NPC-to-UAM
Start Here/Finish Here Degree

AY2025–26 Student Guide

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INTRODUCTION

NPC-TO-UAM STUDENT GUIDE

This guide is for students who are pursuing the Start Here/Finish Here degree, NPC Associate degree to UAM Bachelor's degree, *and* who are enrolled in UAM upper-level courses at NPC in Fall 2025 and/or Spring 2026.

STUDENT ENROLLMENT STATUS

The NPC-UAM partnership includes standard and dual enrollment:

- Standard enrolled students are those who *complete* the NPC Associate degree before enrolling in UAM upper-level courses.
- Dual enrolled (AKA Consortium) students are those who enroll in UAM upper-level courses *before completing* the NPC Associate degree.

DUAL ENROLLMENT CRITERIA

Students are eligible for dual enrollment in Fall 2025 and/or Spring 2026 if they meet the criteria listed under the Dual Enrollment Criteria by Program on page 12.

Dual enrolled students receiving financial aid must participate in the NPC-UAM Consortium Agreement. The Consortium Agreement will be given to you by the appropriate NPC Dean after you have been admitted to UAM and are enrolled in classes.

UAM STUDENT HANDBOOKS

As a student enrolled in UAM courses at NPC, you are subject to the content of the [UAM Student Handbook.](#) References to specific UAM handbook sections are included in this guide, but you are responsible for becoming familiar with all its content. You should pay close attention to the section of the UAM Student Handbook that addresses conduct.

Students admitted to the UAM RN to BSN program are also subject to the content of the [UAM School of Nursing Handbook](#) and responsible for submitting all required signature documents to the UAM School of Nursing Dean. The handbook outlines all School of Nursing policies and procedures that NPC students enrolled in the RN to BSN program are expected to follow.

NPC STUDENT HANDBOOK

Dual enrolled students are also subject to the content of the [NPC Student Handbook](#).

IMPORTANT CONTACTS

NPC and UAM contacts for each area included in this guide are listed on page [13](#).

ACADEMICS

ACADEMIC CALENDAR

The NPC-UAM academic calendar for 2025 is shown on page 16. The dates shown reflect important deadlines and holidays from the UAM Academic Calendar and NPC Academic Calendar.

ACADEMIC MISCONDUCT

Cheating, which includes plagiarism, is a serious academic violation and involves a student obtaining a test, essay, research paper, presentation, project, quiz, or other course assignment or requirement with the intention of presenting it to the course instructor as one's own work. Plagiarism is any instance in which a student uses the words and/or the ideas of another without proper documentation of the source for those words and/or ideas.

REFERENCE: UAM STUDENT HANDBOOK, ACADEMIC AFFAIRS, ACADEMIC CONDUCT CODE VIOLATION

ADVISING

Academic advising questions should be directed to the NPC Transfer Advisor, or the appropriate NPC/UAM dean or program advisor. Contact information can be found on page 1313.

DISABILITY SERVICES

Dual and standard students with identified disabilities are eligible for Student Special Services accommodations to ensure accessibility and usability of all programs. Documentation must be provided before services can be determined. Contact information can be found on page 13.

DROPPING A CLASS

Before dropping a class, you are encouraged to visit with the appropriate dean. Contact information for the dean in shown in *Dropping a Class* on page 13.

You may drop classes as follows:

- Submit a "Drop Form" located under "Important Forms" on the UAM Registrar's Office webpage.

There is a $10 add/drop fee per form processed. Failure to properly drop a course may result in an F that is computed in the UAM GPA.

GRADE APPEAL

If you question the fairness or accuracy of a grade, there is recourse through a student grade appeal structure. Disagreements shall be heard that allege the instructor's policy was not applied consistently to all students, differed substantially from the announced policy, or that a policy was not announced. All grievances concerning course grades must be filed within 120 days of the end of the term in which the grade that is being appealed was assigned.

REFERENCE: UAM STUDENT HANDBOOK, ACADEMIC AFFAIRS, APPEALS OF COURSE GRADE

REGISTRATION

You will receive information from the appropriate dean regarding registering for your Fall 2025 and Spring 2026 classes.

STUDENT COMPLAINTS

UAM requires that you first make every effort to informally resolve a complaint or concern before proceeding with the formal complaint process. Nursing students should refer to the UAM Student Nursing Handbook to submit a complaint. Other students should follow the steps below.

- Informal – Undergraduate students who wish to seek further review of an academic action by the University or a University employee (in an official capacity) that the student contends was in violation of written academic policies, or constitutes unfair or unequal application of such policies, should first seek to resolve such concerns through informal discussions. In particular, grievances regarding academic matters should generally begin with informal discussions with the student's instructor or with the faculty member supervising a course. If such informal discussions do not reach a satisfactory resolution, then the student may pursue a grievance following the steps in this policy.

- Formal – If the efforts to resolve the concern informally are not successful, a written grievance shall be submitted to the academic unit chair, director, academic dean or assistant vice chancellor (for a technical campus) within 30 days of the incident or problem. If the concern relates to the chair, then the written grievance may be submitted to the dean who may appoint an alternate official to consider the grievance. If the concern relates to the dean or the assistant vice chancellor, then the written grievance may be submitted to the relevant vice chancellor.

REFERENCE*: UAM STUDENT HANDBOOK, ACADEMIC AFFAIRS, APPEALS*

STUDENT CONDUCT

Core Values of Student Conduct at The University of Arkansas at Monticello:

- Integrity: UAM students exemplify honesty, honor and a respect for the truth in all of their dealings.
- Community: UAM students build and enhance their community.
- Social Justice: UAM students treat all members of the community with fairness and respect.
- Respect: UAM students show positive regard for each other, for property and for the community.
- Responsibility: UAM students are given and accept a high level of responsibility to self, to others and to the community.

Regulations that cover in detail all matters of student conduct are found in the noted REFERENCE.

REFERENCE: UAM STUDENT HANDBOOK, STUDENT ENGAGEMENT, CODE OF CONDUCT

STUDENT INFORMATION SHARING AGREEMENT

To allow for the sharing of relevant Partnership student data (e.g., enrollment, course completion, degree completion, academic transcript) and for the sharing of data between institutions for the purposes of identification, reverse transfer, tracking, etc., you will be asked to sign a FERPA/privacy release statement contained in the Student Information Sharing Agreement (SISA) form. The form will be given to you by the appropriate NPC dean at the appropriate time.

TUTORING

Dual and standard students are eligible for free tutoring in the NPC Academic Success Center.

WITHDRAWING

To withdraw from UAM, you must submit the "[Withdrawal Form](#)" under the "Important Forms" section of the UAM Registrar's Office webpage.

FINANCIAL

SCHOLARSHIPS

- Institutional scholarships are awarded by UAM for dual and standard students. For dual students, the UAM scholarship will be prorated to pay only for UAM hours. Institutional scholarship awards are considered once a student has completed an application for admission to UAM.
  - **Eligibility Requirements:** Students enrolled in a bachelor's program at NPC with 55 hours completed at NPC with a minimum of a 2.5 cumulative GPA.
  - **Renewal Criteria:** Complete at least 15 hours each semester with a minimum of a 2.5 cumulative GPA at UAM for a maximum of four academic terms of continuous enrollment or the completion of a bachelor's degree if completed in less than 4 semesters.
- UAM institutional scholarships require 15 hours per semester; NPC + UAM hours will be counted for dual students.
- Dual enrolled students will be able to apply for any NPC scholarships for which they meet the eligibility requirements.

FINANCIAL AID

You will apply for UAM admissions when you are ready to take your first UAM upper-level course.

- You will officially be a UAM student at the point of admittance. Consequently, UAM will award financial aid for both dual and standard enrolled students.
- If you are applying for financial aid, you should add UAM (001085) to your FAFSA.
- If you are a dual enrolled student, you must complete and submit the NPC-UAM Consortium Agreement to the NPC Financial Aid office. The Agreement will be given to you by the appropriate NPC dean at the appropriate time.

STUDENT ACCOUNTS

Dual and standard enrolled students will receive one bill from UAM that will include UAM tuition and fees, as well as the following NPC charges. You will pay online via UAM's Campus Connect.

- Tuition and fees (for dual students only)
- Books (for dual students only)
- NPC housing (*optional* for dual and standard)
- NPC meal plan charges (for dual and standard) students

TEXTBOOKS

Dual and standard students will purchase textbooks for UAM courses through UAM's [online bookstore](#).

Dual students will purchase textbooks for NPC courses at the NPC Bookstore. Dual student charges to NPC Bookstore must be approved, at the time of purchase, through UAM and NPC Student Accounts.

NPC HOUSING

Dual and standard enrolled students may apply for NPC housing. Applications are accepted on a first come/first serve basis; there are no application deadlines for non-athletes. If you would like to apply for housing, contact information is shown in Housing on page 13.

NPC MEAL PLAN

The NPC meal plan cost is based on your number of campus hours and/or housing.

- Standard students will not be charged for UAM's meal plan.
- Standard and dual students will be charged for NPC meal plan.
- Your NPC ID is required for your NPC meal plan, which will be uploaded and available for use by the end of the first week of the semester.

STUDENT LIFE

EMAIL SERVICES

Because you will be required to access email from *NPC and UAM*, dual and standard students will have both an NPC and UAM email account. Standard students are required to have NPC email accounts to take advantage of services including, but not limited to, library notifications, RAVE emergency alert, printing credits, Zoom, etc.

LIBRARY SERVICES – STANDARD ENROLLMENT

Library privileges and policies for UAM standard students who are enrolled in classes at the NPC campus include:

- Using the NPC library computers, services, and check out *materials*.
- Limiting check-outs to five NPC books for 28 days and charging .10 per day for late fees.
- Charging for lost NPC books.
- Accessing UAM library databases <u>only</u> through the relevant student login. NPC database usage is restricted to NPC students.
- Receiving print books from UAM by Inter-library loan, upon request.

LIBRARY SERVICES – DUAL ENROLLMENT

Library privileges and policies for UAM dual students who are enrolled in both NPC and UAM classes at the NPC campus include:

- Using the NPC library computers, services, and check out materials.
- Limiting check-outs to five NPC books for 28 days and charging .10 per day for late fees.
- Charging for lost NPC books.
- Accessing NPC and UAM library databases using the relevant student logins.
- Receiving print books from UAM by Inter-library loan, upon request.

MICROSOFT 365 SERVICES

Dual and standard students will have access to a Microsoft 365 account while enrolled and during the one-year grace period after their final class. This license is called the "Microsoft 365 A3 for Students Use Benefit." The license includes Microsoft Word, Excel, PowerPoint, Outlook, OneNote, Publisher (PC download only), and Access (PC download only).

PRINTING SERVICES

Dual and standard students have a $50 per semester NPC Paper Cut printing account. The account does not carry over from one semester to another, and additional print money can be purchased in the NPC Library.

RAVE EMERGENCY ALERT SERVICES

Dual and standard students are automatically enrolled in the NPC RAVE Emergency Alert Service. When a UAM student logs into the NPC RAVE system (using your NPC account), you can configure your account to notify multiple email accounts if you wish (along with cell phones).

Unlike the other services, the RAVE service will be disabled once you are no longer enrolled in courses. There will not be a one-year grace period.

STUDENT IDS

Because an NPC ID is required to access the residence hall plus other campus services, dual and standard students will have both an NPC and UAM ID.

NAME BADGES

RN to BSN nursing students are required to wear UAM name badge with photo identification in practicum areas in accordance with the Arkansas State Board of Nursing Rules and Regulations. Students should request a UAM Undergraduate Nursing Practicum Student ID by accessing the [Student ID Badge Request](#) on the UAM website. A professional photo with neutral background should be uploaded when completing the request form. Select "National Park College" as the UAM campus " and "student" as the card type for the student degree title. Students can add earned RN credentials under special instructions.

STUDENT ORGANIZATIONS & CLUB SPORTS

The current list of NPC student organizations and club sports that you may participate in are shown on page 20. Updates will be provided as information is received.

USER ACCOUNTS

Dual and standard students will have user accounts created in PeopleSoft and Active Directory on the NPC network. Your accounts will be kept active until one year after you complete your last enrolled course. During this window, your user account gives you access to the services such as campus computer access, Microsoft 365 (includes Email), OASIS, RAVE emergency alerts, library services, Zoom, and printing credits. Once it has been a year after your last enrolled course is completed, you will receive an email about your upcoming account closure.

REFERENCE

DUAL ENROLLMENT CRITERIA BY PROGRAM

Must require 8 hours or less to complete NPC Associate degree. Must have completed the following NPC Courses:	
NPC AS Business to UAM BBA General Business	**NPC AS Education to UAM BA K-6 Elementary Education**
- ACT 1113 Principles of Accounting II - CIS 1013 Information Systems - ECON 2203 Macroeconomics - ECON 2213 Microeconomics	- EDUC 2023 Child Growth and Dev - EDUC 2243 Intro to Education - EDUC 2263 Intro to K-12 Tech - EDUC 2283 Foundations of Diverse Learners - ENG 1113 Comp 1 - ENG 1123 Comp 2 - MATH 1213 Math Reasoning - SPCH 1103 Fundamental of Public Speaking
NPC AS Nursing to UAM BSN	**NPC AS STEM to UAM BS Computer Information Systems**
Nursing students must complete the AS Nursing degree, hold a Registered Nursing license, and follow the BSN degree checklist to be admitted into the RN to BSN program. Therefore, no dual enrollment will be allowed.	- CIS 1033 Computer Science I - CIS 1031 Computer Science I Lab - CIS 2553 Computer Architecture - CIS 1043 Computer Science II - CIS 1041 Computer Science II Lab

IMPORTANT CONTACTS		
Area	**NPC**	**UAM**
Admissions/ Registration	Darla Thurber VP of Student Affairs Darla.Thurber@np.edu 501.760.4113 John Tucker Dean of Students John.Tucker@np.edu 501.681.4229	Landon Grimes VC of Student Engagement grimesl@uamont.edu 870.460.1053 Mary Whiting Director of Admissions and Recruiting whitingm@uamont.edu 870.460.1026
Advising/ Registration	Jennifer Lyons Dean of Instruction Jennifer.Lyons@np.edu 501.760.4256 Lindsey Vondenstein Education Program Faculty Mentor Lindsey.Vondenstein@np.edu 501.760.4233 Janice Ivers Dean of Nursing & Health Sciences Janice.Ivers@np.edu 501.760.4289 Katelynn Hardage Transfer Coordinator Katelynn.Hardage@np.edu 501.760.4373	Marsha Clayton Dean of the School of Business clayton@uamont.edu 870.460.1673 Kim Level Dean of the School of Education level@uamont.edu 870.460.1062 Amanda Smith Interim Dean of the School of Nursing smithak@uamont.edu 870.460.1069 Brian Hairston Dean of the School of Computer Information Systems hairstonb@uamont.edu 870.460.1538 Carrie Johnson Assistant VC for Academic Success johnsonc@uamont.edu 870.460.1233
Bookstore	Campus Store Manager (TBD) 501.760.4315 Tim Ward, Supplies/Soft Goods Manager Tim.Ward@np.edu 501.760.4249	Billy Hogue Bookstore Manager 1305mgr@Follett.com 870.460.1155

Disability Services	Mandee Harper Disabilities Specialist Mandee.Harper@np.edu, 501.760.6388	Mary Whiting Director of Admissions and Recruiting whitingm@uamont.edu 870.460.1026
Dropping A Class	Jennifer Lyons Dean of Instruction Jennifer.Lyons@np.edu 501.760.4256 Janice Ivers Dean of Nursing & Health Sciences Janice.Ivers@np.edu 501.760.4289	Marsha Clayton Dean of the School of Business clayton@uamont.edu 870.460.1673 Kim Level Dean of the School of Education level@uamont.edu 870.460.1162 Amanda Smith Interim Dean of the School of Nursing smithak@uamont.edu 870.460.1069 Brian Hairston Dean of the School of Computer Information Systems hairstonb@uamont.edu 870.460.1538 Carrie Johnson Assistant VC for Academic Success johnsonc@uamont.edu 870.460.1233
Financial Aid	Amy Watson Student Financial Aid Director Amy.Watson@np.edu finaid@np.edu 501.760.4217	Althea Hayden Financial Aid Coordinator haydenag@uamont.edu 870.460.1350
IT	Campus IT Support Contact Techsupport@np.edu 501.760.4171	Office of Information Technology UAM-Ithelp@uamont.edu 870.460.1036
Library	Lynn Valetutti Library Director Lynn.Valetutti@np.edu 501.760.4101	Dan Boice Library Director boice@uamont.edu 870.460.1480 Renee Clark Electronic Resources Librarian parishe@uamont.edu

		870.460.1280
NPC Housing	Thia Armstrong Community Manager tarmstrong@npchrl.com ResLife@np.edu 501.760.4319	Jessica Foxworth Associate Vice Chancellor for Student Engagement/Dean of Students foxworth@uamont.edu 870.460.1110
Scholarships	Amy Watson Student Financial Aid Director Amy.Watson@np.edu finaid@np.edu 501.760.4217	Kiara Palmer Financial Aid Analyst palmerk@uamont.edu 870.460.1081
Student Accounts	Kat McCorkle Student Accounts Specialist Katherine.McCorkle@np.edu, 501.760.4271	Melissa Robertson Fiscal Support Supervisor robertstonm@uamont.edu 870.460.1543 or cashier@uamont.edu
Student Complaints	Jennifer Lyons Dean of Instruction Jennifer.Lyons@np.edu 501.760.4256 Janice Ivers Dean of Nursing & Health Sciences Janice.Ivers@np.edu 501.760.4289	Marsha Clayton Dean of the School of Business clayton@uamont.edu 870.460.1673 Kim Level Dean of the School of Education level@uamont.edu 870.460.1162 Amanda Smith Interim Dean of the School of Nursing smithak@uamont.edu 870.460.1069 Brian Hairston Dean of the School of Computer Information Systems hairstonb@uamont.edu 870.460.1538
Tutoring	Lisa Walker Tutor Supervisor Academic Success Center Lisa.Walker@np.edu 501.760.4228	Brian Jones Director of Career, Testing, and Tutoring Services jonesb@uamont.edu 870.460.1453
Withdrawing	Registrar's Office Registrar@np.edu 501.760.4123	Marsha Clayton Dean of the School of Business clayton@uamont.edu 870.460.1673

		Kim Level
		Dean of the School of Education
		level@uamont.edu
		870.460.1162
		Amanda Smith
		Interim Dean of the School of Nursing
		smithak@uamont.edu
		870.460.1069
		Brian Hairston
		Dean of the School of Computer Information Systems
		hairstonb@uamont.edu
		870.460.1538
		Registrar's Office
		registrar2@uamont.edu
		870.460.1034

FALL 2025 NPC-UAM ACADEMIC CALENDAR

DATE	NPC	UAM
Wednesday, August 20	NPC classes begin for dual students enrolled in full session and 8W1	UAM classes at NPC begin for dual and standard students enrolled in full session (1) or 8-week 1 (8W1) courses
Friday, August 22		Last day to add classes at UAM
Monday, September 1	**Labor Day Holiday**	
Friday September 19	Last day to withdraw from 8W1 class	
Wednesday, September 24		Last day to drop a session 8W1 class
Wednesday, October 8	Last day of 8W1 class	
Thursday, October 9		Last day of a session 8W1 class
Monday, October 13	First day of 8W2	First day of session 8-week 2 (8W2)
Tuesday, October 28	Last day to withdraw from full session course at NPC	
Wednesday, October 29		Last date to drop course a full session course at UAM Last date for withdrawing from UAM without punitive grade
Monday, November 3		Registration for Spring begins
Tuesday, November 11	Last day to withdraw from 8W2 class	
Wednesday, November 14		Last day to drop a session 8W2 class
Monday, November 24-28		UAM Fall Break
Wednesday, November 26 – Friday, November 28	**Thanksgiving Break**	
Wednesday, December 3	Last day of full session and 8W2 classes	
Friday, December 5		Last day of classes for session 1 and 8W2
Monday, December 8		UAM final examinations begin

Thursday, December 4	NPC final examinations begin	
Wednesday, December 10	NPC final examinations end	
Thursday, December 11		UAM final examinations end
Friday, December 12		Commencement
Friday, December 12	NPC grades due	
Monday, December 15		UAM final grades due

<table>
<tr><td colspan="3" align="center">COLOR KEY
Black – NPC | Blue – UAM | Red – NPC & UAM</td></tr>
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SPRING 2026 NPC-UAM ACADEMIC CALENDAR

DATE	NPC	UAM
Wednesday, January 7	NPC classes begin for dual students enrolled in full session and 8W1	UAM classes at NPC begin for dual and standard Students enrolled in full session (1) or 8-week 1 courses (8W1)
Friday, January 9		Last day to add classes at UAM
Monday, January 19	**Martin Luther King Holiday**	
Friday, February 6	Last day to withdraw from 8W1 class	
Wednesday, February 11		Last day to drop a session 8W1 class
Thursday, February 26	Last day of 8W1 class	Last day of a session 8W1 class
Monday, March 2	First day of 8W2	First day of session 8-week 2 (8W2)
Tuesday, March 17	Last day to withdraw from full session	
Wednesday, March 18		
Monday, March 23 – Friday, March 27	**Spring Break**	
Monday, April 6		Registration for Summer and Fall begins
Tuesday, April 7	Last day to withdraw from 8W2 class	

Friday, April 10		Last day to drop a session 8W2 class. Grade will be W.
Friday, April 24	NPC Last day of full session and 8W2 classes	
Monday, April 27		Last day of classes for session 1 and 8W2
Monday, April 27	NPC final examinations begin	
Wednesday, April 29		UAM final examinations begin
Friday, May 1	NPC final examinations end	
Monday, May 4		UAM final examinations end
Tuesday, May 5	NPC grades due	UAM final grades due
Friday, May 8		Commencement
Saturday, May 9	NPC Commencement	
COLOR KEY **Black – NPC	Blue – UAM	Red – NPC & UAM**		

NPC STUDENT ORGANIZATIONS & CLUB SPORTS

Club or Organization	Dual & Standard Participation Options	Sponsor Email
American Chemical Society (ACS)	Dual and Standard – Eligible to participate and hold officer role	Jason.Martin@np.edu
Baptist College Ministry (BCM)	Dual and Standard may participate	Dorothy.Norris@np.edu Michael.Clayton@np.edu
Black Student Association	Dual and Standard may participate	Tikima.Simpkins@np.edu
Believers United in Christ (United)	Dual and Standard may participate	Caysie.Martin@np.edu Lisa.Walker@np.edu
Cheerleading Club Sport	Dual and Standard may participate	Michelle.Godwin@np.edu
Fishing Club Sport	Dual and Standard may participate	Jon.Rucker@np.edu
Future Teachers Club	Dual and Standard may participate	Lindsey.Vondenstein@np.edu
NAMI on Campus	Dual and Standard may participate	Cristina.Pucket@np.edu
NPC Food Bank	Dual and Standard may participate	Chuck.Burke@np.edu
NPC Singers	Dual and Standard may participate	Ferris.Allen@np.edu
Phi Theta Kappa (PTK)	Dual – May participate if already a member or may join if enrolled in 6 hours	Rebekah.Robinette@np.edu
	Standard – Cannot join or participate	
Pride Hawks	Dual and Standard may participate	Cristina.Puckett@np.edu Amanda.Kruzel@np.edu Stephen.Berry@np.edu
Student Government Association (SGA)	Dual – May participate but cannot run for President	Sheri.Phillips@np.edu Victoria.Staton@np.edu
	Standard – Cannot participate under current Constitution & Bylaws. However, plan is to add UAM Liaison position into Constitution this academic year.	
Sustainability Club	Dual and Standard may participate	Alexandra.Barnard@np.edu
The Creative Council	Dual and Standard may participate	Jennifer.Seward@np.edu
Trapshooting Club Sports	Club Sports – Dual and Standard students may participate	Adam.Earhart@np.edu
	Competitive Matches – Participation for dual and standard students is dependent upon the governing body and guidelines of a specific competition	

Vet Hawks	Dual and Standard may participate	Nathan.Looper@np.edu
Write Hawks	Dual – May participate	Nannette.Crane@np.edu
	Standard – Cannot participate	Brad.Potts@np.edu