

# *Iowa College Student Aid Commission*

## **Application for Registration (Authorization) of Postsecondary Schools 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. If there is insufficient space on the form to provide all requested information, use additional, separate attachments as required, numbering them to correspond to the application item. Other documents or materials may be attached separately in lieu of providing the information on the form. In such cases, the material or document should be referenced on the form, for example, "see attachment #xx."

Submit the completed and electronically-signed PDF of the application and any separate electronic attachments via email to [Carolyn.Small@iowa.gov](mailto:Carolyn.Small@iowa.gov), or store on external media (i.e.: thumb drive, CD, etc.) and mail to:

Postsecondary Registration Coordinator  
Iowa College Student Aid Commission  
430 E. Grand Ave., FL 3  
Des Moines, Iowa 50309

A school must submit a \$1,000 application fee with the application. Please make the check payable to the Iowa College Student Aid Commission and mail to:

Iowa College Student Aid Commission  
P.O. Box 310348  
Des Moines, IA 50331-0348

The information you provide will be open to public inspection under Iowa Code Chapter 22.11, and posted to the Iowa College Student Aid Commission (the Commission) website under Iowa Code Section 261.2., subsection 7(b).

Exception: A private non-profit or for-profit corporation may submit financial statements associated with its most recent independent auditor's report to the Commission and request that they be treated as confidential. For more information, see application item #31.

**For assistance or questions regarding the application, contact the Postsecondary Registration Coordinator at:**

**[Carolyn.small@iowa.gov](mailto:Carolyn.small@iowa.gov)**  
**(515) 725-3413**

(1) Provide the 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: Briar Cliff University  
 Street: 3303 Rebecca Street  
 Suite:  
 City: Sioux City State: Iowa Zip: 51104 Country: USA

Telephone Number for the school's primary state authorization contact (including country or area code): 712-279-1774

E-mail address for the school's primary authorization contact: judith.schererconnealy@briarcliff.edu

(2) Type of school:  For-profit  Non-profit  Public

(3) If applicable, provide the address of all physical locations in Iowa where instruction will occur. For a school that is applying for registration to offer distance education programs and that has established, or plans to establish, a permanent Iowa site(s) at which students will participate in a structured field experience, the school may record below the location of that Iowa field experience site(s).

Street: 3303 Rebecca Street and 4280 S Suite:  
 City: Sioux City State: Iowa Zip: 51104 and 51106  
 Telephone:

(4) Provide the total estimated tuition charges, fees and other costs payable to the school by a student over the course of each entire program [(261B.4(3))]. If the school is applying to offer both residential programs that require some face-to-face interaction between student and faculty at an Iowa location in addition to programs that are offered fully "at a distance," please separately list distance education programs, as illustrated below:

	Residential Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Estimated Total Program Charges
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>	Bachelor of Arts with majors in Accounting, Art, Business Administration, Computer Science, Criminology and Criminal Justice, Elementary Education, English, Environmental Science, Graphic Design, History, Journalism and Mass Communication, Mathematics, Music, Psychology, Secondary Education, Sociology, Spanish, Sports Management, Theology, Writing	\$119,000	\$4,700	\$5,200	\$0	\$129,000
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>	Master of Science in Behavior Analysis	\$22,000	\$2,050	\$2,500	\$0	\$26,500

Add Row	Master of Arts/Science in Kinesiology and Human Performance	\$14,000	\$1,800	\$2,500	\$0	\$18,300
Delete Row						
Add Row	Doctor of Physical Therapy (DPT)	\$98,600	(included)	\$5,000	\$0	\$103,600
Delete Row						
Add Row	Doctor of Nursing Practice (DNP)	\$40,500	\$4,255	\$4,000	\$0	\$48,800
Delete Row						
Add Row	Bachelor of Social Work (BSW)	\$119,000	\$4,700	\$5,200	\$0	\$129,000
Delete Row						
Add Row	Bachelor of Science with majors in Biochemistry, Biology, Chemistry, Computer Science, Kinesiology and Human Performance, Mathematics, Medical Laboratory Science, Radiologic Technology	\$119,000	\$4,700	\$5,200	\$0	\$129,000
Delete Row						
Add Row	Bachelor of Science in Nursing (BSN)	\$119,000	\$4,700	\$5,200	\$0	\$129,000
Delete Row						
	Distance Education Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Estimated <b>Total</b> Program Charges
Add Row	Master of Arts in Management	\$14,000	\$1,850	\$2,500	\$0	\$18,400
Delete Row						
Add Row	RN-BSN Degree Completion	\$11,500	\$900	\$2,500	\$0	\$14,900
Delete Row						

Add Row	Bachelor of Social Work (BSW)	\$17,600	\$1,400	\$2,500	\$0	\$21,500
Delete Row						
Add Row	Bachelor of Arts with majors in Accounting, Business Administration, and Operations Management	\$17,600	\$1,400	\$2,500	\$0	\$21,500
Delete Row						
Add Row	Master of Science in Nursing	\$23,400	\$2,500	\$2,500	\$0	\$28,400
Delete Row						

(5) Please list all distance education programs that include a structured field experience that the school will permit an Iowa resident to participate in at an Iowa location. For each program that includes a field experience, please separately attach documentation that describes the expectations of the student, school faculty and a site supervisor during the field experience.

Structured field experiences are a required part of the curriculum for the following programs:  
Elementary and Secondary Education

Basic Nursing

(6) Provide the name of all other State of Iowa agencies required to approve the applicant school in Iowa and the school's contact person at that Iowa agency. Separately, attach documentation of the school's approval.

State of Iowa Agency Name:

Iowa Board of Nursing and Iowa Department of Education and Iowa Dept. of Public Health

Contact Person:

Telephone Number:

Dept. of Ed: W. David Tilly Bd. of Nursing: Jir Dept. of Ed: 515-281-5294 Bd. of Nursing: 515

E-mail address:

(7) Does the school plan to offer a program in Iowa that prepares a student for first-time, licensed professional employment?

No

Yes

List the program and the Iowa professional licensure board that licenses persons to practice the profession for which the school's program prepares a student. For each program, attach documentation demonstrating that the school's program either meets the requirements of a programmatic accrediting agency approved by the Iowa professional licensure board, or that the school's program meets the Iowa professional licensure board's curriculum requirements such that a student who successfully completes the school's program is not required to complete additional coursework or practicum hours.

Iowa Board of Nursing

Iowa Department of Education

Iowa Board of Social Work/ Iowa Dept. of Public Health

(8) Provide a link to the school's website, or a description of the school's refund policy for the return of refundable portions of tuition, fees, or other charges [(261B.4(4))]. For a for-profit school with at least one program of more than four months in length that leads to a recognized educational credential, the school's tuition refund policy must comply with Iowa Code Section 714.23. For more information about Iowa Code Section 714.23, contact the Postsecondary Registration Coordinator or see the "Postsecondary Registration" tab on the Commission's main web page at [www.iowacollegeaid.gov](http://www.iowacollegeaid.gov).

<http://www.briarcliff.edu/legal-and-consumer/institutional-refund-policy/>

(9) Provide the name, business address and telephone number of the school's chief executive officer [(261B.4(7))]:

Name:

Street:

Suite:

Mrs. Beverly A. Wharton, President Briarcliff 3303 Rebecca St. Noonan Hall, Room 101

City:

State:

Zip:

Country:

Telephone Number:

Sioux City

IA

51104

Woodbury

712-279-5400

(10) Provide a link(s) to the school's website, or describe below the means by which the school provides the following disclosure to students. (If the school provides this information in one or more web-based documents, please provide both the link to the document and the page number within the document where the disclosure(s) is located.

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 their fundable 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.

1. and 2. Course titles and descriptions for all programs that require or allow internships, practicums, clinicals, etc.: <http://www.briarcliff.edu/media/417424/academic-catalog-201516.pdf>  
Pages 63 - 187

3. <http://www.briarcliff.edu/media/417424/academic-catalog-201516.pdf> Page 15 Also see attached.

4. <http://www.briarcliff.edu/legal-and-consumer/institutional-refund-policy/>

5. NA

6. Higher Learning Commission/ North Central Association



(11) Provide the name, address, and telephone number of a contact person in Iowa. [(261B.4(10))]. If the school is applying for distance education and has elected to register with the Iowa Secretary of State as a corporation transacting business in Iowa, please list the corporation's Iowa resident agent. If a distance education provider chooses not to register with the Iowa Secretary of State, the response to this question may be "not applicable - distance education provider."

Name:	Street:		
Dr, William Mangan	Briar Cliff University 3303 Rebecca Street		
Suite:	City:	State:	Zip:
Heelan Hall, Room 155	Sioux City	Iowa	51104

Telephone Number (including country or area code):  
712-279-5402

(12) Provide the name, address, and title of the other officers and members of the legal governing body of the school [(261B.4(6))]:

	Officer Name	Address	Telephone Number
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>	Sister Cathy Katoski, OS.F. Chair	3390 Windsor Avenue Dubuque, IA 52001	563-583-9786
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>	Dr. Margaret Dolan Vice Chair	9016 Heathwood Circle Niles, IL 60714	847-635-9346
<input type="button" value="Add Row"/> <input type="button" value="Delete Row"/>	Mrs. Beverly Wharton Secretary	3303 Rebecca St Sioux City, IA 51104	712-279-5400

Add Row	Mr. Bailey Aalfs	837 Crooked Tree Lane Dakota Dunes, SD 57049	605-235-0309
Delete Row			
Add Row	Mr. Ken Beaulieu	851 Crooked Tree Lane Dakota Dunes, SD 57049	605-232-9294
Delete Row			
Add Row	Mr. Eric Bertness	598 N. Santiago Trail Casa Grande, AZ 85194	520-464-2950
Delete Row			
Add Row	Mr. Tim Brown	PO Box 770 North Sioux City, SD 57049	605-232-4000
Delete Row			
Add Row	Mrs. Rosie Chicoine	1201 S. Maple St. Sioux City, IA 51106	712-276-0825
Delete Row			
Add Row	Sister Marie Cigrand, O.S.F.	3390 Windsor Avenue Dubuque, IA 52001	563-583-9786
Delete Row			
Add Row	Mrs. Debi Durham	3834 Country Club Blvd Sioux City, IA 51104	712-255-7476
Delete Row			
Add Row	Rev. Michael Erpelding	PO Box 3379 Sioux City, IA 51102	712-233-7533
Delete Row			
Add Row	Sister Jeanette Homan, OSF	605 Plymouth St. NE LeMars, IA 51031	712-546-5223
Delete Row			
Add Row	Mr. James Jensen	1100 W. 29th St South Sioux City, NE 68776	712-212-3133
Delete Row			
Add Row	Mrs. Rosalynd Koob	PO Box 3086 Sioux City, IA 51101	712-255-8838
Delete Row			
Add Row	Mrs. Jameley Levich	51 Ridgeview Road Sioux City, IA 51104	712-252-1147
Delete Row			
Add Row	Dr. Joseph Liewer	33240 Glen Drive #4 Sioux City, IA 51108	712-239-5857
Delete Row			

Add Row	Most Reverend R. Walker Nickless	PO Box 3379 Sioux City, IA 51102	712-233-7555
Delete Row			
Add Row	Mrs. Beth Noel	1052 Pebble Beach Drive Dakota Dunes, SD 57049	605-217-6635
Delete Row			
Add Row	Mr. Jim Roth	3400 Roosevelt St NE St. Anthony, MN 55418	612-788-4242
Delete Row			
Add Row	Sister Marge Staudt, O.S.F.	3390 Windsor Avenue Dubuque, IA 52001	565-583-3250
Delete Row			
Add Row	Dr. Patrick M. Walsh	994 Wynstone Dr. Jefferson, SD 57038	605-422-1726
Delete Row			
Add Row	Mr. Chic Wolfe	PO Box 3626 Sioux City, IA 51102	712-277-7001
Delete Row			
Add Row	Ms. Charese Yanney	2005 E 4th St Sioux City, IA 51101	712-277-3981
Delete Row			

(13) For a for-profit institution, provide the names and business addresses of persons owning more than 10% of the school [(261B.4(6))]:

	Name	Address	Telephone Number
Add Row			
Delete Row			

(14) Name all agencies accrediting the institution and programs offered in Iowa that are recognized by the U.S. Department of Education [(261B.4(9))]. Separately attach a copy of the school's accreditation status for each agency. Provide all documentation in the school's records about any pending or final accrediting agency sanction.

If the school is applying to initiate in-person instruction at an Iowa location and the school's accrediting agency has not approved the Iowa location, provide either: 1) documentation from the accrediting agency that its approval is not required, or 2) documentation that the accrediting agency will not consider the school's approval request until the Commission approves the school to operate in Iowa.

Accrediting Agency 1

Name: Higher Learning Commission/North Central Association  
Street: 230 South LaSalle St.  
Suite: 7-500 Chicago, IL 60604-1411  
City: State: Zip:  
Country: USA Telephone Number (including country or area code): 312-263-0456  
Contact Person: Barbara Gellman-Danley, President

Accrediting Agency 2

Name: Iowa Department of Education  
Street: 400 E. 14th St.  
Suite: City: State: Zip:  
Des Moines IA 50319  
Country: USA Telephone Number (including country or area code): 515-281-5294  
Contact Person: W. David Tilly, Deputy Director

Accrediting Agency 3

Name: Council on Social Work Education  
 Street: 1702 Duke Street  
 Suite : 200 City: Alexandria State: VA Zip: 22314  
 Country: USA Telephone Number (including country or area code): 703-683-8080  
 Contact Person: Wynne Sandra Korr, Chair Commission on Accreditation

(15) Describe the procedures followed by the school for safeguarding (e.g., storage, security and back-up processes) and preservation of student records [(261B.4(12))]:

Safeguarding student records

- Signature approval for the release of any transcripts or grade reports
- All employees and work study in the Registrar’s Office sign a “Confidentiality Agreement” for which unlawful or inappropriate disclosure of confidential records are grounds for immediate dismissal.
- Annual updates regarding FERPA regulations to students, family, faculty, staff, and administrators.
- Contracted transcript delivery system to safeguard the delivery of electronic transcripts, and the ordering of transcripts.

(16) Provide the contact information to be used by students and graduates who seek to obtain transcript information:

Name: Deidre Engel, Registrar Street: Briar Cliff University 3303 Rebecca Street  
 Suite Noonan GR City: Sioux City State: IA Zip: 51104  
 Country: USA Telephone Number (including country or area code): 712-279-5448

E-mail address and/or website:

deidre.engel@briarcliff.edu <http://www.briarcliff.edu/academics/registrar/request-transcript>

(17) List the states and licensure/authorization agencies for all states that require the school to obtain authorization to operate, maintain a presence or offer distance education in that state. Attach documentation of the school’s licensure/authorization status in each state. Do not list states in which the school’s status is "exempt."

State		Agency Name
<input type="button" value="Add Row"/>	Texas	Texas Higher Ed. Coordinating Board 6-29-15 granted initial approval via phone conversation. Application on file and will be reviewed by Texas when students begin clinicals
<input type="button" value="Delete Row"/>		
<input type="button" value="Add Row"/>	Florida	Florida Commission for Independent Education 6-15-15 notified BCU is not required to be approved
<input type="button" value="Delete Row"/>		
<input type="button" value="Add Row"/>	Alaska	Alaska Commission on Postsecondary Education
<input type="button" value="Delete Row"/>		
<input type="button" value="Add Row"/>	New Jersey	Secretary of Higher Education/Office of Licensure 6-25-15 notified BCU is not required to be licensed
<input type="button" value="Delete Row"/>		

Add Row	Kansas	Kansas Board of Regents 6-12-15 notified that approval not required at this time.
Delete Row		
Add Row	Arizona	Arizona State Board for Private Postsecondary Education 6-16-15 notified BCU is not required to be licensed
Delete Row		
Add Row	California	California Bureau for Private Postsecondary Education 6-3-15 notified BCU is not required to seek authorization
Delete Row		
Add Row	Wyoming	Wyoming Dept. of Education 7-1-15 Registration Approved
Delete Row		
Add Row	Indiana	Indiana Commission for Higher Education 12-03-15 Authorization approved contingent upon BCU receiving SARA partnership approval by February, 2016
Delete Row		
Add Row	Georgia	Georgia Nonpublic Postsecondary Education Commission 9-2015 notified that BCU is not required to be authorized
Delete Row		
Add Row	Oklahoma	Oklahoma State Regents for Higher Education 9-16-2015 notified that BCU is not required to be authorized
Delete Row		
Add Row	Tennessee	Tennessee Higher Education Commission 7-17-2015 notified that BCU is not required to be authorized
Delete Row		
Add Row	Idaho	Idaho State Board of Education 6-2-2015 notified BCU is not required to register
Delete Row		
Add Row	Pennsylvania	Pennsylvania Dept. of Education 6-1-2015 notified BCU of confirmed registration
Delete Row		
Add Row	North Carolina	University of North Carolina Board of Governors 5-29-15 notified BCU that approval is not required for programs without practicums. BCU is not seeking authorization for programs with practicums
Delete Row		
Add Row	Nebraska	Nebraska Coordinating Commission for Postsecondary Education 5-19-15 notified BCU that BCU is not required to be authorized
Delete Row		
Add Row	South Dakota	South Dakota Secretary of State 5-12-15 notified BCU that BCU is not required to be authorized
Delete Row		
Add Row	Illinois	Illinois Board of Education 5-18-15 notified BCU of the granting of continuous approval
Delete Row		
Add Row	North Dakota	North Dakota University System 5-19-15 notified BCU of approved exemption
Delete Row		
Add Row	Mississippi	Mississippi Commission on College Accreditation 10-16-15 notified BCU that approval is not required
Delete Row		

Add Row	Virginia	Virginia State Council of Higher Education 10-30-13 notified BCU that certification is not required
Delete Row		
Add Row	Missouri	Missouri Dept. of Education 5-18-15 notified BCU that BCU is not required to seek certification
Delete Row		
Add Row	Ohio	Ohio Board of Regents 6-12-15 notified BCU that authorization is not required contingent upon our future SARA partnership approval
Delete Row		
Add Row	Michigan	Michigan Dept. of Licensing and Regulatory Affairs 5-28-15 notified BCU of approval to enroll Michigan residents in our online programs
Delete Row		
Add Row	Washington	Washington Student Achievement Council 5-27-15 notified BCU that BCU is not required to seek authorization for programs without practicums. BCU will not enroll Washington students in programs with required practicums.
Delete Row		
Add Row	Maine	Maine Dept. of Education 5-28-15 notified BCU that BCU is exempt from seeking authorization
Delete Row		
Add Row	Minnesota, Nevada and Montana	Applications submitted and are waiting approval
Delete Row		

(18) Has a state ever revoked the school's approval to operate in that state?

No  Yes. If yes, attach documentation from the state of its revocation action.

(19) Has a state sanctioned the school within the year prior to the date of this application?

No  Yes. If yes, attach documentation from the state of its sanction action.

(20) Is the school presently under investigation by or bound to the terms of a judgment issued by a state's attorney general or other enforcement authority?

No  Yes. If yes, attach documentation of the investigation or judgment from the enforcement authority.

(21) Will the school certify that it will immediately notify the Commission of any pending or final sanction issued by the school's accrediting agency, another state agency that registers or licenses the school, or a state attorney general's office or other enforcement authority?

Yes  No

(22) 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)]  
See attachment

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

Yes  No

Please separately attach a copy of the school's current Federal Student Aid Program Participation Agreement with the U.S. Department of Education.

(24) Do you currently:

Enroll students in Iowa?  No  Yes. How many? 681 from Iowa

Employ Iowa faculty?  No  Yes. How many full-time? 57 from Iowa How many part-time? 14 from Iowa

(25) Do you compensate Iowa residents to perform other operational activities for the school besides teaching (e.g., program or Iowa site coordinator, call-taker or admissions representative)?

No  Yes

How many full-time? Not Applicable How many part-time? Not Applicable

(26) If are you applying to offer face-to-face instruction at one or more fixed locations in Iowa, provide the name, title, business contact information and a brief curriculum vitae summary for the Iowa resident(s) who is employed as a full-time faculty member or program coordinator devoted to Iowa students.

Not applicable

(27) Of the total number of faculty (including those that may not be Iowa residents) who will provide instruction in programs offered to Iowa residents, how many are full-time? 66 There are How many are part-time? 30

Separately attach resumes, other documentation or links to your website that describe 1) the educational and experiential qualifications of **all** faculty or instructors who teach the courses offered to Iowans, and 2) the general subject matter in which they teach.

(28) How will your school comply with Iowa Code section 261B.7, which requires the school to disclose 1) that it is registered by the Commission, and 2) the Commission's contact information for student questions or complaints?

Confirmation of Briar Cliff University's registration with the Iowa College Student Aid Commission will be included in the university catalog and also listed on our website under the Legal and Consumer tab: <http://www.briarcliff.edu/legal-and-consumer/financial-complaint-procedure/>

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

Yes  No

Note: Schools that apply for registration to offer distance education programs and who have no compensated parties working remotely for the school from an Iowa location are not required to comply with Iowa Code Section 261.9(1)"h." For more information about Iowa Code Section 261.9(1), please contact the Postsecondary Registration Coordinator or see the "Postsecondary Registration" tab on the Commission's main web page at [www.iowacollegeaid.gov](http://www.iowacollegeaid.gov)

**You must attach policies that are ready for implementation upon registration approval and that comply with these requirements.**

(30) Does the school agree to file annual reports that the Commission requires from all Iowa colleges and universities? (Note: At this time, the Commission does not require annual reports for out-of-state distance education program providers.)

Yes  No

(31) Attach a copy of the applicant school's most recent independent audit report 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.

Note: A school may submit financial statements associated with an independent audit to the Commission in a separate electronic file that is marked "confidential." In that case, the Commission will not disclose the school's financial statements to the public.

Financial Audit Report sent to Carolyn Small as an email attachment on 12/16/15.

(32) Describe how your school provides students with learning resources, including appropriate library and other support services requisite for the school's programs.

#### Information Technology services

Every student is given a Briar Cliff email address which includes access to the Briar Cliff Global Address List of every email address for easy communication with faculty and peers.

On-campus students are given access to a personal network space. Off campus students are given access to 1 TB of storage through Google One Drive at no charge using their Briar Cliff email.

Every student is given a license to download Microsoft Office at no charge through Office 365 via <https://employees.briarcliff.edu/LinkClick.aspx?fileticket=aqyYCgREtc4%3d&tabid=154&mid=728>

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

<https://employees.briarcliff.edu/LinkClick.aspx?fileticket=aqyYCgREtc4%3d&tabid=154&mid=728>  
The following statement is from the faculty handbook (p. 11). (website listed above)

"The faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process."

(34) If applicable, please provide evidence that the school has adequate physical facilities appropriate for the program(s) and students services to be offered and are located in the state. For a school that applies for registration to operate a fixed instructional site, include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease.

Map: <http://www.briarcliff.edu/about/map-and-directions/>

Our picturesque campus is perched upon a scenic hilltop overlooking downtown Sioux City on one side, and natural prairieland on the other. It's the perfect balance of city life and peaceful nature. The most recent renovations took place in 2012, with the addition of new classrooms, a revamped bookstore, state-of-the art nursing, biology, chemistry and digital media laboratories; and a 8,150-square foot atrium and coffee shop that have become a favorite stop for students between classes.

(35) For a for-profit institution, provide an organizational plan that shows the physical address and contact information for all educational, administrative and service locations operated by the applicant and any parent organization.

Not Applicable

(36) 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.

<http://www.briarcliff.edu/media/417424/academic-catalog-201516.pdf> p.38

<http://www.briarcliff.edu/legal-and-consumer/financial-complaint-procedure/>

<http://www.briarcliff.edu/media/50265/Handbook-201516.pdf> pages 76-78

<http://www.briarcliff.edu/media/378570/bcu-pt-student-handbook.pdf> p.153

<http://www.briarcliff.edu/media/350707/graduate-studies-handbook-2014.pdf> p.83

(37) Provide the most recent official Stafford loan cohort default rate that the U.S. Department of Education reports for the school. If the school has multiple campuses and is applying for distance education programs, report the cohort default rate for the campus that supports the school's online programs.

6.6%

(38) Provide the average loan debt upon graduation of individuals completing programs at the school.

\$28,047.37

(39) Provide the graduation rate for each branch location that the school reports to the U. S. Department of Education National Center for Education Statistics. If the school has multiple campuses for which it reports a graduation rate and is applying for distance education programs, report the graduation rate for the campus that supports the school's online programs.

47% [nces.ed.gov/collegenavigator/?q=briar+cliff&s=all&id=152992#retgrad](http://nces.ed.gov/collegenavigator/?q=briar+cliff&s=all&id=152992#retgrad)

**SIGNATURE**

**Applicant School Chief Executive Officer**

Beverly A. Wharton

Name

President

Title

  
Signature

December 18, 2015

Date

See link below for video instructions to set up a digital signature (start video at 2:57 for relevant information)

<http://tv.adobe.com/watch/acrobat-x/how-to-digitally-sign-a-document-with-adobe-reader/>

**By my signature above, I commit to the delivery of programs my school offers in Iowa, and agree to provide alternatives for students to complete programs at my school or at another school(s) if my school closes a program, or my school closes before students have completed their courses of study.**

**Additional Instructions:**

- If any information in this application changes before the Commission considers the application the school should inform the Postsecondary Registration Coordinator via email.
- A registration fee of \$1000 is due and payable to the Iowa College Student Aid Commission upon registration approval.
- Registrations must be renewed every two years. During a registration term, a school must submit a written request for amendment via email and remit an additional \$1000 amendment fee upon any substantive change in program offerings, location, or accreditation.
- During a registration term, other changes that occur to the information provided in this application must be submitted in writing (e-mail is acceptable) to the Postsecondary Registration Coordinator within 90 days of the change (e.g., a new program that does not require the approval of an agency of the state of Iowa).