

**Iowa College Student Aid Commission
September 16, 2011**



IOWA COLLEGE STUDENT AID COMMISSION

Guiding Statements

Our Mission

We advocate for, and provide a continuum of services to support, Iowa students and families as they explore and finance educational opportunities beyond high school.

Our Motto

Your Financial Aid Connection.

Our Vision

All Iowans can achieve an education beyond high school.

Our Guiding Principles

We believe in the value of education and our commitment is to:

- Put students first.
- Uphold the public trust.
- Develop and empower a motivated, compassionate, and professional team.
- Create and nurture internal and external partnerships that benefit our customers.
- Provide services to our customers that exceed expectations and address their changing needs.
- Respect and honor the dignity of each other and all those we serve.

IOWA COLLEGE STUDENT AID COMMISSION

MINUTES OF MEETING

July 15, 2011

10:00 a.m.

**Iowa College Student Aid Commission
603 East 12th Street, 5th Floor, Des Moines, Iowa 50319
Conference Room**

Members Present:

Janet Adams	Rob Denson
Crystal Ford	Ron Jorgensen
Terrence Martin	Fred Moore
Herman Quirnbach	Doug Shull
Roger Utman	Cindy Winckler

Members Absent:

Bob Donley	Randy Feenstra
Shazia Manus	Kelli Todd

Staff Present:

Nancy Ankeny	Todd Brown
Misty Burke	Heather Doe
Deb Krueger	Julie Leeper
Jesse Martinez	Karen Misjak
Dan Powers	Bobbi Pulley
Carolyn Small	Ashley Wendt

Attorney General Present:

David Van Compernelle

Guests Present:

Sarah Albertson	ME&V
Carol Burnhart	Guest
Chuck Fiegen	Iowa Cosmetology Schools
Carol Glass	Grand Canyon University
Marc Hendel	Iowa Student Loan
Janine Hicks	University of St. Francis
Michelle Metzinger	Presentation College
Gary Steinke	Private Colleges
Dee Vandeventer	ME&V

Call to Order

The Iowa College Student Aid Commission met for a regularly scheduled meeting on July 15, 2011. Commissioner Adams called the meeting to order at 10:04 a.m. with a quorum present.

Minutes of Meeting

Motion: Commissioner Utman moved to approve the May 20, 2011 Meeting Minutes as written. Commissioner Moore seconded the motion which passed unanimously.

Executive Director's Report

Ms. Misjak said that the U.S. Department of Education (USDE) issued a Federal Register inviting guaranty agencies to submit proposals to participate in a Voluntary Flexible Agreement (VFA). The purpose of the VFA's is to better identify a way to provide services across their states. Ms. Misjak added that guaranty agencies that are currently performing both default prevention and collections are considered to have a conflict of interest and they may not submit a VFA that includes both services. The Commission has decided to submit a VFA with 4 other Sallie Mae users and if the VFA is signed this will void all current agreements with the USDE. Ms. Misjak said that any of the guarantors could drop out of the agreement at any time.

Commissioner Jorgensen requested clarification that the Commission needs to submit an agreement by August 1, 2011, but the Commission does not necessarily need to sign it. Ms. Misjak responded that the USDE will negotiate with each agency and until an agreement is signed the agency is not committed to a VFA. If the Commission chooses not to sign the agreement then the current agreement with the USDE will remain status quo. Ms. Misjak said some guaranty agencies are not filing a VFA.

Commissioner Denson asked why some guaranty agencies are not filing a VFA. Ms. Misjak said that the way some guarantors are structured they do not feel they can.

Commissioner Quirnbach asked if the Commission has sufficient abilities to perform what is proposed in the VFA. Ms. Misjak said the USDE does not really know what they are looking for and agencies are submitting the VFAs to give them ideas to consider. In the proposal submitted, the Commission has the ability to perform collections, college access and outreach services.

Commission Chair Adams said more information regarding the VFA will be given during the Audit and Finance Committee Report.

Ms. Misjak shared a video from the Quantum Learning event that was held at Drake University the week of June 27- July1. GEAR UP Iowa was one of the sponsors of this event. There were 35 GEAR UP Iowa students from Davenport, Des Moines, Ottumwa, Perry, and Waterloo in attendance. The students were very enthusiastic about this program.

Postsecondary Registration

Ms. Small presented Commissioners with a handout explaining criteria for an institution seeking approval by the Iowa State Board of Education for an educator preparation program offered in Iowa via distance education.

Postsecondary Registration- University of St. Francis

University of St. Francis is requesting postsecondary registration in the state of Iowa and does not have an Iowa based faculty member. Staff is requesting the Commissioners approve the request for postsecondary registration in the state of Iowa with a waiver of the full-time Iowa resident faculty member or program coordinator requirement of Iowa Administrative Rules. As a condition of registration, St. Francis University will provide Commission staff with the following updates per Iowa Code Section 261B.5:

- The University will provide a quarterly report to staff that lists all Iowa locations at which Iowans enrolled in online nursing degree programs will fulfill the clinical portion of their program.
- The University will notify staff within 90 days of the date that it hires an Iowa resident as an adjunct or full-time faculty member to provide instruction in the University's online programs or supervision in the clinical portion of the University's online nursing programs.
- The University's notification will include the faculty member's Iowa location (at minimum, city location), either business contact information (i.e., University telephone number and/or e-mail address) or information about how the University provides students with contact information for that faculty member, a brief description of the faculty member's credentials or experience, and the general topic of the courses that the faculty member teaches.

Motion: Commissioner Moore moved to approve the University of St. Francis' application for postsecondary registration in Iowa with a waiver of the full-time Iowa resident faculty member or program coordinator requirement of Iowa Administrative Rules with the afore mentioned condition. Commissioner Utman seconded the motion which passed unanimously.

Postsecondary Registration- Presentation College

Ms. Small said that Presentation College wishes to recruit students in the state of Iowa. This registration request will cover residential and online programs. Presentation College does have a full time faculty member in the state of Iowa. Staff is requesting approval of postsecondary registration for Presentation College.

Motion: Commissioner Utman moved to approve Presentation College's application for postsecondary registration in Iowa. Commissioner Martin seconded the motion which passed unanimously.

Postsecondary Registration- Grand Canyon University

Grand Canyon University is requesting postsecondary registration in Iowa. As a condition of registration, Grand Canyon University must notify staff per Iowa Code Section 261B.5 within 90 days of the University's approval of any Iowa location at which an online degree candidate will fulfill a practicum or internship requirement.

Motion: Commissioner Moore moved to approve Grand Canyon University's application for postsecondary registration in Iowa. Commissioner Denson seconded the motion which passed unanimously.

Focus Groups

Ms. Doe introduced Dee Vandeventer and Sarah Albertson from ME&V to present the findings from the recent focus groups. Ms. Vandeventer shared with Commissioners a summary of attendees, what was learned from the groups, and then gave 19 recommendations for staff to address. Commissioner Jorgensen requested a written response on the recommendations be prepared and given to Commissioners.

Website

Mr. Powers presented the new look of the Commission's website. The new design is more streamlined and represents the change in focus for the Commission. Mr. Powers thanked the website team for all of their time and hard work. A press release regarding the new look will go out in August in time for the new school year to begin.

Ms. Doe played a video that was put together by ME&V for the Commission. This video has been shared at some recent events.

Legislative Report

Ms. Leeper gave Commissioners a summary of the Commission related bills.

Audit and Finance Committee

Commissioner Utman said that on May 31, 2011, the U.S. Department of Education (USDE) released Federal Register Volume 76, Number 104 on May 31, 2011 inviting guaranty agencies to submit proposals to participate in Voluntary Flexible Agreements. Deadline for submission of the proposals is August 1, 2011. In response, the Audit and Finance Committee met in June and authorized the Executive Director to contract a consultant to evaluate the status of Iowa's

Federal Family Education Loan Program and the Commission's current and expected financial viability and to provide recommendations as to future actions necessary with regard to the Commission's FFELP portfolio. The Audit and Finance Committee is requesting that the full Commission ratify the Audit and Finance Committee's June 10, 2011, authorization of the Executive Director to contract with a consultant for these services.

Ms. Misjak said the VFA proposals will not be final until signed by the Commission. The submission of the VFA proposal is to provide the USDE with ideas from guaranty agencies concerning the future activities of those guaranty agencies. The Commission may choose not to sign a VFA agreement at any time during the process.

Commissioner Denson asked whether the contracted consultant is representing any of the other five guaranty agencies with which the Commission is submitting the VFA. Ms. Misjak said that, as far as she knows, the consultant is only representing the Commission.

Commissioner Moore requested that Commissioners be allowed to review the VFA proposal prior to its submission. Ms. Pulley said the final version of the VFA proposal will be sent to Commissioners. However, since it is being put together with five guarantors, it may be impossible to make any changes prior to submission. The Commission's section of the VFA proposal is only one small section and the Commission may withdraw at any time.

Commissioner Denson requested that a copy of the contract with the consultant be sent to Commissioners.

Motion: Commissioner Utman moved that the Commission ratify the Audit and Finance Committee's June 10, 2011, authorization for the Executive Director to sign a contract with a consultant to evaluate the status of Iowa's Federal Family Education Loan Program and the Commission's current and expected financial viability and to provide recommendations as to future actions necessary with regard to the Commission's FFELP portfolio. Commissioner Shull seconded the motion which passed with Commissioner Denson voting against.

Staff Reports

Ms. Krueger presented the administrative budget and expenditure summary, and shared with Commissioners the Cost-Accounting system that has been put into place to allow reports of what each of our programs cost. Commissioner Moore gave credit to the Accounting team for the improvement of the financials.

Commission Adjourned at 12:43 p.m.

JANET ADAMS, CHAIR

CRYSTAL FORD, VICE CHAIR

IOWA COLLEGE STUDENT AID COMMISSION

Executive Director's Report September 2011

Iowa Teacher Shortage Loan Forgiveness Program Survey

Overview

Iowa College Aid staff conducted a survey of recipients of the Iowa Teacher Shortage Loan Forgiveness Program. Survey results indicate that while the program plays little role in most teachers' initial decision to enter the profession of teaching or to work in an instructional shortage area, the program clearly encourages working teachers to remain in instructional shortage areas and factors into their decision to live and work in Iowa.

Program Background

The Iowa Teacher Shortage Loan Forgiveness Program (ITSLFP) provides Iowa teachers working in instructional shortage areas with assistance in repaying federal Stafford Loans. The program is funded by the Iowa General Fund with major additional support from a separate temporary fund. In 2010-11, the ITSLFP program provided some \$738,411 in loan repayment assistance to 186 Iowa teachers. The average program award was \$3,970.

Survey

Iowa College Aid surveyed current and past program recipients in order to assess whether and in what ways the ITSLFP influences teachers' decisions about working in Iowa and in instructional shortage areas. The agency sent the survey to 342 current and past recipients and received 131 responses.

Summary of Findings

1. A large majority of respondents (82%) indicated that the program did *not* influence their decision to major in education.
2. The ITSLFP has more of an impact on teachers' choice of subject area in which to specialize. Forty-three percent (43%) of survey respondents indicated that the ITSLFP encouraged them to work in a designated teaching shortage area.
3. An even greater percentage of respondents (58%) indicated that the program influenced their decision to work in Iowa.
4. 83% of survey respondents indicated they plan to continue teaching in a designated shortage area even after their ITSLFP eligibility expires.

5. The survey also collected comments regarding the program. 91% of comments related that the program is beneficial or has provided an incentive. The following comments by survey participants are illustrative:

I would not have ventured outside of my comfort zone if the forgiveness program hadn't been available to give me [the] boost I needed to try something new. Now I absolutely love what I do and don't see myself moving for many years.

The Program has absolutely impacted my family's decision to stay in Iowa. [...] Losing the forgiveness program if we move plays a major part in keeping us here!

The loan forgiveness programs in Iowa are the main reason I decided to stay in the state and teach in the shortage area.

I have stayed in Iowa to teach and live because of the ITLFP. I have now decided to stay in Iowa and continue to teach, which was not my original plan after graduating from college. I have realized what a great state Iowa is and I am extremely pleased to have stayed.

Iowa College Student Aid Commission

**ME&V Contract Extension
September 2011**

Recommended Action:

Authorize staff to exercise the option for a one-year extension of the Public Relations and Communication Services Contract with ME&V.

The Commission signed a contract in February of 2009 for creative advertising, marketing, and consulting services for the Commission's Marketing Department. ME&V received a 28-month contract (March 1, 2009 – June 30, 2011) which permits three one-year renewals at the option of the Commission. In addition, the contract permits the Commission to direct work to ME&V during a two month transition period prior to or immediately following the term of the agreement.

Staff has been very pleased with ME&V's performance under this contract. Under this contract, ME&V has provided Commission staff with expertise and significant time savings in the areas of marketing and communications, including administration and analysis of focus groups, design and development of a new state fair booth, development and production of promotional videos, as well as the setup and launch of the Iowa College Aid Connections blog. This will be the first of three extensions of the contract.

IOWA COLLEGE STUDENT AID COMMISSION

**Default Aversion Assistance Services
Contract Extension
September 2011**

RECOMMENDED ACTION:

Authorize staff to exercise option to extend the Default Aversion Assistance Services contract with Student Loan Counseling Service (SLCS).

The Commission issued a Request for Proposals (RFP) in September 2006 for default aversion assistance services for the Commission's delinquent federal student loans. The contract was awarded to SLCS in 2007. SLCS received a three-year contract which permits two one-year renewals at the option of the Commission.

Background: The Iowa College Student Aid Commission must perform default aversion assistance activities required under 20 USC Sections 1072b(d)(3)(B) and 1078(l), and under regulations promulgated by the Secretary of the U.S. Department of Education. A lender must submit a default aversion assistance request to the guarantor no earlier than the 60th day and no later than the 120th day of the borrower's delinquency. The guarantor provides the lender with collection assistance during the default aversion assistance period. A guarantor's default aversion assistance ends when the delinquency on the loan has been satisfactorily resolved or a claim has been filed.

Staff has been pleased with SLCS's performance under this contract. Below is a summary of recent cure statistics:

Year	\$'s Cured	Cure Rate
SFY08	\$262,375,989.99	80.40%
SFY09	\$296,467,104.41	80.83%
SFY10	\$332,709,770.92	82.52%
SFY11	\$338,760,232.37	85.07%

Staff recommends exercising the option for a one-year renewal with SLCS.

IOWA COLLEGE STUDENT AID COMMISSION

Georgetown University Application for Postsecondary Registration in Iowa September 2011

RECOMMENDED ACTION:

Approve Georgetown University's application for postsecondary registration in Iowa with a waiver of the full-time, Iowa resident faculty member or program coordinator requirement of administrative rules.

As a condition of registration, per Iowa Code Section 261B.5, Georgetown University must report every 90 days the Iowa location(s) at which an online degree candidate will fulfill a clinical requirement.

Registration Purpose

Iowa Code Section 261B.3 requires registration with the Commission for "a school that maintains or conducts one or more courses of instruction including courses of instruction by correspondence or other distance delivery method, offered in this state..." Commission staff implemented a policy of requiring an out-of-state school that offers a course of instruction via distance delivery to register in Iowa if some aspect of the school's distance education programs or its operations relative to distance education programs occurs at a location in Iowa. This could occur when a school's distance education program requires a student to complete, for example, a clinical, practicum, or externship that the student is permitted to fulfill at a location in Iowa, or when the school conducts recruiting activities for its distance education programs at a physical location in Iowa or employs instructors in its distance education programs that work for the school remotely from a physical location in Iowa.

Georgetown University's School of Nursing and Health Studies seeks to offer Master's degree programs in Iowa via distance education. Under the Commission's current policy regarding distance education providers, staff required the University to register for the following reasons:

- The distance education programs that the University desires to offer in Iowa require a clinical experience that the student will fulfill at a health care facility in Iowa.

Background

Georgetown University is a private, non-profit institution that operates its main campus at 37th & O St. NW, 204 Healy Hall, Washington, D.C. 20057. The chief executive officer of the University is President John J. DeGioia (same address). The chief executive officer of the University's School of Nursing and Health Studies is Dean Martin Y. Iguchi, 3700 Reservoir Road NW, St. Mary's Hall 101, Washington, D.C 20057. Georgetown University is registered with the Iowa Secretary of State to conduct business in Iowa. Its registered agent is Corporation Service Company, 505 5th Avenue, Suite 729, Des Moines, IA 50309.

Georgetown University provides documentation to substantiate that it is accredited by the Middle States Commission on Higher Education, a regional accrediting agency. Its online Master of Science in Nursing programs are accredited by the Middle States Commission, and the Commission on Collegiate Nursing Education. The online Master of Science in Nursing program with the midwifery specialization is accredited by the Accreditation Commission for Midwifery Education.

Programs Offered In Iowa

Georgetown University applied for registration to offer Iowans a Master of Science in Nursing degree via distance education, with the following specializations. Total program costs are noted for each specialization.

- Family Nurse Practitioner - \$69,423
- Nurse Midwifery/Women's Health Nurse Practitioner - \$77,308
- Nursing Education - \$55,230
- Adult Acute/Critical Care Clinical Nurse Specialist - \$69,423
- Adult Acute Care Nurse Practitioner - \$66,269
- Combined Clinical Nurse Specialist/Acute Care Nurse Practitioner - \$78,885

While the primary delivery method for each of the programs listed above is online, students enrolled in any one of the programs must visit the Georgetown University campus in Washington, D.C., at least once for an in-person clinical experience. All of the programs also require additional clinical experience that the University will permit an Iowan to fulfill at a health care facility in Iowa under the supervision of a preceptor. Georgetown University requires the Iowa preceptor to be either an Iowa-licensed RN or an Iowa-licensed physician, which is acceptable to the Iowa Board of Nursing. In keeping with the expectations of the Iowa Board of Nursing, the University also requires the clinical supervisor/preceptor to hold at least a Master's degree in an area that is appropriate to the supervision.

Registration Compliance

As required by Iowa Code Section 261B.4, Georgetown University disclosed its policy on refunding tuition charges for withdrawn students. The policy is located in the University's Graduate Bulletin. The school's specific tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h". (Note: Iowa Code Chapter 261.9(1)(h) does not exist.)

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. Georgetown University provides these disclosures in its Code of Student Conduct (violations for drug/alcohol abuse and sexual assault), in its annual Jeanne Clery Report (reporting procedures and services for sexual

assault incidents), and through its Office of Compliance and Ethics (drug and alcohol prevention services). All of these resources are available on the Georgetown University website at:

<http://studentconduct.georgetown.edu/codeofconduct/>

<http://publicsafety.georgetown.edu/programsandservices/SexualAssaultServices/>

<http://be.georgetown.edu/48206.html#Penalties%20for%20Violation%20of%20Federal%20and%20D.C.%20Drug%20and%20Alcohol%20Laws>

- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. During the application review process, Georgetown University developed a policy that meets the requirements of Iowa Code. The University will implement this policy upon registration and disclose the policy in its online nursing handbook and on its website at <http://online.nursing.georgetown.edu>

On its registration application, the University affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. Even though these disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs, the University developed a separate set of disclosures specifically for Iowa students. These disclosures will be incorporated into the University's Graduate Bulletin and will be distributed electronically to Iowa students prior to registration for classes in the online program.

Georgetown University discloses in its application its procedures for preserving student records. Academic files are maintained on the Main Campus by the undergraduate and graduate Deans' offices and the University Registrar. These files contain admission credentials and records of current and previous academic work. Georgetown University follows industry standards related to fire protection, archiving, and frequent, multiple back-ups of student information systems. Redundancy is built into the University's multiple data centers. The University complies with the Family Educational Rights and Privacy Act, which protects privacy related to the specific contents of a student's academic record.

The following information is to be used by students and graduates who seek transcript information:

University Registrar
G-01 White Gravenor Building
37th & O St. NW
Washington, D.C. 20057

Georgetown University affirms that it will comply with the provisions of Iowa Code Section 261B.7, which states, "Neither a school nor its officials or employees shall advertise or represent that the school is approved or accredited by the commission or the state of Iowa *nor shall it use the registration as a reference in promotional materials.*" Commission staff believes that, provided a school does not claim "approval" or "accreditation," the school serves the public's interests if it discloses that it is registered with the Commission, and provides contact information for the Commission to whom Iowa residents may direct inquiries or express concerns about the school. Staff requests that the Commission permit this limited disclosure under these conditions.

Georgetown University complied with the following additional administrative rule requirements for a registration applicant:

- The University submitted the report of an independent auditing firm, PricewaterhouseCoopers dated October 7, 2010, for the fiscal years ending June 30, 2009, and June 30, 2010. The auditing firm expressed its opinion that the financial statements of Georgetown University present fairly, in all material respects, the school's financial position.

A private non-profit school that participates in the federal student aid programs must maintain a composite score, based on a three factor financial responsibility ratio, of at least 1.5 in order to be determined "financially responsible." In the PricewaterhouseCoopers audit report, staff did not find that the auditing firm reported or tested its composite score. The most recent composite score available from the federal Department of Education for the University is for school fiscal years that ended on June 30, 2009; the University's composite score was 1.6.

- The University discloses in its application how it provides students with access to learning resources. A student accepted into the online Master of Science in Nursing program is assigned a Student Services Counselor. This counselor assists with questions related to registration, course progression, books, and other University processes. Online students have access to academic advisors to serve students in matters related to academic progress such as course failures and academic integrity issues. Online students have access to the Georgetown University Library which includes "GEORGE," the online catalog. Researchers may also connect to other library catalogs, both local and worldwide. Students may access the library's online resources 24 hours a day 7 days a week, may interact with a librarian via telephone, e-mail, online "chat," and may request live research assistance 24/7. The University also provides career services that include assistance with forming a job search, mock interviews, resume and cover letter composition. The University provides an online job and internship database that is maintained exclusively for Georgetown University students and alumni, and two online job resource tools specifically for persons interested in nursing and other health care professions.
- The University provided sufficient information about the experience and educational credentials of its nursing faculty to indicate that it employs individuals who have degrees, special training, experience, or other accomplishments that qualify them for their assignments. As a matter of policy, the University requires faculty to have a

graduate degree in the area required for teaching in a specific field. All but one of the faculty in Georgetown University's Master of Science in Nursing programs possess a doctoral degree. Faculty that deliver nursing instruction have an advanced practice nursing license.

- The University discloses on the application its methodology for developing and evaluating curriculum. The School of Nursing and Health Studies Dean and administration project team vetted the online Master of Science in Nursing program with the graduate nursing faculty and the nursing department faculty endorsed the online modality in July 2010. As a graduate program, the online program is also subject to oversight of the Graduate School of Arts and Sciences. The curriculum for the online Master of Science in Nursing program will be evaluated according to the University's Plan for Assessment of Student Learning and Outcomes, which was included in the University's registration application. Students have the opportunity to evaluate each didactic faculty member and course anonymously. Following the initial cohort's first set of courses, faculty conducted course reviews incorporating student feedback and implemented necessary changes. The same review was completed after each class initially ran online. Subsequently, the School of Nursing and Health Studies will conduct annual course reviews of the production materials and assignments. Students may also rate clinical faculty members and preceptors. The Clinical Director is responsible for maintaining a relationship with each clinical site and preceptor. Clinical courses are reviewed on an annual basis. The School of Nursing and Health Studies reviews the online nursing program after each graduating cohort, evaluating the program against accreditation standards, curriculum planning, and program learning outcomes. The School of Nursing and Health Studies evaluates licensure and student placements rates on an annual basis.
- Georgetown University provided a signed statement from John J. DeGioia, Ph.D., President of the University, stating the University's full commitment to offering high quality online programs to students in the State of Iowa, with the same curriculum, objectives, faculty, and degrees as are offered in the University's on-campus programs. In the unlikely event that the University discontinues a program available to Iowa students, it is committed to allowing students who are currently enrolled in the program the opportunity to complete the program within the allotted timeframe as listed in the Graduate Bulletin (currently three years for graduate Master students). Advising, counseling, and student support for students affected by a discontinuation of the program would be conducted by the University's academic and student support advisors to ensure that each student has an individual degree completion plan and time line.
- The University disclosed its process for addressing student complaints. Students who have concerns about treatment they have experienced are encouraged to discuss those concerns with a representative of the Office of Institutional Diversity, Equity, and Affirmative Action (IDEAA). Students who wish to pursue a formal complaint of discrimination in a non-academic matter may do so through the IDEAA. Procedures are available through the IDEAA to file a confidential complaint of sexual harassment. A student who has a concern about an academic matter should present the issue to the chair of the department on an informal basis. If, after preliminary investigation by the chair or through discussion with the student and other relevant individuals, the

matter is resolved satisfactorily, no record of the complaint will be placed in the file or the student of faculty member's file. If the complaint is not resolved, the student may submit a formal written complaint to the Dean of the Graduate School, with a copy to the University's Special Assistant to the President for Institutional Diversity, Equity and Affirmative Action. A review board established by the Dean of the Graduate School will hear the complaint. The decision of the Board is forwarded to the Dean of the Graduate School, the student, the Special Assistant to the President for Institutional Diversity, Equity and Affirmative Action, and the Affirmative Action Officer of the relevant campus. Written appeals are accepted by the Dean of the Graduate School.

Full-Time Iowa Resident Faculty Member or Program Coordinator. Georgetown University does not comply with the requirement of administrative rule to employ a full-time Iowa resident faculty member or program coordinator. Currently, the University has no plans to employ an Iowa-resident faculty member. As the University's President indicated in his commitment letter to the Commission, the University intends to utilize the same on-campus program faculty to provide instruction in its online programs. Consistent with the authority the Commission granted staff during its March 2011 meeting, staff recommend that the Commission waive the full-time Iowa resident faculty member requirement, given that the University seeks approval to provide postsecondary educational programs via distance education in Iowa.

Verifications

- The federal Department of Education reports that Georgetown University is currently accredited by the Middle States Commission on Higher Education. The University's graduate nursing program is accredited by Commission on Collegiate Nursing Education, and the Accreditation Commission for Midwifery Education. All three of these accrediting agencies are recognized by the federal Department of Education.
- The Middle States Commission on Higher Education, the Commission on Collegiate Nursing Education, and the Accreditation Commission for Midwifery Education online records indicate that the University is accredited and in good standing.
- The federal Department of Education reports that Georgetown University is not subject to a limitation, suspension, or termination of its eligibility to participate in the federal student aid programs.
- Georgetown University has an active Certificate of Authorization to transact business in Iowa as a foreign, non-profit entity, corporation #41077, filed March 7, 2011.
- Georgetown University is not required to seek the explicit approval of the Iowa Board of Nursing for its online Master of Science in Nursing program. However, the Iowa Board of Nursing communicated to the University guidelines for clinical instruction in Iowa that it must follow.

Additional Information

Georgetown University disclosed the following additional information as required by the registration application. These data are provided for informational purposes only; they do not relate to registration criteria under Iowa Code or administrative rules.

- Federal Stafford Loan Cohort Default Rate (FFY 2008): 0.9%
 - FFY 2008 national average cohort default rate: 7%
- Graduation rate (percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion): 93%
- Average loan debt of Georgetown University graduates (including undergraduate, graduate, medicine, and law programs): \$55,497.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

As an addendum to its registration application, Georgetown University applied for an exemption from the financial responsibility obligations of Iowa Code Section 714.18. The University applied for the exemption that applies to “schools of nursing accredited by the board of nurse examiners or an equivalent public board of another state or foreign country.” Staff entertained this exemption claim because the programs Georgetown University seeks to offer in Iowa are exclusively those that originate from its School of Nursing and Health Studies.

The registration application asks the applicant to disclose all state-based approval or registration agencies that authorize the school in locations where it maintains a presence. To support its authorization to operate as a postsecondary educational institution in the District of Columbia, Georgetown University submitted a copy of “An Act Concerning the College of Georgetown in the District of Columbia,” which states:

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, that it shall and may be lawful for such persons as now are, or from time to time may be, the President and Directors of the College of Georgetown, within the District of Columbia, to admit any of the students belonging to said College, or other person meriting academical honors, to any degree in the faculties, arts, sciences, and liberal professions, to which persons are usually admitted in other Colleges or Universities of the United States, and to issue in an appropriate form the diplomas or certificates which may be requisite to testify to the admission to such degrees.

The document is signed by the Speaker of the House, President pro-tempore of the Senate, and was approved by U.S. President James Madison on March 1, 1815.

Based on this documentation, staff approved Georgetown University – as an institution and including all of its schools and academic departments – for an exemption from the financial responsibility requirements of Iowa Code. The University qualifies for the exemption that applies to “colleges and universities authorized by the laws of Iowa or any other state or foreign country to grant degrees.” While Iowa Code does not explicitly contemplate an institution’s authorization by the laws of the United States, Georgetown’s authorization in the laws of this country is at least as persuasive as recognition by the laws of a state, and it is equivalent to recognition by a

foreign country. Staff consulted with the Commission's liaison in the Consumer Protection Division at the Iowa Attorney General's Office concerning this exemption approval.

Section 714.23 – State Tuition Refund Policy

Georgetown University is exempt from Iowa Code Section 714.23 by virtue of its non-profit status.

IOWA COLLEGE STUDENT AID COMMISSION

University of Southern California Application for Postsecondary Registration in Iowa September 2011

RECOMMENDED ACTION:

Table the University of Southern California's application for postsecondary registration in Iowa until the next regularly scheduled Commission meeting in November 2011.

Rationale for Recommended Action: The University of Southern California (USC) meets all registration conditions, except one. At this time, USC does not have a policy prepared for implementation that provides a withdrawn Iowan who is a deployed servicemember, or the spouse of a deployed servicemember with a dependent child, all of the options afforded under Iowa Code Section 261.9(1)(g). Such a policy is an administrative rule requirement for a registered school. USC requests additional time to consider the implementation of this policy. Per Iowa Code Section 261.2, subsection 7, paragraph "b," the Commission "shall render a decision on an application for registration within one hundred eighty days of the filing of the application." For USC, this 180-day period will expire in late October, 2011. Staff requests that the Commission render a decision to table USC's registration application to give USC the additional time it requests. Staff will bring a recommendation to approve or deny USC's registration request to the Commission in November, 2011.

Registration Purpose

Iowa Code Section 261B.3 requires registration with the Commission for "a school that maintains or conducts one or more courses of instruction including courses of instruction by correspondence or other distance delivery method, offered in this state..." Commission staff implemented a policy of requiring an out-of-state school that offers a course of instruction via distance delivery to register in Iowa if some aspect of the school's distance education programs or its operations relative to distance education programs occurs at a location in Iowa. This could occur when a school's distance education program requires a student to complete, for example, a clinical, practicum, or externship that the student is permitted to fulfill at a location in Iowa, or when the school conducts recruiting activities for its distance education programs at a physical location in Iowa or employs instructors in its distance education programs that work for the school remotely from a physical location in Iowa.

USC seeks to offer a graduate degree program in Iowa via distance education. Under the Commission's current policy regarding distance education providers, staff required the University to register for the following reasons:

- A distance education program that USC desires to offer in Iowa requires a student to participate in field education (i.e., a practicum) that, for an Iowan, will occur at a location in Iowa.

Background

USC is a private, non-profit institution that operates its main campus at University Park Campus, Los Angeles, CA 90089. The chief executive officer of the USC School of Social Work is R. Paul Maiden, 214 Montgomery Ross Fisher Building M/C 0411, Los Angeles CA 90089. USC is registered with the Iowa Secretary of State to conduct business in Iowa. Its registered agent is Corporation Service Company, 505 5th Avenue, Suite 729, Des Moines, IA 50309.

USC provided documentation of its accreditation by the Western Association of Schools and Colleges (WASC), and approval of the online program it wishes to offer in Iowa by the WASC.

Programs Offered In Iowa

At this time, USC wishes to initiate the offering in Iowa of a single program – the Master of Social Work. The program currently offers four concentrations: (1) Community Organization, Planning, and Administration (COPA) Concentration with optional sub-concentrations in Working With Older Adults or Public Child Welfare, (2) Family and Children's Concentration with optional sub-concentrations Public Child Welfare or School Social Work & Pupil Personnel Services, (3) Mental Health Concentration with optional sub-concentrations in Working With Older Adults, School Social Work & Pupil Personnel Services, or Mental Illness Recovery, and (4) Work & Life Concentration in Military Social Work and Veteran Services. USC will launch the fifth concentration, Health Concentration, in late 2012 or early 2013.

Program costs, including fees and books, are \$89,905.

While the primary delivery method for each of the programs listed above is online, students enrolled in the Master of Social Work program must complete 1,050 hours of field education. USC provides information on its website <http://msw.usc.edu/wp-content/uploads/MSW@USC-Field-Agency-Benefits.pdf> about criteria it uses to consider field education sites, and criteria it uses to consider field instructors <http://msw.usc.edu/wp-content/uploads/MSW@USC-Become-a-Field-Instructor.pdf>. Sites may include a social service agency, governmental entity, school, hospital, or business. Field instructors must possess a Master's degree in Social Work from an accredited school of social work and have 2-3 years experience. Students must either complete field work under the supervision of an instructor at the student's field education site, or USC will work with a field education site to identify an external field instructor who will work collaboratively with a field education site supervisor to develop appropriate goals and evaluate the student's progress.

Iowa administrative rules (Chapter 280, Licensure of Social Workers) require a practicing social worker to be licensed. Section 280.5 of these administrative rules require an applicant for a license as a master level social worker to present evidence that he or she possesses a master's degree in social work from either a college or university approved by the Board, or a college or university accredited by the Council on Social Work Education at the time of graduation. USC presented documentation that its Master of Work Program has been approved by the Council on Social Work Education.

USC may seek a later amendment to its registration in Iowa to offer its Master of Education and its Masters of Arts in Teaching program, after the University secures the approval of the Iowa Board of Education for this licensure program as required by Iowa Code Section 261B.3A, subsection 2.

Registration Compliance

As required by Iowa Code Section 261B.4, USC disclosed its policy on refunding tuition charges for withdrawn students. The policy is located in the USC Catalog. The school's specific tuition refund policy is not a criterion for registration.

USC affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and are provided in the USC Catalog.

USC states in its application that it will make available any disclosure statements required by the State of Iowa on its School of Social Work legal page at <http://msw.usc.edu/legal/required-state-disclosures/>

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h". (Note: Iowa Code Chapter 261.9(1)(h) does not exist.)

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. USC's sexual assault policy is located in its Annual Crime and Fire Safety Report for 2010 at <http://capsnet.usc.edu/DPS/ASR/documents/AnnualFireSafetyReport2010.pdf> Its drug and alcohol prevention policies and resources are located on site devoted to the University's drug free policy at <http://sait.usc.edu/DrugFree/>

Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. As of this writing, USC's military withdrawal policy does not provide an Iowan the option to receive a full refund of tuition and mandatory fees for a term in which the student (either the deployed servicemember or spouse) must withdraw because of military deployment in a case when the student will be unable to complete coursework for the term. USC requests additional time to consider the implementation of this policy. Please refer to the "Recommended Action," above.

USC discloses in its application its procedures for preserving student records, following guidelines for student records retention established by the California Postsecondary Education Commissions and the best practices adopted by the American Association of College Registrars

and Admissions Officers. In the highly unlikely event that the University was to cease operations, student records would be transferred to another California institution of high education selected in consultation with California's Postsecondary Education Commission.

The following information is to be used by students and graduates who seek transcript information:

Jim Fiegart
Suite 106
Transcript Department
University of Southern California Building JHH
Los Angeles, CA 90089-912
(213) 740-9230

USC affirms that it will comply with the provisions of Iowa Code Section 261B.7, which states, "Neither a school nor its officials or employees shall advertise or represent that the school is approved or accredited by the commission or the state of Iowa *nor shall it use the registration as a reference in promotional materials.*" Commission staff believes that, provided a school does not claim "approval" or "accreditation," the school serves the public's interests if it discloses that it is registered with the Commission, and provides contact information for the Commission to whom Iowa residents may direct inquiries or express concerns about the school. Staff requests that the Commission permit this limited disclosure under these conditions.

USC complied with the following additional administrative rule requirements for a registration applicant:

- The University submitted the report of an independent auditing firm, PricewaterhouseCoopers dated September 30, 2010, for the fiscal years ending June 30, 2010. The auditing firm expressed its opinion that the financial statements of USC present fairly, in all material respects, the school's financial position.

A private non-profit school that participates in the federal student aid programs must maintain a composite score, based on a three factor financial responsibility ratio, of at least 1.5 in order to be determined "financially responsible." In the PricewaterhouseCoopers audit report, staff did not find that the auditing firm reported or tested its composite score. The most recent composite score available from the federal Department of Education for the University is for school fiscal years that ended on June 30, 2009; the University's composite score was 2.2.

- USC discloses in its application how it provides students with access to learning resources in two primary ways. The first is for primary course material. Rather than use hard copy readers, faculty will provide references for materials via the syllabus. Through the off-campus library portal, any student may then access those materials at no cost. USC has tested accessibility and is confident that there are few, if any materials the USC library will not have access to. USC has more than 65,000 periodicals, journals and resources available online for students to access. In addition, there are over 700 databases available online. When a faculty member provides a syllabus to the library, the library will attempt to obtain resources for the course in an online format.

All students enrolled in an online USC program may check out books through the USC UPS mail services. Remote access to all USC-subscribed databases is available to distance education students and faculty. The USC Iliad service offers instant document delivery through e-mail and interlibrary loan services to distance education students and faculty.

Additionally, distance education students and faculty have access to 24/7 reference assistance through the USC Ask-A-Librarian service at www.usc.edu/libraries/services/ask_a_librarian. This service provides professional reference assistance to students, faculty, and staff. Patrons receive expert answers via phone, e-mail, online chat sessions or in person.

- USC provides faculty profiles on its online Master of Social Work web page that are sufficient to determine that it employs individuals who have degrees, special training, experience, or other accomplishments that qualify them for their assignments. Of the fifteen faculty profiles staff reviewed, all fifteen faculty possess at least a master's degree. Many faculty hold a Master's degree in social work. The majority of faculty have a doctoral level degree. With one exception, all faculty are experienced mental health counselors, social workers, or child protective service workers. The exception is a faculty member who holds a Juris Doctor degree and who teaches the public policy course to Master of Social Work candidates.
- USC discloses on the application its methodology for developing and evaluating curriculum through a Curriculum Monitoring Structure (CMS) consisting of a series of summative assessments completed by and/or about students, faculty, administration and other key informants/stakeholders. When combined, these assessments are used to measure the implementation and outcomes of each academic program goal and objective, and ultimately to evaluate the extent to which graduates have actually achieved the expected learning outcomes (i.e., competencies) addressed by the goals and objectives. Additionally, the CMS contains multiple formative assessments used to collect information about how students experience the MSW program and the school, and how they progress through the program. In order to identify possible explanations for summative assessment findings, the CMS also evaluates program characteristics (e.g., program implementation, consistency in course delivery, and fidelity of courses and the program), student characteristics, and instructor characteristics and performance. The CMS is anchored to and driven by the goals and objectives of the program and by the professional learning competencies each goal and objective is designed to address. There are four educational objectives that drive curriculum development delivery in the first year of the MSW to produce students who:
 - Demonstrate practice guided by values and ethics of the social work professions, building on social work history and are grounded in theoretical and empirical knowledge
 - Demonstrate understanding and respect for diversity and ability to effectively work with and across diverse client populations and systems
 - Utilize critical thinking and an informed and scientific approach in all aspects and phases of social work practice and evaluation while beginning a course of lifelong learning

- Analyze and apply strategies of policy advocacy and social change that advance social and economic justice

Four additional objectives drive advanced practice curriculum:

- Develop, deliver, and evaluate services and supports within an area of advanced professional practice that respond to problems common in complex, diverse, urban settings
 - Work effectively with diverse populations, across disciplines and theoretical orientations and within multiple arenas in an area of advanced professional practice
 - Anticipate and respond to emerging social issues, within local, national, and global contexts
 - Develop leadership skills to motivate, influence, and direct others in the achievement of professional goals in an area of advanced practice
- USC provided a signed statement from R. Paul Maiden, Director of the USC School of Social Work stating the University's full commitment to offering high quality online programs to students in the State of Iowa. Dr. Maiden states that USC's success in developing quality distance education programs with the same expectations, faculty, and degrees as are offered in the on-campus programs is something that the University takes seriously for the good of both the USC brand and students who choose to study with USC. Dr. Maiden states that the USC School of Social Work is excited about the opportunity to enroll students in Iowa. In the unlikely even that the MSW program needed to be phased out, the web platform, resources, and delivery methods for the program would be available until degree completion so long as the student continues to progress within the University's deadlines for time to degree. Advising, counseling, and student support for students affected by the close of the program would be conducted by our academic and student support advisors to ensure that each student has an individual degree completion plan and time line.
 - USC discloses its process for addressing student complaints in its Catalog and online at <http://scampus.usc.edu/student-grievance-procedures/>. These procedures cover students who believe they have been subjected to inappropriate conduct by a USC representative acting in or outside his or her role at the University. Students who believe they have been subjected to sexual harassment or discrimination should contact the USC Office of Equity and Diversity. The University's policy on sexual harassment and discrimination is found online at <http://scampus.usc.edu/sexual-harassment/>. Students who have disputes about grades and academic evaluations may follow procedures outlined at <http://scampus.usc.edu/academic-policies/#evaluationprocedures>. General university policy regarding disputed academic evaluations entitles a student to two levels of formal appeal after review by the instructor. In general, the two levels of appeal beyond the instructor are either the department chair and the school dean, or the school dean and the provost's office. All grade appeals must be brought no later than the end of the semester following the semester for which the student received the disputed grade.

Full-Time Iowa Resident Faculty Member or Program Coordinator: USC does not comply with the requirement of Iowa administrative rules to employ a full-time Iowa resident faculty member or program coordinator. Currently, USC has no plans to employ an Iowa-resident faculty

member. As the Director of the USC School of Social Work indicated in his commitment letter to the Commission, USC intends to utilize the same on-campus program faculty to provide instruction in its online programs. Consistent with the authority the Commission granted staff during its March 2011 meeting, staff recommend that the Commission waive the full-time Iowa resident faculty member requirement, given that the University seeks approval to provide postsecondary educational programs via distance education in Iowa.

Verifications

- The federal Department of Education reports that USC is currently accredited by WASC, a regional accrediting agency that is recognized by the federal Department of Education.
- WASC acknowledges USC's online Master of Social Work program in the University's statement of affiliation status.
- The Council on Social Work Education reports that USC's Master of Social Work program is approved. This approval is required by Iowa administrative rule in order for an Iowan to qualify for licensure as a master level social worker.
- Contact with Tony Alden, Board Executive with the Iowa Board of Social Work indicates the state of Iowa's law and rules have no expectations of USC's program as it relates to licensure in Iowa, except approval by the Council on Social Work Education (see above). USC is not required to seek the explicit approval of the Iowa Board of Social Work.
- The federal Department of Education reports that USC is not subject to a limitation, suspension, or termination of its eligibility to participate in the federal student aid programs.
- USC has an active Certificate of Authorization to transact business in Iowa as a foreign, non-profit entity, corporation #383884, filed July 20, 2009.

Additional Information

USC disclosed the following additional information as required by the registration application. These data are provided for informational purposes only; they do not relate to registration criteria under Iowa Code or administrative rules.

- Federal Stafford Loan Cohort Default Rate (FFY 2008): 1.3%
 - FFY 2008 national average cohort default rate: 7%
- Graduation rate (percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion): 88%
- Average loan debt of USC MSW on-campus graduating class of 2010 (USC has no on-line program graduates to date): \$83,012.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

As an addendum to its registration application, USC filed sufficient evidence of financial responsibility under Iowa Code, including documentation of an instructional school bond in the amount of \$50,000 payable to the State of Iowa and issued by Travelers Casualty and Surety Company of America.

Section 714.23 – State Tuition Refund Policy

USC is exempt from Iowa Code Section 714.23 because of its non-profit status.

IOWA COLLEGE STUDENT AID COMMISSION

Clarkson College Application for Postsecondary Registration in Iowa September 2011

RECOMMENDED ACTION:

Approve Clarkson College's application for postsecondary registration in Iowa.

As a condition of registration, Clarkson College must notify staff per Iowa Code Section 261B.5 within 90 days of the University's approval of any Iowa location at which an online certificate or degree candidate will participate in a clinical or externship requirement.

Registration Purpose

Iowa Code Section 261B.3 requires registration with the Commission for "a school that maintains or conducts one or more courses of instruction including courses of instruction by correspondence or other distance delivery method, offered in this state...". Commission staff implemented a policy of requiring an out-of-state school that offers a course of instruction via distance delivery to register in Iowa if some aspect of the school's distance education programs or its operations relative to distance education programs occurs at a physical location in Iowa. This could occur when a school's distance education program includes a component that must be accomplished at a physical location in Iowa (e.g., a clinical, practicum, or externship), or when the school conducts recruiting activities for its distance education programs at a physical location in Iowa or employs instructors in its distance education programs that work for the school remotely from a physical location in Iowa). Clarkson College seeks to provide certificate, associate, baccalaureate, and master's level degree programs in Iowa via distance education. Under the Commission's current policy regarding distance education, staff required Clarkson College to register for the following reasons:

- Select distance education programs that the College desires to offer in Iowa require a clinical or externship that will be accomplished at a physical location in Iowa.
- Clarkson College employs part-time regular or adjunct faculty in its distance education programs who work for the school from their homes or other locations in Iowa.

Background

Clarkson College is a non-profit institution that operates a single physical campus located at 101 S. 42nd Street, Omaha, NB 68131. Its Chief Executive Officer is Louis W. Burgher, M.D., Ph. D. (at the same address as for the University's sole campus location). The Nebraska Medical Center owns more than 10% of the school and is listed as the sole corporate member of Clarkson College. Clarkson College is not registered with the Iowa Secretary of State as an entity transacting business in Iowa and it is staff's understanding based on informal guidance previously provided by the Consumer Protection Division of the Iowa Attorney General's office that the Commission cannot require such a registration.

Accreditation

Clarkson College discloses the following accreditations and program approvals by entities recognized by the federal Department of Education:

- Higher Learning Commission (HLC)
- The National League for Nursing Accrediting Commission (NLNAC)
- Joint Review Committee for Education in Radiologic Technology

Clarkson College discloses the following additional accreditations and approvals relative to the programs it wishes to offer in Iowa:

- International Assembly for Collegiate Business Education
- Commission on Accreditation for Health Informatics and Information Management Education
- Nebraska Board of Nursing

Programs Offered In Iowa

Clarkson College seeks to offer Iowans the following programs via distance education. Total full-time (FT) and, as applicable, half-time (HT) program costs per semester are included for each program, including fees, books and supplies are included for each program:

- Post-Master's Certificate – FT: \$3,882; HT: \$1,941 (per semester)
 - ✓ Nursing with the following options:
 - Adult Nurse Practitioner
 - Family Nurse Practitioner
 - Nursing Education
 - Nursing Health Care Administration
- Master's degree programs – FT: \$3,882; HT: \$1,941 (per semester)
 - ✓ Master of Science in Nursing with the following options:
 - Adult Nurse Practitioner*
 - Family Nurse Practitioner*
 - Nursing Education
 - Nursing Health Care Administration
 - RN to MSN
 - ✓ Master of Science in Health Care Administration[±]
- Post-Baccalaureate Certificate – HT: \$7,935; HT: \$3,243
 - ✓ Health Information Administration
- Baccalaureate degree programs – FT: \$7,935; HT: \$3,243 (per semester)
 - ✓ Bachelor of Science in Nursing (RN to BSN)
 - ✓ Bachelor of Science in Medical Imaging*
 - ✓ Bachelor of Science in Health Care Business*

- Associate degree programs – FT: \$7,935; HT: \$3,243 (per semester)
 - ✓ Associate of Science in Health Information Management
- Undergraduate certificate programs
 - ✓ Imaging Informatics – FT: \$6,486 (per semester)
 - ✓ Health Information Management – FT \$7,935; HT \$3,243 (most students enroll half-time)

*Requires clinical or internship/externship

‡Internship is an option to the capstone experience

Clinical or Externship/Internship Sites

Clarkson College submitted its standards for choosing clinical or externship sites and supervisors or preceptors at each site. All clinical, externship, or internship sites must execute a Clinical Affiliation Agreement with Clarkson College. All sites are subject to final approval by the College. All site preceptors or supervisors are assigned a Clarkson College faculty member who works with the site supervisor to ensure that the supervisor is familiar with the intended learning outcome of the experience and understands student evaluation expectations.

- For the Masters of Nursing program with options in Family and Adult Nurse Practitioner, preceptors will be selected by the Iowa student. A preceptor must be an MD, DO, or licensed advanced registered nurse practitioner with at least two years of experience. The site where the preceptor is employed then executes a written arrangement with Clarkson College agreeing to supervise the student.
- For the Master’s in Health Care Administration and Bachelor’s of Science in Health Care Business, the internship site is a health care organization.
- For the Bachelor of Science in Medical Imaging, the externship is a site selected by the student according to standards set by the Joint Review Committee on Education in Radiologic Technology.
- For the Bachelor’s of Science in Health Care Business, the internship site is a health care organization that is selected by the student.

Clarkson College submitted procedures for evaluating clinical sites and site supervisors, its Clinical Affiliation Agreements that outline responsibilities of both the College and the clinical/externship/internship site, and copies of documents Clarkson College provides site supervisors to evaluate students and for instructors to conduct self-assessments.

Registration Compliance

As required by Iowa Code Section 261B.4, Clarkson College disclosed its policy on refunding tuition charges for withdrawn students by providing a proposed amendment to its student catalog. The school’s specific tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) “e” through “h”. (Note: Iowa Code Chapter 261.9(1)(h) does not exist.)

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs and are found in the school's catalog and in the University of Nebraska Medical Center Security and Crime Prevention policies, which it utilizes to provide additional information about sexual and drug/alcohol abuse prevention policies and resources. (The University of Nebraska Medical Center is a financial partner of Clarkson College.)
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. Prior to its registration application, the University adopted a military policy that meets the requirements of Iowa Code for students who are deployed servicemembers. Clarkson College has a policy in place that provides the deployed servicemember, or a spouse, as applicable, all of the options afforded by Iowa Code. In accordance with the Clarkson College Leave of Absence policy, any active duty service member, which includes a member of a state National Guard or reserve forces or a spouse of an active duty service member with dependent children who is called to perform either state or federal military duty that would interfere with the member's ability to complete the current term of instruction, will be granted an educational leave of absence. Such service members or spouses may be refunded tuition and mandatory fees for courses which arrangements cannot be made for grades or incompletes. The tuition refund information for military personnel is posted at <http://www.clarksoncollege.edu/students/studentaccounts/tuitionfees/tuitionrefundpolicy/>
- On its registration application, Clarkson College affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs, and are provided in the school's online Academic Catalog at <http://www.clarksoncollege.edu/default/assets/File/academiccatalog.htm> and on its individual program web pages.
- Clarkson College discloses in its application its procedures for retaining student records. The College retains the official academic record of enrollment and credit earned in College credit programs in perpetuity. Student financial aid records are retained for four years. All other student records are destroyed five years after the student's last

enrollment at the College. Students who believe there is an inaccuracy in their official academic record must notify the Registrar's office immediately. At staff's request, Clarkson College also provided its policy for protecting and maintaining student records, which provides for conversion to other media as appropriate.

- Transcripts may be ordered by mail, fax, or in person and are issued only upon written request by the student or graduate. Currently enrolled students and graduates of the College are entitled to transcripts free of charge. Students who are no longer enrolled and are not a graduate of the College may request a transcript at a cost of \$5.00 per transcript. To request transcripts, the Transcript Request Form must be completed and returned to the following address:

Office of the Registrar
Clarkson College
101 S. 42nd St., Omaha, NE 68131-2739

A completed Transcript Request Form may also be returned by fax to the College at 402-552-6057.

The Transcript Request Form is available to online students on the Clarkson College website at <http://www.clarksoncollege.edu/wfData/filesTranscriptRequestForm.pdf>

- Clarkson College affirms that it will comply with the provisions of Iowa Code Section 261B.7, which states, "Neither a school nor its officials or employees shall advertise or represent that the school is approved or accredited by the commission or the state of Iowa *nor shall it use the registration as a reference in promotional materials.*" Commission staff believe that, provided a school does not claim "approval" or "accreditation," the school serves the public's interests if it discloses that it is registered with the Commission, and provides contact information for the Commission to whom Iowa residents may direct inquiries or express concerns about the school. Staff request that the Commission permit this limited disclosure under these conditions.
- The College complied with the following additional administrative rule requirements for a registration applicant:
 - The College submitted the report of its independent auditor, KPMG, LLP, for the fiscal years ending June 30, 2009 and 2010. The auditing firm expressed its opinion that the financial statements of Clarkson College present fairly, in all material respects, the school's financial position for the fiscal years 2009 and 2010.

A private non-profit school that participates in the federal student aid programs must maintain a composite score, based on a three factor financial responsibility ratio, of at least 1.5 in order to be determined "financially responsible." In the KPMG audit report, staff did not find that the auditing firm reported or tested the College's composite score. The most recent composite score available from the federal Department of Education for the University is for school fiscal years that ended on June 30, 2009; the University's composite score was 1.7.

- Clarkson College provides the following resources to students:
 - The Center for Teaching Excellence provides access to online students who have questions, concerns, or who need information 24/7, 365 days per year. Staff is experienced to respond to any technical and access issue students may encounter. The Center is the main online student contact point for questions regarding test proctors, clinical and preceptor contracts, and provides help desk support for all online students. An online manual is provided to students as an additional resource.
 - Online students have full access to library services via the College's online platform Pearson/eCollege. The online platform includes tutorials, helpsheets, databases and materials available in modular form to assist with resource navigation. Students have 24/7 access to full text from 10,248 journals and articles from 15 databases. The library is able to purchase materials that enhance the curriculum and respond to current developments in the health sciences. All library services and materials may be accessed by online students via the Internet, telephone, FAX, e-mail and mail. Library staff take requests from students living outside the Omaha area and send appropriate materials within 24 hours.
 - The following services are available to online students at no cost: 1) Arbor Family Counseling that provides professional counselors 24 hours per day; 2) Writing labs and tutors; 3) Accommodations for students who have disabilities; 4) Clarkson College bookstore, where books may be purchased online.
- The University provides sufficient information through the resumes of Iowa-based, online faculty to indicate that it employs individuals who have degrees, special training, experience, or other accomplishments that qualify them for their assignments.
- The College discloses on the application its methodology for developing and evaluating curriculum. The College routinely reviews faculty and course evaluations, clinical affiliation evaluations, college outcomes assessment data, Advisory Committee minutes in each program, graduate surveys, and student exit interviews. All faculty participate in the curriculum review process to ensure rigor, currency, and compliance with specialty accrediting body standards and, for nursing, compliance with the Nebraska State Board of Nursing rules. Curriculum changes are reviewed by an Academic Council, a Faculty Senate, a Student Services Council, and are approved by the College's Board of Directors.
- The College provided a signed statement executed by the school's chief executive officer, Louis W. Burgher, M.D., Ph. D., stating that the College's Mission is to prepare students to provide high quality, ethical and compassionate health care services. Clarkson College is committed to the keeping with this Mission and that includes in the delivery of online education programs to students in Iowa. If Clarkson College were to terminate a program that a student was currently enrolled in, Clarkson would assist the student in finding alternative educational opportunities to complete their educational goals. Dr. Burgher states that the 100-plus-year history of Clarkson and the Nebraska Medical Center makes that scenario quite remote.

Full-Time Iowa Resident Faculty Member or Program Coordinator

Clarkson College does not comply with the requirement of Iowa administrative rules to employ a full-time, Iowa resident faculty member or program coordinator. However, the College does employ the following Iowa residents as part-time, regular or adjunct faculty in the College's online programs. All of these faculty members work for the College from remote locations in Iowa:

- Jennifer Hurley, Council Bluffs, IA, hurleyjennifer@clarksoncollege.edu: faculty/business
- Catherine Messinger, North Liberty, IA, messingercatherine@clarksoncollege.edu: faculty/RN to BSN
- Kris Smith, Council Bluffs, IA, smithkris@clarksoncollege.edu: adjunct faculty/RN to BSN

Consistent with the authority granted to staff during the March 2011 Commission meeting, staff recommend that Commissioners grant Clarkson College a waiver of the full-time Iowa faculty member/program coordinator requirement since the College seeks to provide distance education programs in Iowa.

Verifications

- The federal Department of Education reports that Clarkson College is currently accredited by the HLC, and that the College's nursing and radiologic programs are accredited by the National League for Nursing Accrediting Commission, and the Joint Review Committee on Education in Radiologic Technology, respectively. All three agencies are recognized by the federal Department of Education.
- The HLC reports that Clarkson College is accredited and in good standing. The HLC acknowledges the distance education programs that the College offers in Iowa.
- The National League for Nursing Accrediting Commission reports that Clarkson College's Master's and Bachelor's degrees in nursing are approved.
- The Joint Review Commission for Education in Radiologic Technology reports that the College's Associate of Science degree in Radiologic Technology is approved.
- The federal Department of Education reports that Clarkson College is not subject to a limitation, suspension, or termination of its eligibility to participate in the federal student aid programs.
- The Nebraska Board of Nursing reports that it has approved the College's nursing programs. Clarkson College contacted the Iowa Board of Nursing at the instruction of staff and was provided instructions concerning the operation of its online programs and clinical sites in Iowa, however, the Iowa Board of Nursing does not require Clarkson College to seek its explicit approval to offer online nursing programs in Iowa.

Additional Information

Clarkson College disclosed the following additional information as required by the registration application. These data are provided for informational purposes only; they do not relate to registration criteria under Iowa Code or administrative rules.

- Federal Stafford Loan Cohort Default Rate (FFY 2008): 3.5%
 - FFY 2008 national average cohort default rate: 7%
- Graduation rate (percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion): 62%
- Average debt of undergraduate graduates in spring 2011: \$32,794. Average debt of graduate graduates in spring 2011: \$53,461

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

As an addendum to its registration application, Clarkson College filed for an exemption from Iowa's financial responsibility laws. The College claimed the exemption for "schools of nursing accredited by the board of nursing or an equivalent public board of another state or foreign country." Clarkson College's nursing programs are approved by the Nebraska Board of Nursing. The exemption was granted.

Section 714.23 – State Tuition Refund Policy

Clarkson College is exempt from the State's tuition refund policy because it is a non-profit institution.

Iowa College Student Aid Commission

**Legislative Action Committee
September 2011**

A legislative report will be provided during the September 16, 2011 Commission Meeting.

CHAPTER 261B

REGISTRATION OF POSTSECONDARY SCHOOLS

For restriction on sale of courses of instruction, see §714.17 to 714.22

- 261B.1 Policy.
- 261B.2 Definitions.
- 261B.3 Registration.
- 261B.3A Requirements.
- 261B.4 Registration information.
- 261B.5 Changes.
- 261B.6 List of schools.
- 261B.7 Unauthorized representation.
- 261B.8 Registration fees.
- 261B.9 Disclosure to students.
- 261B.10 Advisory committee.
- 261B.11 Exceptions.
- 261B.12 Violations - enforcement.

261B.1 Policy.

The general assembly finds that the availability of courses and programs leading to educational degrees and the existence of institutions of postsecondary education that offer courses and programs leading to educational degrees are in the best interest of the state. The general assembly has found that the state can provide protection for persons choosing institutions and programs by ensuring that accurate and complete information about institutions and programs is available to these persons and to the public.

84 Acts, ch 1098, §1

261B.2 Definitions.

As used in this chapter, unless the context otherwise requires:

1. ~~4.~~ "Commission" means the college student aid commission created pursuant to section 261.1.

2. "Course of Instruction" means a postsecondary educational program that a school offers through any one or a combination of in-person instruction, distance delivery, or correspondence study methods.

23. "Degree" means a postsecondary credential conferring on the recipient the title of associate, bachelor, master, or doctor, or an equivalent title, signifying educational attainment based on ~~any one or a combination of study or which may be supplemented by the equivalent~~ experience or achievement testing. A postsecondary degree under this chapter shall not include an honorary degree or other unearned degree.

34. "Presence" means ~~maintaining an address within Iowa~~ a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction, with the exception of proctored examinations. Presence also means an address, location, telephone number, or internet protocol address in Iowa from which a school conducts any aspect of its operations. For the purpose of a residential course of instruction offered on a school's campus that is not located in Iowa, "presence" does not include:

a. Occasional, short-term activities conducted at a location in Iowa for the purpose of recruiting students for the school's residential course of instruction.

b. A residency, practicum, internship, clinical or similar experience that the school permits the student to participate in at a location in Iowa, provided that a person who provides instruction or supervision at the Iowa location is not compensated by the school.

45. "School" means an agency of the state or political subdivision of the state, individual, partnership, company, firm, society, trust, association, corporation, or any combination which meets any of the following criteria:

a. Is, owns, or operates a ~~nonprofit~~ postsecondary educational institution.

b. Provides a postsecondary ~~instructional program or~~ course of instruction leading to a degree.

c. Uses in its name the term "college", "academy", "institute", or "university" or a similar term to imply that the person is primarily engaged in the education of students at the postsecondary level, and which makes a charge for its services.

56. "Student" means a person who enrolls in or seeks to enroll in a course of instruction offered or conducted by a school.

84 Acts, ch 1098, §2; 96 Acts, ch 1158, §5, 6; 2009 Acts, ch 12, §3, 4

NEW subsection 1 and former subsections 1 and 2 renumbered as 2 and 3

Subsection 4 stricken and former subsection 3 renumbered as 4

261B.3 Registration.

1. Except as provided in section 261B.11, a school ~~that shall register with the commission if a person compensated by the school maintains or~~ conducts any portion of a one or more courses of instruction, including courses of instruction by correspondence or other distance delivery method, offered in this state or which if the school otherwise has a presence in this state ~~and offers courses in other states or foreign countries shall register with the commission.~~

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a. Registrations shall be renewed every ~~four two~~ years ~~or and shall be amended~~ upon any substantive change in location, program offerings, or accreditation. A school makes a substantive change in a program offering when the school proposes to offer or modify a program that requires the approval of the state board of education or any other state agency authorized to approve the school or its program in this state.

b. Registration shall be made on application forms approved and ~~supplied~~ made available by the commission and at the time and in the manner prescribed by the commission. ~~Upon receipt of a complete and accurate registration application, the commission shall issue an acknowledgment of document filed and send it to the school.~~

2. The commission may ~~request~~ require a school to provide additional information ~~asas the commission deems~~ necessary to ~~enable the commission to determine the accuracy and completeness of the information contained in the registration application evaluate a school's suitability for registration.~~

3. ~~The commission shall notify a school in writing of its decision to grant or deny registration and any stipulation associated with the school's registration.~~

4. If the commission believes that false, misleading, or incomplete information has been submitted in connection with an application for registration, the commission may deny registration. The commission shall conduct a hearing on the denial if a hearing is requested by a school. ~~The commission may withhold an acknowledgment of document filed pending the outcome of the hearing.~~ Upon a finding after the hearing that information contained in the registration application is false, misleading, or incomplete, the commission shall deny ~~registration an acknowledgment of document filed to the school.~~ The commission shall make the final decision on each registration. However, the decision of the commission is subject to judicial review in accordance with section 17A.19.

35. The commission shall adopt rules under chapter 17A for the implementation of this chapter.
84 Acts, ch 1098, §3; 96 Acts, ch 1158, §7; 2004 Acts, ch 1145, §4, 5; 2009 Acts, ch 12, §5
Section amended

261B.3A Requirements.

1. In order to register, a school shall be accredited by an agency or organization approved or recognized by the United States department of education or a successor agency, be approved by any other state agency authorized to approve the school in this state, and, subsequently, be approved for operation by the commission.

2. A practitioner preparation program, as defined in section 272.1, operated by a school that applies to register the program in accordance with this chapter shall, in order to register, be accredited by an agency or organization approved or recognized by the United States department of education or a successor agency, be approved by the state board of education pursuant to section 256.7, subsection 3, and, subsequently, be approved for operation by the commission.

3. ~~The commission may grant a provisional registration to a school that is not accredited by an agency or organization that is recognized by the United States department of education or its successor agency. The commission shall determine the duration of the provisional registration. During the provisional registration period, the school shall, at six-month intervals, submit to the commission documentation of its progress toward achieving accreditation. The commission may renew the school's provisional registration at its discretion based on documentation that the school is making progress toward accreditation.~~

34. Nothing in this chapter shall be construed to exempt a school from the requirements of chapter 490, ~~or~~ 491, or 714.

96 Acts, ch 1158, §8; 97 Acts, ch 13, §1; 2000 Acts, ch 1095, §17; 2004 Acts, ch 1145, §6; 2009 Acts, ch 12, §6
Section amended

261B.4 Registration information.

As a basis for registration, schools shall provide the commission with the following information:

1. The name or title of the school.

2. ~~The~~ As applicable, the principal location of the school in this state, in other states, and in foreign countries, and the location of the place or places in this state, in other states, and in foreign countries where instruction is likely to be given.

3. A schedule of tuition charges, fees, and other costs payable to the school by a student.

4. The refund policy of the school for the return of refundable portions of tuition, fees, or other charges. For a for-profit school with at least one program of more than four months in length that leads to a degree, diploma, or license, its tuition refund policy for Iowa resident students must comply with section 714.23.

~~5. The degrees granted by the school.~~

6. The names and addresses of the principal owners of the school or the officers and members of the legal governing body of the school.

7. The name and address of the chief executive officer of the school.

8. A copy of or a description of the means by which the school intends to comply with section 261B.9.

9. The name of the accrediting agency recognized by the United States department of education or a successor agency which has accredited the school and the status under which accreditation is held, the name of any other accrediting or licensing entity that has accredited or licensed the school or its programs, a copy of the accrediting or licensure notice issued by the entity, and a record of any sanctions the entity has levied against the school.

10. The name, address, and telephone number of a contact person in this state. A school that applies for registration to offer a course of instruction by distance delivery may provide the name and address of its registered agent in Iowa.

11. The names or titles and a description of the courses and degrees to be offered in Iowa.

12. A description of procedures for the preservation of student records and the contact information to be used by students and graduates who seek to obtain transcript information.

13. The academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used, including, but not limited to, classroom instruction, correspondence, electronic telecommunications distance delivery, independent study, and portfolio experience evaluation.

14. The name, title, business address and telephone number, and vitae of an Iowa resident compensated by the school to perform duties at a location in Iowa. A school that applies for registration to offer a course of instruction by distance delivery may provide an internet address as the business address for an Iowa resident it compensates to perform duties remotely from a location in Iowa.

15. The school's official Stafford loan cohort default rate as calculated by the United States department of education for the three most recent federal fiscal years, if applicable.

16. Average student loan debt upon graduation of students completing programs at the school.

17. The graduation rate of undergraduate students as reported to the United States department of education.

18. Evidence that the school meets the conditions of financial responsibility established in section 714.18, or that the school qualifies for an exemption under section 714.19 or 714.22.

84 Acts, ch 1098, §4; 96 Acts, ch 1158, §9, 10; 2000 Acts, ch 1095, §18; 2009 Acts, ch 12, §7

Unnumbered paragraph 1 amended

261B.5 Changes.

If any information provided to the commission under section 261B.3 or 261B.4 changes, the school shall inform the commission within ninety days of the effective date of the change in the format specified by the commission.

84 Acts, ch 1098, §5; 2009 Acts, ch 12, §8

Section amended

261B.6 List of schools.

The commission shall maintain a list of registered schools and the list and the information submitted under sections 261B.3 and 261B.4 are public records under chapter 22.

84 Acts, ch 1098, §6; 95 Acts, ch 67, §21; 2009 Acts, ch 12, §9

Section amended

261B.7 Unauthorized representation.

~~Neither a school nor its or a school's~~ officials or employees shall not advertise or represent that the school is approved or accredited by the commission or the state of Iowa ~~nor shall it use the registration as a~~ However, a registered school shall reference in promotional materials that the school is registered by the commission on behalf of the state of Iowa and provide the commission's contact information for students who wish to inquire about the school or file a complaint.

84 Acts, ch 1098, §7; 2009 Acts, ch 12, §10

Section amended

261B.8 Registration fees.

1. The commission shall set by rule and collect a nonrefundable initial registration fee and a renewal of registration fee from each registered school.

2. Fees shall be set by rule not more than once each year and shall be based upon the costs of administering this chapter.

3. Fees collected under this section shall be deposited in the general fund of the state.

84 Acts, ch 1098, §8; 96 Acts, ch 1158, §11; 2004 Acts, ch 1145, §7; 2009 Acts, ch 12, §11

Subsection 1 amended

261B.9 Disclosure to students.

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

1. The name or title of the course.

2. A brief description of the subject matter of the course.

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

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

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

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

7. The disclosures required by the department of education for an out-of-state school that the board of education approves to offer a practitioner preparation program by distance delivered method.

84 Acts, ch 1098, §9; 2000 Acts, ch 1095, §19

261B.11 Exceptions.

1. This chapter does not apply to the following types of schools and courses of instruction:

- 1a. Schools and educational programs conducted by firms, corporations, or persons solely for the training of their own employees.
- 2b. Apprenticeship or other training programs provided by labor unions solely to members or applicants for membership.
- 3c. Courses of instruction of an avocational or recreational nature that do not lead to an occupational objective.
- 4d. Seminars, refresher courses, and programs of instruction sponsored by professional, business, or farming organizations or associations solely for the members and employees of members of these organizations or associations.
- 5e. Courses of instruction conducted by a public school district or a combination of public school districts.
- 6f. Colleges and universities authorized by the laws of this state to grant degrees.
- 7g. Schools or courses of instruction or courses of training that are offered by a vendor solely to the purchaser or prospective purchaser of the vendor's product when the objective of the school or course is to enable the purchaser or the purchaser's employees to gain skills and knowledge to enable the purchaser to use the product.
- 8h. Schools and educational programs conducted by religious organizations solely for the religious instruction of leadership practitioners of that religious organization.
- 9j. Postsecondary educational institutions licensed by the state of Iowa under section 157.8 or 158.7 prior to July 1, 2009, to conduct business operate as schools of cosmetology arts and sciences or as barber schools in the state.
- 40j. Accredited higher-Higher education institutions that meet the criteria established under section 261.92, subsection 4 261.9.
- 44k. Postsecondary educational institutions offering programs limited to nondegree specialty vocational training programs.

12. Not-for-profit colleges and universities established and authorized by city ordinance to grant degrees.

l. Higher education institutions located in Iowa that offer health professions programs and that meet the criteria established under 261.9, subsection 1, paragraph c.

m. Higher education institutions located in Iowa whose massage therapy curriculum is approved under Iowa Administrative Code chapter 132 and whose instructors are licensed massage therapists under Iowa Code chapter 152C.

2. A school that claims an exemption from registration under paragraph h, i, k, or n of this section must demonstrate to the commission or its designee that it qualifies for the exemption. The school must apply for an acknowledgement of its exemption claim on an application supplied by the commission. The commission or its designee may acknowledge the school's exemption claim or deny it. A school whose exemption is acknowledged must reapply to renew its exemption no less frequently than every two years.

a. A school that is granted an exemption under this section must file evidence of financial responsibility under section 714.18 or demonstrate to the commission or its designee that the school qualifies for an exemption under sections 714.19 or 714.22.

b. A for-profit school with at least one program of more than 4 months in length that leads to a degree, diploma, or license must submit to the commission or its designee a tuition refund policy that meets the conditions of section 714.23.

3. A school that is denied an exemption claim by the commission or its designee, or that no longer qualified for a claimed exemption shall apply for registration or cease operating in Iowa.

84 Acts, ch 1098, §11; 96 Acts, ch 1158, §13; 97 Acts, ch 13, §2; 2005 Acts, ch 78, §1; 2009 Acts, ch 12, §13
Subsections 8 and 9 amended

261b.11A. Indigibility for state student financial aid programs.

- 1. Students attending schools required to register under this chapter are ineligible for state student financial aid programs established under chapter 261.
- 2. A school required to register under this chapter is prohibited from offering state aid or advertising that state aid is or may be available to students attending the school.

261B.12 Violations - enforcement.

1. When the commission or the commission's designee believes a school is in violation of this chapter, the commission shall order the school to show cause why the commission should not issue a cease and desist order to the school.

2. After the school's response to the show cause order has been reviewed by the commission, the commission may issue a cease and desist order to the school if the commission believes the school continues to be in violation of this chapter. If the school does not cease and desist, the commission may seek judicial enforcement of the cease and desist order in any district court.

3. A violation of this chapter constitutes an unlawful practice pursuant to section 714.16.

84 Acts, ch 1098, §12; 2009 Acts, ch 12, §14

See also §714.17 - 714.22

Section amended

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714.17 Unlawful advertising and selling of educational courses of instruction.

It shall be unlawful for any person, firm, association, or corporation maintaining, advertising, or conducting in Iowa any educational course of instruction for profit, or for tuition charge, whether by classroom instructions, or by correspondence, or by other delivery method to:

1. Falsely advertise or represent to any person any matter material to such an educational course of instruction. All advertising of such courses of instruction shall adhere to and comply with the rules and regulations of the federal trade commission as of July 4, 1965 July 1, 2011.
2. Collect tuition or other charges in excess of one hundred fifty dollars in the case of educational courses offered by correspondence courses of study, in advance of the receipt and approval by the pupil of the first assignment or lesson of such course. Any contract providing for advance payment of more than one hundred fifty dollars shall be voidable on the part of the pupil or any person liable for the tuition provided for in the contract.
3. Promise or guarantee employment utilizing information, training, or skill purported to be provided or otherwise enhanced by an educational course, unless the promisor or guarantor offers the student or prospective student a bona fide contract of employment agreeing to employ said student or prospective student for a period of not less than one hundred twenty days in a business or other enterprise regularly conducted by the promisor or guarantor and in which such information, training, or skill is a normal condition of employment.

[C66, 71, 73, 75, 77, §713A.1; C79, 81, §714.17]

714.18 Evidence of financial responsibility.

1. Except as otherwise provided in subsection 2, every person, firm, association, or corporation maintaining or conducting in Iowa any such educational course of instruction by classroom instruction or by correspondence or by other distance delivery method, or soliciting in Iowa the sale of such course, shall file with the college student aid commission all of the following:

- a. A continuous corporate surety bond to the state of Iowa in the sum of fifty thousand dollars conditioned for on the faithful performance of all contracts and agreements with students made by such person, firm, association, or corporation, or their salespersons; but the aggregate liability of the surety for all breaches of the conditions of the bond shall not exceed the sum of the bond. The surety on the bond may cancel the bond upon giving thirty days' written notice to the college student aid commission and thereafter shall be relieved of liability for any breach of condition occurring after the effective date of the cancellation.
- b. A statement designating a resident agent for the purpose of receiving service in civil actions. In the absence of such designation, service may be had upon the secretary of state if service cannot otherwise be made in this state.
- c. A copy of any catalog, prospectus, brochure, or other advertising material intended for distribution in Iowa. Such material shall state the cost of the educational course offered, the schedule of tuition refunds for portions of the educational course not completed, and if no refunds are to be paid, the material shall so state. Any contract induced by advertising materials not previously filed as provided in this chapter shall be voidable on the part of the pupil or any person liable for the tuition provided for in the contract.

2. A school licensed under the provisions of section 157.8 or 158.7 shall file with the college student aid commission the following:

a. (1) A continuous corporate surety bond to the state of Iowa in the sum of fifty thousand dollars or ten percent of the total annual tuition collected, whichever is less, conditioned for on the faithful performance of all contracts and agreements with students made by such school. A school desiring to file a surety bond based on a percentage of annual tuition shall provide to the college student aid commission, in the form prescribed by the commission, a notarized statement attesting to the total amount of tuition collected in the preceding twelve-month period. The commission shall determine the sufficiency of the statement and the amount of the bond. Tuition information submitted pursuant to this subparagraph shall be kept confidential.

(2) If the school has filed a performance bond with an agency of the United States government pursuant to federal law, the college student aid commission shall reduce the bond required by this paragraph "a" by an amount equal to the amount of the federal bond.

(3) The aggregate liability of the surety for all breaches of the conditions of the bond shall not exceed the sum of the bond. The surety on the bond may cancel the bond upon giving thirty days' written notice to the college student aid commission and thereafter shall be relieved of liability for any breach of condition occurring after the effective date of the cancellation.

(4) The college student aid commission may accept a letter of credit from issued by a bank in lieu of and for the amount of the corporate surety bond required by this paragraph "a" subparagraphs (1) through (3), as applicable.

b. The statement required in subsection 1, paragraph "b".

c. The materials required in subsection 1, paragraph "c".

[C66, 71, 73, 75, 77, §713A.2; C79, 81, §714.18]

85 Acts, ch 212, §21; 89 Acts, ch 240, §6; 90 Acts, ch 1222, §1, 2; 2002 Acts, ch 1140, §40 - 42; 2009 Acts, ch

12, §15

Section amended

714.19 Nonapplicability.

None of the provisions of sections 714.17 to 714.22 shall apply to the following:

1. Colleges or universities authorized by the laws of Iowa or any other state or foreign country to grant degrees.
2. Schools of nursing accredited by the board of nursing or an equivalent public board of another state or foreign country.
3. Public schools.
4. Private and nonprofit schools recognized by the department of education or a local school board for the purpose of complying with chapter 299 and employing certified teachers.
5. Nonprofit schools exclusively engaged in training persons with physical disabilities in the state of Iowa.
6. Schools and educational programs conducted by firms, corporations, or persons ~~for the training of their own employees,~~ for which no fee is charged.
7. Seminars, refresher courses and schools of instruction ~~sponsored conducted~~ by professional, business, or farming organizations or associations for the members and employees of members of such organizations or associations. A person who provides instruction under this subsection who is not a member or an employee of a member of the organization or association shall not be eligible for this exemption.
8. Private business schools accredited by ~~the accrediting commission for business schools or an~~ acknowledged accrediting agency recognized by the United States department of education.
9. Private college preparatory schools accredited or probationally accredited under section 256.11, subsection 13.

10. Private nonprofit schools that meet the criteria established under section 261.9.

[C66, 71, 73, 75, 77, §713A.3; C79, 81, §714.19]

86 Acts, ch 1245, §1498; 89 Acts, ch 240, §7; 96 Acts, ch 1129, §108; 2001 Acts, ch 24, §59

714.20 One contract per person.

It shall be unlawful to sell more than one lifetime contract to any one person.

[C66, 71, 73, 75, 77, §713A.4; C79, 81, §714.20]

714.21 Penalty.

Violation of any of the provisions of section 714.17, 714.18 or 714.20 shall be a serious misdemeanor.

[C66, 71, 73, 75, 77, §713A.5; C79, 81, §714.21]

714.21A Civil enforcement.

A violation of chapter 261B, or section 714.17, 714.18, 714.20, 714.23, or 714.25 constitutes an unlawful practice pursuant to section 714.16.

2009 Acts, ch 12, §16

NEW section

714.22 Trade and vocational schools - exemption - conditions.

1. For the purposes of this section, a "trade or vocational school" means one which provides a postsecondary educational course that prepares a student for employment in a recognized occupation.

2. a. The provisions of sections ~~714.17-714.18~~ through 714.21 shall not apply to trade or vocational schools if they meet either of the following conditions:

(1). ~~File a bond or a bond is filed on their behalf by a parent corporation with the college student aid commission as required by section 714.18.~~

(2). ~~File an annual sworn statement, or such statement is filed on their behalf by a parent corporation, certified by a certified public accountant, showing all assets and liabilities of the trade or vocational school and the assets of any parent corporation.~~ The statement shall show the trade or vocational school's net worth, or the net worth of the school's parent corporation, ~~to be is~~ not less than five times the amount of the bond required by section 714.18. The trade or vocational school shall file with the college student aid commission an annual sworn statement, or such statement shall be filed on the school's behalf by a parent corporation, certified by an independent certified public accountant, showing all assets and liabilities of the trade or vocational school and the assets of any parent corporation. If a parent corporation files the statement or its net worth is included in the statement to comply with this subsection, the parent corporation shall appoint a registered agent and otherwise is subject to section 714.18, subsection 1, paragraph "b", and is liable for the breach of any contract or agreement with students as well as liable for any fraud in connection with the contract or agreement or for any violation of section 714.16 by the trade or vocational school or any of its agents or salespersons.

b. For the purposes of this subsection, the net worth of a trade or vocational school or the school's parent corporation, as applicable, shall be determined by the amount the school's or parent corporation's assets exceed its liabilities as shown in the sworn statement required to be filed pursuant to this subsection.

[C73, 75, 77, §713A.6; C79, 81, §714.22]

85 Acts, ch 212, §21; 86 Acts, ch 1237, §43; 2002 Acts, ch 1140, §43; 2005 Acts, ch 19, §118; 2009 Acts, ch

12, §17

Subsections 1 and 2 amended

714.23 Refund policies.

QA.

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a. For the purposes of this section and section 714.25, "postsecondary educational program" means a series of postsecondary educational courses that lead to a recognized educational credential such as an academic or professional degree, diploma, or license.

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b. For the purposes of this section, "school period" means the course, term, payment period, postsecondary educational program, or other period for which the school assessed tuition charges to the student. A school that assesses tuition charges to the student at the beginning of each course, term, payment period, or other period that is shorter than the postsecondary educational program's length shall base its tuition refund on the amount of tuition costs the school charged for the course, term, or other period in which the student terminated. A school shall not base its tuition refund calculation on any portion of a postsecondary educational program that remains after a student terminates unless the student was charged for a remaining portion of the postsecondary educational program before the student's termination.

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1. A person offering ~~a at least one postsecondary educational course of instruction at the postsecondary level,~~ for profit, that is more than four months in length and leads to a ~~degree, diploma, or license~~ recognized educational credential, shall make a pro rata refund of ~~no less than ninety percent of the tuition for a terminating student to the appropriate agency based upon charges to an Iowa resident student who terminates from any of the school's postsecondary educational programs in an amount that is not less than ninety percent of the amount of tuition charged to the student multiplied by the ratio of completed number of scheduled school days to the number of calendar days remaining in the school period until the date equivalent to the completion of sixty percent of the scheduled school calendar days of in the school term or course period.~~

2. Notwithstanding the provisions of subsection 1, the following tuition refund policy shall apply:

a. If a terminating student has completed sixty percent or more of a school ~~term or course that is more than four months in length period,~~ the person offering ~~the course of instruction the postsecondary educational program~~ is not required to refund tuition ~~for charges to the student.~~ However, if, at any time, a student terminates a ~~school term or course postsecondary educational program that is more than four months in length~~ due to the student's physical incapacity or, ~~for a program that requires classroom instruction,~~ due to the transfer of the student's spouse's employment to another city, the terminating student shall receive a refund of tuition charges, in an amount ~~which that~~ equals the amount of tuition ~~charged to the student~~ multiplied by the ratio of the remaining number of ~~school calendar days in the school period to the total school number of calendar days of in the school term or course period.~~

b. ~~A refund of ninety percent of the tuition for a terminating student shall be paid to the appropriate agency based upon the ratio of completed number of school days to the total school days of the school term or course. A school shall provide to a terminating student a refund of tuition charges in an amount that is not less than ninety percent of the amount of tuition charged to the student multiplied by the ratio of the remaining number of calendar days in the school period to the total number of calendar days in the school period. This paragraph "b" applies to those persons offering courses of instruction at the postsecondary level a postsecondary educational program of more than four months in length,~~ for profit, whose cohort default rate for students under the Stafford loan program as ~~defined reported~~ by the United States department of education for the most recent federal fiscal year is more than one hundred ten percent of the national average cohort default rate of all schools ~~for that program for that period the same federal fiscal year~~ or six percent, whichever is higher.

3. ~~If the financial obligations of a student are for three or fewer months duration, this section does not apply. In the case of a program in which student progress is measured only in clock hours, all occurrences of calendar days in subsections 1 and 2 shall be replaced with scheduled clock hours.~~

4. ~~Refunds A refund of tuition charges shall be paid provided to the appropriate agency student within thirty forty-five days following the student's termination date the school determines that a student terminated from a postsecondary educational program.~~

5. A student who terminates a ~~course of instruction or term postsecondary educational program~~ shall not be charged any fee or other monetary penalty for terminating ~~a course of instruction or term the postsecondary educational program~~ other than a reduction in tuition refund as specified in this section.

6. A violation of this section is a simple misdemeanor.

85 Acts, ch 220, §1; 90 Acts, ch 1222, §3; 91 Acts, ch 97, §61

714.24 Additional requirements.

1. A required filing of evidence of financial responsibility pursuant to section 714.18 must be completed at least once every two years.

2. An entity that claims an exemption under section 714.19 or 714.22 must file an exemption claim with the commission. The commission may acknowledge or deny the claimed exemption. Except for a school that claims an exemption under section 714.19, subsections 1, 3, or 10, a filing of a claim for an exemption pursuant to section 714.19 or 714.22 must be completed at least once every two years.

3. An entity that claims an exemption under section 714.19 or 714.22 must file evidence of financial responsibility pursuant to section 714.18 within 60 calendar days following the date upon which conditions that qualify the entity for an exemption under section 714.19 no longer exist. The Commission may grant an entity a longer period to file evidence of financial responsibility based on documentation the entity provides to the commission of its substantial progress to comply with section 714.18, subsection 1, paragraph "a."

4. An entity that is required to file evidence of financial responsibility under section 714.18, or an entity that files a claim of exemption under section 714.19 or 714.22, shall utilize required forms approved and supplied by the

commission.

5. The commission may, at its discretion, require a proprietary school that must comply with section 714.23 to submit its tuition refund policy to the commission for its review and approval.

6. The commission and the attorney general may, individually or jointly, adopt rules pursuant to chapter 17A for the implementation of sections 714.18 through 714.25.

7. Except as provided in section 714.18, subsection 2, paragraph "a," the information submitted under section 714.18, 714.22, 714.23, and 714.25 are public records under chapter 22.

714.25 Disclosure.

1. For purposes of this ~~chapter~~section, unless the context otherwise requires, "proprietary school" means a person offering a ~~course of instruction at the postsecondary level~~ postsecondary educational program, for profit, that is more than four months in length and leads to a ~~degree, diploma, or license recognized educational credential, such as an academic or professional degree, diploma, or license.~~

2. A proprietary school shall, prior to the time a student is obligated for payment of any moneys, inform the student, the college student aid commission, and in the case of a school licensed under section 157.8, the board of cosmetology arts and sciences or in the case of a school licensed under section 158.7, the board of barbering, of all of the following:

a. The total cost of the ~~course of instruction~~ postsecondary educational program as charged by the proprietary school.

b. An estimate of any fees which may be charged the student by others which would be required if the student is to successfully complete the ~~course~~ postsecondary educational program and, ~~if applicable,~~ obtain a ~~degree, diploma, or license recognized educational credential.~~

c. The percentage of students who successfully complete the ~~course~~ postsecondary educational program, the percentage who terminate prior to completing the ~~course~~ postsecondary educational program, and the period of time upon which the proprietary school has based these percentages. The reporting period shall not be less than one year in length and shall not extend more than five years into the past.

d. If claims are made by the proprietary school as to successful placement of students in jobs upon completion of the ~~course of study~~ proprietary school's postsecondary educational programs, the proprietary school shall provide the student with all of the following:

(1) The percentage of graduating students who were placed in jobs in fields related to the ~~course of instruction~~ postsecondary educational programs.

(2) The percentage of graduating students who went on to further education immediately upon graduation.

(3) The percentage of students who, ninety days after graduation, were without a job and had not gone on to further education.

(4) The period of time upon which the reports required by paragraphs "a" through "c" were based. The reporting period shall not be less than one year in length and shall not extend more than five years into the past.

e. If claims are made by the proprietary school as to income levels of students who have graduated and are working in fields related to the ~~proprietary school's course of instruction~~ postsecondary educational programs, the school shall inform the student of the method used to derive such information.

3. The requirements of subsection 2 shall not apply to a proprietary school that is eligible for federal student financial aid under Tit. IV of the federal Higher Education Act of 1965, as amended.

88 Acts, ch 1274, §47; 89 Acts, ch 296, §87; 90 Acts, ch 1222, §4; 2007 Acts, ch 10, §182

**IOWA COLLEGE STUDENT AID COMMISSION
GUARANTEED STUDENT LOAN ADMINISTRATION
SUMMARY OF RESOURCES AND EXPENDITURES
SFY 2011 as of June 30, 2011 - Period 14 (Pre-Close)**

Operating Fund	FY 2011 Operating Budget	FY 2011 Year to Date Budget	FY 2010 Jun-10 Mth Actual	FY 2011 Jun-11 Mth Actual	FY 2010 Year to Date Actuals	FY 2011 Year to Date Actuals	YTD Actual to Budget Variance
Revenues/Resources:							
1 Federal Account Maintenance Fees (AMF)	1,741,625	1,741,625	522,725	414,421	2,315,367	1,740,368	(1,257)
2 Federal Loan Processing Fee (LPIF)	-	-	198,717	-	2,429,170	(5,253)	(5,253)
3 Default Aversion Fees (DAF) (Net of rebates)	466,937	466,937	100,964	-	800,266	873,138	406,201
4 ICSAC Share Default Collections	5,024,068	5,024,068	496,016	-	9,429,272	8,911,086	3,887,018
5 Direct Loans Cons. (Net of 8.5% back to Fed Gov)	2,365,361	2,365,361	-	-	2,117,537	992,656	(1,372,705)
6 Iowa Access Grants Funds	189,000	189,000	-	-	-	141,589	(47,411)
7 Interest on Operating Fund	127,500	127,500	4,523	2,818	141,718	62,648	(64,852)
8 Other Revenue (includes TOP)	865,000	865,000	21,498	-	1,070,393	1,116,039	251,039
9 Est PLP Rev	263,046	263,046	-	1,223	272,046	593,857	330,811
10 Choices Receipts (\$250K from Def Aversion Fund)	-	-	-	-	-	-	-
11 Grant DrawDown from USDE	-	-	-	-	-	-	-
12 State Appropriation	-	-	-	-	-	-	-
Total Revenues/Resources	\$ 11,042,537	\$ 11,042,537	\$ 1,344,444	\$ 418,462	\$ 18,575,769	\$ 14,426,129	\$ 3,383,592
Expenditures:							
13 Personal Services - Loan Administration	3,057,733	3,057,733	997	(42,682)	3,170,001	2,968,202	(89,531)
14 Personal Services - CHOICES	-	-	-	-	122,711	-	-
15 Travel	93,722	93,722	104	(5,559)	80,024	83,639	(10,083)
16 Office Supplies	33,675	33,675	(12,300)	(118)	29,038	24,516	(9,159)
17 Equipment Repairs	3,500	3,500	-	107	2,255	944	(2,556)
18 Printing and Binding	104,669	104,669	(157)	-	146,199	69,815	(34,854)
19 Postage	24,908	24,908	-	-	28,316	35,944	11,036
20 Communications	46,648	46,648	5	251	53,987	40,342	(6,306)
21 Rentals	56,661	56,661	1,965	(5,641)	176,965	51,020	(5,641)
22 Professional & Scientific Services	44,500	44,500	4,888	-	40,436	34,753	(9,747)
23 Outside Services - SLMA	1,784,026	1,784,026	-	-	1,415,816	1,366,956	(417,070)
24 Outside Services - iLink	-	-	-	-	371,587	-	-
25 Outside Services - SLCS	445,000	445,000	52,908	-	645,313	571,649	126,649
26 Outside Services - Other	459,003	459,003	(659)	-	62,588	483,803	24,800
27 Intra-State Transfers	-	-	5	(64,935)	680	(64,260)	(64,260)
28 Advertising & Publicity	130,475	130,475	(3,400)	-	180,666	54,495	(75,980)
29 Attorney General	14,100	14,100	-	(5,815)	13,996	8,410	(5,690)
30 State Audits	27,200	27,200	3,452	263	26,320	21,601	(5,599)
31 State Reimbursements - Rent	28,035	28,035	-	(4,616)	-	32,284	4,249
32 State Reimbursements - Other	25,185	25,185	132	(1,917)	19,740	15,003	(10,182)
33 ITE Reimbursements	261,275	261,275	-	(17,575)	145,385	204,519	(56,756)
34 Equipment	-	-	-	-	-	117	117
35 Office Equipment	5,000	5,000	-	-	2,152	1,796	(3,204)
36 IT Equipment & Software	34,900	34,900	-	(5,880)	40,455	22,620	(12,280)
37 Other Expenses & Obligations	28,958	28,958	(638)	-	25,019	21,015	(7,943)
38 Licenses	-	-	-	-	-	-	-
39 Other Refunds	-	-	-	-	24,333	-	-
40 State Aid	1,680,000	1,680,000	-	-	1,680,000	1,680,000	-
Total Administrative	\$ 8,389,174	\$ 8,389,173	\$ 47,302	\$ (154,117)	\$ 8,503,984	\$ 7,729,183	\$ (659,990)
41 Collection Expense	4,920,244	4,920,244	10,314	30,724	6,773,781	6,098,460	1,178,216
42 Collection Expense - PLP	12,000	12,000	271	(240)	12,081	354,572	342,572
Total Collection Expenses	\$ 4,932,244	\$ 4,932,244	\$ 10,585	\$ 30,484	\$ 6,785,862	\$ 6,453,032	\$ 1,520,788
Total Operating Expenses	13,321,418	13,321,417	57,887	(123,633)	15,289,846	14,182,215	860,798
43 Federal Default Fee	1	1	0	0	5,319,806	31,769	31,768
Total Federal Default Fee	\$ 1	\$ 1	\$ -	\$ -	\$ 5,319,806	\$ 31,769	\$ 31,768
Total Expenditures	\$ 13,321,419	\$ 13,321,418	\$ 57,887	\$ (123,633)	\$ 20,609,652	\$ 14,213,984	\$ 892,566
Net Gain(Loss)Operating Fund	\$ (2,278,882)	\$ (2,278,881)	\$ 1,286,557	\$ 542,095	\$ (2,033,883)	\$ 212,145	\$ 2,491,026

Footnotes:

5 & 9 - Estimated revenue, based on a percentage of receipts.

**IOWA COLLEGE STUDENT AID COMMISSION
SCHOLARSHIP & GRANT ADMINISTRATION
SUMMARY OF EXPENDITURES
SFY 2011 as of June 30, 2011 - Period 14 (final)**

	FY 2010	FY 2011	FY 2011	FY 2011	Variance
	Actual	Budget	Year to Date Budget	Year to Date Actual	Over (Under)
Expenditures:					
Salaries ¹	\$ 270,410	\$ 219,455	219,455	\$ 219,455	\$ -
Travel	493	1,569	1,569	\$ 335	\$ (1,234)
Office Supplies ⁵	1,845	1,500	1,500	\$ 1,445	\$ (55)
Equipment Repairs	135	200	200	\$ 52	\$ (148)
Printing	1,757	1,500	1,500	\$ 2,058	\$ 558
Postage	4,703	3,500	3,500	\$ 3,672	\$ 172
Communications	2,013	1,500	1,500	\$ 2,381	\$ 881
Rental ⁶	15,718	5,588	5,588	\$ 5,588	\$ -
Professional Services	-	-	-	\$ 60	\$ 60
Outside Services ^{4,5}	1,062	2,688	2,688	\$ 3,653	\$ 965
State Transfers	-	75	75	\$ 75	\$ -
State Reimbursements - Rent ^{2,6}	1,593	3,477	3,477	\$ 3,479	\$ 2
State Reimbursements - Other	-	1,497	1,497	\$ 1,469	\$ (28)
ITD Reimbursements ³	7,336	6,995	6,995	\$ 6,165	\$ (830)
Office Equipment ²	10	-	-	\$ -	\$ -
IT Equipment & Software ^{2,3,4}	171	300	300	\$ -	\$ (300)
Other Expenses & Obligations	6	53	53	\$ 9	\$ (44)
Total Expenditures	\$ 307,252	\$ 249,897	\$ 249,897	\$ 249,896	\$ (1)

1 - Adjusted salaries' budget downward by \$60,946 for the SERIP, EO20, SF2088 and other savings that were returned to the General Fund.

2 - Adjusted budget by \$712 in class 414 for office rent; \$200 came from class 502 - Office Equipment and \$512 came from class 510 - IT Equipment & Software.

3 - Budget reflects expected purchase of Smart Board for Commission Board Room. Estimated cost of \$5,000. Split to be 94%/6%, GSL/Appropriation.

4 - Adjusted 406 - Outside Services budget by \$2,188; \$1,688 came from class 510 - IT Equipment & Software, \$500 came from class 301.

5 - Adjusted 301 - Office Supplies budget by -\$500; Outside Services to exceed budget

6 - Adjusted 402 - Rental to reflect move to capital campus in FY11. Rent to be expended from class 414 - State Reimbursements.

IOWA COLLEGE STUDENT AID COMMISSION
I Have a Plan Iowa
SUMMARY OF EXPENDITURES
SFY 2011 as of June 30, 2011 (Final)

	<i>FY 2011</i>	<i>FY 2011</i>	<i>FY 2011</i>	<i>Variance</i>
	<i>FY 2011</i>	<i>Year to Date</i>	<i>Year to Date</i>	<i>Over</i>
	<i>Budget</i>	<i>Budget</i>	<i>Actual</i>	<i>(Under)</i>
Expenditures:				
Salaries ¹	\$ 248,381	248,381	\$ 161,425	\$ (86,956)
Travel	12,415	12,415	\$ 15,612	\$ 3,197
Office Supplies	-	-	\$ -	\$ -
Equipment Repairs	-	-	\$ -	\$ -
Printing	-	-	\$ -	\$ -
Postage	-	-	\$ -	\$ -
Communications	2,292	2,292	\$ 1,274	\$ (1,018)
Rental	-	-	\$ -	\$ -
Outside Services	-	-	\$ -	\$ -
State Transfers	-	-	\$ -	\$ -
State Reimbursements - Rent	-	-	\$ -	\$ -
State Reimbursements - Other	1,085	1,085	\$ 1,085	\$ -
ITD Reimbursements	-	-	\$ -	\$ -
Office Equipment	-	-	\$ -	\$ -
IT Equipment & Software	-	-	\$ -	\$ -
Licenses ²	1,011,670	1,011,670	\$ 910,000	\$ (101,670)
Other Expenses & Obligations	-	-	\$ -	\$ -
Total Expenditures	\$ 1,275,843	\$ 1,275,843	\$ 1,089,396	\$ (186,447)

1 - Salaries include N. Ankeny, J. Miller and T. Havener. Total salary and benefit expense estimated based on first four months in calendar year 2011.

2 - XAP license costs charged to Challenge Grant included in this line.

**IOWA COLLEGE STUDENT AID COMMISSION
 DEFAULT PREVENTION, FUND #0261
 SUMMARY OF RESOURCES AND EXPENDITURES
 SFY 2011 as of June 30, 2011 - Period 14 (Pre-Close)**

	FY 2011 Budget	FY 2011 Year to Date Budget	FY 2011 Year to Date Actuals	Variance
Resources:				
Interest	\$ 12,750.00	\$ 12,750.00	\$ 5,892.00	\$ (6,858.00)
Refunds & Reimbursements	\$ -	\$ -	\$ 687.00	\$ 687.00
Total Resources	\$ 12,750.00	\$ 12,750.00	\$ 6,579.00	\$ (6,171.00)
 Expenditures:				
Travel/State Vehicle	\$ 8,270.00	\$ 8,270.00	\$ -	\$ (8,270.00)
Out of State Travel		\$ -		\$ -
Office Supplies	\$ 500.00	\$ 500.00	\$ -	\$ (500.00)
Printing & Binding	\$ 10,000.00	\$ 10,000.00	\$ -	\$ (10,000.00)
Professional & Scientific Services	\$ 250,000.00	\$ 250,000.00	\$ -	\$ (250,000.00)
Outside Services	\$ 15,000.00	\$ 15,000.00	\$ -	\$ (15,000.00)
Advertising & Publicity	\$ 1,000.00	\$ 1,000.00	\$ -	\$ (1,000.00)
ITD Reimbursement	\$ -	\$ -	\$ -	\$ -
IT Equipment & Software	\$ -	\$ -	\$ -	\$ -
Aid to Individuals	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 284,770.00	\$ 284,770.00	\$ -	\$ (284,770.00)
 Net Gain(Loss)	 \$ (272,020.00)	 \$ (272,020.00)	 \$ 6,579.00	 \$ 278,599.00
 Default Prevention Cash Balance 6/30/10	 \$ 1,713,027.28			
Net Gain/(Loss) SFY 2011 06/30/2011	<u>\$ 6,579.00</u>			
Cash Balance 06/30/2011	\$ 1,719,606.28			

**Historical Appropriations and Status Quo Budget for FY 2013
Friday, September 16, 2011**

	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY2012	Status Quo FY2013
College Student Aid Commission Administration ^{1,2}	364,640	376,053	376,053	376,802	314,443	249,897	232,943	232,943
Iowa Grant Program	1,029,784	1,029,784	1,070,976	1,070,976	981,743	848,761	791,177	791,177
DSM University-Osteopathic Loans	50,000	100,000	100,000	100,000	91,668	79,251	-	-
DSM University-Physician Recruit.	346,451	346,451	346,451	341,254	281,539	270,448	-	-
Des Moines University Programs	-	-	-	-	-	-	325,973	325,973
National Guard Benefits Program	3,725,000	3,725,000	3,800,000	3,742,629	3,841,903	3,186,233	3,186,233	3,186,233
Teacher Shortage Forgivable Loan and Loan Forgiveness	285,000	285,000	485,400	478,119	438,282	421,016	392,452	392,452
All Iowa Opportunity Foster Care Grant Program	-	-	-	-	618,759	594,383	554,057	554,057
All Iowa Opportunity Scholarship Program	-	-	1,500,000	3,940,000	2,502,537	2,403,949	2,240,854	2,240,854
College Work-Study	140,000	140,000	295,600	99,925	-	-	-	-
Vocational Technical Tuition Grant	2,533,115	2,533,115	2,783,115	2,741,368	2,512,958	2,413,959	2,250,185	2,250,185
Tuition Grant Program-Standing	49,673,575	46,506,218	48,373,718	49,322,612	42,491,762	44,013,448	43,513,448	43,513,448
Tuition Grant - For-Profit	-	5,167,358	5,374,858	5,441,985	4,489,705	4,650,487	4,000,000	4,000,000
Nurse Loan Repayment	-	-	-	98,500	90,293	86,736	80,852	80,852
Chiropractor Loan Repayment	-	-	-	100,000	20,000	-	-	-
Cosmetology/Barber Grants	-	-	-	50,000	45,835	39,626	36,938	36,938
Washington DC Internships	-	-	-	100,000	-	-	-	-
Total College Aid Commission	\$ 58,147,565	\$ 60,208,979	\$ 64,506,171	\$ 68,004,170	\$ 58,721,427	\$ 59,258,194	\$ 57,605,112	\$ 57,605,112

Notes:

1 - Original FY2011 budget for Administration was \$310,489. The appropriation was reduced by \$60,956 to reflect SF2088, SERIP and other savings.

2 - FY2012 budget request was for \$310,489, which was equal to original FY2011 budget. Budget was cut by \$60,956, to reflect the SF2088, SERIP and other savings. An additional \$16,9654 cut was included in FY2012.



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