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I. INTRODUCTION

Iowa Code §261E.2 and Section 487(a)(25)(A) of the Higher Education Act (HEA) requires Loras College to develop, administer and enforce a Code of Conduct governing educational loan activities. Educational loan activities are those associated with any loan made, insured or guaranteed under Title IV of the Higher Education Act (i.e., loans made under the Federal Family Education Loan Program, Federal Direct Loan Program or Perkins Loan Program), or any private educational loan. Loans issued to student or parent borrowers under the FFELP or FDLP are the federal Stafford, parent PLUS, Grad PLUS, and Consolidation loans.

A private educational loan is any loan that is not made, insured or guaranteed under Title IV of the Higher Education Act and is issued to a borrower solely for postsecondary educational expenses, regardless of whether the loan is provided through the institution that the student attends or directly to the borrower from the lender. Private educational loans secured by a dwelling or under an open-end credit plan (e.g., a home equity line of credit, or open line of credit tied to a Certificate of Deposit) are exempted from the definition of private educational loan.

All of the following individuals or entities associated with Loras College must comply with this Code of Conduct governing educational loan activities:

- An employee.
- A contract employee.
- A director or officer.
- A trustee.
- A Regent.
- An agent – including an alumni association, booster club or other organization directly or indirectly associated with or authorized by Loras College.

_Iowa Code Sections 261E.2(1) and 261E(2) and (3); HEA Sections 487(a)(25)(A) and 151 Definitions (1)._ 

An organization that is affiliated with Loras College must comply with certain aspects of the Code of Conduct, as identified below. An affiliated organization, as defined by federal regulations, is similar to, but not exactly the same as, an agent as defined under Iowa Code. An organization is affiliated with Loras College if it is directly or indirectly related to Loras College and includes, but is not limited to, alumni organizations, foundations, athletic organizations and social, academic and professional organizations and others that provide financial and vocational services to Loras College’s students, employees or alumni. An organization does not need to be dependent on Loras College to be affiliated. An educational loan lender is not an affiliated organization.

_HEA Section 151 Definitions (5); 34 CFR 682.200(b)(5)(iii); November 1. 2007, Federal_
This Code of Conduct must be published prominently on Loras College’s internet site.

\textit{Iowa Code §261E.2(1)(b); HEA Section 487(a)(25)(B) and (C).}

Loras College’s Code of Conduct also addresses changes brought about by the Higher Education Opportunity Act of 2008 (P.L. 110-315) and inducement regulations promulgated by the U.S. Department of Education (USDE) in 34 CFR 682.200(b)(5) and 34 CFR 682.401(e). These federal laws and regulations set forth standards for relationships between colleges and universities, their affiliated organizations and FFELP lenders and guarantors.

\section*{II. GIFTS}

\subsection*{A. Definition of Gift.}

A gift means any gratuity, favor, discount, entertainment (including expenses for shows, sporting events or alcoholic beverages), hospitality (including private parties of select training or conference attendees), loan, or other item having monetary value of more than a de minimus or nominal amount. A gift includes services, transportation, lodging or meals, whether provided in kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred.

\subsection*{B. Impermissible Activities.}

An officer, employee or agent of Loras College who is employed in the institution’s financial aid office or who otherwise has direct responsibilities with respect to federal and private educational loans shall not solicit or accept any gift from a private or FFELP educational loan lender, lender servicer or guarantor.

A gift to a family member of Loras College’s officer, employee or agent, or a gift to an individual based on that individual’s relationship with an officer, employee or agent of Loras College is not permissible if either of the following applies:

\begin{itemize}
  \item The gift is given with the knowledge and acquiescence of the officer, employee or agent of Loras College; or
  \item The officer, employee or agent has reason to believe the gift was given because of that person’s official position with Loras College.
\end{itemize}
C. Permissible Activities.

Loras College, a Loras College employee and a member of an organization affiliated with Loras College may accept items of a de minimus or nominal value from a private or FFELP education loan lender, lender servicer or guarantor that are offered as a form of generalized marketing or advertising or to create goodwill.

Examples of permissible gifts include, but are not limited to, the following:

- Pens or pencils.
- Notepads.
- Sticky-notes.
- Rulers.
- Calculators.
- Small tote bags.
- Other individual office supply items.

An employee of Loras College may also accept items of value from a lender, lender servicer or guarantor that are also offered to the general public.

III. PHILANTHROPIC GIFTS/CONTRIBUTIONS

A. Impermissible Activities.

Loras College shall not accept philanthropic contributions from a lender, lender servicer or guarantor that are related to the educational loans provided by the lender, lender servicer or guarantor to Loras College, or that are made in exchange for any advantage related to educational loans. In addition:

- Loras College or its affiliated organization(s) shall not accept scholarships or grants from a FFELP lender or guarantor in exchange for FFELP loan applications or application referrals, a specified volume or dollar amount of FFELP loans made or guaranteed or placement of a lender on the institution’s FFELP preferred lender list (PLL).
• Loras College or its affiliated organization(s) shall not accept financial aide funds under any Title IV, State or private program from a guarantor based on an agreement to use the guarantee agency for processing loans, or to provide a specified volume of loans using the agency’s guarantee.

_Iowa Code § 261E.1(5)(d); HEA Section 487(e)(2)(B)(ii)(V); 34 CFR 682.200(b)(5)(i)(A)(9); 34 CFR 682.401(e)(1)(i)(E)._

**B. Permissible Activities.**

Loras College may accept philanthropic contributions from a lender, lender servicers or a guarantor that are not related to the educational loans provided by the lender or guarantor, and that are not made in exchange for any advantage to the lender, guarantor, or servicer. However, Loras College must report philanthropic contributions made by a lender with whom Loras College has a preferred lending arrangement to the Iowa Attorney General, in accordance with the disclosure procedures developed by the Iowa Attorney General.

_Iowa Code §261E.1(5)(d) and 261E.4(6); HEA Section 487(e)(2)(B)(ii)(V); November 1, 2007, Federal Register, Vol. 72. No. 211, p. 61976._

**IV. SERVICE ON ADVISORY COUNCILS**

**A. Impermissible Activities.**

An officer, employee or agent who is employed in Loras College’s financial aid office, or who otherwise has direct responsibilities with respect to educational loans, shall not serve on or otherwise participate in a private lender’s or a private lender affiliate’s advisory council.

_Iowa Code §261E.3(6)._

A College employee who serves on an official, standing advisory council for a FFELP guarantor must not accept anything of value for that service. See the exception below for reasonable compensation under “Permissible Activities.”

_HEA Section 487(e)(7)._

No employee of Loras College or member of an organization that is affiliated with Loras College may serve on a FFELP lender’s advisory council.
B.  **Permissible Activities.**

An employee of Loras College, including a financial aid office employee, may serve on an official, standing advisory council for a FFELP guarantor, including an Iowa College Student Aid Commission advisory council or task force, and be compensated for reasonable expenses incurred in that service.

An employee or agent of Loras College may respond to a lender who seeks advice from the institution or groups of institutions by telephone, electronically, or in a meeting, about improving products or services for borrowers. However, Loras College may not accept any gift or compensation for responding including, but not limited to, transportation, lodging or related expenses.

**Iowa Code §261E.3(6); HEA Section 487(e)(7); 34 CFR 682.401(e)(2)(vi); November 1, 2007, Federal Register, Vol. 72, No. 211, p. 61980.**

V. **SERVICE ON BOARDS**

A. **Impermissible Activities.**

1. **Lender, Lender Servicer and Guarantor.** An officer, employee or agent of Loras College who is employed in the financial aid office shall not serve on or otherwise participate in a lender’s, lender servicer’s or guarantor’s board of directors. Service on the Iowa College Student Aid Commission’s Board of Directors is exempted from this prohibition.

An officer, employee or agent of Loras College who is not employed in the financial aid office but who has direct responsibility with respect to educational loans shall not serve on or otherwise participate in a lender’s, lender servicer’s or guarantor’s board of directors, unless Loras College has a written conflict of interest policy which specifies that a Loras College officer or agent who is serving on such a board of directors must recuse himself from participating in any decision of the board with respect to any transaction regarding educational loans. Service on the Iowa College Student Aid Commission’s Board of Directors is exempted from this prohibition.
2. **Board of Regents.** No officer, employee or agent of a lender, lender servicer or guarantor may serve on Loras College’s Board of Regents, unless Loras College has a written conflict of interest policy that clearly sets forth the procedures to be followed in instances where such a Regent’s personal or business interests with respect to educational loans may be advanced by an action of the Board, including a provision that such a Regent may not participate in any decision to approve any transaction where such conflicting interests may be advanced. Service by an employee or member of the Iowa College Student Aid Commission is exempted from this prohibition.

**Iowa Code §§261E.3(7)(a)(3) and 261E.2(3); HEA Section 487(e)(3)(B)(i) and (ii).**

**B. Permissible Activities.**

1. **Lender, Lender Servicer and Guarantor.** Any Loras College officer, employee or agent may serve with or without compensation, and with no restriction, on the Iowa College Student Aid Commission’s board of directors.

Any officer, employee or agent of Loras College may serve on a lender’s board of directors if required by law.

An officer, employee or agent of Loras College who is not employed in the financial aid office and who has no direct responsibility with respect to educational loans may serve with or without compensation on a lender’s or lender servicer’s board of directors, or on the board of directors of a guarantor, including the Iowa College Student Aid Commission.

An officer, employee or agent of Loras College who is not employed in the financial aid office but who has direct responsibility with respect to educational loans may serve with or without compensation on a lender’s or lender servicer’s board of directors, or on the board of directors of a guarantor, including the Iowa College Student Aid Commission, if Loras College has a written conflict of interest policy which specifies that a Loras College officer or agent who is serving on such a board of directors must recuse himself from participating in any decision of the board with respect to any transaction regarding the College’s educational loans.

**Iowa Code §§261E.2(3), 261E.3(6), 261E.3(7)(a)(1), 261.3(7)(a)(2); HEA Section 487(e)(3)(B)(i) and (ii).**
2. **Board of Regents.** Loras College may permit an employee or member of the board of directors of the Iowa College Student Aid Commission to serve on its Board of Regents without restriction.

Loras College may permit an officer, employee or agent of a lender or lender servicer, or a guarantor other than the Iowa College Student Aid Commission, to serve as a member of its Board of Regents if Loras College has a written conflict of interest policy that clearly sets forth the procedures to be followed in instances where such Regent’s personal or business interests with respect to educational loans may be advanced by an action of the Board, including a provision that such Regent may not participate in any decision to approve any transaction where such conflicting interests may be advanced.

*Iowa Code §§261E.3(7)(a)(3), and 261E.2(3); HEA Section 487(e)(3)(B)(iii).*

**VI. BUNDLING OF PRIVATE LOANS**

**A. Impermissible Activities.**

Loras College shall not bundle (i.e., “package”) private educational loans in a student’s financial aid award except under certain conditions. See the exclusive list of Permissible Activities below for more information about acceptable conditions for private loan bundling.

*Iowa Code §261E.5(2).*

**B. Permissible Activities.**

Loras College may bundle (i.e., “package”) private educational loans in a student’s financial aid award under any one of the following conditions:

- The borrower is ineligible for additional funding or financing.
- The borrower is not eligible for any additional funding or has exhausted the limits of his or her eligibility for Title IV loans (Federal Perkins, Stafford and, as applicable, parent or Grad PLUS).
- The borrower has not filled out a Free Application for Federal Student Aid (FAFSA).
- The borrower does not desire, or refuses to apply for, a Title IV loan (including a parent PLUS loan).
The bundling of private educational loans will be clearly and conspicuously disclosed to the borrower prior to the borrower’s acceptance of the financial aid package.

_Iowa Code §261E.5(2); HEA Section 152(a)(1)(B)(iii)._ 

VII. CHOICE OF LENDER

A. Impermissible Activities.

Loras College’s financial aid office shall not use its preferred lender list (PLL), if any, to:

- Require a prospective borrower to use a lender on the PLL.
- Deny or otherwise impede a borrower’s choice of lender.
- Assign a first-time borrower’s loan to a particular lender through award packaging or other methods.
- Cause unnecessary certification delays for borrowers who use a lender that is not listed on the PLL.

_Iowa Code §§261E.6(1)(a) and 261E.6(2)(c), (d) and (e); HEA Section 487(e)(4); 34 CFR 682.212(h)(1)(i); 34 CFR 682.212(h)(2)(iii), (iv) and (v)._ 

Regardless of whether Loras College maintains a preferred lender list, Loras College will not:

- Deny a FFELP borrower his or her choice of FFELP lender.
- Refuse to certify or delay certification of a FFELP loan based on a borrower’s section of a lender or guarantor.
- Assign a first-time borrower’s FFELP loan to a particular lender through award packaging or other methods.

_HEA §432(m)(1)(B); HEA Section 487(e)(4); 34 CFR 682.603(f)(1) and (2)._ 

VIII. CONSULTING AND CONTRACTUAL ARRANGEMENTS

A. Impermissible Activities.

An officer, employee or agent of Loras College who is employed in the financial aid office or who otherwise has direct responsibilities with respect to educational loans shall not accept from a
private educational loan lender or its affiliate any fee, payment or other financial benefit as
compensation for any type of consulting arrangement or other contract to provide services to or
on behalf of the lender. A prohibited financial benefit includes the opportunity to purchase stock
on other than free market terms. However, if the lender is a FFELP lender, additional
restrictions apply, as noted below.

Iowa Code §261E.3(3); HEA Section 487(e)(3).

Loras College will not enter into a contractual arrangement with a FFELP lender to provide
services that are related to student aid, or to provider services in exchange for securing FFELP
loan applications or otherwise limiting a borrower’s choice of FFELP lender. An organization
that is affiliated with Loras College will not enter into a contractual arrangement with a FFELP
lender to provide services that are related to student loans, or to provide services in exchange for
securing FFELP loan applications or otherwise limiting a borrower’s choice of FFELP lender.

November 1, 2007, Federal Register, Vol. 72, No. 211, pp. 61976, 61979 and 61981.

B. Permissible Activities.

An officer, employee or agent of Loras College who is not employed in the financial aid office
and who has no direct responsibilities with respect to educational loans may accept
compensation from a private lender for a consulting arrangement or other contract to provide
services to or on behalf of a lender. However, if the private lender is also a FFELP lender,
additional restrictions apply, as noted in the following paragraph.

Iowa Code §261E.3(3).

Loras College may enter into a contractual arrangement with a FFELP lender to provide services
only if those services are unrelated to any type of student aid, and are not undertaken to secure
FFELP loan applications or limit a borrower’s choice of FFELP lender. An organization
affiliated with Loras College may enter into a contractual arrangement with a FFELP lender to
provide services only if those services are unrelated to student loans.

November 1, 2007, Federal Register, Vol. 72, No. 211, p. 61976 and 61979.

IX. LOAN COUNSELING

A. Permissible Activities.

Loras College may request and accept assistance from a lender or guarantor in conducting in-
person, initial (i.e., entrance) and exit loan counseling for our students, provided:

- The College’s staff are in control of the counseling.
- The lender or guarantor does not promote a specific lender’s products or services. A guarantor may promote benefits provided under other federal and state programs that the guarantor administers.

Loras College may request and accept initial (i.e., entrance) and exit loan counseling materials, presentation or on-line resources from any lender or guarantor. The materials, presentations or on-line resources must disclose the identity of the entity that assisted in preparing or providing such, and must not be used to promote the lender’s or guarantor’s education loan or other products. A guarantor’s materials may promote benefits provided under other federal and state programs that the guarantor administers.

*Iowa Code §261E.4(5)(a); HEA Section 487(e)(2)(B)(ii)(IV); 34 CFR 682.200(b)(5)(ii)(A) and (B); 34 CFR 682.401(e)(2)(i) and (iii).*

**X. LOAN TERMS AND CONDITIONS**

**A. Impermissible Activities.**

Loras College shall not request or accept competitive rates on private educational loans made by a private lender that is also a FFELP lender, in exchange for FFELP applications, FFELP application referrals, a specified volume or dollar amount of FFELP loans made, or a preferred lending arrangement for FFELP loans.

*Iowa Code §261E.3(5); HEA Section 487(e)(5); 34 CFR 682.200(b)(5)(iii)(C); November 1, 2007, Federal Register, Vol. 22, No. 211, p. 61983.*

Loras College shall not place a private educational loan lender on its PLL, or provide that lender with preferred placement on the PLL, in exchange for benefits on FFELP loans that the lender makes to or on behalf of our students.

*Iowa Code §261E.6(4).*

**B. Permissible Activities.**

Loras College may solicit and accept the following favorable educational loan terms and conditions on behalf of our student and parent borrowers:
• A reduced origination fee.
• A reduced interest rate.
• Payment of the federal default fee on a Stafford or PLUS loan made under the FFELP.
• Benefits offered to a borrower under a repayment incentive program that requires, at a minimum, one or more scheduled payments to receive or retain the benefit.
• Benefits under a loan forgiveness program for public service or other targeted purposes approved by:
  ‣ The Iowa Attorney General for a private loan forgiveness program.
  ‣ The U.S. Department of Education for a federal loan forgiveness program.

An employee of Loras College may accept favorable terms, conditions and borrower benefits on an educational loan if the terms, conditions and benefits on the employee’s loan are comparable to those provided to all Loras College students.

_Iowa Code §261E.1(5)(c); HEA Section 487(e)(2)(B)(iii)._
provide attendees with the opportunity for information-sharing on the training being conducted.

In addition, Loras College may accept from a guarantor food and refreshments that are reasonable in costs and provided in connection with other workshops and forums the agency uses to fulfill its guaranty agency responsibilities.

_Iowa Code §261E.2(5)(b); HEA Section 487(e)(2)(B)(ii)(ll); 34 CFR 682.200(b)(5)(ii)(C); 34 CFR 682.401(e)(2)(iv) and (v)._}

C. **Prudent Person Test.**

Loras College employees who participate in the planning of a student-aid related training session or conference will ensure that food and refreshment sponsored by a lender or guarantor is reasonable in cost by applying the “prudent person test.” In other words, the cost per person for the sponsored event must not exceed the cost that would be incurred by the prudent person under the circumstances at the time the decision was made to incur the cost. The burden of proof will be, in part, on conference managers to show that costs are consistent with the normal per-person cost of the event.

_November 1, 2007, Federal Register, Vol. 72, No. 211, p. 61981._

**XII. MISLEADING IDENTIFICATION OF PERSONS**

A. **Impermissible Activities.**

Loras College shall not permit a lender’s or guarantor’s employee or agent to be identified as an employee, representative or agent of Loras College.

_Iowa Code §261E.4(2)._}

**XIII. OPPORTUNITY POOLS**

A. **Definition of “Opportunity Pools.”**

An “opportunity pool” means an educational loan made by a private lender to a borrower that Loras College guarantees in any manner or that involves Loras College directly or indirectly paying points, premiums, payments, additional interest or other financial support to the lender for
the purpose of that lender extending credit to the borrower.

B. **Impermissible Activities.**

Loras College shall not solicit or accept from any lender an opportunity pool to be used for private educational loans to borrowers in exchange for concessions or promises to the lender that Loras College will deliver a specified number of loans, loan volume or, if applicable, a preferred lending arrangement for FFELP loans.

C. **Permissible Activities.**

Loras College may solicit or accept from any lender an opportunity pool to be used for private educational loans, if it is not provided in exchange for concessions or promises that Loras College will deliver to the lender a specified number of private loans or private loan volume or, if applicable, place that lender on Loras College preferred FFELP lender list.

*Iowa Code §261E.3(5); HEA Section 487(e)(5).*

**XIV. PAYMENT OF EDUCATIONAL LOAN COSTS**

A. **Permissible Activities.**

Loras College may make principal or interest payments to a federal or private loan lender to lower costs for educational loan borrowers.

B. **Impact on Cohort Default Rate.**

If Loras College, or any owner, agent, contractor, employee, or other entity or individual affiliated with Loras College made a payment to prevent default on a Stafford loan, or a consolidation loan that repaid a Stafford loan, during the period for which our cohort default rate is calculated, that loan is considered to be in default and counts against our cohort default rate notwithstanding the payment.

*Iowa Code §261E.3(7)(b); 34 CFR 668.183(c)(1)(iii); USDE Cohort Default Rate Guide, Chapter 2, p. 2-1.9.*
XV. PREFERRED LENDER LISTS OR ARRANGEMENTS

A. Definitions.

A “preferred lender list” is a list of private or FFELP lenders which Loras College recommends, and with which Loras College has a preferred lender arrangement. A “preferred lender arrangement” is an arrangement or agreement between Loras College and a lender that provides educational loans to our borrowers in which Loras College recommends, promotes or endorses the lender’s educational loan product.

*Iowa Code §261E.1(8) and (9); HEA Section 151 Definitions (8).*

The identity of any private lender with whom the College or any of its affiliated organizations have a preferred lender arrangement will be displayed on all information and documentation related to the lender’s loans.

*HEA Section 152(a)(3).*

B. Impermissible Activities.

Loras College’s federal or private loan PLL will not include less than three unaffiliated lenders. For this purpose, a lender is affiliated with another lender if any of the following applies:

- The lenders are under the ownership or control of the same entity or individuals.
- The lenders are wholly or partly owned subsidiaries of the same parent company.
- The directors, trustees or general partners, or individuals exercising similar functions, of one of the lenders constitute a majority of the persons holding similar positions with the other lender.

Loras College’s federal or private PLL will not include lenders that have offered, or have offered in response to our solicitation, financial or other benefits to Loras College in exchange for inclusion on the PLL, or a promise that Loras College or its students will send a certain number of loan applications to the lender.

*Iowa Code §§261E.6(1)(B) and (c); 34 CFR 682.212(h)(1) and (3).*

Loras College will not deny or impede a borrower’s choice of a lender, or cause unnecessary loan processing delays for a borrower who chooses a lender that is not included on the College’s private or FFELP preferred lender list.
Iowa Code §261E.6(2)(e); HEA Section 487(h)(1)(E).

XVI. PREFERRED LENDER LIST ALTERNATIVES

A. Permissible Activities.

Loras College is not required to maintain a preferred lender list for private or FFELP loans, and may provide no information to educational loan borrowers about lenders. Other acceptable alternatives to a preferred lender list appear below.

Loras College’s financial aid office may employ the following alternatives to a preferred lender list. Provided all of the following conditions are met, these alternatives are not considered a preferred lender list or preferred lending arrangement under 34 CFR 682.212(h) or Iowa Code Chapter 261E:

- If Loras College is unable to identify at least three unaffiliated lenders that will make loans to its students or parents sufficient to meet the requirements of a preferred lender list, Loras College may provide the names of all of the lenders that have indicated that they would provide loans to its students and their parents. In providing this information, Loras College will make it clear that it does not endorse the lenders, and provide a clear statement that the borrower may choose to use any lender that will make loans to the borrower for attendance at Loras College.

- Loras College may provide a comprehensive list of lenders that have made loans to its students or parents in the past and have indicated that they would continue to make loans to Loras College students. Loras College will not provide any additional information about the lender, including, for example, the percentage of loans made to our students by a particular lender. Loras College will make it clear that it does not endorse the lenders and provide a clear statement that the borrower can choose to use any lender that will make loans to the borrower for attendance at Loras College.

If Loras College initially meets the preferred lender list requirement of including a minimum of three unaffiliated lenders and is later notified that one or more of those lenders has decided, due to circumstances over which Loras College has no control, to discontinue making loans to students and parents, the USDE and the Iowa Attorney General will (at least until July 1, 2009) take such circumstances into consideration in determining compliance.

USDE Dear Colleague Letter GEN-08-06.
If our financial aid office is advised by a student or parent borrower that the borrower is having difficulty obtaining a lender, Loras College may refer the borrower to the Iowa College Student Aid Commission’s web-based list of participating lenders (www.iowacollegeaid.gov/commission central/participating lenders) to provide the borrower with additional lending options. Loras College will not recommend or endorse any participating lender listed on the Commission’s web site, and will make it clear that the borrower can choose any lender that will make loans to the borrower for attendance at Loras College.

_Iowa College Student Aid Commission FFELP Lender of Last Resort Policies and Procedures._

**XVII. PUBLICATIONS**

A. **Impermissible Activities.**

Loras College will not permit a private or FFELP educational loan lender with which it has a preferred lender arrangement to prepare any Loras College materials related to educational loans, with exceptions permitted by law and noted below under “Permissible Activities.”

_Iowa Code §261E.4(3) and (5)(a)._  

Loras College will not permit a FFELP lender or guarantor to print and distribute our catalogue and other non-counseling or non-student financial aid-related materials at reduced or no cost.

_34 CFR 682.200(b)(5)(iii)(C); 34 CFR 682.401(e)(3)(iii)._  

Except in the case when our institution’s name is part of a lending institution’s legal name, Loras College will not permit a private lender with which it has a preferred lending arrangement for private loans to use or name, emblem, mascot, logo, other words, pictures or symbols readily identified with Loras College in the marketing of those loans to our students in a way that implies that Loras College endorses the lender’s private education loans.

_Truth in Lending Act Section 140(c)._  

B. **Permissible Activities.**

Loras College may request and accept, free or charge, student aid outreach, financial literacy, debit management, default prevention, or default aversion materials and publications from a private or FFELP lender, or a guarantor. Loras College may also request and accept initial (i.e., entrance) and exit loan counseling materials, presentations or on-line resources from any lender.
or guarantor. The materials, publications, presentations, and on-line resources must disclose the identity of the entity that assisted in preparing or providing such, and must not be used to promote the lender’s or guarantor’s educational loan or other products. A guarantor’s materials, publications, presentations and on-line resources may promote benefits provided under other federal and state program that the guarantor administers.

Loras College may allow the use of its name, emblem, mascot, logo or other words, pictures or symbols readily identified with Loras College in the marketing of private educational loans made by a lender with whom it has a preferred lending arrangement, if its name is part of the lending institution’s legal name.

Iowa Code §§261E.1(5)(a), 261E.4(4), and 261E.4(5)(a); HEA Section 487(e)(2)(B)(ii)(l); HEA Section 487(e)(6)(B)(ii); Truth in Lending Act Section 140(a)(2)(B)(i); 34 CFR 682.200(b)(5)(ii)(A) and (B); 34 CFR 682.401(e)(2)(i)(ii) and (iii).

**XVIII. REVENUE-SHARING ARRANGEMENTS**

A. **Impermissible Activities.**

Loras College’s officers, employees or agents will not solicit or accept a fee, revenue-or profit-sharing or other material benefit provided by a private or FFELP lender that issues educational loans to or on behalf of Loras College students in exchange for Loras College recommending the lender or the lender’s educational loan products.

Iowa Code §§261E.1(11) AND 261E.3(4); HEA Section 487(e)(1); Truth in Lending Act Section 140(b)(2).

**XIX. STAFFING ASSISTANCE**

A. **Impermissible Activities.**

Loras College will not permit a private or FFELP educational loan lender with which it has a preferred lending arrangement to staff its financial aid offices or call center, except on a short-term, non-recurring, emergency basis.

HEA Section 487(e)(6); 34 CFR 682.200(b)(5)(i)(10).
Loras College will not permit an employee or agent of any FFELP lender or guarantor to staff our financial aid offices except on a short-term, non-recurring, emergency basis. The prohibition against staffing assistance from FFELP lenders and guarantors applies regardless of whether the institution has a preferred lending arrangement for federal student loans.

34 CFR 682.200(b)(5)(i)(10); 34 CFR 682.401(e)(1)(i)(F); HEA Section 428(b)(3)(C).

B. Permissible Activities.

If Loras College has a preferred lending arrangement with a private or FFELP educational loan lender, we may permit that lender’s employee or agent to staff our financial aid offices or call center on a short-term, non-recurring, emergency basis.

For this purpose, “emergency” is defined as:

- A State-designated natural disaster.
- A Federally-declared natural disaster (identified by the Federal Emergency Management Agency on its website at www.fema.gov)
- A Federally-declared national disaster.
- Any other localized disaster or emergency approved by the Iowa Attorney General, for staffing assistance requested of a lender with which the institution has a preferred lending arrangement.
- Any other localized disaster or emergency approved by the USDE, for staffing assistance requested of a FFELP lender or guarantor.

Examples:
An institution requests financial aid staffing assistance after a localized disaster, for example, a fire that destroys the building in which the financial aid office is located. To help preserve essential financial aid related services to students, the financial aid office requests assistance from:

- The Iowa College Student Aid Commission. Because the Commission is a FFELP guarantor, permission must be secured from the USDE before the institution may accept the Commission’s assistance. Because the Commission is not a lender with which an institution would establish a preferred lending arrangement, permission from the Iowa Attorney General is not required.

- Lender A, which is a FFELP and private educational loan lender that has no preferred lending arrangement with the institution. Because Lender A is a FFELP lender, permission must be secured from the USDE before the institution may accept Lender A’s assistance. Because Lender A has no preferred lending arrangement with the institution, permission from the
Iowa Attorney General is not required.

- Lender Z, which is a FFELP and private educational loan lender with which the institution has a preferred lending arrangement for its private educational loans. Because Lender Z is a FFELP lender, and because Lender Z has a preferred lending arrangement with the institution to provide private educational loans, permission must be secured from both the USDE and the Iowa Attorney General before the institution may accept lender Z’s assistance.

If an institution requests financial aid office staffing assistance from the Iowa College Student Aid Commission for a localized disaster or emergency, Loras College shall request that the Commission secure the required approval from the USDE and provide documentation of that approval to Loras College. Otherwise, Loras College’s financial aid administrator shall obtain and retain documentation of the state or federal emergency declaration and, if required for a localized disaster or emergency, approval(s) from the USDE or Iowa Attorney General.

**Iowa Code §§261E.4(3) and 261E.4(5)(b); HEA Section 428(b)(3)(C); HEA Section 487(e)(6)(B)(iii); 34 CFR 682.200(b)(5)(i)(A)(10); 34 CFR 682.200(b)(5)(iii)(D); 34 CFR 682.401(e)(1)(i)(F); 34 CFR 682.401(e)(3)(v).**

**XX. STATE EDUCATION GRANTS, SCHOLARSHIPS OR FINANCIAL AID FUNDS**

A. **Permissible Activities.**

Loras College may accept Iowa grants, scholarships and other state-based financial aid funds administered by the Iowa College Student Aid Commission under Iowa Code Chapter 261.

**Iowa Code §261E.1(5)(e); HEA Section 487(e)(2)(B)(ii)(VI).**

**XXI. STUDENT AID-RELATED PROGRAMS**

A. **Permissible Activities.**

A FFELP lender may support and participate in Loras College’s or a guarantor’s, student aid and
financial literacy outreach activities. The lender’s identity must be disclosed in any materials that the lender assists in preparing or providing, and the lender’s materials must not promote its student loan or other products.

34 CFR 682.200(b)(5)(ii)(B).

Loras College may request and accept standard materials, activities or programs on issues related to a private educational loan from a private lender. The lender’s identity must be disclosed in any materials that the lender assists in preparing or providing and the lender’s materials must not promote its student loan or other products.

Iowa Code §261E.1(5)(a) and 261E.4(5)(a).

Loras College may request and accept student aid outreach, financial literacy, debt management, default prevention and aversion programs developed by a guarantor. The guarantor’s identity must be disclosed in any materials that the guarantor assists in preparing and providing, and the guarantor’s materials must not promote its student loan or other products.

Iowa Code §§261E.1(5)(a) and 261E.4(5)(a); 34 CFR 682.401(e)(2)(iii); November 1, 2007, Federal Register, Vol. 72, No. 211, pp. 61979 and 61980.

Loras College may also accept services that a guarantor must perform to meet its obligations to administer other Federal and State education programs that are not related to the FFELP, provided the guarantor does not use its role in these programs to secure FFELP loan applications or volume. A guarantor may promote benefits provided under other Federal or State programs the guarantor administers.

Iowa Code Section 261E.1(5)(a) and 261E.4(5)(a); HEA Section 487(e)(2)(B)(ii)(l); HEA Section 487(e)(6)(B)(i) and (ii); 34 CFR 682.401(e)(2)(ii), (iii) and (iv); November 1, 2007, Federal Register, Vol. 72, No. 211, p. 61982.

XXII. TECHNOLOGY

A. Impermissible Activities.

Loras College and its affiliated organization(s) will not accept from a FFELP lender or guarantor either of the following at below market rental or purchase cost:

- Complete hardware.
- Computer software that is unrelated to educational loan processing or financial aid.
Iowa Code Section 261E.1(5); HEA Section 435(d)(5); 34 CFR 682.200(b)(5)(iii)(C); 34 CFR 682.401(e)(3)(iii).

Loras College will not accept free data transmission services from any lender that is unrelated to electronic loan processing, or in the case of a FFELP lender, unrelated to student status confirmation data.

Iowa code §261E.1(5)(f); 34 CFR 682.200(b)(5)(ii)(D); 34 CFR 682.401(e)(2)(vii).

B. Permissible Activities.

Loras College may accept, free of charge, any of the following from a private or FFELP lender, or a guarantor:

- Financial aid related software.
- Loan processing data transmission services.
- A toll-free telephone number to obtain information about educational loans.

Loras College may also accept free student status confirmation data processing services from a FFELP lender or guarantor.

Iowa Code §261E.1(5)(f); 34 CFR 682.200(b)(5)(iii)(C); 34 CFR 682.401(e)(3)(iii).

XXIII. TRAINING

A. Impermissible Activities.

Loras College will not accept training relative to the administration of the federal student aid programs from a FFELP lender. Loras College and its affiliated organization(s) will not accept payment of training or conference registration, travel, or lodging costs from any FFELP lender.

Iowa Code Section 261E.1(5); HEA Section 428(b)(3); HEA Section 435(d)(5).

B. Permissible Activities.

Loras College may request and accept, free of charge, from any lender or guarantor standard
materials, activities, and programs, including workshops and training, that are designed to improve the lender or guarantor’s services or contribute to the professional development of the College’s financial aid office staff relative to financial aid administration, student aid outreach, financial literacy, debt management, default prevention, and educational counseling.

_Iowa Code Section 261E.1(5)(a); HEA Section 487(e)(2)(B)(ii); HEA Section 487(e)(6)(B)(i); 34 CFR 682.401(e)(2)(ii), (iii) and (iv)._

Loras College may accept standard materials, activities or programs, including training, on issues related to private educational loans from a private lender.

_Iowa Code §261E.1(5)(a)._

**XXIV. TRAVEL AND LODGING**

A. **Impermissible Activities.**

Loras College will not request or accept, whether provided in kind, by purchase of a ticket, by payment in advance or by reimbursement after the expense has been incurred, lodging or travel from a lender or lender servicer, or a guarantor, except as provided below.

_Iowa Code §§261E.1(5) and 261E.3(1); 34 CFR 682.200(b)(5)(i)(7); 34 CFR 682.401(e)(2)(vi)._  

B. **Permissible Activities.**

An officer, employee, or agent of the College who is employed in the financial aid office or who otherwise has educational loan responsibilities and who serves on a guarantor advisory council may accept reimbursement for reasonable expenses incurred for service on the guarantor’s advisory council. See “Service on Advisory Councils” for more information about permissible activities.

_Iowa Code Sections 261E.1(5) and 261E.3(1); HEA Section 487(e)(2)(B) and 487(e)(7)._

**XXV. OTHER PERMISSIBLE BENEFITS AND SERVICES**
A. **Permissible Activities.**

Loras College’s employee, affiliated organization or agent may accept other benefits or services that are specifically identified in a separate, public notice issued by the Iowa Attorney General and, for services provided by a FFELP lender or guarantor, the USDE.

*Iowa Code §261E.1(5)(n); 34 CFR 682.200(b)(5)(ii)(A); 34 CFR 682.401(e)(2)(i).*