science training will be accomplished by transfer credits from a post-secondary educational institution accredited by the Department of Education. Tuition for this portion of the program will vary according to the institution. Additional required Western Biomedical classes are included in the curriculum.

Clean Needle Technique and First Aid/CPR are required courses NOT offered on campus.

Please note, the student's chosen state for practice may dictate additional classes for licensure. For instance: students who plan to practice in Washington must include a class in microbiology; students who wish to practice in New York must have a total of 9 semester credits in biology.

#### **English Proficiency**

All instruction is in English. English language competency is required. Students for whom English is a second language must demonstrate English proficiency during the admissions interview and through their previous college experiences. (Note: ESL speaking applicants must have achieved a minimum score of 550 on the TOEFL to qualify for State licensing.)

#### **Transfer Credits & Assessment of Prior Learning**

All accredited Western Science and non-acupuncture general credits at the baccalaureate level or the equivalent from an institution accredited by an agency recognized by the U.S Secretary of Education are accepted by POCA Tech.

Undergraduate educations from abroad may be accepted for the Basic Education Requirement and/or Co-Requisites with an evaluation from the Center for Educational Documentation or a similar organization. Please contact the Registrar with questions.

All POCA Tech students enter at the beginning of the Liberation Acupuncture Program.

Due to the unique nature of the POCA Tech curriculum, it is unlikely that other acupuncture and Oriental medicine schools will accept transfer credits from POCA Tech. All applicants should be aware of this when deciding which school is the best match for them.

#### **Ability to Benefit from POCA Tech**

Applicants demonstrate their ability to benefit from POCA Tech by the grades they achieved in their general education and co-requisite classes, and their participation in and understanding of the POCA cooperative.



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#### **Treatments**

POCA Tech students are expected to receive regular acupuncture treatments from a POCA clinic during the duration of their school tenure.

#### **Communication**

All students are required to maintain and check an email address daily. Students are responsible for being aware of all communications sent to them via email by administrators or faculty.

#### **POCA Membership**

All applicants must be current Acu-Punk/Student members of the POCA Cooperative ([www.pocacoop.com](http://www.pocacoop.com)).

#### **Additional Questions?**

First - please read the POCA Tech [Student Catalog](#) and the [POCA Tech Website](#).

Still have questions – mail POCA Tech’s Registrar at [registrar@pocatech.org](mailto:registrar@pocatech.org)

#### **Application Instructions**

- Confirm your POCA membership or join here: [www.pocacoop.com](http://www.pocacoop.com) Note: POCA Tech application and enrollment require a current POCA Acu-Punk/Student membership.
- Complete the application form, quiz, and essays and MAIL it to POCA Tech. Include a passport photo of yourself, and an application fee of \$25. Mail to Admissions, POCA Tech, 3526 NE 57<sup>th</sup> Ave, Portland, OR 97213.
- Order official copies of all your college transcripts – to **be mailed directly from the school** to Admissions at POCA Tech, 3526 NE 57<sup>th</sup> Ave, Portland, OR 97213. Electronic versions are not accepted.
- Request 2 letters of recommendation - at least one from a current POCA member – **to be mailed directly to Admissions at POCA Tech**. Your signature is required on the “Letter of Recommendation” form, which must be submitted with recommendation letter by your recommender.
- Interview with the Admissions Committee. Once your application is complete, you will be notified by the Registrar’s office and the Admissions Committee will contact you to schedule an admissions interview.



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- Once the above requirements are received or met, applicants will be notified of their admission decision within 45 days.

#### **Application Deadlines**

Applications for Cohort 5 must be received by August 7, 2018.

#### **Non-Discrimination Policy**

POCA Tech does not discriminate against any individual whether student, volunteer, instructor, or administrator, on the basis of age, physical disability, sex, sexual orientation, gender identity, race, color, religion, national or ethnic origin or any other status protected by the law in its admissions or employment practices.

1/30/18



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### Admission Application - 2018

#### Admission Application

First Name	Middle Name	Last Name
Street Address		County of Residence
City	State	Zip
Phone Numbers	E-mail Address	
Date of Birth (Month/Day/Year)	Gender <small>(used by Oregon's HECC for statistical purposes)</small>	Are you a US Citizen? (Circle One) Yes          No
Emergency Contact Name	Address	Phone Number
Other Names You Have Used:		
What is your POCA Acu-Punk username?		
Race <small>(used by Oregon's HECC for statistical purposes)</small>	Please check one: <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> American Indian <input type="checkbox"/> Asian <input type="checkbox"/> Black <input type="checkbox"/> Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Declined to answer	



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#### Education

Please list (or attach resume) post-secondary education/training.

Institution/Agency	Date(s) attended	Major/Training Program	Degree/Certification

High School/GED	Year Completed
High School Code – please find this at <a href="http://nces.ed.gov/ccd/schoolsearch/">nces.ed.gov/ccd/schoolsearch/</a> (used by Oregon's HECC for statistical purposes)	

Have you met the POCA Tech Western Bio-Medicine Co-Requisites? Please see [catalog](#) to review requirements. Yes No

If no, how do you plan to meet them?



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#### **Employment/Volunteer Experience**

Please list all employment/volunteer experience (or attach resume).

Employer/Organization Name	Start Date	End Date	Position

#### **Deadlines**

APPLICATION FOR ADMISSION MUST BE RECEIVED BY POCA TECH NO LATER THAN:  August 7, 2018	FOR CLASSES BEGINNING:  September 7, 2018
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I certify that all statements on this application and accompanying documents are complete and true. I also understand that if I am admitted and do not enroll for the "start date" to which I am admitted, I may need to reapply for admission. I understand that submitted materials will not be returned or duplicated.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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### **Admission Application - 2018**

#### **Other Information?**

Is there any other information you would like to provide that might affect your ability to benefit from the POCA Tech program (i.e., physical limitations, personal conditions, financial, felonies or other police records, etc.)? Please explain in the space below. Any information provided herein will be kept confidential. Attach additional sheets of paper if needed

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### Admission Application - 2018

#### Letter of Recommendation (1)

I hereby authorize \_\_\_\_\_ to write a letter of recommendation on my behalf for admission consideration to POCA Tech.

I waive \_\_\_\_\_ / do not waive \_\_\_\_\_ my right to read said letter. (Check one only)

Applicant's Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Applicant Name \_\_\_\_\_

How long have you known the applicant?

In what capacity have you known the applicant?

Please address one or more of the following areas:

Commitment to Service

Ethical Responsibility to Self/Others

Commitment to Social Justice

Reliability

Cultural Competence

Adaptability

Social Skills

Capacity for Learning

Teamwork

Self-Awareness

Communication Skills

Ability to Navigate Uncertainty

Completed by: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Current POCA Member: Yes / No If yes – POCA User Name \_\_\_\_\_

Please MAIL this form and any accompanying letter directly to Admissions at,

*POCA Tech*, 3526 NE 57th Ave, Portland OR, 97213



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### Admission Application - 2018

#### Letters of Recommendation (2)

I hereby authorize \_\_\_\_\_ to write a letter of recommendation on my behalf for admission consideration to POCA Tech.

I waive \_\_\_\_\_ / do not waive \_\_\_\_\_ my right to read said letter. (Check one only)

Applicant's Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Applicant Name \_\_\_\_\_

How long have you known the applicant?

Please address one or more of the following areas:

Commitment to Service

Ethical Responsibility to Self/Others

Commitment to Social Justice

Reliability

Cultural Competence

Adaptability

Social Skills

Capacity for Learning

Teamwork

Self-Awareness

Communication Skills

Ability to Navigate Uncertainty

Completed by: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Current POCA Member: Yes / No If yes – POCA User Name \_\_\_\_\_

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#### **Application Essays**

Please write essays on **each** of the following 5 topics. Please keep each essay to less than 250 words. Include the topic at the head of each essay.

Applicants who feel a non-written response would be more appropriate may provide a video or audio recording in lieu of written essays. Please keep times to under 4 minutes per topic. Recordings must be submitted to POCA Tech on a CD.

#### **Essay Topics:**

- POCA Tech does not require a minimum GPA for admission. If you found it difficult to maintain a 2.5 or higher GPA in your previous schooling, you may very likely find it difficult to be successful in the POCA Tech program. Please tell us how confident you are that you can thrive in our program, and provide some detail to help us be equally confident.
- Please discuss why you want to attend POCA Tech and become a community acupuncturist. Please include your experience as a community acupuncture patient and a member of POCA.
- We all belong to groups that afford us certain automatic privileges and groups that automatically exclude us from certain privileges. Identify for yourself one of each type of group that you belong to and discuss how this has impacted your experiences and your choices in life. Feel free to tell stories.
- Talk about your relationship with money. Include anything relevant about your history, your parents' attitudes and behaviors, your partner(s) and/or children, and anyone else with whom you share resources. What concerns do you have about money, related to being in school or being in practice as a community acupuncturist?
- Practicing Community Acupuncture is fast-paced, physically demanding work that will place you in contact with a diverse patient base, including people you may not like, agree with, or even find easy to be around. Please talk about how your employment and life experiences have or have not prepared you for this type of work, as well as any concerns you may have about being successful once you graduate.



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#### **Application Quiz**

Please circle the correct answers, and submit this quiz with your application.

1. Applicants must have completed at least 2 years of college level education (or 90-quarter credits or 60-semester credits) at an institution(s) of higher education accredited by a federally recognized accrediting agency.  
True False
2. Applicants must be at least 18 years old.  
True False
3. Total program tuition is designed to be comparable to what a new graduate can expect to earn by working full-time, currently about:
  - a. \$10,000
  - b. \$25,000
  - c. \$45,000
  - d. \$65,000
4. The program requires students to be in Portland for class 4 days per month, 10 months per year, for three years.  
True False
5. Most students will need to move to Portland by the beginning of their second year in order to complete the clinical internship requirement.  
True False
6. Participation in the program requires a commitment to work for 3 years after graduation in a member clinic of the POCA Cooperative.  
True False
7. It is possible to be a part-time student.  
True False
8. Success in this program will require the following:
  - a. Self-directed study in between modules
  - b. Lots of rote memorization
  - c. Small group work and class participation
  - d. All of the above



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9. There are 420 hours of required Western Biomedical classes that are not taught at POCA Tech. Students must complete these co-requisites prior to:
  - a. Enrolling
  - b. The end of the first year
  - c. The beginning of the third year
  - d. Graduation
  
10. The following is/are additional co-requisite(s):
  - a. First Aid
  - b. CPR
  - c. Clean Needle Technique
  - d. All of the above
  
11. Acupuncture is a licensed profession. Licenses are granted by:
  - a. The school upon graduation
  - b. A national board after passing the exams
  - c. The federal government
  - d. Each state
  
12. POCA Tech offers Federal financial aid  
True False
  
13. POCA Tech is a candidate for accreditation with ACAOM. As a new school, we are in the process of becoming fully accredited. This is a multi-year process. Students in the early years of the school share the risks of this status along with all of the POCA community members who are also investing in this vision.  
True False
  
14. As graduates of an ACAOM candidate school, POCA Tech students may apply to take the NCCAOM exams, a foundation for licensing in many, but not all states. Students need to understand licensing requirements for the state where they plan to practice. A solid plan for employment is a graduation requirement.  
True False
  
15. The degree granted by POCA Tech is:
  - a. Master's Certificate of Acupuncture
  - b. Master's Degree in Acupuncture
  - c. Master's Degree in Acupuncture and Oriental Medicine
  - d. None of the above
  
16. Some states' licensing boards require all acupuncturists to be qualified in Chinese herbal medicine. POCA Tech does not offer instruction in Chinese herbal medicine.  
True False



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17. POCA Tech's ability to meet its mission of providing affordable acupuncture education relies heavily on the POCA cooperative, on volunteer labor, and on maintaining a lean administrative structure. Students and prospective students also shoulder much of the burden of ensuring a strong and functional operation, and cooperatively meeting the needs of everyone in the school community.

True False

18. POCA Tech and POCA are governed via sociocracy. Students have a significant responsibility for school governance.

True False



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#### **Admission Application Checklist**

All Applications must be mailed. Electronic Applications are NOT accepted.

##### For Domestic Applicants

- Completed application form. (this document)\*
- Quiz (included above)\*
- Essays\*
- Official transcripts from all colleges attended, mailed directly to POCA Tech
- Two Letters of Recommendation mailed directly from your recommender to POCA Tech\*. Include cover letter from this application form. One letter **must** be written by a **current** POCA member.
- \$25 application fee.\* A non-refundable \$25 application fee, payable to POCA Tech must accompany your application. Checks returned from the bank will be charged an additional fee of \$25.
- 2 Passport sized photographs\*

##### For International Applicants

In addition to the above documents you will also need:

- Official transcripts evaluated by World Education Services ([www.wes.org](http://www.wes.org)) or an equivalent organization.\*
- Copy of official TOEFL scores (Non-native English speakers only)\*

\*Mail to Admissions, POCA Tech, 3526 NE 57<sup>th</sup>, Portland, OR 97213