



# ACORN School of Herbal Medicine

## *Footprints in Medical Herbalism*

Student Handbook  
2024-25



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## School Information

The Acorn School of Herbal Medicine (referred to as ACORN) offers education in medical herbalism, clinical nutrition, basic physiology, herbal pharmacy, and other aspects of natural health. Our faculty members are certified herbalists with professional clinical experience and strong backgrounds in clinical nutrition. Our programs are not accredited by any educational agency in the State of California.

ACORN is affiliated with the North American Institute of Medical Herbalism (referred to as NAIMH). ACORN teaches the curriculum created by Paul Bergner, Medical Herbalist and Clinical Nutritionist for NAIMH. Paul founded NAIMH in 2003, and from 2003 until 2012, NAIMH was approved and Regulated by the Colorado Department of Higher Education, Private Occupational School Board. In July 2012 NAIMH relocated to Portland, Oregon. Oregon does not regulate this type of school, but NAIMH has kept and maintain the coursework approved by Colorado. NAIMH is not academically accredited, and students are not eligible for federal government loans.

**ACORN is owned solely by Heather Luna Keasbey, CCH, CN.**

**Mailing address: PO Box 1664 Nevada City, CA 95959**

**Telephone: 530-955-3131**

**Website: [www.acornherbschool.com](http://www.acornherbschool.com)**

**Email: [herbalists@acornherbschool.com](mailto:herbalists@acornherbschool.com)**

Our classroom is now online. All classes are held online using video conferencing technology. Students will join online for live classes taught by Heather Luna and listen to audio recording of Paul Bergner's course curriculum. Medicine making supplies will be mailed to students, which contain all materials needed to complete the herbal pharmacy and medicine making requirements.

**Footprints in Medical Herbalism** students are dually enrolled at both the ACORN School of Herbal Medicine and the North American Institute of Medical Herbalism. Upon completion of this course, you will receive two separate certificates: one certificate from ACORN and one from NAIMH.





*Work with the forces of Nature  
to establish a better quality of life for modern living*



### **Our Philosophy**

In the practice of herbalism, we seek to treat the whole person, not the disease. In doing so herbalists employ healing methods intended to increase vitality and support the natural forces within us to restore balance on all levels. Our educational programs emphasize Vitalist principals in which to elevate the quality of life to facilitate deeper and more meaningful relationships with ourselves, our bodies, our community and to the Earth. We offer both a traditional and clinical platform from which to launch herbal practitioners into the life long journey. Using herbs as a way of life is an art. We support the creative process of self-care as a means to offer our services to others.

### **Our Vision**

We invite you to participate in paving the way for a cultural shift in healing the landscape of the human being. As herbalists we employ healing methods that support Nature's innate ability to flourish. On this journey we learn to work with the forces of Nature. We seek to establish a better quality of life in modern living, knowing that health and wellness are not limited to what is perceived in physical form, but must be addressed at all levels of our being. This approach to personalized health care fosters an enriched human experience which directly affects the well-being of our relationships, our communities, and our culture. ACORN School of Herbal Medicine wellness programs are how we want to contribute and best serve our community, both locally and globally.

### **Understanding Vitalism**

*“Vitalism in healing is a clinical strategy based on the principle that Life, Nature, and the Great Spirit from which they arise are fully present in all the tissues of the body, and also in the psyche, the spiritual heart, and the soul, sustaining life and health, providing momentum for personal evolution on all levels, and for the fulfillment of the highest purpose in social and spiritual life. Vitalist practitioners employ clinical strategies and methods which support this life power through encouragement of nourishment, digestion, rest, and appropriate activity, identification of purpose in personal life, connection with nature, an active spiritual life, identification and removal of obstacles to cure on all levels, and avoidance of methods which suppress or distort life processes. The Vitalist incorporates all aspects of science, especially physiology and pathophysiology, but equally values knowledge from traditional herbalism, empirical observation, instinct and intuition, and is not confined to the narrow materialistic world view that dominates much of modern science, medicine, and social life.”*

*– Paul Bergner*



## **A.C.O.R.N.**

### **Academic Community Of Radical Nature-cure**

Working with plants is working with the forces of Nature. Nature Cure is a healing modality as old as humanity itself. Our contemporary expression of it originated in the mid-1800s. Practitioners used whole food diets, restoration of the circadian rhythm, bathing in healing waters, movement in the fresh clean air, and the skilled application of herbs. This was practiced while spending ample time in natural landscapes and wild places. They found these methods to be curative of many conditions. It is from this tradition that modern naturopathic medicine was developed. In order to facilitate a cure, we must unpack the habits of modern lifestyle and restore the balance of Nature's original instructions in human life. It is our mission to resurrect these principles in the practice of western herbalism today.

We are a learning community and each of us comes to this calling with something to offer. We learn directly from experience, from our own and from each other. Every student on this path has the ability to become a teacher for ourselves, for those we serve, and for one another. The unique effects of herbs on one individual offer experience for all of us in the setting of shared community learning.

We cultivate a ferocious appetite for learning with in-depth study and rigor in our academic work. In defense of Nature's ability to heal, we take a radical stand against those dominant medical practices that suppress life's innate healing processes. We are the resistance against the distorted views of suppression which are known to cause harm and illness.

We have come to call our school the Academic Community of Radical Nature-cure.



### **"Flipped" Classroom Model**

ACORN School of Herbal Medicine certificate courses offers a "flipped" classroom model for most of the academic portions in each program where reading materials and instructional audio recordings are done prior to class time. Class time is then spent engaging in further discussion, answering questions, and working together in participation of hands-on class work. This approach allows for community learning as we practice key components with feedback. This is a teaching model that is being adopted by universities and colleges. The benefits of classroom flipping are that students are able to learn more deeply, there is more active participation in learning, the interaction increases and students learn from each other. This method of education helps both instructors and students to get more feedback.

## Core Faculty Members



### **Heather Luna, Clinical Herbalist, Clinical Nutritionist** **Founder & Director of the ACORN School of Herbal Medicine**

*Heather is the primary instructor of the Footprints program and the Advanced program, and the supervising clinician of the Free Clinic & Clinical Residency program.*

Heather Luna teaches full time at the ACORN School of Herbal Medicine and oversees the Medicine Garden outdoor learning classroom. She has held a private practice since 2002 and has instructed classes in Western Herbalism since 2006. Her clinical work emphasizes vitalist therapeutics with the use of herbs, nutrition, and Nature Cure practices. This includes custom herbal formulation, individualized nutrition protocols, coaching through food intolerance, therapeutic bodywork and uterine massage. She specializes in individual support for cultivating healthy lifestyle habits adapted for the conditions of modern living.

Heather is a graduate of the Rocky Mountain Center of Botanical Studies and the North American Institute of Medical Herbalism. After completing 4 years of formal training, she continued to pursue private studies under Ann Drucker, Ms. Beatrice Waight, and Paul Bergner. She now maintains hundreds of client case records which illustrate that vitalist strategies work to achieve outstanding clinical results. It is her passion for Nature which guides her practice with the use of herbs, nutrition, bodywork, and apitherapy. Heather holds a lineage in the vitalist tradition and has a mission to pass it on.



### **Paul Bergner, Medical Herbalist, Clinical Nutritionist** **Founder of North American Institute of Medical Herbalism**

*Paul is the creator of our course curriculum ~ he is the voice on all audio recorded lectures and it is his work in Vitalist Medicine that we will primarily study. Paul is semi-retired and will join our classes as his schedule permits.*

Paul Bergner has studied and practiced natural medicine since 1973, with formal studies in naturopathy, medical herbalism, clinical nutrition, traditional Chinese medicine, Ayurvedic medicine, flower essences, yoga therapy, and bodywork, including undergraduate studies in pre-medicine and psychology, and 50 semester hours of doctoral level medical studies at National College of Naturopathic Medicine. He has edited the Medical Herbalism journal since its founding in 1989, and has written seven books on medical herbalism, nutrition, Chinese medicine, ethnobotany, and naturopathic medicine. He has also edited periodicals on clinical nutrition and naturopathic medicine.

Paul directed the clinical herbalism programs at Rocky Mountain Center for Botanical Studies and the NAIMH for eighteen years, training more than 230 certified clinical herbalists in an 1100-hour or more education that culminates in an eight-month internship program. He is currently on the regular and clinical faculties of the Colorado School for Clinical Herbalism in Boulder, CO, and the School for Traditional Western Herbalism in Portland, OR. He has been adjunct faculty in nutrition at Naropa University, visiting faculty in nutrition and pathophysiology at the Tai Sophia Institute, and nutrition faculty at the Seven Bowls School of Nutrition. In addition to directing the NAIMH, he teaches herbal materia medica and therapeutics, clinical nutrition, basic medical sciences, clinical skills, medical history and philosophy, and nature studies.



## Footprints in Medical Herbalism 2024-25

September 10<sup>th</sup>, 2024 - May 29<sup>th</sup>, 2025

Tuesdays & Thursdays 10:00 am – 1:00 pm PST

### Course Description

This is an entry level, in-depth program that provides essential training in the foundations of Western Herbalism with a total of 342 hours of study. The core curriculum was created by Paul Bergner for the North American Institute of Medical Herbalism. Completion of the *Footprints in Medical Herbalism* program grants students a certificate from ACORN for 342 hours of class time which includes 156 self-study hours certified by NAIMH.

*“This is an entry level course for the study of herbal medicine, and presents the context of the vitalist approach to healing, nutrition and lifestyle, and also a basic introduction to formulation, with case-based study ... you will learn how to study an herb, which will establish a foundation for effective future learning. This is a project-oriented course, you will taste the herbs, journal their effects, make your own tinctures, devise formulas, and study actual clinical cases. Do not mistake this to be a simplistic introductory course, it contains within it the inspiration, hands-on experience, tools, terms and concepts, and methods of application, and case-based learning that many contemporary herbalists missed out on in their own education.” – Paul Bergner*

This certificate program includes the ‘First Course in Medical Herbalism’, which covers Paul Bergner's introduction to herbs from different categories. It introduces students to tasting herbs and journaling their experience, as well as the essentials of Vitalism, and also formulation. Students listen to Paul's audio recorded lectures outside of class, write and submit a reflection paper, and then we discuss it in class with practical examples of illustrative cases. In each chapter of the material, students read outside the class, and then do the tasting and journaling in group, with discussion and comparison. The course also includes making tinctures, reviewing case studies, and devising formulas. Students learn about alteratives, immune herbs, tonics, female herbs, and humoral temperament of herbs.

This program goes on to introduce 50 more herbs, learning them in practical categories such as nutritive, topical, hot/cold, moist/dry, fever, pain, etc. The focus in these elementary categories is so often necessary for self-care or for family and friends. These pieces get students up and running to use herbs as part of a lifestyle, and includes Paul Bergner's personal best "clinical pearl" type formulas and simple Materia medica. The last piece of this program is the Vitalist Treatment of Acute Symptoms. This teaches how to treat more than 40 different chief complaints, with patho-physiology, conventional treatment, folk remedies, Materia medica, along with practical formulas and preparations. The Footprints in Medical Herbalism program offers essential elements for developing the skill set of a traditional herbalist.



## Course Curriculum

Our rigorous Footprints Course curriculum was created by Paul Bergner, Medical Herbalist and Clinical Nutritionist, founder of the North American Institute of Medical Herbalism (NAIMH). Paul has almost 50 years of experience studying and practicing naturopathy, medical herbalism, clinical nutrition, traditional Chinese medicine, Ayurvedic medicine and more. The course curriculum and supporting herbal materials provided by Paul are in-depth, well researched, and draw from years of practical experience. Heather Luna, Clinical Herbalist and Clinical Nutritionist, has been a student and colleague of Paul Bergner's for over 20 years and brings her own personal herbal experience to the foundation created by Paul. Heather Luna has the experience and knowledge of a seasoned herbal instructor that brings this course to life. Classes are thoughtful, engaging, and exciting as you explore plant medicines and their applications. This course has everything you need to set you firmly on the path of the herbalist.

The Footprints Program has 4 main components to the curriculum. The 3 Courses of the original Foundations program at NAIMH plus the ACORN School's Traditional Herbalism skill set.

<p><b>1) First Course in Medical Herbalism</b></p> <ul style="list-style-type: none"> <li>Lesson 1. How to Study Herbalism, Herbal forms, &amp; Herbal actions</li> <li>Lesson 2. Alterative herbs.</li> <li>Lesson 3. Immune-enhancing and Antiseptic herbs</li> <li>Lesson 4. Sedative herbs</li> <li>Lesson 5. Herbs for women</li> <li>Lesson 6. Energy tonics</li> <li>Lesson 7. Healing strategies, with case studies</li> <li>Lesson 8. Herbs and common medical conditions</li> </ul>	<p><b>2) Practical Herbalism</b></p> <ul style="list-style-type: none"> <li>Lesson 1. Journaling Herbal Experience</li> <li>Lesson 2. Practical Uses for Garlic</li> <li>Lesson 3. Nutritive Herbs</li> <li>Lesson 4. Topical Herbs</li> <li>Lesson 5. Herbs to Support Digestion</li> <li>Lesson 6. Moistening and Drying Herbs</li> <li>Lesson 7. Heating and Cooling Herbs</li> <li>Lesson 8. Herbs to Support Relaxation</li> <li>Lesson 9. Herbs for Pain</li> <li>Lesson 10. Herbs for Infection and Fever</li> </ul>
<p><b>3) Vitalist Treatment of Acute Symptoms</b></p> <ul style="list-style-type: none"> <li>Lesson 1. Upper, Middle, &amp; Lower Gastrointestinal Tract Conditions</li> <li>Lesson 2. Blood Purifiers, Alteratives, the Bad Blood Syndrome, and the Skin</li> <li>Lesson 3. External and Internal Treatments for the Skin</li> <li>Lesson 4. Wounds, Burns, and Chronic Ulcers</li> <li>Lesson 5. Catarrh, Chronic mucous &amp; Lymphatic conditions</li> <li>Lesson 6. Fever</li> <li>Lesson 7. Coughs, Eyes, and Ears</li> <li>Lesson 8. Fatigue, Depression, Anxiety, Insomnia</li> <li>Lesson 9. Pain</li> <li>Lesson 10. Bladder and Kidney</li> <li>Lesson 11. Menses</li> <li>Lesson 12. Pregnancy and Breast Health</li> </ul>	<p><b>4) Traditional Herbalism Skill Set</b></p> <ul style="list-style-type: none"> <li>• Botanical Identification</li> <li>• Harvesting Ethics</li> <li>• Flower Essences</li> <li>• Herbal Steams and Baths</li> <li>• Custom Formulation</li> <li>• Medicine Making:             <ul style="list-style-type: none"> <li>○ Infusions and Decoctions</li> <li>○ Tinctures</li> <li>○ Oils and Salves</li> <li>○ Syrups, Cordials and Elixirs</li> <li>○ Electuaries (medicated honey)</li> <li>○ Powders and Pills</li> </ul> </li> </ul>

## General Enrollment Information

- No previous herbal experience is necessary to take this course.
- Prospective students must fill out an Application for enrollment & pay the Application Fee of \$50.
- You must have a High School diploma or equivalency to be accepted for enrollment.
- You must be 18 years of age or older to attend classes.
- Enrollment is open until August 27, 2024. Late enrollments will be accepted at the discretion of ACORN.

## How Class Works

### 1. Regular Classes

**1<sup>st</sup> Day of Class: September 10, 2024 ~ Last Day of Class: May 29, 2025**

Regular class times are Tuesdays and Thursdays from 10:00 am until 1:00 pm PST. Our classes will be held online using Zoom. Heather Luna will teach every class for the Footprints program. Paul Bergner will guest teach periodically as his schedule permits. For all class dates, see the Footprints Calendar on the last page of this handbook. We encourage students to attend the live Zoom classes. It is an interactive environment where we can share and learn together. If you are unable to attend the live Zoom classes, you may opt to watch the recording for attendance. See below for details.

#### Attendance by Recordings

If a student cannot attend a live Zoom class, they may watch the Zoom class recording, take notes, complete the given assignments and submit their work within 2 weeks of the recorded class for attendance credit. Recordings will be uploaded to student drive files online for access and future reference. See the section under Attendance for complete details.

### 2. Self-Study/Audio files (NAIMH Course Materials)

Listening to Paul's recorded classes is an essential aspect of our herbal learning environment. His audio lectures are full of valuable information and experience that drives the entire program. You will listen to the assignment (audio file) on your own time and complete the given homework projects before the next class. The Footprints Program Course Materials is a library of digital files that will come as a download which includes: audio recorded lectures with Paul Bergner, notes and slides to accompany each lesson, data files, clinic forms, and PDF text references. We recommend saving these files to some type of external drive, since the files are approximately 8 GB of data.

NAIMH Course Materials includes:

- Audio recorded lectures with Paul Bergner for each of the main courses
- Course study guides & Lecture notes
- PDF Library of herbal references and classic herbal texts including Culpepper, Grieve, Lloyd, Felten, Cook, Ellingwood, Kneipp, and more
- NAIMH Actions Database of 150 herbs
- *Healing Power of Minerals and Trace Elements* by Paul Bergner (abridged)
- *The Healing Power of Ginseng and the Tonic Herbs* by Paul Bergner
- *The Folk Remedy Database* by Paul Bergner
- More than 800 pages of article reprints from the *Medical Herbalism Journal*

### 3. Homework

- All homework must be turned in as a Google Doc or PDF file in order to be graded. Homework submitted in other formats (Word, Pages, etc) will NOT be graded.
- All homework must be submitted to the email address: [ashmassignments@gmail.com](mailto:ashmassignments@gmail.com)

### 4. Medicine Making Kits

Feeling, smelling, and tasting herbs are important aspects of herbalist training. All students will receive a Medicine Making Kit at the beginning of each Course that will contain all the herbs needed to complete the lessons for that Course at home. Students will read the lessons, make the herbal preparations on their own time, do the tasting and journaling exercises at home, and discuss comparisons together as a class.

- **Long distance students:** We will mail your Medicine Kit just before the next Course begins.
- **Local students:** Pick up Medicine Kits at the ACORN School. You will receive an email when it is ready to be picked up during normal business hours, which are listed on our website: <https://www.acornherbschool.com/contact>

## Course Hours

The Footprints in Medical Herbalism Program is a total of 342 hours.

- 186 Class hours (online)
- 156 Independent Study hours (audio recorded lectures)

## Tuition & Costs

### Total Program Cost \$4200

- \$800 – Tuition Deposit (counts towards tuition)
- \$600 – NAIMH Course Materials
- \$2800 – Tuition Balance (includes medicine making supplies – a value of \$900)

## Payment Due Dates

Once you are accepted into the Footprints in Medical Herbalism program you will receive an Enrollment Packet with complete details, due dates and next steps to help you prepare for the first day of school.

### \$1400 due by 8/27/24:

- **Tuition Deposit of \$800** - This deposit counts towards your total tuition. We encourage you to pay your deposit as soon as you can to help offset the initial costs and hold your place in the program. The deposit also helps keep the monthly payments affordable.
- **NAIMH Course Materials Purchase of \$600** - The Course Materials must be purchased by this date. The cost of the Course Materials is in addition to tuition, is non-refundable, and is required to attend classes. Once payment has been made, you will receive a link to download these files.

## Tuition Monthly Payment Plan

Once your Tuition Deposit and Course Materials are paid, you will have monthly payments for the remaining tuition balance. Tuition payments are auto-billed on the 1st Tuesday of the month (dates given below). The payment plan below helps keep the monthly payments affordable. Please contact ACORN directly to make custom payment arrangements.

8/27/24	10/1/24	11/5/24	12/3/24	1/7/25	2/4/25	3/4/25	4/1/25	5/6/25
\$800 Tuition Deposit +	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment	\$350 Tuition payment
\$600 NAIMH Course Materials Payment								
<b>= \$1400</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>	<b>= \$350</b>



## School Policies

### Communication with the Director

If you are having any difficulties with payments, homework, or attendance please contact the Director so we can establish a means to help you get back on track.

### Non-Discrimination Policy

The ACORN School of Herbal Medicine does not discriminate based on disability, race, religion, creed, color, sex, sexual orientation, transgender status, marital status, national origin, or ancestry.

### Postponement of Start Date

If the Footprints of Medical Herbalism Program has a postponement of its starting date, due to unforeseen circumstances, all students will be notified immediately via phone, text and/or email. A new date will be set as soon as possible.

### School Closures & Holidays

- ACORN may cancel or reschedule a class due to an unforeseen circumstance. If this happens students will be notified as soon as possible.
- **School Breaks for 2024-25:** October 21-25, November 25-28, December 23-January 2, February 17-21, April 21-25.
- ***Please see the Footprints School Calendar at the end of this handbook for the full class schedule.***

### Requirements to Earn Certificate

- 1) You must attend class.
- 2) You must show up on time.
- 3) You must complete ALL assigned coursework to earn a certificate, no exceptions.

### Attendance

Students are expected to arrive on time for class with proper materials and all assignments completed. An overall attendance rate of at least 90% is required to pass the Footprints Program.

#### Absences

- **Students are allowed 3 Absences without affecting attendance requirements.**
  - Students are still required to submit all assignments from all missed classes. All assignments are due within two weeks of any missed class date.
- **Students with more than 3 Absences will be required to makeup those missed classes.**
  - For each missed class after the first 3, students are required to fulfill attendance requirements by watching the class recordings and submitting class notes – see the section on **Attendance by Recordings** below.
  - Students are still required to submit all assignments from all missed classes. All assignments are due within two weeks of any missed class date.
- **Contact the Director immediately if you are having difficulty meeting attendance requirements.**

## **Tardiness**

- Students arriving more than 15 minutes late for 3 classes will be docked the equivalent of one full 3-hour class.
- Excessive tardiness will constitute a meeting with the Director.
- Most important is that students communicate with the school in the event of excess absences or tardiness.

## **Attendance by Recordings**

- Students may watch the Zoom recordings to receive class attendance if they are unable to join the live Zoom class.
- To receive attendance credit, you must turn in a copy of your notes from having watched the recording along with the assignments from each class missed.
- The notes and assignments must be turned in within two weeks of the missed class date.
- As class discussion and answering questions is a major part of the live Zoom class, we encourage live attendance when possible.
- If you attend by recording and have questions, please list these at the top of your notes so they may be answered via email.

## **Assignments & Homework**

- All homework assignments must be completed by their due date to help you participate in the next class. This is imperative to keep up with the pace of the classes, as each assignment prepares you for the next class.
- Late assignments will be accepted with two weeks of the due date.
- Assignments turned in more than two weeks late will be accepted with a late fee of \$25 per assignment.
- All assignments must be completed in order to graduate.
- Incomplete assignments will not be graded.

## **Progress Reports & Grades**

Footprints Program students will receive periodic progress reports.

## **Conduct Policy**

All students are expected to act with common decency and respect to the other students and faculty members. Showing up to class intoxicated, making rude and derogatory comments, and being disrespectful to anyone in our class setting is against our standards of respect and human dignity. Any violation of school policies may result in permanent dismissal from school of the faculty member, staff member and/or student.

## **Dismissal**

Any student may be dismissed for violations of school policy, as specified in this Student Handbook. A student also may be withdrawn from classes by ACORN if they do not prepare sufficiently or neglects assignments.

## **Student Complaints**

Student complaints of any nature should be brought to the attention of the school Director in order to be resolved.

## Payment Policy

All payments are expected to be made by the due date given. Payments not received on time are subject to Late Fees, and students may be prohibited to attend class until payment has been made.

- **Late Tuition Payments** - Payment is considered late on the 7th day after the due date. ACORN charges a Late Fee for tuition payments received after this time.
- **Late Fees for Late Payments** - A late payment fee is assessed at \$10.00 per day until the payment is made. Late fees will be due at the same time as the past due payment.
- **Credit Card Declined** - If the credit card provided declines the student will receive a digital invoice that will be due within 7 days before Late Fees are assessed and further action is taken.
- **Bad Checks Written** - If a check written to ACORN comes back as insufficient funds, there will be a one-time bad check fee of \$25.00 that will be added to the payment due. The student will be given notice immediately and will have one week to provide payment before Late Fees are assessed and further action is taken. After two bad checks written to ACORN, we will decline that form of payment and require a credit card moving forward.
- **Financial Hardship** - If you experience a financial hardship that prevents you from making tuition payments, please contact the Director as soon as you know you cannot make your next payment. The Director can hear your case and try to work out a reasonable arrangement to make up payments and keep you enrolled.

## Refund Policy / Withdrawal from the program

If you decide not to attend the Footprints Program after you have paid your deposit and signed the Enrollment Agreement, please send your *request to withdraw* in writing (letter or email) to ACORN, attention: Heather Luna. See below for details on what is refundable and what is not.

- **Tuition Deposit**
  - Withdraw from the program before the 1<sup>st</sup> day of class: you will receive half of your paid deposit back.
  - Withdraw from the program after classes begin: you will not receive any deposit back.
- **Tuition Balance Paid in Full** - If you have paid for the Footprints Program in full and wish to withdraw, you will be refunded from the next month's billing cycle until the end of the program. For instance, if you withdraw in December, you will receive January through May tuition back.
- **Tuition Balance Monthly Payments** - Monthly tuition payments made to ACORN are non-refundable. If you withdraw from the Footprints Program mid-month after you have paid the monthly payment, you will not receive a refund for that month.
- **NAIMH Course Materials** - The purchase of the Course Materials is non-refundable.

## Placement Assistance

ACORN does not offer employment placement assistance to graduates. We make no guarantee, expressed or implied, of future employment.

## Next Program

Upon graduation of the Footprints in Medical Herbalism program, you are now eligible to apply to our second-year program, Advanced Herbalism in the Vitalist Tradition. Please visit our website to learn more:

<https://www.acornherbschool.com>





# Footprints in Medical Herbalism

## School Calendar 2024-25

Tuesday & Thursday 10am – 1 pm PST

September 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 1st Day of School
- Regular School Days
- No School
- Last Day of School