

Iowa College Student Aid Commission

*Postsecondary Registration Administrator
603 East 12th Street, FL 5th
Des Moines, IA 50319
(515) 725-3470*

Postsecondary Registration Iowa Code Chapter 261B

This is the application form for all schools that are required to register under Iowa Code Chapter 261B.

All items must be completed before the registration application or the exemption will be considered received for processing. If there is insufficient space on the form to provide all requested information, use additional pages as required, numbering to correspond to the item. Other documents or materials may be attached to the form in lieu of providing the information on the form. In such cases, the material or document should be referenced on the form and *clearly marked* for ease of identification.

Submit one paper copy and one electronic pdf copy of the application.

The information you provide will be open to public inspection under Iowa Code Chapter 22.11

Iowa College Student Aid Commission

Postsecondary Approval and Registration Administrator
603 East 12th Street, FL 5th
Des Moines, IA 50319
(515) 725-3470

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

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

All items must be completed before the application will be considered as received by the Commission. Attach additional pages as needed to provide the requested information. Other documents or materials may also be attached to support the application. Attachments must be tabbed and clearly marked on both the paper and pdf documents.

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

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

Name of School: University of Cincinnati
Suite: _____
Street: 2600 Clifton Avenue
City: Cincinnati
State: Ohio
Zip: 45221
Country: USA
Telephone Number (including country or area code): 513-556-1100

Type of school:

- For-profit
- Non-profit
- Public

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

Not applicable.

Suite	Street	City	State	Zip	Country	Telephone

Address of all locations in Iowa where instruction is to be provided Not Applicable.

Suite	Street	City	State	Zip	Country	Telephone

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

Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Total
See Exhibit "A" attached.					

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

Tuition and refund policies are governed by the Board of Trustees. The Refund Policy and schedule is posted on the Bursar's website at: www.uc.edu/af/bursar/refunds.html. See also Exhibit "B".

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

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

A list of all UC Distance Learning Programs and degrees awarded is contained in Exhibit "A".

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

Name: Santa J. Ono
 Suite: _____

Street: 2618 McMicken Circle
City: Cincinnati
State: Ohio
Zip: 45221
Country: USA
Telephone Number (including country or area code): 513-556-2201

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

261B.9 DISCLOSURE TO STUDENTS.

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

1. The name or title of the course.
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 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.

Response:

The above-referenced information is made available to students/prospective students prior to or at the time of registration via individual program websites and online resources. Program guides are available for each program at <http://www.uc.edu/academics.html> under Majors and Program links (Undergraduate, Graduate, etc.). Program guides include program overview, curriculum information, admission requirements, completion/graduation requirements, accrediting agency information, and other details. Links to detailed academic information (course descriptions, college bulletins and course planning guides) are also available at the above-referenced site. The University's One Stop Student Services website (<http://onestop.uc.edu/classes.html>) is a central location where students take care of registration, billing, financial aid and personal records business. This site includes information regarding tuition and fees (http://www.uc.edu/af/bursar/2012-2013/distance_learning_programs.html) and the University refund policy (<http://www.uc.edu/af/bursar/refunds.html>)

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

Name: Not Applicable. Public Institution offering online/distance education.
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____

Telephone Number (including country or area code): _____

Name, address, and title of the other officers and members of the legal governing body of the school:

[(261B.4(6))]

Under Ohio Revised Code 3361.01, the University of Cincinnati's Board of Trustees is the governing body of the University of Cincinnati. The board is composed of 11 members. A contact list is attached hereto as Exhibit "C".

Officer Number 1

Name: _____
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone No. (including country or area code): _____

For officers 2 or more, add pages as needed:

Owner Number 2

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

Name: _____
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone Number (including country or area code): _____

For owners 2 or more, add pages as needed

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

Accrediting agency 1

Name: Higher Learning Commission, North Central Association of Colleges & Schools
Suite: Suite 7-500
Street: 230 South LaSalle Street
City: Chicago
State: IL
Zip: 60604
Country: USA
Telephone Number (including country or area code): 800-621-7440
Contact Person: Sylvia Manning, President

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

Accrediting Agency 2

Name: _____
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone Number (including country or area code): _____
Contact Person: _____

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

Accrediting Agency 3

Name: _____
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone No. (including country or area code): _____
Contact Person: _____

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

Accrediting Agency 4

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

Student academic history records (which include term-by-term class enrollments, final grades, term and cumulative grade point averages, and degree and certificates awarded), are maintained permanently as data within the University's student information system.
Student transaction forms (e.g. class withdraws, grade replacements, change of college/major, appeals/petitions, etc.) are maintained in paper or data-imaging archives for periods defined by the University's records retention schedule.

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

Name: University of Cincinnati Registrar's Office
Suite: _____
Street: P.O. Box 210060
City: Cincinnati
State: Ohio
Zip: 45221-0060
Country: USA
Telephone Number. (including country or area code): 513-556-1000

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

State	Agency Name	Address	Contact Person	Telephone Number
Ohio	Board of Regents	30 East Broad St., 36th FL Columbus, Ohio 43215	Stephanie Davidson, Interim Chancellor	614-466-6000

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

The University of Cincinnati's Distance Learning programs are taught 100% online. However, some programs require clinical, practicum or internship component as part of the curriculum.

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

Not Applicable.

Agency Name	Contact Person	Telephone Number	Approval Status

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

Yes No

If yes, explain below.

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

Not applicable.

Do you:

Enroll students in Iowa? Yes [] No

Employ Iowa faculty? [] Yes No

Do you intend to:

Enroll students in Iowa? Yes [] No

Employ Iowa faculty? [] Yes No

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

The University of Cincinnati offers distance learning programs to residents in Iowa.

Currently, there are 37 Iowans enrolled in Distance Learning programs at the University of Cincinnati.

The University does not currently employ Iowa faculty, however, some students may interact with mentors or preceptors in a clinical or field placement setting in Iowa.

Name, address, telephone number and resume of employees in Iowa. Please identify which employees are full time. Not applicable.

Name: _____ Title: _____
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone Number (including country or area code): _____

* Resumes may be provided as attachments

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

Yes [] No

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

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

Please provide policies that comply with these requirements as attachments. See Exhibit "D" attached.

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

Yes [] No

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

A copy of the June 30, 2012 Financial Statement is attached as Exhibit "E".

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

See Exhibit "F" attached hereto.

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

UC's Distance Learning programs are initiated and approved by the appropriate college and university bodies in the same manner as on-campus programs. The same faculty is responsible for the programs both on-campus and via distance learning, providing the same commitment to quality, rigor and high professional standards. Processes and guidelines for adding/modifying both graduate and undergraduate programs are available at: http://www.uc.edu/provost/units/academic_planning/NewPrograms.html. These processes provide a quality check prior to enrollment of students, ensuring that proposed composition of faculty is adequate to maintain academic standards of the program and faculty are sufficiently credentialed to teach in the program area, program curriculum is coherent, cohesive, and necessary to maintain the academic integrity and rigor of the program; learning outcomes are appropriate to the rigor and breadth of the program; and other curriculum and instruction standards, as referenced in guidelines at the above website.

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

Not applicable.

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

Statement may be in an attached document. See attached Exhibit "G"

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

Not Applicable.

Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred. Undergraduate and Graduate grievance policies and procedures are available online at <http://www.uc.edu/righttoknow/policies.html>. Students are encouraged to seek assistance from the University Ombuds Office for possible resolution before initiating a formal grievance procedure. The University Ombuds Office is located at 607 Swift Hall, P.O. Box 210180, Cincinnati, Ohio 45221-0180 and can be reached at 513-556-5956 or <http://www.uc.edu/ombuds.html>.

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

Not applicable - public institution offering distance education.

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

US Department of Education 3-Year default rate for FY2009 is 8.9%
The Perkins Loan CDR is 13.77% for 2010.

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

The University reports the average loan debt to the Common Data Set, which has a somewhat narrowly-defined cohort: Undergraduate class who graduated between July 1, 2011 and June 30, 2012, who started at the institution as first-time students and received a bachelor's degree. We provide two amounts: one for all student loans (any federal, state, institutional, or private loan; excludes PLUS), and one for all federal student loans (except PLUS). The average debt those that borrowed is as follows:

All student loans: \$30,078, All Federal Student Loans: \$25,434
Blue Ash, Ohio, Campus: All Student Loans: \$24,698, All Federal Student Loans: \$24,100
Clermont Campus, Batavia Ohio: All Student Loans: \$21,516, All Federal Student Loans: \$21,328

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

Main Campus: Bachelor and Associate Degrees: 49.6% Graduation Rate
Regional Campus, Clermont College (Batavia, Ohio): 15.8% Graduation Rate
Regional Campus, Clermont College (Batavia, Ohio): 6.8% Transfer-Out Rate
Regional Campus, Blue Ash College (Blue Ash, Ohio): 9.5% Graduation Rate
Regional Campus, Blue Ash College (Blue Ash, Ohio): 14.5% Transfer-Out Rate

SIGNATURE

Applicant School Chief Executive Officer

Santa J. Ono	President
Name	Title
	6/19/13
Signature	Date

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

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