Iowa College Student Aid Commission
Postsecondary Approval and Registration Administrator
430 East Grand Avenue, 3rd FL
Des Moines, IA 50309
(877)272-4456

Application for Approval and Registration
of Postsecondary School
Iowa Code Chapter 261B

Submit a paper document and a complete duplicate in pdf format on a CD or other electronic media. Applications may be submitted electronically by contacting the Postsecondary Approval Administrator at the Iowa College Student Aid Commission.

All items must be completed before the application will be considered as received by the Commission. Attach additional pages as needed to provide the requested information. Other documents or materials may also be attached to support the application.

(Registrations must be renewed every two years or upon any substantive change in program offerings, location, or accreditation.)

Name of school and address of the principal office as defined in Iowa Code Section 490.140 or 510.141: [(261B.4(2))] and [(261B.4(1))]

Name of School: American Sentinel University
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: Colorado
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Type of school:

(X) For-profit
( ) Non-profit
( ) Public

Address of this school in all other states, and foreign countries: Administrative Office

Suite	Street	City	State	Zip	Country	Telephone
202	500 Century Park South	Birmingham	AL	35226	US	800.729.2427

Address of all locations in Iowa where instruction is to be provided: N/A

Suite	Street	City	State	Zip	Country	Telephone

Total tuition charges, fees and other costs payable to the school by a student. [(261B.4(3))]

Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Total
Associate of Science Geographic Information	$5,250 - $21,000 depending on the number of transfer	See attached fees	New books cost approx. $150		

Systems	credits	documents	per course		
Bachelor of Science Geographic Information Systems	$10,500 - $42,000 depending on the number of transfer credits	" "	" "		
Registered Nurse to Bachelor of Science Nursing	$11,850- $ 23,700 depending on the number of transfer credits	" "	" "		
Master of Science Computer Science	$7,650 - $16,380 if no prerequisite courses and depending on the number of transfer credit hours	" "	" "		
Master of Science Business Intelligence	$8,100 - $16,200 depending on the number of transfer credit hours	" "	" "		
Master of Science Information Systems	$7,650 - $16,380 if no prerequisite courses and depending on the number of transfer credit hours	" "	" "		
Master of Geospatial Information Systems	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Business Administration	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Business Administration Health Care	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Health Care Informatics	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Registered Nurse to Master of Science Nursing	$11,100 - $36,420 if no prerequisite courses; depends on the number of transfer credits	" "	" "		
Master of Science Nursing, Case Management	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Science Nursing, Infection Prevention and Control	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Science Nursing, Nursing Education	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Science Nursing, Informatics	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Master of Science Nursing, Management and Organizational Leadership	$8,730- $17,460 depending on the number of transfer credit hours	" "	" "		
Doctor of Nursing Practice Executive Leadership	$24,990	" "	" "		
Doctor of Nursing Practice Educational	$24,990	" "	" "		

Leadership					
Infection Prevention and Control Certificate	$7,275	" "	" "		
Geospatial Information Systems Graduate Certificate	$7,275	" "	" "		

Refund policy of the school for the return of refundable portions of tuition, fees, or other charges [(261B.4(4))] If the refund policy is attached, please summarize the policy below.

Based on the effective date of the course drop students may be eligible for a refund of some of or all of the tuition paid. Based on the effective date of a student withdrawing from the University, a student may be eligible for a refund of some or all of the tuition paid. Please see Appendix A for the complete Refund Policy.

Degrees granted by the school [(261B.4(5))]

Associate, Bachelor, Master and Doctoral (programs are listed above)

Offered in Iowa [(261B.4(11))]

All programs listed above are offered in Iowa.

Name, business address and telephone number of the chief executive officer of the school: [(261B.4(7))]

Name: Dr. Richard Oliver
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: Colorado
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Provide a copy or description of the means by which the school intends to comply with 261B.9 [(261B.4(8)). Code section 261B.9 is as follows:

261B.9 DISCLOSURE TO STUDENTS.
Prior to the commencement of a course of instruction and prior to the receipt of a tuition charge or fee for a course of instruction, a school shall provide written disclosure to students of the following information accompanied by a statement that the information is being provided in compliance with this section:

1. **The name or title of the course.** Pgs. 30–68, Pgs. 127-146

2. **A brief description of the subject matter of the course.** Pgs. 127-146

3. **The tuition charge or other fees charged for the course. If a student is enrolled in more than one course at the school, the tuition charge or fee for all courses may be stated in one sum.** Pgs. 70-73

4. **The refund policy of the school for the return of the refundable portion of tuition, fees, or other charges. If refunds are not to be paid, the information shall state that fact.** Pg. 101-103

5. **Whether the credential or certificate issued, awarded, or credited to a student upon completion of the course or the fact of completion of the course is applicable toward a degree granted by the school and, if so, under what circumstances the application will be made.** Pgs. 92-93, Pgs.89-91

6. **The name of the accrediting agency recognized by the United States department of education or its successor agency which has accredited the school.** Pg. 17

Response: Please see the attached Academic Catalog for page numbers noted above for each disclosure to students. The information in the academic catalog is also found on our public website: www.americansentinel.edu .

Name, address, and telephone number of a contact person in Iowa. (261B.4(10))]. If the school is applying for distance education and has registered with the Iowa Secretary of State as a for-profit or non-profit corporation transacting business in Iowa, please list the corporation's Iowa registered agent.

Name: National Registered Agents, Inc.
Suite:
Street: 500 East Court Avenue
City: Des Moines
State: IA
Zip: 50309
Country: United States
Telephone Number (including country or area code): 515-267-8585

Name, address, and title of the other officers and members of the legal governing body of the school:
[(261B.4(6))]

Officer Number 1

Name: Ken McLennan
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: CO
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

For officers 2 or more, add pages as needed: Appendix B

Owner Number 1

Names and addresses of persons owning more than 10% of the school: [(261B.4(6))]

Name: JLL Partners
Suite:
Street: 450 Lexington Avenue 31st Flr
City: New York
State: NY
Zip: 10017
Country: United States
Telephone Number (including country or area code): 212.286.8600

For owners 2 or more, add pages as needed: Appendix C

Name all agencies accrediting the institution. For each agency, include name, address, telephone number, and whether the agency is recognized by the U.S. Department of Education. [(261B.4(9))] Attach copies of accreditation certificates of status for each agency. If the Iowa location is not accredited, provide accrediting agency certification that the Iowa location will be granted accreditation upon approval by the College Student Aid Commission. Provide documentation that every location of applicant school is approved by the accrediting agency and in good standing, for all locations throughout the world.

Accrediting agency 1 – See Appendix D for documentation

Name: Distance Education and Training Council (DETC)
Suite: 2
Street: 1601 18th Street, N.W.
City: Washington
State: D.C.
Zip: 20009
Country: United States
Telephone Number (including country or area code): 202.234.5100
Contact Person: Nan Bayster Ridgeway, Director of Accreditation

Is this agency recognized by the U. S. Department of Education? [X] Yes [ ] No

Accrediting Agency 2 - See Appendix D for documentation

Program Accreditation

Name: Commission on Collegiate Nursing Education (CCNE)
Suite: 530
Street: One Dupont Circle, NW
City: Washington
State: D.C.
Zip: 20036
Country: United States
Telephone Number (including country or area code): 202.887.6791
Contact Person: Crystal Pool

Is this agency recognized by the U. S. Department of Education? [X] Yes [ ] No

Describe the procedures followed by the school for permanent preservation of student records. [(261B.4(12))]

All records for applicants who do not enter school are kept for one year. Such records are not covered by FERPA. All academic records for matriculated students, including non-degree seeking students are kept on-site for a period of no less than five years from the last date of attendance. Academic records for matriculated students whose last date of attendance is more than five years ago may be housed off-site provided the site is deemed to be secure from fire, theft, water damage and other forms of damage or neglect. These records are kept indefinitely.

The university keeps required records in hard copy or computer file, optical disc (CD/DVD) or other media formats provided that all record information is retrievable in a coherent hard copy format. Any document containing a signature, seal, certification or any other image or mark to validate its authenticity is maintained in original hard-copy form or in an imaged media format. All imaged media format used to maintain required records is capable of reproducing an accurate, legible and complete copy of the original document at approximately the same size of the original document when printed.

To prevent the unintended disclosure or destruction of student's private information, all academic records are kept in a secure, locked and fireproof location. Acceptable means of protection include fire-rated file cabinets, a secure vault and microfilm records, computer disc, backup tape, printout records (of digital records) or hard copies. The registrar keeps possession of the keys to the files.

Provide the contact information to be used by students and graduates who seek to obtain transcript information.

Name: Registrar's Office
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: CO
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Student may use the online Official Transcript Request form to request an official copy of their transcripts: https://forms.americansentinel.edu/TranscriptRequest.php

List the states and approval or registration agencies for all states in which the school operates or maintains a presence.

State	Agency Name	Address	Contact Person	Telephone Number
Licensure, Registration or Authorized				
Colorado	Colorado Commission on Higher Education	1560 Broadway, Ste. 1600 Denver, CO 80202	Heather DeLange	303-866-4209
Alabama	Alabama Commission on Higher Education / Alabama Department of	PO Box 302000, Montgomery, AL 36130-2000 / PO Box	Elizabeth French / Annette McGrady	334-242-2179 / 334-293-4651

	Postsecondary Education	302130, Montgomery, AL 36130-2130		
Arkansas	Arkansas Higher Education Coordinating Board	114 E. Capitol, Little Rock, AR 72201	Cynthia Moten	501-371-2060
Maryland	Maryland Higher Education Commission	6 N. Liberty St., 10th Flr Baltimore, MD, 21201	Natalie Lopez	410-767-3298
Minnesota	Minnesota Office of Higher Education	1450 Energy Park Dr., Ste. 350, St. Paul, MN 55108-5265	George Roedler	651-642-0567
Montana	Montana University System Office of the Commissioner of Higher Education	2500 Broadway PO Box 203201 Helena, MT 59620-3201	Dr. Thomas H. Gibson	406-444-6570
New Mexico	New Mexico Higher Education Department	2048 Galisteo St., Santa Fe, NM 87505-2100	Diane Vigil-Hayes	505-476-8400
Oregon	Higher Education Coordinating Commission Office of Degree Authorization	775 Court Street NE, Salem, OR 97301	Jennifer Diallo	503-373-0072
Pennsylvania	Pennsylvania Department of Education	333 Market Street, Harrisburg, PA 17126-0333	L.Jill Hans	717-787-4313
Utah	State of Utah Department of Commerce	160 E. 300 South, Box 146704, Salt Lake City, UT 84114-6704	Marla Winegar	801-530-6601
Wyoming	Wyoming Department of Education	Hathaway Bldg., 2nd Flr 2300 Capitol Ave., Cheyenne, WY 82002-0050	Elaine Marces	307-777-6210
Wisconsin	Wisconsin Educational Approval Board	201 W. Washington Ave., 3rd Flr. Madison, WI 53703	Pat Sweeney	608-266-1996
Exemption				
Alaska	Alaska Commission on Postsecondary Education	PO Box 110505 Juneau, AK 998811-0505	Kierke Kussart	907-465-6741
District of Columbia	Office of the State Superintendent of Education	810 1st Street NE, 9th Flr, Washington, DC 20002	Robin Jenkins	202-727-6436
Hawaii	Hawaii Post-secondary Education Authorization Program	335 Merchant Street Honolulu, HI 96813	HPEAP@dcca.hawaii.gov	
Illinois	Illinois Board of Higher Education	431 E. Adams St., 2nd Flr., Springfield IL 62701-1404	Bob Blankenberger	217-557-7350
Indiana	Indiana Commission on Proprietary Education	402 W. Washington St., Rm. W462, Indianapolis, IN 46204-2767	Ross Miller	317-232-1324
Michigan	Michigan Department of Licensing and Regulatory Affairs	PO Box 30714 Lansing MI 48909	Michael Beamish	517-241-6806
Nebraska	Nebraska Coordinating Commission for Postsecondary Education	PO Box 95005, Lincoln, NE 68509-5005	Marshall Hill	402-471-2847
New Hampshire	New Hampshire Department of Education Division of Higher Education-Higher Education Commission	101 Pleasant Street Concord, NH 03301-3860	Patricia M. Edes	603-271-0257
North Dakota	North Dakota Department of	600 E. Boulevard Ave.,	Debra Huber	701-328-2678

	Career and Technical Education	Dept 270, Bismarck, ND 58505-0610		
Ohio	University System of Ohio Board of Regents	30 East Board St., 36th Flr., Columbus, OH 43215-3414	Shane DeGarmo	614-387-1215
Oklahoma	Oklahoma State Regents for Higher Education	PO Box 108850, Oklahoma City, OK 73101-8850	Phillip Moss	405-225-9100
Rhode Island	Rhode Island Board of Governors for Higher Education	The Shepard Bldg. 80 Washington St., Providence, RI 02903	Deanna Velletri	401-456-6010
South Carolina	South Carolina Commission on Higher Education	1122 Lady St., Ste. 300 Columbia, SC 29201	Lane Goodwin	803-737-3918
Texas	Texas Higher Education Coordinating Board / Texas Workforce Commission	PO Box 12788, Austin, TX 78711 / CSC Rm-226T 101 E. 15th St., Austin, TX 78778-0001	J.Michael De Long / D.Gaye Bumsted Perry	512-936-3104 / 512-427-6528
Vermont	Vermont Agency of Education	120 State Street Montpelier, VT 05620	Cathy Hilgendorf	802-828-5402
No Further Action Required				
Arizona	Arizona State Board of Private Postsecondary Education	1400 W. Washington St., Rm. 260 Phoenix, AZ 85007	Keith Blanchard	602-542-5769
California	Bureau for Private Postsecondary Education	2535 Capitol Oaks Dr. Ste. 400 Sacramento, CA 95833	Laura Metune	916-431-6930
Florida	Commission for Independent Education	325 E. Gaines St., Ste. 1414 Tallahassee, FL 32399-0400	Sam Ferguson	850-245-3200
Georgia	Nonpublic Postsecondary Education Commission	2082 E. Exchange Pl., Ste. 220 Tucker GA 30084-5305	Carl G. Camann	770-414-3208
Idaho	Idaho State Board of Education	650 W. State St., Ste. 307, Boise, ID 83720-0037	Harvey Lyterr III	208-332.1587
Kentucky	Kentucky Council on Postsecondary Education	1024 Capital Center Dr., Ste. 320 Frankfort, KY 40601	Jevonda Keith	502-573-1555 ext 268
Maine	Higher Education Maine Department of Education	23 State House Station Augusta, ME 04333	Laurie Halligan	207-624-6607
Massachusetts	Massachusetts Board of Higher Education	One Ashburton Pl., Rm. 1401, Boston, MA 02108	Claudia Bell	617-994-6913
Mississippi	Mississippi Commission on College Accreditation	3825 Ridgewood Rd., Jackson MS 39211	Menia Dykes	601-432-6372
New Jersey	New Jersey Commission on Higher Education	PO Box 542, Trenton, NJ 08625-0542	Iris Duffield	609-292-2955
South Dakota	South Dakota Board of Regents	306 E. Capitol Ave., Ste. 200 Pierre, SD 57501-2545	Janelle Toman	605-773-3455
Tennessee	Tennessee Higher Education Commission	Parkway Towers, Ste. 1900 Nashville, TN 37243-0830	Julie Woodruff	615-741-3605
Washington	Washington Higher Education Coordinating Board	917 Lakeridge Way SW, Olympia WA 98504	Michael Ball	360-753-7869
West Virginia	West Virginia Higher Education Policy Commission	1018 Kanawha Blvd., East, Ste. 700, Charleston, WV 25301	Mark Stotler	304-558-0262

Describe the academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used,, including, but not limited to, classroom instruction, correspondence, internet, electronic telecommunications, independent study, and portfolio experience evaluation. [(261B.4(13))]

To support the needs of the remote student, American Sentinel makes use of a variety of technologies in instruction, content delivery, and educational services. American Sentinel students access virtually all services through the Internet. With the exception of the DNP residencies, all American Sentinel courses are delivered online. American Sentinel uses Moodle, an open source Learning Management System with over 72,000 sites in 223 countries. Moodle includes discussion forums, live chat, and can be enabled for synchronous lectures to provide many opportunities for interaction. Students and Faculty complete an orientation which includes how to use the features and benefits of Moodle.

The American Sentinel academic experience centers around the Learning Management System and the Student Website, where students have access to their course materials, assignments, and exam grades, and are able to communicate with faculty and fellow students. Every course contains an array of course-specific services for students to support them as they work toward their degree. Additionally, students register for courses, request transcripts, and conduct financial transactions online.

American Sentinel's Online Courses

Coursework combines textbook learning and technology, incorporating online resources, study guides and discussion forums into class curricula. Students interact with professors through email and in weekly group discussion forums. They engage with other students in the course discussion forums and on American Sentinel's MyCampus, where they can join groups, post to forums and instant message other students.

Electronic Portfolio

The University is moving to an online Electronic Portfolio to aggregate student assignments that are designated as "portfolio assignments." These are specific assignments which demonstrate mastery of program objectives and are used for overall assessment of programmatic outcomes by students and. The Portfolio also allows students to develop/ personalize their site with a resume, samples of work, awards, certifications, etc. The student can then allow access to their individual site to employers or prospective employers.

Provide the name of every other State of Iowa agency required to approve the applicant school in Iowa, the school's contact person at the agency and the current status of that approval. Attach documentation in the form of a letter or certificate for each agency.

Agency Name	Contact Person	Telephone Number	Approval Status
Iowa Secretary of State	Matt Schultz	515-281-5204	Certificate of Authority is pending
Iowa Board of Nursing	Kathleen R. Weinberg	515-281-4828	Per Iowa Board of Nursing at this time it is not necessary for American Sentinel University to send information to the Iowa Board of Nursing,

			unless requested to do so. See Appendix E

Is the school subject to a limitation, suspension or termination (LST) order issued by the U.S. Department of Education?

[ ] Yes [**X**] No

If yes, explain below.

Provide the name and contact information for a U. S. Department of Education official who can verify the LST statement. N/A

Do you:

Enroll students in Iowa? [**X**] Yes [ ] No

Employ Iowa faculty? [**X**] Yes [ ] No

Do you intend to:

Enroll students in Iowa? [**X**] Yes [ ] No

Employ Iowa faculty? [**X**] Yes [ ] No

Describe current operations or plans to enroll students in Iowa or employ Iowa faculty.

American Sentinel University is an online university and the primary methods for student enrollment are through our program advertising which includes the following:

- National Internet advertising via pay-per-click, search engine optimization, web site blogs and content, social media, association partnerships, and affiliate relationships.
- National conferences and tradeshows.
- National public relations.
- Alumni and student referral programs.
- Business development partnerships with health care organizations (and in the near future, business and technology organizations).
- Email marketing to individuals who have expressed an interest in one of our programs.
- National magazines.

American Sentinel University employs Iowa faculty for online education teaching only and will not employ Iowa faculty to teach any face to face courses within the state of Iowa.

Name, address, telephone number and resume of employees in Iowa. Please identify which employees are full time.

Name: Dr. Cheryl Wagner (Full time) Title: Associate Dean of Graduate Nursing Programs
Suite:
Street: #9 West 42nd Street Court
City: Davenport
State: IA
Zip: 52806
Country: United States
Telephone Number (including country or area code): 563-391-2805

Name: Karen Whitham (Full time) Title: interim Associate Dean of Nursing, Undergraduate
Suite:
Street:2775 300th Avenue

City: Weldon
State: IA
Zip: 50264
Country: United States
Telephone Number (including country or area code): 641-344-0852

Name: Melissa Penner (Full time) **Title:** Assistant Professor, Undergraduate Nursing Programs
Suite:
Street: 4809 Tamara Lane
City: West Des Moines
State: IA
Zip: 50265
Country: United States
Telephone Number (including country or area code): 515-770-4158

Name: Sarah Meeks (Full time) **Title:** Assistant Professor, Nursing Programs
Suite:
Street: 827 Western Avenue
City: Waterloo
State: IA
Zip: 50702
Country: United States
Telephone Number (including country or area code): 319-939-3218

*** Resumes may be provided as attachments** – Appendix F

Will your school comply with *Iowa Code* section 261B.7., which requires the school to disclose that it is registered by the Commission, including Commission contact information? (See the *Iowa Code* for details)

[X] Yes [ ] No

Will your school comply with the requirements of Iowa Code section 261.9(1)"e" to "h"?

(See the *Iowa Code* for details.) [X] Yes [ ] No

Please provide policies that comply with these requirements as attachments.

See Appendix G

Does the school agree to file annual reports that the Commission requires from al Iowa colleges and universities?

[X] Yes [ ] No

Attached a copy of the applicant school's most recent audit prepared by a certified public accounting firm no more than 12 months prior to the application and state below where, in the audit report, there is evidence that the auditor is providing an unqualified opinion.

See Appendix H

Describe how students will be provided with access to learning resources, including appropriate library and other support services requisite for the schools' degree programs.

Success Advisors

Each new student works with a dedicated new-student success advisor who helps prepare them for successful entry into their first course. New student success advisors guide students to university resources provides a high level support and encouragement and track student success term over term. Advisors advise approximately 200 students at one time, providing weekly contact via email and phone.
Upon completion of his or her first two courses, each student will be assigned to a student success advisor who is a specialist in that student's particular program. These dedicated student success advisors provide ongoing support, encouragement and quick responses to scheduling, academic or other questions throughout the student's time at American Sentinel. Student success advisors are assigned to 250-300 students; assess student issues and point students to webinars, tutoring services and other university support services.

NetTutor – Online Tutoring Services

NetTutor is the leader in online tutoring services and is complimentary to all American Sentinel students. Expert tutors are available 24 hours a day, seven days a week, to assist students with questions regarding almost any subject. Students may also submit papers or offline questions and receive quick, detailed feedback.

My Portal

My Portal is a student's personal portal to American Sentinel University. It provides a centralized location to access courses, registration, financing options, announcements, reminders and online communities. It also provides information about financial aid and academic resources such as Moodle, our learning management system, and degree audit.

My Campus

My Campus is a place where American Sentinel students can connect with classmates, share stories and study tips, and support one another along the path to graduation.

- Resources to help you achieve academic success: You'll find articles, videos, webinars and more to help you navigate online learning, improve your academic skills and overcome the challenges you face as an adult learner.
- Opportunities to connect: Connect with other students on online message boards and forums to discuss goal-setting, classes, networking and other topics.
- People who can help: My Campus is an informal setting where you can post a question to other students or your advisor.

Webinars

Each month the student success team hosts a webinar series that is focused on common student issues. Faculty, student service advisors and other university officials present on a wide range of topics including: time management, writing, APA, social networking and research). The webinars are archived within My Campus and available to all American Sentinel students.

Orientation

All students are introduced to services during a two-week facilitated orientation course. Additional helpful information is posted to the student website and/ or announced in American Sentinel's monthly newsletter. In the orientation course, students are given the following written guides:

- Learning the Moodle System
- Course Structure
- Policy Essentials
- Essentials of Student Success
- Attaining Your Academic Goals
- Critical Thinking
- Time Management
- Research and Writing Process
- Taking Proctored Exams
- Planning for Success
- Webinars
- Student Support

Online Library

American Sentinel's virtual librarians are accessible 24 hours a day, seven days a week by email. These professionals are exceptionally knowledgeable about American Sentinel's degree programs and the sources available for research and assignments. All are highly trained in library and research services and many hold Ph.D.s. The American Sentinel online library contains searchable, licensed databases with millions of articles, links to online resources, references, software download sites and learning tools to support students' academic studies.

Virtual Librarians

Virtual librarians frequently create customized research videos for students that illustrate how to search commercial databases of academic and peer-reviewed journals. In recent surveys, students rated these librarians 100 percent on friendliness and timely service

For Library resources available to students see Appendix I

Provide evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) to be registered in Iowa.

Faculty governance at American Sentinel University takes the primary form of shared decision making with management about curriculum content and academic policies including such things as student

discipline, Dean's list and framing the university policy on course withdrawal. Through curriculum committees in each of the university's disciplines, faculty share in determining what students learn and are partially responsible for implementation of the learning activities. A process of continuous improvement is utilized by these committees to ensure quality programs.

Faculty Governance takes the following form at American Sentinel University:

- The primary faculty organization is in disciplinary subject matter areas:
    - Business, Technology, Health Care / Nursing and General Education. Each disciplinary area has a faculty committee that provides direct oversight of the courses within the discipline. Each committee works with the university's instructional design department under the supervision of the Provost's office. In additional to course management the faculty is also responsible along with the deans and program chairs to participate in degree / program content and learning requirements and they review and determine both courses and program requirements as a regular part of their professional duties and obligation to the University.
- Meetings
    - Faculty meetings are held each month for each discipline. Since American Sentinel University is an online university, these meetings are held asynchronously over a week's period culminating in a synchronous discussion session.
- Committees
    - Faculty committees have been created for a variety of faculty responsibilities, including course review and modification, textbook selection, and library resources.
- Rules and regulations
    - American Sentinel empowers faculty by sharing control of course and program creation and modification with the faculty while still retaining a significant degree of instructional design control.
      The university has significant staff strength in curriculum design and faculty have the professional expertise in content areas. American Sentinel is proud of its approach in this area where the best course "product" possible comes from the engagement and cooperation of various colleagues.
- Newsletters and bulletins
    - Faculty newsletters and bulletins are produced monthly and circulated via email.
- Travel fund
    - Faculty members are encouraged to conduct research around the teaching areas they are engaged in and a travel fund is provided for faculty to present papers at relevant conferences.
- Training
    - Faculty are eligible to take workshops at the Sloan Consortium and to secure a teaching certificate.

If applicable, please provide evidence that the school has adequate physical facilities appropriate for the program(s) to be offered and are located in the state. Include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease. Please include a photograph of the location.

Not Applicable

Include a statement, signed by the chief executive officer of the applicant school, on school letterhead, demonstrating the school's commitment to the delivery of programs located in Iowa, and agreeing to provide alternatives for students to complete programs at other institutions if the applicant school closes the program before students have completed their courses of study.

Statement may be in an attached document. See Appendix J

Provide an organizational plan that shows the location and physical address, telephone number, fax number and contact information for all internet-based and site-based educational locations, administrative, and service centers operated by the applicant and any parent organization.

See Appendix K

Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred.

See Appendix L and/or pg. 109 of the attached Academic Catalog

If applicable, provide a copy of a current Certificate of Authority provided by the applicant's home state and the Iowa Secretary of State.

See Appendix M

Provide the U.S. Department of Education cohort default rate for each associated organizational entity for which the U.S. Department of Education reports a cohort default rate.

American Sentinel's cohort default rate is 0%

Provide the average debt upon graduation of individuals completing programs at each branch location and the entire organization.

Branch location is not applicable.

American Sentinel University provides students median debt rate as required by Federal Title IV Regulations. Please see Appendix N for the most recent median data disclosed to students as of January 31, 2013. This information is also located on our public website's "Student Consumer Information" webpages at: http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information

Provide the U. S. Department of Education cohort graduation rate for each branch location and the total organization, showing rates for graduates of diploma, two-year, and four-year, programs if those rates are reported to the U. S. Department of Education National Center for Education Statistics.

Branch location is not applicable.

American Sentinel University's graduation rates by program:

American Sentinel admitted one full-time first-time undergraduate-level student in the cohort year.
We are disclosing graduation rates as reported to our accreditor (DETC) in January 2013

Degree Program	2012
A.S. Geographic Information Systems	25.0%
B.S. Business Administration	28.2%
B.S. Computer Science	31.9%

B.S. Information Systems	38.5%
B.S. Management Information Systems	31.9%
RN to Bachelor of Science Nursing	88.0%
Master of Science Nursing	69.0%
M.S. Computer Science	44.0%
M.S. Information Systems	76.0%
MBA	50.0%
MBA Health Care	88.0%
M.S. Business Intelligence	100.0%
M.S. Health Systems Management	80.0%

SIGNATURE

Applicant School Chief Executive Officer

Name Mary Adams **Title** President

Signature Mary Adams **Date** 10-8-13

If any information in this application changes between the time of application Commission action, the school must inform the Commission by filing an Amended Application clearly indicating the information which is being amended. Amendments must be received before the Commission takes action.

A registration fee of $2,000 is due and payable to the State of Iowa upon registration approval.

Appendix List

Appendix A	Refund Policy
Appendix B	Board of Trustees
Appendix C	Ownership Information
Appendix D	Accreditation Documentation (DETC & CCNE)
Appendix E	Iowa Board of Nursing documentation
Appendix F	Iowa staff resumes
Appendix G	Iowa Code section 261.9(1) "e" to "h", policies
Appendix H	Financial Audit
Appendix I	Library Resources
Appendix J	Signed Statement from CEO
Appendix K	Organizational Plan
Appendix L	Compliant Policy
Appendix M	Colorado Certificate of Authority / Iowa Secretary of State (pending)
Appendix N	Median Debt Loan by program as of January 31, 2013

APPENDIX A

AMERICAN SENTINEL UNIVERSITY

Refund Policy

Dropping a Course

Students who wish to drop a course must notify their student success advisor by phone (303.991.1575), fax (866.894.1575) or email (services@americansentinel.edu). Based on the effective date of the course drop students may be eligible for a refund of some of all of the tuition paid. Course refunds are calculated as follows:

During Week 1	100%
During Week 2	80%
During Week 3	60%
During Week 4	40%
During Week 5	20%
After Week 5	No refund, students may not drop after week 5.

Refunds will be processed and paid to the student within 30 days of the effective date of the course drop.

DNP programs: the refund policy is the same for all courses including those that include a residency component.

Withdrawing from the University

Students who wish to withdraw from the university must notify their student success advisor by phone (303.991.1575), fax (866.894.1575) or email (services@americansentinel.edu). Students must clearly state the effective date of the withdrawal, which must be on or after the date of notification, and the reason for the withdrawal.

Based on the effective date of the withdrawal the student may be eligible for a refund of some or all of the tuition paid. If the effective date of the withdraw is during the first term in a semester, a student will receive a refund of 100 percent of the tuition cost of enrolled courses in the second term of the semester plus a refund of a percentage of the enrolled courses in the first term based upon the following chart:

During Term 1- Week 1	100%
During Term 1 - Week 2	80%
During Term 1 - Week 3	60%
During Term 1 - Week 4	40%
During Term 1 - Week 5	20%
After Week 5	No refund

AMERICAN SENTINEL UNIVERSITY

If the effective date of the withdrawal is during the second term of the semester, no refund is due for first-term courses. The student will receive a refund for second-term courses based upon the number of weeks completed based upon the following chart.

During Term 2- Week 1	100%
During Term 2 - Week 2	80%
During Term 2 - Week 3	60%
During Term 2 - Week 4	40%
During Term 2 - Week 5	20%
After Week 5	No refund

Refunds will be processed and paid to the student within 30 days of the effective date of the withdrawal.

Certification Programs

Certification students may cancel within five business days of the date on the certification agreement and receive a full refund. After five business days, access fees (tuition for certification courses) are non-refundable.

Enrollment Agreements

All students are required to complete an enrollment agreement upon accepting admission into American Sentinel University. Enrollment agreements may be cancelled within five calendar days after midnight of the date the enrollment agreement was completed. 100 percent of tuition and fees paid to American Sentinel will be refunded within 30 days of the day of the notice of cancellation.

APPENDIX B

AMERICAN SENTINEL UNIVERSITY

Name, address, and title of the other officers and members of the legal governing body of the school: [(261B.4(6))]

For officers 2 or more, add pages as needed:

Officer 2
Name: Natasha Blackshear
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: CO
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Officer 3
Name: Dr. Frank Mayadas
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: CO
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Officer 4
Name: Robert Neumeister, Jr.
Suite: 310
Street: 2260 S. Xanadu Way
City: Aurora
State: CO
Zip: 80014
Country: United States
Telephone Number (including country or area code): 800.729.2427

Officer 5
Name: Duncan M. Anderson
Suite:
Street: 5026-D Campbell Blvd.
City: Baltimore
State: MD
Zip: 21236
Country:
Telephone Number (including country or area code): 410-633-2929

AMERICAN SENTINEL UNIVERSITY

Officer 6
Name: Dr. Marcia Bankirer
Suite:
Street: 1401 19th Street
City: Denver
State: CO
Zip: 80202
Country: United States
Telephone Number (including country or area code): 303-292-0015

Officer 7
Name: Dr. Robert Anders
Suite:
Street: 5026-D Campbell Blvd.
City: Baltimore
State: MD
Zip: 21236
Country: United States
Telephone Number (including country or area code): 410-633-2929

APPENDIX C

AMERICAN SENTINEL UNIVERSITY

Names and addresses of persons owning more than 10% of the school: [(261B.4(6))]

American Sentinel is wholly owned by American Learning Solutions, a Delaware stock holding corporation. JLL Partners owns 51% of American Learning Solutions. No individuals have ownership of 20% or more.

Officers and Directors include: Dr. Richard Oliver, CEO; Mary Adams, President; Dr. John R. Bourne, Provost; Jeff Caplan, Senior VP Enrollment & Retention; Christine Hanson, Controller.

Please see following shareholder information:

American Learning Solutions, Inc.
As of August 1, 2011

Shareholder	Percent
JLL Partners 450 Lexington Avenue 31st floor New York, NY 10017 Phone 212.286.8600	51.0%
Solidus 4015 Hillsboro Pike, Suite 214 Nashville, TB 37215 Phone 615.665.3818	11.0%

APPENDIX D

DETC ACCREDITING COMMISSION

1601 18th Street, NW, Suite 2 • Washington, D.C. 20009-2529 • (202) 234-5100; fax (202) 332-1386 • www.detc.org

May 31, 2012

Ms. Mary Adams
President
American Sentinel University
2260 South Xanadu Way, Suite 310
Aurora, CO 80014

Dear Mary:

This letter is to certify and authenticate that the courses and programs attached have been reviewed and have been approved by the Distance Education and Training Council.

Each course/program listed below was approved upon its initial offering, and subsequently each course/program has been reviewed again as a part of each DETC five year review of the overall institution. Please note that all approvals cover the resident labs and practicum or required clinical experiences.

While DETC accreditation is institutional in scope, the DETC accreditation process also includes a specific review and approval of each program offered by an institution. These reviews are undertaken by independent subject matter experts and are conducted when programs are first proposed to be offered and at each subsequent five-year reaccreditation of an institution.

Sincerely,

Michael P. Lambert
Executive Director

Enclosure

American Sentinel University: Program offerings

Associate of Science in Computer Science
Associate of Science in Information Systems
Associate of Science in Geographic Information Systems
Associate of Science Business Administration
Bachelor of Science in Computer Science
Bachelor of Science in Computer Science, Game Programming specialization
Bachelor of Science in Health Informatics
Bachelor of Science in Information Systems
Bachelor of Science in Geographic Information Systems
Bachelor of Science in Information Systems Security
Bachelor of Science in Information Technology
Bachelor of Science in Management Information Systems
Bachelor of Science Web Design and Development
Bachelor of Science Business Administration
DNP Educational Leadership
Registered Nurse to Bachelor of Science in Nursing
Master of Science in Computer Science
Master of Science Information Systems
Master of Science Health Systems Management
Master of Business Administration
Master of Business Administration in Health Care
Master of Science Business Intelligence
Master of Science Nursing
Registered Nurse to Master of Science in Nursing
Doctor of Nursing Practice in Executive Leadership
Bachelor of Science in Business Administration, Human Resource Management
Master of Science Nursing, Management and Organizational Leadership
Master of Science Nursing, Case Management
Master of Science Nursing, Nursing Education
Master of Science Nursing, Nursing Informatics
Master of Science Nursing, Infection Prevention and Control

DETC ACCREDITING COMMISSION

1601 18th Street, N.W. • Washington, D.C. 20009-2529 • (202) 234-5100; fax (202) 332-1386 • www.detc.org

June 10, 2010

Ms. Mary Adams, President
American Sentinel University
2260 South Xanadu Way, Suite 310
Aurora, CO 80014

Dear Mary:

The Accrediting Commission of the Distance Education and Training Council met June 4, 2010 and it is a pleasure to confirm re-accreditation to American Sentinel University. We extend our warm congratulations to you and all of your staff and offer assurance of our continued cooperation. The accreditation of American Sentinel University is without conditions.

Your accreditation extends to the following programs:

- Associate of Science in Computer Science
- Associate of Science in Information Systems
- Associate of Science in Geographic Information Systems
- Associate of Science Business Administration
- Bachelor of Science in Computer Science
- Bachelor of Science in Computer Science, Game Programming specialization
- Bachelor of Science in Health Informatics
- Bachelor of Science in Information Systems
- Bachelor of Science in Geographic Information Systems
- Bachelor of Science in Information Systems Security
- Bachelor of Science in Information Technology
- Bachelor of Science in Management Information Systems
- Bachelor of Science Web Design and Development
- Bachelor of Science Business Administration
- Registered Nurse to Bachelor of Science in Nursing
- Master of Science in Computer Science
- Master of Science Information Systems
- Master of Science Health Systems Management
- Master of Business Administration
- Master of Business Administration in Healthcare
- Master of Science Business Intelligence
- Master of Science Nursing
- Registered Nurse to Master of Science in Nursing
- Doctor of Nursing Practice in Executive Leadership

You have already received and responded to the Examining Committee Chair's Report so you are well aware of the Committee's findings. As you and your associates plan for the future, you will want to keep in mind both the formal and informal observations of the Examining Committee.

Please keep us advised on an on-going basis of new developments, programs, and procedures undertaken at American Sentinel University in the months and years to come. Please keep in mind that accreditation expires in January of 2015. The next full five year re-accreditation visit is scheduled for the Fall of 2014. Your *Certificate of Accreditation* is enclosed. Please note that this certificate remains the property of the Distance Education and Training Council, and should you resign or lose accreditation, the certificate must be returned to DETC.

We look forward to your strong support of the Distance Education and Training Council. We hope that you will attend or be represented at our Annual Workshop in Denver, CO on October 3-5, 2010.

Please call on us for assistance at any time. Again, please accept our congratulations and best wishes on the re-accreditation of American Sentinel University.

Sincerely,

Michael P. Lambert

Michael P. Lambert
Executive Director

cc : Timothy Mott, Ph.D.

The Accrediting Commission

of the

Distance Education and Training Council

Washington, D.C.

Certifies that

American Sentinel University

of

Aurora, Colorado

has been duly examined and been found to meet the Educational and Ethical Business Standards of the Accrediting Commission of the Distance Education and Training Council on the 8th day of January 2005 and most recently re-accredited on the 4th day of June 2010.

In witness whereof, we, the undersigned by order of the Commission, have hereunto affixed our signatures.

DISTANCE EDUCATION AND TRAINING COUNCIL
DETC
ACCREDITING COMMISSION

Chairman

Executive Director

November 1, 2009

Commission on Collegiate Nursing Education

Serving the Public Interest Through Quality Accreditation

One Dupont Circle, NW
Suite 530
Washington, DC
20036-1120
202-887-6791
fax 202-887-8476
www.aacn.nche.edu

Catherine Garner, DrPH, RN, FAAN
Dean
Nursing Program
American Sentinel University
2260 South Xanadu Way, Suite 245
Aurora, CO 80014

Dear Dr. Garner:

On behalf of the Commission on Collegiate Nursing Education (CCNE), I am pleased to advise you that the CCNE Board of Commissioners acted at its meeting on October 1-3, 2009, to grant accreditation of the baccalaureate degree program in nursing and master's degree program in nursing at American Sentinel University for the term of 5 years, extending to December 31, 2014. These accreditation actions are retroactive to March 2, 2009, which is the first day of the programs' most recent CCNE on-site evaluation. You should plan for the next on-site evaluation to take place in the spring of 2014.

At its meeting, the Board determined that the programs met all four accreditation standards. However, the Board additionally determined that there are compliance concerns for the baccalaureate program with respect to Key Elements I-E, III-C, and IV-E; and that there is a compliance concern for the master's program with respect to Key Element IV-E, as well.

As is required for all accredited programs, the Board requested that the program submit a Continuous Improvement Progress Report (CIPR) at the mid-point of the accreditation term. The CIPR should address the nursing programs' continued compliance with all accreditation standards that are in effect at the time of submission of the report. The report should focus, in particular, on the following compliance concerns for the baccalaureate program only:

1. Demonstrate that documents and publications are accurate. Specifically, ensure that information that is published regarding transfer of credit is accurate (Key Element I-E).

2. Demonstrate that the baccalaureate curriculum builds upon a foundation of the arts, sciences, and humanities (Key Element III-C).

The report should additionally focus, in particular, on the following compliance concern for both the baccalaureate and master's programs:

Demonstrate that aggregate faculty outcomes are consistent with and contribute to achievement of the program's mission, goals, and expected student outcomes (Key Element IV-E).

The deadline for submitting the progress report to CCNE is December 1, 2012. The Report Review Committee, and then the Board of Commissioners, will review the progress report in the spring of 2013. For more information about CIPRs, please refer to the CCNE *Procedures for Accreditation of Baccalaureate and Graduate Degree Nursing Programs*, available at http://www.aacn.nche.edu/Accreditation/pdf/Procedures.pdf.

Please note that the CCNE standards will have been revised by the time the aforementioned report is due, and the programs will need to address the standards that are in effect at that time. CCNE will provide programs with the appropriate set of standards when this information is available.

A copy of the accreditation report that was sent to you earlier, along with your response to it, is being transmitted to the institution's chief executive officer as the Commission's official report to American Sentinel University. We hope that both the results of your self-study process and the accreditation report will be useful to the continued growth and development of the nursing programs. Certificates of accreditation are enclosed.

As a reminder, programs are expected to continue to comply with the CCNE standards and procedures throughout the period of accreditation. This includes advising CCNE in the event of any substantive change in your nursing programs or of any major organizational changes that may affect the programs' administration, scope, or quality. Substantive change notifications must be submitted to CCNE no earlier than 90 days prior to implementation or occurrence of the change, but no later than 90 after implementation or occurrence of the change. These reporting requirements are discussed further in the CCNE *Procedures*.

We appreciate the many courtesies and the helpfulness extended to the CCNE evaluation team in the spring of 2009. The Commissioners join me in expressing our best wishes as you proceed with tasks important to the future of your nursing programs.

Sincerely,

Harriet R. Feldman

Harriet R. Feldman, PhD, RN, FAAN
Chair, Board of Commissioners

cc: Chief Executive Officer Richard W. Oliver
CCNE Board of Commissioners
CCNE Accreditation Review Committee
CCNE Evaluation Team

American Association
of Colleges *of* Nursing

Certificate of Membership

presented to

American Sentinel University

by the

American Association of Colleges of Nursing

for the period of July 1, 2013 through June 30, 2014.

President

Executive Director

RTIFICATE OF ACCREDITATION

In accordance with its accreditation standards and procedures, the

Commission on Collegiate Nursing Education

has accredited
the

Baccalaureate Degree Program in Nursing

at

American Sentinel University

Director of the Commission on Collegiate Nursing Education

October 3, 2009
Date of Accreditation Action

The Commission on Collegiate Nursing Education is listed by the U.S. Secretary of Education as a nationally recognized accrediting agency.

This certificate is effective for the duration of the period of accreditation.

Commission on Collegiate Nursing Education
One Dupont Circle, NW, Suite 530 ▪ Washington, DC 20036

RTIFICATE OF ACCREDITATION

In accordance with its accreditation standards and procedures, the

Commission on Collegiate Nursing Education

has accredited
the

Master's Degree Program in Nursing

at

American Sentinel University

Director of the Commission on Collegiate Nursing Education

October 3, 2009
Date of Accreditation Action

The Commission on Collegiate Nursing Education is listed by the U.S. Secretary of Education as a nationally recognized accrediting agency.

This certificate is effective for the duration of the period of accreditation.

Commission on Collegiate Nursing Education
One Dupont Circle, NW, Suite 530 • Washington, DC 20036

APPENDIX E

Pamela Edwards

From: Weinberg, Kathy [BON] <Kathy.Weinberg@iowa.gov>
Sent: Wednesday, May 29, 2013 5:31 PM
To: Pamela Edwards
Subject: RE: American Sentinel University- Clarification on Nursing Program Approval
Attachments: Criteria for Out of State Nursing Programs.doc

Follow Up Flag: Follow up
Flag Status: Flagged

Ms. Edwards
The Iowa Board of Nursing does require that out-of-state programs go through the official approval process, though the board has approved criteria out-of-state programs must be aware of and follow as appropriate. I have attached the criteria and all programs must contact the Iowa College Student Aid Commission. Thank you

Kathleen R. Weinberg, RN, MSN
Associate Director Practice/Education
Office: 515-281-4828
Fax: 515-281-4825
Kathy.Weinberg@iowa.gov
Iowa Board of Nursing
400 SW 8th St., Suite B
Des Moines, IA 50309
Website: nursing.iowa.gov

The mission of the board is to protect the public health, safety and welfare by ensuring that nursing is practiced by at least minimally competent licensed individuals who practice within their authorized scope of practice.

This e-mail and any files transmitted with it are confidential and are intended solely for the use of the individual(s) to whom it is addressed by the sender. If you are NOT the intended recipient, or the person responsible for delivering the e-mail to the intended recipient, be advised that you have received this e-mail in error, and that any use, dissemination, forwarding, printing, or copying of the contents of this e-mail is strictly prohibited.

From: Pamela Edwards [mailto:Pamela.Edwards@americansentinel.edu]
Sent: Wednesday, May 29, 2013 11:14 AM
To: Weinberg, Kathy [BON]
Cc: Pamela Edwards
Subject: American Sentinel University- Clarification on Nursing Program Approval

Good Morning Ms. Weinberg,

American Sentinel University, an online school in Colorado is in need of clarification if any approvals are needed by Iowa Board of Nursing for our four nursing degrees: RN to BS, RN to MSN, MSN, and DNP, all covered by our national accreditation with the Distance Education & Training Council (DETC). Our educational nursing bachelor and master's programs are accredited by Commission on Collegiate Nursing Education (CCNE).

Students enrolling in our nursing programs must have an active and unencumbered Registered Nurse (RN) license.

Per the Iowa Department of Education, the Iowa Board of Nursing does not require an out-of- state school that offers programs for licensed nurses via distance education to seek its approval, but we are advised to contact you for any additional approvals required for the operation of our online nursing-related programs in Iowa. Can you let us know what verification you may need from us for your approval or exemption of approval?

Thank you for your time,

Pamela Edwards

Pamela Edwards
DIRECTOR, COMPLIANCE

2260 S. Xanadu Way, Suite 310
Aurora, CO 80014
Direct 303.223.4772
Main 800.729.2427 Fax 866.505.2450
pamela.edwards@americansentinel.edu

This email message and its attachments may contain confidential information that is exempt from disclosure under Iowa Code chapters 22, 139A, and other applicable law. Confidential information is for the sole use of the intended recipient. If you believe that you have received this transmission in error, please reply to the sender, and then delete all copies of this message and any attachments. If you are not the intended recipient, you are hereby notified that any review, use, retention, dissemination, distribution, or copying of this message is strictly prohibited by law.

STATE OF IOWA

Governor Terry E. Branstad
Lt. Governor Kim Reynolds

BOARD OF NURSING
Kathleen R. Weinberg, MSN, RN
Interim Executive Director

Criteria for Out of State Nursing Programs:

Out of state nursing programs approved by other state regulatory agencies shall be allowed to provide their nursing students clinical experiences in Iowa under the following guidelines:

- The university or college (institution) shall contact the Iowa College Student Aid Commission to determine whether it must apply for registration of the institution under Iowa Code chapter 261B and be granted approval to operate in Iowa.
- The post-licensure nursing student shall practice within the parameters of Iowa Code section 152 and 655 Iowa Administrative Code.
- The post-licensure nursing student enrolled in nursing courses with a clinical component shall have an active Iowa nursing license or is recognized for licensure in Iowa pursuant to the nurse licensure compact contained in Iowa Code chapter 152E.
- The Institution's nursing faculty instructing or practicing in Iowa shall have an active Iowa nursing license or is recognized for licensure in Iowa pursuant to the nurse licensure compact contained in Iowa Code chapter 152E.
- The educational program should be aware of criteria for nursing educational programs operating in Iowa, as set forth in 655 Iowa Administrative Code chapter 2.
- The controlling institution, the nursing program or the head of the program shall submit data, information or materials per the request of the Iowa Board of Nursing.

At this time, it is not necessary to send any of the above information to the Iowa Board of Nursing, unless requested.

June/2012

400 SW 8TH STREET, SUITE B, DES MOINES, IOWA 50309-4685
TEL: (515) 281-3255 FAX: (515) 281-4825 WEB: NURSING.IOWA.GOV

APPENDIX F

SARAH M. MEEKS

827 Western Avenue, Waterloo, Iowa 50702
319-939-3218 smeeks@kaplan.edu

SUMMARY OF QUALIFICATIONS

Practical Nursing Instructor with a solid knowledge of health care procedures with emphasis in Nursing Education. Proficient in classroom and clinical settings, with a reputation of being a team-player and a problem solver. Successful in building strong rapport with patients, students, and peers as well as carrying out professionalism and understanding of nursing profession.

EDUCATION

Walden University, Minneapolis, Minnesota
Masters of Science and Nursing December 2009

Hawkeye Community College, Waterloo, Iowa
Associate Degree: Nursing 1994
Diploma: Practical Nursing 1993

Loras College, Dubuque, Iowa
Bachelor of Arts: Psychology 1990
Minor: Business

EXPERIENCE

Kaplan University, Cedar Falls, Iowa
Director of Nursing 2009-Present

- Implement and supervise the role out of Associate Degree in Nursing Program
- Orient and train new clinical instructors
- Supervise and evaluate nursing instructors
- Monitor schedule and enforce policies and procedures of Practical Nursing and Associate in Nursing Program
- Organize clinic groups and sites
- Monitor and implement strategies related to retention of students within the nursing program
- Provide data and participate in annual budget of nursing program, maintain budget related to staff costs and equipment utilization within the program
- Supervise and assess clinical instructors

SARAH M. MEEKS

827 Western Avenue, Waterloo, Iowa 50702
319-939-3218 smeeks@kaplan.edu

Nurse Educator 2005-Present

- Lead Instructor for Practical Nursing Program
- Taught nursing classes including Nursing Fundamentals, Human Dynamics and Nursing, Pharmacology, Nursing Ethics, and Chronic Medical-Surgical Nursing
- Clinical Instructor at The Western Home, Cedar Falls Lutheran Home, and Harmony House

Cedar Valley Hospice, Waterloo, Iowa
Registered Nurse 2003-Present

- Assisted patients and families with pain control and dying process for the terminally ill.

Allen Hospital, Waterloo, Iowa
Registered Nurse 2001-2005

- Responsible for assessments, medication administration, and patient teaching in Pediatric Unit
- Care for patients with acute and chronic conditions
- Assist on various units throughout hospital: ICU, ER, Mental Health

Hawkeye Community College, Waterloo, Iowa
Clinical Instructor 1999-2001

- Instructed Practical Nursing Students at clinical settings
- Supervised students with medication dispensing and assessments

Cedar Valley Medical Specialist, Waterloo, Iowa
Registered Nurse 1997-2001

- Worked as Office Nurse for Nephrologists, Rheumatologist, and General Surgeons
- Responsible for patient education regarding dialysis and surgical procedures
- Assisted with in-office surgical procedures

Covenant Medical Center, Waterloo, Iowa
Registered Nurse 1995-1998

- Worked on hemodialysis unit
- Responsible for dialysis treatments on both chronic and acute patients
- Oversaw care plans on specific group of patients

Cedar Falls Lutheran Home, Cedar Falls, Iowa
Licensed Practical Nurse 1993-1994

- Cares of long term residents, medication administration and treatment of wound cares
- Supervised nursing assistants, assigning tasks and follow through

Presented by: Michele Morrison
Valor Executive Search
mmorrison@valorsearch.com | 800.369.7715 x10
[office] | 480.273.7579 [cell]

CONFIDENTIAL CANDIDATE

MELISSA PENNER, MSN, MATL, RN
CERTIFED NURSE EDUCATOR

4809 Tamara Lane • West Des Moines, IA 50265
515.770.4158 • mepenner@gmail.com

PROFILE

Enthusiastic and resourceful problem solver with expertise in adult and post-secondary virtual nursing education with medical/surgical experiences. Innovative and strategic leader with refined analytical, budgeting, compliance and decision making skills at team and organizational level. Recognized ability to lead peers, retain staff, achieve metrics, and support each member's contributions to facilitate growth towards the goals of the organization and community.

EXPERIENCE

Simulation and Clinical Sites Manager: Kaplan School of Nursing, Chicago, Illinois — 2010 – present

- Promoted: Develop simulation program for PN, ADN, BSN & MSN/DNP; Virtual support of 28 sim faculty.
- Assessed campus learning and clinical site needs; create and deliver learning modules, policies and evaluations.
- Participated in curriculum, accreditation, board of nursing activities; Appointed to Virtual Difference Makers.

Professor of Nursing, Adjunct: Kaplan University ADN, BSN and MSN Programs — 2012- present

- Instructed MSN Nursing Theory and BSN Capstone course; Partnered to educate preceptors, validate activity.
- Instructed Hybrid ADN Capstone in Nursing; Student End of Term survey results averaged 4.75/5 in courses.

Director of Nursing: ADN & PN Programs: Kaplan University, Urbandale, Iowa — 2007- 2010, 2012

- Promoted: campus leadership role to manage 15 faculty, 120 nursing students and drive outcome attainment.
- Directed project resources to timely task completion, Monitor, hire & evaluated faculty/performed evaluations.
- Contributed to launch of ADN program, HLC visits; Lead team to sustain NCLEX pass rates of 43% to 100%.
- Appointed Interim Director of Nursing, developed team and new DON. Removed from BON probation status.
- Appointed to regional NCLEX and national Simulation task forces; Elected to University Faculty Senate.

Practical Nursing Instructor: Hamilton College/ Kaplan University, Urbandale, Iowa — 2005 -2008

- Effectively taught classroom, clinical and lab course components; appointed Interim Program Coordinator.
- Developed and evaluated curriculum, exams, course syllabi and classroom activities. Served as faculty mentor.
- Multi-disciplinary approach to student retention; Appointed to Secretary of Nursing Faculty Organization.

Registered Nurse: Iowa Health: Iowa Methodist Medical Center, Des Moines, Iowa — 2001 - 2005

- Care giver in 22 bay Surgical department and Level I Adult ER; Awarded Advanced Clinical Nursing Program.
- Served as departmental preceptor; Member of the hospital Policy and Procedure committee; Pharmacy liaison.

Registered Nurse/ Licensed Practical Nurse: In a variety of Skilled and Outpatient Nursing Sites — 1997 -2001

EDUCATION

Master of Science in Nursing Education Evidenced Based Proposal: Simulation in Health Care	Kaplan University Summa Cum Laude	2011
Master of Art in Teaching and Learning Emphasis in Teaching with Technology	Kaplan University Magna Cum Laude	2007
Bachelor of Science in Nursing Student member of curriculum committee	Mercy College of Health Sciences	2004
Nursing Diploma/ Associate's Degree in Nursing	Marshalltown Community College	1997/99

PROFESSIONAL

Memberships:

Sigma Theta Tau International	2004 - present
The Society for Simulation in Healthcare (SSH)	2010 - present
The International Nursing Association for Clinical Simulation and Learning	2010 - present

CURRICULUM VITAE

Cheryl Wagner
#9 West 42nd Street Court
Davenport, Iowa 52806
Home (563) 391-2805

EDUCATION

School	Degree	Date	Major
University of Iowa College of Nursing Iowa City, Iowa	PhD	2006	Nursing Administration
University of Iowa College of Nursing College of Business Iowa City, Iowa	MSN/MBA	1996	Nursing Administration Business Administration
Marycrest College Davenport, Iowa	BSN/BA	1983	Nursing Biology

DISSERTATION

Predicting Nursing Turnover with Catastrophe Theory (2006). University of Iowa College of Nursing, Iowa City, Iowa.

MASTER'S PROJECT

Nurse Attitudes toward Computers and Quality of Patient Care in a Hospital Experiencing a Major Change in Computer Systems. (1996) Unpublished master's project. University of Iowa, Iowa City, Iowa.

AWARDS AND HONORS

Fellow of Nursing Classification and Clinical Effectiveness Research Team 2005-present
F 31 Predoctoral Research Fellowship Award, NIH / NINR, 2003-2007
T-32 Nursing Administration Fellowship Award, NINR, 2002-2003
Certified Peer Reviewer Online Courses Quality Matters Organization 2006-present
Certified Online Instructor, University of Phoenix, 2002-2006
Certified HIV Counselor, 1997-2000
Certification in Pediatric Advanced Life Support, American Heart Association, 1996-1998

Certification in Trauma Nursing/TNCC, Trauma Nursing Association, 1995-1999
Certification in Medical/Surgical Nursing, American Nursing Credentialing Center, 1993-2005
Basic Cardiac Life Support Instructor-Trainer Certification, AHA, 1990-1998
Listed in "Who's Who in American Nursing," Doubleday Publishing Company, 1988-present
Certification in Oncology Nursing, Oncology Nursing Society, 1988-2005
ACLS Certification, American Heart Association, 1987-present

PROFESSIONAL EXPERIENCE

2011-present	Editor, Nursing Intervention Classifications (NIC) publications, Nursing Classification and Clinical Effectiveness Research Team, Iowa City, Iowa
2009-present	Program Director and Associate Professor, College of Nursing, South University Online, Savannah, Georgia
2009-2009	Program Director Graduate Nursing Administration Program, Walden University, Minneapolis, Minnesota
2006-2009	Professor, Graduate School of Nursing, Kaplan University, Chicago, Illinois
2004-2005	Assistant Dean of Nursing, School of Nursing, Kaplan University, Chicago, Illinois
2003-2006	Associate Professor, School of Nursing, Kaplan University, Davenport, Iowa
2002-2006	Online Instruction Team, University of Phoenix, Phoenix, AZ
2001-present	Parish Nurse, Our Lady of Victory, Davenport
2000-2002	Assistant Professor of Nursing, Marycrest International University Davenport, Iowa
2000-2003	Adjunct Staff Nurse Trinity Medical Center, Rock Island, Illinois
1998-2000	Nurse Manager Trinity Medical Center, Rock Island, Illinois
1996 -1998	Emergency Services Manager, Jackson County Public Hospital Maquoketa, Iowa
1995-1996	Acute Critical Care Coordinator, Jackson County Public Hospital Maquoketa, Iowa
1993 -1995	Assistant Nurse Manager, Genesis Medical Center, Davenport
1993-1994	Research Assistant, University of Iowa, Iowa City
1992-1993	Nurse Manager Mercy Hospital, Davenport, Iowa
1990-1992	Operating Room/Post-Anesthesia Nurse, Mercy Hospital, Davenport
1982-1990	Medical/Oncology Staff Nurse, Mercy Hospital, Davenport

PROFESSIONAL MEMBERSHIPS

2001-present	Member of Sigma Theta Tau, gamma chapter
1998-present	Member of the Illowa Riverbend Chapter of the Oncology Nursing Society
1997-1999	Member of the Iowa Organization of Nursing Leaders
1995-1999	Member of Emergency Nurses Association

	Member of the Association of Critical Care Nurses
1993-present	Member of the Iowa Nurses' Association (Regional Board Representative from 2001 – 2004)
1993-1995	Member of the Eastern Iowa Chapter of the Oncology Nursing Society
1993-present	Member of American Nurses' Association
1990-present	Member of the Oncology Nursing Society
1990-1999	Member of the Association of Operating Room Nurses

SCHOLARSHIP

2008-present	Member of Nursing Effectiveness Research Interest Group, Iowa City
2004-present	Research team member of Nursing Interventions Classifications
1998-present	Research team member of Nursing Outcomes Classifications Focus Group, Physiological Outcomes

PUBLICATIONS

Bulechek, G., Butcher, H., Dochterman, J., & Wagner, C.M. (2012). *Nursing Intervention Classifications (NIC). 6th edition.* St. Louis, MO: Mosby-Elsevier. IN PRESS

Moorhead, S., Johnson, M., Swanson, E. & Maas, M. (2012). *Nursing outcomes classification (NOC). 4th edition.* Expert Contributor, C.M. Wagner. St. Louis, MO: Mosby Elsevier.

Wagner, C.M. (2012). Theoretical Frameworks. Chapter 7 in Houser, J., *Research in Nursing: Reading, Using and Creating Evidence. 2nd edition.* St. Louis, MO: CV Mosby, Inc.

Wagner, C.M. (2010). Predicting nursing turnover with catastrophe theory. *Journal of Advanced Nursing, 66*(9), 2071-2084.

Wagner, C.M. (2009). The value of a nonlinear model in predicting nursing turnover. *Journal of Nursing Administration, 39*(5), 200-203.

Wagner, C.M. (2008). Effective study habits for the online nursing student. *Nurse Together.* [online nursing web site and interactive]. Access at http://www.nursetogether.com/tabid/103/itemid/900/Effective-Study-Habits-for-the-Online-Nursing-Stud.aspx

Wagner, C.M. (2008). 10 things to consider when considering an online nursing degree. *Nurse Together.* [online nursing web site and interactive]. Access at http://www.nursetogether.com/tabid/103/itemid/877/10-Things-to-Consider-when-Considering-an-Online-N.aspx

Bulechek, G., Butcher, H., & Dochterman, J. (2008). *Nursing Intervention Classifications (NIC). 5th edition.* Expert Contributor, C.M. Wagner. St. Louis, MO: Mosby Elsevier

Wagner, C.M. (2007). Organizational commitment as a predictor variable for nursing turnover. *Journal of Advanced Nursing, 60*(3), 235-247.

Wagner, C.M. (2007) Theoretical and Conceptual Frameworks. Chapter 11 in Houser, J., *Research in Nursing: Reading, Using and Creating Evidence*. St. Louis, MO: CV Mosby, Inc.

Wagner, C.M., Budreau, G., & Everett, L. (2005). Analyzing fluctuating unit census for timely staffing intervention. *Nursing Economics*, 23(2), 85-90.

Wagner, C.M. (2004). Is your nursing staff ready for magnet hospital status? *Journal of Nursing Administration*, 34(10), 463-468.

Johnson, M. & Maas, M. (2004). *Nursing outcomes classification (NOC)*. 3rd edition. Expert Contributor, C.M. Wagner. St. Louis, MO: Mosby Elsevier

Wagner, C.M. & Huber, D.G. (2003). Catastrophe theory and nursing turnover, *Journal of Nursing Administration;* 33(9) 486-492

Wagner, C.M. (1991). Five difficult personalities and how to deal with them, *Nursing 91*, 21 (6) 32W-32Z.

SERVICE

College and University Service

2011-present	Writing Task Force Committee Chair South University Online
2011-present	Course Revision Committee Chair NSG6001 South University Online
2010-present	Turnitin Implementation Committee South University Online
2010-present	Online Program Director Committee of the Whole South University Online
2010-present	Graduate Curriculum Committee [currently the chair of this committee] South University Online
2010-2011	Evaluation AdHoc Committee South University Online
2010-2011	Nurse Practitioner Curriculum Committee South University Online

2009-2009	Nursing Administration Committee of the Whole Walden University Online
2009-2009	Nursing Scheduling Committee Walden University Online
2009-2009	Nursing Curriculum Committee Walden University Online
2007-2009	Graduate Curriculum Committee chairperson Kaplan University
2007-2009	Academic Appeals Committee member Kaplan University
2007-2009	Faculty Orientation and Development Committee member Kaplan University
2004-2008	Assessment Committee member Kaplan University
2004-2006	IRB committee member Kaplan University
2004-2005	Faculty Rank and Standards committee member Kaplan University
2004-2006	RN-BSN ad hoc task force committees as needed Kaplan University
2004-2005	Assistant deans of curriculum committee member Assistant deans of faculty committee member Undergraduate council member Graduate council member Kaplan University
2003-present	Committee of the Whole, Kaplan University School of Nursing
2000-2002	Faculty Review & Development Committee Marycrest International University
2000-2002	Spirituality Committee Marycrest International University
2000-2002	Presidential Search Committee Marycrest International University

2000-2002	Committee of the Whole, Department of Nursing Marycrest International University

Community Service

2004-present	Contemporary Youth Group Leader/Member
2000-present	Parish Council Member, Wellness Committee member Coordinator of New Parish Nurse Program, Our Lady of Victory Church, Davenport, Iowa
1999-present	Cast member of Countryside Community Theater, Eldridge, Iowa Performances include "Annie" "Fiddler on the Roof," "The Follies," "Wizard of Oz," "Crazy for You," "Music Man" "Cinderella" "Oliver" "Seussical the Musical" "Children of Eden" "Annie Get Your Gun"
1996-present	Co-Coordinator of Cantors, Music Selection Committee, Our Lady of Victory Church
1996	Fund Raiser / Walkathon Singer/Performer, American Cancer Society, Clinton Chapter
1994-present	Liturgy Committee Member, Ladies Council Member (Treasurer 1996-1999), Our Lady of Victory Church
1988-present	Choir Member/Cantor, Our Lady of Victory Church
1987-present	School Nurse Volunteer, John F. Kennedy Catholic School
1986-1989	Cub Scout Den Mother, John F. Kennedy Catholic School
1985-1995	Volunteer Emergency Nurse, Bix Biederbech Race Medical Tent
1984-present	Religious Education Instructor, GIFT/YOUTH Program, Our Lady of Victory Church

Professional

2001-2004	Regional Board Representative, Iowa Nurses Association
2002-2004	Committee Member, Planning for INA Centennial Celebration

Consultation

2000-2003	Expert Witness, Lane & Waterman, Davenport, Iowa

PRESENTATIONS

2011 Professional Nursing Educational Group National Conference [3 presentations]
Baltimore, Maryland
Online Nursing Education: What Does the Literature Indicate [poster]
Virtual Cheating: Is it Really as Big a Problem as We Keep Hearing? [podium]
Working Clinical into the Online Environment: Setting up a NP Practicum [poster]

2011 AACN Masters Education Conference [3 presentations]
Phoenix, Arizona
Nursing Online Faculty: Should Everyone be Hired [poster]
Online NP Programs: What are the Standards? [podium]
Best Evidence in Online Nursing Education: Are we looking at the evidence? [poster]

2011 Parish Nursing Training Sessions [4 presentations]
Genesis Medical Center Visiting Nurses Association
Bettendorf, Iowa
Functions of the Parish Nurse: Health Educator, Functions of the Parish Nurse: Health Advocate, Functions of the Parish Nurse: Integrator of Faith and Health, & Assessment: Individual, Family and Congregation [all speaker presentations]

2010 AACN Baccalaureate Education Conference [2 presentations]
Orlando, Florida
Online Nursing Education: What Does the Evidence Indicate [poster]
Can Nurse Practitioner programs work online? [poster]

2010 Parish Nursing Training Sessions [4 presentations]
Genesis Medical Center Visiting Nurses Association
Bettendorf, Iowa
Functions of the Parish Nurse: Health Educator, Functions of the Parish Nurse: Health Advocate, Functions of the Parish Nurse: Integrator of Faith and Health, & Assessment: Individual, Family and Congregation [all speaker presentations]

2009 Parish Nursing Training Sessions [4 presentations]
Genesis Medical Center Visiting Nurses Association
Bettendorf, Iowa
Functions of the Parish Nurse: Health Educator, Functions of the Parish Nurse: Health Advocate, Functions of the Parish Nurse: Integrator of Faith and Health, & Assessment: Individual, Family and Congregation [all speaker presentations]

2008 Parish Nursing Training Sessions [4 presentations]
Genesis Medical Center Visiting Nurses Association
Bettendorf, Iowa
Functions of the Parish Nurse: Health Educator, Functions of the Parish Nurse: Health Advocate, Functions of the Parish Nurse: Integrator of Faith and Health, & Assessment: Individual, Family and Congregation [all speaker presentations]

2007 Sigma Theta Tau International Nursing Conference [2 presentations]
Baltimore, Maryland
"Predicting Nursing Turnover with Catastrophe Theory" speaker presentation &
"Organizational Commitment versus Job Satisfaction as a Predictor Variable in Turnover Research" speaker presentation

2007 Sixth International Eldercare Conference
Toronto, Canada
"Spirituality and Spiritual Assessment of the Elderly" speaker presentation

2007 Parish Nursing Training Sessions [4 presentations]
Genesis Medical Center Visiting Nurses Association

Bettendorf, Iowa
Functions of the Parish Nurse: Health Educator, Functions of the Parish Nurse: Health Advocate, Functions of the Parish Nurse: Integrator of Faith and Health, & Assessment: Individual, Family and Congregation [all speaker presentations]

2006 Trinity Medical Center Nursing Research Conference
Rock Island, Illinois
"Catastrophe Theory and Turnover Applications" speaker presentation

2006 NNN Conference
Philadelphia, Pennsylvania
"Submission of an Intervention to the NIC Team" speaker presentation

2005 Nursing Administration Research Conference
Tucson, Arizona
"Catastrophe Theory and Turnover Applications" poster presentation

2005 Sigma Theta Tau International Nursing Conference
Indianapolis, Indiana
"Catastrophe Theory and Turnover Applications" speaker presentation

2004 "Catastrophe Theory and Turnover Applications"
University of North Carolina at Chapel Hill, School of Nursing

2004 "Analyzing Fluctuating Unit Census for Timely Staffing Intervention"
University of Iowa, College of Nursing, Iowa City, Iowa

2001 Guest Speaker at Davenport Rotary Club "Parish Nursing"

2000 Guest speaker at Gilda's Club Quad Cities, "Living with Cancer," "Side Effects of Cancer Treatments"

1999 & 1998 Series on Oncology Certification Review: Trinity Medical Center, Rock Island, IL

1999 & 1998 Chemotherapy Course with Certification: Trinity Medical Center, Rock Island, IL

1998 Guest Faculty Trinity College of Nursing, "The Anemias/Blood Dyscrasias"

1998 "Oncologic Emergencies" Trinity Medical Center, Rock Island, IL

1997 "HIV Counseling," "Nursing Documentation & Legal Issues," "Operating Room Quality Assurance" Jackson County Hospital, Maquoketa, IA

1996 "Advance Directives," "COBRA/EMTALA Law Interpretation," "Discharge Instructions for Emergency Room Patients" Jackson County Hospital, Maquoketa, IA

1995 "Trauma Nursing" Jackson County Hospital, Maquoketa, IA
1996

1994 "Patterns of Consolidation" Poster Presentation, AONE Conference, Des Moines, Iowa

1994 Fiberoptic Network Presentation to Tri-College Classroom, "Bedside Computers and Nursing," Scott Community College, Bettendorf, Iowa

1994 ONS Certification Review Course, Mercy Hospital, Cedar Rapids, Iowa
1993
1992

1994 Operating Room Staff update, "Laminar Airflow and the Perioperative Care of the Arthroplasty Patient," Mercy Hospital, Davenport, Iowa

1994 Co-Coordinator of "I Can Cope" Genesis West, Davenport, Iowa

1993 "Professionalism in the Nineties," Mercy Hospital, Davenport, Iowa

1993 "Budget and Today's Nurse," Mercy Hospital, Davenport, Iowa

1992 "Laminar Airflow and the Perioperative Care of the Arthroplasty Patient," Mercy Hospital, Davenport, Iowa

1992 "IV Initiation, Therapies, & Troubleshooting," Mercy Hospital, Davenport, Iowa

1990- Numerous classes/certifications in Basic Cardiac Life Support
2000

1988- Orientation RN Course, "Primary Nursing," Mercy Hospital, Davenport, Iowa
1990

1987- Refresher RN Course, "Oncology Nursing," Mercy Hospital, Davenport, Iowa
1989

Karen Whitham, EdDc, RN, CNE
2775 300th Ave. Weldon, IA 50264 (641) 344-0852 whitham4@msn.com

Education

Doctorate of Education (Projected 2013)
Healthcare Education
College of Saint Mary, Omaha, NE

Graduate Certificate in Online College Teaching
Kaplan University, Davenport, IA
August 6, 2011

Master of Science in Higher Education: Teaching and Learning
Kaplan University, Davenport, IA
March 9, 2011
Grade Point Average: 4.0 (on a scale of 4.0)

Masters of Science in Nursing: Leadership in Health Care Systems
~~Health Care Education Certificate~~
Regis University, Denver, CO
August 24, 2008
Grade Point Average: 4.0 (on a scale of 4.0)

Bachelor of Science in Nursing with Honors in Nursing
University of Iowa, Iowa City, IA
May 12, 2006
Grade Point Average: 3.76 (on a scale of 4.0)

Associate of Science in Nursing
Mercy College of Health Sciences, Des Moines, IA
May 6, 2005
Grade Point Average: 3.4 (on a scale of 4.0)

Emergency Medical Technician-Intermediate, 1997
Southwestern Community College, Creston, IA

Employment

3/2012- present Nursing Faculty
Rasmussen College, Mankato, MN
Nursing faculty responsible for teaching Medical/Surgical I and II nursing content and clinical components for associate degree seeking students. Responsibilities include development of engaging course activities to facilitate learning, maintaining accurate assessment data and providing student support through verbal and written means.

6/20/13

7/2009- present Adjunct Online Nursing Professor
Kaplan University, Davenport, IA
Nursing professor in a Bachelor of Science in nursing program in an online learning environment. Facilitate learning for up to 22 students per course in an RN-BSN nursing program. Responsibilities include maintaining student support through various means, facilitating the learning process through written communication and timely feedback of student performance.

1/2012- 3/2012 Adjunct Online Nursing Instructor
Rasmussen College
Nursing instructor in an Associate nursing program in the online environment. Facilitate learning for beginning Associate degree seeking students. Responsibilities include maintaining student support through written and verbal communication, facilitating the learning process through written communication and timely feedback of student performance.

5/2011- 11/2011 Director of Pre-licensure Initiatives
Kaplan University, Davenport, IA
Member of the Kaplan School of Nursing administrative support team. Provide support for the 18 pre-licensure nursing campuses across the country with a focus on facilitating NCLEX success. Responsibilities include creating new processes to identify and provide support for "at-risk" students, analysis of standardized testing data to identify areas for improvement, collaboration with the curriculum team to enhance the courses, provide a supportive bridge between the campuses and administrative support team and various administrative duties.

1/2009- 4/2011 Clinical Coordinator
Kaplan University, Des Moines, IA
Coordinated clinical placement of nursing students in a practical and associate degree nursing program. Responsibilities include placing students in clinical experiences that meet the course and program objectives, providing ongoing support to various acute and long term care facilities and training and supervising clinical instructors. Simulation champion for campus nursing program.

12/2007- 12/2008 Practical Nursing Professor
Kaplan University, Des Moines, IA
Clinical instructor for practical nursing program in both long term care and acute medical/surgical facilities. Oversee up to eight nursing students on the clinical floor as they provide nursing care. Responsibilities include facilitating learning in the areas of patient care and skills development while ensuring that program outcomes are met.

6/2007-12/2007 Nursing Residency Program Coordinator
Clarke County Hospital, Osceola, IA
Coordination of a new residency program to transition nurses into practice with a

focus on education, including critical thinking and clinical competence. Responsibilities include program development using evidenced based practice and adult learning strategies, recruitment and staff development.

1/2007-4/2007 Adjunct Clinical Instructor
Mercy College of Health Sciences, Des Moines, IA
Clinical instructor for second semester of an ASN nursing program. Two clinical groups of eight students each on the neurological floor of Mercy Medical Center. Responsibilities include overseeing patient care, facilitating learning in both patient care and skills knowledge and grading assignments such as teaching projects and weekly assignments.

5/2005-5/2007 Staff Nurse
Mercy Capital 3-North, Des Moines, IA
Staff nurse on a Medical/Surgical/Telemetry unit. Member of the Shared Governance Committee, charge nurse on various shifts, Magnet Status Navigator, and coach/mentor. ACLS certified, February 2006.

5/1989-3/2003 Material Handler
Siemens Energy and Automation, Osceola, IA
Material Handler and Stock Selector for a multi-million dollar company. Member of quality circle team, meeting with customers and production workers to increase efficiencies of the various processes. Selected as member of the implementation team for J.D. Edwards inventory control program. Completed training and held position as plant safety observer.

Organizations and Honors

Item Writer: National Council of State Boards of Nursing, May 2010
Sigma Theta Tau International Honor Society of Nursing, April 2006
Peer Mentor Award, Mercy College 2005
Weldon Fire and EMS, secretary and EMS Captain
Mercy College Student Senate, Secretary
National League for Nursing, member
International Nursing Association for Clinical Simulation and Learning, member
Alpha Beta Kappa National Honor Society, member
Golden Key International Honor Society, member

Certifications

Certified Nurse Educator, National League for Nursing
Medical/Surgical Nurse Certification, American Nurses Association 2007-2012

Publications

Scenario Contributor: Simulation Learning System-Licensed Practical/Licensed Vocational Nursing: Elsevier (2011)

References

Available upon request

APPENDIX G

AMERICAN SENTINEL UNIVERSITY

Iowa Code section 261.9(1) "e" to "h" policies

261.9(1)"e"& "f"- located in our catalog and in our Consumer Information on our public website

http://www.americansentinel.edu/about-american-sentinel-university/student-consumer-information

261.9(1)"g" - Emergency Leave Policy for Iowa Residents – the following policy will be adopted once Licensure is approved.

Iowa residents who are a member, or the spouse of a member if the member has a dependent child, of the Iowa national guard or reserve forces of the United States and who is ordered to state military service or federal service or duty:

i. Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
ii. Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.
iii. Make arrangements with only some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded.

261.9(1) "h" – not applicable

We have no paid employees that fall under this Iowa Code.

APPENDIX H

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
YEARS ENDED DECEMBER 31, 2012 AND 2011

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
YEARS ENDED DECEMBER 31, 2012 AND 2011

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Edmondson, Betzler & Montgomery, PLLC
(Certified Public Accountants)

INDEPENDENT AUDITORS' REPORT

The Board of Directors
American Sentinel University, Inc.

Report on the Financial Statements

We have audited the accompanying financial statements of American Sentinel University, Inc. (the "Company), (a wholly-owned subsidiary of American Learning Solutions, Inc.), which comprise the balance sheets as of December 31, 2012 and 2011, and the related statements of operations, changes in stockholders' equity, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards, issued by the Comptroller General of the United States*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of American Sentinel University, Inc., as of December 31, 2012 and 2011, and the results of its operations and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Brentwood Location: 12 Cadillac Drive ▪ Suite 210 ▪ Brentwood, Tennessee 37027
Murfreesboro Location: 1535 W. Northfield Boulevard ▪ 14 Lincoln Square ▪ Murfreesboro, Tennessee 37129
Phone: (615) 916-3100 ▪ Facsimilies: Brentwood ▪ (615) 916-3161 ▪ Murfreesboro ▪ (615) 907-3393

Supplementary and Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying footnotes on pages 14 - 16 on the Company's calculation of its Title IV 90/10 revenue test, cohort default rate, composite score, related party transactions and regulatory authorization, as well as, the supplemental information on pages 20 – 34 are required by the U.S. Department of Education and are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 4, 2013 on our consideration of the Company's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. In accordance with the Audit Guide, *Audits of the Federal Student Financial Assistance Programs at Participating Institutions and Institution Servicers January* 2000, we have also issued an opinion dated March 4, 2013, on compliance with specified requirements applicable to the federal student financial assistance programs. Those reports are an integral part of an audit performed in accordance with *Government Auditing Standards* and the Audit Guide, *Audits of the Federal Student Financial Assistance Programs at Participating Institutions and Institution Servicers January* 2000 in considering the Company's internal control over financial reporting and compliance.

Edmondson, Betzler & Montgomery, PLLC

March 4, 2013

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
BALANCE SHEETS
DECEMBER 31, 2012 AND 2011

	2012	2011
ASSETS		
Current assets:		
Cash	$ 6,464,066	$ 4,506,675
Student loans net of allowance for loan losses of $196,303 and $308,556 in 2012 and 2011, respectively	2,246,085	1,820,842
Accounts receivable net of allowance for doubtful accounts of $135,301 and $12,542 in 2012 and 2011, respectively	1,852,579	1,410,368
Prepaid expenses	341,885	169,916
Deferred income taxes	1,305,158	991,471
Other current assets	18,396	7,896
Total current assets	12,228,169	8,907,168
Fixed assets	1,071,624	728,722
Less: Accumulated depreciation	(402,590)	(216,608)
Net fixed assets	669,034	512,114
Goodwill and other intangibles, net	472,751	145,724
Deferred income taxes	3,581,816	4,641,107
Deposits	8,451	8,101
Total assets	$ 16,960,221	$ 14,214,214
LIABILITIES AND STOCKHOLDERS' EQUITY		
Current liabilities:		
Accounts payable	$ 1,455,014	$ 756,228
Current portion of deferred revenue	5,263,238	4,277,195
Lease termination fee	-	38,500
Other current liabilities	55,800	21,207
Total current liabilities	6,774,052	5,093,130
Long term liabilities:		
Deferred revenue, net of current portion	-	52,513
Total liabilities	6,774,052	5,145,643
Stockholders' equity:		
Common stock, $.001 par value; 1,000 shares authorized, issued and and outstanding	1	1
Additional paid-in capital	12,698,127	12,681,927
Accumulated deficit	(2,511,959)	(3,613,357)
Total stockholders' equity	10,186,169	9,068,571
Total liabilities and stockholders' equity	$ 16,960,221	$ 14,214,214

The accompanying notes are an integral part of these financial statements.

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
STATEMENTS OF OPERATIONS
YEARS ENDED DECEMBER 31, 2012 AND 2011

	2012	2011
Revenues:		
Educational services	$ 15,589,985	$ 9,607,527
Miscellaneous income	(9,136)	1,954
Total revenues	15,580,849	9,609,481
Operating expenses:		
Instructional costs and services	6,400,185	4,061,122
Selling and promotional	3,598,238	2,521,527
General and administrative	3,265,859	2,211,581
Facilities and occupancy expense	212,424	155,884
Depreciation	185,982	87,807
Amortization	20,079	18,412
Total operating expenses	13,682,767	9,056,333
Other income:		
Interest income	1,120	1,300
Earnings before provision for income taxes	1,899,202	554,448
Provision (benefit) for income taxes	797,804	(5,625,378)
Net income	$ 1,101,398	$ 6,179,826

The accompanying notes are an integral part of these financial statements.

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
STATEMENTS OF CHANGES IN STOCKHOLDERS' EQUITY
YEARS ENDED DECEMBER 31, 2012 AND 2011

	Common Stock	Additional Paid-In Capital	Accumulated Deficit	Total
Balance, December 31, 2010	$ 1	$ 12,609,898	$ (9,793,183)	$ 2,816,716
Capital infusion from Parent	-	72,029	-	72,029
Net income for the year	-	-	6,179,826	6,179,826
Balance, December 31, 2011	1	12,681,927	(3,613,357)	9,068,571
Capital infusion from Parent	-	16,200	-	16,200
Net income for the year	-	-	1,101,398	1,101,398
Balance, December 31, 2012	$ 1	$ 12,698,127	$ (2,511,959)	$ 10,186,169

The accompanying notes are an integral part of these financial statements.

AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
STATEMENTS OF CASH FLOWS
YEARS ENDED DECEMBER 31, 2012 AND 2011

	2012	2011
Cash flows from operating activities:		
Net income	$ 1,101,398	$ 6,179,826
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation and amortization expense	206,061	106,210
Bad debt expense	171,268	74,070
Deferred income taxes (benefit)	745,604	(5,632,578)
Increase in student loans and accounts receivable, net	(1,038,722)	(1,212,984)
Increase in prepaid expenses	(171,969)	(34,256)
Increase in other current assets	(10,500)	(7,896)
Increase in deposits	(350)	-
Increase (decrease) in accounts payable	698,786	(152,395)
Decrease in accrued lease termination fee	(38,500)	(38,500)
Increase in other current liabilities	34,593	21,207
Increase in deferred revenue	933,530	1,437,924
Total adjustments	1,529,801	(5,439,198)
Net cash provided by operating activities	2,631,199	740,628
Cash flows from investing activities:		
Course development	(110,483)	(19,510)
Accreditation	(236,623)	-
Fixed asset purchases	(342,902)	(387,098)
Net cash used in investing activities	(690,008)	(406,608)
Cash flows from financing activities:		
Capital infusion by parent	16,200	72,029
Net cash provided by financing activities	16,200	72,029
Net increase in cash	1,957,391	406,049
Cash, beginning of the year	4,506,675	4,100,626
Cash, end of the year	$ 6,464,066	$ 4,506,675
Supplemental disclosures of cash flow information:		
Cash paid during the year for income taxes	$ 14,323	$ -

The accompanying notes are an integral part of these financial statements.

NOTE 1 - ORGANIZATION

American Sentinel University, Inc., a wholly-owned subsidiary of American Learning Solutions, Inc. (ALS), is a degree granting institution of higher learning which provides curriculum and instruction to adult learners using online technologies.

The Company's principal office is in Aurora, Colorado where it is authorized by the Colorado Commission on Higher Education (CCHE). The Company is also licensed by the Alabama Department of Postsecondary Education, The Alabama Commission of Higher Education, the State of Arkansas Department of Higher Education, the State of Minnesota Office of Higher Education and the State of Wisconsin – Education Approval Board. The Company is registered to operate in the states of Wyoming and Maryland. The Company has received exemptions from the state licensure requirements from the following states: Alaska, Illinois, Indiana, Michigan, Nebraska, North Dakota, Ohio, Oklahoma, Rhode Island, Texas and Utah. The Company has been issued a "no further action required" by the states of Arizona, California, Florida, Georgia, Hawaii, Idaho, Kentucky, Massachusetts, New Jersey, South Dakota, Tennessee, and Washington.

The Company is accredited by the Distance Education Training Council (DETC) and its bachelor and master level nursing programs are accredited by the Commission on Collegiate Nursing Education (CCNE). On September 27, 2010, the Company became eligible for and began participating in the Student Financial Aid under Title IV programs administered by the U.S. Department of Education pursuant to the Higher Education Act of 1965, as amended (HEA). The Company currently offers masters and bachelors degrees in business and information technology, and in technology offers geospatial degrees at the associate, bachelors and masters levels. The Company also offers bachelors, masters and doctorate level degrees in its nursing programs. Additionally, it offers professional certifications in the fields of geospatial and nursing.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting principles and the methods of applying those principles conform with accounting principles generally accepted in the United States of America. The significant policies are summarized as follows:

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions affecting the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Accounts Receivable

Accounts receivable are recorded at the net realizable value expected to be received from students or third-party payers. Accounts receivable, which are uncollateralized and which are generally non-interest bearing, include amounts billed to students less payments received and allowances for doubtful accounts. The Company continually monitors and adjusts their allowances associated with these receivables to address any credit risks associated with them. When uncertainty exists as to the collection of receivables, they record an allowance for doubtful accounts and a corresponding charge to bad debt expense. During the years ended December 31, 2012 and 2011, we recorded a provision for bad debt expense of $171,268 and $74,070, respectively, within general and administrative expenses on the consolidated statements of operations.

Student Loans

Student loans represent payment obligations of students who have elected to purchase at least 12 credit hours at one time and finance the cost of the credit hours with the Company. The student loans are 9 months in length and require 9 equal monthly payments of principal and interest. Interest rates vary up to 5%.

Fixed Assets

Fixed assets are recorded at cost and include improvements that significantly add to utility or extend useful lives of the assets. Costs of maintenance and repairs are charged to expense as incurred.

The straight-line method of computing depreciation is used to allocate the cost of the assets over the following estimated useful lives:

Software	3 - 5 years
Office furniture and equipment	7 years
Computer equipment	5 years

Depreciation expense amounted to $185,982 and $87,807 for the years ended December 31, 2012 and 2011, respectively.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Goodwill and Other Intangible Assets

Goodwill represents the excess of the cost over the fair market value of the net assets acquired, including identified intangible assets. American Sentinel conducted studies to determine the amounts that are assigned to other intangible assets, such as curriculum/courses, lead pools, student relations (re-enrollments), and accreditation. American Sentinel does not amortize goodwill and accreditation, because they are considered indefinite-lived intangible assets.

The costs of courses acquired and the direct costs of courses developed are capitalized. The costs to update existing courses are expensed as incurred.

Goodwill and indefinite-lived assets are tested annually or more frequently if circumstances indicate potential impairment, by comparing their fair values to their carrying amounts in accordance with Financial Accounting Standards Board ("FASB") Accounting Standards Codification ("ASC") 350, Intangibles – Goodwill and Other. To the extent the fair value is less than the carrying amount of the asset, American Sentinel will record an impairment charge in the statement of operations. The determination of related estimated useful lives of intangible assets and whether or not these intangible assets are impaired involves significant judgment. Although American Sentinel believes its goodwill and intangible assets are fairly stated, changes in strategy or market conditions could significantly impact these judgments and require adjustments to asset balances.

Curriculum/courses, lead pools, and student relations are amortized over their useful lives ranging generally from three to five years and the amortization is included in the general and administrative expenses in the accompanying statement of operations.

Revenue Recognition

Educational Services revenues are derived primarily from tuition for courses taught to students who attend the school. Educational Services revenue represents the cost to the students for education provided by our school.

For the students on a semester program, the school charges each student for tuition at the beginning of the semester of instruction and recognizes this tuition as revenue on a straight-line basis over the semester. Students in the semester program generally fund their education through grants and/or loans under various Title IV programs, private loans or grants, tuition assistance from their employers or personal funds.

For students on a term program, the school charges each student for tuition at the beginning of the term of instruction and recognizes this tuition as revenue based on the students' progression through the course. Students in the term program generally fund their education through private loans, tuition assistance from their employers or personal funds.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition, (Continued)

At the time of the tuition charge, a liability equal to the student account receivable, referred to as deferred revenue, is recorded for the academic services to be provided. The portion of tuition charges which have not been earned as of the balance sheet date is recorded as deferred revenue on the balance sheet, regardless of whether or not the related student receivable has been paid. If a student withdraws from one of the programs prior to completing the term of instruction, the Company refunds the portion of the tuition already paid but which they were not entitled to retain. This refund is calculated pursuant to the refund policy and applicable federal and state laws and accrediting agency standards.

Marketing

The Company's marketing is expensed as incurred. The Company's marketing expense is used to fund recruitment efforts through digital and traditional sources. The Company incurred $1,684,895 and $1,207,316 of marketing expense in 2012 and 2011, respectively.

Credit Risk

The Company generally maintains cash on deposit at banks in excess of federally insured amounts. The Company has not experienced any losses in such accounts and management believes the Company is not exposed to any significant credit risk related to its cash balances.

Events Occurring After Reporting Date

The Company has evaluated events and transactions that occurred after December 31, 2012, through the date of the issued financial statements. During this period there were no material recognizable subsequent events that required recognition in the disclosures to the financial statements.

NOTE 3 - FIXED ASSETS

A summary of fixed assets as of December 31 is as follows:

	2012	2011
Software	$ 662,289	$ 449,814
Furniture and equipment	343,231	227,201
Leasehold Improvement	66,104	51,707
	1,071,624	728,722
Less accumulated depreciation	(402,590)	(216,608)
	$ 669,034	$ 512,114

NOTE 4 - GOODWILL AND OTHER INTANGIBLES

As of December 31, the balance of the intangibles is as follows:

Intangible assets not subject to amortization:	2012	2011
Goodwill	$ 20,609	$ 20,609
Accreditations	307,422	70,800
Trademark	650	650
Total intangibles not subject to amortization	328,681	92,059
Intangible assets subject to amortization:		
Curriculum/Courses	1,311,519	1,201,035
Lead pools	227,219	227,219
Student relations	755,515	755,515
Accumulated amortization	(2,150,183)	(2,130,104)
Net intangibles subject to amortization	144,070	53,665
Total goodwill and other intangibles	$ 472,751	$ 145,724

NOTE 5 - RETIREMENT PLANS

The Company has a 401(k) profit-sharing plan which covers its eligible participants. Eligible participants include all employees of the Company who have completed one year of service (1000 hours) and attained the age of 21. Company "safe harbor" contributions vest immediately, while other employer contributions begin vesting after two years of service for the 401(k) plan. Retirement plan expense amounted to $84,254 and $41,163 for 2012 and 2011, respectively.

NOTE 6 - INCOME TAXES

The provision for income taxes is as follows:

	2012	2011
Current income tax expense:		
Federal	$ -	$ -
State	52,200	7,200
Total current income tax expense	52,200	7,200
Deferred income tax expense:		
Federal	634,649	(4,733,768)
State	110,955	(898,810)
Total deferred income tax expense	745,604	(5,632,578)
Total provision for income taxes	$ 797,804	$ (5,625,378)

Net deferred income taxes in the balance sheets as of December 31, 2012 and 2011 include the following amounts of deferred income tax assets and liabilities:

	2012	2011
Deferred income tax assets:		
Net operating loss carryforward	$ 5,116,541	$ 5,661,092
Fixed assets	(23,692)	-
Allowance for doubtful accounts	11,872	11,872
Gross deferred income tax assets	5,104,721	5,672,964
Valuation allowance	(132,649)	-
Deferred tax assets, net of valuation allowance	4,972,072	5,672,964
Deferred income tax liabilities:		
Fixed assets	85,098	40,386
Net deferred income taxes	$ 4,886,974	$ 5,632,578

Deferred income taxes are provided for the temporary differences between the financial reporting basis and tax basis of the Company's assets and liabilities. The deferred income tax assets result primarily from net operating loss carry-forwards and the allowance for doubtful accounts. The deferred income tax liability results from the use of accelerated methods of depreciation of fixed assets for income tax purposes.

NOTE 6 - INCOME TAXES (CONTINUED)

The Company files its income taxes as part of a consolidated return with ALS. The Company has recorded a net deferred tax asset of $4,886,974 reflecting the benefit of approximately $13,200,000 in loss carryforwards, which expire in varying amounts between 2020 and 2027. Realization is dependent on generating sufficient taxable income prior to expiration of the loss carryforwards.

The Company believes that it is more likely than not that the benefit from certain state NOL carryforwards will not be realized. In recognition of this risk, a valuation allowance of $132,649 has been provided on the deferred tax assets relating to these state NOL carryforwards. If or when recognized, the tax benefits relating to any reversal of the valuation allowanced on deferred tax assets at December 31, 2012, will be accounted for as a reduction of income tax expense. The amount of the deferred tax asset considered realizable, however, could be reduced in the near term if estimates of future taxable income during the carryforward period are reduced.

As of December 31, 2012, the Company has accrued no interest and no penalties related to uncertain tax positions. It is the Company's policy to recognize interest and/or penalties related to income tax matters in income tax expense.

There were no unrecognized tax benefits at December 31, 2012.

The Company files its federal income tax return in the United States, as well as several states. The Company is no longer subject to U.S. federal income and state tax examinations by tax authorities for years before 2009.

NOTE 7 - COMMITMENTS

The Company has noncancellable operating leases for its offices and certain computer and telephone equipment. As of December 31, 2012, future minimum rental payments remaining under these lease obligations are as follows:

2013	$ 262,051
2014	292,414
2015	299,095
2016	194,384
2017	39,120
2018 and thereafter	22,820
Total	$ 1,109,884

Rent expense for the years ended December 31, 2012 and 2011, was $212,424 and $171,985, respectively.

NOTE 8 - 90/10 REVENUE TEST

The Company derives a portion of its revenues from Student Financial Aid (SFA) received by its students under the Title IV programs administered by the U.S. Department of Education pursuant to the Higher Education Act of 1965, as amended (HEA). To continue to participate in the SFA programs, the Company must comply with the regulations promulgated under the HEA. The regulations restrict the proportion of cash receipts for tuition and fees from eligible programs to not more than 90 percent of cash basis receipts from the Title IV programs. The failure of the Company to meet the 90 percent limitation will result in the loss of the Company's ability to participate in SFA programs. The result of the 90/10 revenue computation for the years ended December 31, 2012 is as follows:

Non Title IV source revenue	$ 11,771,150	75.2%
Title IV source revenue	3,874,405	24.8%
Total cash basis revenue	$ 15,645,555	100.0%

The following is a breakdown of Title IV and Non-Title IV revenue by source for the year ended December 31, 2012:

Adjusted student Title IV revenue:	
Subsidized Loan	$ 2,232,918
Unsubsidized Loan up to pre-ECASLA Loan Limit	3,923,886
Pell Grants	617,001
Subtotal student-Title IV revenue	6,773,805
Adjustments	(2,899,400)
Adjusted student Title IV revenue	3,874,405
Student Non-Title IV revenue:	
Grant funds for the student from non-federal public agencies or private sources independent of the University	2,158,234
Amount of Unsubidized Loan over the pre-ECASLA Loan Limit	-
Student payments	5,340,895
Student Non-Title IV revenue	7,499,129
Revenue from other sources:	
The net present value of institutional loans disbursed to students	4,272,021
Total Non-Title IV source revenue	11,771,150
Total cash basis revenue	$ 15,645,555

NOTE 9 - COHORT DEFAULT RATE

Regulations have been established which impose limitations on institutions whose former students default on the repayment of their federally guaranteed or funded student loans above specific rates (cohort default rate). An institution whose cohort default rate equals or exceeds 25% for three consecutive years will no longer be eligible to participate in the Federal Family Education Loan program, Federal Direct Loan program or the Pell program. An institution whose cohort default rate exceeds 40% may have its eligibility to participate in the federal student loan programs limited, suspended or terminated by U.S. Department of Education. As of December 31, 2012 the Company has not had a default on a federally guaranteed or funded student loan.

NOTE 10 - COMPOSITE SCORE

Institutions participating in Title IV programs are also required by U.S. Department of Education to demonstrate financial responsibility. U.S. Department of Education determines an institution's financial responsibility through the calculation of a composite score based upon certain financial ratios as defined in regulations. Institutions receiving a composite score of 1.5 or greater are considered fully financially responsible. Institutions receiving a composite score between 1.0 and 1.4 are subject to additional monitoring. Institutions receiving a composite score below 1.0 are considered not to be financially responsible and are required to submit a letter of credit in order to continue participation in the Title IV programs. American Sentinel's composite score as of December 31, 2012 was 3.0.

NOTE 11 - RELATED PARTY TRANSACTIONS

The Company must comply with the regulations promulgated under the HEA. Those regulations require that all related party transactions be disclosed, regardless of their materiality to the financial statements. The Company has contracted with ALS to process payment of certain expenses on behalf of ALS. During 2012 and 2011, the Company did not pay any expenses on behalf of ALS. Pursuant to an agreement between the Companies these costs are recorded as a reduction in additional paid-in capital. This information is required by the U.S. Department of Education and is presented for purposes of additional analysis and is not a required part of the basic financial statements.

NOTE 12 - REGULATORY AUTHORIZATION

To participate in Title IV programs, an institution is subject to extensive regulation and periodic reviews by various federal and state governmental agencies and accrediting bodies. An institution must be authorized to offer its programs of instruction by the relevant agencies of the state in which it is located, accredited by an agency recognized by the U.S. Department of Education and certified as eligible by the U.S. Department of Education. On a periodic basis, an institution must be re-approved by these agencies to continue to receive Title IV funds. An institution must also demonstrate to the Department of Education its compliance with the HEA and all related regulations on a regular basis. American Sentinel was approved to be a participating institution as of September 2010 and as of December 31, 2012 the institution is participating in the Title IV program and is properly authorized by the relevant regulatory agencies.

Edmondson, Betzler & Montgomery, PLLC
(Certified Public Accountants)

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
American Sentinel University, Inc.:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of American Sentinel University, Inc., which comprise the balance sheet as of December 31, 2012, and the related statements of operations, changes in stockholders' equity, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated March 4, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered American Sentinel University, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of American Sentinel University, Inc.'s internal control. Accordingly, we do not express an opinion of the effectiveness of the Company's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the company's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether American Sentinel University, Inc.'s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

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Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Edmondson, Betfer & Montgomery, PLLC

March 4, 2013

Edmondson, Betzler & Montgomery, PLLC
(Certified Public Accountants)

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE U.S. DEPARTMENT OF EDUCATION'S AUDIT GUIDE, *AUDITS OF FEDERAL STUDENT FINANCIAL ASSISTANCE PROGRAMS AT PARTICIPATING INSTITUTIONS AND INSTITUTION SERVICERS JANUARY 2000*

To the Board of Directors
American Sentinel University, Inc.:

Report on Compliance for Each Major Program

We have audited American Sentinel University, Inc.'s (the "Company") compliance with the compliance requirements described in the U.S. Department of Education's Audit Guide, *Audits of Federal Student Financial Assistance Programs at Participating Institutions and Institution* Servicers *January 2000* (the Guide) that could have a direct and material effect on each of the Company's major federal programs for the year ended December 31, 2012. The Company's major federal programs are identified in the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Company's major federal programs based on our audit of the compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Guide. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Company's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Company's compliance.

Opinion on Each Major Federal Program

In our opinion, the Company complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2012.

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Report on Internal Control Over Compliance

Management of the Company is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Company's internal control over compliance with the requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Guide, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Company's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

Edmondson, Betzler & Montgomery, PLLC

March 4, 2013

Edmondson, Betzler & Montgomery, PLLC
(Certified Public Accountants)

INDEPENDENT AUDITORS' REPORT ON MANAGEMENT'S ASSERTIONS ON COMPLIANCE WITH SPECIFIED REQUIREMENTS APPLICABLE TO THE FEDERAL STUDENT FINANCIAL ASSISTANCE PROGRAMS

To the Board of Directors
American Sentinel University, Inc.:

We have examined management's assertions that American Sentinel University, Inc. complied with specified compliance requirements regarding Institutional Eligibility and Participation, Reporting, Student Eligibility, Disbursements, Refunds/Return of Title IV funds, General Administration and Payment System (GAPS) and Cash Management, and Administrative Capability listed in Section II of the U.S. Department of Education's Audit Guide, *Audits of Federal Student Financial Assistance Programs at Participating Institutions and Institution* Servicers, relative to participation in the Federal Student Financial Assistance (SFA) Programs during the year ended December 31, 2012. Management is responsible for the Company's compliance with those requirements. Our responsibility is to express an opinion on management's assertions regarding the Company's compliance based on our examination.

Our examination was conducted in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; attestation standards established by the American Institute of Certified Public Accountants; and the Audit Guide, *Audits of the Federal Student Financial Assistance Programs at Participating Institutions and Institution Servicers January 2000* (the SFA Guide), issued by the U.S. Department of Education (ED), Office of the Inspector General, and accordingly, included examining, on a test basis, evidence about the Company's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Company's compliance with specified requirements.

In our opinion, American Sentinel University, Inc. complied, in all material respects, with the aforementioned requirements for the year ended December 31, 2012.

This report is intended for the information of the Board of Directors, management, and the U.S. Department of Education and is not intended to be and should not be used by anyone other than these specified parties.

Edmondson, Betzler & Montgomery, PLLC

March 4, 2013

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AMERICAN SENTINEL UNIVERSITY, INC.
(A WHOLLY-OWNED SUBSIDIARY OF
AMERICAN LEARNING SOLUTIONS, INC.)
AUDITOR INFORMATION SHEET
YEAR ENDED DECEMBER 31, 2012

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Fax Number	(615) 916-3161
Programs Examined:	Federal Pell Grant Program (84.063) Federal Direct Student Loan Program (84.268)

For the Award Year that ended during the institution's fiscal year, the percentage of:

Correspondence or telecommunication courses to total courses	0.00
Regular students enrolled in correspondence courses	0.00
Regular students that are incarcerated	0.00
Regular students enrolled based on ability to benefit	0.00
For short term programs:	
Completion	0.00
Placement	0.00

The campuses/locations considered as part of this entity and covered or excluded by this examination are:

All Locations	>50% of Program at Site	Location on Eligibility Letter	Notice to ED Prior to Offering Instruction	Date			Exclusion Reason
				Opened	Closed	CPA Visit	
Aurora, CO	Yes	Yes	Yes	8/31/2004	N/A	1/28/13 to 2/1/13	N/A

AMERICAN SENTINEL UNIVERSITY, INC.
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AUDITOR INFORMATION SHEET
YEAR ENDED DECEMBER 31, 2012

Institution's Primary Accrediting Organization: Distance Education and Training Council (DETC)

Other Accrediting Organizations: Commission on Collegiate Nursing Education (CCNE)

Records for the accounting and administration of the SFA programs are located at 2260 South Xanadu Way, Suite 310, Aurora, CO 80014-6510

AMERICAN SENTINEL UNIVERSITY, INC.
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SERVICER INFORMATION SHEET
YEAR ENDED DECEMBER 31, 2012

SFA Consultant/Servicer:	Global Financial Aid Services
Address:	10467 Corporate Drive Gulfport, MS 39503
Telephone No.	(228) 523-1000
Fax No.	(228) 523-1798
President:	Jimmy Addison
Contact Person:	Chryl Ayers

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS

Compliance Requirement:	Responsibility of Institution	Responsibility of Global Financial Services	Explanation of Divided Responsibility
I. Computer software requirements			
A. Terminal and software security	X	X	See below
B. Data integrity	X	X	See below
C. System and data backup	X	X	See below
D. Disaster recovery plan		X	
E. Integration with student information system	X		
II. Cash management			
A. Drawdowns		X	
B. Authorization vs. expenditures		X	
C. Reconcile G/L to bank		X	
III. Financial reports			
A. FISAP		X	
B. EDPYMNTS/EDCAPS		X	
C. IPEDS	X		
D. State reporting	X		
IV. Institutional eligibility			
A. Participation agreement/ECAR	X		
B. Accreditation status	X		
C. Eligible programs	X		

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SERVICER INFORMATION SHEET
YEAR ENDED DECEMBER 31, 2012

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Compliance Requirement:	Responsibility of Institution	Responsibility of Global Financial Services	Explanation of Divided Responsibility
V. Student eligibility/compliance review			
A. High school diploma or equivalent or ability to benefit	X		
B. Regularly enrolled in eligible program	X		
C. Citizen or permanent resident	X	X	See below
D. Satisfactory academic progress	X		
E. Default/overpayment	X	X	See below
F. Social Security number match requirement	X	X	See below
G. Review FAFSA and all supporting documentation	X		
H. Review verification documents	X	X	See below
I. Review C Flag documents	X	X	See below
J. Ensure loan eligibility	X	X	See below
K. Submit G-845 for secondary confirmation	X		
L. Review impact of subsequent ISIR's	X		
VI. Coordination of programs			
A. Financial aid organization	X		
B. Other information available	X		
VII. Administrative capability			
A. Student file maintenance	X	X	See below
B. Record retention	X	X	See below
C. Transfer monitoring	X		
D. Completion of NSLDS Enrollment Reporting (SSCR)	X		
VIII. Disbursements			
A. NSLDS	X		
C. Timing and amount of disbursement	X	X	See below
IX. Professional judgments			
A. Satisfactory academic progress	X		
B. Selective Service		X	
C. EFC adjustment	X	X	See below
D. Dependency override	X	X	See below

AMERICAN SENTINEL UNIVERSITY, INC.
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SERVICER INFORMATION SHEET
YEAR ENDED DECEMBER 31, 2012

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Compliance Requirement:	Responsibility of Institution	Responsibility of Global Financial Services	Explanation of Divided Responsibility
X. Pell grant			
A. Calculation and disbursement of award	X	X	See below
B. Timing of payment	X	X	See below
C. COD submission	X	X	See below
D. COD reconciliation		X	
E. Financial reports		X	
F. Multiple reporting records/Pell overpayments	X		
XI. Federal Direct Student Loan Program (FDSLP)			
A. Determination of eligibility		X	
B. Certify FDSL		X	
C. Originate loan		X	
D. Transmit to COD		X	
E. Mail paper MPN when applicable		X	
F. Entrance and exit counseling	X		
G. Loan disbursement	X	X	See below
H. Monthly data matching, including:			
1. Loan and cash detail records		X	
2. Summary records		X	
I. FDSLP status reporting:			
1. NSLDS enrollment reporting completion (SSCR)	X		
2. Change in enrollment status	X		

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Explanation of Divided Responsibilities:

Computer software requirements:

A. Terminal and software security – The Institution is responsible for the terminal and software security for the servicer's remote software located at the Institution. The servicer is responsible for terminal and software security of the systems located on-site with the servicer.

B. Data integrity – The Institution is responsible for the accuracy of the data provided to the servicer in the academic extract as this information is used to determine eligibility for disbursements. The Institution is also responsible for the accuracy of the data entered in the tables for program, term, lender, and guarantor date. The Servicer is responsible for the electronic transmission and retrieval of the data.

C. System and data backup – The Institution is responsible for the maintenance of the local computer system and for backing up the data. The Servicer is responsible for the maintenance of its local computer system and for backing up the data at the Servicer.

Student eligibility/compliance review:

A. Citizen or permanent resident – The Institution is responsible for reviewing student submitted documentation to prove citizenship or permanent resident status before submitting to the Servicer to review. The Institution is responsible for submitting for manual secondary confirmation. The Servicer is responsible for ensuring that the documentation is acceptable for the Title IV compliance.

B. Default/overpayment – The Institution is responsible for reviewing the student submitted National Student Loan Data System (NSLDS) default/overpayment documentation prior to submitting to the Servicer. The Servicer is responsible for ensuring that this documentation is acceptable for Title IV compliance.

C. Social Security number match requirement – The Institution is responsible for reviewing proof of social security number provided by the student prior to submitting to Servicer. The Servicer is responsible for reviewing this documentation and ensuring that it is acceptable for Title IV compliance. If there is a discrepancy between the Institutional Student Information Record (ISIR) and the documentation provided, an ISIR correction is necessary. The Institution is responsible for submitting the resulting ISIR correction.

D. Review verification documents – Students submit documentation required for federal verification and the Institution is responsible for reviewing verification documentation prior to submitting the documentation to the Servicer. The Servicer is responsible for reviewing and ensuring that the documents match the information provided on the ISIR. If there is conflicting information, ISIR correction may be required. The Institution is responsible for submitting the resulting ISIR correction.

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Explanation of Divided Responsibilities:

Student eligibility/compliance review (continued):

E. Review C Flag documents – The student will submit documentation required to clear C-flags to the institution. The Institution is responsible for reviewing the documentation prior to submitting to the Servicer. The Servicer is responsible for reviewing and ensuring that the documentation is acceptable for Title IV compliance.

F. Ensure loan eligibility – The Institution is responsible for revising the student's budget showing the requested loan amounts and loan period. The Institution ensures that the student has completed their MPN and entrance counseling. The Servicer is responsible for reviewing the information on the students ISIR regarding NSLDS and determining if the requested loan amount coincides with the student's grade level. If the student is eligible for the loans once the review of the loan history on the ISIR is complete, the Servicer certifies the student's loan and the Institution is responsible for updating the student's record if the student loses loan eligibility during the Award Year. The Institution will be responsible for adjusting the student's budget in the Servicer's system. The Servicer will review the student's budget again and make the adjustments to the award. The Institution is responsible for ensuring that all NSLDS Postscreening ISIR's with updated loan information are evaluated and updated as required through the loan process. The servicer provides an NSLDS Post-Screening ISIR report to assist the institution in identifying ISIR's that need evaluation. The Institution must monitor this report and review all ISIR's received for changes that impact student eligibility.

Administrative Capability:

A. Student file maintenance - The Institution retains the original or a copy of the original file documentation scanned into the Servicer's system for their review. The Servicer's system saves the scanned and electronic documents for retrieval when needed. The Institution would be responsible to maintain all admissions or education related documents in their student management system.

B. Record retention - The Institution is responsible for maintaining a copy or original file of documentation scanned, faxed, or captured electronically within the Servicer's system. The Servicer's system retains all records used to make Title IV disbursements or loan certifications, as well as, saves the scanned and electronic documents for retrieval when needed.

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Explanation of Divided Responsibilities:

Disbursements:

A. Timing and amount of disbursements - The Institution is responsible for ensuring that the student is still eligible for disbursements at the time of the release. The student's academic record must be updated in the Servicer's system by the Institution in order for the disbursement of Pell to occur accurately and timely. Federal Direct Student Loan (FDSL) loan disbursements occur based on the academic extract also. The Institution must ensure that the student is still enrolled at least half time to receive their loan disbursement. The Servicer certifies the amounts and sets the dates for possible disbursement based on the information the Servicer received at the time of certification. The servicer provides reporting to the client displaying loans certified, loans originated, scheduled disbursements, missing or rejected Master Promissory Notes (MPN), and disbursement exceptions to aid the client in tracking their students' disbursements. The Institution must review the servicer's reporting to track their students in process for disbursements and ensure students maintain eligibility.

Professional Judgments:

A. Expected Family Contribution (EFC) Adjustment - The Institution is responsible for collecting appropriate documentation to support the adjustment to the students EFC. The Institution will then fax these documents for a professional judgment to their Client Services Representative for approval. The servicer's client services department is responsible for reviewing the documents and ensuring that an EFC adjustment is warranted. Once the professional judgment is approved the Institution is responsible for an ISIR correction to show the new EFC.

B. Dependency Override - The Institution is responsible for collecting appropriate documentation to support the dependency override for each student. The Institution will then fax these documents for a professional judgment to their client services representative. The servicer's client services department is responsible for reviewing the documents and ensuring that a dependency override is warranted. Once the professional judgment is approved the Institution is responsible for an ISIR correction to show the student's Independent status.

DIVISION OF RESPONSIBILITY FOR COMPLIANCE REQUIREMENTS (CONTINUED)

Explanation of Divided Responsibilities:

Pell Grant:

A. Calculation and disbursement of award - The Institution is responsible for providing the servicer with a current, accurate academic extract using the record layout provided by the servicer at the time of conversion (the record layout includes, but is not limited to, term start date, enrollment status, transfer credits, cumulative hours, scheduled hours, satisfactory academic progress (SAP). The servicer calculates the Pell award based on the hours or enrollment status provided in the extract. The servicer's disbursement process evaluates each projected Pell disbursement from the confirmed budget with the academic information received in the extract. The servicer cannot disburse the Pell award if the extract has not been received or is inaccurate. Once the confirmed budget and academic extract are received, the servicer will disburse the award.

B. Timing of payment - The Institution is responsible for providing the servicer with a current, accurate extract to show the current term and hours that the student is taking in that term. The servicer cannot disburse Pell on a term that has yet to show on a student's extract. The students Pell will only be disbursed once an extract for the term the Pell is being requested for is received by the servicer.

C. Common Origination and Disbursement (COD) Submission - The Institution is responsible for providing the servicer with a current, accurate extract showing the current term and hours the student is taking in that term. The servicer is responsible for submitting for a COD record once that extract is received. The servicer will not submit to COD for a record until that extract is received and accurate.

Federal Direct Student Loan Program (FDSLP):

A. Loan Disbursement - The Institution is responsible for providing the servicer with a current, accurate academic extract. The servicer cannot disburse FDSL on a student whose academic extract has not been received for the term that the funds are being requested. The servicer provides reporting to the client displaying loans certified, loans originated, scheduled disbursements, missing or rejected MPN's, and disbursement exceptions to aid the client in tracking their students' disbursements. The Institution must review the servicer reporting to track their students in process for disbursements and ensure students maintain eligibility.

AMERICAN SENTINEL UNIVERSITY, INC.
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SUMMARY SCHEDULE A - STUDENT ELIGIBILITY
YEAR ENDED DECEMBER 31, 2012

Summary Schedule A: STUDENT ELIGIBILITY

									Missing Statements		If Applicable:					Questioned Costs		
Student/ Number	Student File Not Found	Not a Regular Student	Enrolled < 1/2 Time	Non-Eligible Citizen	Invalid SSN	No Financial Need	SFA Exceeds Need	Under Compulsory HS Age	ED Purpose	On Overpayments & Defaults	Incomplete Verification	Not Making SAP	Failed ATB Test	ATB Not Doc	Missing FAT's	FDSLP	Pell	Total
None																		
Total																		

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SUMMARY SCHEDULE B - DISBURSEMENTS
YEAR ENDED DECEMBER 31, 2012

Summary Schedule B: DISBURSEMENTS

Student/ Number	Credited student's acct more than 10 days before the start of classes	Paid Student directly more than 10 days before the 1st day of classes		Released funds to student on an LOA	Delivered 1st Installment before 30 days after the 1st day of classes	Failed to conduct counseling		Untimely paid credit balance'	Made 2nd Payment prior to the completion of 1st payment period
						Entrance	Exit		
	Pell	Pell	FDSLP	FDSLP	FDSLP	FDSLP	FDSLP	FDSLP	Pell
None									
Total									

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SUMMARY SCHEDULE C - REFUNDS
YEAR ENDED DECEMBER 31, 2012

Summary Schedule C: REFUNDS

	A	B	C	D	E	F	G	H	I	J
						Pell/FDSLP				
Student/ Number	Last Day of Attendance	Withdrawal Date	Total School Refund Amount	Total IPA Refund Amount	Balance Refund Over Paid/Due (D-C)	Amount of Refund	Refund Due Date (B+30) Days	Refund Check Cleared Date	# of Days Late (H-G)	Imputed To ED (F(I/365)*Int)
None										
Total										

AMERICAN SENTINEL UNIVERSITY, INC.
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SCHEDULE OF FINDINGS AND QUESTION COSTS
YEAR ENDED DECEMBER 31, 2012

Total Population:

	Pell	FDSLP
Universe		
dollars	$ 595,663	$ 6,032,885
students	362	1,946

Enrolled, graduated or students on an approved leave of absence:

	Pell	FDSLP
Universe		
dollars	$ 617,001	$ 6,156,804
students	374	1,971
Sample		
dollars	$ 30,871	$ 397,819
students	11	49

Withdrew, dropped or terminated students:

	Pell	FDSLP
Universe		
dollars refunded	$ 21,338	$ 123,919
students	12	25
Sample		
dollars refunded	$ 2,150	$ 17,252
students	2	3

AMERICAN SENTINEL UNIVERSITY, INC.
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AUDITORS' COMMENTS ON RESOLUTION MATTERS
YEAR ENDED DECEMBER 31, 2012

SUMMARY OF AUDIT RESULTS

FINANCIAL STATEMENTS

- The independent auditors' report expresses an unqualified opinion of the financial statements of American Sentinel University, Inc.
- There were no deficiencies in internal control over financial reporting that we consider to be a material weakness disclosed during the audit of the financial statements of American Sentinel University, Inc.
- No instances of noncompliance material to the financial statements of American Sentinel University were disclosed during the audit.

FEDERAL AWARDS

- No instances of noncompliance applicable to the federal student financial assistance programs of American Sentinel University, Inc. were noted during the audit.

SUMMARY OF PRIOR YEAR FINDINGS

There were no finding representing deficiencies in internal control over financial reporting and instances of noncompliance related to the financial statements that are required to be reported in accordance with Government Auditing Standards reported in the prior year's schedule of audit findings and questioned costs.

AMERICAN SENTINEL UNIVERSITY, INC.
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CORRECTIVE ACTION PLAN
YEAR ENDED DECEMBER 31, 2012

There were no comments to warrant issuing a corrective action plan.