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ABOUT THE UNIVERSITY and UNMANNED VEHICLES

Unmanned Vehicle University's (UVU) primary focus is on unmanned air domain at this time. We plan to expand to include the ground, sea and space domains in the future. Many of the university's instructors are subject matter experts in unmanned vehicles and systems. The university's unmanned aerial vehicle (UAV) instructor pilots have combined experience of over 60,000 hours in Predator, Reaper, Global Hawk, Hermes, Heron, Aerostar, and many small unmanned aerial systems (sUAS) such as the DJI Phantom and DJI Inspire and similar small unmanned aircraft systems (sUAS) from other manufacturers.

An unmanned vehicle is defined as a vehicle without a human being onboard the vehicle. Unmanned vehicles typically fall into one of three general categories based on how they are controlled:

1. Unmanned vehicles that are remotely controlled and guided by a human being that is not located on board the vehicle, or
2. Completely autonomous unmanned vehicles which are capable of sensing their environment and controlling their own navigation without any human interaction, or
3. Unmanned vehicles that combine the control characteristics of both 1 and 2 above in the same vehicle.

Within these three general categories, there can be almost as many types of unmanned vehicles as there are manned vehicles. Examples of these various types of vehicles include the following:

1. Unmanned ground vehicle (UGV), such as the autonomous or driverless car.
2. Unmanned aerial vehicle (UAV) or unmanned aircraft (UA) commonly referred to as a "drone" by the media.
3. Unmanned combat aerial vehicle (UCAV), primarily designed for military use in combat.
4. Unmanned sea/surface vehicle (USV), an unmanned ship designed for operation on the surface of the water (sea, lake, etc.)..
5. Unmanned undersea or underwater vehicle (UUV), sometimes called an autonomous underwater vehicle (AUV) designed for the operations under water.
6. Unmanned spacecraft, both remote controlled ("unmanned space mission") and autonomous ("robotic spacecraft" or "space probe").

There also exist other types of unmanned vehicles such as unmanned trains, unmanned subways, unmanned farm equipment, etc.

Unmanned Vehicle University is currently focused on preparing students for a career in the growing field of civil and commercial air unmanned vehicle systems markets. Traditionally, an unmanned aerial vehicle was a unoccupied reconnaissance vehicle or drone initially developed for military purposes to fly over combat zones and staging areas, dropping supplies to troops, releasing bombs, and carrying out intelligence, surveillance and reconnaissance missions on enemy forces. Based on this description and definition, most would believe that unmanned aerial vehicles are used strictly used for military benefits. This is not the case, nor is it the future. In recent years, the commercial uses and public service demands for unmanned aerial vehicles has greatly increased. One of the main purposes of an unmanned aerial vehicle is to collect valuable information and/or data via remote sensing technologies for a variety of commercial and public industries. They may also be used to deliver messages, medicines, packages or products.

There are hundreds of commercial UAV applications and these are the focus of the training provided at UVU. Some examples include precision agriculture, wind turbine inspection, solar panel inspection, aerial thermography, cargo delivery (Amazon, FedEx, UPS and DHL are all investigating), wildfire management, and search and rescue. For commercial unmanned ground vehicles, driverless cars (also known as self-driving cars) are in the news and will continue to mature. Several major car companies have already announced driverless cars within the next five years. These companies will need specially trained systems engineers and technicians. The unmanned vehicle curriculum that UVU offers fills that void in today's universities and colleges. Unmanned underwater vehicles (UUVs) or autonomous underwater vehicles (AUVs) are used by oil and gas companies for underwater pipelines. Finally, NASA has moved away from the launch business and has awarded contracts to SpaceX and Orbital Sciences to perform commercial satellite launches. There are over 20 commercial launch companies that will need UVU-trained unmanned space vehicle systems engineers.

Mission

The mission of UVU is to provide quality distance educational offerings to educate the workforce, technology leaders, and entrepreneurs who will develop and use the unmanned systems of the future.

The mission of UVU is to educate the workforce, technology leaders, and entrepreneurs who will develop and use the unmanned vehicle systems of the future. Our central focus is to apply the principles of systems engineering to make unmanned vehicles more reliable, safe and efficient. We believe it is essential to educate unmanned vehicle systems engineers through a multidisciplinary program containing aeronautical, electrical, mechanical, and systems engineering courses as well as project management courses. All academic courses are conducted online using state-of-the-art distance learning technology and methods.

Vision

Unmanned Vehicle University exists to create a brilliant future for students and instructors to make significant contributions to the body of knowledge in the unmanned systems industry. By extending our reach globally, we will be recognized as a global leader in influencing major technical, social, economic, and policy decisions on unmanned vehicle systems.

Program Objectives

Graduates with the Professional Certificate in Unmanned Vehicle Systems Project Management will be able to fulfill the following educational objectives:

1. Demonstrate project management skills that allow graduates to lead projects and/or contribute to the development of new unmanned vehicle systems and related sub-systems.
2. Demonstrate knowledge of systems engineering principles that allows graduates to manage and/or contribute to the development of new unmanned vehicle systems and related sub-systems.

Background of UVU

Unmanned Vehicle University was founded in 2012 and is currently located at the Goodyear Airport in Goodyear, AZ. The project management certificate prepares students for a job as a project manager, field engineer, technical writer, quality assurance manager, cost accountant, logistics manager, integration technician, test analyst and aviation data monitor. Graduates may be responsible for planning, coordinating, and budgeting group efforts that translate operational needs into technology requirements. Our students learn the necessary skills to determine whether a system will meet cost, schedule, and performance goals. Systems engineers, systems researchers and systems technicians perform a central role in realizing the success of unmanned systems. These professionals are in great demand by both industry and government.

The Project Management course includes preparation for the entry level International Council on Systems Engineering's (INCOSE) Associate Systems Engineering Professional (ASEP) certification examination. INCOSE certification formally recognizes an individual's competency in the systems engineering process, and is widely acknowledged as a significant accomplishment by practitioners in the field.

Licensure

Unmanned Vehicle University is provisionally licensed by the Arizona State Board for Private Postsecondary Education to grant a certificate in unmanned air vehicle systems project management.

Contact Arizona State Board for Private Postsecondary Education:

Website: www.azppse.gov

Telephone: 602.542.5709

Academic Integrity

All students are expected to adhere to the highest standards of academic integrity and compliance with the university's Distance Student Code of Conduct throughout all academic coursework and research activities.

Violations of academic integrity include, but are not limited to: cheating, fabrication of data, tampering, plagiarism, or aiding and/or facilitating such activities. At the graduate level, it is expected that students are familiar with these issues and that each student assumes personal responsibility for their own academic work.

Student Responsibilities

All students enrolled at Unmanned Vehicle University are responsible for familiarizing themselves with all university and graduate policies and procedures. Each student should communicate directly with the university to ensure clarity on the expectations for degree completion.

Academic Year

Unmanned Vehicle University operates on a 12 week term schedule. For 2019-2020 the term dates are as follows:

CY 2020

Term 1: 6 January to 28 March

Term 2: 6 April to 26 June
Term 3: 6 July to 25 September
Term 4: 5 October to 25 December

CY 2021

Term 1: 4 January to 28 March
Term 2: 5 April to 27 June
Term 3: 5 July to 26 September
Term 4: 4 October to 26 December

Educational Delivery

Courses at UVU utilize a distance education model. Distance education is a formal educational process in which the majority of the instruction (interaction between students and instructors) in a course occurs when students and instructors are not in the same place. Instruction may occur synchronously or asynchronously, but all UVU courses are designed to be accessed asynchronously, meaning the student and the instructor does not have to be present at the same time. Lectures are recorded, and students may access the lectures online at their convenience. This eliminates time zone issues where the student and the instructor may be in different parts of the country or the world. High speed internet access is highly recommended, but not required. Distance education courses at UVU require internet access to the Canvas Learning Management System (LMS) used by UVU. Students may access the Canvas LMS once they have been assigned a student username and a password. Canvas is an open source, widely used LMS and is compatible with desktops, laptops, tablets, and smart phones using all the commonly-used operating systems. Canvas is used by more than 3,000 universities, school districts, and institutions around the world. More information on Canvas can be found at www.canvaslms.com/.

APPLICATION PROCESS

Application Submission

Unmanned Vehicle University offers an open enrollment policy allowing students to apply for and enroll into the professional certificate program prior to any term.

Admissions Requirements

Professional Certificate in Unmanned Vehicle Systems Project Management

- University Application (Application Fee - \$25)
- Enrollment agreement
- High School Diploma
- Minimum of 2.0 GPA from high school

*To be considered official, all transcripts must be received by Unmanned Vehicle University directly from the sending institution. Have transcripts sent to:

**Unmanned Vehicle University
Attn: Registrar
1300 S. Litchfield Road Building 150, Suite A1010
Goodyear, AZ 85338**

International Applicants

Prospective international students with non-U.S. educational credentials must first obtain a foreign credentials evaluation from, Educational Credential Evaluators, Inc. (ECE), Post Office Box 92970 Milwaukee, WI 53202-0970, Tel: 414.289.3400, Fax: 414.289.3411, or another independent U.S. evaluation service approved by the university. Request forms and cost information are available on the ECE website (www.ece.org). International applicants seeking admission to graduate programs must obtain a general evaluation. Applicants interested in requesting transfer credits will need to obtain individual subject evaluations.

***Transcripts not in English must be evaluated by an appropriate third party and translated into English or evaluated by a trained transcript evaluator fluent in the language on the transcript. In this case, the evaluator must have expertise in the educational practices of the country of origin and include an English translation of the review. It is the responsibility of the prospective student to have this translation done and the student is responsible for any fees associated with the translation services.*

English Language Requirement

Applicants whose native language is not English and who have not earned a degree from an appropriately accredited institution where English is the principal language of instruction must demonstrate college-level proficiency in English through one of the following to meet admission requirements:

- A minimum grade of Level 3 on the ACT COMPASS's English as a Second Language Placement Test;
- A minimum grade of Pre-1 on the Eiken English Proficiency Exam;
- A minimum B-2 English proficiency level identified within the Common European Framework of Reference (CEFR) standards and assessed through various ESOL examinations, including the University of Cambridge;
- A transcript indicating completion of at least 30 semester credit hours with an average of "B" or higher for Master of Science or Doctor of Science Degree.

Transfer Credits

The acceptance of transfer credits between institutions lies within the discretion of the receiving college or university. Credits earned at other institutions may or may not be accepted by Unmanned Vehicle University. Likewise, credits earned at Unmanned Vehicle University may or may not be accepted by another institution depending upon the institution's own programs, policies, and regulations. Students planning to complete college or university credits elsewhere before applying to Unmanned Vehicle University are advised to contact the Admissions Office and check on the transferability of credits from their current or former institution with a C or better prior to enrolling in Unmanned Vehicle University. The prospective student must provide UVU with a detailed course description or course syllabus from the current or previous university that matches the course name and number on their official transcript. Likewise, any student relying on Unmanned Vehicle University credits for transfer to or enrollment in another institution is urged to check with that gaining institution prior to enrollment.

Perspective UVU students must send official transcripts from previous colleges/universities in which they wish to transfer credit to admissions@uxvuniversity.com. Transfer credits will be reviewed by the admissions personnel as well as course subject matter experts and a determination will be sent to the student via email within 4 weeks.

Certificate Program – Transfer Credits Maximum

Students pursuing a Certificate Program may transfer up to 4 credit hours from an appropriately accredited institution(s), which satisfy the subject matter and curriculum requirements of the student's chosen program at Unmanned Vehicle University.

Type of Education or Training Program	Maximum Number of Transfer Credits Allowed
Certificate (Vocational-Technical) Program	4 Credits

Students may request to transfer credits upon enrollment in the first course of the students' chosen program. Students need to provide appropriate documentation of the successfully completed course. Appropriate documentation includes official transcripts and a copy of the institution's catalog or syllabi describing the course(s) requested for transfer. A Student's tuition will be reduced upon acceptance of transfer credits.

**Transfer credit towards a program may be awarded for postsecondary courses completed by a student at other appropriately accredited institutions if such courses are found to meet the standards of Unmanned Vehicle University and the requirements of the specific program and must include a passing grade from the student. Unmanned Vehicle University reserves the right to accept or reject any or all academic credits offered for transfer.*

Enrollment Process

Upon receipt of all admissions materials and payment of application fee, prospective students will be notified of their acceptance into the degree program by formal letter sent by email within 7 days. After the admissions materials are reviewed the student will be contacted by email to communicate acceptance into the program. The enrollment agreement (also contained in Appendix 1) will need to be completed, signed and submitted to the University before the start of the first course.

Enrollment Period

Once admitted to the certificate program, students must complete their program within 1.5 years. If this time period is exceeded, administrative withdrawal will be processed.

Withdrawal

Students seeking to officially withdraw from the certificate program should notify Unmanned Vehicle University and request any applicable tuition refund. Students may notify the University of his or her intent to withdraw in any manner. The withdrawal procedure is as follows:

- The student may notify the university in any manner (writing is required) of his or her intent to withdraw from a degree program and request any applicable tuition refunds.
- Refunds, if any, will be issued according to the stated university policy as outlined in the student catalog and enrollment agreement.
- All remaining fees or tuition balances, subject to any offset for refund, must be paid in full at the time of withdrawal.

- The withdrawal will become official when the student receives final written notification from the Registrar.

Additionally, the university may initiate a student's withdrawal if there is a violation of satisfactory academic progress, conduct policy, or financial responsibilities.

Tuition

The total cost for the Certificate in Unmanned Vehicle Systems Project Management Program:

Tuition: \$6,400 (over 1 year)

Fees/Books/Supplies approx. \$1,400 (program may require a course that includes a drone to be designed and built)

Application Fee \$25

Total Program Costs \$7,825

All courses must be paid in full prior to the start of each term or student will be removed from courses.

Payment Method and Terms of Payment

(Payment to comply with R4-39-405)

1. Tuition deposit of \$1600/\$2400 (4 credit hours/6 credit hours) is due with signing of the enrollment agreement.
2. The student is required to pay \$1600 for each four credit hour course and \$2400 for each six credit hour course before the beginning of each course.
3. Payment methods accepted include check, bank transfer, and credit card.

Cancellation and Refund Policy

An applicant denied admission by Unmanned Vehicle University is entitled to a 100% refund.

Within Five-Day Cancellation prior to course commencement

An applicant who provides written notice of cancellation within five (5) days (excluding Saturday, Sunday, and federal or state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. Partial weeks will be counted as full weeks. No later than thirty (30) days after receiving the notice of cancellation, the University shall provide the student with a 100% refund of all monies paid.

Cancellation and Refund after the commencement of course

If for any reason a student chooses to withdraw from a program, Unmanned Vehicle University has established this refund policy for the student's protection. A student may terminate their enrollment at any time by notifying Unmanned Vehicle University in any manner (Email, FAX, or in writing, but in writing is preferred). Cancellations may be sent to:

Address: 1300 S. Litchfield Road Building 150, Suite A1010
Goodyear, AZ 85338
Telephone: (877) 328-1603
Email: admissions@uxvuniversity.com
Website: www.uxvuniversity.com

Tuition charges/refunds:

Before the course begins, the student is entitled to a refund of 100% of tuition. After the course begins, tuition refunds (less the registration fee) is according to the following table:

Student Refund Policy

12 Week Courses	
Percentage (%) of weeks attempted	Student Tuition Refund Percentage*
10% or less	90%
More than 10% and less than or equal to 20%	80%
More than 20% and less than or equal to 30%	70%
More than 30% and less than or equal to 40%	60%
More than 40% and less than or equal to 50%	50%
More than 50%	No Refund is required

Refunds will be issued within 30 days of the date of student notification of cancellation, the date of University determination (withdrawn due to absences or other criteria as specified in the University catalog), or in the case of a student not returning from an authorized Leave of Absence (LOA), within 30 days of the date the student was scheduled to return from the LOA and did not return.

All books, supplies and fees are not refundable unless unopened and undamaged.

The following is an example of how Unmanned Vehicle University's refund schedule would be implemented. This example is in accordance with the refund schedule laid out on page 3 of UVU's Enrollment Agreement. The refund schedule is also stated below for reference.

Example-

A student has enrolled in Term 1 2020, beginning January 6th. After 3 weeks the student realizes that an online education is not a good fit for them and not conducive to the way they prefer to learn. Thus, on January 27th the student sends an email to the admissions@uxvuniversity.com email address notifying UVU staff of their intent to withdraw.

As the student was enrolled in the course for 3 weeks, this would constitute being enrolled in 25% of the total 12-week term. Per the refund table this student would then be entitled to a refund amount of 70% of the tuition paid to UVU. The breakdown would be as follows:

Tuition paid- \$1,600

Time spent in the course- 3 weeks

Percentage of the 12-week term- 25%

Refund as a percentage of tuition paid- 70%

Refund amount owed to student- \$1,120

Hours of Operation

UVU is an online university so students may acquire resources and online coursework 24/7. Staff and faculty are generally available from 8 am to 5 pm EST.

STUDENT GRIEVANCE PROCEDURE

Purpose: The primary objective of the UVU Student Grievance Procedure is to ensure that students are provided with the opportunity to present grievances to the University regarding a certain action or inaction by a member of the University community and that the University provides students with a consistent way of resolving grievances in a fair and just manner.

Step 1. If a student decides to file a grievance, he or she must verbally express the concern with the faculty or staff member in which the problem has risen.

Step 2: If the problem is not resolved, the student must then submit the complaint in writing to the faculty or staff member in which the problem has risen and copy the Dean of Academic Affairs or designee within 10 days.

Step 3: If the problem persists, the student may present the grievance in writing to the Provost or designee. The student must submit the grievance within 45 calendar days after the student first became aware of the facts that caused the grievance. The Provost or designee will conduct an investigation, make a determination and submit his or her decision in writing to the student and to the person alleged to have caused the grievance within 10 calendar days of receipt of the grievance. The written determination shall include the reasons for the decision and indicate the remedial action to be taken, if any.

Step 4: If the complaint cannot be resolved with the student by the Provost, it will be elevated to the President for further evaluation. The President will respond within 10 days.

Step 5: If the complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is: 1740 W. Adams St, Suite 3008, Phoenix, AZ 85007, Phone: 602-542-5709, website: www.azppse.gov

Arizona State Board for Private Postsecondary Education
1740 W. Adams, Suite 3008
Phoenix, AZ 85007
Phone # 602-542-5709
Website address: www.azppse.gov

Returned Check Policy

A charge of \$25.00 will be incurred for all returned checks. Should a student have checks dishonored on more than two occasions, the university reserves the right to require payment by cashier's check, money order, or credit card.

Requesting Official Transcripts

To request an official transcript, complete the official transcript request form found on the university website and submit it to the university by email or mail accompanied by a \$10.00 fee.

ACADEMIC PROGRESS

Satisfactory Academic Student Progress

It is the intent of Unmanned Vehicle University that its students make satisfactory progress toward his or her program objectives and achieve academic success. Satisfactory academic progress is monitored at the end of each term. Students are required to maintain the following:

- Certificate students must maintain a cumulative 2.0 grade point average.
 - Certificate students are expected to complete their program in a maximum of one and a half years or prior to reaching 150% of the number of credits required for the certificate (24 credit hours).

Inactive Status

In the event that the university fails to receive any coursework from a student within an eight (8) week period, he or she will be placed on inactive status. Inactive status in no way suspends any financial obligations students may have to the university. If a student chooses not to register for courses in the next term, he/she will be placed on an inactive status for up to one year. Inactive status will turn to an automatic leave of absence at the end of the term in which the student has stopped participating. (The student is allowed to remain inactive as long as the student completes his/her program within the maximum time period).

Academic Probation and Suspension

If a certificate student's cumulative grade point average falls below 2.0 and if a graduate student's cumulative grade point average falls below 3.0 or if a student fails to make satisfactory progress, probation occurs. A student on academic probation has a maximum of one term to raise the cumulative average above the minimum standard, either by completing additional courses or repeating courses bearing inadequate grades, or completing the required coursework within the term time frame. When a course is repeated, the original grade is replaced by the subsequent course grade. The cost for repeating the course is determined by the current tuition schedule outlined on the enrollment agreement. Academic suspension will follow only if a student is unable to return to satisfactory progress within one term. Suspended students may apply for readmission to the university after a period of one year. Being placed on academic probation in no way suspends any financial obligations a student may have to the university.

Unmanned Vehicle University – Student Academic Conduct Policy

Unmanned Vehicle University is an academic distance learning community. Its fundamental purpose is the pursuit of knowledge. Like all other communities, the university can function properly only if its members adhere to clearly established goals and values. Essential to the fundamental purpose of the university is the commitment to the principles of truth and academic honesty. Accordingly, the Honor Code is designed to ensure that the principles of academic honesty

are upheld. While all members of the university share this responsibility, the Honor Code is designed so that special responsibility for upholding the principle of academic honesty lies with the students.

Any of the following acts, when committed by a student, shall constitute academic dishonesty:

Cheating: intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.

- Cheating of any kind.

Fabrication: intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

- Falsification of any oral or written examination, record, assignment, or report.
- Representing oneself as another student for the purpose of taking an examination or allowing oneself to be represented by another for the same reason.
- Furnishing false or misleading information to university officials or on official records.
- Forging, altering, or misusing the university name, the name of university employees, documents, records, or identification.

Facilitating Academic Dishonesty: intentionally or knowingly helping or attempting to help another to violate any provision of the Honor Code.

- Collaborating with another student during an oral or written examination without permission.
- Collusion by obtaining or giving another student unauthorized assistance with coursework.
- Knowingly using, buying, selling, stealing, or soliciting contents of an oral or written examination, record, assignment, or report.
- Representing oneself as another student for the purpose of taking an examination or allowing oneself to be represented by another for the same reason.
- Using any technology to infringe upon the rights of others.
- Using technology (or verbally threatening to do so) to take any action which endangers or impairs the safety, health, life, or freedom of any person affiliated with Unmanned Vehicle University.
- If it is determined by a student's instructor or a staff member, that plagiarism has occurred; the student will receive a grade of XF (failure due to academic dishonesty).

Plagiarism: intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

- Plagiarism (in any form).
- Using material not authorized by the university's curriculum to complete an assignment or oral and written examination without permission.
- Knowingly using, buying, selling, stealing, or soliciting contents of an oral or written examination, record, assignment, or report.
- If plagiarism re-occurs, the student's enrollment at Unmanned Vehicle University may be suspended.

Students must affirm to the following: I will adhere to high ethical standards in the pursuit of my education and to the best of my ability will:

- Conduct myself with professionalism, courtesy, and respect for others in all of my dealings with the university, instructors, administrators, staff, and other students.
- Present my qualifications and background truthfully and accurately for admission to the university.
- Observe the university policies and rules on submitting work, completing oral and written examinations, participating in discussions, and conducting research.
- Never turn in work that is not my own, or present another person's ideas or scholarship as my own.
- Never ask for, receive, or give unauthorized help on graded assignments, oral or written examinations.
- Never use outside books or papers which are unauthorized by the university's curriculum and instruction.
- Never divulge the content of assignments or oral and written examinations to fellow students.
- Never improperly use, destroy, forge, or alter the university's documents, transcripts, or other records.
- Never divulge my online university username or password.
- Always observe the recommended study schedule for my program of study.

Always report any violations of this Code of Conduct to the appropriate institution official, and report any evidence of cheating, plagiarism (in all forms), or improper conduct on the part of any student of the university when I have direct knowledge of these activities.

If it is determined that an act of academic dishonesty has occurred, a grade of XF is considered the normal sanction for students. The grade of XF is noted on the academic transcript as failure due to academic dishonesty. Lesser or more severe sanctions may be imposed when there are circumstances to warrant such a consideration. Dismissal from the university may be imposed even for a first offense.

Students not conducting themselves in a professional and courteous manner in the classroom environment or students who violate any policy of Unmanned Vehicle University may also be in breach of student responsibilities and subject to action up to and including dismissal from the university.

All students at Unmanned Vehicle University are expected to be honorable and observe standards of conduct appropriate to a community of scholars. The university promotes, as part of its mission and purpose, the development of men and women of integrity, strong character and responsibility. Honesty and dependable self-discipline are extremely important. Students must commit to satisfactorily completing all coursework within the required time frames. The university expects students to actively pursue their studies and regularly submit coursework. Students agree to fulfill all financial responsibilities to Unmanned Vehicle University.

GRADING POLICIES

Grading System

Unmanned Vehicle University uses the following system of grading:

A	90-100	4.00
B	80-89	3.00
C	70-79	2.00

D	60-69	1.00
F	Failure	0.00
I	Incomplete	
W	Withdrawal	
O	Audit	
XF	Academic Dishonesty	
CP	Complete	

*This grading policy was updated starting April 2018 (Term 2) for all newly enrolled students.

Incomplete Grades

A mark of "I" (incomplete) is given by an instructor when a student completes a majority of the work (80%) but is unable to complete the course due to illness or other conditions beyond the student's control within the term. Students are required to arrange with the instructor for the completion of the course requirements within the next term of enrollment.

Policy on Grade Reports

Within two weeks after completion of a course a grade will be sent to the student.

Graduation Requirements

In order to graduate, students of the Certificate in Unmanned Vehicle Systems Project Management Program must have successfully completed the following requirements

- A minimum of 24 credit hours of course work
- A grade point average (GPA) of 2.0 GPA
- A maximum of 1.5 years for completion of all coursework

Graduation

Certificates are conferred when all program requirements are satisfactorily completed. Students submit Intent to Graduate Form in their final term of enrollment. This form can be obtained from the Registrar's Office. Once the completed form has been received, the Registrar initiates a degree audit to confirm all program requirements have been or will be met upon completion of the final term.

UNIVERSITY POLICIES

Off-Campus Study

Unmanned Vehicle University does not require on-campus attendance. All coursework can be completed online through distance education.

Time Commitment for The Professional Certificate Program

UVU operates on a 4 term basis with each academic term being 12 weeks in duration. There is a one week break between any two terms as shown in the table below. Students may enroll and begin a certificate program at Unmanned Vehicle University prior to or at the beginning of any academic term (Term 1, Term 2, Term 3, Term 4). The anticipated weekly time commitment is approximately 10-15 hours per week in a four credit course to make satisfactory academic progress through the requirements of the course.

Tax Deductible Educational Expense

While a personal accountant or Certified Public Accountant can best advise students regarding tax deductions, it is important to remember that the United States Code of Federal Regulations, Title 26, Section 1.162-5, Expenses for Education allows for personal income tax deduction of educational expenses including tuition, cost of travel, meals, lodging, etc., so long as they: 1) maintain or improve skills required by the individual in his employment or other trade or business, or 2) meet the express requirements of the individual's employer, or the requirements of applicable law or regulations, imposed as a condition to the retention by the individual of an established employment relationship, status, or rate of compensation.

Student Change of Mailing or Email Addresses

It is the responsibility of the student to notify the university with regard to any change of mailing or email addresses. All correspondence will be sent to the last mailing or email address the university receives from the student.

Student Privacy Rights

The Family Educational Rights and Privacy Act of 1974 (FERPA) is a federal law designed to protect the privacy of and limit access to student educational records. FERPA grants to students certain rights, privileges and protections relative to the identifiable information contained within their educational records maintained by the University. Specifically:

- Students have some control over the disclosure of information. A student's educational records (with the exception of directory information) will be released to third parties outside the University only with the consent of the student.
- Students have the right to inspect, review and request amendment of their educational records.
- Students have the right to challenge information contained within their educational records.
- Students have the right to file a complaint with the U.S. Department of Education if they believe their rights under FERPA are violated.

Educational records covered by FERPA include grades, housing information, financial status, results of disciplinary proceedings, etc. FERPA does not apply to Medical, Disability and Counseling records, which are confidential and protected.

FERPA permits the release of directory-type information to third parties outside the institution without written consent. Students may file a request for non-disclosure of Student Directory Information, meaning no information, including directory information, will be released, except as required by law by emailing: admissions@uxvuniversity.com. This means that the University cannot verify enrollment and degrees earned requests from potential employers or insurance companies. Requests from the student for Enrollment Verifications or Transcripts may be honored regardless of the hold with verified student authorization. Requests for non-disclosure remain in effect even after graduation and may be rescinded with a verified signature. For students who have rescinded their Non-disclosure and left the University, it can only be reinstated if the individual re-enrolls.

Directory information includes

- Name

- UVU e-mail or box address
- Campus, school, or college attended
- Course of study and areas of specialization
- Dates admitted, attended, and graduated
- Enrollment and class status (freshman, senior, full-time, part-time, etc.)
- Degrees sought or earned and dates received or anticipated
- Awards, honors, and special programs or recognitions

The following is also included as Directory Information, but is only released for compelling reasons and only with advance approval of the student, and Registrar, Provost or their designee:

- Permanent or local mailing addresses and telephone numbers
- Non-UVU email addresses or account information
- Date of birth
- Factual disciplinary history, including the results of disciplinary processes or the fact that action was pending at the time of withdrawal
- Information from public sources

Directory information cannot include a student's identification number or social security number, race, ethnicity, nationality or gender.

To request Non-Disclosure of Directory Information:

A student must submit a request for non-disclosure of directory information by emailing: admissions@uxvuniversity.com.

Non-directory information contained within a student's educational record may include grades, GPA, disciplinary proceedings, and social security and student numbers. Disclosure of non-directory, personally identifiable information requires student consent. This means that the University must withhold such information from parents and others, who believe their relationship with the student entitles them to have the information (even on occasions when the student prefers the information be released), if consent for release is not given.

Consent for release is not required for disclosure:

- to school officials, including the National Student Clearinghouse, with legitimate educational interests;
- to state, federal and local authorities conducting audits, evaluations or enforcement of education programs, or to organizations working on their behalf;
- to accrediting organizations;
- in connection with financial aid;
- to parents of a dependent child when the most recent tax return is provided;
- in compliance with a lawfully issued subpoena;
- in a health or safety emergency.

Statement of Non-Discrimination

UVU does not discriminate in its admissions because of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status (special disabled veterans, disabled veterans and Vietnam-era veterans), or any other

characteristic protected under applicable federal or state law. If a student is concerned about a possible discrimination, submit those concerns to: admissions@uxvuniversity.com

Accommodations for Students with Disabilities

Unmanned Vehicle University is an Equal Opportunity Educational institution and is committed to providing access to students with disabilities in accordance with [Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990 \(ADA\)](#).

Applicants, prospective students or current students with disabilities have the following rights and responsibilities:

- Have the right to equal access to all programs.
- Disability records will be maintained separately from academic records; disability records will be used solely to determine appropriate services.
- Have the responsibility to give advance notification of accommodations needed prior to the beginning of enrollment.
- Have the responsibility to submit both documentation of their disability and a request for services.
- Have the responsibility to initiate the request for services or accommodations; requests should be addressed to the Registrar; students must communicate to the Registrar the nature of the disability and any necessary and reasonable accommodations to allow them full participation in programs.
- Students must meet the requirements of the academic program of study with or without reasonable accommodation.

Students are encouraged to disclose and submit a special needs request for any disability requiring accommodation immediately following enrollment and prior to starting classes. Once the university's review has been completed and reasonable accommodations have been identified, an appropriate start date can be determined so the student can begin his or her chosen program. All students seeking accommodation under Section 504 of the Rehabilitation Act or the ADA must submit documentation of physical or mental disability from qualified medical or testing personnel. Expenses incurred in obtaining such documentation are the responsibility of the student.

Leave of Absence Policy

Students requesting a leave of absence (LOA) must notify the university by email or letter:

**Unmanned Vehicle University
1300 S. Litchfield Road Building 150, Suite A1010
Goodyear, AZ 85338
Phone: (877) 328-1603**

From matriculation until graduation, students at Unmanned Vehicle University are expected to maintain active status by continuously enrollment. Students who are not able to maintain active status are strongly encouraged to consult with the Dean of Academic Affairs, and Provost to determine whether requesting a leave of absence (LOA) is the most appropriate course of action. Medical, personal, employment and military service are examples of situations that may lead a student to explore a leave of absence request. See university policies and guidelines below:

1. Students who experience circumstances that prevent them from maintaining active student status may be granted approval from UVU for a leave of absence upon request. Students must complete a Leave of Absence form that specifies the length of the leave requested.

2. An approved leave of absence may not exceed one academic year, unless there are extremely exceptional circumstances.
3. Students who do not obtain an approved leave of absence prior to interrupting their enrollment (excluding summer) may be terminated from their certificate program and/or held to new requirements if they are subsequently readmitted.
4. Students granted a leave of absence may not use University facilities or services available only to enrolled students.
5. The approved leave of absence time will not be counted toward time-to-graduation limits.
6. Students who obtain an approved leave of absence in accordance with this policy are eligible for reinstatement provided they register no later than the term immediately following the expiration of the leave (excluding summer). Programs may specify reasonable conditions for reinstatement to active status, whether the student returns early or at the expiration of the leave. Programs may deny reinstatement to active status based on crimes or other serious misconduct occurring during the leave that would have been grounds for suspension or expulsion had the student engaged in the conduct while enrolled. Students are obligated and agree to disclose such material information. See OSU Student Code of Conduct.
7. Students whose leave of absence has expired and who have not yet registered for the following term (excluding summer) will be placed on inactive status. Students who are placed on inactive status must reapply for readmission.
8. Given the diverse disciplinary and interdisciplinary nature of UVU programs, programs may develop additional rules governing leaves of absence, as long as they are consistent with University policies. Changes in such policies will be communicated via email and the university website.

Students that wish to be reenrolled must send a letter to the university requesting reenrollment. The letter must contain the following information:

Full name (please include maiden name)
Student identification number
Current address
Date of birth
Last date of attendance
Requested reenrollment date
Certificate Program

The student will also be interviewed to ensure that, after an extensive leave, the student will likely be successful in the program if re-enrolled.

Policy on Probation, Suspension or Expulsion

Those who do not make satisfactory progress will be placed on probation during the succeeding term. During the probation period students must raise their grade average to passing or higher. The student will be suspended if grades are not satisfactory at the end of the probationary period.

Reinstatement to the University

Suspended students will be considered for reinstatement to the university after six months. If the student decides to retake a course, the most recent grade is counted in the GPA. A student is limited to a maximum of three attempts to pass a course (B or above). Withdrawals do count as an attempt.

Policy on Student Records

All student academic and financial records are maintained and filed in a secure and safe manner in perpetuity. Students are allowed to view their records, but the records must not leave the university. Official transcripts will be provided to the student for a fee of \$5.00.

Should the institution cease operation, whether voluntarily or involuntarily, all educational records or legible true copies shall be filed with the Arizona State Board for Private Postsecondary Education within 15 days of ceasing educational operations.

PROGRAM REQUIREMENTS

Determination of Academic Requirements

Students graduate under the program requirements and policies in effect at the term and year of admission to a program. Students who fail to maintain continuous enrollment and are re-admitted to the program, graduate under the program requirements and policies in effect at the time of the new admission date.

Core Courses

The following courses are required for graduation:

UAV 101 UAV Fundamentals: 4 credits

UAV 202 Introduction to Systems Engineering: 4 credits

Focus area (choose two)

UAV 103 sUAS Design and Construction: 4 credits

UAV 105 UAV Aviation Management: 4 credits

UAV 204 UAS Flight Test and Evaluation: 4 credits

UAV 206 UAS Remote Sensing: 4 credits

Total: 16 credits

Certificate in Unmanned Vehicle Systems Project Management

The Certificate in Unmanned Air Vehicle Systems Project Management is for students who have not earned a bachelor's degree. Students are required to have earned a high school diploma.

Document Issued: Certificate in Unmanned Air Vehicle Systems Project Management

Program Objectives

The objective of the Certificate program is to provide current and future project managers with an understanding of the technical characteristics of unmanned air vehicle systems and the concepts, principles, and issues associated with planning and managing an unmanned air systems project in an active, flexible learning environment. The courses in this program includes preparation for the Certified Associate in Project Management (CAPM) certification exam by the Project Management Institute (PMI). Students are highly encouraged to seek and obtain PMI certification because it formally recognizes an individual's competency in the project management process and is widely acknowledged as a significant accomplishment by practitioners in the field.

UNIVERSITY ADMINISTRATION

Board of Directors

Mr. Mark Wilkins, Phone: (877) 328-1603 , Email: admissions@uxvuniversity.com

Mr. Kevin Kelly, Phone: (877) 328-1603 , Email: admissions@uxvuniversity.com

University Management and Administration

Mr. Kevin Kelly, President, Phone:(877) 328-1603 , Email: admissions@uxvuniversity.com

Dr. Crissie M. Jameson, Dean – Academic Affairs and Research Programs, Phone:(877) 328-1603 , Email: cjameson@uxvuniversity.com

Mr Paul Dragos, Dean – School of Flight Training, Phone:(877) 328-1603 , Email: PDragos@uxvuniversity.com

Mr. Josh Roetzer, Enrollment Advisor and Business Development Manager, Phone: (716), 866-2827 or(877) 328-1603 , Email: JRoetzer@uxvuniversity.com

UNIVERSITY FACULTY & INSTRUCTORS

Fred Bivetto, Lt Col, USAF (Ret)

Adjunct Faculty Member, UAV Test Pilot / UAV Flight Test Expert

Lt Col (Ret) Frederick C. Bivetto was the Director of Curriculum Standards and Chief Remotely Piloted Aircraft (RPA) training at the USAF Test Pilot School, Edwards AFB. Mr Bivetto holds a BS in Mechanical Engineering and a Master's Degree in National Security. He was responsible for the development and maintenance of a \$37M, 1200 hour, Master of Science accredited flight test curricula with over 23 years of engineering, aviation and project management experience. In addition to managing the pilot, navigator/combat systems officer and flight test engineer curricula;

he was initial cadre for the development of the experimental Unmanned Aerial Vehicle (UAV)/Remotely Piloted Aircraft (RPA) test pilot curriculum and the school's first Chief UAV/RPA test pilot.

He began his Air Force career as an airborne Mission Commander and aeronautical engineer on the EC-135E / EC-18B Advanced Range Instrumentation Aircraft (ARIA). He led numerous missions to worldwide remote locations for Navy Trident ballistic missile re-entry tests, cruise missile chases and space launches (from DIRECTV to the SPACE SHUTTLE). He then went off to specialized & joint undergraduate navigator training, earning an academic excellence award and the wings of a weapon systems officer (WSO) and electronic warfare officer (EWO) flying the B-1. During his operational career he was a bomb squadron Chief of Standardization/Evaluation, Flight Commander and Top Graduate of the B-1 Centralized Flight Instructor Course. He is a multiple combat veteran of Iraq's OPERATION DESERT FOX and Afghanistan's OPERATION ENDURING FREEDOM with 240 combat flight hours. While deployed for OPERATION ENDURING FREEDOM he was selected for the prestigious USAF TPS special flying program and graduated with the Ellison A. Onizuka "Propwash" Award.

During his flight test career he was an Instructor Experimental Flight Test B-1 WSO/EWO, Airborne Laser (YAL-1A) Flight Commander, Joint Unmanned Combat Air System (J-UCAS/X-45) & Global Hawk (RQ-4A/B) Assistant Director of Operations, Operations Officer of a Presidentially-directed unit, Predator (MQ-1) & Reaper (MQ-9) Detachment Commander, Nellis Test and Training Range Squadron Commander and Operations Group Deputy Commander (Experimental Flight Test F-16 WSO & other systems).

He has accumulated an impressive and diverse series of firsts for the Air Force: first B-1 combat mission (OPERATION DESERT FOX), led first B-1 mission for night one of OPERATION ENDURING FREEDOM, first B-1 launch of the Joint Standoff Weapon (JSOW), Laser Weapon Officer for first integrated Airborne Laser systems test, first dual-qualified UAV/RPA test pilot (Global Hawk and Predator), flew first Navy Global Hawk cross-country and the first Predator Viper Strike munition test sortie.

Lt Colonel Bivetto is a master aviator, UAV/RPA test pilot & commercial, single/multi-engine, instrument pilot and CFI with over 2,500 flight hours in 30 different aircraft.

Paul Dragos

Dean of School of Flight Training

Paul Dragos, Dean of the School of Flight Training at Unmanned Vehicle University attended the University of California, San Diego and graduated in 1983 with a Bachelor of Science Degree in Telecommunications.

In 1984, was accepted in to the United States Navy's "Aviation Officer Candidate" Program and commissioned as an Ensign later that year.

In 1986 he earned in Navy Pilot Wings and completed three Western Pacific Tours (WESTPACS) aboard the Aircraft Carriers USS Saratoga (CV-60) and USS Carl Vinson (CVN-70). These included operations over Iraq during OPERATION DESERT STORM (1991).

In 1997, Paul served on a final WESTPAC cruise as Assistant Air-Boss of the USS Peleliu (LHA-5). After this, he served two years in the United States Naval Reserve and participated in the RQ-1 Predator Drone Testing at Naval Air Station San Clemente Island.

Throughout his distinguished career, Paul has amassed over 2,500 flight hours in a variety of military aircraft, including Jets and helicopters. In the process of doing so, he has earned several decorations, including the Navy Achievement Medal, the Armed-Forces Expeditionary Medal, the National Defense Medal, and several Service Ribbons.

After leaving the Military, Paul continued his civilian career in the telecommunications and aviation industries. He has a Private Pilot's License with a commercial rating and is active in the Unmanned Aerial Drone industry.

John Minor

Provost of UVU, Expert in UAV Systems, UAS Flight Test and UAS Remote Sensing

Mr. John Minor is the Provost of Unmanned Vehicle University (UVU). As one of the founding members of the University, He previously served on the UVU Board of Directors and as a UVU Regional Director for the Mountain West Region.

As Provost, he is responsible for all aspects of the academic mission to include academic curricula and personnel, unmanned flight training/instruction, and unmanned systems research programs. He collaborates with UVU owners to ensure the mission, vision, and goals of the university are met. Mr. Minor oversees the departmental efforts of the University's three Deans: Dean of the School of Unmanned Systems Technology, Dean of the School of Flight Training, and Dean of Research Programs and Academic Affairs. Prior to becoming Provost for Unmanned Vehicle University, Mr. Minor owned and operated American Eagle Aerospace LLC and was the Division Chief for the Air Force Sustainment Center's Scientist and Engineer Strategic Workforce Management and Development Division, Ogden Air Logistics Center, Engineering Directorate, Hill

Air Force Base, Utah. Prior to that, he served as the Chief of the Systems Engineering Division for Hill AFB.

Mr. Minor has 40+ years of professional experience and retired from the US Department of the Air Force after serving 28 years in both military and civilian capacities. He is an internationally recognized subject matter expert on airborne remote sensing, airborne sensors and systems, unmanned aerial vehicles (UAVs) and UAV systems, systems engineering, and flight test and evaluation. He is a highly decorated academic leader, instructor and lecturer. He is the former Technical Director of the USAF Test Pilot School. In this capacity he was responsible for executing a 50 semester hour graduate level program graduating 48 student test pilots and test engineers a year with a Master of Science in Flight Test Engineering as well as overseeing a 4000 hour annual test flying training program. From 2006 to 2008 he led the efforts to get the USAF Test Pilot School academically recognized, accredited and approved by the US Department of Education, the National Advisory Committee on Institutional Quality and Integrity (NACIQI) and the Southern Association of Colleges and Schools for degree granting authority under USC Title 10, a first in the 63 year history of the military school.

During his career, Minor served on the technical staff of the Air Force Flight Test Center, the USAF Test Pilot School, the 46th Test Wing, Lockheed Martin, the Lockheed Skunk Works®, Loral, and Sverdrup Technology. He began his career with the 9th Strategic Reconnaissance Wing as a sensor system specialist on the SR-71 and U-2 aircraft. Since, he has worked on a number of high-value military programs to include the Low Altitude Navigation and Targeting Infrared for Night (LANTIRN), the F/A-18D (RC) Tactical Reconnaissance (TAC RECCE), the Advanced Tactical Air Reconnaissance System (ATARS), and the RQ-3A TIER III Minus (DarkStar) High Altitude, Low Observable, Endurance, Unmanned Air Vehicle (UAV), as well as numerous other classified manned and unmanned system programs.

Mr. Minor is a senior flight test engineer and he accumulated over 1500 flying hours in over 30 different aircraft types, including 400+ hours in the RF-4C and 300+ hours in the F-16B/D. As a USAF Test Pilot School's former Systems Master Instructor (1999-2003), he was responsible for developing a state of the art curricula and teaching sensors, weapons, systems, electronic warfare, directed energy, and unmanned systems theory, operations, and flight test to the next generation of USAF Test Pilots, Electronic Warfare Officers, and Flight Test Engineers. He has taught many short courses around the world for Society of Flight Test Engineers, the Association of Old Crows (AOC), Technology Training Corporation, and has lectured extensively throughout Europe to several Technical Universities and for the Royal Aeronautical Society (RAeS). Mr. Minor holds BSEE and MSEE degrees "with distinction" from the University of New Mexico under Air Force Institute of Technology sponsorship. He is an Air War College and USAF Test Pilot School graduate.

Mr. Minor has been honored with numerous awards and decorations to include: the Civilian Meritorious Service Medal, the 412th Test Wing's Senior Leader of the Year Award, the Society of Flight Test Engineers Directors and Fellow Awards, the San Fernando Valley Engineers' Council Distinguished Engineering Project Achievement Award, and the Engineers' Council Distinguished Engineering Life Achievement Award for his educational contributions to the Edwards AFB engineering community. In 2010 he was honored to receive the "Kelly" Johnson Award for obtaining "Engineering Excellence" throughout his 35-year career by the Society of Flight Test Engineers. John received the Team Hill AFB "Spirit Award" in 2011, and in 2014 he was honored to be selected as the IEEE Senior Engineering Manager of the Year for Region 6, Utah and Idaho.

Mr Minor is a member of the following professional organizations: the Association for Unmanned Vehicle Systems International (AUVSI), Fellow of the Society of Flight Test Engineers, (SFTE), Senior Member of the Institute of Electrical and Electronic Engineers (IEEE) , member of the International Test and Evaluation Association (ITEA) , Senior Member of the American Institute for Aeronautics and Astronautics (AIAA), member of the International Council on Systems Engineering (INCOSSE), the Air Force Association (AFA), and the Flight Test Historical Foundation. He was the President of the Society of Flight Test Engineers from 2004-2006. Mr. Minor also has been inducted to the following science and engineering honor societies: Eta Kappa Nu – The Electrical and Computer Engineering Honor Society, Tau Beta Pi – The Engineering Honor Society, and Kappa Mu Epsilon – the Mathematics Honor Society.

Mr. Eric Jameson

Adjunct Faculty, UAV Design and Build Expert, UAV Product Manager at Stampede Global

Mr. Eric Jameson is an adjunct faculty member for Unmanned Vehicle University. He was a career Intelligence Officer with the United States Air Force (USAF) and has over 25 years of experience with the USAF serving in numerous combat zones from the Tactical to the Operational level. He has worked with all combat related platforms in the USAF inventory, manned and unmanned.

Mr. Jameson started his career as a Target Intelligence Specialist with a reserve F-16 unit, where he was awarded numerous Outstanding Performer awards and deployed to contingencies supporting OPERATION DESERT STORM, OPERATION DENY FLIGHT, OPERATION DECISIVE EDGE, and OPERATION NORTHERN WATCH working with a variety of USAF aircraft. As an Air Reserve Technician, he was selected as the Air Force's Outstanding Intelligence Intermediate-Level Civilian of the Year. Mr. Jameson graduated with a B.A. in Political Science from the University of Texas at Arlington. He was then selected for commissioning in the Air Force to serve as a Squadron

Intelligence Officer before becoming the Wing Intelligence Officer for an F-16 unit and finally heading up operations in the Air Operations Center – Intelligence, Surveillance and Reconnaissance (ISR) Division.

After retiring, Mr. Jameson utilized his recognized subject matter expertise in ISR and UAV's on several contracts to include building the entire fundamentals courseware for the Saudi Arabian Alternate Command Operations Center (ACOC) and working with the Joint Improvised Explosive Device (IED) Defeat Organization (JIEDDO). As a Senior Intelligence Analyst, he deployed to Afghanistan for 6 months in support of OPERATION ENDURING FREEDOM where his analytical efforts were directly responsible for over 3,000lbs of home-made-explosives (HME) being taken off the battlefield.

Mr. Jameson is a graduate of the Air Education and Training Command's Instructor School in addition to the following specialty courses; Intelligence Systems Training, Tactical Electronic Combat Intelligence, Combat Survival Training, Practical Intelligence, Air Defense Electronic Warfare, Wild Stallion Combat Search and Rescue, Anti-Terrorism, Squadron Officers School, MQ-1/9 Intelligence Formal Training, and the Air Force Air Operations Center – Intelligence Division training. Mr. Jameson is the author of the original Concept of Operations which created the Non-Traditional Intelligence Surveillance and Reconnaissance (NT-ISR) mission set used by the USAF. He also built the Tactical to Operational Level Architecture for Mission Reporting and Weapons System Video used in OPERATION IRAQI FREEDOM for which he received the Defense Meritorious Service Award.

COURSE DESCRIPTIONS

Unmanned Vehicle Systems

UAV 101 Unmanned Aircraft Systems Fundamentals (4 credits)

This course provides a comprehensive technical overview of unmanned aircraft systems. The following topics are covered in this course: UAV Components, UAV Communications & Data Links, UAV Sensors & Characteristics, UAV Ground Control Systems, Civil UAV Types, Roles and Operations, Civil Airspace Integration, Sense and Avoid Systems, UAV Mishaps, Causes of Failure, Improving Reliability, Human Machine Interface, UAV Alternative Propulsion (Fuel Cells and Solar), UAV Navigation, UAV Autonomous Operations, UAV Swarming, Future UAV Roles & Technologies. The 301 course covers the same material as UAV-601, but the level of student understanding, the homework, and the exams are significantly less demanding than in UAV-601. UAV 301 is intended for certificate program Students. UAV 601 is intended for graduate program students.

Prerequisites: Algebra

UAV 103 Small UAV Design and Construction (4 credits)

This vocational technical course will provide the student with the knowledge to build and fly their own UAV. Topics covered include Definitions and Types, Small UAV Sensors, Small UAV Design, Small UAV Propulsion, Small UAV Energy Systems, Small UAV Regulation, Small UAV Operations, Starting a UAV Business. Course material will help students make the best decision possible in purchasing small UAVs. The content will also help graduates be effective as a pilot, sensor operator, maintenance technician, mission commanders, observers, supervisor, purchasing agent, decision makers, and more. The participants will gain a thorough working knowledge of small UAVs and sensors including operational capabilities of the most common systems available today, and the technology behind them.

Prerequisites: Algebra

UAV 105 UAS Aviation Management

This course focuses on comprehensive coverage of a professional aviation organization model with special focus on the key pillars of safety, operations, maintenance and culture in the context of the current regulations and specific requirements to operate an UAS in the national airspace for commercial use.

Prerequisites: Algebra

UAV 206 Remote Sensing with Unmanned Systems (4 credits)

This course covers visible, infrared and radar sensors used by unmanned aircraft systems. Lectures include the theoretical background necessary to understand remote sensing applications in the optical and radio frequency portions of the electromagnetic spectrum, to include the effects of dynamic atmospheric conditions, target scene content and clutter. Sensor design and theory of operation is presented in the context of accomplishing specific missions for representative civil and commercial applications. Numerous example images and videos are used to illustrate system operation and performance and to facilitate student learning. Additionally, multi- and hyper- spectral imaging and light detection and ranging (LIDAR) sensors are illustrated and capabilities examined. Representative unmanned system sensor applications covered include target detection/acquisition/tracking, ranging, surveillance, reconnaissance, ground mapping, navigation, environmental monitoring, wildfire suppression, disaster and emergency management, agricultural monitoring, law enforcement, homeland security (airport, border, and port) and communications. The main difference between 401 and 701 is the level of homework, examinations, and understanding required of the students. UXV-401 is intended for certificate program students. UXV-701 is for graduate students only.

Prerequisites: Algebra, Geometry and Trigonometry

UAV 204 Unmanned Aircraft Developmental Flight Test and Evaluation (4 credits)

This course covers the test and evaluation of unmanned aircraft systems (UASs). Test and evaluation of an UAS is just as much an essential part of the UAS design and development process as it is for a manned aircraft. However, the complexity and various levels of autonomy in the modern UAS present unique challenges to the system developer and tester that are seldom encountered in manned aircraft development, test and evaluation programs. This course provides students with a thorough understanding of the entire test and evaluation process as it applies throughout the developmental life cycle of the UAS, culminating with the capstone event—the flight test program. Course topics cover the major elements of test and evaluation process, including the use of modeling and simulation, system integration laboratories, hardware-in-the-loop (HITL) testing and simulation, installed system test facilities, and open air test ranges. The methods and challenges associated with flight testing remotely piloted and autonomous UASs are examined. Test planning, provisioning, and design are covered to include critical performance parameter identification and data collection strategies. Testing in all flight regimes of the UAS mission are covered to include launch and recovery, in-flight vehicle performance, stability, and control, sensor payload performance, communication and data link performance, ground station controls and displays, and human factors. Important test considerations such as design for reliability, robustness, and redundancy are examined. The critical importance of test safety is emphasized to include risk management, identification of risks, and risk mitigation. UAV 402 is for non-degree program students. UAV 702 is for students enrolled in the Masters or Doctorate program.

Prerequisites: Algebra

Systems Engineering and Project Management

UAV 202 Introduction to Systems Engineering (Certificate Students) (4 credits)

This 12-week ‘instructor-led’ online course introduces fundamental principles of the systems engineering process and techniques. It covers the role of system engineering in the system life cycle from pre-concept exploration through concept development, design, production, utilization, operations support, and retirement. It is identical to the SYS 601 course except for assignments and demonstrated level of learning designed at the vocational-technical level. It addresses technical and project processes with which the system engineer is involved, enabling and support process activities, and specialty engineering activities. Tailoring of the system engineering function to suit the scope and needs of the project will be discussed. Finally, the course reviews management processes and techniques with which system engineer will be involved as part of the program management activity.

Prerequisites: Algebra

Description of Facilities

Unmanned Vehicle University is located at the Presson Goodyear Airport with classroom, lab, and office space at: 1300 South Litchfield Road, Building 14, Goodyear, Arizona.

2020 Calendar

January 1	New Year's Day
January 6	Term 1 - Start
January 20	Martin Luther King Day
February 17	Presidents' Day
March 27	Term 1 - End
April 6	Term 2 - Start
May 25	Memorial Day
June 26	Term 2 - End
July 4	Independence Day
July 6	Term 3 - Start
September 7	Labor Day
September 25	Term 3 - End
October 5	Term 4 - Start
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
December 25	Term 4 - End
December 25	Christmas Day

CY 2021

Term 1: 4 January to 28 March

Term 2: 5 April to 27 June

Term 3: 5 July to 26 September

Term 4: 4 October to 26 December

2021 Calendar

January 1	New Year's Day
January 4	Term 1 - Start
January 18	Martin Luther King Day
February 15	Presidents' Day
March 28	Term 1 - End

April 5	Term 2 - Start
May 24	Memorial Day
June 27	Term 2 - End
July 4	Independence Day
July 5	Term 3 - Start
September 6	Labor Day
September 25	Term 3 - End
October 4	Term 4 - Start
October 11	Columbus Day
November 11	Veterans Day
November 25	Thanksgiving Day
December 26	Term 4 - End
December 25	Christmas Day

Student Catalog

Catalogs are made available to students and prospective students in written or electronic format. Within 10 days from the date of a catalog revision, the revised catalog will be submitted to the Arizona State Board for Private Post Secondary Education.

Academic Advisement

Students may call (877) 328-1603 to schedule an appointment for academic advisement.

Space, Facilities and Equipment

All UVU academic courses are taught online via modern distance learning methods and technologies. There is no residency requirement for the certificate or graduate degree programs. UVU is located at the Presson Goodyear Airport which includes a classroom, lab, and office space at 1300 South Litchfield Road, Building 150, Suite A1010, Goodyear, Arizona.

Certified as True and Correct in Content and Policy

University Officials Signature/Title

Effective Date

Appendix A: Student Enrollment Agreement

STUDENT ENROLLMENT AGREEMENT R4-39-401(A)(1)

Unmanned Vehicle University, 1300 S. Litchfield Road Building 150, Suite A1010, Goodyear, AZ 85338

Email this completed agreement to admissions@uxvuniversity.com Phone: (877) 328-1603

Student Name: _____ Maiden or other names used: _____

Student ID #: _____

Address: _____

City, State, ZIP: _____

Phone Number: _____ Email _____

Date of Birth: _____

Gender: _____ (M or F)

Hispanic: Yes _____ No _____

Ethnicity (one or more of the following): _____ American Indian or Alaska Native _____ Asian _____ Black or African American _____ Native Hawaiian or Other Pacific Islander _____ White _____ Other (Describe) _____

US Citizen: _____ Yes _____ No _____

Highest Degree Earned (e.g., High School diploma, etc.) _____

PROGRAM INFORMATION

Anticipated Commencement date of program _____

Program: Professional Certificate in Unmanned Aircraft Systems Project Management (16 credits)

TUITION

The total cost for the Certificate in Unmanned Systems Project Management program:

Tuition:	\$6,400 (over 1 year)
Books/Supplies	\$1,800 (program may require a drone to be designed and built)
Application Fee	\$25
Total Program Costs	\$8,225

Initials _____

PAYMENT METHOD AND TERMS OF PAYMENT (Payment to comply with R4-39-405)

1. \$25 application fee
2. Each course is \$400 per credit hour paid at the beginning of each course.
3. Payment methods accepted include , check, credit card and bank transfer

CANCELLATION AND REFUND POLICY (To comply with R4-39-404)

An applicant denied admission by the school is entitled to a refund of all monies paid.

Refund after the commencement of course:

If for any reason a student chooses to withdraw from a program, the university has established this refund policy for the student's protection. A student may terminate an enrollment at any time by notifying the university in any manner (in writing is required).

Address: 1300 S. Litchfield Road Building 150, Suite A1010 Goodyear, AZ

85338

Telephone: (877) 328-1603

Email: admissions@uxvuniversity.com

Website: www.uxvuniversity.com

If Unmanned Vehicle University is notified of cancellation within five (5) calendar days after midnight of the day on which the enrollment agreement is accepted, an applicant requesting cancellation in writing within this time will be given a refund of all money paid to the Unmanned Vehicle University.

The following chart reflects the refund percentage per the amount of the term (12 week course) which has been in session at the time the student requests a refund (less the non-refundable application fee):

12 Week Course	
% of the weeks enrolled	Tuition refund amount
10% or less	90%
More than 10% and less than or equal to 20%	80%
More than 20% and less than or equal to 30%	70%
More than 30% and less than or equal to 40%	60%
More than 40% and less than or equal to 50%	50%
More than 50%	No refund is required

Initials _____

Books, supplies and fees are not refundable if received by student and opened.

Refunds will be issued within 30 days of the date of student notification, or date of school determination (withdrawn due to absences or other criteria as specified in the school catalog), or in the case of a student not returning from an authorized Leave of Absence (LOA), within 30 days of the date the student was scheduled to return from the LOA and did not return.

Holder in Due Course Statement:

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds, hereof Recovery hereunder by the debtor shall not exceed amounts paid by the debtor (FTC Rule effective 5-14-76).

Perspective UVU students must send official transcripts from previous colleges/universities in which they wish to transfer credit to admissions@uxvuniversity.com. Transfer credits will be reviewed by the admissions personnel and a determination will be sent to the student via email within 4 weeks.

THE STUDENT UNDERSTANDS:

1. The School does not accept credit for previous work experience (experimental learning), or CLEP.
2. The School does not guarantee job placement to graduates upon program/course completion or upon graduation.
3. The School reserves the right to reschedule the program start date when the number of students scheduled is too small.
4. The School will not be responsible for any statement of policy or procedure that does not appear in the School catalog.
5. The School reserves the right to discontinue the student's training for unsatisfactory progress, nonpayment of tuition or failure to abide by School rules
6. This document does not constitute a binding agreement until accepted in writing by all parties.

STUDENT ACKNOWLEDGEMENTS:

1. I hereby acknowledge receipt of the School's catalog dated _____, which contains information describing programs offered, and equipment/supplies provided. The School's catalog is included as a part of this enrollment agreement, and I acknowledge that I have received a copy of this catalog. _____ Student initials
2. Also, I have carefully read and received an exact copy of this enrollment agreement.
_____ Student initials

Initials _____

3. I understand that the School may terminate my enrollment if I fail to comply with attendance, academic and financial requirement or if I disrupt the normal activities of the School. While enrolled in the School. I understand that I must maintain Satisfactory Academic Progress as described in the School catalog and that my financial obligation to the School must be paid in full before a certificate may be awarded.

_____ Student initials

4. I also understand that this institution does not guarantee job placement to graduates upon program/course completion or upon graduation.

UVU does not discriminate in its admissions because of race, sex, color, creed, age, religion, or national origin of admitting students.

CONTRACT ACCEPTANCE:

I, the undersigned, have read and understand this agreement and acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without the written agreement of the student and the School Official. I also understand that if I default upon this agreement I will be responsible for payment of any collection fees or attorney fees incurred by Unmanned Vehicle University.

My signature below signifies that I have read and understand all aspects of this agreement and do recognize my legal responsibilities in regard to this contract.

This contract terminates four years after signed and date indicated below:

Signed this _____ day of _____ 20____

Signature of Student

Date

Signature of School Official

Date