

ADDENDUM TO UMA CATALOG

VOLUME 5

Addendum Date: March 10, 2015

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



ADDENDUM
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ADDITIONAL/REVISED INFORMATION IS INDICATED BY AN UNDERSCORE. REMOVAL OF INFORMATION IS INDICATED BY STRIKETHROUGHS.

Addendum for Welcome to Ultimate Medical Academy
Effective March 10, 2015

Page 2 (Removal of Co-Owner Title)

Steve Kemler
CEO and Co-Owner

Addendum for History/Ownership and Corporate Officers
Effective March 10, 2015

Page 7 (Replacement of Sections)

HISTORY/OWNERSHIP

Ultimate Medical Academy was founded in 1994 as Ultimate Learning Center, Inc., a non-profit educational institution serving the local Tampa community's need for trained Nursing Assistants and other healthcare professionals. The school's name was later changed to Ultimate Medical Academy (UMA). Over time, recognizing the growing need in Florida for trained professionals in other healthcare specialties and employers' needs for multi-skilled staff, UMA began to offer a wide range of programs focused on developing allied healthcare professionals. In January of 2005, the school was acquired by Ultimate Medical Academy, LLC. The school expanded its program offerings, opened a new campus in Tampa, launched online programs to students throughout the US, and added three continuing medical education divisions. In March 2015, Clinical and Patient Educators Association (CPEA), a 501(c)(3) nonprofit organization, acquired UMA. CPEA focuses on developing quality, innovative education for healthcare practitioners and the patient communities they serve. The board of directors now governing UMA consists of: Richard Friedman (Chairman of the Board); Theodore Polin (Executive Director); Matthew Wootten and Christopher Hawk, MD. Ultimate Medical Academy continues to focus on its mission of serving as a dynamic educational institution committed to equipping and empowering students to excel in healthcare careers.

CORPORATE OFFICERS

Theodore Polin, Executive Director

Addendum for State Specific Information for Online Students
Effective February 12, 2015

Page 26 (Removal)

~~Kentucky Residents~~

~~Enrollment in the Associate of Science in Health Information Technology and Associate of Science in Health Sciences – Pharmacy Technician programs is not available to students who reside in the state of Kentucky.~~

Addendum for Pharmacy Technician State Requirements
Effective February 12, 2015

Page 30 (Removal of Kentucky)

*Students residing in ~~Kentucky~~ and New Mexico are not eligible to enroll in the Associate of Science in Health Sciences – Pharmacy Technician concentration program.

Addendum for Student Financial Assistance
Effective March 2, 2015

Pages 34 & 35 (Replacement of Institutional Aid Section/Removal of Grants Listed in Catalog)

INSTITUTIONAL AID

Please visit or email your Student finance Office for additional information regarding eligibility requirements and amounts offered at onlinestudentfinance@ultimatemedical.edu

Associate of Science Grant

UMA offers the Associate of Science Grant to students enrolled in one of the following Associate Degree programs with a start date of November 3, 2014 or after:

- Health Information Technology
- Healthcare Management
- Health Science - Healthcare Technology & Systems
- Health and Human Services

Eligible students will receive a grant of \$1000 per academic year for the first two academic years within their educational program. The total grant will not exceed \$2000 per student. The grant is disbursed per semester in equal installments of \$500 for a total of four disbursements. A disbursement is made once the student has successfully completed the first module of the semester. Students who transfer programs at UMA are not eligible.

Students who fail to complete their educational program will lose their remaining eligibility for future disbursements of the Associate of Science Grant. UMA will complete a pro-rata refund calculation to determine the amount of disbursed grant funding the student was eligible to receive. Please see the catalog section "Return of Institutional Grant Funding" for a description of the calculation.

PCT Proficiency Grant

UMA offers the PCT Proficiency Grant to students starting the Patient Care Technician diploma program at the Tampa Campus from March 23, 2015 – June 15, 2015. Eligible students will receive a grant of \$1500 for the first academic year of the program. The grant is disbursed in two equal installment of \$750 for each payment period of the academic year. A disbursement is made once the student has successfully completed the first module of the payment period. Students who transfer programs at UMA are not eligible.

Students who fail to complete their educational program will lose their remaining eligibility for future disbursement of the PCT Proficiency Grant. UMA will complete a pro-rata refund calculation to determine the amount of the disbursed grant funding the student was eligible to receive. Please see the catalog section "Return of Institutional Grant Funding" for a description of the calculation.

PCT Return Grant

UMA offers the PCT Return Grant to students re-entering the Patient Care Technician diploma program at the Tampa Campus from April 13, 2015 – June 15, 2015. Eligible students will receive a grant of \$1000 for the first academic year of the program. The grant is disbursed in two equal installments of \$500 for each payment period of the academic year. If the student has a remaining period of study that is only one payment period, the full awarded amount will be disbursed in one disbursement. The first disbursement is made once the student has successfully completed the first course in the re-entry enrollment. The second disbursement is made upon successful completion of the program. Students who transfer programs at UMA are not eligible.

Students who fail to complete their educational program will lose their remaining eligibility for future disbursement of the PCT Return Grant. UMA will complete a pro-rata refund calculation to determine the amount of the disbursed grant funding the student was eligible to receive. Please see the catalog section "Return of Institutional Grant Funding" for a description of the calculation.

Pharmacy Technician Grant

UMA offers the Pharmacy Technician Grant to students pursuing the Pharmacy Technician diploma or the Health Sciences – Pharmacy Technician associates program with a start date of November 3, 2014 or after. Eligible students will receive a grant of \$650 for the first academic year of the program. The grant is disbursed in two equal installments of \$325 for each payment period of the academic year. A disbursement is made once the student has successfully completed the first module of the payment period. Students who transfer programs at UMA are not eligible.

Students who fail to complete their educational program will lose their remaining eligibility for future disbursements of the Pharmacy Technician Grant. UMA will complete a pro-rata refund calculation to determine the amount of disbursed grant funding the student was eligible to receive. Please see the catalog section “Return of Institutional Grant Funding” for a description of the calculation.

Page 35 (Removal of sentence)

Exit Counseling

~~UMA provides an exit counseling session for pending graduates.~~

Page 37 (Removal/Insertion to Institutional Refund Policies)

PRO RATA REFUND CALCULATION FOR NON-TERM PROGRAMS

~~For any full academic year, the charges are divided equally for each payment period.~~

For any full academic year, the charges are divided equally for each payment period (with the exception of the Health Sciences – Pharmacy Technician – Associate of Science program.) For any academic year that does not meet the standard academic year definition and consists of multiple payment periods, the charges will be prorated for each payment period based on the number of credits assigned to the payment period.

Students enrolled in the Health Sciences – Pharmacy Technician – Associate of Science program are charged based on the number of credit hours assigned to each payment period for all academic years.

Pages 38 & 39 (Removal/Insertion to Institutional Refund Policies)

PRO RATA REFUND CALCULATION FOR NON-TERM PROGRAMS

PRO RATA REFUND CALCULATION FOR NON-TITLE IV DIPLOMA PROGRAMS

PRO RATA REFUND CALCULATION FOR STANDARD TERM PROGRAMS

- The number of calendar days in a program is defined as the number of days from the start of a program until the last day of the last course a student was scheduled to attend in the program ~~(inclusive of holidays)~~. Scheduled breaks of 5 calendar days or more and periods of Leave of Absence are excluded from the calculation. Refunds are rounded to the nearest dollar.

Page 42 (Insertion to Return of Federal Student Aid Policy)

$$\frac{\text{Number of days completed by the student}}{\text{Number of days in the payment period}} = \text{Percent of payment period completed}$$

Scheduled breaks of 5 calendar days or more and periods of Leave of Absence are excluded from the calculation.

Page 42 (Insertion after Return of Federal Student Aid Policy)

RETURN OF INSTITUTIONAL GRANT FUNDING POLICY

This policy applies to all students who withdraw, drop out or are terminated by UMA and who received Institutional Grant funding. Students who cease attendance at UMA prior to completing more than 60% of their payment period will have their Institutional Grant funding recalculated based on the percentage of a payment period attended.

For the purposes of the Return of Institutional Grant Funding policy, a student’s withdrawal date is:

- The date a student notifies UMA of his/her intent to withdraw; or
- The student’s last day of attendance

Institutional Grant funding is earned in a pro-rata manner up to and including the 60% point in the payment period. The percentage of Institutional Grant funding earned is calculated as:

Number of days completed by student/Number of days in the payment period = Percent of payment period completed.

Scheduled breaks in the student's schedule of 5 calendar days or more and/or any period of Leave of Absence is excluded from the calculation.

The percent of the payment period completed is the percentage of the Institutional Grant earned by the student. The percentage of the Institutional Grant unearned (i.e. Amount to be returned to the appropriate grant program) is 100% less the percent earned.

Addendum for General Student Complaint Procedure/Grievance Policy
Effective February 12, 2015

Page 48 (Insertion)

Maryland Residents

UMA is subject to investigation of complaints by the Office of the Attorney General or the Maryland Higher Education Commission. Complaints should be directed to:

Maryland Attorney General
Consumer Protection Division
200 St. Paul St.
Baltimore, MD 21202
410-528-8662
888-743-0823 (toll free)