



ADDENDUM TO
ULTIMATE MEDICAL ACADEMY CATALOG VOLUME 6.4

(Published July 1, 2018)

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**(This addendum is an integral part of the catalog. Any data stated in the addendum
supersedes any contradictory information contained in the catalog.)**

ADDENDUM

TABLE OF CONTENTS

(New addenda indicated in blue font)

<u>Catalog Page Number(s)</u>	<u>Catalog Section</u>	<u>Addendum Effective Date</u>	<u>Addendum Page Number</u>
	General Information		
2	Welcome to Ultimate Medical Academy	07.17.19	3
8	History/Ownership	07.17.19	3
26	Drug and Alcohol Abuse Prevention Policy	07.17.19	3
	Admissions		
28 & 32	General Admissions Requirements	06.26.19	4
36	Articulation Agreements	07.17.19	4
37	Criminal Background Checks and Drug Testing	07.17.19	4
44 - 45	Health Information Technology Program Enrollment States/Territories	08.01.19	5
	Student Financial Assistance		
47	Additional Sources of Aid	08.01.19	6
	Student Information		
67 – 74	Code of Conduct for Students Policy	07.17.19	6
	Academic Standards		
86 - 92	Satisfactory Academic Progress	06.26.19	13

**Addendum for Welcome to Ultimate Medical Academy
Effective July 17, 2019**

Page 2 (Replacement of Letter)

WELCOME TO ULTIMATE MEDICAL ACADEMY

On behalf of our faculty and staff, I am honored to personally welcome you to Ultimate Medical Academy (UMA). You have taken an important first step in improving your life and the lives of those around you. We are proud of your commitment to your future, and we are here to offer a supportive environment as you move through advancing your education and pursuing a career in healthcare.

UMA serves our students by providing interactive online coursework, hands-on training at our Clearwater campus and individualized student services. Our mission is to equip and empower students like you to succeed in healthcare careers. Every day, UMA faculty and staff strive to create an atmosphere that embraces student success.

Simply put, we care for every student at UMA, and we will work hard to prove that to you at each step during your journey.

As you proceed through your classes, you will have access to student support, including academic help, one-on-one and group tutoring, financial guidance, access to career services and more. Upon graduation, you will continue to have access to Career and Alumni services. We encourage you to contact our community of learning any time you have any questions, needs or concerns. We are here to support you.

This catalog provides an overview of UMA and an introduction to the opportunities open to you as a UMA student. We are excited to have you as a part of our community of learning, and we look forward to helping you complete your program, achieve your goals and realize your potential.

Warmest regards,



Tom Rametta
Interim President

**Addendum for General Information
(History/Ownership)
Effective July 17, 2019**

Page 8 (Revision)

CORPORATE OFFICER

Thomas Rametta, Interim President

**Addendum for General Information
(Drug and Alcohol Abuse Prevention Policy)
Effective July 17, 2019**

Page 26 (Replacement)

DRUG AND ALCOHOL ABUSE PREVENTION POLICY

UMA supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. The unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or abuse of alcohol by students or employees on UMA's property or as part of any UMA activity is prohibited. UMA may request drug screens for:

- Students preparing for externship or practicum, as required

- Graduates who request this service while qualifying for employment
- Any covered student when there is a reasonable suspicion of impairment while on campus, at an externship or practicum site, on UMA's property, or while participating in any UMA activity/event. (Covered student includes any person taking courses (either Online or Clearwater and including but not limited to students who take time off between terms) or otherwise receive or are seeking to receive services from UMA.)

UMA publishes the Drug and Alcohol policies in its *Campus Safety and Security Report*. This publication is distributed to all students and employees upon enrollment or hiring and may be requested at any time from a school administrator. The Clearwater report can be accessed through the following link:

ultimatemedical.edu/pdfs/Drug-and-Alcohol-Abuse-Prevention.pdf

**Addendum for Admissions
(General Admissions Requirements)
Effective June 26, 2019**

Page 28 (Replaces "Prior to enrollment, prospective students must meet one of the following requirements:")
Prior to enrollment, prospective students must meet the following requirements:

Page 32 (Replaces Health Sciences – Pharmacy Technician Drug Screening Paragraph)

Drug Screening: Students accepted and enrolled into this program must pass a drug screening to begin externship. Students who fail the drug screen may face dismissal from the program.

**Addendum for Admissions
(Articulation Agreements)
Effective July 17, 2019**

Page 36 (Insertion)

Ashford University: This agreement is designed to allow UMA graduates of select programs to transfer credits earned at UMA and accepted by Ashford University with minimal delay and disruption in their educational process. Ashford University may admit graduates of UMA's associate degree programs with a minimum CGPA of 2.0 into Ashford University's bachelor's degree programs, subject to university policies and procedures. Ashford University will individually evaluate credits earned at UMA to determine the applicability to the Ashford University programs and the eligibility for transfer credit acceptance.

**Addendum for Admissions
(Criminal Background Checks and Drug Testing)
Effective July 17, 2019**

Page 37 (Replacement)

CRIMINAL BACKGROUND CHECKS AND DRUG TESTING

Facilities that accept students for externships/practicums associated with our programs and employment upon graduation may conduct criminal or personal background checks as well as random or pre-placement drug testing. UMA expects that students in its programs can meet the criminal background check and drug test requirements of the externship/practicum sites. UMA may also request drug screens for any covered student when there is a reasonable suspicion of impairment while on campus, at an externship or practicum site, on UMA's property, or while participating in any UMA activity/event. (Covered student includes any person taking courses (either Online or Clearwater and including but not limited to students who take time off between terms) or otherwise receive or are seeking to receive services from UMA.)

Students with criminal records that include both felonies and misdemeanors (including those that are drug related or of a violent nature) or personal background issues such as bankruptcy might not be accepted by those facilities for externships/practicums or employment.

Drug testing may be required by healthcare facilities before acceptance and/or during the externship/practicum. If at any time a student tests positive on a drug test, the student will be removed from, or may not be allowed to start at, the externship/practicum site and may be subject to withdrawal from the program.

Students who have questions regarding how these issues may affect their externship/practicum placement, ability to graduate, or potential employment should discuss this with the Program Director or Career Services staff. The Institution does not have control regarding the decisions of outside agencies. A student who is unable to be placed at (or is involuntarily released from) an externship/practicum site due to an adverse result on either a criminal background check or random or pre-placement drug test may be dismissed from the program.

**Addendum for Admissions
(Health Information Technology Program Enrollment States/Territories)
Effective August 1, 2019**

Page 44 - 45 (Replacement)

HEALTH INFORMATION TECHNOLOGY PROGRAM ENROLLMENT STATES/TERRITORIES

Many states/territories have requirements regarding the practicum component of the Health Information Technology degree program. Requirements may include restrictions on virtual practicums as a substitute for the on-site practicum experience at an approved healthcare facility or may require students to arrange for and acquire their practicum site. Please consult the chart below for the state/territory in which you will reside or plan to reside while completing the practicum component of the Health Information Technology degree program. Students are required to notify UMA at statechange@ultimatemedical.edu and request authorization if they plan to move to or intend to work in any other state/territory.

HEALTH INFORMATION TECHNOLOGY PROGRAM STATES/TERRITORIES ENROLLMENT CHART		
All Enrollment	Virtual Practicum*	Do Not Enroll
Alabama	Guam	Connecticut
Alaska	Kentucky	Massachusetts
Arizona	Louisiana	New York
Arkansas	Nevada	Oklahoma
California	New Hampshire	Puerto Rico
Colorado	North Carolina	Rhode Island
Delaware	Tennessee	Washington D.C.
Florida	Texas	
Georgia	Washington	
Hawaii		
Idaho		
Illinois		
Indiana		
Iowa		
Kansas		
Maine**		
Maryland		
Michigan		
Minnesota		
Mississippi		
Missouri		
Montana		
Nebraska		
New Jersey		
New Mexico		
North Dakota		
Ohio		
Oregon		
Pennsylvania		

South Carolina		
South Dakota		
U.S. Virgin Islands		
Utah		
Vermont		
Virginia		
West Virginia		
Wisconsin		
Wyoming		

*Due to state regulations, students complete the practicum component in a virtual setting.
 **Due to state regulations, students must secure their own practicum facility. If the student is unable to secure his/her own practicum site, the student must follow the virtual practicum approval process.

**Addendum for Student Financial Assistance
 (Additional Sources of Aid)
 Effective August 1, 2019**

Pages 47 (Replacement)

MILITARY BENEFITS FOR ACTIVE DUTY SERVICE MEMBERS, VETERANS, RESERVISTS, SPOUSES AND DEPENDENTS

Students are advised to contact their Veteran’s Educational Representative for information on veterans’ educational benefits and other programs for which they may be eligible. UMA participates in Tuition Assistance, Vocational Rehab (Chapter 31), Montgomery GI Bill® (Chapter 30), Post 9/11 GI Bill® (Chapter 33), Survivors and Dependents Assistance (Chapter 35), Montgomery GI Bill® Selective Reserve (Chapter 1606), Reservist Educational Assistance Program (Chapter 1607), Transfer of Eligibility, and Military Spouse Career Advancement Accounts Program (MyCAA).

Any individual who is entitled to educational assistance under Chapter 31 or Chapter 33 is permitted to attend or participate in the course of education during the period beginning on the date on which the individual provides to UMA a certificate of eligibility (COE) for entitlement to educational assistance under Chapters 31 or 33 and ending on the earlier of the following dates: The date on which payment from the VA is made to UMA; OR, 90 days after the date UMA certified tuition and fees following the receipt of the COE.

UMA does not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or to require that an individual who is entitled to educational assistance under Chapter 31 or Chapter 33 borrows additional funds due to the individual’s inability to meet his or her financial obligations to UMA due to the delayed disbursement of funding from the Department of Veterans Affairs under Chapters 31 or 33.

Service members who intend to participate in the Military Tuition Assistance (TA) program must seek funding approval prior to the program’s start date. TA eligible courses will be considered if part of the student’s evaluation plan, prerequisites are within the student’s evaluated educational plan or is required for acceptance into a high-level degree program unless otherwise specified by Service regulations.

**Addendum for Student Information
 (Code of Conduct for Students Policy)
 Effective July 17, 2019**

Pages 67 - 74 (Replacement)

ARTICLE I: TERMINOLOGY

1. The terms “School” or “UMA” means Ultimate Medical Academy.
2. The term “covered person” includes any person taking courses (either online or ground and including but not limited to students who take time off between terms), or otherwise receiving or seeking to receive services from UMA.
3. The term “faculty member” means any person hired by or contracted with UMA to conduct instructional activities.
4. The term “UMA staff” means any person employed by UMA who is not a faculty member.

5. The term “member of the UMA community” includes students, faculty members or UMA staff, and any other individuals associated with UMA. The conduct administrator shall determine a person’s status in a particular situation.
6. The term “UMA sites” includes all land, buildings, facilities and other property in the possession of or owned, used, or controlled by UMA (including parking lots, adjacent streets and sidewalks) including the learning management system, UMA social media sites and other UMA platforms and devices.
7. The term “conduct panel” means any person or persons authorized by the conduct administrator or designee to determine whether a respondent has violated the Code of Conduct and to recommend imposition of sanctions.
8. The term “conduct administrator” means a UMA official authorized by UMA to manage Code of Conduct proceedings and/or impose sanctions upon respondents found to have violated the Code of Conduct. A conduct administrator may serve simultaneously as a conduct administrator, and as the sole member or one of the members of the conduct panel. Nothing shall prevent UMA from authorizing the same conduct administrator to impose sanctions in all cases at a particular location or locations.
 - a. The conduct administrator for the Clearwater campus is the Campus Director and can be contacted at (studentconduct@ultimatemedical.edu).
 - b. The conduct administrator for the online learning site is the Vice Provost of Programs and Academic Affairs or his/her designee and can be contacted at (studentconduct@ultimatemedical.edu).
9. The term “policy” is defined as the policies, rules and procedures of UMA including, but not limited to, those found in the school catalog.
10. The term “organization” means any number of persons who have complied with the formal requirements for UMA recognition/registration as an organization.

ARTICLE II: CONDUCT ADMINISTRATOR AND CONDUCT PANEL

1. The conduct administrator shall determine the composition of conduct panels and determine which conduct panel shall be authorized to hear each case. Where a multi-person panel is used instead of hearing by a conduct administrator, the conduct panel shall include, at minimum, three members of the UMA community.
 - a. The panel will consist of the Conduct Administrator, a representative from Education, and a representative from Compliance, at a minimum. The panel should contain an odd number.
 - b. The committee can choose to include members from other departments dependent on circumstances.
2. The conduct administrator shall develop procedures for administration of the Code of Conduct and for conducting hearings which are consistent with the provisions of this Code of Conduct.
3. Decisions made by a conduct panel and/or conduct administrator shall be final, pending the appeal process.
4. In appropriate situations, the conduct panel and/or conduct administrator may also provide a respondent who is subject to the hearing process with referral information for external counseling or other services available within the greater community that may help the respondent to ameliorate his/her conduct to prevent further violations of the Code of Conduct. The conduct panel and/or conduct administrator may also provide a complainant with referral information for external counseling or other services available within the greater community that may help the complainant to address their experience of the alleged misconduct and to participate fully in the conduct review process where desired.

ARTICLE III: PROSCRIBED CONDUCT

Jurisdiction

The Code of Conduct applies to behavior that affects the UMA community, irrespective of where or when that conduct may occur. Discipline may extend to off-campus activities and locations when the actions in question adversely affect the UMA community and/or pursuit of its objectives.

Conduct – Rules and Regulations

Any respondent found to have committed misconduct, including the following types of misconduct, may be subject to disciplinary sanctions outlined in Article IV. Students are responsible for safeguarding all UMA related items and failure to do so may be deemed to rise to the level of misconduct.

1. Acts of dishonesty including, but not limited to, the following:
 - a. Furnishing false information to UMA or a governmental or accrediting agency about a student’s attendance at UMA.

- b. Forgery, alteration, or misuse of any UMA document, check, record, or instrument of identification.
 - c. Computer piracy, including duplication of computer software, copyright infringement and unauthorized computer access.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings and other UMA activities, including its public service functions on or off campus, or other authorized non-UMA activities, when the act occurs on UMA sites.
3. Physical abuse, verbal abuse, profanity, threats, intimidation, and harassment including, but not limited to, sexual harassment, gender-based harassment, coercion and/or other conduct that threatens or endangers the health or safety of any person, either on or off UMA sites or at any UMA-sponsored activity.
4. Bullying and cyberbullying, which is using one's power to control or harm individuals who cannot defend themselves including, but not limited to, face-to-face interactions and any electronic communication (communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, tablet or pager) whether it be a single incident or a series of incidents.
5. Attempted or actual theft of and/or damage to property of UMA or property of a member of the UMA community or other personal or public property.
6. Hazing is any conduct or initiation into any organization that willfully or recklessly endangers the physical or mental health of any person. Imposition or use of hazing in any form of initiation or at any time is strictly prohibited. Violation of this policy will result in disciplinary actions against the violator that will include counseling and possible expulsion from the school.
7. Gambling on UMA premises, at UMA functions or through the use of UMA equipment.
8. Failure to comply with directions of UMA officials or law enforcement officers acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.
9. Unauthorized possession, duplication or use of keys, or unauthorized entry to or use of premises.
10. Violation of published UMA policies, procedures, rules or regulations.
11. Violation of any applicable federal, state or local law.
12. Use, possession or distribution of narcotic or other controlled substances, except as expressly permitted by law, a valid doctor's order, and UMA, or being under the influence of such substances. Please note in particular that even where otherwise permitted under local law, marijuana use, possession, or influence on UMA premises, at UMA events, or that adversely affects the UMA community, is prohibited.
13. Use, possession or distribution of alcoholic beverages, except as expressly permitted by law and UMA; or public intoxication.
14. Illegal or unauthorized possession of firearms, explosives, other weapons or dangerous chemicals.
15. Participation in a demonstration that disrupts normal operations of UMA or infringes on rights of other members of the UMA community; leading or inciting others to disrupt the scheduled and/or normal activities within any UMA building or area; intentional obstruction that is unreasonable and interferes with freedom of movement and/or free flow of pedestrian or vehicular traffic.
16. Conduct that is disorderly, disruptive, lewd or indecent; breach of peace; or aiding, abetting or procuring another person to breach the peace.
17. Aiding, abetting or inducing another to engage in behavior prohibited by the Code of Conduct.
18. Unprofessional conduct that reflects poorly on the student or UMA.
19. Abuse of computer time, including but not limited to:
 - a. Unauthorized entry into a file, to use, read or change contents, or for any other purpose.
 - b. Unauthorized transfer of a file.
 - c. Unauthorized use of another individual's identification and password.
 - d. Use of computing facilities to interfere with work of another student, faculty member or UMA official.
 - e. Use of computing facilities to send obscene or abusive messages.
 - f. Use of computing facilities to interfere with normal operation of the UMA computing system.
 - g. Introduction, reproduction and/or promulgation of any computer virus.
20. Unauthorized distribution of login information pertaining to coursework, UMA systems, and any other UMA-related activities.
21. Abuse of the disciplinary system, including, but not limited to:
 - a. Falsification, distortion or misrepresentation of information before a conduct panel.
 - b. Disruption or interference with orderly conduct of a conduct proceeding.
 - c. Knowingly instituting complaint or conduct proceedings without good cause.

- d. Attempting to discourage an individual's proper participation in, or use of, the complaint or conduct procedures.
 - e. Attempting to influence the impartiality of a member of a conduct panel prior to, and/or during, the course of the conduct proceeding.
 - f. Harassment (verbal or physical), retaliation and/or intimidation by a student of a participant in the conduct or complaint processes prior to, during and/or after a conduct proceeding.
 - g. Failure to comply with sanction(s) imposed under the Code of Conduct.
 - h. Influencing or attempting to influence another person to commit an abuse of the conduct or complaint procedures.
22. Falsification, distortion, or misrepresentation of externship/practicum timesheets.

Involvement of Law Enforcement

Complainants who believe that they are victims of crime or other violation of law (for example, assault, battery, sexual violence) may notify and seek assistance from the local law enforcement and/or other community resources concurrently. The conduct administrator or designee can provide information about how to contact local law enforcement or other local community resources.

UMA is committed to maintaining an environment that is safe for all members of the UMA community. Safety concerns, including those arising out of Code of Conduct proceedings, should be brought to the attention of the conduct administrator for evaluation of any appropriate measures to be taken by UMA to promote security. Complainants may also seek protective, restraining, or "no-contact" orders from an external law enforcement or judicial authority; complainants who do so should notify the conduct administrator so that UMA can cooperate as appropriate in the observation of the order.

UMA may institute Code of Conduct proceedings against a respondent charged with violation of applicable law without regard to the pendency of civil litigation or criminal arrest and prosecution. Proceedings under this Code of Conduct may be carried out prior to, simultaneously with, or following civil or criminal proceedings.

If the alleged violation of law is also the subject of Code of Conduct proceedings, UMA may advise external authorities of the existence and status of the Code of Conduct proceedings. UMA cooperates fully with law enforcement and other agencies in enforcing law on UMA property and in the conditions imposed by criminal courts for the protection of victims and the rehabilitation of violators. Individual students, staff, or faculty members, acting in their personal capacities, remain free to interact with a governmental representative or law enforcement official as they deem appropriate.

PROCEDURES

ARTICLE IV: CONDUCT PROCEDURES

Charges and Hearings

1. UMA investigates all conduct concerns.
2. Upon receiving notice of potential charges, the conduct administrator will conduct a preliminary investigation to determine if the alleged conduct potentially violates the Code of Conduct and/or if the situation can be resolved by mutual consent of the complainant and the respondent on a basis acceptable to the conduct administrator (such as mediation). Mediation will not be used for charges involving alleged sexual misconduct.
 - a. The conduct administrator may issue a written conduct warning to a respondent or complainant where the matter is resolved by mutual consent.
 - b. The conduct administrator may determine that the conduct alleged either does not violate the Code of Conduct or is not of sufficient severity or seriousness to warrant a hearing. In these cases, the conduct administrator may issue a written conduct guidance to the respondent or take other action as he/she deems appropriate to advise the student regarding the behavior and UMA's expectations for future conduct.
3. All charges shall be presented in writing to the respondent and, when appropriate, to the complainant, along with a date and time for a hearing scheduled within a timeframe reasonable under the circumstances. The timeframe for scheduling of hearings may be extended at the discretion of the conduct administrator.
4. The conduct administrator may choose to hold the hearing him/herself or may require a hearing by the conduct panel when he/she believes that such a procedure is in the best interest of UMA. If either the

complainant or the respondent believes that a member of the conduct panel has a conflict of interest, he or she should bring this concern to the attention of the conduct administrator, or if the alleged conflict is held by the conduct administrator, to the Chief Compliance Officer at compliance@ultimatemedical.edu. Conduct members should recuse themselves from the panel prior to the panel if they identify there is a conflict of interest with either the complaint or respondent.

5. Hearings shall be held by a conduct panel per the following guidelines:
 - a. The conduct administrator should serve as chairperson of the conduct panel, assuming no conflict of interest exists.
 - b. Hearings shall be held in private. Admission of any person to the hearing shall be at the discretion of the conduct administrator/chairperson.
 - c. In advance of the hearing, both the complainant and respondent will be given access to the identified information that is available before the hearing which will be considered by the conduct panel.
 - d. The complainant and respondent have the right to be accompanied throughout the process by any support person they choose. All support person-related expenses are the responsibility of the complainant or respondent. The complainant and respondent are responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly in any hearing before a conduct panel. The complainant and respondent must provide the names (relationship and title, if applicable) of those attending the hearing with them at least one business day before the hearing.
 - e. UMA, the complainant, the respondent and the conduct panel shall be allowed to present witnesses, subject to the right of cross-examination by the conduct panel.
 - f. Pertinent records, exhibits and written statements may be accepted as evidence for consideration by a conduct panel at the discretion of the conduct administrator/chairperson.
 - g. All procedural questions are subject to the final decision of the conduct administrator/chairperson.
 - h. After the hearing, the conduct panel shall deliberate in private and determine (by majority vote for a multi-person conduct panel) whether the respondent has violated the Code of Conduct.
 - i. The conduct panel's determination shall be made based on whether it is more likely than not that the respondent violated the Code of Conduct.
6. There shall be a single record, such as an audio recording, of all hearings before a conduct panel or conduct administrator. The record shall be the property of UMA. Suspensions, dismissals and expulsions will be noted in the respondent's academic record.
7. No respondent may be found to have violated the Code of Conduct solely because the respondent failed to appear before a conduct panel. Even if the respondent does not appear, the available evidence shall be presented and considered. Likewise, a respondent may be found to have violated the Code of Conduct even in instances where the complainant has not participated in the conduct proceedings.
8. The conduct administrator shall notify the respondent of the outcome in writing, and in appropriate cases, shall also notify the complainant. In cases of sexual misconduct allegations, the complainant and respondent will be informed simultaneously and in the same manner. Where safety concerns exist, the complainant may be given appropriate notice prior to formal notification.

Sanctions

1. The sanctions listed below may be imposed upon any covered person found to have violated the Code of Conduct. The listing of the sanctions should not be construed to imply that covered persons are entitled to progressive discipline. The sanctions may be used in any order and/or combination that UMA deems appropriate for the conduct in question.
 - a. Warning – A verbal or written notice that the respondent has not met UMA's conduct expectations.
 - b. Training – One or more sessions that the respondent is required to complete to UMA's satisfaction on a required topic.
 - c. Probation – A written reprimand with stated conditions in effect for a designated period, including the probability of more severe disciplinary sanctions if the respondent does not comply with UMA policies or otherwise does not meet UMA's conduct expectations during the probationary period.
 - d. Restitution/Recompense – Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
 - e. Suspension – Separation of the respondent from UMA for a defined period, after which the respondent may be eligible to return. Conditions for readmission may be specified.

- f. Suspension of Services – Ineligibility to receive specified service(s) or all UMA services for a specified period, after which the respondent may regain eligibility. Conditions to regain access to services may be specified.
 - g. Dismissal – Separation of the respondent from all UMA locations and eligibility to return at a specified date.
 - h. Expulsion – Permanent separation of the respondent from all UMA locations and ineligibility to receive specified or all UMA services.
 - i. Ineligibility for Services – Permanent ineligibility to receive specified or all UMA services.
 - j. Limiting Order – Restriction on a respondent’s permission to be in the same proximity as the complainant and/or others, with the parameters of the restriction to be defined by UMA (e.g. for use with allegations of sexual misconduct).
2. More than one sanction listed above may be imposed for any single violation. In each case in which a conduct administrator or a conduct panel determines that a respondent has violated the Code of Conduct, sanction(s) shall be determined and imposed by the conduct administrator. In cases in which a multi- person panel is used, the recommendation of all members of the conduct panel shall be considered by the conduct administrator. Following the hearing, the conduct administrator shall advise the respondent in writing of the determination, the sanction(s) imposed, if any, and appeal procedures. In appropriate cases (e.g. allegations involving certain types of sexual misconduct), the conduct administrator will also simultaneously provide the complainant with written notice of the outcome and appeal procedures.
 3. Other than dismissal and expulsion, disciplinary sanctions shall not be made part of the respondent’s permanent academic record but shall become part of the respondent’s disciplinary record. Upon graduation or permanent separation from UMA, a respondent may petition the conduct administrator to have his/her disciplinary record expunged or partially expunged of disciplinary actions. Whether to grant the request to expunge or partially expunge shall be at UMA’s discretion.

Interim Suspension/Suspension of Services

In certain circumstances, UMA may impose an interim suspension/suspension of services prior to the hearing before a conduct panel.

1. Interim suspension/suspension of services may be imposed:
 - a. To ensure the safety and well-being of members of the UMA community or preservation of UMA; or
 - b. If UMA deems that the respondent poses a threat of disruption of or interference with the normal operation of UMA.
2. During the interim suspension/suspension of services, the respondent may be denied access to UMA premises (including online and Clearwater classes) and/or all other UMA activities or privileges as identified by the Conduct Administrator for which the respondent might otherwise be eligible, as UMA may determine to be appropriate. In appropriate cases, UMA may notify the complainant of a respondent’s interim suspension/suspension of services status.

Appeals

1. A decision as to a Code of Conduct violation or sanctions reached by the conduct panel or imposed by the conduct administrator may be appealed by the respondent or complainant to the person identified in the determination letter within seven days of the date of the appealing party’s receipt of the determination letter. Such appeals shall be in writing. Receipt of the determination letter is presumed to be three days after mailing (for letters sent via US mail), or the date of electronic transmission (for email). When a party appeals, the other party will be notified of that appeal when appropriate, and all interim measures will remain in effect until the outcome of the appeal is determined. The results of the appeal to the person identified in the determination letter shall be final.
2. Except as required to explain the basis of new evidence, an appeal shall be limited to review of the record of the hearing, including documents considered by the conduct administrator or conduct panel for one or more of the following purposes:
 - a. To determine whether the original hearing was administered fairly considering the charges and evidence presented and in substantial conformity with prescribed procedures, giving the complainant a reasonable opportunity to prepare and present evidence that the Code of Conduct was violated, and giving the respondent a reasonable opportunity to prepare and present a rebuttal of those allegations.

- b. To determine whether the decision reached regarding the respondent was based on reasonable evidence; that is, without substituting its judgment for that of conduct panel or the conduct administrator, the appellate decision-maker shall consider whether the facts in the case were reasonably sufficient to establish that it was more likely than not that a violation of the Code of Conduct did or did not occur.
- c. To determine whether the sanction(s) imposed were reasonably appropriate for the violation of the Code of Conduct the respondent was found to have committed.
- d. To consider new evidence sufficient to alter the decision or sanction which was not brought out in the original hearing because such evidence was not known or available to the person appealing at the time of the original hearing.

The person ruling on the appeal shall notify in writing the complainant and respondent of the outcome of the appeal. If the person considering the appeal rules favorably on the appeal, the matter shall be remanded to the conduct panel (either the original panel or a new panel, as determined to be appropriate by the person considering the appeal) and conduct administrator for action to be taken in response to the appeal findings. If the ruling on the appeal is negative, then the decision of the original conduct panel is upheld and finalized.

ARTICLE V: CONFIDENTIALITY AND PROHIBITION ON RETALIATION

Confidentiality

UMA wishes to foster an environment in which individuals feel free to raise and discuss concerns. UMA understands that complainants, respondents, witnesses, and others involved in the investigation process and conduct proceedings may be concerned about the confidentiality of information they are sharing.

In some cases, UMA may be obligated to act when it becomes aware of information relating to a complaint or issue. Confidentiality will be maintained to the extent possible and consistent with UMA's obligations in investigating complaints and addressing conduct appropriately. While the confidentiality of information received, the privacy of individuals involved, and compliance with the wishes of the complainant or witnesses cannot be guaranteed, they will be respected to the extent possible and appropriate. When possible and consistent with applicable law, personally identifying information about victims of sexual misconduct will be kept confidential as it appears in UMA's publicly available record-keeping.

Retaliation

UMA prohibits retaliation against anyone who reports an incident of alleged harassment, discrimination or other unlawful conduct, or any person who assists or participates in a proceeding, investigation or hearing relating to such allegations.

Retaliation includes, but is not limited to, any form of intimidation, reprisal, or harassment. All complaints of retaliation should be reported in accordance with the student complaint procedures published in the catalog, which call for concerns to be directed to UMA Cares at umacares@ultimatemedical.edu. If following the student complaint procedure would result in the student being required to submit his/her complaint to the person whom he/she believes is retaliating against him or her, the student may submit the retaliation complaint to the Campus Director (Clearwater) or the Vice Provost of Programs and Academic Affairs or his/her designee (online), who will determine an appropriate party to address the retaliation complaint.

Submission of a good-faith complaint or report of harassment, discrimination or other unlawful conduct will not adversely affect the complainant's future grades, learning, or academic environment. UMA will discipline or take appropriate action against anyone who retaliates against any person who reports an incident of alleged harassment, discrimination, or other unlawful conduct, or who retaliates against any person who testifies, assists or participates in a conduct proceeding, investigation or hearing related to such allegations.

UMA Site Safety and Security

Unless otherwise posted, unauthorized use of tobacco products and e-cigarettes on UMA sites (including externship and practicum sites) or at UMA events is prohibited.

A truly safe campus can only be achieved through the cooperation of students, faculty and staff. As members of this academic community, students must report crimes, suspicious activities or other emergencies on campus to UMA.

Students who witness or are victims of a crime affecting the UMA community should immediately report the incident to local law enforcement in the community in which the campus is located, and to the Campus Director (Clearwater) or Vice Provost of Programs and Academic Affairs or his/her designee (online). UMA will investigate such crimes and, when appropriate, bring them to the attention of the conduct administrator and other UMA officials such as the Title IX Coordinator.

Given public concern about escalating incidents of school violence, UMA will take appropriate administrative action to protect the community. Student behavior that causes campus safety or security concerns will typically be addressed pursuant to the interim suspension/suspension of services provisions of the Code of Conduct. Accordingly, immediate suspension and eventual expulsion may result for students who:

- Possess, sell or otherwise furnish a firearm
- Brandish a knife at another person
- Sell a controlled substance
- Commit or attempt to commit a sexual assault or sexual battery
- Possess an explosive
- Cause serious physical injury to another person, except in self-defense
- Possess any knife or other dangerous object of no reasonable use
- Unlawfully possess any controlled substance
- Commit robbery or extortion
- Commit assault or battery

Nothing in this policy should be construed as limiting or preventing UMA's discretion to take other action which, in UMA's sole discretion, is necessary or advisable to promote safety and security.

UMA takes seriously any threats made to cause harm to others or to oneself. Threats to harm others will be handled through the Code of Conduct and may involve an interim suspension/suspension of services and/or the engagement of law enforcement officials until conduct proceedings are completed. In the case of threats to harm oneself, UMA may call local law enforcement officials or other persons acquainted with the person making the threat for the purposes of checking on that person's welfare. UMA may also work with the person to determine available resources and appropriate next steps.

**Addendum for Academic Standards
(Satisfactory Academic Progress)
Effective June 26, 2019**

Pages 86 - 92 (Replacement)

SATISFACTORY ACADEMIC PROGRESS (SAP)

Federal, state and accreditation regulations require students make Satisfactory Academic Progress (SAP) to be eligible to receive Federal Student Aid. Schools are required to measure SAP at the end of each evaluation point (for UMA, each semester). SAP measurements include multiple quantitative and qualitative evaluations (Cumulative Grade Point Average, Maximum Time Frame, and Pace of Progress.)

For a student to meet SAP standards at the first evaluation point of the enrollment, he/she must earn a Cumulative Grade Point Average (CGPA) of 1.5 and demonstrate a minimum Pace of Progress (POP) of 62%. To meet SAP standards beyond the first evaluation point, a student must earn a CGPA of 2.0 and demonstrate a minimum Pace of Progress of 67% (normal rounding rules apply, 66.66% rounded to 67%). In addition to these SAP standards, students must demonstrate the ability to complete their program within the Maximum Time Frame (MTF) allowed, not to exceed 150% of the semester credits for their published program. Students enrolled in an associate degree program are required to have a 2.0 CGPA at the end of the second academic year (the end of the 4th semester).

UMA defines specific evaluation points at which SAP is evaluated. For online students enrolled in a standard term program, the evaluation point is every semester, which is 15 weeks. For online non-term programs, the evaluation points occur after the completion of three modules. For Clearwater students enrolled in an associate degree program, evaluation points are every semester, which is 15 weeks. For Clearwater students enrolled in a diploma program, the evaluation point is generally every 18 weeks (with non-term programs' evaluation occurring after three

completed modules) except for the Dental Assistant with Expanded Functions diploma program, in which the first evaluation point is 20 weeks (evaluation occurs after four completed modules) with subsequent evaluation points every 15 weeks (three completed modules). In addition, all associate degree program students, regardless of Clearwater or online, will be evaluated at the end of the second academic year (end of the 4th semester). All students are evaluated for Maximum Time Frame at the end of every grading period. The grading period is 5 weeks for Clearwater general education/electives, Dental Assistant with Expanded Functions core courses, and online courses except for RX3400. The grading period is 6 weeks for Clearwater core courses, except Dental Assistant with Expanded Functions. The grading period is 7 weeks for RX3400.

Satisfactory Academic Progress Benchmarks			
Number of Program Weeks Attempted	Minimum CGPA*	Pace of Progress (POP)**	SAP Not Met Action
Term Programs: First semester which equals 15 weeks' Evaluation Point (dependent on program) Non-Term Programs: First three modules or four modules for Dental Assistant with Expanded Functions (generally 15, 18, or 20 weeks)	1.5	62%	<u>FA/AD Warning</u>
Second and subsequent semesters (15 or 18 Week Evaluation Points) in term programs (dependent on program and except for associate degree program students at the end of the second academic year and beyond***) Every third completed module for non-term programs	2	67% (Rounding applies 66.66% rounds to 67%)	<u>FA/AD Warning</u> if student was meeting SAP during the prior Evaluation Point. If not, see Failure to Meet Satisfactory Academic Progress – SAP Suspension and Financial Aid/Probation section below.
Maximum Time Frame			
Maximum Time Frame Not Met	N/A	Student has taken greater than 150% of the program's credit hours; or it has been determined that the student will not complete the program within 150% of the program's credit hours	Dismissal (eligible to appeal)

*For purposes of calculating Satisfactory Academic Progress, CGPA is determined by dividing the student's total Quality Points by the semester credits attempted for the current program including internal transfer credits.

**Pace of Progress is calculated by dividing the total number of credit hours the student successfully completed by the total number of credit hours the student attempted in the current program including transfer credits.

***All students enrolled in associate degree programs are evaluated at the end of the second academic year of the current program and must maintain a 2.0 CGPA, or they will be suspended from receiving any Federal Student Aid, if qualified, until a 2.0 is regained at the next evaluation point.

GRADE IDENTIFICATION AND RELATED IMPACT ON SAP ELEMENTS

The following chart identifies each of the grades utilized by UMA. The chart provides a summary of the overall grade percentage which constitutes each letter grade and the quality points associated with each grade. The chart also provides clarification of which grades are included in credits earned, credits attempted, the CGPA calculation, the POP calculation and the MTF calculation.

Letter Grade/ Transcript Designation	Description	Quality Points	Included in Credits Earned	Included in Credits Attempted	Included in CGPA	Included in POP	Included in MTF
A	Outstanding	4	Yes	Yes	Yes	Yes	Yes
B	Above Average	3	Yes	Yes	Yes	Yes	Yes
C	Average	2	Yes	Yes	Yes	Yes	Yes
D	Below Average	1	Yes	Yes	Yes	Yes	Yes
F	Failure	0	No	Yes	Yes	Yes	Yes
EE	Externship Extension	-	No	No	No	No	No
I	Incomplete (Clearwater)	-	No	No	No	No	No
TC	Transfer Credit	-	Yes	Yes	No	Yes	Yes
W	Withdraw	-	No	Yes	No	Yes	Yes
WD	Withdrawn from Course	-	No	No	No	No	No
WW	Withdrawn from Course without Penalty	-	No	No	No	No	No
◆	Associated Courses are calculated based on the original grade earned	-	Yes (if passed) No (if failed)	Based on original grade earned	Based on original grade earned	Based on original grade earned	Based on original grade earned
**	Retaken/Repeated Course ¹	-	Yes (if passed) No (if failed)	Yes	No (Once the course is retaken/repeated, only the attempt with the higher grade is included)	Yes	Yes

Failure to Meet Satisfactory Academic Progress - Financial Aid/Academic Warning

A Financial Aid/Academic Warning (FA/AD Warning) is a school status assigned to a student who fails the first SAP evaluation or fails a subsequent SAP evaluation after meeting SAP. When a student fails to meet CGPA and/or POP SAP standards, the student is placed on FA/AD Warning for the next evaluation period. UMA allows Federal Student Aid eligibility for one payment period without an appeal. The student remains eligible to receive Federal Student Aid funding during this evaluation period. No SAP Appeal is required. If the student meets the SAP requirements at the end of the FA/AD Warning period, the student is removed from FA/AD Warning status. See the next section for the result if the student is not meeting SAP requirements at the end of the FA/Ad Warning period. The FA/AD Warning

¹No course may be retaken or repeated more than twice and only as scheduling permits. Please see the Retaken/Repeated Courses section in the catalog.

status is not applicable to degree program students failing to meet a 2.0 CGPA following the end of the second academic year. Please see Failure to Meet Satisfactory Academic Progress – Academic Year Two CGPA Requirement below.

Failure to Meet Satisfactory Academic Progress – SAP Suspension and Financial Aid/Academic Probation

Students who fail to meet SAP requirements at the end of a FA/AD Warning period are placed in a temporary SAP Suspension status. Students have five calendar days (excluding scheduled breaks of 5 calendar days or more) from the date of notification of being placed on SAP Suspension to appeal. An appeal is a process by which a student who is not meeting SAP standards petitions the school for reconsideration of Federal Student Aid eligibility and to remain in school. While a student's school status is SAP Suspension, UMA will not disburse any Federal Student Aid funds. **SAP Appeal is required. Please see SAP Appeal Procedures section.** Students who do not appeal will be dismissed from UMA.

Students are placed on Financial Aid Probation (FA/AD Probation status) after a successful appeal and will agree to an Academic Plan. Students in the FA/AD Probation status are eligible to remain in school and receive Federal Student Aid, if qualified, for one additional evaluation period (semester) or the duration of the Academic Plan (which cannot exceed two evaluation points). Students on an Academic Plan will be evaluated after each evaluation point for CGPA and after each grading period for POP.

Students with a two-semester Academic Plan must be making progress toward the plan at the first scheduled SAP evaluation point (first semester) included in the plan. If the student is making progress, the student will be removed from FA/AD Probation status but must continue to meet the Academic Plan requirements. If the student is not meeting the Academic plan at that first SAP evaluation point, the student will be dismissed. At the end of the additional evaluation period (second semester), UMA will recalculate the student's SAP to determine if the student has met the Academic Plan requirements and Federal Student Aid eligibility, if qualified. If the student has not met the Academic Plan requirements, the student will be dismissed.

If the student's SAP appeal is denied, the student will be dismissed. Upon dismissal, a student will be unregistered from all enrolled courses, and the student will not be charged for the unregistered courses.

Failure to Meet Satisfactory Academic Progress – Maximum Time Frame (MTF)

When UMA determines that students cannot complete their program within MTF, the students will be dismissed. Students who are active and completers who are retaking courses to increase their CGPA are subject to the MTF calculations. Students who will violate MTF prior to obtaining the required CGPA for graduation will also be dismissed. Students who are dismissed and want to return to the same program are advised by Student Finance they will not regain eligibility for Federal Student Aid assistance. For students who appeal to return to the same program and for whom the appeal is approved, the student will be placed in FA Suspension status. Therefore, these students will not be eligible for Federal Student Aid funds. **SAP Appeal is required to return after dismissal for MTF. Please see SAP Appeal Procedures section.**

Failure to Meet Satisfactory Academic Progress – Academic Year Two CGPA Requirement

Students enrolled in an associate degree program are required to have a 2.0 CGPA at the end of the second academic year (the end of the 4th semester). Students who do not meet the 2.0 CGPA at the end of the second academic year are placed in a Suspension AY2 status and must file an appeal to remain in school. If a student fails to submit a written appeal five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification or if the appeal is denied, the student is dismissed. **SAP Appeal is required. Please see SAP Appeal Procedures section.**

If the appeal is approved, the student will remain in the Suspension AY2 status and be ineligible for Federal Student Aid, if qualified, until the student's CGPA is 2.0 or above at an evaluation point.

Maximum Time Frame (MTF)

The maximum number of credit hours a student can attempt to successfully complete a program is defined as 150% of the required semester credit hours for the program. Transfer credits are treated as attempted and completed in the calculation.

MAXIMUM TIME FRAME					
DIPLOMA PROGRAMS	CREDIT REQUIRED	HOURS	MAXIMUM ATTEMPTED	CREDIT	HOURS
Dental Assistant with Expanded Functions	26.00 Credits		39.00 Credits		
Medical Administrative Assistant	38.00 Credits		57.00 Credits		
Medical Assistant	42.50 Credits		63.75 Credits		
Medical Billing and Coding	39.00 Credits		58.50 Credits		
Medical Office and Billing Specialist	38.00 Credits		57.00 Credits		
Nursing Assistant	6.00 Credits		9.00 Credits		
Patient Care Technician	31.50 Credits		47.25 Credits		
Phlebotomy Technician	8.00 Credits		12.00 Credits		
ASSOCIATE DEGREE PROGRAMS	CREDIT REQUIRED	HOURS	MAXIMUM ATTEMPTED	CREDIT	HOURS
Health and Human Services	64.00 Credits		96.00 Credits		
Health Information Technology	63.50 Credits		95.25 Credits		
Health Sciences - Dental Assistant with Expanded Functions	62.00 Credits		93.00 Credits		
Health Sciences - Healthcare Technology & Systems	61.00 Credits		91.50 Credits		
Health Sciences - Medical Administrative Assistant	62.00 Credits		93.00 Credits		
Health Sciences - Medical Assistant	60.50 Credits		90.75 Credits		
Health Sciences - Medical Office and Billing Specialist	62.00 Credits		93.00 Credits		
Health Sciences - Patient Care Technician	61.50 Credits		92.25 Credits		
Health Sciences - Pharmacy Technician	61.50 Credits		92.25 Credits		
Healthcare Management	66.00 Credits		99.00 Credits		
Medical Billing and Coding	63.00 Credits		94.50 Credits		

SAP Appeal Procedures – Notifications

No later than ten calendar days from the end of the evaluation point, UMA performs SAP calculations and notifies students in writing who did not meet SAP standards. Each student who does not meet SAP standards receives written notification of the results of their SAP evaluation and if applicable, SAP appeal decision including:

- Financial Aid/Academic Warning
- SAP Suspension
- Financial Aid/Academic Probation
- FA Suspension
- Suspension AY 2
- Dismissal from a program for failure to meet SAP requirements
- Approval or denial of SAP appeal
- Return to SAP Met status

SAP Appeal Procedures

All SAP appeals must be documented. Students must complete the SAP appeal form five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification. Students in a LOA school status at the time of a SAP evaluation point will be notified upon their return. If a student fails to submit a written appeal five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification, the student is dismissed from UMA. SAP appeals must identify the circumstances that interfered with the student’s academic

success and describe how circumstances have changed to allow the student to meet SAP standards by the next SAP evaluation point.

Acceptable circumstances for an SAP appeal are:

1. The death of a relative of the student
2. The personal injury or illness of the student
3. Special circumstances as determined by UMA

Appeal approval is determined on an individual basis. Each appeal is unique and assessed individually during the approval process. Variables evaluated to inform appeal decisions include but are not limited to:

1. The completeness of the appeal
2. The student's accurate and comprehensive identification and description of:
 - o the circumstances leading to his/her failure to meet SAP
 - o the student's plan to resolve those circumstances to meet SAP at the next evaluation point
3. The validity of the circumstances leading to the appeal
 - o Appeal reasons are evaluated to determine the degree to which one or more "special" circumstances prevented the student from achieving SAP.
4. The student's CGPA, POP, and/or MTF. These variables are assessed in order to ensure that appeals are approved only for students who have a reasonable chance of success long-term (i.e., graduation).
5. Prior SAP appeals made by the student

UMA may consider information from other sources, such as prior appeals, when deciding to approve or deny a student's SAP appeal. Based on these data, a determination is made by the Program Director/Dean of Programs (Online) or Program Director/Campus Director (Clearwater) regarding whether to grant a SAP appeal and allow the student to remain enrolled at UMA. A student whose SAP appeal is denied is informed five calendar days after the appeal decision, SAP status and their dismissal from UMA. The reason for appeal denial is documented in the student's academic record two business days after the appeal decision.

Approved SAP appeals are approved pending the student's agreement to comply with the requirements outlined in his/her Academic Plan including the timelines for retaking previously failed coursework. Students whose appeals are pending their agreement to abide by the Academic Plan are informed of their approval status and resulting SAP status and are required to sign their Academic Plan three calendar days (excluding scheduled breaks of 5 calendar days or more) after receipt. Failure to sign the Academic Plan in a timely manner will lead to dismissal.

The appeal decision is final.

Violations of the Academic Plan typically lead to dismissal.

SAP appeal procedures specific to certain status are listed below:

SAP Appeal Procedures – SAP Suspension

Five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification to the student regarding being placed on SAP Suspension, the student may submit a written appeal and supporting documents to the Campus Director /Program Director (Clearwater) or to the Learner Services Advisor (online). If a student fails to submit a written appeal five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification of placement on SAP Suspension or the appeal is denied, the student is dismissed.

SAP Appeal Procedures – Academic Year Two CGPA Requirement

Five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification to the student regarding failure to maintain a CGPA of 2.0, the student may submit a written appeal and supporting documents to the Campus Director/Program Director (Clearwater) or to the Learner Services Advisor (online). If a student fails to submit a written appeal five calendar days (excluding scheduled breaks of 5 calendar days or more) after the date of notification, the student is dismissed. If the appeal is approved, the student's school status is changed to Suspension AY 2, and the student is ineligible for Federal Student Aid, if qualified, until a CGPA of 2.0 is met at the next evaluation point.

SAP Appeal Procedures – Dismissals

Students interested in enrolling in a new program after dismissal based on failure to meet SAP requirements in their most recent program or students selecting to reenroll into a program from which they have been previously dismissed based on a failure to meet SAP requirements must contact a Reentry Advisor (online) or Sr. Learner Services Advisor (Clearwater) to determine the student's eligibility and requirements to reenter. Requirements to reenter may require a SAP Reentry Appeal.

OTHER FACTORS THAT MAY AFFECT SAP

- In addition to the final letter grades issued by UMA, there are additional factors which also affect a student's SAP, such as incomplete grades, withdrawing from a course, non-punitive grades, withdrawal from a course or the school, associated courses and transfer credits, program transfers, and students seeking an additional credential.
- Withdrawing from a course, failing a course, or retaking or repeating a course may directly affect a student's SAP calculation that includes CGPA, POP and MTF. Each qualitative and quantitative measure for these circumstances is outlined in the "Grade Identification and Related Impact on SAP Elements" chart and is defined in the Grading Systems section of the catalog in the Additional Grading Definitions and Impact on SAP section.
- Please also refer to the Retaken/Repeated Courses section of the catalog for additional information regarding the impact on a student's SAP.
- When a student elects to change programs or earn an additional credential, all shared courses and their grades will be associated to the new program. Shared courses with the grades of A, B, C, D, or F count toward CGPA, credits attempted, and credits earned (except F grades do not count toward credits earned).
- Withdrawing or failing a required course necessitates a student to retake the course. The SAP calculation will reflect the original and subsequent course, which can lower the POP and lengthen the student's time in the program for purposes of MTF.
- UMA students who complete their academic program requirements and do not have the required 2.0 CGPA to graduate from the program can repeat courses within their academic program but will be placed on Extended Enrollment and will no longer be eligible for Federal Student Aid funds, if qualified, and will not be charged for tuition for the repeated courses taken after they complete their academic program requirements.
- Completer students in an Extended Enrollment status who exceed MTF will be dismissed. These students are eligible to appeal. Please refer to the "Failure to Meet Satisfactory Academic Progress – Maximum Time Frame (MTF)" and "SAP Appeal Procedures" sections in this catalog. Completer students with approved appeals will return to UMA in an Extended Enrollment status, will not be charged for courses in that program, and are not eligible to receive Federal Student Aid funds.