

Admissions Process

Admissions Timeline

COHORT	TIMELINE
Fall	For participation in the Fall 2023 cohort, NIMAA will accept applications for Early Decision through April 19 th , 2023, and Regular Decision through May 31 st , 2023.
Spring	For participation in the Spring 2024 cohort, NIMAA will accept applications for Early Decision through October 25 th , 2023, and Regular Decision through November 29 th , 2023.

Note: NIMAA reserves the right to revise admissions deadlines in response to externship organization request, and NIMAA consideration and agreement.

The Application Process

The NIMAA application process is as follows:

- Applicants must complete the online NIMAA application.
- Applicants must pay the \$25 application fee.
- All applicants will have a video interview with a NIMAA representative.
- Select applicants will participate in an externship interview.
- Admissions decisions will be sent to applicants by email.
- Upon admission, prospective students will be required to undergo a background check.
- Admitted students will need to sign an enrollment agreement with NIMAA.
- Prior to the start of the program, students will be provided access to an online course providing orientation to the NIMAA Learning Management System.

Background Check

Applicants need to have cleared a background check prior to the start of classes or externship, based on the criteria listed below.

- Any violent felony convictions of homicide. (No time limit)
- Crimes of violence (assault, sexual offenses, arson, kidnapping, any crime against an at-risk adult or juvenile, etc.), as defined in section 18-1.3-406 C.R.S., in the ten years immediately preceding the submittal of application.

- Any offense involving unlawful sexual behavior in the ten years immediately preceding the submittal of application.
- Any crime, the underlying basis of which has been found by the court on the record to include an act of domestic violence, as defined in section 18-6-800.3 C.R.S., in the seven years immediately preceding the submittal of application.
- Any crime of child abuse, as defined in section 18-6-401 C.R.S., in the seven years immediately preceding the submittal of application.
- Any crime related to the sale, possession, distribution, or transfer of narcotics or controlled substances in the seven years immediately preceding the submittal of application.
- Any felony theft crimes in the seven years immediately preceding the submittal of application.
- Any offense of sexual assault on a client by a psychotherapist, as defined in section 18-3-405.5 C.R.S., in the seven years immediately preceding the submittal of application.
- Crimes of moral turpitude (prostitution, public lewdness/exposure, etc.) in the seven years immediately preceding the submittal of application.
- Registered Sex Offenders. (No time limit)
- Any offense in another state, the elements of which are substantially similar to the elements of any of the above offenses.
- More than one (1) D.U.I. in the seven years immediately preceding the submittal of application.

NIMAA will facilitate background checking procedures. Background check results will not be provided to any entity outside of NIMAA.

NIMAA will notify all externship organizations of whether or not the students placed at their clinics have passed the background check based on the criteria provided. Applicants should be aware that the clinical externship site can request an additional background check and refuse a student based upon their own background check criteria. Applicants should check state regulations related to criminal convictions and the ability to be licensed.

Enrollment Procedures

During the enrollment period (see [Program Calendar](#)), students will undergo a background check, pay all fees as per the [Payment Schedule](#), and complete all the enrollment documents. Late enrollments into the program are not accepted.

Family Educational Rights and Privacy Act (FERPA)

In accordance with the FERPA Act, NIMAA has designated the following categories of information as public (directory information). This information will be routinely released to any inquirer unless a student requests that all or part of this list be withheld. Directory information includes: Name; Address; Telephone number; Email address;

Date of Birth; Dates of attendance including current enrollment; GPA; Certification and Awards received.

All requests to restrict the disclosure of such information must be done in writing by completing a form in the Student Information System.

Postponement of Start Date

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- Whether the postponement is for the convenience of the school or the student, and;
- A deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the school's refund policy and all applicable laws and rules concerning the Private Occupational Education Act of 1981.