

Financial Aid Code of Conduct

The Higher Education Opportunity Act (HEOA) requires that institutions participating in the federal student loan programs develop, publish and enforce a code of conduct with respect to student loans. Albany College of Pharmacy and Health Sciences is committed to the highest standard of ethics and conduct and therefore, the staff of the Office of Financial Aid is bound by the institution's Code of Conduct below:

1. Albany College of Pharmacy and Health Sciences and its employees are banned from any revenue sharing arrangements with lenders.
2. No employees of financial aid offices and those employees who have responsibilities with respect to education loans shall solicit or accept any gift from a lender, guarantor, or servicer of education loans.
3. Employees in the financial aid office and those employees who have responsibilities with respect to education loans shall not accept from a lender, guarantor, or loan servicer any fee, payment, or other financial benefit as compensation for any type of consulting arrangement or other contract to provide services to a lender or on behalf of a lender relating to education loans.
4. Albany College of Pharmacy and Health Sciences will not assign any first-time borrower, through award packaging or other methods, to borrow from a particular lender or refuse to certify, or delay certification of, any loans based on the borrower's selection of a particular lender or guarantor.
5. Albany College of Pharmacy and Health Sciences shall not request or accept from any offer of funds for private loans to students in exchange for providing the lender with a specific number or volume of federal loans made, insured, or guaranteed, or a preferred lender arrangement.
6. Albany College of Pharmacy and Health Sciences shall not request or accept from any lender any assistance with call center staffing or financial aid office staffing.
7. Employees of the financial aid office and those employees who have responsibilities with respect to education loans and who serve on an advisory board, commission, or group established by a lender, guarantor, or group of lenders or guarantors, shall be prohibited from receiving anything of value from the lender, guarantor, or group of lender or guarantors, except that the employee may be reimbursed from reasonable expenses incurred in serving on such advisory board, commission, or group.
8. Employees of the financial aid office will not award aid to themselves or immediate family members to avoid the appearance of a conflict of interest.