



**ADDENDUM TO**  
**ULTIMATE MEDICAL ACADEMY CATALOG VOLUME 7.2**

**(Published February 28, 2025)**

**Addendum Date: June 30, 2025**

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

# ADDENDUM TABLE OF CONTENTS

*(New addenda indicated in blue font)*

<u>Catalog Page Number</u>	<u>Catalog Section</u>	<u>Addendum Effective Date</u>	<u>Addendum Page Number</u>
	<b><u>General Information</u></b>		
9	Diversity Statement	04.30.25	3
17	Nondiscrimination Policy	05.15.25	3
17	Nondiscrimination Policy	04.30.25	3
	<b><u>Admissions</u></b>		
<a href="#">45</a>	<a href="#">Credit for Experiential Learning</a>	<a href="#">06.30.25</a>	<a href="#">3</a>
58 & 59	Health Information Management Program Enrollment States/Territories	05.15.25	3
	<b><u>Student Financial Assistance</u></b>		
<a href="#">61</a>	<a href="#">Additional Sources of Aid</a>	<a href="#">06.30.25</a>	<a href="#">4</a>
	<b><u>Student Information</u></b>		
80 & 81	Family Educational Rights and Privacy Act (FERPA)	05.15.25	5
93	General Student Complaint Procedure/ Grievance Policy	06.25.25	6
94	General Student Complaint Procedure/ Grievance Policy	03.26.25	7
	<b><u>Student Records</u></b>		
97	Transcripts	04.30.25	7

**Addendum for General Information  
(Mission Purpose and Values)  
Effective April 30, 2025**

*Page 9 (Removal)*

**DIVERSITY STATEMENT**

At Ultimate Medical Academy, we recognize and value distinct life experiences and perspectives. UMA seeks to inspire our team members, and in turn our students, by creating a culture where diversity, inclusion, and respect for others are championed.

**Addendum for General Information  
(Nondiscrimination Policy)  
Effective May 15, 2025**

*Page 17 (Replacement)*

**NONDISCRIMINATION POLICY**

Ultimate Medical Academy is committed to equal education and employment opportunities and does not discriminate on any basis protected by law, including (where applicable) race, color, religion, national origin or ancestry, citizenship, age, disability, sex, pregnancy or lactation, gender (including gender identity, gender expression, and status as a transgender individual), sexual orientation, marital status, genetic information, atypical hereditary or blood trait, military/veteran status, or any other characteristic protected by applicable law. Consistent with Title IX, UMA Education, Inc. ("UMA"), inclusive of the operations of Ultimate Medical Academy, Nasium Training, and American Institute, does not discriminate on the basis of sex and expressly prohibits sex discrimination in its programs and activities, including with regard to admissions and employment. Inquiries about Title IX, including notification of conduct that may reasonably constitute sex discrimination, can be directed to UMA's Title IX Coordinator, who is ultimately responsible for overseeing UMA's compliance with Title IX. Please see UMA's full nondiscrimination notice here: <https://www.ultimatemedical.edu/about/non-discrimination-policy/>

**Addendum for General Information  
(Nondiscrimination Policy)  
Effective April 30, 2025**

*Page 17 (Replacement)*

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**Addendum for Admissions  
Credit for Experiential Learning  
Effective June 30, 2025**

*Page 45 (Replacement)*

**CREDIT FOR EXPERIENTIAL LEARNING**

UMA does not grant transfer credit for life experience.

**Addendum for Admissions  
(Health Information Management Program Enrollment States/Territories)  
Effective May 15, 2025**

*Page 58 & 59 (Replacement)*

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 Ultimate Medical Academy (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.

\*Due to state regulations, students must secure their own practicum facility.

HEALTH INFORMATION MANAGEMENT PROGRAM STATES/TERRITORIES ENROLLMENT CHART	
All Enrollment	Do Not Enroll
Alabama	Connecticut
Alaska	Guam
Arizona	Louisiana
Arkansas	Massachusetts
California	Nevada
Colorado	New Hampshire
Delaware	New York
Florida	North Dakota
Georgia	Oklahoma
Hawaii	Puerto Rico
Idaho	Rhode Island
Illinois	Tennessee
Indiana	U.S. Virgin Islands
Iowa	Washington
Kansas	Washington D.C.
Kentucky	
Maine*	
Maryland	
Michigan	
Minnesota	
Mississippi	
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**  
**Additional Sources of Aid**  
**Effective June 30, 2025**

*Page 61 (Insertion)*

**DELTA DENTAL COMMUNITY CARE FOUNDATION STUDENT SCHOLARSHIP AND SUPPORT GRANT**

Scholarship funds from Delta Dental Community Care Foundation (“DDCC”) are available to students. Scholarship awards will be in increments up to \$5,000. The DDCC Scholarship program requires interested students to submit an application including a personal statement (in the form of a written or video essay). This application is available by contacting Student Finance.

Awards will be determined by a committee of individuals chaired by the Director of Education who will score the Student Scholarship Application including personal essays based on a comprehensive scoring rubric.

Students will be notified by a member of Student Finance via email if they have been awarded a scholarship and the amount of the award. Students are eligible for scholarships as they remain actively enrolled in the Dental Assistant with Expanded Functions or Health Services – Dental Assistant with Expanded Functions programs. A previous scholarship award is not a guarantee of continued scholarship awards. Funding will be available to students until the pool of funding has been exhausted.

Eligibility Criteria:

- Students must be actively enrolled in the DAEF or HS-DAEF program
- Demonstrate financial need through Pell Grant eligibility
- Complete the Provisional Registration Period
- Complete the Student Scholarship Application

**Addendum for Student Information  
[Family Educational Rights and Privacy Act (FERPA)]  
Effective May 15, 2025**

*Page 80 & 81 (Replacement)*

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

UMA respects the rights and privacy of its students and acknowledges the responsibility to maintain confidentiality of personally identifiable information. The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords students certain rights with respect to their educational records. FERPA defines the rights of students to review their records, request a change to their records, and provide written consent to disclose personally identifiable information to a third party. UMA sends electronic notifications to students of their rights under FERPA. UMA also discloses students' FERPA rights in the UMA Catalog as follows:

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

- A student's right to inspect and review their education records within 45 days of the day UMA receives a written request for access.
  - A student should submit a written request that identifies the record(s) the student wishes to inspect to the Registrar's office at [umaregistrar@ultimatemedical.edu](mailto:umaregistrar@ultimatemedical.edu) for all other records. A UMA official makes arrangements for access and notifies the student of the time and place where records are available to be inspected.
- A student's right to request an amendment of their education records that a student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights under FERPA.
  - A student who wishes to ask UMA to amend a finance record should write to the Registrar's office at [umaregistrar@ultimatemedical.edu](mailto:umaregistrar@ultimatemedical.edu), clearly identify the part of the record the student wants changed, and specify why it should be changed.
  - If UMA decides not to amend the record as requested, UMA notifies the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures are provided to the student when notified of the right to a hearing.
- A student's right to provide the required written consent before UMA discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
  - **School Officials with Legitimate Educational Interests:** One example of an exception to the consent requirement under FERPA is the exception for the disclosure of personally identifiable, non-directory information to school officials with legitimate educational interests. UMA discloses education records to these persons without a student's prior written consent.
    - A school official is a person employed by UMA in an administrative, supervisory, academic or research or support staff position; a person or company with whom UMA has contracted as its agent to provide a service instead of using UMA team members or officials; a person serving on the Board of Trustees; or a student serving on an official

committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks.

- A school official has a legitimate educational interest if the official needs to review an education record to fulfill professional responsibilities for UMA.
- Examples of school officials to whom education records might be disclosed by UMA without prior written consent include student information system and other database providers, learning management system providers, placement verification providers, entities assisting with the disbursement and delivery of Title IV student funds, informational technology providers, and help desk and other student support service providers.
- **Health and Safety:** Another example of an exception to the consent requirement under FERPA is the exception for the disclosure of personally identifiable information to the appropriate parties (e.g., law enforcement officials, trained medical personnel, public health officials, and parents) to protect the health or safety of the student or other individuals. To qualify under this exception, the situation must present an actual, impending, or imminent danger to the student or other individuals. This action is not taken lightly and personally identifiable, non-directory information will only be disclosed pursuant to this exception under circumstances that present actual, impending or imminent danger. This exception is limited to the period of the emergency.
- **Directory Information:** UMA may also disclose directory information, which is information that is generally not considered harmful or an invasion of privacy if released, without written consent unless a student has expressly opted out. Students may opt-out of directory information disclosures by signing and submitting a Directory Information Opt-Out form to the Registrar's office at [umaregistrar@ultimatemedical.edu](mailto:umaregistrar@ultimatemedical.edu). Such opt-outs must be received within 30 days of enrollment (for new students) or by October 1 of the preceding year for applicability in the following calendar year (for continuing students). UMA has discretion not to disclose directory information, for example to comply with state law or to otherwise observe appropriate privacy concerns. UMA has designated the following information as Directory Information:
  - Student's name
  - Address
  - Telephone listing
  - Photograph or video
  - Program of study
  - Dates of attendance
  - Grade level
  - Participation in officially recognized activities
  - Degrees, honors and awards received
- **Other Schools:** For purposes of a student's enrollment or transfer, UMA discloses education records to other schools that have requested the records and in which the student seeks or intends to enroll or is already enrolled.
- A student has the right to file a complaint with the U.S. Department of Education concerning alleged failures by UMA to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

**Addendum for General Information  
(General Student Complaint Procedure/Grievance Policy)  
Effective June 25, 2025**

*Pages 93 (Revision for Iowa)*

**IOWA RESIDENTS**

Complaints from Iowa residents should be directed to:

Iowa Department of Education - Bureau of Iowa College Aid  
400 E. 14th St.  
Des Moines, Iowa 50319  
877-272-4456

Website - <https://educate.iowa.gov/>

Complaint page - <https://educate.iowa.gov/higher-ed/student-complaints>

**Addendum for General Information  
(General Student Complaint Procedure/Grievance Policy)  
Effective March 26, 2025**

*Pages 94 (Revision for Maryland)*

**MARYLAND RESIDENTS**

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

Maryland Higher Education Commission  
217 East Redwood Street, Suite 2100  
Baltimore, MD 21202  
410-767-3300

collegiatecomplaint.mhec@maryland.gov

<https://onestop.md.gov/forms/mhec-student-complaint-portal-5f74bfc0ab0f9d00fc796766>

**Student Privacy Policy Office**

U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520

**Addendum for Student Records**

**(Transcripts)**

**Effective April 30, 2025**

*Page 97 (Replacement)*

**TRANSCRIPTS**

UMA students and alumni wishing to obtain copies of their official transcripts are required to request them online via Parchment at [UltimateMedical.edu/transcript](https://ultimatemedical.edu/transcript). Official transcripts are available in paper or digital formats.

UMA students and alumni wishing to obtain copies of their unofficial transcripts can request them via email as follows:

[onlineregistrar@ultimatemedical.edu](mailto:onlineregistrar@ultimatemedical.edu)  
[registrarCLW@ultimatemedical.edu](mailto:registrarCLW@ultimatemedical.edu)

For unofficial transcripts via the Puma Den: [ultimatemedical.edu/students/puma-den-login/](https://ultimatemedical.edu/students/puma-den-login/)

To request unofficial transcripts in person, students may go to:

Ultimate Medical Academy  
1255 Cleveland Street  
Clearwater, FL 33755  
877-241-8786

For courier and mail items only, please send to the following address:

Ultimate Medical Academy Online  
9309 N. Florida Ave. Tampa, FL 33612  
877-241-8786/Ext: 1160  
[onlineregistrar@ultimatemedical.edu](mailto:onlineregistrar@ultimatemedical.edu)

Transcripts will only be released to a UMA student or graduate unless a surrogate (another designated person) is identified on a student's FERPA form. All requests for official transcripts to be sent to a third party must include the mailing address of the intended recipient. Please allow ten calendar days for receipt.