



THE COLLEGE OF
HEALTH CARE PROFESSIONS

**7322 Southwest Freeway, Suite 110
Houston, Texas 77074**

**Addenda to
Catalog Volume XXXI**

Effective December 15, 2025

The College of Health Care Professions
7322 Southwest Freeway, Suite 110, Houston, Texas 77074

ADDENDUM A- Holiday Schedule / Hours of Operation

Supplement to School Catalog

2026 HOLIDAY AND BREAK SCHEDULE

In most instances holidays that are observed on a scheduled class day will require a class schedule modification to make-up the time. Failure to attend these schedule hours will result in an absence for those hours and will be counted towards the cumulative absences for attendance. You will be notified at the start of the module of schedule changes when impacted by a holiday or break.

Holiday	Date(s) observed
Holiday Break	Dec 25, 2025 – Jan 16, 2026
Martin Luther King’s Birthday	Monday, Jan 19, 2026
Memorial Day	Monday, May 25, 2026
Summer Break	Friday, July 3 – 10, 2026
Labor Day	Monday, Sept 7, 2026
Thanksgiving Holiday	Nov 26-27, 2026
Holiday Break	Dec 25, 2026 – Jan 15, 2027
Martin Luther King’s Birthday	Monday, Jan 18, 2027

Business Office Hours:

8:00am to 7:00pm, Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open weekends. All business transactions should be handled during business hours.

Education Department Hours:

8:00am to 7:00pm Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open weekends. Instructors are available after 2:30pm for remedial and tutoring by appointment only.

Placement Department Hours:

8:00am to 5:00pm, Monday through Thursday, 8:00am to 4:00pm, Friday. The office is not open weekends. All business transactions should be handled during business hours.

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Eric Bing, CEO

Revised December 2025

ADDENDUM – B Tuition and Fee Schedule

Addendum to School Catalog

Effective January 1, 2026

A registration fee that is calculated as part of the total program cost is due at the time of enrollment. **All tuition payments must be made before completion of a program**, unless other arrangements have been made via the enrollment agreement or finance plan. Each student will receive an enrollment agreement, which will outline the payment schedule. Students must be current on monthly payments to begin externship. Students who are not current on monthly payments by the completion of classroom training may be delayed in beginning their externship. For more details on this policy, see the catalog regarding externship attendance. In the event that a student does not meet the terms of the enrollment agreement or finance plan, the College will negotiate an alternative payment plan. If the student does not meet the terms of the alternative plan, the student may be temporarily blocked from classes.

The following are the costs for each program:

	Program Cost
<u>Dental Assistant Certificate Program</u>	
Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$17,950.00</u>
Total Program Cost:	\$18,500.00
<u>Health and Medical Administrative Service AAS Degree Completion Program</u>	
Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$11,300.00</u>
Total Program Cost:	\$11,850.00
<u>Limited Medical Radiologic Technologist with Medical Assisting Skills Certificate Program</u>	
Registration Fee:	\$100.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$24,900.00</u>
Total Program Cost:	\$25,500.00
<u>Medical Assistant Certificate Program</u>	
Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$17,950.00</u>
Total Program Cost:	\$18,500.00
<u>Medical Coding and Billing Certificate Program</u>	
Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$17,950.00</u>
Total Program Cost:	\$18,500.00
<u>Pharmacy Technician Certificate Program</u>	
Registration Fee:	\$50.00
Technology Fee:	\$500.00
Textbooks:	Included in tuition
Tuition:	<u>\$16,950.00</u>
Total Program Cost:	\$17,500.00

Other Charges

Transcript Copy: \$15.00

Repeat Course Fees

Non-Term Programs (Cost per course)	\$100.00
Term Programs	Cost per Credit

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Addendum C – Faculty and Staff

Addendum to School Catalog – January 2026

CORPORATE STAFF

Eric Bing	Chancellor / Chief Executive Officer
Karen Bryant	Chief Financial Officer
Steve Horn	Chief Marketing Officer
Joanitt Montano	Provost / Senior VP of Academics
Joe Cortez	Senior EVP Ground Campuses and Admissions
Bill Kohlhoff	SVP of Accreditation and Compliance
April Boyd	VP of Financial Aid
LaRita Turner	VP of Career Services

ADMINISTRATIVE STAFF

Dr. James Cox	Campus President
Sheryl James	Director of Education
Andre Anyabena	Assistant Director of Education
La Donna Grant	Director of Financial Aid
Cherita Fuller	Financial Aid Advisor
Jocelyn Perez	Financial Aid Advisor
Reyna Salazar	Financial Aid Advisor
Stephanie Hope	Registrar
Traci Buhl	Director of Career Services
Dynasty Darden	Career Services Advisor
Donald Green	Career Services Advisor
Veronica Jimenez	Career Services Advisor
Krystle Ramos	Career Services Advisor
Brittany Thompson	Director of Admissions
Sheila Alvear	Admissions Advisor
Jennifer Johnson	Assistant Director of Admissions
Natasha Johnson	Senior Admissions Advisor
Toni Knight	Senior Admissions Advisor
Juan Martinez	Admissions Advisor
Monica Nuncio	Senior Admissions Advisor
Anisha Reed	Senior Admissions Advisor
Lakeia Reed	Admissions Advisor
Anthony Stewart-Rodriguez	Admissions Advisor
Francia Richard	Student Success Coordinator
Diane Greenwood	Administrative Assistant
Morgan Harris	Receptionist

FACULTY

Name	Position	Full-time/ Part-time	Degrees, Registries, Certifications, and Licenses
NeChelle McClendon	MA Program Director	Full-time	ITT Technical , Project Management & Administration, RMA
Angel Forrest-Smith	MA Assistant Program Director	Full-Time	Everest College, CCMA National Healthcareer Association
Cheryl Lacey-Donovan	MA Instructor/ Extern Coordinator	Full-time	Houston Community College, RMA, CPT, NRHA
Beulah Freeland	MA Instructor	Full-time	The College of Health Care Professions, NRCMA
Dr. Idris Asma	MA Instructor	Full-time	King Edward Medical University Lahore, MD, NRCMA
Dr. Sonal Shah	MA Instructor	Full-time	Maharaja Sayajirao University, ARMA
Tricia Canales	MA Instructor	Full-time	The College of Health Care Professions, NRCMA
Jason Kirkpatrick	MA Instructor	Full-time	US Army Medical Specialist, RMA
Charlene King	MA Instructor	Full-time	Everest Institute, RMA
Stephany Paz	MA Instructor	Full-time	The College of Health Care Professions, NRCMA
Dorothy Prejean	MA Instructor	Full-time	NRCMA, Associates of Applied Science Business Management, HCC Houston, Texas
Marcia Adegbile	MA Instructor	Fulltime	The College of Health Care Professions, AAS, RMA
Gertrude Roland	DA Program Director	Full-time	Astrodome Dental Career Center, RDA, NRDA
Jessika Johnson	DA Instructor	Full-time	Ohio Institute of Health Careers, Columbus, OH, RDA
Marjorie Ruffin	DA Instructor	Full-Time	Kaplan University, BDA
Dedra Rubio	LMRT Program Director	Full-time	University of Texas Medical Branch, BSRT (R)(M)(CT)
Kelsey Odell	LMRT Instructor	Full-time	Fortis College RT (R)
Andrea Rodriguez	LMRT Instructor	Full-time	Bergen Community College RT (R)
Rachael Duran	LMRT Instructor	Full-time	Pima Community College RT(R)
Marsha Williams	LMRT Instructor	Full-time	Tyler Junio College RT (R)
Brooks Jackson	LMRT Instructor	Full-time	Virginia Highlands Community College RT (R)
Steve Nitzsche	LMRT Extern Coordinator	Full-time	Memorial Hermann School of Radiography RT(R)(CT)
Christopher Alexander	LMRT Instructor	Full-time	US Army Military Medical Training Campus, Certificate RT (R)
Andre Anyabena		Full-time	Ashford University, Clinton, IA, M.H.A.
Alisa Thomas	HMAS Program Director	Full-Time	Texas Southern University, B.S. Health Administration, M.Ed. Counseling, Professional Careers Institute, CMA
Sheryl James	RTT Program Director	Full-time	Marymount University, BS
Victoria Wilson	RTT Instructor	Full-time	Tulane University Master of Professional Studies in Health and Wellness Management, University of New Orleans, BS
Tyriq Reddix	RTT Instructor	Full-time	Prairie View University, BA, CRTT
Gerardo Ramirez	PhT Program Director	Full-time	Houston Community College, AAS, R-CPhT, CHW
Amakia Gibson	PhT Instructor	Full-Time	Lipscomb University, Nashville, TN, PharmD, CPhT
Sherita Flowers	MCB Program Director	Full-Time	Strayer University, BA, CPC, CPB
Carolina Zarate	MCB Instructor	Full-Time	The College of Health Care Professions, AAS, NRCCS
Jaylynn Howard	MCB Instructor	Full-time	The College of Health Care Professions, NRCCS

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ADDENDUM D – Houston-SW Programmatic Start Schedule

Supplement to School Catalog

Blended Program Schedule

DENTAL ASSISTANT (DA), MEDICAL CODING AND BILLING (MCB), MEDICAL ASSISTANT (MA), LIMITED
MEDICAL RADIOLOGIC TECHNOLOGIST WITH MEDICAL ASSISTING SKILLS (LMRT-MAS),
PHARMACY TECHNICIAN (PHT)

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)		
		DA, MA, PHT	MCB	LMRTMAS
01/20/26	02/14/26	10/03/26	10/17/26	03/27/27
02/16/26	03/14/26	10/31/26	11/14/26	04/24/27
03/16/26	04/11/26	11/25/26	12/12/26	05/22/27
04/13/26	05/09/26	12/24/26	01/16/27	06/19/27
05/11/26	06/06/26	02/13/27	02/27/27	07/17/27
06/08/26	07/02/26	03/13/27	03/27/27	08/21/27
07/13/26	08/08/26	04/10/27	04/24/27	09/18/27
08/10/26	09/05/26	05/08/27	05/22/27	10/16/27
09/08/26	10/03/26	06/05/27	06/19/27	11/13/27
10/05/26	10/31/26	07/03/27	07/17/27	12/11/27
11/02/26	11/25/26	08/07/27	08/21/27	01/15/28
11/30/26	12/24/26	09/04/27	09/18/27	02/26/28
01/19/27	02/13/27	10/02/27	10/16/27	03/25/28
02/15/27	03/13/27	10/30/27	11/13/27	04/22/28

Hybrid/Blended Program

HEALTH AND MEDICAL ADMINISTRATIVE SERVICES AAS DEGREE COMPLETION PROGRAM

MODULE START DATE	MODULE END DATE	ESTIMATED GRADUATION DATE (For Corresponding Module Start Date)
10/27/25	12/21/25	07/05/26
01/20/26	03/15/26	09/06/26
03/16/26	05/10/26	11/01/26
05/11/26	07/05/26	12/24/26
07/13/26	09/06/26	03/14/27
09/08/26	11/01/26	05/09/27
11/02/26	12/27/26	07/03/27
01/19/27	03/14/27	09/05/27

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ADDENDUM E – State Specific Credentialing Disclosure

Supplement to School Catalog

Houston Southwest Campus

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Program Name and Credential Awarded	Indicate <i>state(s)*</i> where enrolled students are physically located.	List the <i>state(s)*</i> where the institution determined that program curriculum meets the state educational requirements for a license or credential COLUMN A - V.H.4.(i)a	List the <i>state(s)*</i> where the institution determined that program curriculum does not meet the state educational requirements for a license or credential COLUMN B - V.H.4.(i)b	List the <i>state(s)*</i> where the institution has not determined whether its curriculum meets the state educational requirements for a license or credential COLUMN C - V.H.4.(i)c
Dental Assistant Certificate	Texas	Texas	N/A	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Limited Medical Radiologic Technologist with Medical Assisting Skills	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Medical Assistant Certificate	Texas	NA	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Medical Coding and Billing Certificate	Texas	NA	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY
Pharmacy Technician Certificate	Texas	Texas	NA	AL, AK, American Samoa, AZ, AR, CA, CO, CT, DE, FL, GA, Guam, HI, ID, IL, IA, KS, KY, LA, ME, MA, MI, MN, MS, MO, MT, NE, NV, NH, NJ, NM, NY, NC, ND, N. Marianas Island, OH, OK, OR, PA, PR, RI, SC, SD, TN, UT, VT, Virgin Islands, WA, WV, WI, WY