

ARBOR VITAE



SCHOOL OF TRADITIONAL HERBALISM

STUDENT HANDBOOK

2015 – 2016

WWW.ARBORVITAE.NY.COM

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ABOUT ARBORVITAE SCHOOL OF TRADITIONAL HERBALISM

ArborVitae School of Traditional Herbalism is rooted in the holistic practice of herbal medicine, which is itself embedded in the wisdom of the natural world and the many traditions that have honed the craft of botanical medicine. ArborVitae exists to provide the highest quality education and training based on traditional wisdom and ecological awareness in a modern, integrative setting for the clinical, community and family herbalist. The school also aims to be a progressive community resource for increasing public access to comprehensive herbal knowledge and care.

ARBORVITAE IS DEDICATED TO THE MEMORY
OF THE HERBALIST WILLIAM LESASSIER
AND HONORS HIS WISDOM AND TEACHINGS.



The core curriculum covers a range of related topics to inform a broad education base, and is grounded in traditional wisdom, science, and reverence for the natural world. It is consistent with AHG educational guidelines as a baseline, with further specializations possible within the broader approach to plant medicine. Overarching is the intent to teach botanical medicine in a broad and inclusive sense, honoring and reflecting the diversity of approaches in the herbal community, and which will incorporate: medicinal uses of herbs, botany and plant identification, holistic anatomy and physiology, medicine making, flower essences, Traditional Chinese diagnostics and uses of herbs, tissue states, Vitalism, and more. All instruction will integrate sustainable values, including a non-exclusive emphasis on plants that are native, naturalized, or able to be cultivated within the local bioregion.

ArborVitae's core faculty are its founders and co-directors, Claudia Keel and Richard Mandelbaum. Additionally, national and local instructors teach classes and intensive weekends as a part of the professional program and also for the community. To date, the following visiting instructors are a part of ArborVitae's faculty for the 2015-2016 school year:

7Song, Leslie Alexander, Robin Rose Bennett, Lata Chettri-Kennedy, Bevin Clare, Lena DiGloma, Jonathan Edwards, Dina Falconi, Margi Flint, Patrick Fratellone, Amy Galper, [Kate Gilday –invited], Sezelle Haddon, K.P. Khalsa, Katinka Locasio, [Chris Masterjohn – invited], Anne McIntyre, Susanna Raeven, Karen Rose, Cathy Skipper, Kristen Rae Stevens, Tammi Sweet, Peeka Trenkle, Nathaniel Whitmore, Matthew Wood.

ArborVitae operates in collaboration with the **Tri-State College of Acupuncture Postgraduate Institute** which houses the school's classrooms.

CONTACT INFORMATION

School Location:

ArborVitae School of Traditional Herbalism
at Tri-State College of Acupuncture
80 8th Avenue, 1302 (entrance on 14th Street)
New York, NY 10014

Email: info@arborvitaeny.com

Phone: 646-721-5998

Mailing Address:

ArborVitae, LLC
One Union Square West, suite 309
New York, NY 10003

Staff Contacts:

Richard Mandelbaum RH, Co-Director

Email: richard@arborvitaeny.com

Phone: 646-942-7825

Claudia Keel, Co-Director

Email: claudia@arborvitaeny.com

Phone: 917-723-2309

Laura Espinoza-Wulach,
Administrative Director

Email: admin@arborvitaeny.com

Phone: 617-894-6414

Laura Smith, Administrative Manager

Email: info@arborvitaeny.com

Phone: 646-721-5998 *

** Note: This is our school #; hours when
Laura is specifically available by phone
is posted online on our contacts page.*

Shannon Van Loon,
Financial Manager

Email: finance@arborvitaeny.com *

** Note: Please direct all financial
inquiries to Laura Smith unless directly
contacted by our Financial Manager.*



ArborVitae welcomes feedback about classes and the student experience. Please email suggestions for improvement, comments, advisement inquiries and issues to info@arborvitaeny.com.



CLASS LOCATION(S)

Most classes will meet in Room 1302 or 1303 at TSCA, 80 8th Ave, New York NY.

A portion of this course will be held in other venues and outdoors. Locations will include the High Line Park, New York Botanical Garden, Brooklyn Botanic Garden, Central Park, Prospect Park, Brooklyn Bridge Park and Community Gardens and natural areas in the region such as Turtle Pond Farm in Bethlehem CT, Kittatinny Valley State Park in New Jersey and Dina Falconi's permaculture gardens and homestead. There will be one overnight weekend in May 2016, to be held at Turtle Pond Farm in Bethlehem CT.



SESSIONS

The ArborVitae calendar is divided into two semesters roughly following the college calendar, i.e. a fall semester September-December, and a winter/spring semester January-May or early June.

First year weekday classes are held weekly on Wednesdays from 9 am to 5 pm and the second year and third year classes are held weekly on Tuesdays from 9 am to 5 pm. plus one weekend a month. There will also be occasional (and optional) evening classes (usually Monday evenings and pre-weekend Friday evenings). The class dates are listed on our arborvitaeny.com website, in the student portal of the website and in the year 1, 2 and 3 syllabi,

EXTRA STUDENT Q & A SESSIONS

In addition, ArborVitae students will be offered extra monthly sessions with faculty to review case histories and additional topics not covered in class, as well as review and clarification of topics that are part of the curriculum.

Sessions take place October through April, with two sessions per month (with the exception of December and January, in which there is one session per month). They are all scheduled in advance and in the syllabus below:

- Monday evening 6:30-9:00 PM (generally first Monday of the month); in the ArborVitae classroom
- Friday morning 9:30 AM- 12:00 PM (generally second Friday of the month), in the ArborVitae classroom
- The Q & A sessions are held together with the 1st 2nd and 3rd year students as all benefit from each other's questions. Students should sign up for the Q&A ahead of time, so we can assign credit and allot space for all.

Note: Q&A sessions are not required but do count as program credit. They are not included in part time tuition, but part time students can sign up to come for an additional fee based on hours. They are an additional opportunity for interactive learning and can also count towards making up for missed classes in terms of required attendance.

COMMUNITY CLASSES ON MONDAY EVENINGS & SPECIAL PROGRAMS

ArborVitae will host community classes on Monday evenings, generally between once and three times per month. Occasionally they may also be offered on other days and times. These classes are open to the public and will cover a variety of topics, some but not all of which may be covered during the regular program. Throughout the year ArborVitae may also offer special programs or intensives. Neither these classes nor special programs will be a required part of the program but they do offer an opportunity to delve deeper into a particular subject. They can be attended at an additional cost; **All enrolled ArborVitae students receive a 25% discount for community classes.**



Note; All community classes and special program will be posted on the ArborVitae website and notices will be sent to those who have signed up for the ArboVitae newsletter. **This is a different elist than those sent to program students.** If you are interested in keeping abreast of these classes we strongly recommend signing up for this list.

FOOD, DRINK, MEALS & HERBAL TASTES

Throughout the year, **students will be offered many tastes of herbs in many different forms.** This is an aspect of learning herbs; however, **it is always optional to partake!** We strongly encourage students to taste by the drop or smell, use topically, or avoid completely, if they have any concerns of sensitivity or idiosyncratic responses. Teachers are available to answer questions about the herbs as well.

Herbal teas will often be provided during classes. **Spring water** (hot and cold) is also provided through a dispenser in the classroom and students are welcome to make their own infusions etc. ArborVitae provides mugs, plates and cutlery (as we try to avoid disposables). *All students must wash the dining items they use and help generally with cleanup after class.*

Lunch times for classroom days are generally for 1 hour and between 12:30 -1:30. However there will be exceptions, and as much as possible we have noted these in the syllabus.

- *Students are very welcome to bring lunches and eat in the classroom. Food can be stored for the day in the fridge and heated up on school hot plate or toaster oven. Students are welcome to use school kitchen dining items but must wash them after use.*

Field trips generally require bagged lunches, as there rarely is the opportunity to purchase lunch in the field. For some field trips (such as the visit to the Falconi homestead), lunch will be provided and there is no need to bring food unless one has special dietary needs

Potlucks: Periodically will have potluck lunches as a way to spend time with visiting teaches and each other and to share good food. We list a number of these dates in the syllabus but they are subject change and new times may be added:

- We do encourage all students to participate but they are certainly not required.
- Potlucks are also an excellent time to share therapeutic and herbal food and drinks (and for such foods, they will be recognized as part of one's assignment). ArborVitae parties are also potluck



Snacks: There will be breaks in the morning and afternoon schedule for tea. Students are welcome to bring their own snacks for this time if inclined, and also to bring snacks to share if inclined. In some classes herbal and therapeutic foods will be prepared and tastes provided. Also when a student brings in their therapeutic and herbal food assignment small tastes may be provided to other students.

Special Diets: Every effort will be made to address special diets & needs, but students should bring any foods they may particularly need that might not be available.

Alcohol Sensitivity: *Please let us know if you are sensitive to alcohol.* There are classes that outline herb medicine preparations that include alcohol and tastes of alcohol tinctures will be an option in many classes. ArborVitae will endeavor to make special arrangements if needed.

Compost: ArborVitae has a compost bucket in the office in which all herb, vegetable, animal, dairy and fats can be placed, as we compost (actually ferment food waste) through the 'Bokashi' (EM: Effective Micro-organisms) System. We encourage all students to regularly compost all herbs and food in the bucket. At the end of each day the class coordinator sprinkles the days food waste with the inoculant. As we have to regularly transport these buckets to gardens, we regret we cannot take students home food-waste in class, but we encourage you to find your local community garden or other places to compost!

EDUCATIONAL EXPECTATIONS

Students are responsible for their own behavior and will be held accountable for that behavior. ArborVitae retains the right to ask any student who is not holding to these policies to leave class and/or school without refund.

STUDENT CONDUCT, SAFE SPACE & MUTUAL RESPECT

ArborVitae aims to maintain a safe and open environment for learning that promotes respect for and appreciation of each other and our natural world. Herbalists and those studying to be herbalists make up a wonderful and beautifully diverse community. The school values these differences among individuals; students as well as our teachers are expected to respect each person as a uniquely valuable member of our community.

ArborVitae holds itself and its students to its anti-discrimination policy. There is much to be learned from each other and the school maintains an inclusive environment so that we can listen and learn in this manner. Interactions are expected to be courteous, considerate and respectful. ArborVitae especially strives to be a space in which those from communities or groups that have been historically marginalized and under-represented on the basis of gender, sexual orientation, gender identity, race, ethnicity, or other factors, feel safe, comfortable and respected. Although we encourage all students to speak their mind, we remind them to always do so in a respectful manner that is relevant to the program and the topic, and to not speak in a manner that makes assumptions about another's political, religious, ideological, or other beliefs.

Antidiscrimination Policy

ArborVitae strives to create a space that is respectful of all, and in which we are not only tolerate those different from ourselves but share, learn and grow by embracing and celebrating diversity. It is unacceptable that there be any prejudice or discrimination exhibited on the part of students, teachers, or staff including but not limited to the basis of race, national or ethnic origin, language, nationality, gender, gender identity, sexual orientation, age, handicap or disability, creed, political activity, nationality, immigration, or citizenship status. Any student or other individual who believes such discrimination has taken place, such as statements having been made or actions having taken place that violate the spirit of this policy, should bring it to the immediate attention of the directors of the school.

Expressions or attitudes of non-tolerance, stereotyping, abuse, or discrimination are not acceptable while at school. The school considers this to be a shared responsibility on the part of all students, faculty, and administration.

HONOR SYSTEM

Plagiarism: ArborVitae regards plagiarism of any work to be a serious offence against the values of intellectual honesty. Herbalism is a tradition of ancient lineage where we all have learned from the experience of others over generations. However, we expect students to give tribute to their sources whenever possible and appropriate, and to never present someone else's work as their own. The focus of the program is for students to develop their own experience of plants and health, and they should endeavor to express this in assignments and in the classroom

Virtual Library: ArborVitae seeks to provide students with an extensive virtual library in handouts, eBooks, audio and other media. However for a great deal of this information, *ArborVitae only has permission to share this with our students.* Many e-books, teacher handouts and unedited media would not be available if they were shared beyond the classroom. Students are expected to honor this so we can continue to make such information available to them. If students want to share any electronic media information with non-students, they should contact us first for permission.

PHOTOGRAPHY AND OTHER MEDIA

Periodically, teachers and other designated people will take photographs mainly for ArborVitae's own private records. Occasionally, we will post pictures of class activities on social media or our website. We do not name or 'tag' students (unless they specifically give us permission to do so). For such postings, we focus on class activities and teachers rather than portraits, but photos including faces may be included at times. ***We ask students to let us know if they particularly do not want photographs of themselves in any way.*** We will make every effort to not take any pictures of them, but if they happen to be in some group photo we will make sure those pictures will not be used in any way.

Student photography and other recordings: Fellow students can take pictures in the classroom and outings for their own personal use if our other students' photo wishes are respected and as long as it isn't disruptive to classes. As these photos help us document the year, we request that those photos be sent to ArborVitae. With the exception of botanical pictures they may take on outings, students cannot take or use pictures professionally or commercially without written permission. Generally, students can record audio and video solely for their own personal use, if not disruptive. However the school and its teacher reserve the right to prohibit recordings at any time. Students may not share their personal recordings without written permission and we ask them to offer the school a copy.

CLASSROOM EXPECTATIONS

Students are expected to refrain from all cell phone calls, texts and Internet use during class time, except for an emergency, or on class breaks.

HERB ETHICS

As students of herbal medicine with a focus on clinical practice, students working with clients or others are expected to abide by the **Code of Ethics outlined by the American Herbalist Guild** here: americanherbalistsguild.com/ethics. Of particular note for the classroom, when personal information is shared whether by a student, in-practice intakes or visiting clients a strict professional confidentiality is to be observed.

ArborVitae students will be taught how to **ethically harvest medicinal plants** and will be oriented to the principles and practices of sustainability, and are expected to abide by them as well.

ATTENDANCE POLICY

For students working toward a certificate we maintain the following attendance policy: Students are expected to attend all program classes. The curriculum builds on itself and works together as a whole and missing classes will limit a student's education. We expect that students note the class dates and times and plan their schedules accordingly.

Upon entering the classroom students should sign in on the attendance sheet that will be posted at the door or with the class coordinator. This is essential for us to be able to assess your attendance. **Students are expected to arrive to classes on time, on or before the 9:00**

a.m. start time. The information shared at the start of a class usually sets the context for the rest of the class and arriving late can be disruptive to teachers and fellow classmates.

We understand that there may be times of special obligations, and sometimes, even herbalists get sick. Rest, drink some infusions, try some herbs out and please let us know. You will have access to all class related information, reading and assignments through the student portal.

With this in mind student's can miss 10% of class time and still be eligible for the certificate. There are extra two hour monthly Q&A meetings offered at times convenient to majority of class. Attendance to these meetings is optional and not counted as absences, but it would be counted as extra hours and help a student if needing to makeup classroom hours.

If a student misses more than 15% of class time will need to make up the missed classes, either by assignments or taking a similar class at another time. All class handouts and other class media will be available for the student to review as well.

If a student has taken a similar class as to one offered, he/she can apply for class credit and the absence will not be counted. However we recommend that students attend the similar class if possible, as different presentations and perspectives on herbal topics help to deepen our understanding of the many facets of herbal practice.

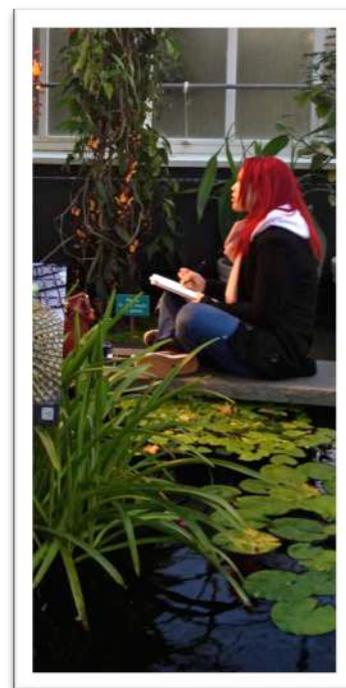
If a student is more than 30 minutes late for a half-day class and 1 hour late for a full day class it will be marked as a half absence. A half absence may require make up work. If a student is late (or leaves early) for 15% of the classes in a semester they are in jeopardy of not fulfilling the requirements to receive a certificate.

Thank you for respecting our teachers and coming on time, and please let us know if you foresee any potential conflicts in doing so.

CLASS ASSIGNMENTS

Program and class assignments will be given to students at the start of each semester, but these assignments may be amended or added to by teachers as the semester progresses. They are given to help root and 'bring home' the knowledge and practice of herbal medicine. We are aware that students have full working lives outside of class and we seek to make them focused and simple so not to burden you with a heavy workload. That said, the home assignments are an integral part of the program and the students' understanding of herbalism.

Assignments range from short written reflections on reading to observation of a particular plant over a semester or making fermented foods. A final project will be due in May two weeks before classes end for the year. Be prepared to document your work in a variety of ways



if possible - i.e. camera, written or bringing to class a sample of a medicine you prepared.

Most classes require reading and students will be given a book list at the beginning of each semester so they can plan to purchase or rent from the library the books they will need for class. If there are handouts that are required reading, they will be uploaded to the particular course in the student portal. (Students may then download the handouts from the student portal)

Students will submit their program and class assignments by uploading them to the student portal. (Their assignments will only be visible to teachers and the teachers assistant.) If there is a particular problem in scanning a written document for upload, students can submit assignments by hand. In some limited cases administration may be able to scan and upload homework for the student.

Written assignments students must cite sources and only submit work that is their own. Plagiarism and missed or late assignments jeopardize the students' ability to receive a certificate of course completion. (Please see 'Student Conduct' above.)



ARBORVITAE POLICY FOR CERTIFICATE OF COMPLETION

Each year of ArborVitae's professional program reflects a considerable immersion into the art and science of herbal medicine. The school assesses students' class hours, curriculum topics and assignments to reflect this study and award its graduation certificates. ArborVitae grades according to pass/fail, but seeks to inspire, support and recognize excellence in all areas.

If a student does not abide by the statement of student conduct, adhere to the attendance policy, and/or complete class assignments they may relinquish their opportunity to receive a certificate of completion.



STUDENT BENEFITS

- ◆ Students will receive a valid student I.D. issued by the **Tristate College of Acupuncture**, which provide students with discounts wherever they are honored. There is a one-time administrative fee of \$50 for this I.D. An ArborVitae school sticker will be provided for the I.D. as further evidence of student enrollment.
- ◆ All enrolled students will receive a student membership to **United Plant Savers** and are entitled to all its membership benefits, which include: quarterly journal, fall endangered plant giveaway and other discounts (including conference discounts) and resources
- ◆ Students receive a discounted membership to the **American Herbalists Guild**, which provides numerous benefits and discounts which are outlined [here](#).
- ◆ Students receive a **25% discount to ArborVitae Community Classes**.
- ◆ Students receive a 10% discount at and local herb shops **Flower Power**, **Remedies & The Herb Shoppe**, **Integral Yoga**, **KamWo** and **Perelandra**

- ◆ Students may create a wholesale account at herb retailer [Starwest Botanicals](#). To do so, students should provide the school's name and their student ID # in the company name field of the application. Registration for a wholesale account can be found [here](#).
- ◆ An online **Student Portal** is available for students to access a virtual library of articles, eBooks, class audio recordings and possible video. (Please see note below on virtual library.)

The school will explore other opportunities to provide additional student discounts for herb-related events and vendors.

WI-FI INTERNET CONNECTION:

A Wi-Fi Internet connection is available in the ArborVitae classrooms and the password will be provided. However, personal use is restricted for class time. Please limit both texting and internet use for breaks, lunch and personal emergencies.



REGISTRATION AND FEES

APPLICATION

Prior to the start of school year, students must submit an application for their chosen program and pay a deposit of \$500 to hold their place. Applications and links to pay deposit can be found, respectively, at arborvitaeny.com/applications and arborvitaeny.com/tuition.

REGISTRATION

- ◆ Full time students will be automatically registered for all program classes.
- ◆ Part time students will be automatically registered for the part time track they choose and any additional added classes they choose at the beginning of the year. To register for additional classes, students need to contact administration and/or register online.
- ◆ Community classes and specialty classes require registration on our website. Students will be given a coupon code for 25% discount (see Benefits).

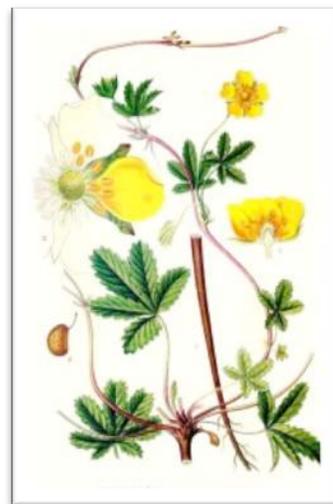
PAYMENT AND FEES

ArborVitae uses a tuition-based payment system. More information can be found at arborvitaeny.com/tuition. Students wishing to pay their tuition in full should contact the school at info@arborvitaeny.com.

For the first month(s) of the 2015-16 year, invoices are sent via PayPal. PayPal allows individuals to pay using credit card, checking account, or PayPal account. (Please note that it is not necessary to have a PayPal account in order to use PayPal.) This process is how the first payments of the 2015-16 school year will be made. However, we will be transitioning to a system which will charge your credit card automatically when a payment is due. Students will be notified when this new system is up and running.

ADDITIONAL EXPENSES

- ◆ **Required books**, most all of which are available used or as eBooks. ArborVitae is developing a library of required books though it is limited at present time.
- ◆ Students are responsible for their own **travel costs** to and from class, including days when there are field trips both within the city (such as city parks, botanic gardens, etc.) as well as parks or other locations in the nearby region. In some cases this may include a small expense for gas and tolls (carpooling will be encouraged and facilitated). Whenever possible ArborVitae will contribute to or pay for special travel costs.
- ◆ **Student /Tri-State I.D.s:** Our school building requires their building issued I.D. for regular entrance of students and charges \$50, so this fee is passed on to all students. *This is a one-time fee for all three years as students can use the I.D. in subsequent years with annual ArborVitae stickers. Students who lose their I.D.s they will be charged \$50 to replace it.*
- ◆ Teas and herbal food samples will be offered in a number of classes, but **unless otherwise noted, meals during classes and field trips will be at students' expense.** In general additional materials fees will not be charged for classes involving medicine or food preparation, except for unusual and limited circumstances in the case of costly materials.
- ◆ There may be additional fees for **herb or food supplies for formulations that students may personally use** or take home from classes.



PAYMENT PLAN OPTIONS

If a student is not able to pay in full at the beginning of the school year, a payment plan can be arranged. The school will require the student to fill out a payment plan agreement form, found at <http://arborvitaeny.com/?p=2021>, in which they will affirm their legal responsibility to make all payments and provide credit card information for automatic payments. **ArborVitae does not charge extra interest, nor an administrative fee for payment plans**, unless the payment is late, in which case a late payment fee of 1.4% is charged per week late.

We offer three types of payment plans:

- ◆ **Clover Plan** – 4 payment method for full and part time students due the first of September, November, February and April.
- ◆ **Mugwort Monthly** - 8 payment method for full and part time students due the first of September, October, November, December, January, February, March and April.



- ◆ **Calendula** - 12 payment method for *full time students only* due the first of each month starting from June (before school starts) with the last payment due in May. (Students who are accepted after the month of June will need to pay for the missed payments before start of term. For example, a student accepted September 4th will need to pay for June-September before classes start.)

LATE FEES

If your payment plan agreement form is received at a later date than the beginning of your chosen plan, missed payments will be added to your first due payment. If your payment is a week late, you will be charged a fee equaling 1.4% of that payment. Each subsequent week of tardiness will earn another fee of 1.4%.

Most of all, we are happy to have you learning with us and we ask that you remain responsible for paying your fees and classes in a timely matter. If something does come up please communicate with us about it so we can find a mutually agreeable way to support your herbal education with us!

FULL-TIME & PART-TIME ATTENDANCE

The curriculum classes and special visiting faculty classes connect together to form a cohesive and comprehensive program, and students benefit most if they attend full time. But if students miss occasional classes, they will still be eligible for the graduation certificate. Make-up options will be also available. (Please see attendance policy above) But if you are not able to attend a significant portion of classes, ArborVitae offers weekend and weekday tracks with options to add on hours/classes. For more detailed information view or download this pdf: [ArborVitae FullTime & PartTime options](#)

CANCELLATION & REFUNDS

STUDENT WITHDRAWAL

Students will receive a full refund minus the deposit if they officially notify the school of intent to withdraw before classes start for the year.

The School *at its discretion* can choose to offer additional refund(s) based on individual circumstances, including potential applications, full or in part, of tuition to a future year in the program.

MISSED CLASS

For community classes, students who notify the school that they will be missing class 5 days prior to the class will receive a refund or a money credit to use towards their make-up class or a new class.

CLASS CANCELLATION

If a class is cancelled due to unforeseen circumstances such as a hurricane, snowstorm or teacher absence etc., it will be rescheduled at a time that is convenient for most students. If a student is not able to make it on the new date/time the teacher will find an appropriate way to get them the missed information and/or give class credit.

FINANCIAL AID WORK STUDY

For each program class, ArborVitae offers work-study positions as a Class Coordinator and an Assistant Class Coordinator. Their roles include (but are not limited to): arriving early to take attendance at each class, record audio and assist with set-up and breakdown of the classroom if required, and any other general on-site assistance the teacher may need. For this service, the Class Coordinator is awarded 10% off the price of the tuition and the Assistant Class Coordinator is awarded 5%. This percentage may be adjusted in either direction according to work provided to the school. Students need to apply for this position. Please contact info@arborvitaeny.com for an application.



Other work-study positions may be available as need arises and according to a student's skill set. If a student has a particular skill or idea of a service to ArborVitae, they are welcome to submit a proposal. The school will make increased efforts to offer work-study positions, but they are limited at present time.

SCHOLARSHIPS & STUDENT LOANS

ArborVitae takes seriously the need of a scholarship fund and other forms of student financial assistance or aid, and will continue working on this as a high priority. ArborVitae hopes to set up a Scholarship Fund that will enable people and organizations to make tax-deductible donations, but this is not yet in place. If a student knows of a person or organization that may be able to contribute, small or large, we, along with your fellow students, would be grateful for your assistance. We are hopeful that we will soon be able to provide a limited number of students with scholarships. They will be distributed, as available, according to need and other criteria established by the school, and prioritizing full-time students.

We also are in the process of investigating the availability of low interest loans for students.

AMERICAN HERBALIST GUILD PROFESSIONAL MEMBERSHIP

Arborvitae's Advanced three year program consists of the first year foundational program plus more clinically focused years two and three. By the completion of the 3rd year students will have fulfilled the education requirements as well as some of the clinical hours outlined by the American Herbalists Guild in case they should want to apply to be a Professional Member of the Guild in the future. (The link to the American Herbalists Guild website is listed on the resources page.)

