PROJECT HEARTBEAT | SAVING LIVES THROUGH EDUCATION

COURSE CATALOG

January 1, 2026 – December 31, 2026

Version 3.2.2 • Revised November 2026

Oakland Campus
333 Hegenberger Rd, Suite 855
Oakland, CA 94621

Sacramento Campus
2033 Howe Ave, Suite 150
Sacramento, CA 95825

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Project Heartbeat, LLC is a private institution approved to operate by the California Bureau for Private Postsecondary Education (BPPE), Institution Code 86218721. Approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009 and Division 7.5 of Title 5 of the California Code of Regulations.

(CEC §94909(a)(2); CEC §94897(l))

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Section 1: About the Company

MISSION STATEMENT

Project Heartbeat's mission is to "Save Lives Through Education."

Since 1996, Project Heartbeat has served the greater San Francisco Bay Area with a stimulating and collaborative learning environment that focuses on quality healthcare education, integrity, and service.

Project Heartbeat believes in fostering a culture of collaboration, accountability, and performance to meet the workforce development needs of the healthcare community. We take pride in ensuring our students gain the confidence and expertise in their chosen field by offering the highest quality training that will lead to successful employment.

Core Values

Quality Education — Students will develop the intellectual, analytical, and critical abilities through a supportive learning environment.

Integrity — We will abide by the highest levels of ethical standards with experienced and qualified instructors delivering course content that is up to date and exceeds industry standards.

Service — All educational courses have full administrative oversight to support our high standards of service for each individual student.

For over 20 years, Project Heartbeat has been a premier provider of American Heart Association and Emergency Nurses Association training, offering certifications in ACLS, BLS, PALS, Heartsaver CPR and First Aid, 12-lead EKG Interpretation, Basic EKG and Pharmacology, TNCC, ENPC, NRP, and more.

(5, CCR §71810(b)(2))

STATE APPROVAL AND INSTITUTIONAL DISCLOSURES

State Approval

Project Heartbeat, LLC is a private institution approved to operate by the California Bureau for Private Postsecondary Education (BPPE), Institution Code 86218721. Approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009 (California Education Code section 94800 et seq.) and Division 7.5 of Title 5 of the California Code of Regulations.

(CEC §94909(a)(2); CEC §94897(l))

Accreditation

Project Heartbeat, LLC is not accredited by an accrediting agency recognized by the United States Department of Education. Project Heartbeat does not offer degree programs. Students enrolled at an unaccredited institution are not eligible for federal financial aid programs. The program approvals described in Section 2 (County EMS agencies, the California Department of Public Health, and the BVNPT) are program approvals, not accreditation.

(CEC §94909(a)(16))

Bankruptcy Disclosure

Project Heartbeat, LLC does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

(CEC §94909(a)(12))

PROGRAM LOCATIONS

All didactic coursework will be conducted at either of the main Project Heartbeat offices below unless otherwise specified.

Oakland Campus	Sacramento Campus
333 Hegenberger Rd, Suite 855 Oakland, CA 94621	2033 Howe Ave, Suite 150 Sacramento, CA 95825
(510) 452-1100, Ext 0 info@projectheartbeat.com	www.projectheartbeat.com

The main program location is well maintained and meets all building licensing requirements for HVAC, lighting, and holds permits on file for proper business operation. Permits available upon request.

(CCR §71735(2b)) (CEC §94909(a)(1,4))

FACULTY / STAFF

All Project Heartbeat faculty meet the requirements for 5 C.C.R. Section 71720 and are required to have a minimum of three (3) years field experience in their area of expertise, have attended a 40-hour instructional methodology class or equivalent, and maintain a current professional license in their field. All faculty and lecturers possess practical field experience and are knowledgeable, current, and skillful in the subject matter.

Administrative Leadership

President / Chief Academic Officer / Program Director: Allan Bulda, RN MSN

Vice President: Josh Burke, RN MSN FNP

Chief Operations Officer: Eric Kim, EMT

Medical Director: Carter Clement, M.D.

Phlebotomy Technician Coordinator: Allan Bulda, RN MSN

EMT Program — Primary Instructors

Brian Velasquez | Jeff Johnson

EMT Program — Instructors

Cody Adams, Graham Barnhart, Jessica Hines, Emma Janicki, Hideki Kimura, Jaymin Mendez, Drew Perales, Stetson Wheeler, Cindy Abercrombie, Jason D'Silva, Yasmine Fragoso, Gino Garcia, Michael Hennessy, Matthew Lim, Melanie Verzosa, Luke Wetzel, Jessica Hines Philips, Tadan Ryan, Dill Sivia, Marya Thomas, Maddison Wunsch, Sam Unterbach

Phlebotomy Technician Program — Faculty / Lecturers

Doug Bawden, Phlebotomist

Janell Winston, Phlebotomist

(CEC §94909(a)(7))

FACILITIES & EQUIPMENT

Facilities

Oakland Campus, 333 Hegenberger Rd, Suite 855, Oakland, CA 94621. The campus occupies 4,830 square feet and includes 5 classrooms seating up to 90 students, a simulated skills laboratory, a nursing skills lab with hospital beds, administrative offices, and a student break area and restrooms. The building is wheelchair accessible with free on-site parking.

Sacramento Campus, 2033 Howe Ave, Suite 150, Sacramento, CA 95825. The campus occupies 2,704 square feet and includes 3 classrooms seating up to 45 students, a simulated skills laboratory, and a student break area and restrooms. The building is wheelchair accessible with free on-site parking.

Clinical and field externships take place at affiliated sites, including (but not limited to) Royal Ambulance, Eagle Ambulance, Alpha 1 Ambulance, Pro Transport Ambulance, and Medic Ambulance.

Equipment

Project Heartbeat owns a large inventory of state-of-the-art education and late-model training equipment designed specifically for each program offered. This equipment simulates equipment currently used by professionals in the field on a state and national level. The equipment includes anatomical models, human-like manikins, defibrillators, simulators, and specialized equipment available for hands-on training.

Lectures are provided in a classroom setting utilizing presentations on a flat screen monitor and/or projector. Skills training is provided in a simulated skills laboratory. All equipment available to students represents actual models used in real work settings. Outside of class time, students have access to all equipment and resources for practice and study during business hours.

Phlebotomy Equipment (Partial List)

Charts of Vascular and Arterial Systems, Medical Models, Venipuncture Kits, Arm Mannequin, Blood Draw Chair, Biohazard Sharps Container, Microtainers, Safety Needles, Safety Butterfly, Hematocrit centrifuge, and standard PPE (gloves, gowns, eye protection).

(5, CCR §71810(b)(9))

LIBRARY & OTHER RESOURCES

Project Heartbeat has 25 laptop computers available for rental. Students may use them to access the online library at www.thefreelibrary.com. The computer is made available to students and faculty during normal business hours and by appointment for after-business hours. Project Heartbeat also maintains a small library of resource textbooks, manuals, and study guides available to students at no charge during business hours.

(5, CCR §71810(b)(10))

STUDENT RECORDS

All records required by Article 9 of the Act will be kept in a locking fire-resistant file cabinet and electronically stored on a secure server. All student and staff records shall be considered strictly confidential and the exclusive property of Project Heartbeat. Student electronic transcripts are kept indefinitely. Paper records will be securely destroyed after 10 years of storage. Request for records must be made in writing by a currently enrolled or formerly enrolled student. There is no fee for having records forwarded.

All records will be kept at: Project Heartbeat, 333 Hegenberger Rd, Suite 855, Oakland, CA 94621 for a minimum of five (5) years.

(5, CCR §71810(b)(15))

STUDENT HOUSING

Project Heartbeat is a non-residential campus. It does not have dormitory facilities under its control and has no responsibility to find or assist students in finding housing.

Oakland Campus

The following hotels are within a two-mile radius of the Oakland campus:

Hotel	Phone	Est. Nightly Rate
Best Western	(510) 633-0500	$169–$209
Marriott	(510) 568-7600	$149–$199
Oakland Airport Executive Hotel	(510) 635-5300	$139–$189
Holiday Inn	(510) 638-7777	$114–$139
Springhill Suites	(800) 246-8357	$149–$169
Airbnb (within 10 miles)	www.airbnb.com	$60–$199

Sacramento Campus

Rental housing is available near the Sacramento campus in the Arden-Arcade area (ZIP code 95825). As of 2026, typical apartment rents in the area are approximately:

Unit Type	Est. Monthly Rent
Studio or one-bedroom apartment	$1,300–$1,500
Two-bedroom apartment	approx. $1,750

Source: 2026 rental listings for Arden-Arcade / ZIP 95825 (Rentometer, Trulia). Rents change; check current listings.

(5, CCR §71810(b)(13))

ADDITIONAL STUDENT SERVICES

Students are encouraged to seek assistance with issues that may inhibit academic success. Tutorial sessions are available at the instructor's discretion. Career services offers free assistance on resume writing, interview preparation, and job search support. Please note that job placement is never guaranteed.

The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888) 370-7589 or by visiting https://www.osar.bppe.ca.gov/ .

(CEC §94909(a)(3)(D))

ENGLISH AS A SECOND LANGUAGE

Project Heartbeat does not provide services or documents for English-as-a-second-language (ESL) students. All courses are conducted in English. English language proficiency at a 12th-grade level is required. Translation services must be provided at the student's own expense. If English is not the student's primary language, the student has the right to obtain a clear explanation of the terms and conditions of the enrollment agreement and all cancellation and refund policies in his or her primary language.

(5, CCR §71810(b)(4)(5))

Section 2: Program Overview

EMERGENCY MEDICAL TECHNICIAN PROGRAM

Educational Objectives

Project Heartbeat's EMT program objectives have been established based upon the California EMS Authority Regulations (effective January 1, 2025) and the National Registry of Emergency Medical Technicians (Updated April 2025) and adhere to the Department of Transportation's National Standard Training Curricula:

- To develop the EMT student to understand what it means to be an EMT, including the career field of Emergency Medical Systems and the Roles and Responsibilities of the EMT.
- To provide the EMT student the knowledge, skills, and ability to provide top-level care and function safely and effectively in the pre-hospital environment.
- The EMT student will be able to demonstrate competency and proficiency in both basic EMT skills with each patient encountered.
- To prepare the EMT student to successfully complete the National Registry Licensure Examination.

(5, CCR §71810(b)(2))

Course Description

The Project Heartbeat EMT Training Program fulfills the training requirements set forth by the State of California in Title 22 of the California Code of Regulations, Division 9, Chapter 3.1, for Emergency Medical Technician. Through lectures, interactive presentations, skill labs, and simulations, this hands-on course guides students to successful completion of the National Registry EMT-Basic Exam — the final step in obtaining EMT-Basic licensure in California.

This course also conforms to the National Standard EMT-Basic Curriculum formulated by the U.S. Department of Transportation. The course is divided into two phases: didactic instruction and clinical hospital and/or field ride-along. Upon successful completion of all phases, a completion certificate will be awarded allowing the student to apply for National Registry Certification and subsequent state certification as an EMT-Basic.

Component	Hours
Didactic instruction: Technical, theory and practical hands-on instruction	160
Clinical / Field Externship (ride-alongs, minimum 10 patient contacts)	24
Testing: lecture quizzes, weekly tests, midterm and final exam	16
TOTAL HOURS FOR COMPLETION	**200**

Academic Calendar

5-Week Full-Time Program:

Weekend program: 3 days per week. 8:00 am–7:00 pm Fridays and Saturdays; 8:00 am–6:00 pm Sundays. 15 class dates (10–11 hours each). 2–3 externship days (24 hours).

Weekday program: 3 days per week. 8:00 am–7:00 pm Mondays and Tuesdays; 8:00 am–6:00 pm Wednesdays. 15 class dates (10–11 hours each). 2–3 externship days (24 hours).

2.5-Week Accelerated Program: 8:00 am–8:00 pm every day for 15 consecutive days. 2–3 externship days (24 hours).

8-Week Extended Program: Tuesday/Thursday 5:30 pm–10:00 pm; Saturdays 8:00 am–7:00 pm. 2–3 externship days (24 hours).

2026 Start Dates — See online schedule at www.ProjectHeartbeat.com for updated course listings.

Required Textbook

Emergency Care and Transport of the Sick and Injured, 12th Edition — Jones and Bartlett Publishers. This textbook is the foundation for all didactic curriculum. Textbook cost is included in institutional charges (non-refundable after the cancellation period once the access code is activated).

Program Approval

- Alameda County Emergency Medical Services — (510) 267-8000 | www.ems.acgov.org
- Sacramento County Emergency Medical Services — (916) 875-9753 | dhs.saccounty.net/PRI/EMS/Pages/RL-Approved-Training-Programs.aspx

EMT Certification Process

Completion of Project Heartbeat's EMT course is the first step in the three-step certification process:

- Step 1: Graduate from an approved EMT Training Center.
- Step 2: Pass the National Registry of Emergency Medical Technicians (NREMT) Exam.
- Step 3: Obtain State License — Submit EMT Application and Live Scan Background Report to the County EMS Agency.

State EMT certification is issued by the EMS Medical Director and is valid for 2 years from the date of certification. To be eligible, an individual must be at least 18 years of age, successfully complete an EMT course, pass the NREMT Exam, complete an EMSA live scan, have current BLS certification, and not be precluded from certification under Health and Safety Code §1798.200.

Please note that certain criminal record types may preclude EMT certification. California criminal background regulations effective July 1, 2010 are strict — all felonies are automatic preclusions and many misdemeanor offenses have been added for certification denial. Any student concerned about their background should consult with the County EMS Agency.

(CEC §94909(a)(5))

Graduation / Completion Requirements

A course completion certificate is awarded within 15 days to each student who successfully meets all grading requirements, completes the required 184 clock hours, and meets all required competencies. Upon satisfactory completion and payment of all fees and tuition, students will receive a certificate of completion.

As of May 1, 2026, the deadline for completion of all post-course requirements is six (6) months from the last day of the course, with no exceptions. It is the student's responsibility to satisfactorily complete all clinical externship hours and competencies within the designated period. A one-time extension may be

requested in writing due to extenuating circumstances; approval is at the discretion of the Chief Operations Officer.

Job Placement: Project Heartbeat does NOT guarantee or represent any claim that completion of any training program will include job placement or assignment of gainful employment. Program prepares graduates for SOC code 29-2042 (Emergency Medical Technicians).

National Registry Examination

To obtain EMT-Basic certification in California, all students must pass the NREMT Exam (cognitive and psychomotor components). Eligibility requires:

- Didactic Phase — 146 hours
- Field Internship Phase — 24 hours minimum, with at least 10 patient contacts
- Total minimum required hours: 170

NREMT Exam eligibility has a 2-year validity period. Student information will be reported to SCEMSA within 15 days per CCR Title 22, §100067.13.

EMT – Basic: National Standard Curriculum

Module	Title	Hours
1	Preparatory	16
2	Airway	16
3	Patient Assessment	24
4	Medical Emergencies	24
5	Trauma	24
6	Infants and Children	16
7	Operations	8
8	Advanced Airway Management	8
9	MCI — Mass Casualty Incident	10
10	National Registry Skills Final	16
11	Written Final / Skills Testing	16
	Assigned Skills Hours (included in modules above)	64
	Clinical / Field Externship	24
	TOTAL HOURS (146 Didactic/Skills + 24 clinical)	**170**

Note: Module hours shown above reflect the didactic hours allocated to each topic area. Skills hours (64) are integrated within and included in the module totals. Total didactic hours = 144; total program hours including 24 clinical externship = 168.

Upon enrollment in Project Heartbeat's EMT Program, students have the option to pay the total tuition fee immediately (including the non-refundable Registration Fee) or via an incremental payment plan.

Section A — Institutional Charges (Paid to Project Heartbeat)

Fee Item	Amount
Registration fee (non-refundable)	$250
Tuition — 5-week and 8-week programs only (for 2.5 week program, tuition cost is $2650. All other fees on this table remain identical)	$2,150
Insurance (refundable under the refund policy in Section 5)	$200
Lab Supplies & Equipment — non-refundable after the cancellation period once distributed (pen light $2, BP cuff $10, stethoscope $10, trauma shears $3)	$25
Uniform Tee Shirts — non-refundable after the cancellation period once issued (3 shirts only; boots, pants, and belt not included)	$25
Textbook with access code (non-refundable after the cancellation period once the code is activated)	$350
Student Tuition Recovery Fund ($0.00 per $1,000 of institutional charges; non-refundable except on cancellation)	$0
TOTAL TUITION AND CHARGES PAID TO PROJECT HEARTBEAT	**$3,000**

Section B — Estimated Additional Fees (Paid to Third Parties)

The student is responsible for the following fees associated with certification. These fees are estimated and are refundable within the cancellation window where applicable.

Fee Item	Est. Amount
Live Scan fees (see local EMSA for county-specific requirements)	$125
Immunizations	$150
National Registry EMT Examination	$104
Physical exam	$75
County EMS Certification Fee (costs vary by county)	$140
Tutoring (if needed)	$40/hour
ADDITIONAL FEES TOTAL (estimated)	**$594**

ESTIMATED TOTAL FOR ENTIRE PROGRAM	**$3,594**
TOTAL CHARGES FOR THE CURRENT ENROLLMENT PERIOD OF ATTENDANCE	**$3,594**
TOTAL CHARGES THE STUDENT IS REQUIRED TO PAY UPON ENROLLMENT	**$3,000**

Payment Plan Policy

An optional payment plan is available. There is an initial non-refundable registration fee of $250, and a $500 payment due by the first day of the program, and the remainder of the balance due by graduation. If payment is not made in full prior to the first day of instruction, a payment agreement form must be completed. Payments can be made by check, credit card, debit card, or EFT on agreed-upon dates. Late payments are subject to a $25 late fee. Non-payments in excess of 45 days will be turned over to a collection agency. Two notices are sent to students regarding any outstanding balance. The first notice is sent immediately after graduation, the second notice 30 days after the first notice, and then if there is still no contact 30 days after the second notice is sent, the students debt will be sent to collections. See the Program Director or Administrative Manager for details.

(CEC §94909(a)(9))

Initial and date only after you have had sufficient time to read and understand the information:

_____ (Student Initials) _____ (Date)

PHLEBOTOMY TECHNICIAN PROGRAM

Educational Objectives

This program provides education for motivated individuals wanting a new career in the laboratory as a phlebotomist. The Phlebotomy Technician program provides 40 hours of lecture and in-class lab and 40 hours of clinical training. Students will be trained how to use blood draw equipment as well as pre-analytical equipment. By conclusion of the course, students will have completed the state-mandated 50 venipunctures and 10 skin punctures prior to licensing.

Component	Hours
Level I: Didactic Instruction (legal aspects, anatomy/physiology, venipuncture devices, safety, hand washing, specimen care, complications)	40
Level II: Clinical Externship (supervised blood draws at approved clinical sites)	40
TOTAL HOURS	**80**

Academic Calendar (subject to change due to instructor availability)

5-Week Part-Time Program: 8:30 am–6:00 pm Saturday and Sunday. Total of 10 class dates

2026 Start Dates — See online schedule at www.ProjectHeartbeat.com.

Required Textbook

Phlebotomy Essentials, 8th Edition— McCall/Tankersley. This is the foundation for all didactic curriculum and an essential tool for every student.

(CEC §94837(c5))

Program Approval

Laboratory Field Services, California Department of Public Health, 850 Marina Bay Parkway, Richmond, CA 94804-6403 | www.cdph.ca.gov

(CEC §94897)

CPT1 Certification Process

Completion of this course is the first step in the four-step certification process:

- Step 1: Complete a state-approved minimum 40-hour phlebotomy training program.
- Step 2: Complete a 40-hour Clinical Externship confirming 50 documented venipunctures and 10 skin punctures.
- Step 3: Pass a state-approved phlebotomy certification examination (NCCT or equivalent).
- Step 4: Submit an online application to the CDPH for your CPT-1 License and pay the state application fee.

(5, CCR §71800(a) through (d)) (CEC §94909(a)(5))

Section A — Institutional Charges (Paid to Project Heartbeat)

Fee Item	Amount
Registration fee (non-refundable)	$250
Tuition	$2,300
Liability Insurance (refundable under the refund policy in Section 5)	$100
Course Material (textbook $150, Uniform $100, Lab Supplies $100) — non-refundable after the cancellation period once issued	$350
Student Tuition Recovery Fund ($0.00 per $1,000 of institutional charges; non-refundable except on cancellation)	$0
TOTAL TUITION AND CHARGES PAID TO PROJECT HEARTBEAT	**$3,000**

Section B — Estimated Additional Fees (Paid to Third Parties)

Fee Item	Est. Amount
Live Scan Fees	$125
Immunizations	$100
NCCT Certification Exam	$120
CPT1 Licensure Application Fee	$100
Tutoring (if needed)	No charge
ADDITIONAL FEES TOTAL (estimated)	**$445**

Important: Students who wish to work as a phlebotomist in California must pass the NCCT certification exam and apply for licensure through the California Department of Public Health. All associated fees are the

sole responsibility of the student and will not be paid, reimbursed, or refunded by Project Heartbeat.

ESTIMATED TOTAL FOR ENTIRE PROGRAM	**$3,445**
TOTAL CHARGES FOR THE CURRENT ENROLLMENT PERIOD	**$3,445**
TOTAL CHARGES THE STUDENT IS REQUIRED TO PAY UPON ENROLLMENT	**$3,000**

Payment Plan Policy

An optional payment plan is available. There is an initial non-refundable registration fee of $250, and a $500 payment due by the first day of the program, and the remainder of the balance due by graduation. If payment is not made in full prior to the first day of instruction, a payment agreement form must be completed. Payments can be made by check, credit card, debit card, or EFT on agreed-upon dates. Late payments are subject to a $25 late fee. Non-payments in excess of 45 days will be turned over to a collection agency. Two notices are sent to students regarding any outstanding balance. The first notice is sent immediately after graduation, the second notice 30 days after the first notice, and then if there is still no contact 30 days after the second notice is sent, the students debt will be sent to collections. See the Program Director or Administrative Manager for details.

(CEC §94909(a)(9))

Initial and date only after you have had sufficient time to read and understand the information:

_____ (Student Initials) _____ (Date)

VOCATIONAL NURSING PROGRAM

Refer to the VN Student Handbook for detailed program information.

Educational Objectives

Upon successful completion of the Licensed Vocational Nurse (LVN) program, students will be able to:

- Be eligible to apply for the NCLEX-PN to become a Licensed Vocational Nurse.
- Successfully complete the NCLEX-PN and seek licensure.
- Provide safe and competent patient/client care and perform basic nursing services as defined in the Scope of Practice for Vocational Nursing.
- Utilize the nursing process in performing basic assessment, participating in the planning, executing interventions in accordance with the care plan or treatment plan, and contributing to individualized nursing interventions in collaboration with the registered nurse.
- Accurately identify pertinent observations and communicate observations to appropriate healthcare personnel.
- Perform the vocational nurse role by consistently applying ethical behaviors.
- Demonstrate critical thinking and problem solving in the delivery of client care.
- Advocate for clients, families, and support persons.

(5, CCR §71810(b)(2))

Program Length

The Vocational Nursing Program consists of 1,530 hours, including 576 theory hours and 954 clinical hours.

Component	Hours
Theory Instruction	576
Clinical Instruction	954
TOTAL HOURS FOR COMPLETION	**1,530**

Course Content

TERM 1: Fundamentals

VN 100: Nursing Fundamentals

Course Description: This comprehensive course introduces students to the human body, the history of nursing and scope of practice, legal and ethical process, cultural and ethical considerations, asepsis and infection, the nursing process and therapeutic communication, safety, physical assessment, nutrition, fluid and electrolytes, elimination, human anatomy and physiology, alongside essential medical terminology, patient care and rehab, gerontology, death and dying. Through interactive lectures, discussions, and case studies, students will explore key concepts in these areas.

Theory 200.5 hours total; Total Clinicals 270 hours (Skills Lab 110 hours, Direct Patient Care 160 hours). Clinicals — Week 4 to Week 14: Tuesdays and Wednesdays, 8 hours, 0700–1530 (depending on clinical partners).

VN 105: Anatomy / Physiology

Course Description: This comprehensive course provides an in-depth exploration of human anatomy and physiology, alongside essential medical terminology. The course covers the structure and function of the human body, from the cellular level to complex systems. Students will learn to identify and describe major anatomical structures and understand physiological processes, and will develop the language and terms necessary for effective communication in the healthcare field.

Theory 18 hours.

VN 110: Basic Pharmacology A

Course Description: This course provides an essential foundation in pharmacology and drug dosage calculation for vocational nursing students. Students will learn various methods of dosage calculation including ratio-proportion, formula, and dimensional analysis, conversions, understanding and interpreting medication orders, weight-based calculations, and medication administration.

Theory 24 hours total.

VN 120: Introduction to Medical-Surgical

Course Description: This course introduces the principles of medical-surgical nursing, focusing on the care of adult patients across diverse health conditions. It begins with an overview of the perioperative period, then explores common medical-surgical conditions, beginning with the integumentary system and progressing to the musculoskeletal system, with emphasis on mobility, pain management, and rehabilitation.

Theory 44 hours.

TERM 2: Medical-Surgical — Intermediate

VN 200: Medical-Surgical 2

Course Description: This course integrates the foundational knowledge of medical-surgical nursing (Med-Surg 1) and mental health theory. Students will review introductory Med-Surg nursing concepts, cardiovascular disorders, neurological disorders, hematology, immunology, and endocrine.

Theory 156 hours total; Total Clinicals 318 hours (Skills Lab 46 hours, Direct Patient Care 272 hours). Medical-Surgical Clinicals — Week 2 to Week 14: Tuesdays and Wednesday, 8 hours, 0700–1530 (depending on clinical partner).

VN 205: Mental Health

Course Description: This introductory course provides an overview of mental health nursing, including the classification of mental disorders (bipolar, schizophrenia, depression, suicide, PTSD, substance abuse), the impact of mental illness on individuals and families, and a holistic approach to care. Key topics include therapeutic communication, psychiatric assessments, evidence-based practices, crisis intervention, and the ethical and legal considerations in mental health care.

Theory 12.5 hours; Clinicals 6 hours.

VN 210: Pharmacology B

Course Description: This course provides an in-depth exploration of pharmacology, focusing on drugs that target specific physiological systems and conditions, including the urinary system, central nervous system, peripheral nervous system, and diabetes management. Students will examine mechanisms of action, therapeutic uses, side effects, interactions, heparin calculations, and enteral and parenteral medication administration.

Theory 30 hours.

TERM 3: Medical-Surgical / Maternity / Pediatrics / Leadership

VN 300: Leadership / Supervision

Course Description: This course focuses on the development of essential leadership and supervisory skills for Licensed Vocational Nurses. Students will explore leadership theories and principles, effective communication strategies, delegation, conflict resolution, and ethical considerations in leadership roles, with emphasis on critical thinking, problem-solving, and decision-making within a healthcare context.

Theory 29 hours; Clinicals 24 hours (Leadership).

VN 310: Medical-Surgical 3

Course Description: This course provides a thorough look at how the immune and lymphatic systems work, including autoimmune and autoinflammatory disorders, cancer and the immune system, and blood disorders. It also covers sexually transmitted infections, emergency and disaster response, and hospice and palliative care principles.

Theory 111.5 hours; Total Clinicals 232 hours (Skills Lab 8 hours, Direct Patient Care 224 hours).

VN 320: Maternity and Pediatrics

Course Description: This course explores the nursing care of women with an introduction to maternity nursing, pregnancy, labor and delivery, and the postpartum period. It also explores pediatric nursing, the care of pediatric patients with various health disorders, and complementary or alternative therapies for pediatric and maternity care.

Theory 66 hours; Total Clinicals 112 hours (Skills Lab 64 hours, Direct Patient Care 48 hours).

VN 330: Concept Mastery (HESI)

Prerequisites: successful completion of all courses from Term 1 through Term 3.
Course Description: The Concept Mastery course provides students with the opportunity to synthesize the knowledge, skills, and attitudes appropriate for functioning as a vocational nurse. Through review sessions, case studies, practice exercises, and mock exams, students solidify core nursing concepts and hone the critical thinking skills necessary for success on national licensing exams. The course follows the National Council of State Boards of Nursing blueprint to prepare students for the NCLEX-PN Licensing Examination and includes the UWorld Review.

Theory 30 hours. Pediatric/Maternity Clinical 48 hours total (24 hours Pediatrics, 24 hours Maternity); Maternity/Pediatric Skills Lab 64 hours total.

Academic Calendar

Program Duration: 12 months (full-time).

Delivered across a 14-week term, a 15-week term, and an 18-week term, totaling 1,530 hours (576 theory hours and 954 clinical hours).

Program Start Date: September 14, 2026. Graduation: September 3, 2027.

Required Textbooks

- Cooper & Gosnell (2023), Foundations of Nursing, 9th Edition, Elsevier
- Shiland (2023), Mastering Healthcare Terminology, 7th Edition, Elsevier
- Willihnganz, Gurevitz, and Clayton (2026), Basic Pharmacology for Nurses, 20th Edition, Elsevier
- Linton and Matteson (2023), Introduction to Medical-Surgical Nursing, 8th Edition, Elsevier
- Herlihy (2026), The Human Body in Health and Illness, 8th Edition, Elsevier
- Morris (2022), Calculate with Confidence, 8th Edition, Elsevier
- Mazur and Litch (2019), Lutz's Nutrition and Diet Therapy, F.A. Davis
- Leifer & Townsend (2023), Introduction to Maternity and Pediatric Nursing, 9th Edition, Elsevier
- Carroll and Collier (2023), Success in Practical/Vocational Nursing, 10th Edition, Elsevier
- Huber (2010), Leadership and Nursing Care Management, 4th Edition, Elsevier

Program Approval

The Vocational Nursing Program is approved by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT):

- Board of Vocational Nursing and Psychiatric Technicians (BVNPT) — 2535 Capitol Oaks Dr #205, Sacramento, CA 95833 | (916) 263-7800 | bvnpt@dca.ca.gov

NCLEX-PN Licensure Process

Completion of the Project Heartbeat Vocational Nursing Program is the first step toward licensure as a Licensed Vocational Nurse in California:

- Step 1: Graduate from the Project Heartbeat Vocational Nursing Program.
- Step 2: Apply to the Board of Vocational Nursing and Psychiatric Technicians (BVNPT) for authorization to test.
- Step 3: Pass the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN).
- Step 4: Receive your Vocational Nurse license from the BVNPT.

Please note that certain criminal convictions may preclude licensure. Eligibility for licensure is determined solely by the BVNPT.

(CEC §94909(a)(5))

Graduation / Completion Requirements

A certificate of completion is awarded to each student who successfully completes all required theory, skills-laboratory, and clinical hours; maintains a cumulative academic average of 80% or above; and satisfactorily demonstrates all required clinical competencies. Completion of the program does not itself constitute a license to practice vocational nursing.

Job Placement

Project Heartbeat does not guarantee or imply any promise of employment or job placement upon completion of the program. Completion of the educational program does not guarantee licensure, certification, employment, employment placement, or a particular wage or salary.

Tuition and Fees

The following schedule identifies the institutional charges, and the estimated non-institutional/third-party charges, associated with enrollment in the Vocational Nursing Program.

Section A — Institutional Charges (Paid to Project Heartbeat)

Fee Item	Amount
Registration fee (non-refundable)	$100
Tuition (subject to applicable refund policy)	$25,000
Lab Supplies & Equipment — non-refundable after the cancellation period once distributed	$100
Student Tuition Recovery Fund (STRF) Assessment (non-refundable except on cancellation)	$0.00 per $1,000
TOTAL TUITION AND CHARGES PAID TO PROJECT HEARTBEAT	**$25,200**

Section B — Estimated Non-Institutional / Third-Party Charges

Fee Item	Est. Amount
Immunizations	$150
NCLEX-PN Examination	$350
Textbooks	$2,275
Uniforms	$200
Liability Insurance	$30
Live Scan	$70
NON-INSTITUTIONAL / THIRD-PARTY TOTAL (estimated)	**$3,075**

ESTIMATED TOTAL FOR ENTIRE PROGRAM	**$28,275**
TOTAL CHARGES FOR THE CURRENT ENROLLMENT PERIOD OF ATTENDANCE	**$28,275**
TOTAL CHARGES THE STUDENT IS REQUIRED TO PAY UPON ENROLLMENT	**$25,200**

Payment Plan Policy

An optional payment plan is available. There is an initial non-refundable registration/application fee of $100. The student's specific payment schedule will be provided in writing and incorporated into the student's enrollment records. Payments may be made by check, credit card, debit card, or EFT on agreed-upon dates.

(CEC §94909(a)(9))

Initial and date only after you have had sufficient time to read and understand the information:

_____ (Student Initials) _____ (Date)

Section 3: Admissions

APPLICATION PROCESS

Students must sign an enrollment agreement before beginning a career training program at Project Heartbeat. The agreement includes information pertaining to prerequisites, tuition and fees, billing, attendance, payment options, and other related matters. As a prospective student, you are encouraged to review this catalog and the School Performance Fact Sheet prior to signing the enrollment agreement.

All interested applicants must submit a completed application along with a $250.00 non-refundable application fee. Upon acceptance, the applicant will be invited to tour the facility and discuss program information. The enrollment agreement will be executed on the first day of class. All required registration fees and documents must be provided as listed in the enrollment agreement. The enrollment agreement is a legally binding contract.

(CEC §94909(a)(3)(B))

ACCEPTANCE OF CREDITS AND TRANSFER AGREEMENTS

Emergency Medical Technician, Phlebotomy Technician, and Vocational Nursing programs. Project Heartbeat does not accept credits earned at other institutions or through challenge examinations or achievement tests, and does not award credit for prior experiential learning. Every student completes the full program.

Project Heartbeat has not entered into an articulation or transfer agreement with any other college or university.

(CEC §94909(a)(8)(A); 5 CCR §71770)

PREREQUISITE REQUIREMENTS

Prior to enrollment and/or participation in the EMT Program, applicants must meet all of the following prerequisites:

- Copy of valid government-issued photo ID (must be at least 18 years of age prior to certification eligibility).
- Copy of a high school diploma, GED, foreign high school or college diploma, or college transcripts.
- Proof of immunizations, TB screening, and/or physical exam prior to clinical/field internship.
- Current AHA BLS for Healthcare Providers certification (must be obtained or maintained prior to program start date).
- Ability to read, write, and understand English at a level sufficient to complete EMT coursework and patient care documentation.

PREREQUISITE REQUIREMENTS — VOCATIONAL NURSING PROGRAM

Prior to enrollment in the Vocational Nursing Program, applicants must meet all of the following prerequisites:

- Be at least 18 years of age at the time of admission.
- High school diploma or its equivalent (GED or HiSET). Acceptable documentation includes an official or certified high school transcript, a photocopy of the diploma verified by the Program Director, or high-school-graduate status posted to a college transcript.
- Minimum score of 60% on the TEAS entrance examination (a maximum of three attempts is permitted).
- Successful completion of a criminal background check prior to the first day of class.
- Required immunizations, TB screening, CPR certification, and health/clinical clearances prior to clinical rotations.
- Applicants presenting foreign educational records must have transcripts translated and evaluated for U.S. high school equivalency by an approved service.

PROFESSIONAL LIABILITY INSURANCE

Students are required to carry professional liability insurance for the duration of clinical externships. Insurance is included in the institutional charges and is refundable under the refund policy in Section 5.

LIVE SCAN BACKGROUND REPORT

All students are required to complete a Live Scan background check as part of the EMT certification process. The Livescan is NOT a Project Heartbeat prerequisites requirement to attend our program but is instead part of the process of obtaining a state certification. Certain criminal convictions may disqualify applicants from certification — refer to California Code of Regulations, Title 22, §100108.06 for full details. Any student with concerns about their background is encouraged to consult with the County EMS Agency prior to enrollment.

Section 4: Standards for Student Achievement

GRADING SYSTEM

A cumulative grade average of 80% or above is required to receive a passing grade. Students who fail to maintain this standard may be placed on academic probation or dismissed from the program.

Grade	Percentage	Status
A	90–100%	Excellent
B	80–89%	Passing
C	70–79%	Below Passing — Academic Probation
F	Below 70%	Failing — Dismissal Risk

ACADEMIC REQUIREMENTS

Students must pass all required written exams, quizzes, midterm, and final examinations with a minimum score of 80%. The final examination is a one-attempt examination — failure to achieve 80% on the first attempt will result in removal from the program with no retake option.

ATTENDANCE REQUIREMENTS

Regular attendance is required. Students are expected to attend all scheduled class sessions. Excessive absences may result in academic dismissal. Students are responsible for all material covered during any absence. A student absent for more than the number of consecutive class days stated in Section 5 will be withdrawn.

LEAVE OF ABSENCE

A student may request a leave of absence by submitting a written, signed and dated request to the Program Director stating the reason for the leave and the expected return date. A leave may be granted for documented medical, family, military, or other emergency circumstances. Approval is in writing.

A leave of absence may not exceed 15 calendar days, and no more than one (1) leave is granted per enrollment. Days on an approved leave are not counted as absences. Because programs run in cohorts, a returning student may be placed in a later class at the point where the student left, at no additional tuition charge, subject to space availability.

A student who does not return on the approved return date will be withdrawn, effective the student's last date of attendance, and any refund will be calculated under the withdrawal and refund policy in Section 5.

(CEC §94909(a)(8)(E))

PARTICIPATION, ASSIGNMENTS & BEHAVIOR POLICY

Students are expected to actively participate in all classroom discussions, laboratory exercises, and practical simulations. Late or incomplete assignments may result in grade penalties. Disruptive behavior, dishonesty, or violation of professional conduct standards may result in suspension or dismissal.

DRESS CODE & GROOMING STANDARDS

Students must maintain professional appearance at all times. Required attire for clinical rotations includes navy or black uniform pants, an approved Project Heartbeat polo or T-shirt, plain black belt, and polishable black duty boots. Uniforms must be clean and in good repair.

UNLAWFUL HARASSMENT OR DISCRIMINATION POLICY

Project Heartbeat is committed to providing a learning and work environment free from unlawful harassment and discrimination. Any form of discrimination or harassment based on race, color, religion, sex, national origin, disability, age, or any other protected characteristic will not be tolerated and is subject to disciplinary action up to and including termination of enrollment.

DRUG AND ALCOHOL ABUSE POLICY

Students are prohibited from being under the influence of, or possessing, alcohol or controlled substances on school premises or during any school-sponsored activity, including clinical externships. Violation of this policy will result in immediate dismissal. Students may be subject to drug testing if there is reasonable suspicion of impairment.

HEALTH AND SAFETY POLICIES

Students must comply with all safety, infection control, and HIPAA regulations. Universal Precautions must be observed at all times. Students must report any injury, exposure, or significant incident during a shift to Project Heartbeat immediately.

GRIEVANCES

Students who believe they have been treated unfairly should first attempt to resolve the issue directly with their instructor or Program Director. If the matter remains unresolved, a formal written grievance may be submitted to Project Heartbeat's Vice President or President. Contact information is located in the Student Enrollment Agreement. The school will investigate and respond within 30 days.

Questions or complaints may also be directed to the Bureau for Private Postsecondary Education (BPPE), 1747 N. Market Blvd, Suite 225, Sacramento, CA 95834 | (916) 574-8900 | www.bppe.ca.gov.

Section 5: Program Withdrawal

STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.

A notice of cancellation shall be in writing. A withdrawal may be effectuated by the student's written notice or by the student's conduct, including, but not necessarily limited to, a student's lack of attendance. Cancellation must be made by signed and dated written notice addressed to the Program Director via US certified mail, facsimile, or hand delivery to: Allan Bulda, 333 Hegenberger Rd, Suite 855, Oakland, CA 94621. Notice is effective on the date it is received by Project Heartbeat.

If the student cancels, Project Heartbeat will refund 100 percent of the amount paid for institutional charges, less the non-refundable registration fee ($250 for the EMT and Phlebotomy Technician programs; $100 for the Vocational Nursing program). Any Student Tuition Recovery Fund assessment paid will also be refunded. Fees collected for a third party that have not yet been paid or invoiced will be refunded. The refund will be issued within 45 calendar days after the notice of cancellation is received, with written documentation of the amount refunded, how it was calculated, the date it was made, and the person or entity to whom it was sent.

(CEC §94911(e); CEC §94920(a)-(b); 5 CCR §71750)

GOVERNMENT LOANS

Project Heartbeat does not participate in federal or state financial aid programs. If a student obtains a private loan to pay for an educational program, the student will be responsible to repay the full amount of the loan plus interest, less the amount of any refund.

WITHDRAWAL POLICY AND PROCEDURE

Withdrawal by the student. After the cancellation period ends, a student may withdraw from the program at any time. Withdrawal may be effectuated by the student's written notice. The notice must be signed and dated and delivered to the Program Director by US certified mail, facsimile, or hand delivery to: Project Heartbeat, 333 Hegenberger Rd, Suite 855, Oakland, CA 94621. The notice is effective on the date it is received by Project Heartbeat.

Withdrawal by Project Heartbeat. Project Heartbeat will withdraw a student by written notice, based on the student's conduct, under any of the following conditions:

- The student is absent for more than two (2) consecutive scheduled class days without an approved leave of absence.
- The student does not return from an approved leave of absence on the approved return date.
- The student fails the final examination or does not meet the academic requirements in Section 4.
- The student violates the conduct, drug and alcohol, or health and safety policies in Section 4.
- The student fails to meet financial obligations to the program.

- The student does not submit post-course documentation within the six-month window described in Section 2.

When a student is withdrawn for lack of attendance, the effective date of withdrawal is the student's last date of attendance. For other institutional withdrawals, the effective date is the date stated in Project Heartbeat's written notice.

(CEC §94909(a)(8)(B); 5 CCR §71751(a)(1)-(2))

REFUND POLICY FOR WITHDRAWAL AFTER THE CANCELLATION PERIOD

A student who withdraws, or is withdrawn, after the cancellation period and has completed 60 percent or less of the scheduled hours in the program will receive a pro rata refund. A student who has completed more than 60 percent of the scheduled hours is not entitled to a refund. Refunds are calculated as follows:

Step	Calculation
1	Hourly charge = (total institutional charges − non-refundable charges) ÷ total scheduled hours in the program
2	Amount owed for instruction = hourly charge × hours attended. Scheduled hours missed before the last day of attendance count as hours attended.
3	Refund = total institutional charges paid − amount owed for instruction − non-refundable charges

Non-refundable charges are limited to the registration fee (not more than $250) and educational materials actually issued to the student after the cancellation period, as listed below and in the enrollment agreement. Any amount paid above the amount owed is refunded within 45 calendar days of the effective date of withdrawal. If any part of a refund is paid to a third party, the student will receive a written notice of the amount, the recipient, and the date. Fees collected for a third party that have not yet been paid or invoiced will be refunded within 45 calendar days. The STRF assessment is non-refundable when a pro rata refund is made.

(CEC §94920(d); 5 CCR §71751(a)(3))

NON-REFUNDABLE ITEMS — EMT PROGRAM

Item	Amount
Registration fee	$250
Textbook (if access code has been activated after the cancellation period)	$350
Uniform tee shirts (if issued after the cancellation period)	$25
Lab supplies (if distributed after the cancellation period)	$25
Student Tuition Recovery Fund	$0

Insurance ($200) is refundable under the pro rata calculation above.

HYPOTHETICAL REFUND EXAMPLE — EMT PROGRAM

Example: A student in the 5-week program withdraws after 40 of 200 scheduled hours (20%). All materials were issued.

- Total institutional charges paid: $3,000; non-refundable charges: $650
- Hourly charge: ($3,000 − $650) ÷ 200 = $11.75/hour
- Amount owed for instruction: $11.75 × 40 hours = $470.00
- Refund amount: $3,000 − $470.00 − $650 = **$1,880.00**

NON-REFUNDABLE ITEMS — PHLEBOTOMY TECHNICIAN PROGRAM

Item	Amount
Registration fee	$250
Course material — textbook, uniform, lab supplies (if issued after the cancellation period)	$350
Student Tuition Recovery Fund	$0

HYPOTHETICAL REFUND EXAMPLE — PHLEBOTOMY TECHNICIAN PROGRAM

Example: A student withdraws after 20 of 80 scheduled hours (25%). All course material was issued.

- Total institutional charges paid: $3,000; non-refundable charges: $600
- Hourly charge: ($3,000 − $600) ÷ 80 = $30.00/hour
- Amount owed for instruction: $30.00 × 20 hours = $600.00
- Refund amount: $3,000 − $600.00 − $600 = **$1,800.00**

NON-REFUNDABLE ITEMS — VOCATIONAL NURSING PROGRAM

Item	Amount
Registration / Application fee	$100
Lab Supplies & Equipment (if distributed after the cancellation period)	$100
Student Tuition Recovery Fund (STRF)	$0

Textbooks, uniforms, immunizations, the NCLEX-PN examination, liability insurance, and Live Scan are non-institutional/third-party charges and are not refundable by Project Heartbeat once incurred.

HYPOTHETICAL REFUND EXAMPLE — VOCATIONAL NURSING PROGRAM

Example: A student withdraws after completing 300 of 1,530 scheduled clock hours (19.6%). Lab supplies were distributed.

- Total institutional charges paid: $25,200; non-refundable charges: $200
- Hourly charge: ($25,200 − $200) ÷ 1,530 = $16.34/hour
- Amount owed for instruction: $25,000 × 300 ÷ 1,530 = $4,901.96
- Refund amount: $25,200 − $4,901.96 − $200 = **$20,098.04**

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Project Heartbeat, LLC is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the Emergency Medical Technician, Phlebotomy Technician, or Vocational Nursing program is also at the complete discretion of the institution to which you may seek to transfer. If the credits or certificate 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 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 Project Heartbeat, LLC to determine if your credits or certificate will transfer.

Project Heartbeat is a private institution and has not entered into an articulation or transfer of credit agreement with any college or university. This course does not provide college credits toward any degree.

(CEC §94911(h) and §94909(a)(15))

STUDENT TUITION RECOVERY FUND (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, California, 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.

4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

The current STRF assessment rate is zero dollars ($0.00) per one thousand dollars ($1,000) of institutional charges.

(CEC §94909(a)(14); 5 CCR §76215(a) and (b); 5 CCR §76120)

OTHER FINANCIAL STATEMENTS

Project Heartbeat does not participate in federal or state financial aid programs. Students may pursue private financing options. The student bears full financial responsibility for all tuition, fees, and certification-related costs as outlined in the enrollment agreement.

QUESTIONS / COMPLAINTS

Any questions about this catalog or the enrollment agreement may be directed to the Program Director. Unresolved complaints may be directed to:

Bureau for Private Postsecondary Education (BPPE)

1747 N. Market Blvd, Suite 225 | PO Box 980818, West Sacramento, CA 95798-0818

Phone: (916) 574-8900 | Toll Free: (888) 370-7589 | www.bppe.ca.gov

Section 6: Addendum

ADDITIONAL NON-VOCATIONAL COURSES (UNDER 36 HOURS)

Project Heartbeat offers the following non-vocational courses under 36 hours as continuing education and professional development. These courses do not lead to a certificate of completion qualifying the student for licensure. They are intended for licensed healthcare professionals seeking to maintain or enhance their credentials.

American Heart Association (AHA) Courses:

- Basic Life Support (BLS) for Healthcare Providers
- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Life Support (PALS)
- Heartsaver CPR, AED, and First Aid
- Neonatal Resuscitation Program (NRP)

Emergency Nurses Association (ENA) Courses:

- Trauma Nursing Core Course (TNCC)
- Emergency Nursing Pediatric Course (ENPC)

Other Specialty Courses:

- 12-Lead EKG Interpretation
- Basic EKG and Pharmacology

For current schedules, pricing, and registration for non-vocational courses, visit www.ProjectHeartbeat.com or call (510) 452-1100.

Project Heartbeat | 2026 Course Catalog | v3.2.2 | Effective January 1, 2026 | Revised November 2026

All tuition and fees align with the EMT Enrollment Agreement (v2.3.1) and the Vocational Nursing Enrollment Agreement ([v__]).