ADDENDUM TO

ULTIMATE MEDICAL ACADEMY CATALOG VOLUME 5.8

(Published September 1, 2016)

Addendum Date: January 17, 2017

(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)

Addendum for Cover
(Effective Dates)
Effective December 19, 2016

Cover (Revision to end date)
Ultimate Medical Academy School Catalog Volume 5.8
Effective: September 1, 2016 – January 31, 2017

Addendum for General Information
(School Licensure, Accreditation and Approvals)
Effective October 31, 2016

Page 10 (Insertion of last sentence)
ACCREDITATION COUNCIL FOR CONTINUING MEDICAL EDUCATION (ACCME)

UMA offers Continuing Medical Education programs that are programmatically accredited by the Accreditation Council for Continuing Medical Education (ACCME). The Continuing Medical Education programs are not included within the institution's grant of accreditation from the Accrediting Bureau of Health Education Schools (ABHES).

Addendum for General Information
(UMA Facilities and Contact Information)
Effective October 31, 2016

Pages 11 & 12 (Insertion of phone number and statement after each location's name)
ULTIMATE MEDICAL ACADEMY – CLEARWATER (727-298-8685)
Ultimate Medical Academy may contact you regarding your enrollment and other educational services. Note that calls are recorded for quality assurance.

ULTIMATE MEDICAL ACADEMY – TAMPA (813-386-6350)
Ultimate Medical Academy may contact you regarding your enrollment and other educational services. Note that calls are recorded for quality assurance.

ULTIMATE MEDICAL ACADEMY ONLINE (888-205-2456)
Ultimate Medical Academy may contact you regarding your enrollment and other educational services. Note that calls are recorded for quality assurance.

Addendum for General Information
(Do Not Call Policy)
Effective November 1, 2016

Page 12 (Insertion of new policy)
DO NOT CALL POLICY
Students may ask UMA representatives to place them on UMA's Do Not Call list. Once such request is made, UMA employees are not permitted to call or text students for a recruiting purpose unless the student's current record shows that the student has given his/her consent to be contacted.

Do Not Call requests will not stop non-recruiting contact such as contact related to the student's active attendance at UMA, placement efforts, debt collection efforts, or legally mandated communications like messages required by the U.S. Department of Education for federal student loan borrowers.

UMA's full Do Not Call policy is available on the school website.

Addendum for Admissions
(Credit for Previous Education)
Effective December 13, 2016

Page 19 (Insertion in third paragraph and before last sentence)
Failure to submit official transcripts from all institutions identified on the Postsecondary Education (Military Students Only) form will result in a termination of the student's Veteran's Educational benefits.   If official transcripts cannot

be obtained during the sixty day period, the student may request an extension by emailing militaryaffairs@ultimatemedical.edu.   The extension cannot exceed the end of the student's second semester/payment period.   Refusal to submit official transcripts will result in an immediate termination of the student's Veteran's Educational benefits.

Page 22 (Replace "Background Check" requirement in 11/30/16 addendum with the one below.)
HEALTH AND HUMAN SERVICES (ASSOCIATE DEGREE)
- **State Residence:** Student must live and plan to work in an area in which, in UMA's sole discretion, there is a determined employment need in the field of Health and Human Services.
- **Background Check:** Enrollment is contingent upon a satisfactory Level I background check for this program by the seventh calendar day after the start. Students will be cancelled/withdrawn immediately if results are determined to be unsatisfactory.
- **Personal Inventory:** Each prospective student must complete a personal inventory with a UMA representative prior to midnight of the seventh calendar day after the start. (e.g. If a start is on a Monday, Sunday would be the seventh day).

Note: Although a drug screen is not an enrollment requirement, students enrolling in this program should be aware that they may be required to pass a drug screening to be employed in the field after graduation.

Page 22 (Insertion)
HEALTH AND HUMAN SERVICES (ASSOCIATE DEGREE)
- **State Residence:** Student must live and plan to work in an area in which, in UMA's sole discretion, there is a determined employment need in the field of Health and Human Services.
- **Background Check:** A satisfactory Level I background check is required prior to beginning this program.
- **Personal Inventory:** Each prospective student must complete a personal inventory with a UMA representative prior to midnight of the seventh calendar day after the start. (e.g. If a start is on a Monday, Sunday would be the seventh day).

Note: Although a drug screen is not an enrollment requirement, students enrolling in this program should be aware that they may be required to pass a drug screening to be employed in the field after graduation.

Page 32 (Replacement)
Puerto Rico
Ultimate Medical Academy has received Registry of Exempt Institution Certification from the Licensing and Accrediting Area of the Puerto Rico Council on Education.

Page 38 (Revision)
Guam is moved from "All Enrollment" to "Virtual Practicum*".

*Due to state/territory regulations, students complete the practicum component in a virtual setting.

Pages 43 (Replacement)
SUCCESSFUL COMPLETION GRANT
UMA offers a Successful Completion Grant to students who are enrolled in specific Title IV eligible diploma programs who meet the Eligibility Criteria both at the time a grant is awarded and at the time a grant is disbursed. Grants will be awarded until budgeted funds are exhausted.

Eligibility Criteria for Students Enrolled in Diploma Programs with a Graduation Requirement of Less Than 40 Semester Credit Hours:

- Has a projected graduation date of 2/1/2017 or later.
- Has a federally calculated Expected Family Contribution (EFC) of less than 2,000 on the most recently completed FAFSA used for packaging. Students who have not filed a FAFSA are not eligible.
- Has either (i) a CGPA of at least 3.0 or (ii) have a CGPA of at least 2.0 and have failed no more than one course in the student's program.
- Be on track to graduate based on the Registrar's projected graduation date. The grant is not awarded until the student is attending his/her last module in the program.
- Be committed to financial discipline by voluntarily limiting borrowing and returning any excess funds, as the result of the grant being posted to a student ledger, to outstanding federal loans. The grant funds will be first applied to any outstanding institutional balances. Any excess funds present after an outstanding institutional balance is paid will be refunded to the U.S. Department of Education to reduce the student's federal student loan debt. The student must have the appropriate excess funds authorization form on file with UMA.
- Is not receiving the Employee Tuition Grant.
- Has not been withdrawn or dismissed at any point during his/her enrollment at UMA.
- Be enrolled in a diploma program identified by UMA as being included in the grant. Students are awarded up to$2,600 and must be on track to graduate from one of the following programs:
  - Dental Assistant with Expanded Functions
  - Medical Administrative Assistant
  - Medical Billing and Coding
  - Medical Office and Billing Specialist
  - Patient Care Technician
  - Pharmacy Technician

Eligibility Criteria for Students Enrolled in Diploma Programs with a Graduation Requirement of 40 or More Semester Credit Hours:

- Has a projected graduation date of 2/1/2017 or later.
- Has a federally calculated Expected Family Contribution (EFC) of less than 2,000 on the most recently completed FAFSA used for packaging. Students who have not filed a FAFSA are not eligible.
- Has a CGPA of at least 2.0.
- Be on track to graduate based on the Registrar's projected graduation date. The grant is not awarded until the student is attending his/her last module in the program.
- Be committed to financial discipline by voluntarily limiting borrowing and returning any excess funds, as the result of the grant being posted to a student ledger, to outstanding federal loans. The grant funds will be first applied to any outstanding institutional balances. Any excess funds present after an outstanding institutional balance is paid will be refunded to the U.S. Department of Education to reduce the student's federal student loan debt. The student must have the appropriate excess funds authorization form on file with UMA.
- Is not receiving the Employee Tuition Grant.
- Be enrolled in a diploma program identified by UMA as being included in the grant. Students are awarded up to $2,600 and must be on track to graduate from one of the following programs:
  - Basic X-Ray with Medical Office Procedures
  - Medical Assistant

The grant will first be awarded to the student's current academic year. First, any outstanding institutional balance will be paid by the grant. If there are additional grant funds available on the student's ledger card after the institutional balance is paid for the current academic year, UMA will return the excess funds to the U.S. Department of Education on the student's behalf to reduce Federal student loan debt. If all loan funds are returned for the current academic year and the student has remaining grant eligibility, the remaining grant funding will be applied to the previous academic year.

Students who fail to complete their educational program will be subject to 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.

Addendum for Student Financial Assistance
(Academic Success Grant and Successful Completion Grant)
Effective October 4, 2016

Pages 42 & 43 (Replacement)
ACADEMIC SUCCESS GRANT – ONLINE ONLY
UMA offers an Academic Success Grant to dedicated associate degree seeking students who demonstrate a commitment to academic success by making significant academic progress towards the completion of their program, are directly enrolled in an associate degree program and who meet the Eligibility Criteria both at the time a grant is awarded and at the time a grant is disbursed. Students who are diploma program graduates and subsequently re-enroll into a corresponding associate program are not eligible.

Eligibility Criteria

- The student must be directly enrolled in an associate degree program with a start date of 3/14/16 or later. Re-enrolls, re-entries or transfers are not eligible.
- The student must maintain continuous enrollment and be on track to graduate based on the Registrar's projected graduation date. The grant is not awarded until the student is attending his/her last module in the program.
- The student must commit to financial discipline by voluntarily limiting borrowing and returning any excess funds, as the result of the grant being posted to a student ledger, to the Department of Education to reduce total indebtedness. The student must have the appropriate excess funds authorization form on file with UMA. In the event any excess funds resulting from the ASG exceed the recipient's total packaged Federal student loans and institutional debt for the recipient's associate degree program enrollment, the recipient will be eligible to receive the excess funds as a stipend.
- The student must not be receiving any other form of institutional aid.
- For qualifying enrollments on 10/4/16 or later, the grant will not exceed $2,000 per student.

SUCCESSFUL COMPLETION GRANT
UMA offers a Successful Completion Grant to students who are enrolled in specific Title IV eligible diploma programs who meet the Eligibility Criteria both at the time a grant is awarded and at the time a grant is disbursed. Grants will be awarded until budgeted funds are exhausted.

Eligibility Criteria for Students Enrolled in Diploma Programs with a Graduation Requirement of Less Than 40 Semester Credit Hours:

- Has a projected graduation date of 10/1/2016 or later.
- Has a federally calculated Expected Family Contribution (EFC) of less than 2,000 on the most recently completed FAFSA used for packaging. Students who have not filed a FAFSA are not eligible.
- Has either (i) a CGPA of at least 3.0 or (ii) have a CGPA of at least 2.0 and have failed no more than one course in the student's program.
- Be on track to graduate based on the Registrar's projected graduation date. The grant is not awarded until the student is attending his/her last module in the program.
- Be committed to financial discipline by voluntarily limiting borrowing and returning any excess funds, as the result of the grant being posted to a student ledger, to outstanding federal loans. The grant funds will be first applied to any outstanding institutional balances. Any excess funds present after an outstanding institutional balance is paid will be refunded to the U.S. Department of Education to reduce the student's

federal student loan debt. The student must have the appropriate excess funds authorization form on file with UMA.

- Is not receiving the Employee Tuition Grant.
- Has not been withdrawn or dismissed at any point during his/her enrollment at UMA.
- Be enrolled in a diploma program identified by UMA as being included in the grant. Students are awarded up to the following amounts based on their program enrollment:
  - o Medical Administrative Assistant - $6,250
  - o Medical Billing and Coding and Medical Office and Billing Specialist - $6,000
  - o Patient Care Technician - $5,500
  - o Dental Assisting with Expanded Functions - $3,000
  - o Pharmacy Technician - $4,500

Eligibility Criteria for Students Enrolled in Diploma Programs with a Graduation Requirement of 40 or More Semester Credit Hours:

- Has a projected graduation date of 10/1/2016 or later.
- Has a federally calculated Expected Family Contribution (EFC) of less than 2,000 on the most recently completed FAFSA used for packaging. Students who have not filed a FAFSA are not eligible.
- Has a CGPA of at least 2.0.
- Be on track to graduate based on the Registrar's projected graduation date. The grant is not awarded until the student is attending his/her last module in the program.
- Be committed to financial discipline by voluntarily limiting borrowing and returning any excess funds, as the result of the grant being posted to a student ledger, to outstanding federal loans. The grant funds will be first applied to any outstanding institutional balances. Any excess funds present after an outstanding institutional balance is paid will be refunded to the U.S. Department of Education to reduce the student's federal student loan debt. The student must have the appropriate excess funds authorization form on file with UMA.
- Is not receiving the Employee Tuition Grant.
- Be enrolled in a diploma program identified by UMA as being included in the grant. Students are awarded up to the following amounts based on their program enrollment:
  - o Medical Assistant - $6,500
  - o Basic X-Ray with Medical Office Procedures - $5,500

The grant will first be awarded to the student's current academic year. First, any outstanding institutional balance will be paid by the grant. If there are additional grant funds available on the student's ledger card after the institutional balance is paid for the current academic year, UMA will return the excess funds to the U.S. Department of Education on the student's behalf to reduced Federal student loan debt. If all loan funds are returned for the current academic year and the student has remaining grant eligibility, the remaining grant funding will be applied to the previous academic year.

Students who fail to complete their educational program will be subject to 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.

<p align="center">**Addendum for Student Financial Assistance**
(Career Success Grant)
Effective November 4, 2016</p>

Page 43 (Insertion of new grant)
CAREER SUCCESS GRANT – ONLINE ONLY

- UMA provides the need-based Career Success Grant to selected applicants who have graduated from a UMA online program, who are actively engaged with UMA's Career Services team to search for or maintain employment, and who are facing a life barrier to sustained employment, such as transportation or childcare challenges. The maximum grant award to an individual graduate will be $5,000. The grant will expire when the pool of allocated funding has been awarded to third parties approved by UMA and graduates who can assist in alleviating the placement or employment barrier. Note that the exhaustion of the pool of available

grant funds will result in the ceasing of award funds to graduates currently receiving the funds, as well as new applicants.

Eligibility Criteria

- The individual must be a graduate from a UMA online program.
- The graduate must be actively (defined as having had a least one interview) working with Career Services to secure employment, or be currently employed in a position approved by Career Services.
- The graduate must have a placement or employment barrier that is inhibiting his/her Career Services-assisted job search or his/her continued employment in a position approved by Career Services.
- The graduate must complete the Career Success Grant Application.
- The grant must be approved by the grant committee. Note that preference in the selection process will be given to graduates in cohorts that are currently pending, and among those open cohorts, to the oldest cohort.
- If the grant is approved, the graduate must provide UMA with the appropriate vendor/provider information for payment processing.
- Once grant funding is paid, the graduate must continue his or her current employment or Career Services employment search to be eligible for continued or future disbursements.

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Addendum for Student Financial Assistance
(Devotion Grant)
Effective October 11, 2016

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Pages 44 (Insertion of new grant)
DEVOTION GRANT
UMA offers the Devotion Grant to students who re-enter during the specified timeframe shown below and who meet the Eligibility Criteria both at the time the grant is awarded and disbursed. Eligible students will qualify for a $1,500 Devotion Grant.

Eligibility Criteria:

- Students must re-enter into a diploma or associate program between October 31, 2016, and December 31, 2016.
- Students who transfer programs at UMA are not eligible.
- Prior dismissal students re-entering into the same program must have an approved SAP appeal and academic plan on file.
- Students dismissed for three "F" grades are not eligible to re-enter into any program that contains the same courses that were failed three times.

Students who fail to complete their educational program will lose their remaining eligibility for disbursement of the Devotion Grant and will be subject to 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.

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Addendum for Academic Standards
(Satisfactory Academic Progress)
Effective January 13, 2017

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Page 65 (Insert the last sentence shown below at the end of this paragraph.)
UMA defines specific evaluation points . . . 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.

Page 70 (Replacement of definition for "Grading Period" and "Payment Period")

Grading Period: The grading period for all programs is the length of a module. A module is 5 to 10 weeks depending upon the program.

Payment Period/Term: A Payment Period or Term is defined as 15 weeks, 18 or 20 weeks depending upon the program.

Addendum for Academic Standards
(Grading Systems)
Effective October 4, 2016

Page 71 (Replacement)

WW = Withdrawn from Course without Penalty: This grade indicates a course that has been scheduled, and the student was administratively removed from the course for reasons other than attendance and academic policy violations and did not receive a grade. This grade does not impact the cumulative grade point average, pace of progress, or maximum time frame nor does it count toward credits attempted. Issuance of this grade may require Compliance Department approval.

Addendum for Academic Standards
(Final Grades)
Effective December 19, 2016

Page 74 (Replace first paragraph of "Final Grade Disputes – All Students")
FINAL GRADE DISPUTES – ALL STUDENTS
Students who wish to dispute a final course grade must contact the Director of Education or designee (ground) or raise a Final Grade Dispute Flag in Starfish (active online students) or email Student Affairs at studentaffairs@ultimatemedical.edu (out-of-school online students only) within 10 calendar days of the regular course end date explaining the reason for the final grade dispute.

Insert the following sentence at the end of "Final Grade Disputes – All Students" section:
If an out of school student becomes eligible for enrollment after a successful grade dispute, the student will have to apply for Re-Entry into the program.

Addendum for Academic Standards
(Course Load Changes)
Effective October 4, 2016

Pages 77 & 78 (Replacement)
COURSE LOAD CHANGES
UMA students enrolled in standard term based programs (except the Associate of Science in Nursing program) are allowed to request a change in course load within the first seven (7) calendar days of each grading period or module if they are taking multiple courses.

Students electing to decrease their course load within the first seven calendar days will be unscheduled from the course. Students electing to add a course within the first seven (7) days of the module may incur additional charges for the term as a result of the increased course load. Please note, any changes to a student's course load can affect the student's charges and current funding arrangements.

Students enrolled in the Associate of Science in Nursing program are scheduled in two courses during the five-week grading periods. Students in ten-week grading periods are scheduled into one course. Due to the structure of the Associate of Science in Nursing program, the students do not have the same flexibility as offered in other associate degree standard term programs.

Addendum for Programs
(Health Sciences – Basic X-Ray with Medical Office Procedures, Health Sciences – Dental Assistant with Expanded Functions, Health Sciences – Medical Assistant, Health Sciences – Medical/Clinical Laboratory Assistant, Health Sciences – Patient Care Technician, Health Sciences – Pharmacy Technician, Medical Billing and Coding, Medical/Clinical Laboratory Assistant, Nursing Assistant, Pharmacy Technician, Phlebotomy Technician)
Effective November 28, 2016

Pages 83 - 130 (Programs listed below are no longer offered at the Tampa Campus)
Health Sciences – Basic X-Ray with Medical Office Procedures, Health Sciences – Dental Assistant with Expanded Functions, Health Sciences – Medical Assistant, Health Sciences – Medical/Clinical Laboratory Assistant, Health Sciences – Patient Care Technician, Health Sciences – Pharmacy Technician, Medical Billing and Coding, Medical/Clinical Laboratory Assistant, Nursing Assistant, Pharmacy Technician and Phlebotomy Technician

Addendum for Programs
(Healthcare Technology & Systems)
Effective October 4, 2016

Page 97 (Revision to Location)
Healthcare Technology & Systems
Program Type: Diploma
Location: No Longer Offered

Addendum for Programs
(Pharmacy Technician)
Effective December 6, 2016

Page 84 (Revision to UMA Online Pharmacy Technician diploma program)
UMA ONLINE (NON-MAIN CAMPUS)
Diploma Programs

- Healthcare Technology & Systems (UMA is not enrolling new students at this time.)
- Medical Administrative Assistant
- Medical Billing and Coding (Effective August 1, 2016, for new starts)
- Medical Billing and Coding
- Medical Office and Billing Specialist (Effective August 1, 2016, for new starts)
- Medical Office and Billing Specialist
- Pharmacy Technician (UMA is not enrolling new students at this time.)

Page 127 (Revision to location)
Program Type: Diploma
Locations: New Enrollments no longer offered

Addendum for Course Descriptions
(General Education & Elective Courses)
Effective October 31, 2016

Pages 136, 140, 146 & 149 (Discontinuation and Replacement of Course Descriptions as indicated below)

No Longer Offered	Replacement (Now Applies to All Locations)
EN-1150	EN1150
EN-2150	EN2150
HU-2000	HU2000
MA-1015	MA1015
PS-1000	PS1000
PS-2100	PS2100
PS-2150	PS2150
SC-1040	SC1040

Pages 136 & 140
Delete: **"****See Clearwater Supplement to the UMA Catalog for effective date."*

Page 150
Revise: "Clearwater and Tampa" to "Tampa" for SC-2020