



ADDENDUM TO
ULTIMATE MEDICAL ACADEMY CATALOG VOLUME 7.4
(Published July 1, 2026)

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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.)**

TABLE OF CONTENTS

(New addenda indicated in blue font)

<u>Catalog Page Number</u>	<u>Catalog Section</u>	<u>Addendum Effective Date</u>	<u>Addendum Page Number</u>
8	<u>General Information</u>		
	Corporate Officers	08.24.26	3
8 & 9	Mission Purpose and Values	08.10.26	3
16	UMA Facilities and Contact Information	08.24.26	4
	<u>Admissions</u>		
36	General Admissions Requirements	08.24.26	4
40	Additional Admissions Requirements/Specific Program Information	08.24.26	5
50	Special Medical Requirements	08.24.26	5
	<u>Student Financial Assistance</u>		
62	Institutional Aid	08.10.26	6
	<u>Cancellation and Refund Policies</u>		
67 – 69	Institutional Refund Policy	08.17.26	7
75 – 77	Return of Title IV Funds Policy	08.10.26	9
	<u>Programs</u>		
120	UMA Online Programs' Listing	09.08.26	11
166	Patient Care Technician	09.08.26	12
	<u>Course Descriptions</u>		
178 & 179	HM1025 & HM2015	08.24.26	13
	<u>Tuition and Fees</u>		
194	UMA Online Diploma Programs	09.08.26	13
197 & 198	UMA Cost of Attendance Charts	09.01.26	14

**Addendum for General Information
(Corporate Officers)
Effective August 24, 2026**

Page 8 (Replacement)

CORPORATE OFFICERS

Saundra Williams, Ed.D., Chair of the Board

Hugh Campbell, Vice Chair of the Board

Alexandra Schaffrath, President & Treasurer

**Addendum for General Information
(Mission Purpose and Values)
Effective August 10, 2026**

Pages 8 & 9 (Replacement)

MISSION PURPOSE AND VALUES

The mission of Ultimate Medical Academy has been developed to define the purpose of the organization and its commitment to students. It ensures that the institution effectively meets the needs of its students, team members, stakeholders and the employment community that it serves. This mission is the fruit of a collaborative effort between UMA's team members and management. The tenets of this mission reflect UMA's history and expectations for its future. The sentiment expressed in Ultimate Medical Academy's mission is shared by all personnel and reflected in their service and support.

UMA'S MISSION

Ultimate Medical Academy is a dynamic educational institution committed to equipping and empowering students to excel in healthcare careers. We strive to provide a learning experience that maximizes value for our students in a professional, supportive and ethical environment.

UMA'S VALUES

COLLABORATE

We achieve more together. By approaching challenges with insight and expertise, we create solutions that drive meaningful impact across our growing organization and for those we serve.

ADVOCATE

We boldly champion those we serve. With a deep understanding of our learners, partners, and team members, we amplify and advance our shared goals and objectives to drive success.

RESPECT

We honor ourselves and each other. By fostering confidence in our own contributions while creating space for all voices, we build stronger partnerships, better ideas, and a culture where everyone can belong and thrive.

EMPOWER

We unlock potential. We empower others by fostering continuous learning, activating strengths, and creating connections that enable opportunities – laying the foundation for transformative change.

PURPOSE AND INSTITUTIONAL OBJECTIVES

In keeping with the needs and background of our students and in fulfilling UMA's mission, Ultimate Medical Academy's faculty, administration and management's purpose is to:

- Bring awareness to the local community of the opportunities in the allied health field achievable through completion of UMA's specialized allied health training programs.
- Provide in-depth programs that prepare students for direct entry into the job market.
- Support students in the successful completion of their programs of study.
- Provide students with opportunities to develop the soft skills necessary to be successful in school and in their careers.

- Assist students in finding relevant externships/professional practice experience and jobs to improve their financial outlook and reach their career objectives.
- Contribute to the community at large by providing well-trained and well-prepared allied health professionals.
- Create a challenging but supportive environment for team members, so that each has learning and growth opportunities, as well as the infrastructure necessary to do his/her job effectively.
- Establish for team members an environment and policies that ensure UMA's regulatory compliance.
- Guide students to be successful professionals at their places of employment.
- UMA's online learning combines flexible offerings with a comprehensive set of support services in order to engage, equip and empower our community of learners for academic and long-term career success. Students are provided a multitude of on-demand tools and resources to facilitate and support their learning and development including supplemental reading materials, study tools and tips, instructional webinars and tutorials.

**Addendum for General Admissions
(UMA Facilities and Contact Information)
Effective August 24, 2026**

Page 16 (Replacement for Ultimate Medical Academy - Online)

ULTIMATE MEDICAL ACADEMY – ONLINE (888-205-2456)

UMA Online Tampa Center is located at 9309 N. Florida Ave., Suite #100, Tampa, Florida. The facility is accessible from I-275 and located at the intersection of N. Florida Avenue and E. Busch Boulevard. The area is serviced by public transportation. Convenient parking is available.

The Tampa facility is divided into classrooms, laboratories, and administrative and student support offices. Classrooms are designed and equipped to meet program objectives. Laboratories are fully equipped appropriate to each of the programs offered. This facility also houses administrative services shared by the Clearwater Campus and UMA Online. Support services are also available remotely via phone or email. In addition, all distance education services are housed at this location.

**Addendum for General Admissions
(General Admissions Requirements)
Effective August 24, 2026**

Page 36 (Replacement for Seventh Bullet Point)

- Satisfactorily complete a Level I background check by the eighth calendar day after the start or if an extension deadline is given, not to exceed the fifth week after the start except for students enrolled in the Patient Care Technician and Emergency Medical Technician programs. Whether the student has satisfactorily completed is in the sole discretion of UMA. Please refer to the Additional Admissions Requirements/Specific Program Information section in this catalog. Students may be cancelled/withdrawn if results are determined by UMA to be unsatisfactory.
 - Satisfactorily complete a Level II background check prior to the last day of the student's provisional enrollment period for students enrolled in the Patient Care Technician and Emergency Medical Technician programs. Students will be cancelled/withdrawn if results are determined by UMA to be unsatisfactory.
 - Background check requirements may, at UMA's discretion, be waived for students who are enrolled through an employer partner or students transferring programs unless listed in the Additional Admissions Requirements/Specific Program Information section in this catalog.

**Addendum for General Admissions
(Additional Admissions Requirements/Specific Program Information)
Effective August 24, 2026**

Page 40 (Replacement for Emergency Medical Technician (Diploma – 21.0 Credits))

EMERGENCY MEDICAL TECHNICIAN (DIPLOMA – 21.0 CREDITS)

Employer Employment Eligibility Criteria: EMT students who are enrolled with employer workforce training program partnership agreements must be employed by the employer partner prior to enrollment and must maintain such employment for continued program eligibility.

Clinical Externship Requirement: A 49-hour hospital-based clinical externship (minimum 10 hours in Emergency Department) and a pre-hospital emergency medical field experience requirement of 70 hours with an EMS provider agency. The pre-hospital experience must include a minimum of five patient contacts that result in the student accompanying the patient to the hospital. Clinical hours may be scheduled with affiliate organizations Sunday through Saturday. All school rules apply to clinical externship hours. UMA does not guarantee the availability of specific clinical externship days or shifts. Students are expected to complete clinical externship course hours within the grading period as outlined in the course description and requirements. Additional clinical externship course information can be found in the enrollment packet.

Note: In addition to meeting employer employment eligibility criteria, facilities that accept students for clinical externships may conduct criminal or personal background checks, random or pre-placement drug screening and may have additional requirements. UMA may assist students in completing such checks and screenings. Check with your Program Director for further clarification.

Physical Demands: EMT students must be physically capable of performing the essential functions of the occupation, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of the individual or others. Participation requires strenuous physical exertion, including without limitation, standing or sitting for long periods, bending, lifting and moving heavy equipment and patients in a variety of environmental and dangerous conditions, performing CPR and other lifesaving maneuvers.

Participation is not recommended for people with heart disease, back or spinal cord injuries, or other serious physical impairments. To work in and/or attend externship in partnering hospitals and basic life support providers, students are advised that they may be required to meet the vaccination requirements of these hospitals, basic life support providers, and/or the employer workforce training program partner through whom the externship is performed.

State Residence: Students must live and plan to work in Florida and have a valid driver's license for a minimum of one year. For additional information, please contact the program director.

Vaccination: Our externship sites or clinical sites may require proof of satisfactory health status, including immunizations, TB test or chest x-rays prior to allowing a student to begin at the site. Vaccinations must be provided prior to the end of the provisional registration period. For additional information, please contact the program director.

**Addendum for General Admissions
(Special Medical Requirements)
Effective August 24, 2026**

Page 50 (Replacement)

If required by an externship/professional practice experience site or mentioned above, a student must provide proof of satisfactory health status by submitting a signed Statement of Health and confirm freedom from communicable disease by submitting a current negative PPD test or chest X-Ray. Externship/Professional practice experience sites may also require proof of health insurance prior to beginning the externship/professional practice experience. All students must sign a Rules, Regulations, and Releases form prior to attending externship/professional practice experience. UMA highly recommends that those at risk consider the advantages of immunization and decide to receive the series from their own physician or area health department.

Students enrolled in the Dental Assistant with Expanded Functions, Emergency Medical Technician, Health Sciences – Dental Assistant with Expanded Functions, Health Sciences – Clinical Medical Assistant, Clinical Medical Assistant, Patient Care Technician, or Phlebotomy programs must be able to demonstrate the competencies of the program which can include bending, walking, and standing as required for their particular occupations prior to externship. Throughout the program, including externship, Emergency Medical Technician and Patient Care Technician students must also be able to demonstrate competencies related to lifting and positioning patients. Some programs may have additional requirements.

**Addendum for Student Financial Assistance
(Institutional Aid)
Effective August 10, 2026**

Page 62 (Insertion)

HEALTH SCIENCES ASSOCIATE GRANT

The Health Sciences Associate Grant applies to students enrolling in an eligible associate degree program at the UMA - Clearwater Campus with a start date between May 2026 through December 2026. Award amounts and eligibility are determined based on established criteria, which include completion of a UMA diploma program, program enrollment, admissions status, and good financial standing.

Awarding & Eligibility Criteria

- At time of financial aid packaging, eligible students enrolling in one of the approved associate degree programs will be awarded a Health Sciences Associate Grant covering any remaining tuition charges after all other approved grants and scholarships have been applied during the students first academic year of enrollment.
- The student must complete the “Health Sciences Associate Grant -- Student Agreement” acknowledging the criteria in which to maintain the grant eligibility.
- To encourage fiscal responsibility, if a Health Sciences Associate Grant recipient opts to borrow additional funds, they will lose current Health Sciences Associate Grant eligibility and eligibility for any remaining disbursements for that academic year
- Eligible students will be awarded up to tuition charges after all other approved grants and scholarships have been applied, not to exceed \$10,000.00 for the first academic year
- Each academic year consists of two payment periods or terms, with each payment period or term comprised of three modules. The grant will be disbursed in two equal installments up to tuition charges not to exceed \$5,000 each with one installment applied during each payment period or term of the student’s first academic year once the student successfully completes the first module of each semester.
- Grant disbursements are contingent upon the student successfully completing the first module within the applicable payment period or term. Once eligibility of academic progression requirements are confirmed, the applicable installment will be applied to the student’s account.
- Students who withdraw, are dismissed, fail to maintain eligibility, or transfer to a program that is not eligible for the Grant will forfeit any remaining undisbursed grant funds. UMA will remove any future scheduled grant disbursements from the student’s financial aid package. The student remains responsible for any outstanding balance owed to UMA.
- For students who withdraw, are dismissed, or transfer programs, UMA will complete all required institutional refund calculations and Return of Title IV (R2T4) calculations in accordance with applicable regulations and institutional policies. If a credit balance remains on the students account after all required refund calculations have been completed, the student is not eligible to receive a refund of grant funds associated with the Health Sciences Associate Grant. UMA reserves the right to reduce or reverse disbursed grant funds by the amount of any resulting credit balance.

**Addendum for Cancellation and Refund Policies
(Institutional Refund Policy)
Effective August 17, 2026**

Pages 67 - 69 (Replacement)

INSTITUTIONAL REFUND POLICY

UMA is required to perform institutional refund calculations (pro-rata) for all students who are no longer enrolled, are dismissed, are placed on an Administrative Leave of Absence, transfer programs or fail to return from an approved leave of absence. The institutional refund policy is in addition to the Return of Title IV Funds refund calculation. UMA performs all institutional refund calculations within thirty (30) calendar days of the date of determination. The date of determination is the date UMA has determined the student to be withdrawn, expelled, dismissed, on an Administrative Leave of Absence, or transferred to another UMA program. Refund calculations are based on the student's last date of attendance. The last day of attendance for students is the last day the student was physically present in a course, at an externship/professional practice experience site, or the last day the student completed an online, academically related activity such as discussion boards, submission of assignments, or an assessment. If the student is owed a refund from the institutional refund calculation, UMA will process the necessary refund within thirty (30) calendar days. UMA returns unearned Federal Student Aid within 45 calendar days of the date of determination. Students are responsible for any balance due on their accounts because of withdrawal from UMA.

PRO RATA REFUND CALCULATION FOR NON-TERM PROGRAMS

Pertains to the following programs:

- Clinical Medical Assistant (Diploma)
- Dental Assistant with Expanded Functions (Diploma)
- Medical Assistant (Diploma)
- Patient Care Technician (Diploma)
- Health Sciences – Clinical Medical Assistant (Associate of Science Degree)
- Health Sciences – Dental Assistant with Expanded Functions (Associate of Science Degree)
- Health Sciences – Medical Assistant (Associate of Science Degree)
- Health Sciences – Pharmacy Technician (Associate of Science/Associate of Applied Science Degree)

UMA may make special arrangements to provide a fair and equitable refund to a student, on a case-by-case basis, when a student is suffering extenuating circumstances and is unable to continue his/her studies.

Students enrolled in UMA non-term programs are billed by payment period.

For any full academic year, the charges are divided equally for each payment period (except for the Health Sciences – Pharmacy Technician 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 program are charged based on the number of credit hours assigned to each payment period for all academic years.

A student no longer enrolled in a program receives a pro rata refund based on the percentage of the student's completion of his/her current payment period as follows:

- If students withdraw under the UMA withdrawal process before the start of a payment period for which they have been charged, a student receives a refund of 100% of tuition charges.
- If students withdraw under the UMA withdrawal process after the start of a payment period for which they have been charged but before or at the 60% completion of the payment period, students are issued a pro rata refund as follows:
 - For any students with a withdrawal or LDA date on or before 6/30/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's

last date of attendance in a payment period by the number of calendar days in the payment period in which the withdrawal occurred. The number of calendar days in a payment period is defined as the number of calendar days from the start of a payment period until the last day of the last course a student was scheduled to attend in the payment period. Scheduled breaks of 5 calendar days or more and periods of leave of absence are excluded from the calculation.

- For any students with a withdrawal or LDA date on or after 7/1/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's last date of attendance in the modules for which they posted attendance. The number of calendar days in a payment period is defined as the number of calendar days from the start of the payment period until the last day of the last course a student posted attendance. 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 whole dollar.
- After the completion of 60% of a payment period, tuition is 100% earned, and no tuition refund is made.

PRO RATA REFUND CALCULATION FOR NON-TITLE IV DIPLOMA PROGRAMS

Pertains to the following programs:

- Emergency Medical Technician (Diploma)
- Phlebotomy Technician (Diploma)

UMA may make special arrangements to provide a fair and equitable refund to a student, on a case-by-case basis, when a student is suffering extenuating circumstances and is unable to continue his/her studies.

Students enrolled in a UMA Non-Title IV diploma program are billed for the entire program. A student withdrawing from a program receives a pro rata refund based on the percentage of the student's completion of his/her then current program as follows:

- If students withdraw under the UMA withdrawal process before the start of a program for which they have been charged, a student receives a refund of 100% of tuition charges.
- If students withdraw under the UMA withdrawal process after the start of a program for which they have been charged but before or at 60% completion of the program, students are issued a pro rata refund as follows:
 - For any students with a withdrawal or LDA date on or before 6/30/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's last date of attendance in a program by the number of calendar days in the program in which the withdrawal occurred. The number of calendar days in a program is defined as the number of calendar days from the start of the program until the last day of the last course a student was scheduled to attend in the program. Scheduled breaks of 5 calendar days or more and periods of leave of absence are excluded from the calculation
 - For any students with a withdrawal or LDA date on or after 7/1/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's last date of attendance in the modules for which they posted attendance. The number of calendar days in a program is defined as the number of calendar days from the start of the program until the last day of the last course a student was scheduled to attend in the program. 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 whole dollar.
- After the completion of 60% of a program, tuition is 100% earned, and no tuition refund is made.

PRO RATA REFUND CALCULATION FOR STANDARD TERM PROGRAMS

Pertains to the following programs:

- Health Sciences Concentrations (Associate of Science/Associate of Applied Science Degree):
 - Medical Administrative Assistant
 - Medical Office and Billing Specialist
- Health and Human Services (Associate of Science/Associate of Applied Science Degree)

- Health Information Management (Associate of Science/Associate of Applied Science Degree)
- Healthcare Accounting (Associate of Science/Associate of Applied Science Degree)
- Healthcare Management (Associate of Science/Associate of Applied Science Degree)
- Medical Administrative Assistant (Diploma)
- Medical Billing and Coding (Associate of Science/Associate of Applied Science Degree)
- Medical Billing and Coding (Diploma)
- Medical Office and Billing Specialist (Diploma)

UMA may make special arrangements to provide a fair and equitable refund to a student, on a case-by-case basis, when a student is suffering extenuating circumstances and is unable to continue his/her studies.

If students cease enrollment at UMA, the following policies apply:

- If students withdraw under the UMA withdrawal process before the start of a program for which they have been charged, a student receives a refund of 100% of tuition charges.
- Tuition is charged by a semester for all courses scheduled for that semester.
- If students withdraw under the UMA withdrawal process after the start of a semester for which they have been charged but before or at the 60% completion of the semester, students are issued a pro rata refund as follows:
 - For any students with a withdrawal or LDA date on or before 6/30/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's last date of attendance in a semester by the number of calendar days in the semester in which the withdrawal occurred. The number of calendar days in a semester is defined as the number of calendar days from the start of the semester until the last day of the last course a student was scheduled to attend in the semester. Scheduled breaks of 5 calendar days or more and periods of leave of absence are excluded from the calculation.
 - For any students with a withdrawal or LDA date on or after 7/1/2026, the pro rata amount of tuition refunded is determined by dividing the number of calendar days remaining after a student's last date of attendance in a semester by the number of calendar days in the modules in which the student posted attendance in that semester. The number of calendar days in a semester is defined as the number of calendar days from the start of a semester until the last day of the last course a student posted attendance in the semester. 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 whole dollar.
- After the completion of 60% of a semester, tuition is 100% earned, and no tuition refund is made.

**Addendum for Cancellation and Refund Policies
(Return of Title IV Funds Policy)
Effective August 10, 2026**

Pages 75 - 77 (Replacement)

RETURN OF TITLE IV FUNDS POLICY

This policy applies to all students who receive Federal Student Aid and are no longer enrolled, are dismissed, are placed on an Administrative Leave of Absence, transfer programs or fail to return from an approved leave of absence.

Withdrawal exemptions – term programs only:

A student is not considered to have successfully withdrawn if the student successfully completes (earns a passing grade) in:

- One module that includes 49 percent or more of the number of days in the payment period, excluding scheduled breaks of five or more consecutive days and all days between modules
- Coursework equal to or greater than the coursework required for the institution's definition of a half-time student

Students who cease attendance at UMA prior to completing more than 60% of their Title IV payment period have their Title IV eligibility recalculated based on the percentage of a payment period attended. For example, a student who withdraws after completing only 30% of a payment period will have “earned” only 30% of any Title IV aid received. UMA and/or the student must return the remaining 70%.

For purposes of the Return of Title IV Funds 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.

Title IV aid is earned in a pro rata manner up to and including the 60% point in a payment period. (Title IV aid is considered 100% earned after that point in time). The percentage of Title IV aid earned is calculated as:

Non-Term:

If the student’s withdrawal or LDA dates is on or before June 30, 2026, the number of days in the payment period will be calculated as follows:

$$\frac{\text{Number of days completed by the student}}{\text{Number of days of the modules the student posted attendance in the payment period}} = \text{Percentage of payment period completed}$$

If the student’s withdrawal or LDA date is on or after July 1, 2026, the number of days of the modules the student posted attendance in the payment period will be calculated as follows:

$$\frac{\text{Number of days completed by the student}}{\text{Number of days for the modules in which the student posted attendance in the payment period.}} = \text{Percentage of payment period completed}$$

Scheduled breaks of 5 calendar days or more and periods of leave of absence are excluded from the calculation. The number of days completed by the student is calculated from the start of the payment period to the student’s last day of attendance. The last day of attendance for students is the last day the student was physically present in a course, at an externship/professional practice experience site, or the last day the student completed an online, academically related activity such as discussion boards, submission of assignments, or an assessment.

Term:

$$\frac{\text{Number of days completed by the student}}{\text{The number of days in the modules the student posted attendance in the semester}} = \text{Percent of semester completed}$$

Scheduled breaks of 5 calendar days or more, breaks between modules, and periods of leave of absence are excluded from the calculation while the student was enrolled. The number of days completed by the student is calculated from the start of the payment period to the student’s last day of attendance. The last day of attendance for students is the last day the student was physically present in a course, at an externship/professional practice experience site, or the last day the student completed an online, academically related activity such as discussion boards, submission of assignments, or an assessment.

The percent of payment period completed is the percentage of Title IV earned by the student. The percentage of Title IV aid unearned (i.e. Amount to be returned to the appropriate Title IV program) is 100% less the percent earned. Any Title IV funds disbursed on the student’s behalf and are less than the amount of Title IV funds earned by UMA must be returned.

UMA will return unearned aid from a student’s account in the following order:

1. Unsubsidized Federal Direct Loans
2. Subsidized Federal Direct Loans

3. Direct PLUS Loans
4. Federal Pell Grant
5. Iraq & Afghanistan Service Grants
6. Federal Supplemental Educational Opportunity Grant (FSEOG)
7. Other grant or loan assistance authorized by Title IV of the HEA

Within thirty (30) days of the date UMA determined a student withdrew, UMA will notify the student in writing if the student is eligible for a post-withdrawal disbursement. A post-withdrawal disbursement occurs when Title IV funds are earned, as a result of the calculation, and the Title IV funds are not disbursed. In the event the post withdrawal disbursement is the result of PELL or FSEOG funds, UMA may apply the grant funds to the student's account to cover tuition. If the post-withdrawal disbursement is based on Direct Loan funds, UMA must obtain authorization from the student within thirty (30) days of the date of the notice to either apply the funds to the student's account, or UMA can disburse the funds to the student or parent (in the case of PLUS loans).

Within thirty (30) days of the date UMA determined a student withdrew, UMA notifies the student in writing if he/she is required to return any federal grant aid (Federal Pell Grant or FSEOG). If any federal grant aid must be returned in excess of 50% of the grant funds received, this is considered an overpayment. A student who owes a federal grant overpayment remains eligible for Title IV funds for a period of 45 days from the earlier of the date UMA sends a notification to the student of the overpayment or the date UMA was required to notify the student of the overpayment.

If during the 45-day period a student satisfies the requirement to UMA or signs a repayment agreement with the U.S. Department of Education, the student remains eligible for further Title IV funds. If during the 45-day period a student fails to repay an overpayment or sign a repayment agreement with the U.S. Department of Education, the student is considered to be in an overpayment status and thus ineligible for any additional Title IV aid until that amount is repaid.

UMA returns unearned Federal Student Aid within 45 days from the date UMA determined a student withdrew. When the total amount of unearned aid is greater than the amount returned by UMA from the student's account, the student is responsible for returning unearned aid to the appropriate Title IV program. If the student is responsible for returning any unearned Direct Loan funds, the return of these funds must be made in accordance with the terms and conditions of the Master Promissory Note.

**Addendum for Programs
(UMA Online Programs' Listing)
Effective September 8, 2026**

Page 120 (Replacement for UMA Online Programs' Listing)

UMA ONLINE (NON-MAIN CAMPUS)

Diploma Programs

- Clinical Medical Assistant
- Emergency Medical Technician
- Medical Administrative Assistant
- Medical Billing and Coding
- Medical Office and Billing Specialist
- Patient Care Technician

Associate of Science/Associate of Applied Science Degree Programs

- Health and Human Services
- Health Information Management
- Health Sciences – Clinical Medical Assistant
- Health Sciences - Medical Administrative Assistant
- Health Sciences - Medical Office and Billing Specialist
- Health Sciences - Pharmacy Technician

- Healthcare Accounting
- Healthcare Management
- Medical Billing and Coding

**Addendum for Programs
(Patient Care Technician)
Effective September 8, 2026**

Page 166 (Replacement)

**PATIENT CARE TECHNICIAN
(EFFECTIVE AS OF 5.26.26 START DATE)
FLORIDA RESIDENTS ONLY**

Program Type: Diploma

Locations: Clearwater/UMA Online (Blended)

PROGRAM DESCRIPTION

The objective of the Patient Care Technician program is to prepare students for entry-level employment positions in hospitals, nursing homes, physicians' offices and other healthcare facilities as Patient Care Technicians, Phlebotomists or a Medical Assistant. The program concentrates on anatomy and physiology, pathology, body systems, medical terminology, pharmacology, operating diagnostic equipment, performing laboratory work including phlebotomy and administering EKG. The didactic portion of courses is delivered online via distance education; the laboratory portion of courses is delivered on-campus. Externship is conducted in a healthcare setting. Out-of-class work is required.

Patient Care Technicians work alongside doctors and nurses to provide day-to-day care that patients need. They typically perform clinical, laboratory, and office tasks to ensure the smooth operation of a healthcare facility and monitor patients' basic vital signs, including temperature, pulse, blood pressure and respiration rates. They record vital signs in the patient's physical or electronic chart along with any patient concerns or complaints that the physician may want to review. Upon successful completion of this program, the graduate will be awarded a diploma in Patient Care Technician. Total Program: 1590 total clock hours - 720 inside clock hours/870 recognized outside clock hours/31.5 semester credits. Classification of Instructional Program Code: 51.3902

Patient Care Technicians are not required to obtain licensure or certifications to practice in Florida. The program will provide comprehensive training and preparation to ensure graduates are well-equipped to meet employer expectations and succeed in the workplace.

Students will receive course preparation to sit for the optional Certified Patient Care Technician/Assistant (CPCT/A) offered through the National Healthcareer Association (NHA) and the Patient Care Technician Certification, Phlebotomy Technician Certification and Electrocardiogram (ECG) Technician Certification offered through the National Center for Competency Testing (NCCT). Graduates must meet eligibility requirements to sit for the examinations.

Instructional Time: 42 weeks

Normal Time: 48 weeks

Required Courses

Course #	Course Title	Semester Credits
ME1130	Patient-Centered Communications	3.0
ME1200	Medical Terminology	3.0
ME1210	Introduction to Allied Health	3.5
ME2350	ECG	4.0
MH1100	Mental Health Foundations	3.0
PC2110	Phlebotomy and Lab Procedures	4.0
PC2200	Foundations in Patient Care	4.5
PC3000	Clinical Externship	3.5

SS1000	Student Success	1.0
SS2000	Career Success	2.0
Total Program		31.5

**Addendum for Course Descriptions
(HM1025 & HM2015)
Effective August 24, 2026**

Pages 178 & 179 (Replacement)

HM1025 MEDICAL PRACTICE MANAGEMENT SYSTEMS – 4.5 SEMESTER CREDITS

This course provides an introduction to medical billing systems and their use in office transactions including patient registration, charge entry, payment posting, billing routines, and report generation. Also covered are electronic claims submission requirements and claim management techniques. Dealing with rejected claims is addressed, and credit balances and refunds are explained. Factors that determine the need for system expansion or changes are also discussed. The student will develop speed and accuracy in keyboarding. Prerequisite: None

**HM2015 HEALTHCARE LAW, COMPLIANCE, ETHICS & MEDICAL RECORD MANAGEMENT
6.0 SEMESTER CREDITS**

This course emphasizes legal principles, procedures, and regulations which affect the control, use, and release of health information including HIPAA. Malpractice, compliance plans, fraud and abuse, and referral restrictions are also discussed. Also introduced to students are principles of medical record management. Prerequisite: None

**Addendum for Tuition and Fees
(UMA Online Diploma Programs)
Effective September 8, 2026**

Page 194 (Replacement)

UMA ONLINE DIPLOMA PROGRAMS

COST CALCULATED AT \$475 PER CREDIT HOUR				
Tuition cost varies when courses are failed and must be repeated. Retake fees are charged at full tuition equal to the original cost of the course being retaken.				
Diploma Programs	Credits	Tuition	Books	Total Cost
Clinical Medical Assistant	34.5	\$16,387.50	Included	\$16,387.50
Medical Administrative Assistant	38.0	\$18,050.00	Included	\$18,050.00
Medical Billing and Coding	39.0	\$18,525.00	Included	\$18,525.00
Medical Office and Billing Specialist	38.0	\$18,050.00	Included	\$18,050.00
Patient Care Technician	31.5	\$14,962.50	Included	\$14,962.50

<u>COST CALCULATED PER PROGRAM</u>				
Tuition cost varies when courses are failed and must be repeated. Retake fees are charged at full tuition equal to the original cost of the course being retaken.				
Diploma Program	Credits	Tuition	Books	Total Cost
Emergency Medical Technician	14.0/21.0	\$4,000	Included	\$4,000

OPTIONAL STUDENT CHARGES FOR EMERGENCY MEDICAL TECHNICIAN PROGRAM

- Student Uniform Top \$18.24 – \$20.24
- Secondhand Watch \$13.33
- Stethoscope \$15.53

**Addendum for Tuition and Fees
(UMA Cost of Attendance Charts)
Effective September 1, 2026**

Pages 197 & 198 (Replacement for 2026 – 2027 Charts)

2026 - 2027

UMA Online - With Parent						
Indirect with parent	30	25	20	15	10	5
AY Definition	30w - 24 c	25w - 20 c	20 w - 16 c	15w - 12 c	10 w - 8 c	5w - 4 c
# of Months	7	6	5	3	2	1
Food & Housing	\$4,639	\$3,975	\$3,312	\$1,987	\$1,325	\$ 662
Misc. Personal Expense	\$2,618	\$2,244	\$1,869	\$1,124	\$ 748	\$ 375
Transportation	\$2,627	\$2,251	\$1,876	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$9,884	\$8,470	\$7,057	\$4,238	\$2,823	\$1,413

UMA Online - Off Campus						
Indirect off campus	30	25	20	15	10	5
AY Definition	30w - 24 c	25w - 20 c	20 w - 16 c	15w - 12 c	10 w - 8 c	5w - 4 c
# of Months	7	6	5	3	2	1
Food & Housing	\$11,573	\$ 9,917	\$ 8,265	\$4,960	\$3,305	\$1,654
Misc. Personal Expense	\$ 4,894	\$ 4,195	\$ 3,495	\$2,098	\$1,397	\$ 701
Transportation	\$ 2,627	\$ 2,251	\$ 1,876	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$19,094	\$16,363	\$13,636	\$8,185	\$5,452	\$2,731

Indirect Costs - With Parent (Clearwater)								
AY Definition	44w - 24 c	36w - 24 c	30w - 24 c	24 w - 12 c	18w - 12 c	12 w - 6 c	10w - 6 c	6w - 4 c
# of Months	11	9	7	6	4	3	2	1
Food & Housing	\$ 7,291	\$ 5,962	\$4,639	\$3,975	\$2,650	\$1,987	\$1,325	\$ 662
Misc. Personal Expense	\$ 4,114	\$ 3,367	\$2,618	\$2,244	\$1,497	\$1,124	\$ 748	\$ 375
Transportation	\$ 4,129	\$ 3,378	\$2,627	\$2,251	\$1,501	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$15,534	\$12,707	\$9,884	\$8,470	\$5,648	\$4,238	\$2,823	\$1,413

Indirect Costs - With Parent (Clearwater)						
AY Definition	30w - 24 c	25w - 20 c	20 w - 16 c	15w - 12 c	10 w - 8 c	5w - 4 c
# of Months	7	6	5	3	2	1
Food & Housing	\$4,639	\$3,975	\$3,312	\$1,987	\$1,325	\$ 662
Misc. Personal Expense	\$2,618	\$2,244	\$1,869	\$1,124	\$ 748	\$ 375
Transportation	\$2,627	\$2,251	\$1,876	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$9,884	\$8,470	\$7,057	\$4,238	\$2,823	\$1,413

Indirect Costs - Off Campus (Clearwater)								
AY Definition	44w - 24 c	36w - 24 c	30w - 24 c	24 w - 12 c	18w - 12 c	12 w - 6 c	10w - 6 c	6w - 4 c
# of Months	11	9	7	6	4	3	2	1
Food & Housing	\$18,182	\$14,878	\$11,573	\$ 9,917	\$ 6,613	\$4,960	\$3,305	\$1,654
Misc. Personal Expense	\$ 7,689	\$ 6,292	\$ 4,894	\$ 4,195	\$ 2,797	\$2,098	\$1,397	\$ 701
Transportation	\$ 4,129	\$ 3,378	\$ 2,627	\$ 2,251	\$ 1,501	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$30,000	\$24,548	\$19,094	\$16,363	\$10,911	\$8,185	\$5,452	\$2,731

Indirect Costs - Off Campus (Clearwater)						
AY Definition	30w - 24 c	25w - 20 c	20 w - 16 c	15w - 12 c	10 w - 8 c	5w - 4 c
# of Months	7	6	5	3	2	1
Food & Housing	\$11,573	\$ 9,917	\$ 8,265	\$4,960	\$3,305	\$1,654
Misc. Personal Expense	\$ 4,894	\$ 4,195	\$ 3,495	\$2,098	\$1,397	\$ 701
Transportation	\$ 2,627	\$ 2,251	\$ 1,876	\$1,127	\$ 750	\$ 376
Total Indirect Costs	\$19,094	\$16,363	\$13,636	\$8,185	\$5,452	\$2,731