

# Royal College of California R.C.C.



## CATALOG

September 2024 – September 2026

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## **IMPORTANT NOTES**

- 1- **CEC 94874. Categories of Exempt Institutions:** *(f) An institution that does not award degrees and that solely provides educational programs for total charges of two thousand five hundred dollars (\$2,500) or less when no part of the total charges is paid from state or federal student financial aid programs.*
- 2- A verification of exemption obtained from the Bureau is not an Approval to Operate issued pursuant to section 94886 or 94890 of the Code, and that the institution is prohibited from advertising, claiming, or implying that it has been approved to operate by the Bureau, unless it has been issued such an approval.
- 3- A graduate of the courses/diploma/certificate program may be ineligible to sit for applicable licensure exam in California and other states as well.
- 4- A student enrolled in an unaccredited institution is not eligible for the federal financial aid program.
- 5- It is the student's responsibility to obtain and read the Student Handbook and Royal College of California Catalog.
- 6- **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:** "The transferability of credits you earn at Royal College of California is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the course/certificate/diploma you earn in any of Royal College of California's programs is also at the complete discretion of the institution to which you may seek to transfer. If the course/certificate/diploma that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all your course work at the 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 Royal College of California to determine if your course/certificate/diploma will transfer."
- 7- **LICENSING AND CREDENTIALS:** Most professional organizations, societies, states, and licensing jurisdictions have specific requirements for licensure, membership, or certification. If licensing or credentialing is an objective, students are advised to first check the standards of their states, school districts, professional associations, and agencies for specific license requirements.
- 8- Students or the general public may find the Royal College of California catalog on the school's website. However, we may send printed catalog based on your request.
- 9- **Royal College of California has no pending petition in bankruptcy nor operates as a debtor in possession, has not filed a petition within the preceding five years, or 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.).**
- 10- The students will receive Certificate of Completion (Diploma) after successfully completing the program.
- 11- The program fee includes all educational materials, books, and application fees.
- 12- No part of the total charges is paid from State or Federal student financial aid programs.
- 13- RCC does not offer any degrees for these programs.
- 14- **RCC ADDRESS:**

**Royal College of California – R.C.C.  
1440 N. Harbor Blvd., 9<sup>th</sup> Floor, Suite 937.  
Fullerton, California 92835  
Phone: (714) 875-1858  
[www.RCC.ac](http://www.RCC.ac)  
[info@RCC.ac](mailto:info@RCC.ac)**

## **ROYAL COLLEGE OF CALIFORNIA – R.C.C.**

Royal College of California (RCC) offers leadership courses and programs for enrichment and professional development. We offer online and classroom-based programs.

**The students will receive a Certificate or Diploma after successfully completing the course (s).**

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### **OBJECTIVES:**

These courses of studies are designed to offer an advanced and deep understanding and practice of each course to professionals desiring to learn more and utilize their knowledge in their business/practice.

### **Method of Instruction/Study:**

Online Study, In Class lecture, research, group discussion and independent study. In addition, students participate in professional seminars designed to develop group leadership skills.

### **The Equipment to be used:**

Computer - Webcam, Projector - Monitors - PowerPoint - Projector's Screen - some Computer Software, Courses' Material and Books

### **Practical:**

All necessary teaching and practice equipment are based on the nature of each course.

### **Admission Requirements/Application Procedure:**

Applicants must provide evidence of the following:

1. Complete the Application for Admission
2. Carry a legitimate professional license (if license is necessary).
3. Provide a recent color passport size photo.

### **Pre-Qualification:**

4. Minimum 5 years' experience as an executive
5. Empathy, tact, teaching ability, fairness, confidence, accountability, innovation, passion, flexibility, and dedication are key qualities. In the context of strengths-based leadership, these attributes become pivotal in achieving success and productivity
6. A baccalaureate degree for LE 1010 from an accredited/recognized institution
7. A master's degree for LE 1020 from an accredited/recognized institution
8. A doctoral degree for LE 1030 from an accredited/recognized institution

### **Graduation Requirements:**

1. Satisfactory completion of all requirements during study.
2. Fulfillment of all financial obligations to the college.

## **STUDENT CONDUCT**

Students are expected to exercise respect and self-discipline at Royal College of California. The following behaviors may result in dismissal from Royal College of California:

1. Defacing, stealing, or mutilating any school property.
2. Falsification or misrepresentation of material information in any records, financial documents, or sign-in sheets, whether inadvertent or deliberate.
3. Unethical conduct.
4. Activities creating a safety hazard to other persons at the college.
5. Disobedience or disrespect towards another student, an administrator, a faculty member, or a staff member.
6. A single serious incident or repeated less-serious incidents of intoxication from any substance, as well as possession of drugs or alcohol on college premises.

## **DRUG AND ALCOHOL ABUSE POLICY**

Royal College of California prohibits the use, possession, and sale of all alcoholic or illegal drug substances by any person in classes, seminars, or on campus property. Incidents violating this policy should be reported immediately to the Dean of Academic Affairs or Dean of Students. Abuse of the college's drug or alcohol abuse policy will result in any or all the following:

1. Anyone involved in selling or possessing alcohol or an illegal substance will be asked to leave campus property immediately.
2. Students will be put on immediate probationary status and will have to show active participation in a clinical program to correct such substance abuse.

## **SAFETY AND SEXUAL ASSAULT**

In an effort to maintain a safe and comfortable campus, the Governing Board of Royal College of California has adopted and hereby maintains the following policy with respect to safety and sexual assault on campus:

1. Royal College of California shall operate its facility with the goal of providing a safe environment for its visitors, students, faculty, and staff. Royal College of California shall implement a notification process through which students, faculty and staff members may notify the institution of conditions, events, or individuals which may pose a threat to the safety of the individuals who use and/or occupy this facility.
2. Royal College of California shall provide for monetary resources necessary to maintain the building and its parking lot in such a condition to reasonably provide for the safety of the visitors, students, faculty, and staff members. Royal College of California shall ensure adequate lighting; removal of debris and spills; and timely repair of any and all objects which fall into disrepair, which shall in any way cause injury to individuals who are present on the premises operated by Royal College of California.
3. Royal College of California shall report to the appropriate emergency personnel any activity of any individual if such activity is deemed to be a threat to the safety of the visitors, students, faculty, or staff members of Royal College of California.
4. Faculty and staff members shall report any breach of security to the President of Royal College of California. A breach of security includes, but is not limited to, theft, trespass,

embezzlement, loitering, sexual harassment, assault, rape, and any other act, criminal or otherwise, which poses a threat to the security of the property of Royal College of California and the individuals who occupy and/or use the premises operated by Royal College of California.

5. Royal College of California shall educate its students and employees regarding sexual assault on campus and shall present to them information regarding the signs, dangers, and avoidance of sexual assault and the legal, medical, and psychological help available to victims of sexual assault.
6. Royal College of California shall maintain strict confidentiality of all matters relating to any sexual assault which occurs on this campus, or which involves a student or employee of Royal College of California; except as otherwise set forth in this policy statement information may be released to emergency personnel and law enforcement personnel in an effort to assist the victim and shall, whenever possible, be released with the victim's consent. No employee of Royal College of California shall release any information pertaining to a sexual assault on campus to members of the press, students, faculty or any third party unless the victim has given his/her written consent authorizing such disclosure, except as set forth above. Royal College of California shall make a reasonable effort to have those individuals who are present at the time of the incident sign a statement which provides for their agreement to maintain such matters in confidence as outlined herein.

## SCHEDULE OF TUITION AND FEES

**The course/program fee includes all educational materials, books, and application fees**

Application Fee	\$210.00
Courses/Programs	\$2,500.00 or less (includes all educational materials, books and application fees)

## REFUND POLICY

### CANCELLATION AND REFUNDS

Students may cancel their enrollment at any time and will receive a refund for part of the program not taken. To cancel enrollment, students must mail or deliver a signed and dated copy of the Notice of Cancellation form, or a written statement requesting cancellation, to the Royal College of California. Any notification of withdrawal or cancellation, and/or requests for refunds, should be submitted to the Royal College of California in writing.

### REFUND POLICY BEFORE ACCEPTANCE OF ENROLLMENT BY COLLEGE

If enrollment is declined by the College, any tuition fees paid to the College will be refunded in full. (The \$210.00 Application Fee is non-refundable.)

Percentage of Course Conducted	Tuition Refund
10%.....	90%
25%.....	75%
50%.....	50%
60%.....	40%
75%.....	25%
76%.....	No Refund

**STUDENTS' RIGHT TO CANCEL:** You have 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.

You may cancel this enrollment agreement and receive a refund by providing a written notice to **The Office of the Registrar**, Royal College of California – R.C.C.1440 N. Harbor Blvd., 9<sup>th</sup> Floor. Fullerton, California 92835

**REFUND INFORMATION:** The student has a right to a full refund of all charges less the amount of \$210.00 for the application fee if he/she cancels this agreement within seven days of registration.

All Notices of Cancellation and/or requests for withdrawal/refunds will be processed promptly upon receipt by Royal College of California. Appropriate refunds will be sent by check within forty-five (45) days after Royal College of California receives the Notice of Cancellation form or written withdrawal/refund request. Refunds due directly to students will be mailed to the address written on the Notice of Cancellation or withdrawal request.

**NOTE:** The number of days represented above pertains to the number of days following the student's signing of a Course Enrollment Request Form.

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**Official RCC Certificate: Receive an official Award of Completion upon successful completion of Program/Course.**

**The course/program fee includes all educational materials, books, and application fees**

## **LEADERSHIP**

**Leadership is the ability of an individual or a group of people to influence and guide followers or members of an organization, society or team. Leadership often is an attribute tied to a person's title, seniority or ranking in a hierarchy.**

This is a multi-modular program delivered by RCC on campus and virtually geared towards the development needs of the next generation CEOs and emerging leaders. The program is designed for all leaders and experienced practitioners from large corporations as well as startups innovation-oriented firms that are focusing on leveraging the emerging word of digital to remain relevant and competitive in the marketplace.

**It is formal recognition of professional development. As many executives, mid-career managers, teachers, and researchers, it can be a significant catalyst in student career.**

## **LeaderShift**

The key is to learn how to continually make LeaderShift.

### **What is a LeaderShift?**

It is an ability and willingness to make a leadership change that will positively enhance organizational and personal growth.

### **What is the LeaderShift program?**

Shift Leaders from Ordinary to Extraordinary.

Everything the leaders need to take their business to the next level

LeaderShift is a self-paced training course for individuals looking to grow their leadership potential and start their coaching journey.

### **What is the difference between leadership and LeaderShift?**

Leadership, much like everything else, keeps evolving, and leaders need to keep learning and rediscovering what it means to be the best they can be. LeaderShift enables leaders and everyone they lead to grow and fulfill their calling, help others, accomplish amazing things, create, and innovate.



**The Leadership Certificate Program course topics are divided into 4 different certificate programs:**

- 1- Leadership & Management (LE 1010)**
- 2- Global Leadership (LE 1020)**
- 3- Postdoc Course: Executive Leadership (LE 1030)**
- 4- LeaderShift (LE 1040)**

**Pre-Qualification:**

- 1- Minimum 5 years' experience as an executive
- 2- Empathy, tact, teaching ability, fairness, confidence, accountability, innovation, passion, flexibility, and dedication are key qualities. In the context of strengths-based leadership, these attributes become pivotal in achieving success and productivity.
- 3- A baccalaureate degree for LE 1010 from an accredited/recognized institution
- 4- A master's degree for LE 1020 from an accredited/recognized institution
- 5- A doctoral degree for LE 1030 from an accredited/recognized institution
- 6- A master's degree for LE 1040 from an accredited/recognized institution

## **COURSE TITLES & COURSE DESCRIPTIONS**

### **LE 1010: Leadership & Management (40 Hours - \$1,950.00)**

#### **Who is qualified to be a leader?**

A good leader should have integrity, self-awareness, courage, respect, compassion, and resilience. They should be learning to be agile and flex their influence while communicating the vision, showing gratitude, and collaborating effectively.

This course presents a comprehensive, integrative, and practical focus on leadership and management. It is based upon a framework that analyzes leadership and management at different levels: individual leadership, team leadership, and organizational leadership.

The course presents leadership and management theories/concepts that have emerged over the past several decades. It provides students the opportunity to apply these theories through case analysis and to enhance personal skill development through self-assessment exercises. Included in the course are identification of current leaders and leadership as well as contemporary perspectives on ethics, networking, coaching, organizational culture, diversity, learning organizations, strategic leadership, and crisis leadership.

LE 1010 may include:

- Business Strategy and Leadership.
- Creativity and Leadership.
- Business Leadership.
- Leadership and Ethics: Moral Leadership in Personal Practice.
- Think Like a Leader.
- Foundations of Everyday Leadership.

### **LE 1020: Global Leadership (40 Hours - \$1,950.00)**

Who can be a global leader?

Global leadership requires developing a Global Mindset

Global leaders are next-generation leaders who expertly navigate the international landscape, create cross-culture connections, and foster growth for businesses and communities around the world.

Become world leader:

Overview of the unique problems faced by firms engaging in international activities; the importance of understanding the foreign economic, social, political, cultural, and legal environment; the mechanics of importing and exporting; joint venture, franchising, and subsidiaries, international dimensions of management, marketing and accounting, international financial management; the special problems of multi-national corporations; recent problems of the international economic system; country-risk analysis; the increasing use of counter trade.

This course will cover:

- Cross-Cultural Management
- Global Economics
- Global Finance
- Global Marketing
- Global Management

### **LE 1030: Postdoc Course: Executive Leadership (40 Hours - \$1,950.00)**

RCC Executive Leadership courses provide students with advanced actionable tools, from leading through organizational change to negotiation strategies and providing students with insights into what makes a leader exceptional. Students will explore complex issues such as self-awareness and learn skills to build a coalition of will, attract talent, and lead others to greatness. Students will return to their organization with the knowledge and skills to mobilize their team around a shared vision.

LE 1030 may include:

1. Overseas experience.
2. Deep self-awareness.
3. Sensitivity to cultural diversity.
4. Humility.
5. Lifelong curiosity.
6. Cautious honesty.
7. Global strategic thinking.
8. Patiently impatient.

### **LE 1030: LeaderShift (40 Hours - \$1,950.00)**

#### **What is the LeaderShift program?**

Shift Leaders from Ordinary to Extraordinary.

Everything the leaders need to take their business to the next level

LeaderShift is a self-paced training course for individuals looking to grow their leadership potential and start their coaching journey.

#### **LeaderShift: A new age of leadership**

- The Keys to becoming an influential thought leader
- The solutions for winning the future
- Becoming an intelligent leader

- The necessary shifts to developing agility in daily leadership

**The LeaderShift program may include:**

- The Keys to becoming an influential thought leader
- The solutions for winning the future
- Becoming an intelligent leader
- The necessary shifts to developing agility in daily leadership
- Leadership Blind spots
- Work life Balance – Prioritization
- Leadership Communication
- Leadership Purpose
- Becoming A High-Performance Leader
- Beyond Autonomy
- Empathy Lead Leadership
- Communication Skills

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