

## UEWM Catalog Addendum (March 29, 2024)

### A. Accreditation

University of East-West Medicine and its following program are accredited by the Accreditation Commission for Acupuncture and Herbal Medicine (ACAHM):

- (1) Master of Acupuncture with a Chinese herbal medicine specialization

The program listed above may offer courses via distance education.

ACAHM does not accredit any programs at the undergraduate/bachelor level.

Accreditation status and notes may be viewed on the ACAHM Directory.

([www.acahm.org/directory](http://www.acahm.org/directory))

ACAHM is recognized by the United States Department of Education as the specialized accreditation agency for institutions/programs preparing acupuncture practitioners. ACAHM is located at 500 Lake Street, Suite 204, Excelsior, Minnesota 55331; phone 952/212-2434; <https://acahm.org>

Public Disclosure Statement Effective as of 28 February 2024.

### B. Return of Title IV Funds (R2T4)

#### 1. Withdrawal Date

The University is required to take attendance and uses its attendance records to determine a withdrawal date. The student's withdrawal date is the last date of academic attendance as determined by the University from its attendance records. This applies to a student who officially withdraws or unofficially withdraws.

#### 2. Time Frame for Returning the Title IV Program Funds by the University

The University must return unearned Title IV program funds for which it is responsible as soon as possible but no later than 45 days after the date of the University's determination that the student withdrew as defined above.

#### 3. Title IV Program Funds Post-Withdrawal Disbursement

How will the University disburse any Title IV program funds that the student has earned but have not yet been disbursed to the student? All post-withdrawal disbursements are applied to student account first, before any resulting credit balance is handled. Grants must be disbursed within 45 days. Loans must be offered to the student within 30 days, allowing the student at least 14 days to respond.

#### 4. Disbursement of Title IV Credit Balances

If the R2T4 calculation results in a credit balance on the student's account, the credit balance must be disbursed as soon as possible and no later than 14 days after the calculation of R2T4.

#### 5. Return of Unearned Aid, Responsibility of the Student

If the R2T4 calculation results in an amount to be returned that exceeds the University's portion, the student must repay some funds. After the University has allocated the unearned funds for which it is responsible, the student must return assistance for which the student is responsible. The amount of assistance that the student is responsible for returning is calculated by subtracting the amount of unearned aid that the University is required to return from the total amount of unearned title IV assistance to be returned.

The student must return or repay, as appropriate, the amount determined described above, to any Title IV loan program in accordance with the terms of the loan.

## **C. Satisfactory Academic Progress (SAP)**

### **1. Consistent Title IV SAP Policy**

The University's SAP policy applies to all students (Title IV and non-Title IV recipients). The Title IV SAP policy is as strict as the policy the University applies to a student who is not receiving assistance under the Title IV programs. These standards are applied equally to all students regardless of their program or financial aid status.

The SAP policy provides for consistent application of standards to all students within categories of students, e.g., full-time and part-time graduate students.

### **2. Notification to Financial Aid Student Who Fails SAP**

Academic Progress is monitored after each payment period (fall, spring, and summer semesters). Students who do not meet the minimum SAP requirements are placed on Warning for the following semester of enrollment. The University's Financial Aid Director sends an email to notify the Financial Aid student who does not meet the minimum SAP requirements of the evaluation result and consequences.

### **3. Financial Aid Warning and Financial Aid Probation**

*Financial aid warning.* Financial aid warning means a status assigned to a student who fails to make Satisfactory Academic Progress at the University that evaluates academic progress at the end of each payment period.

*Appeal.* Appeal means a process by which a student who is not meeting the University's Satisfactory Academic Progress standards petitions the University for reconsideration of the student's eligibility for Title IV, HEA program assistance.

*Financial aid probation.* Financial aid probation means a status assigned by the University to a student who fails to make Satisfactory Academic Progress and who has appealed and has had eligibility for aid reinstated.

A student on financial aid warning may continue to receive assistance under the title IV, HEA programs for one payment period despite a determination that the student is not making Satisfactory Academic Progress. Financial aid warning status may be assigned without an appeal or other action by the student.

A student on financial aid probation may receive Title IV, HEA program funds for one payment period. At the end of one payment period on financial aid probation, the student must meet the

University's SAP standards or meet the requirements of the academic plan developed by the University and the student to qualify for further Title IV, HEA program funds.

For the payment period following the payment period in which the student did not make Satisfactory Academic Progress, the University may—

(i) Place the student on financial aid warning, and disburse title IV, HEA program funds to the student; or

(ii) Place a student directly on financial aid probation and disburse title IV, HEA program funds to the student, if the student appeals the determination; and

(A) The University determines that the student should be able to be make Satisfactory Academic Progress during the subsequent payment period and meet the University 's SAP standards at the end of that payment period; or

(B) The University develops an academic plan for the student that, if followed, will ensure that the student is able to meet the University's SAP standards by a specific point in time.

A student on financial aid probation for a payment period may not receive title IV, HEA program funds for the subsequent payment period unless the student makes Satisfactory Academic Progress or the University determines that the student met the requirements specified by the University in the academic plan for the student.

#### **4. Appeal for Financial Aid Warning (Fails SAP)**

An appeal must be submitted to the Financial Aid Director in writing, describing any extenuating or mitigating circumstances that prevented compliance with the University's policies. The appeal must explain what has changed in the student's situation and the precise steps the student will take to regain good academic standing. The appeal must include an academic plan that specifies what classes will be taken each term to ensure successful program completion and the date of the program completion.

The Financial Aid Director is responsible for reviewing and approving appeals. An approved appeal by the Financial Aid Director restores financial aid to the student during the Probationary term. The Financial Aid Director may require a meeting and/or further developed Academic Plan to ensure SAP requirements are met by a specific term. An Academic Plan is an agreement between the student and University. Any changes to an agreed upon Academic Plan must be made by an additional written appeal.

#### **5. Financial Aid Disqualification**

Students who fail to meet their Probationary term requirement(s) and Academic Plan by the end of the Probationary term(s) will be disqualified from financial aid. Students who are disqualified from financial aid, but are not dismissed from the program can have aid reinstated after the successful completion of an Academic Plan as approved by the Financial Aid Director.

Students whose Probationary appeal is denied are not eligible for financial aid. An appeal denied by the Financial Aid Director may be appealed to the President for continued enrollment in the program.

#### **6. Reinstatement of Aid**

Students who are disqualified from financial aid, but are not dismissed from the program can have aid reinstated after the completion of an approved Academic Plan. The Academic Plan can include one or multiple terms until it reaches its contracted goal. Each term of the approved plan, Satisfactory Academic Progress is reviewed and must be passed to receive aid for the following term.