

## Institutional Code of Conduct for Educational Loans

Limestone University complies with all federal regulations and provisions regarding the Code of Conduct required by the Higher Education Opportunity Act for institutions participating in educational loan programs.

The following Code of Conduct applies to the Financial Aid Office as well as all Limestone University employees with responsibilities regarding educational loans.

### **Limestone University:**

- Encourages students and/or parents to borrow only what they need for educational expenses after all forms of other financial aid (Federal, State, Institutional, Outside) have been exhausted.
- Does not require students and/or parents to use a specific lender or in any way limits the choice of the lender that is used.
- Does not assign for any borrower a loan to a particular lender.
- Does not recommend external lenders to students and/or parents and does not maintain a *preferred* lender list. Rather, Limestone University does provide a list of participating lenders based off three years historical data. This list in no way should be recognized as Limestone preferring one lender over another.
- Participating lenders, while not defined as preferred, will disclose and be transparent in its consumer information about loan products offered including defining additional benefits, interest rates, and terms and conditions.
- Promptly processes and certifies loan applications through any lender the student and/or parent chooses.
- Prohibits the entering of any revenue-share arrangements with any lender wherein the institution recommends the lender or the loan products in exchange for a fee or service to the institution or its employees.
- Does not solicit or accept gifts from a lender, guarantor, or servicer of education loans. 'Gift' refers to anything of value from any lender in exchange for any advantage sought by the lender to make educational loans to students admitted to or enrolled at Limestone.
- Prohibits employees of the financial aid office, or any employee with responsibilities in respect to educational loans, from entering into any type of consulting arrangement or contract to provide a lender services relating to educational loans.
- Does not request or accept from any lender any offer of funds to be used for private educational loans, including funds for an opportunity pool loan, in exchange for the institution providing concessions or promises to a lender regarding a specified number of loans made, insured, or guaranteed; a specified volume of loans; or a preferred lender arrangement for such loans. An opportunity pool is defined as a private education loan made by a lender to a student (or student's family) that involves payment by the institution to the lender for extending credit to the student.
- Does not request or accept from any lender any assistance with call center staffing or financial aid office staffing.
- Prohibits any employee who has responsibilities with respect to education loans and who serves on an advisory board, commission, or group established by a lender

and/guarantor from receiving anything of value from the lender and/guarantor. The exception shall be that the employee may be reimbursed for reasonable expenses incurred in serving on such advisory board, commission, or group.

- Practices the Statement and Ethical Principles and Code of Conduct for Institutional Financial Aid Professionals as adopted by the National Association of Student Financial Aid Administrators found here:
  - [https://www.nasfaa.org/Code\\_of\\_Conduct](https://www.nasfaa.org/Code_of_Conduct)
  - [https://www.nasfaa.org/Statement\\_of\\_Ethical\\_Principles](https://www.nasfaa.org/Statement_of_Ethical_Principles)