ADDENDUM NO. 5

TO

2018-2019
KEISER UNIVERSITY UNDERGRADUATE CATALOG
VOLUME 18, NO. 3, February 1, 2019

Effective July 1, 2019
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.5 represents additions, changes and deletions to the 2018-2019 Keiser University Undergraduate Catalog, Volume 18, No. 3, February 1, 2019, and is effective July 1, 2019.

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Policy on Military Stipends

Students who are being funded by Chapter 31 Vocational Rehabilitation or Chapter 33 Post 9/11 G.I. Bill® benefits will be given the following options for any Title IV funds being used for living expenses:

1. The student can opt to have ¼ of all Title IV funds being used for living expenses processed at the beginning of each term within the semester, once the student has posted attendance and the Title IV funds are processed and posted to the account.*

2. The student can receive all Title IV funds once the student has posted attendance and met the 60% attendance requirement per DOE and, once the Title IV funds are processed and posted to the account.*

*Title IV funds are not automatically eligible funds and the student is required to sit for at least 60% of the semester for the Title IV loans to be eligible for retention. Pell Grant recipients must start each course within the semester. If the student fails to sit for all terms within the semester, an R2T4 calculation must be performed and any balance created by the student becoming ineligible for Title IV funds will be the responsibility of the STUDENT.

Funds will only be authorized for release once Title IV funds are processed and posted to the students account and after verification of an approved VA Form 28-1905 or a current Certificate of Eligibility (COE) to ensure student has Chapter 33 benefits to cover cost of attendance. Failure to provide approved VA documentation or non-posting of Title IV funds will result in stipend requests being denied. If student has no remaining entitlement, any financial aid will be disbursed (released) to student after institutional obligations are met.

Process to request a stipend:

1. Military student completes a Military Stipends Policy Acknowledgement Form in writing and submits to the Bursar office
2. Bursar submits a work order to the Military Affairs Team and includes the following:
   a. Completed Military Stipends Form
   b. Student Name
   c. Student ID
   d. Dollar amount requested
3. The Military Affairs Team reviews request and determines if funding is forthcoming.
4. If release is determined, the approval amount will be processed internally and amount will be issued through Heartland. There will be no special checks administered.

VA Pending Payment Policy: Student Rights and Responsibilities

In the event the Federal Government is delayed with tuition and fee payments to the institution, for those students using Post 9/11 G.I. Bill® (Chapter 33) or Vocational Rehabilitation & Employment (VR&E, Chapter 31) benefits, students will maintain access to continued enrollment and all University resources. These include but are not limited to the library, access to the Student Services department, class attendance, and/or other functions to assure the academic success of the student. Students will not incur any penalty...
or late fees due to VA pending payments, or be required to obtain additional funding to cover the cost of attendance.

All students using Chapter 33 benefits must provide a copy of their Certificate of Eligibility (COE) to the institution prior to the first day of class. All Veterans using Chapter 31 benefits must also provide a valid VA Form 28-1905 from their VRC prior to the first day of each semester.

Should the VA not provide a complete payment on the students’ behalf, the student will be responsible for all remaining costs incurred while attending school. This could occur if the student has already received all of their approved benefits, as there would be no remaining entitlement.

Page 119, Programs Offered at Each Campus
Add the following programs at the Ft. Lauderdale eCampus:
BS Health Information Management  online only

Page 198, BS Dietetics and Nutrition Program Description
Please make the following changes:
- Delete the second goal (“Instill graduates...”) and replace with: “Graduates will be committed to professionalism, leadership, and service to the community while working as Registered Dietitians/Registered Dietitian Nutritionists.”
- Delete the second objective for goal 2: “80% of graduates will have participated in at least one volunteer or paid work experience in food and nutrition, community service and/or campus organization membership.”

Page 283, Fires Science Program Description
Replace the Program Description with the following verbiage:
Keiser University’s Associate of Science degree in Fire Science provides instruction in fire prevention methods, fire detection systems, fire codes, fire investigation, tactics and strategy, fire office, fire instructor, fire behavior, plans reading and extinguishment. This program enhances a firefighters probabilities for promotion and employment.

Pages 283, Fire Science Major Courses
Replace FFP2780 Fire Department Administration, 3 credits with FFP1702 Principles of Emergency Services, 3 credits.

Page 346, Course Descriptions
To the entry for CGS3300, add the prerequisite CGS1000C.

Page 382-383, Course Descriptions
Remove the course description for FFP2780 Fire Department Administration and add the below new course description:

FFP1702 (3.0 credit hours)
Principles of Emergency Services
This course provides an overview of fire protection, career opportunities in fire protection and related fields, philosophy and history of fire protection/service, fire loss analysis, organization and function of public and private
fire protection services, fire departments as part of local government, laws and regulations affecting the fire service, fire service nomenclature, specific fire protection functions, basic fire chemistry and physics, introduction to fire protection systems, introduction to fire strategy and tactics.

Page 564, Admin, Faculty, and Staff Listing, Melbourne Campus
Delete the entry for Sharon Dunn under Faculty – Physical Therapist Assistant