



**ADDENDUM NO. 3**

**TO THE**

**2025-2026**

**KEISER UNIVERSITY UNDERGRADUATE CATALOG**

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**Effective November 17, 2025**

## **KEISER UNIVERSITY UNDERGRADUATE CATALOG ADDENDUM**

Keiser University continually reviews, improves and updates its programs, courses and curricula. It is incumbent on the University to reflect these revisions in its publications. The following Addendum No. 3 represents additions, changes and deletions to the 2025-2026 Keiser University Undergraduate Catalog, Volume 25, No. 1, and is effective November 17, 2025.

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## Pg. 49, Admissions, Policy on Anatomy and Physiology Course Delivery

*After Undergraduate Transfer of Credit Policy, create a new subheading for Policy on Anatomy and Physiology Course Delivery and add:*

### **Purpose**

This policy outlines the prerequisite course requirements for Anatomy and Physiology I and II (BSC2085C and BSC2086C) for students enrolling in undergraduate, on-campus healthcare programs that lead to state licensure or national certification. While other general education courses may be taken online, students who enroll for an on-ground allied health program or pre-licensure program where state licensure is required to practice are mandated to complete their Anatomy and Physiology I and II courses in an on-ground (i.e. face-to-face or hybrid) delivery mode. Students who successfully completed their Anatomy and Physiology I and II courses online prior to the implementation date of this policy are recognized as fulfilling these pre-requisite course requirements. However, any student who has not successfully completed the Anatomy and Physiology I and II courses should do so in an on-ground delivery mode. This includes general and interdisciplinary studies students who switch to a healthcare program.

### **Scope**

This policy applies to all undergraduate students enrolling in an allied health or prelicensure nursing program that require Anatomy and Physiology I and II (BSC2085C and BSC2086C) prerequisites to be completed prior to entering their major (technical phase of their program of study).

### **Policy Statement**

Given the complexity and rigor of healthcare programs, it is essential for students to engage in direct, hands-on learning experiences in Anatomy and Physiology I and II (BSC2085C and BSC2086C) courses. Therefore, effective July 1, 2025 Anatomy and Physiology I & II courses must be taken exclusively in an on-ground delivery mode for students enrolling in a healthcare program that leads to State licensure and/or national certification. Additionally, students who completed Anatomy and Physiology I and/or II at another institution may elect to transfer in these courses provided the courses (1) meet all institutional transfer of credit requirements and (2) were completed within five years of the date of enrollment. For courses taken over three years prior to the date of enrollment, the University reserves the right to administer a competency-based assessment with a minimum grade threshold as part of the transfer of credit process for these courses.

### **Rationale**

- **Foundational Knowledge:** Anatomy and Physiology I and II courses provide critical foundational knowledge necessary for the understanding of human biology and medical practices. Face-to-face and hybrid delivery of these courses will better prepare pre-licensure students for the experience of face-to-face delivery in their on-ground major coursework.
- **Skill Development:** The hands-on experience gained through in-person labs and practical sessions is vital for developing the skills needed in healthcare professions. Students benefit from immediate feedback and guidance from instructors in a face to-face learning environment.
- **Enhanced Engagement:** Face-to-face learning fosters an interactive and engaging educational experience, promoting collaboration and communication among students and faculty, reflecting the interaction expected between various members of a healthcare team.

- Learning Outcomes: Success in Anatomy and Physiology I and II content is paramount for students' performance in subsequent courses within their program of study. Students need to be able to apply critical thinking skills to analyze information, evaluate arguments, and develop reasoned solutions to complex problems across various contexts. Achieving established learning outcomes significantly impacts student success on licensure/certification exams, which are necessary for practice within the healthcare profession.

### Implementation

- Course Scheduling: Campus leadership will ensure that all Anatomy and Physiology I and II (BSC2085C and BSC2086C) courses are made available in an on-ground format for healthcare and nursing programs that lead to licensure/certification.
- Advising and Communication: Potential students will be made aware of this requirement at the admissions level prior to enrollment. Faculty will academically advise enrolled students to ensure students are informed of their progress throughout the duration of these courses and are aware of the implications for their course planning.
- Review and Assessment: Review and assessment of this policy will be ongoing to determine its impact on student success and program outcomes. Adjustments will be made as necessary based on feedback and evolving educational standards.

The University is committed to providing high-quality education that prepares students for success in their chosen healthcare fields. By requiring Anatomy and Physiology I and II courses to be completed in an on-ground format, the institution is preparing students with the necessary knowledge and skills to excel in their future endeavors. Any exceptions to this policy must be approved by the Campus President and will only be considered in extraordinary circumstances, such as medical or personal hardships that prevent a student from attending in-person classes. Documentation will be required for record-keeping purposes. Documented exceptions must be submitted to the office of the Vice Chancellor of Academic Affairs for review and record-keeping purposes.

### Pg. 117, Academic Policies, Grade Forgiveness Policy

*Under **Grade Forgiveness Policy**, rename the section **Grade Replacement Policy**, delete the existing content, and add:*

Grade replacement allows undergraduate students to repeat up to three courses (excluding major courses in Nursing and Allied Health programs) to improve their grade point average (GPA) before their degree is conferred. Grades cannot be changed after degree conferral. This policy does not apply to non-matriculating students or pass/fail courses.

All grades remain visible on the transcript, but only the highest grade earned in a repeated course will count toward the cumulative GPA. Only courses taken and repeated at Keiser University are eligible. If a course has been taken more than one time prior to the application for grade replacement, this process can be used to establish the highest awarded grade received in the course. The policy is not retroactive, nor does it alter previous academic actions (e.g., probation or disqualification status) which remain on record for the semester in which the student took the course.

In exceptional cases, a similar course may substitute for a repeated course, with prior approval from the Vice Chancellor of Academic Affairs.

If a student withdraws from a first retake under this policy, the attempt does not count against the allowable repeats, and the original grade is not replaced by a "W." This aligns with the financial policy for withdrawals during a first retake.

Students receiving VA benefits are advised that the replacement of any grade other than an unsatisfactory grade must be reported to the VA and may result in the retroactive reduction of benefits for the semester for which the forgiven grade was originally assigned.

Students with Title IV financial aid may retake a previously passed (B-D) or failed (F) course once and still receive financial aid for the second enrollment. If a student withdraws before completing a retake, it does not count as the one allowed retake for financial aid purposes. If a student passes a class on the first try but fails on the second, the second attempt counts as the retake, and financial aid will not cover a third attempt. While institutional policy allows a third retake, students will be responsible for paying the tuition costs associated with the third retake. Retaken classes may count against satisfactory academic progress; students should consult their financial aid adviser to seek clarification.

To use grade replacement, students must submit a completed Grade Replacement Request Form to the campus Registrar before repeating the course. Upon approval by the Campus Dean of Academic Affairs, the Registrar will update the student's schedule.