

CHCP E-Learning Certification Programs: Terms and Conditions (General Overview)

While the exact "Terms and Conditions" document can vary depending on the specific course and time you enroll, CHCP's typical E-learning policies include things like:

1. Eligibility for Enrollment

Must meet admission requirements (high school diploma or GED, sometimes background checks for healthcare programs).

Some programs require proof of age (usually 18+).

For healthcare certification programs (like Medical Assistant, Dental Assistant, Billing and Coding, etc.), you may also need:

Immunization records

CPR certification

Health clearance depending on externship requirements

2. Program Access

Once enrolled, you get access to the CHCP online portal (e.g., Blackboard or their custom LMS).

You must maintain your own internet access, computer/tablet, and software (browser, PDF reader, etc.).

3. Course Completion Deadlines

E-learning programs have set timelines – usually a few months (e.g., 6 months for certification prep).

You must complete all assignments, quizzes, and exams by the program's end date.

No guarantee of extensions unless you request it early and have a valid reason.

4. Attendance and Participation

Even though it's online, attendance is tracked by:

Logging into the portal

Completing modules

Participating in discussion boards or virtual classes

If you don't engage regularly, you could be dismissed from the program.

5. Refund Policy

If you withdraw, the refund is based on how much of the course you completed.

There's usually a withdrawal deadline to get a partial refund.

After a certain point, no refunds are given (depends on state and program rules).

6. Certification Exam Eligibility

Completing the CHCP e-learning program prepares you for certifications (like AMCA, NHA, etc.).

However, passing the program doesn't guarantee passing the certification exam – you must apply separately and meet testing organization rules.

7. Academic Integrity

Cheating, plagiarism, or helping others cheat = Immediate expulsion.

Online exams and quizzes may be proctored remotely or require you to record yourself.

8. Technical Issues

You are responsible for your own tech problems (computer crashes, Wi-Fi loss, etc.).

CHCP usually has tech support, but you're expected to solve issues quickly to avoid missing deadlines.

9. Student Conduct

Professional behavior is expected even online.

Harassment, bullying, or inappropriate behavior in forums or chats = grounds for removal.

10. Program Changes

CHCP reserves the right to modify the course curriculum, policies, or platform at any time.

Summary:

> Stay active, finish on time, behave professionally, and you're good.

Note: