ADDENDUM TO

ULTIMATE MEDICAL ACADEMY CATALOG VOLUME 7.4

(Published July 1, 2026)

Addendum Date: November 9, 2026

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

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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 Information
(State/Territory Specific Information for UMA Programs)
Effective November 2, 2026

Page 12 (Replacement for Colorado)
Colorado

- Agents approved by the Colorado Department of Higher Education, Private Occupational School Board

Addendum for General Information
(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 Admissions
(General Admissions Requirements)
Effective November 2, 2026

Page 36 (Insertion)
COLORADO RESIDENTS ONLY:

- Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:
    - Whether the postponement is for the convenience of the school or the student, and*;*
    - A deadline for the new start date, beyond which the start date will not be postponed.

Addendum for 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 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 Admissions
(Certification, State and National Board Examinations)
Effective November 2, 2026

Pages 46 - 49 (Replacement)

CERTIFICATION, STATE AND NATIONAL BOARD EXAMINATIONS

Requirements of certification, state board or national board licensing examinations are dictated by bodies outside UMA and, as such, these requirements may change during a student's enrollment. Although UMA programs are designed to prepare students to take various certification and licensing examinations, the school cannot guarantee students will pass these examinations. UMA does not guarantee registration, certification, licensing or employment. In some states, professional certification examinations must be taken and passed to be eligible to work in a field such as pharmacy technician. Other states may have licensing requirements for several UMA programs. It is a student's responsibility to verify these requirements.

Furthermore, states, employers and various other agencies may require a criminal background check and/or drug testing before a student can be placed in an clinical experience or take professional licensing, certification or registration examinations. Students who have prior felony convictions or misdemeanors may be denied the opportunity to take professional licensing, certification or registration examinations. These students may also be denied a license or certification to practice in some states, even if the certification or licensing examination is taken and successfully completed. Students are responsible for inquiring with appropriate agencies about current requirements prior to enrolling in the program of their choice. If a student's circumstances change, the student is responsible for inquiring with the appropriate agencies at the time of making application for certification or licensure, and the student is also responsible for notifying his/her advisor.

UMA covers some programs' certification/licensure examination fees once certain requirements, as established by each location, have been met prior to sitting for the exam. Please contact the Program Director (Clearwater)/Certification Department (UMA Online) to inquire about program specific requirements.

The following programs, upon completion, are designed to meet educational requirements for professional licensure and/or certification or to sit for a professional licensure and/or certification examination that may be required for entry-level employment.

Programs	**States/Territories for which Ultimate Medical Academy has determined that its curriculum <u>meets</u> the state/territory educational requirements for licensure or certification**	**States/Territories for which Ultimate Medical Academy has determined that its curriculum <u>does not meet</u> the state/territory Education requirements for license or certification** **Note: UMA does not enroll students from these states/territories**	**States/Territories for which Ultimate Medical Academy <u>has not made a determination</u> that its curriculum meets the state/territory education requirements for licensure or certification or where it has been determined that externship requirements cannot be fulfilled.** **Note: UMA does not enroll students from**	**States/Territories for which there is not a licensure or certification requirement**

			these states/territories	
Dental Assistant with Expanded Functions (DAEF) **Health Sciences – Dental Assistant with Expanded Functions (HS-DAEF)** Note: The DAEF and HS-DAEF programs are approved by the Florida Board of Dentistry (FL BOD) to provide expanded duties and radiology courses for the purpose of meeting the formal training requirement as specified in Rule 64B5-16, Florida Administrative Code. Per Rule 64B5-9.011, Florida Administrative Code, graduates of a FL BOD approved program are not required to obtain the dental radiographer certification. UMA's DAEF and HS-DAEF graduates are eligible to sit for the Registered Dental Assistant (RDA) examination offered through the American Medical. The RDA certification is not required by the FL BOD.	Florida	N/A	Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Georgia, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, U.S. Virgin Islands, Utah, Vermont, Virginia, Washington, Washington D.C., West Virginia, Wisconsin, Wyoming	N/A
Health Sciences - Pharmacy Technician (HS-PHT) In some states/territories, professional licensure and/or certification is required for entry-level employment as a Pharmacy Technician. UMA's HS-PHT	Alabama, Alaska, Arizona, Arkansas, Colorado, Delaware, Florida, Georgia, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Missouri, Montana, Nebraska, New Jersey, Oregon, South Dakota, Vermont, Wyoming	Connecticut, Massachusetts, Minnesota, New Mexico, New York, North Dakota, Ohio, Oklahoma, South Carolina, Utah, Washington	California, Guam, Louisiana, Maine, Maryland, Mississippi, Nevada, New Hampshire, North Carolina, Puerto Rico, Rhode Island, Tennessee, Texas, U.S. Virgin Islands, Virginia, Washington D.C.,	Hawaii, Pennsylvania, Wisconsin

graduates are eligible to sit for the Pharmacy Technician Certification Examination (PTCE) offered through the Pharmacy Technician Certification Board (PTCB). Within five years of graduation, UMA's HS-PHT graduates are also eligible to sit for the Exam for the Certification of Pharmacy Technicians (ExCPT) offered through the National Health Career Association (NHA).			West Virginia	
Emergency Medical Technician (EMT) Upon completion of the EMT program at UMA, students are eligible to sit for the National Registry of Emergency Medical Technicians (NREMT). Upon successfully passing this national examination, the students will be granted Florida certification.	Florida	N/A	Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Georgia, Guam, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oregon, Pennsylvania, Puerto Rico, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, U.S. Virgin Islands, Utah, Vermont, Virginia, Washington,	N/A

			Washington D.C., West Virginia, Wisconsin, Wyoming	

Addendum for 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 Admissions
(Pharmacy Technician State/Territory Requirements)
Effective November 2, 2026

Pages 53 – 55 (Replacement)
PHARMACY TECHNICIAN STATE/TERRITORY REQUIREMENTS
It is important that the students are aware of their pharmacy technician state/territory requirements. There is not one specific requirement for all states/territories. Therefore, students are required to notify UMA in the student portal (Puma Den) and request authorization if they plan to move to or intend to work in any other state/territory other than those in which UMA is actively enrolling/reentering for the Health Sciences – Pharmacy Technician program (a "non-enrollment state/territory"). Students who do not request or are not granted authorization prior to moving or working as a pharmacy technician may be officially withdrawn from the program.

The chart below outlines various states/territories and whether UMA is accepting students who reside in those states/territories. The definitions below outline the different Enrollment Classifications for the Health Sciences – Pharmacy Technician program:

- **All Enrollment State/Territory** – a state/territory where UMA is currently allowing students to enroll, reenter, reenroll, or directly enroll in the Health Sciences – Pharmacy Technician program.
- **Non-Enrollment State/Territory** – a state/territory where UMA is currently not enrolling/reentering students in the Health Sciences – Pharmacy Technician program.

HEALTH SCIENCES – PHARMACY TECHNICIAN PROGRAM'S STATE/TERRITORY AVAILABILITY	
ALL ENROLLMENT STATES/TERRITORIES	**NON-ENROLLMENT STATES/TERRITORIES**
Alabama	California
Alaska	Connecticut
Arizona	Guam
Arkansas	Louisiana
Colorado	Maine
Delaware	Maryland

Florida	Massachusetts
Georgia	Minnesota
Hawaii	Mississippi
Idaho	Nevada
Illinois	New Hampshire
Indiana	New Mexico
Iowa	New York
Kansas	North Carolina
Kentucky	North Dakota
Michigan	Ohio
Missouri	Oklahoma
Montana	Puerto Rico
Nebraska	Rhode Island
New Jersey	South Carolina
Oregon	Tennessee
Pennsylvania	Texas
South Dakota	U.S. Virgin Islands
Vermont	Utah
Wisconsin	Virginia
Wyoming	Washington
	Washington D.C.
	West Virginia

Many states/territories have various requirements for pharmacy technicians. These requirements may include externship, registration/licensure, certification and/or employment specific requirements including additional questions about a student's background. The chart below depicts the additional pharmacy technician requirements for the state/territory the student resides in. It is best to conduct additional research for the state/territory you reside in or plan to work in. Students are encouraged to research state/territory specific requirements for pharmacy technicians as laws and regulations change frequently. State/Territory contact information is available at the following link:
nabp.pharmacy/about/boards-of-pharmacy/

States/Territories	**Additional Pharmacy Technician Information for Students**
California, Connecticut, Guam, Louisiana, Maine, Maryland, Massachusetts, Minnesota, Mississippi, Nevada, New Hampshire, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Puerto Rico, Rhode Island, South Carolina, Tennessee, Texas, U.S. Virgin Islands, Utah, Virginia, Washington, Washington D.C., West Virginia	UMA is currently not enrolling in these states for the Health Sciences - Pharmacy Technician program due to regulatory requirements.
Alabama, Alaska, Arizona, Arkansas, Georgia, Idaho, Illinois, Indiana, Iowa, Michigan, Missouri, Montana, Nebraska, New Jersey, Oregon, South Dakota, Vermont, Wyoming	Students residing in these states are required to have a license or be registered in the state prior to externship. A UMA Registration Coordinator will contact students approximately 20 weeks before their externship to begin this process and provide support in obtaining licensure.
States/Territories	**Additional Pharmacy Technician Information for Graduates**
Hawaii, Pennsylvania, Wisconsin	Pharmacy technicians are not currently regulated by the State Boards of Pharmacy.
Arkansas, Georgia, Kentucky, Missouri, New Jersey, Vermont	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state.

Alabama	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state. Within the first six months after registration, pharmacy technicians must: 1. Complete a board-approved training program OR 2. Pass a board-recognized pharmacy technician certification exam. Ultimate Medical Academy's Health Sciences – Pharmacy Technician program is approved by the Alabama Board of Pharmacy.
Alaska	Graduates must be licensed with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state.
Arizona	Graduates must be licensed with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Pharmacy Technician Trainee -Technician Trainee Licenses cannot be renewed. Prospective pharmacy technician trainees must register with the Arizona State Board of Pharmacy. Graduates may not apply for a Pharmacy Trainee Registration if they previously held a Pharmacy Technician Trainee License OR 2. Certified Technician (must provide evidence of PTCB).
Colorado	Graduates must obtain from the State Board of Pharmacy: 1. Provisional Certification – Valid for no more than 18 months, during which time the applicant must obtain certification from a board-approved, nationally-recognized organization that certifies pharmacy technicians. OR 2. Certification – Submit application with evidence of active certification from a board-approved, nationally-recognized organization that certifies pharmacy technicians.
Delaware	Graduates do not need to be registered or licensed with the State Board of Pharmacy to be a Pharmacy Technician in the state; however, they must successfully complete a training program upon initial employment and complete within 90 days. Certified Pharmacy Technicians must provide evidence of PTCB.
Florida	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state. Florida residents begin this process after graduation.
Idaho	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Technician-In-Training - obtain certification prior to the end of second renewal OR 2. Certified Technician (must provide evidence of PTCB or ExCPT).
Illinois	Graduates must be licensed with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state and meet the following requirements: 1. Proof of passing certification exam PTCB or ExCPT within two years after initial licensure AND 2. Copy of pharmacy technician program certificate or diploma.

Indiana	Graduates must be licensed with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state and meet the following requirements: 1. Technician-In-Training - obtain certification prior to the end of first renewal OR 2. Certification as a Pharmacy Technician – submit application with proof of PTCB or ExCPT.
Iowa	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Pharmacy Technician Trainee - obtain certification prior to the end of first renewal OR 2. Certified Pharmacy Technician Registration – submit application with proof of PTCB or ExCPT.
Kansas	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state. Pharmacy Technicians who register for the first time after July 1, 2017, are required to successfully pass a pharmacy technician certification exam approved by the Board before their first renewal.
Michigan	Graduates must be licensed with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Full Licensure – submit proof of passing the PTCB or NHA exams OR 2. Limited License – requires verification of employment and is only valid during employment listed on application OR 3. Temporary License – issued to applicant that is preparing to take certification exam required for full licensure which must be obtained within one year.
Missouri	Graduates may begin working as a pharmacy technician after they have submitted a completed pharmacy technician application to the Board along with proof of fingerprinting. Graduates must be fingerprinted and submit a completed application to the Board along with the application fee BEFORE THEY START WORKING. A copy of their completed application and fingerprint receipt must be kept at their place of employment until they receive their registration certificate.
Montana	Graduates must be employed at a Montana pharmacy to apply for a provisional certified pharmacy technician license: 1. After Approval, graduates have 12 months to successfully pass the ExCPT or PCTB exam and convert their license to a certified pharmacy technician license OR 2. Pharmacy Technician – certified by PTCB or ExCPT.
Nebraska	Graduates must be registered with the State Board of Pharmacy to be eligible for work as a pharmacy technician in the state. 1. Pharmacy Technicians who register for the first time after January 1, 2016, shall be certified by a state or national certifying body approved by the board within one year from the registration date in order to be employed as a pharmacy technician in a healthcare facility.
New Jersey	Graduates must apply for a pharmacy technician license within 10 days of employment at a pharmacy. They have 180 days to receive approved license.

Oregon	Graduates must apply for a Pharmacy Technician Initial License. This allows pharmacy technicians more than a year, but not more than two years, to become nationally certified by passing a national certification exam through PTCB or the ExCPT and apply for/obtain the Board's Certified Oregon Pharmacy Technician License. Graduates must become licensed as a Certified Oregon Pharmacy Technician to continue working as a technician.
South Dakota	Graduates must be registered with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Technician-In-Training – undergoing certification requirements (obtain prior to first renewal) and/or enrolled in a pharmacy technician training program with an intern/externship component 2. Certified Technician - submit copy of certification from PTCB or ExCPT .
Wyoming	Graduates must register with the State Board of Pharmacy to be eligible to work as a pharmacy technician in the state: 1. Pharmacy Technician in Training – apply to the Board for a training permit with the sponsoring pharmacy listed on the permit. PTCB certification must be obtained within two years (first renewal) OR 2. Pharmacy Technician Registration – Must provide evidence of PTCB Certification.

Addendum for Admissions
(Health Information Management Program Enrollment States/Territories)
Effective November 2, 2026

Page 57 (Replacement)

HEALTH INFORMATION MANAGEMENT PROGRAM ENROLLMENT STATES/TERRITORIES

Please consult the chart below for the state/territory in which you will reside or plan to reside while completing the Health Information Management program. Students are required to notify UMA in the student portal (Puma Den) and request authorization if they plan to move to or intend to work in any other state/territory.

HEALTH INFORMATION MANAGEMENT PROGRAM STATES/TERRITORIES ENROLLMENT CHART	
All Enrollment	**Do Not Enroll**
Alabama	Connecticut
Alaska	Guam
Arizona	Louisiana
Arkansas	Massachusetts
California	Maine
Colorado	Mississippi
Delaware	Nevada
Florida	New Hampshire
Georgia	New York
Hawaii	North Dakota
Idaho	Oklahoma
Illinois	Puerto Rico
Indiana	Rhode Island
Iowa	Tennessee
Kansas	U.S. Virgin Islands
Kentucky	Washington
Maryland	Washington D.C.
Michigan	
Minnesota	
Missouri	

Montana	
Nebraska	
New Jersey	
New Mexico	
North Carolina	
Ohio	
Oregon	
Pennsylvania	
South Carolina	
South Dakota	
Texas	
Utah	
Vermont	
Virginia	
West Virginia	
Wisconsin	
Wyoming	

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 daysin 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
(Institutional Refund Policy)
Effective November 2, 2026

Page 69 (Insertion)
COLORADO RESIDENTS' REFUND POLICIES
PRO RATA REFUND CALCULATION FOR All PROGRAMS FOR COLORADO RESIDENTS
A student who resides in Colorado and who ceases enrollment after the provisional registration period (PRP) is subject to the pro rata tuition refund calculation as outlined below, which is based upon the amount of lessons completed in a course. If a student is subject to a refund adjustment of tuition, UMA will adjust the student's account ledger with the proper associated percentage.

- Prior to the first day of a course, a student receives a refund of 100% of tuition charges.
- After the first day of the course until the student completes 10% of the lessons (typically lessons 1-4), a student receives a tuition adjustment of 90% of the course charge.
- After completing 10% of the lessons, but prior to completing 25% of the lessons (typically lessons 5-10), a student receives a tuition adjustment of 75% of the course charge.
- After completing 25% of the lessons, but prior to completing 50% of the lessons (typically lessons 11-20), a student receives a tuition adjustment of 50% of the course charge.
- After completing 50% of the lessons, but prior to completing 75% of the lessons (typically lessons 21-29), a student receives a tuition adjustment of 25% of the course charge.
- After completing 75% of lessons (typically lesson 30), a student receives no tuition adjustment.
- Refunds are rounded to the nearest whole dollar.

UMA is required to perform institutional refund calculations (pro-rata) for all students who are no longer enrolled, are dismissed, are placed on 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 UMA Online students is the last day a student completed an academically related activity such as discussion boards, submission of assignments, an assessment, or was physically present at an externship/professional practice experience site. 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.

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 Student Information
(General Student Complaint Procedure/Grievance Policy)
Effective November 2, 2026

Page 92 (Insertion)
COLORADO RESIDENTS
Attempting to resolve any issue with the School first is strongly encouraged. Complaints may be filed by a student or guardian at any time online with the Division of Private Occupational Schools (DPOS) within two years from the student's last date of attendance or at any time prior to the commencement of training at:

http://highered.colorado.gov/dpos
303-862-3001

Addendum for Academic Standards
(Extension Periods)
Effective November 2, 2026

Page 113 (Replacement)
EXTENSION PERIODS
UMA acknowledges that there may be instances where students cannot complete the required hours within an allotted grading period. Unless otherwise noted, approved hours earned in all grading periods are combined to determine completion of required hour requirements. If a student is out-of-school for more than 180 days then resumes an attempt at completing required hours, no hours earned before the 180-day break will count towards the required hour requirement. Hours will not be counted for students if they are not approved including students whose site does not evaluate the student, whose performance is otherwise unsatisfactory as determined by UMA, or due to site dismissal for conduct or policy violation(s) during the session in question and/or associated with the policy violation or unsatisfactory performance.

EXTERNSHIP EXTENSION (EXCLUDES EMS2110 AND HT3100)
UMA offers an Externship Extension which is equivalent to one additional grading period. At the end of the scheduled externship, students who have not completed the required hours will receive an Externship Extension ("EE" grade) for that grading period. Students will be automatically scheduled for one additional grading period beginning with the first day following the end of the original grading period to complete all necessary hours.

Students who complete the required hours within the Externship Extension grading period will receive a final grade based on course performance. The "EE" grade for the original grading period is not changed.

Students who do not complete the required hours within the Externship Extension grading period may be granted, on a case-by-case basis, a third attempt to complete their hours with an approved appeal by the appropriate school officials. For Clearwater students, the appeals are reviewed by a Program Director and Campus President or designee. For UMA Online students, the Learner Services Advisor will send the appeal to the student. Once the student signs the form, it is routed to a Program Director then the Associate Director of Academic Policy or designee for review. For students whose appeal is denied, the student earns an "F" grade if the hours are not completed by the end of the current grading period.

Students who do not complete the required hours after all allowed extensions within the same program enrollment (one extension and one appeal) will receive an "F" grade in the final grading period.

PROFESSIONAL PRACTICE EXPERIENCE(PPE)/CLINICAL EXTENSION (EMS2110 AND HT3100 ONLY)
If students have outstanding required hours at a healthcare facility at the end of the final grading period and have made adequate progress in the course, there will be a PPE/Clinical Extension granted to students who have completed the minimum required hours at a healthcare facility. For the Health Information Management program, a minimum of ten (10) hours at a healthcare facility must be completed prior to the end of the final grading period. For the Emergency Medical Technician program, a minimum of thirty (30) hours at a healthcare facility must be completed prior to the end of the final grading period. The PPE/Clinical Extension may be granted for an additional two weeks from the end date of the course to complete outstanding hours.

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
(Health Sciences – Clinical Medical Assistant)
Effective November 2, 2026

Page 122 (Revision)
Revise "Classification of Instructional Program Code" to 51.0000

Addendum for Programs
(Medical Office and Billing Specialist)
Effective November 9, 2026

Page 161 (Insertion)
UMA is no longer offering enrollment in the Medical Office Specialist program as of November 9, 2026.

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

COST CALCULATED PER PROGRAM 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