

Iowa College Student Aid Commission
July 19, 2013



IOWA COLLEGE STUDENT AID COMMISSION

Guiding Statements

Our Mission

We advocate for, and provide a continuum of services to support, Iowa students and families as they explore and finance educational opportunities beyond high school.

Our Motto

Your Financial Aid Connection.

Our Vision

All Iowans can achieve an education beyond high school.

Our Guiding Principles

We believe in the value of education and our commitment is to:

- Put students first.
- Uphold the public trust.
- Develop and empower a motivated, compassionate, and professional team.
- Create and nurture internal and external partnerships that benefit our customers.
- Provide services to our customers that exceed expectations and address their changing needs.
- Respect and honor the dignity of each other and all those we serve.

IOWA COLLEGE STUDENT AID COMMISSION

A G E N D A

July 19, 2013

10:00 a.m.

**Iowa College Student Aid Commission Conference Room
Telephone Conference Call**

- 1. Executive Director's Report..... Tab A Misjak**
- *2. Consent Agenda Tab B Misjak**
 - a. Minutes of Meeting**
 - May 17, 2013**
 - b. Administrative Rule**
 - c. Postsecondary Registration**
 - Troy University**
 - Ultimate Medical Academy**
 - Liberty University**
 - Christ School of Theology, Institute of Lutheran Theology in South Dakota**
 - Indiana State University**
 - Grand Canyon University**
 - d. Printing and Storage Contract Extension**
 - e. GEAR UP Trust Early Disbursement Notification**
- 3. Committee Reports.....Tab C**
 - Legislative Committee..... Commissioner Adams**
- 4. Staff ReportsTab D**
 - Administrative Budget/Expenditure Summary.....May**
- 5. Adjournment**

*** Indicates Action Item**

UPCOMING MEETING DATE:

September 20, 2013

November 15, 2013

January 17, 2014

March 21, 2014

May 16, 2014

IOWA COLLEGE STUDENT AID COMMISSION

Executive Director's Report July 2013

Quantum Learning

The week of July 28th through August 2nd, GEAR UP Iowa will host Quantum Learning for students and educators. Students will expand their repertoire of learning and life skills during the week-long camp which includes sessions designed to boost academic performance while developing character and confidence. Educators will immerse themselves in a proven research-based approach to the design and delivery of curriculum that synthesizes the best teaching practices into an effective, comprehensive model that engages students and gets them excited about learning.

Iowa State Fair

The Iowa State Fair is scheduled for August 8-18 and, as is tradition, Iowa College Aid will host an exhibit booth in the Varied Industries Building to share resources with the large number of Iowans who stop by. Staff will discuss the agency's services, including information on planning, preparing and paying for college.

Iowa Tuition Grant Maximum Award Increase

Senate File 452 increased the statutory maximum Iowa Tuition Grant award from \$4,000 to \$5,000 effective July 1, 2013. Due to increased appropriations and stagnant applications, Commission staff was able to increase the funded Iowa Tuition Grant maximum award for students attending Iowa's not-for-profit private colleges in 2013-14 to \$4,110. To be eligible, students must file the FAFSA on or before July 1, 2013, and have an Expected Family Contribution (EFC) at or below \$13,500.

IOWA COLLEGE STUDENT AID COMMISSION
MINUTES OF MEETING
May 17, 2013
10:00 a.m.
Iowa College Student Aid Commission
603 East 12th Street, 5th Floor, Des Moines, Iowa 50319
Conference Room

Members Present:

Janet Adams	Roger Claypool
Robert Denson	Bob Donley
Crystal Ford	Frederick Moore
Doug Shull	Elizabeth Sullivan
Karolyn Wells	

Members Absent:

Ron Jorgensen	Herman Quirnbach
Roby Smith	Jeremy Varner
Cindy Winckler	

Staff Present:

Todd Brown	Heather Doe
Julie Leeper	Kris May
Karen Misjak	Karen Misjak
Erma Mujic	Julie Ntem
Julie Voss	Ashley Wendt

Attorney General Present:

David Van Compernelle

Guests Present:

Matt Brown	Iowa Student Loan
Jeff Birdsley	Bankers Trust
Chris Fiegen	Capri College
Matt Fiegen	Capri College
David Gaus	Bankers Trust
Mitch Gilbert	EDMC
Linda Schwinn	Capri College
Melissa Stover	Bankers Trust

Call to Order

The Iowa College Student Aid Commission met for a regularly scheduled meeting on May 17, 2013. Commission Chair Adams called the meeting to order at 10:02 am with a quorum present.

Meeting Minutes

Motion: Commissioner Denson moved to approve the March 15, 2013 Meeting Minutes as written. Commissioner Moore seconded the motion, which passed unanimously.

Executive Director's Report

Ms. Misjak shared that there is a postsecondary state authorization discussion happening with SHEEO and regional compacts. Commissioner Donley said there are problems with State and Federal requirements for higher education institutions offering distance education programs. The proposed voluntary State Authorization Reciprocity Agreement (SARA) is intended to broaden the availability of and access to accredited online degree programs by reducing state regulatory barriers while ensuring strong consumer protection safeguards. Commissioner Donley said that the Commission is the state agency currently administering postsecondary authorizations and that the Midwest Higher Education Compact (MHEC) is authorized in the Iowa Code so changes to the postsecondary registration process could be made through Administrative Rule changes rather than seeking changes to the Code.

A lease has been signed for the office relocation to 430 East Grand Avenue. Ms. Misjak said the cost to lease this space will be an additional \$100,000 a year and that the Department of Administrative Services (DAS) will be paying the difference in the Commission's rent until July 2015. DAS will also be paying the moving expenses and renovation expenses at the new location.

Ms. Misjak attended the Real World Design Challenge in Washington D.C. where GEAR UP Iowa students from West High School in Davenport presented its drone project. This six-member team will be presenting to the Governor and Lt. Governor on the June 24.

Ms. Misjak said that over \$400,000 to teachers and \$80,000 to nurse educators will be paid out in the coming month to recipients for the 2012-13 award year under the Iowa Teacher Shortage Loan Forgiveness Program and the Iowa Registered Nurse and Nurse Educator Loan Forgiveness Program.

Consent Agenda

Chair Adams asked for a motion to approve the Consent Agenda as provided.

Motion: Commissioner Wells moved to approve the Consent Agenda items as provided: Proposed Meeting Schedule, Administrative Rule, State Aid Awards for Ashford Students and Postsecondary Registrations for Boise State University, Central Methodist University, and Nebraska Methodist College of Nursing. Commissioner Donley seconded the motion which passed unanimously.

EverFi Contract Extension

Ms. Ntem reminded Commissioners that the Commission has been under contract with EverFi for three years. The Financial Literacy Program includes a high school version for 11th and 12th graders. Ms. Ntem said that the college program Buttonwood has recently been replaced by a school aged program entitled Vault for 4th through 6th graders. Staff have received feedback from educators and users sharing that this is a great way to cover this information with the students.

Motion: Commissioner Donley moved to authorize staff to exercise the option for a one-year extension of the Financial Literacy and Default Prevention On-Line Curriculum contract with EverFi, Inc. Commissioner Wells seconded the motion, which passed unanimously.

Banker's Trust Presentation

Ms. Doe shared a video of students from East High School in Des Moines which featured GEAR UP Iowa students who are graduating early and will be receiving the GEAR UP Scholarship for academic year 2013-14. Staff will be putting together an advisory group to assist these students in achieving their postsecondary education goals.

Ms. Stover and Mr. Birdsley from Banker's Trust presented an update on the performance of the funds for the GEAR UP Trust.

Action will be requested on the early disbursement authorization during the July meeting. Staff will present a letter that Commissioners may approve to be sent to Bankers Trust with the amount of money that must be drawn down for the students that are graduating early.

Audit and Finance Committee Report

Ms. May presented the proposed budget for FY2014 and provided an explanation of each budget line item.

Motion: Commissioner Donley moved to approve the proposed budgets for the Operating Fund, State Program Administration, Postsecondary Registration, I Have A Plan Iowa, Partnership Loan Program, Federal Grants, and Default Prevention for State Fiscal Year 2014. Commissioner Denson seconded the motion, which passed unanimously.

Legislative Committee update

Ms. Leeper gave an update on current Legislative action, appropriations and the Commission's agency bill.

Human Resources Committee

Chair Adams presented the Committee. All Commissioners agreed to remain on their current committees for fiscal year 2014.

Motion: Commissioner Donley moved to nominate Janet Adams as Commission Chair and Crystal Ford as Vice Chair. Commissioner Wells seconded the motion, which passed unanimously.

Staff Reports

Ms. May presented updated FY2013 year-to-date financials.

Ms. Ntem presented an update of IHAPI Program activities and shared the IFLiP Video CLiP contest winner from Treynor, Iowa.

Closed Session

Motion: Commissioner Denson moved that the Commission go into closed session to discuss the personnel evaluation of the Executive Director. Commissioner Donley seconded the motion, which passed unanimously.

The Commission went into closed session at 11:30 a.m.

The Commission reconvened following the closed session at 12:03 p.m. No action was taken as a result of the closed session.

The Commission adjourned at 12:04 p.m.

JANET ADAMS, CHAIR

CRYSTAL FORD, VICE CHAIR

IOWA COLLEGE STUDENT AID COMMISSION

Administrative Rules July 2013

RECOMMENDED ACTION:

Move to Adopt an amendment to Administrative Rule Chapter 36 – Governor Terry E. Branstad Iowa State Fair Scholarship Program.

During a recent review of the administration of the State Fair Scholarship Program, staff determined that the requirement for applicants to provide references with their applications is unnecessarily burdensome for applicants and provides no meaningful information to individuals who review and rank the applicants. Staff has discussed this requirement with Governor Branstad's staff, and it has been agreed that the requirement should be removed.

The amendment removes the requirement for the inclusion of references with the Iowa State Fair Scholarship application.

RECOMMENDED ACTION:

Move to propose amendments to Administrative Rule Chapter 21 – Approval of Postsecondary Schools.

Postsecondary registration rules describe the administration of registration of postsecondary schools in Iowa. As the Commission has gained experience in the administration of the registration process, changes have been identified that will enhance the administrative rules to ensure that postsecondary schools understand the process. The proposed amendments eliminate references to the Advisory Committee on Postsecondary Registration which was eliminated from the Iowa Code, includes lists of Iowa colleges and universities that are exempt from the registration process, and updates procedures and process which have been instituted over the past several years.

The proposed amendments have been reviewed by the Commission's Legislative Committee.

COLLEGE STUDENT AID COMMISSION[283]

Adopted and Filed

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby adopts Chapter 36, "Governor Terry E. Branstad Iowa State Fair Scholarship Program," Iowa Administrative Code.

Chapter 36 describes the administration of the Governor Terry E. Branstad Iowa State Fair Scholarship Program. This amendment eliminates the requirement for applicants to provide references.

Notice of Intended Action was published in the Iowa Administrative Bulletin as ARC 0780C on June 12, 2013. No comments were received. The adopted rule is identical to that published under Notice.

This rule was approved during the July 19, 2013, meeting of the Iowa College Student Aid Commission.

After analysis and review of this rule making, the Commission finds that there is no impact on jobs.

This rule will become effective on September 25, 2013.

This rule is intended to implement Iowa Code chapter 261.

The following amendment is adopted.

Amend subrule 36.1(2) as follows:

36.1(2) Eligibility for scholarship.

a. An applicant must be an Iowa resident who has graduated from an accredited secondary school in Iowa.

b. An applicant for assistance under this program must enroll at an eligible institution.

c. An applicant must release test scores, rank in class, grade point average, and need analysis information to the commission on forms specified by the commission, by the deadline date determined by the commission. In addition, each applicant must provide the following information, as stated in the application instructions: essay, description of state fair participation, description of school and community activities, and description of community services, ~~and references.~~

COLLEGE STUDENT AID COMMISSION[283]

Notice of Intended Action

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby gives Notice of Intended Action to amend Chapter 21, "Approval of Postsecondary Schools," Iowa Administrative Code.

The rules in Chapter 21 describe the administration of registration of postsecondary schools in Iowa. This amendment eliminates references to the Advisory Committee on Postsecondary Registration which was eliminated from the Iowa Code and includes lists of Iowa colleges and universities that are exempt from the registration process.

Interested persons may submit comments orally or in writing by 4:30 p.m. on or before August 15, 2013, to the Executive Director, Iowa College Student Aid Commission, 3rd Floor, 430 East Grand Avenue, Des Moines, Iowa 50309-1920; fax (515)725-3401.

The Commission does not intend to grant waivers under the provisions of these rules.

After analysis and review of this rule making, the Commission finds that there is no impact on jobs.

This amendment is intended to implement Iowa Code chapters 261 and 261B.

The following amendment is proposed.

Amend Chapter 21 as follows:

~~**283 — 21.1(261B) Advisory committee on postsecondary registration.** The advisory committee on postsecondary registration examines out of state college and university applications for operation in Iowa and makes recommendations to the commission.~~

~~— **21.1(1)** The six member committee is appointed annually by the Iowa college student aid commission and includes one representative from each of the following:~~

~~— a. The state board of regents.~~

~~— b. The department of education.~~

~~— c. The office of the secretary of state.~~

~~— d. The office of the attorney general.~~

~~— e. A community college located in this state.~~

~~— f. An accredited private postsecondary institution as defined in Iowa Code section 261.9, subsection 1, incorporated or otherwise organized under the laws of this state.~~

~~— **21.1(2)** The committee shall meet as needed. Meetings may be called by commission staff or upon request of a majority of committee members. A nonvoting staff member shall preside as chairperson at~~

the meetings.

— ~~21.1(3)~~ The commission shall give advance public notice of the time and place of each meeting by posting the notice to the commission's Web site. The notice will include the specific date, time, and place of the meeting and the proposed agenda.

— ~~21.1(4)~~ A quorum shall consist of two thirds of the voting members of the committee. When a quorum is present, a position is carried by an affirmative vote of the majority of committee members eligible to vote.

— ~~21.1(5)~~ The committee may consider comments of the Iowa coordinating council for post high school education that are received by the commission within 90 days of the filing of the application.

— ~~21.1(6)~~ A specific time is set aside at each meeting for the public to address the committee. As a general guideline, a limit of five minutes will be allocated for each of these presentations. If a large group seeks to address a specific issue, the chairperson may limit the number of speakers. Members of the public who wish to address the committee during this portion of the meeting are required to submit a request to the executive director prior to the meeting. The person's name and the subject of the person's remarks must be noted. To accommodate maximum public participation, members of the public are encouraged to submit the request at least 72 hours in advance of the meeting. Members of the public who fail to submit a request may be recognized at the discretion of the presiding chairperson.

— ~~21.1(7)~~ A report of all committee meetings will be provided to the commission at its next regularly scheduled meeting.

283—21.1(261B) Postsecondary registration. The college student aid commission examines college and university applications for operation in Iowa and monitors schools that the commission has approved to operate in the state.

283—21.2(261B) Approval criteria. The college student aid commission shall approve approves an applicant schools school that meets all of the following criteria:

21.2(1)~~Are~~ The school is accredited by an agency recognized by the United States Department of Education Accrediting Agency Evaluation Unit or its successor agency. The school shall certify to the commission its status with the accrediting agency at the time of the application and provide information about any pending or final action that may affect the school's status with its accrediting agency.

21.2(2)~~Are~~ The school is approved for operation by the appropriate state agencies in all other states in which the schools operate or maintain a presence that require the school to be authorized or licensed by the state to operate in that state. The school shall certify to the commission its status with the state agency at the time of the application and provide information about any pending or final action that may affect the school's status with the state agency.

21.2(3)~~Are~~ The school certifies it is not subject to a limitation, suspension or termination order issued by the United States Department of Education or its successor agency. The applicant shall provide the commission with a copy of its current program participation agreement with the United States department of education.

21.2(4) ~~Are free of sanctions from the schools' accrediting agencies and appropriate state agencies in all other states in which the schools operate or maintain a presence.~~

— ~~21.2(5)~~ Enroll students who attend classes in Iowa and employ at least one full-time Iowa faculty member or program coordinator devoted to Iowa students who has graduate degrees, special training, experience, creative production or other accomplishments or distinctions that qualify them for their specific assignments.

21.2(6) ~~Comply 4.~~ The school complies with Iowa Code section 261B.7 limiting the use of references to the secretary of state, state of Iowa, or college student aid commission in promotional material which prohibits a school from advertising that the school is approved or accredited by the commission or the state of Iowa. However, an applicant must demonstrate the method by which it will disclose that the school is registered with the commission and provide the commission's contact information for students who wish to inquire about the school or file a complaint.

21.2(7)~~(5)~~ ~~Comply~~ The school provides the commission with institutional policies that the

school has adopted that comply with the requirements of Iowa Code section 261.9(1) “e” to “h.”

21.2(8)-(6) ~~File~~ If required by the commission, the school files annual reports that the commission also requires from all Iowa colleges and universities.

21.2(9)-(7) ~~Demonstrate~~—The school demonstrates financial viability by providing a copy of the institution’s most recent audit prepared by a certified public accounting firm no more than 12 months prior to the application and that provides an unqualified opinion. An applicant must provide the auditor’s report as an attachment to the registration application, which is posted on the commission’s internet site. However, the school may provide financial statements associated with the audit in a separate electronic file that is marked “confidential”. Financial statements that a school identifies as “confidential” will not be treated as public records under Iowa code chapter 22.

21.2(10)-(8) ~~Provide~~ The school provides a description of the learning resources it offers to students with access to learning resources, including appropriate library and other support services requisite for the schools’ school’s degree programs.

21.2(11)-(9) ~~Provide~~ The school provides evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) being registered in Iowa.

21.2(12) ~~Demonstrate that the schools have adequate physical facilities that are appropriate for the program(s) being offered and are located in Iowa.~~

21.2(10) The school provides resumes, other documentation, or information posted on its internet site that describes the educational and experiential qualifications of all faculty or instructors who teach the courses offered to Iowans and the general subject matter in which the faculty member or instructor teaches. The school also shall provide the total number of faculty and instructors that will teach the courses offered to Iowans and, of that number, the number who are employed full-time.

21.2(11) The school provides documentation demonstrating that a program which prepares a student for an occupation that requires professional licensure in Iowa:

- a. Has been approved by the appropriate state of Iowa licensing agency, if approval is required, or
- b. Meets curriculum standards of the appropriate state of Iowa licensing agency such that the student is not required to attend additional coursework or obtain additional practicum or clinical hours to achieve an Iowa license to practice that profession.

21.2(12) The school submits a request for amendment of its registration subject to commission approval in the event the school makes a substantive change in location, program offering, or accreditation. A school makes a substantive change in program offering when the school proposes to initiate or modify a program that requires the approval of the state board of education or any Iowa state agency authorized to approve the school or its program in this state.

21.2(13) The school notifies the commission within 90 days after adding a program that does not require the approval of another Iowa state agency.

21.2(14) The school certifies that it will immediately notify the commission of any pending or final sanction issued by the school’s accrediting agency or another state agency that registers or licenses the school during its registration term. The commission may take action that includes, but is not limited to, reducing the school’s registration term or limiting its enrollment of Iowans as the result of a final sanction issued by the school’s accrediting agency or another state agency.

21.2(13)-21.2(15) ~~Include~~ The school provides a statement, signed by the chief executive officer of the applicant school, demonstrating the institution’s commitment to the delivery of programs ~~located~~ offered in Iowa, and agreeing to provide alternatives for students to complete their programs at the same or other institutions if the applicant school ~~eloses the~~ discontinues a program or the school closes, or it closes an Iowa site, before students have completed their courses of study.

283—21.3(261B) Additional approval criteria for a school that applies for registration to maintain a fixed location in Iowa.

21.3(1) In addition to the approval criteria in section 21.2, a school that applies for registration to operate a campus, branch campus, student services center, or administrative office at a fixed location in Iowa shall meet all of the following additional criteria:

a. The school employs at least one full-time Iowa faculty member or program or student services coordinator devoted to Iowa students.

b. The school provides the name and business contact information for a contact person in Iowa.

c. The school demonstrates that it has adequate physical facilities appropriate for the programs and services being offered which are located in Iowa.

283—21.4(261B) Additional criteria for an out-of-state school that applies for registration to offer programs via in-person instruction but in a nontraditional format.

21.4(1) For the purposes of this section “nontraditional format” includes, but is not limited to, the following:

a. A program offered partially via distance education and partially via in-person instruction at a location in Iowa by faculty or instructors the school compensates.

b. A program offered partially at the school’s out-of-state campus and partially via in-person instruction at a location in Iowa by faculty or instructors the school compensates.

c. A program that is offered at a location in Iowa through compressed courses scheduled on Saturday or Sunday.

d. A program that is offered only during summer months.

21.4(2) In addition to the approval criteria in section 21.2, a school that is registered to offer programs offered via in-person instruction in a nontraditional format shall notify the commission in writing within 90 days of the date that the school establishes a new Iowa location at which Iowa students will receive instruction in the school’s nontraditional program. Notification via electronic mail is acceptable. If the school’s accrediting agency requires pre-approval of the new Iowa location, the school’s notice must include a copy of that accrediting agency’s approval. If the school’s accrediting agency does not require pre-approval of the new Iowa location, the school must certify that fact.

283-21.5(261B) Additional approval criteria and exception for an out-of-state school that applies for registration to offer distance education programs.

21.5(1) In addition to the approval criteria in section 21.2, an out-of-state school that applies for registration to offer distance education programs shall meet all of the following additional conditions:

a. The school discloses the name and business contact information of any person the school compensates (including by honorarium) to remotely provide instruction or academic supervision in the school’s distance education courses from any Iowa location.

b. The school discloses the name, business contact information, and duties of any person the school compensates to remotely perform operational activities for the school from any Iowa location.

c. The school discloses the name and business contact information for any person the school compensates to remotely recruit students for attendance in any of its programs from any Iowa location.

21.5(2) Exception – a school that applies for registration solely to offer distance education programs that include a structured field experience that the student will participate in at an Iowa location and has no other presence in Iowa as defined in Iowa code section 261B.2 is not required to implement a policy that complies with Iowa code section 261.9(1)“h”.

21.5(3) A registered school must notify the commission within 90 days of the date that it establishes an Iowa location at which a student will participate in any structured activity (e.g., field experience) related to the school’s distance education course of instruction. Notification via electronic mail is acceptable.

283—21.6(261B) Recruiting for an out-of-state school’s residential programs from an Iowa location.

21.6(1) An out-of-state school that compensates a party to recruit Iowans for its campus-based, residential programs shall apply for registration if the recruiter maintains an Iowa address.

a. In addition to meeting all of the criteria in section 21.2, the school shall disclose the name and business contact information for its Iowa-based recruiter.

21.6(2) An out-of-state school that compensates a person to recruit students for its campus-based, residential programs is not required to apply for registration if the school's recruitment activities at a location in Iowa are occasional and short-term, for example, at a college fair or conference.

283—21.7(261B) Provisional registration.

21.7(1) The commission may grant provisional registration only under the following conditions:
a. An out-of-state school is accredited by an entity or organization recognized by the United States department of education or its successor agency at the time it submits its registration application; and
b. The school must obtain the commission's approval before the school's accrediting agency will consider approving the school to operate at a physical location in Iowa.

21.7(2) The commission may prohibit the school from initiating instruction at location in Iowa until the school obtains its accrediting agency's approval to operate at an Iowa location.

283—21.8(261B) School closure, Iowa site or program closure.

21.8(1) Before a registered school takes action to discontinue a program in which an Iowan is enrolled, close an Iowa site, or close the school, the school must notify the commission in writing.

21.8(2) The school's notice to the commission shall include the name, contact information, and anticipated graduation date of affected Iowans, documentation of the school's proposed notice to students, its specific plan to provide alternatives for Iowa students to complete the program, and specific information about how the school will provide transitional support to affected students.

21.8(3) The commission may require a registered school that has a continuous corporate surety bond in effect pursuant to Iowa code section 714.18 to maintain the bond for, at minimum, one year after the school ceases operation in Iowa, closes an Iowa site, or ceases new enrollment in programs previously offered to Iowans.

21.8(4) If the commission takes an action to discontinue a school's program, close a school's Iowa site, or terminate the school's operation in Iowa, the school shall provide to the commission the information in subsection 2 and is subject to the requirements of subsection 3.

283—21.9(261B) Registration fees.

21.9(1) A school that applies for registration in Iowa shall remit to the commission a \$1,000 registration application fee payable to the state of Iowa. This fee is nonrefundable regardless of the commission's decision with respect to whether the school is eligible for registration in Iowa. The commission assesses this fee at the time the school initially applies for registration and at the time of each subsequent registration renewal application. A school that fails to pay the registration application fee is denied registration consideration.

21.9(2) A school that is approved for registration in Iowa shall remit to the commission a \$1,000 registration fee payable to the state of Iowa. The commission assesses the \$1,000 registration fee at the time the commission initially approves the school's registration and at the time the commission approves each subsequent registration renewal.

21.9(3) A school that makes substantive changes in location, program offering, or accreditation during its registration term must request that the commission approve a registration amendment. The school shall submit its amendment request in a format suitable to the commission. The school's amendment request shall be accompanied by a \$1,000 amendment fee payable to the state of Iowa. This fee is nonrefundable regardless of the commission's decision with respect to the school's registration amendment request.

283—21.10(261B) Authorization to operate in Iowa for certain private, non-profit colleges and universities that are exempt from registration.

21.10(1) The state of Iowa considers a private, non-profit institution located in Iowa that is exempt from registration under Iowa code section 261B.11, paragraphs "j" and "l" to be authorized to lawfully operate in Iowa as a postsecondary educational institution that grants a degree, diploma, or certificate

for the purpose of state authorization regulations established by the United States department of education, provided the institution meets the following conditions:

a. The institution is exempt from federal taxation under section 501(c)(3) of the internal revenue code on or after July 1, 2013, and

b. The institution originated in this state and undergoes no change in ownership or control on or after July 1, 2011.

21.10(2) The following Iowa colleges and universities are authorized under subsection 1 of this section:

- a. AIB college of business;
- b. Allen college;
- c. Briar cliff university;
- d. Buena vista university;
- e. Central college;
- f. Clarke university;
- g. Coe college;
- h. Cornell college;
- i. Divine word college;
- j. Dordt college;
- k. Drake university;
- l. Emmaus bible college;
- m. Faith baptist bible college and theological seminary;
- n. Graceland university;
- o. Grand view university;
- p. Grinnell college;
- q. Iowa wesleyan college;
- r. Loras college;
- s. Luther college;
- t. Maharishi university of management;
- u. Mercy college of health sciences;
- v. Morningside college;
- w. Mount mercy college;
- x. Northwestern college;
- y. Palmer college of chiropractic;
- z. Simpson college;
- aa. St. ambrose university;
- ab. University of Dubuque;
- ac. Upper Iowa university;
- ad. Wartburg college
- ae. William penn university;
- af. Des Moines university.
- ag. Mercy St. Luke's school of radiologic technology
- ah. St. Luke's college; and
- ai. Wartburg theological seminary

These rules are intended to implement Iowa Code chapters 261 and 261B.

IOWA COLLEGE STUDENT AID COMMISSION

Troy University Application for Postsecondary Registration Renewal July 2013

RECOMMENDED ACTION:

Approve Troy University's request for registration in Iowa.

As a condition of registration:

- By fall 2013, the University must develop and implement a policy for employee reporting of suspected incidents of child physical or sexual abuse that complies with Iowa Code Section 261.9(1)(h).

Registration Purpose

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) require a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state or if the school otherwise has a presence in this state. Presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Presence also means an address, location, telephone number or internet protocol address in Iowa from which a school conducts any aspect of its operations. Staff required Troy University to apply for registration to offer distance education programs to Iowa residents because the University employs two Iowa residents as instructors in its distance education programs, one of whom is a full-time employee of the University. The University also offers a distance education program(s) that include a structured field experience that an Iowa resident would participate in at an Iowa location.

Institutional Information

Troy University is a public postsecondary educational institution whose main campus is located at 216 Adams Administration, University Avenue, Troy Alabama. The University also maintains branch campuses, instructional sites or eTroy Support Centers in Georgia, Florida, North Carolina, Maryland, Pennsylvania, Virginia, Arizona, Colorado, Washington, Montana, Texas, and at overseas military bases in seven foreign countries. The school's chief executive officer is Chancellor Jack Hawkins, Jr., Ph.D. at the same address. Since the University applied for registration in Iowa only to offer distance education programs, it has no Iowa contact person and no Iowa resident agent. Since the University is an instrumentality of a state, it is not appropriate for the University to register with the Iowa Secretary of State as a corporation conducting business in Iowa.

Physical Facilities: Not applicable for a distance education program provider.

Accreditation: Troy University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, a regional accrediting agency recognized by the federal Department of Education. In addition, the University is accredited by the National Council for Accreditation of Teacher Education, an entity recognized by the federal Department of Education for programmatic accreditation.

Federal Stafford Loan Cohort Default Rate (FFY 2010): 9.6%

For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

Graduation Rate: 36% for eTroy, as calculated by the institution using guidelines established by the U.S. Department of Education National Center for Education Statistics. The graduation rate for baccalaureate degree-seeking students is 30%, and the graduation rate for associate degree-seeking students is 26%. These figures are calculated for first-time, full-time undergraduate students as of fall 2005, who graduated within 150% of the normal time for program completion. Troy University discloses that 38% of entering students were counted as "first-time, full-time" in 2011.

Average Loan Debt upon Graduation: \$24,126.28 for undergraduate students. For graduate students, the average loan debt upon graduation, which includes both undergraduate and graduate debt, is \$49,379. These figures are provided for the entire institution's student body and are not specific to students attending eTroy.

Record Preservation: Troy University's procedure for the protection of student records aligns with its accrediting agency's standards. Permanent paper records for the eTroy campus are housed at the Troy, Alabama campus. All paper records are kept in locking, fireproof file cabinets and/or in a fire value. Troy University uses Datatel's Colleague Student Information System as its administrative software for student records. This system offers a layered, role-based user security system. The University's information technology unit maintains a central repository of electronic resource user credentials and this central repository is constantly monitored to safeguard against inappropriate login provisioning. The Datatel Colleague Student Information System is backed up nightly to a local data repository, and daily copies of data are stored in a remove vault for one year. Weekly backups of the data are warehoused at a remote location indefinitely. Additionally, daily data copies are migrated to a remote backup facility for one week. Access to all electronic student data occurs through unique user credentials employing an advanced encryption process to further protect the data. The University's processes are audited by the State of Alabama Public Examiners office, McAfee Secure Audit Team, and an independent information technology audit firm. Audits reveal no findings.

Transcript Requests: Any current or former student may request a transcript by contacting:

Troy University
Official Transcript Request
Adams Administration Building, Lower Level 3
Troy, AL 36082
(800) 414-5766
<http://www.troy.edu/records/>

Instructional Methodology: Online programs offered through eTroy are delivered via the internet as the primary delivery format. Modes of interaction include discussion board, e-mail, online assignments submission, video, and voice. The program management system is Blackboard. eTroy's education support unit provides students and instructors with technology and resources for an online learning environment that is backed by eTroy staff (Academics, Educational Technology, Instructional Design, Quality Assurance, and Student Recruitment).

Student Learning Resources: The Libraries of Troy University provide access to materials and services that support all academic programs offered online. There are more than 19,000 full text journals available through the databases and more than 57,000 online ebooks accessible through the Library's Catalog.

Through <http://trojan.troy.edu/library/globalcampus/> the University provides students with access to the Library's Catalog and Databases, as well as links to all Campus libraries and to online or telephone assistance from Troy Library staff. Live chat is available 24/7 when classes are in session. Ask a Librarian allows users to contact Troy's professional librarians via email during operating hours of the campus library. The reference desk at the Troy Campus Library is also available by telephone during operating hours.

Materials that are not available through the Library's online or in print resources may be obtained through the Interlibrary Loan service. The Library website also includes a collection of online aids including a citation guide, tutorials on how to use the library and its resources, bibliographies and more. Presentations for each degree program may be found in the Information and Help section of the library web site.

Student services available to eTroy students include writing resources and tutoring through a tool entitled Smartthinking that is available to students 24/7. Other services include: accommodations for students with documented disabilities, advisement and career placement. eTroy students may access these services through the University's Student Services site at <http://trojan.troy.edu/etroy/studentservices/>.

Curriculum Evaluation and Development: University administration, faculty, and staff use the Institutional Effectiveness Handbook to evaluate the operations of the University. Troy University routinely assesses its academic programs, administrative programs, education support programs, research activities and community support activities. The University uses assessment information to promote organizational learning and to drive continuous improvement.

The University's program evaluation and approval process follows guidelines established by its accrediting agency and involve both faculty and administration in the creation and approval of all programs including those offered by eTroy. The process involves the Undergraduate Academic Council and the Graduate Council, both of which include elected faculty from across the University. The Councils are assisted by the Dean of Undergraduate Studies and the Dean of the Graduate School. The Executive Vice Chancellor/Provost, the University's chief academic officer and the Chancellor are ultimately responsible for the approval of all proposed curriculum changes.

All new educational programs must receive initial conceptual approval by the Executive Vice Chancellor/Provost and the Chancellor, prior to full development and prior to formal review of

the proposals by the University's Undergraduate and Graduate Councils. As part of the initial conceptual approval, the Executive Vice Chancellor/Provost typically discusses the proposed programs with his deans and associate provosts. This process creates collaboration between the administration and the faculty so that all requirements for a new educational program are fully vetted by those who will be responsible for implementation.

Student Complaints Process: Complaints/grievances fall into three basic categories and are reported and handled according to the category. These categories are academic, non-academic and harassment incidents. The University's widely disseminated policies inform students how and where to report formal complaints/grievances. Non-academic complaints/grievances are submitted to the Senior Vice Chancellor for Student Services for appropriate action/resolution. This disclosure is provided to students in the University Oracle, its student handbook: http://trojan.troy.edu/oracle/assets/documents/2012-2013_Oracle.pdf.

Distance Education Programs Offered In Iowa

The total, **estimated** cost of tuition, fees, books and supplies for each program is listed below.

Undergraduate Certificate Programs

- Cybersecurity: \$5,544

Associate Degree Programs

- Associate of Science in Business: \$18,570
- Associate of Science in General Education with concentrations in Business Administration, Computer Science, Criminal Justice, History, Military Operations, Political Science, Psychology, Recreation, Social Science and Sociology: \$18,570

Baccalaureate Degree Completion Programs (60 semester credit hours)

- Bachelor of Science in Anthropology: \$18,570
- Bachelor of Science in Applied Computer Science: \$18,570
- Bachelor of Science in Business Administration: \$18,570
- Bachelor of Science in Criminal Justice: \$18,580
- Bachelor of Science in History: \$18,570
- Bachelor of Science in Hospitality, Sport, and Tourism Management: \$18,570
- Bachelor of Science in Interpreter Training*: \$18,570
- Bachelor of Science in Liberal Studies: \$18,570
- Bachelor of Science in Political Science: \$18,580
- Bachelor of Science in Psychology: \$18,570
- Bachelor of Applied Science in Resource and Technology Management: \$18,570
- Bachelor of Science in Social Science
- Bachelor of Science in Sociology

Master's Degree Programs

- Master of Business Administration: \$16,560

- Master of Science in Criminal Justice: \$13,890
- Master of Science in Education, Elementary Education (non-licensure except for Alabama residents)*: \$16,560
- Master of Science in Education, Early Childhood Education (non-licensure except for Alabama residents)*: \$16,560
- Master of Science in Adult Education: \$15,270
- Master of Science in Human Resource Management: \$13,890
- Master of Science in International Relations: \$16,560
- Master of Science in Management: \$13,890
- Master of Public Administration: \$16,560
- Master of Science in Sports & Fitness Management*: \$16,560
- Master of Science in Strategic Communication: \$13,890
- Master of Taxation: \$13,890
- Education Specialist, Instructional Leadership & Administration (non-licensure except for Alabama residents): \$16,560
- Education Specialist, Teacher Leader (non-licensure): \$13,890
- Education Specialist, Early Childhood Education (non-licensure): \$16,560
- Education Specialist, Elementary Education (non-licensure): \$16,560

Post-Graduate Certificate Programs

- Addictions Counseling (non-licensure): \$6,900
- Government Contracting: \$5,520
- Taxation: \$5,520

**Field Experience:* The baccalaureate Interpreter Training program, and in certain cases the Master of Public Administration, include mandatory field experiences that an Iowa may participate in at an Iowa location. The University maintains written policies that explain the responsibilities and expectations of the student, the field experience supervisor or mentor and faculty during the field experience.

Education Programs: Troy University offers a variety of online graduate education programs, some of which are geared toward the preparation of students for licensure but only in the State of Alabama. The University offers similar versions of its online graduate education programs to the residents of states other than Alabama for continuing education purposes. Extensive staff research of the University's program disclosures and admissions requirements reveals that the education-related, graduate level programs the University will offer Iowans via distance education are only for persons who are already licensed teachers or, as applicable, school administrators.

Registration Compliance

As required by Iowa Code Section 261B.4, the University disclosed its institutional policy on refunding tuition charges for withdrawn students. Troy University's specific tuition refund policy is not governed by Iowa law or rule.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. The University complies with the requirements of Iowa Code Section 261.9(1)(e) and (f), and discloses these policies and services to students on its website and in its Student Handbook at:
 - ✓ http://trojan.troy.edu/organizations/presidents/alcohol_tailgating.html
 - ✓ http://trojan.troy.edu/oracle/assets/documents/2012-2013_Oracle.pdf
 - ✓ <http://trojan.troy.edu/save/counseling.html>.
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. During the registration application review process, the University strengthened its policy to ensure that Iowa resident students enrolled in its online programs are aware of their options under Iowa law. The University will disclose the policy to Iowans on its state authorizations page at <http://trojan.troy.edu/etroy/accreditation.html>.
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. Staff believe that the Commission should waive enforcement of this new rule as it relates only to registration qualifications for the same delayed enforcement period that staff have granted to Iowa's own schools for the purpose of qualifying for state-based student financial aid, i.e., until fall of 2013. Schools that are scheduled for registration consideration during the waiver period will be expected to develop and implement a policy that complies with new Iowa Code Section 261.9(1)(h) by the end of the waiver period.

Student Consumer Information: In its registration application, Troy University affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and the University discloses them in its undergraduate and graduate catalogs at:

- <http://trojan.troy.edu/catalogs/1213undergraduate/html/index.html>
- <http://trojan.troy.edu/catalogs/1314graduate/html/index.html>.

Troy University affirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim “approval” or “accreditation,” the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. These disclosures will be provided to Iowa resident online students on the University’s state authorization page at <http://trojan.troy.edu/etroy/accreditation.html>.

Financial Responsibility: Troy University submitted copies of the report of an independent audit conducted by the State of Alabama Department of Examiners of Public Accounts for the fiscal year October 1, 2010 through September 30, 2011. The auditors stated their opinion that the University’s financial statements present fairly the respective financial position of Troy University.

- A public institution is not required to calculate a composite score to measure its financial responsibility. All public institutions are considered financially responsible if its debts and liabilities are backed by the full faith and credit of the State.
- Public institutions are not required to determine the percentage of its revenue that is derived from Title IV student financial aid.

Full-Time Iowa Resident Faculty Member or Program Coordinator: Troy University employs a full-time, Iowa-resident faculty member, Dr. Thomas Collins. Dr. Collins works remotely for the University from an Iowa location as an instructor in the University’s online undergraduate business administration program. The University also employs a part-time, Iowa-resident adjunct faculty member, Alissa King, who provides remote instruction in the University’s online baccalaureate sociology program.

Instructional/Supervisory Staff Qualifications: Troy University submitted its policies for faculty qualifications and credentials. These policies apply to all full-time and part-time faculty, including those that teach in the online programs.

When determining acceptable qualifications of its faculty, the University gives primary consideration to the highest earned degree in the discipline. Faculty qualifications are determined based on the following faculty credentials:

- a. Faculty teaching general education courses at the undergraduate level: doctorate or master’s degree in the teaching discipline or master’s degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours or 25-27 graduate quarter hours in the teaching discipline).
- b. Faculty teaching associate degree courses designed for transfer to a baccalaureate degree: doctorate or master’s degree in the teaching discipline or master’s degree with a concentration in the teaching discipline (a minimum of 18 graduate semester hours or 25-27 graduate quarter hours in the teaching discipline).
- c. Faculty teaching courses that cannot be used in meeting minimum degree requirements for an associate’s or bachelor’s degree: a minimum of a bachelor’s degree in the teaching discipline and demonstrated competencies in the teaching discipline, or a masters or doctorate degree.
- d. Faculty teaching baccalaureate courses: doctorate or master’s degree in the teaching

- discipline or master's degree with a concentration in the teaching discipline (minimum of 18 graduate semester hours or 25-27 graduate quarter hours in the teaching discipline).
- e. Faculty teaching graduate and post-baccalaureate course work: earned doctorate/terminal degree in the teaching discipline or a related discipline.
- f. Faculty teaching doctoral courses: earned doctorate in the teaching discipline or appropriate discipline (Example: Hold a doctorate in Pharmacy – teaching in the DNP).

The institution also considers competence, effectiveness and capacity, including as appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications, honors and awards, continuous documented excellence in teaching, or other demonstrated competencies and achievements that contribute to effective teaching and student learning outcomes. A completed "Justification and Documentation of Faculty Qualifications" form is required for those faculty members who do not meet the above stated faculty credential qualifications. The applicant must submit additional documentation substantiating special/unique qualifications that may include any of the following:

- Diplomas or certificates
- Current related work experience/special expertise
- Current professional licensures and certifications
- Honors and awards, or special recognitions
- Continuous documented excellence in teaching
- Participation in professional organizations
- Publications, papers, presentations and other forms of research
- Other demonstrated competencies and achievements that contribute to demonstrated competence in the required subject area, effective teaching and student learning.

Commitment to Iowa Students and Teach-Out: The University's application includes a statement signed by President Jack Harkins, Jr., in which President Hawkins references an attached teach out plan for closing an instructional site and/or closing an educational program. President Hawkins states that the plan was approved by Troy University's Board of Trustees at their July 27th, 2012, meeting and that the document explains the University's commitment and processes regarding closings of instructional sites or ending educational programs.

Student Complaints: None.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

Not applicable. Troy University is a public institution eligible for an exemption from financial responsibility as a postsecondary educational institution authorized by the laws of a state to grant degrees under Iowa Code Section 714.19, subsection 1.

Section 714.23 – State Tuition Refund Policy

Not applicable. Iowa's tuition refund policy for withdrawn students applies only to for profit institutions.

IOWA COLLEGE STUDENT AID COMMISSION

Ultimate Medical Academy Application for Postsecondary Registration Renewal July 2013

RECOMMENDED ACTION:

Approve Ultimate Medical Academy's request for registration in Iowa with a waiver of the full-time, Iowa-resident faculty member/program coordinator requirement of administrative rules.

As a condition of registration:

- The Academy must notify the Commission within 90 days of the date it establishes a new practicum site in Iowa for an Iowa resident enrolled in the Academy's Pharmacy Technician Diploma Program.
- By fall 2013, the Academy must develop and implement a policy for employee reporting of suspected incidents of child physical or sexual abuse that complies with Iowa Code Section 261.9(1)(h).

Registration Purpose

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) require a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education or correspondence method in this state or if the school otherwise has a presence in this state. Presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Presence also means an address, location, telephone number or internet protocol address in Iowa from which a school conducts any aspect of its operations. Ultimate Medical Academy (UMA) applied to offer distance education programs, one of which includes a structured practicum that an Iowa resident would participate in at an Iowa location. The Academy does not now employ Iowa-based faculty to teach in its distance education programs, but may wish to do so in the future.

Institutional Information

Ultimate Medical Academy is a for-profit postsecondary educational institution whose administrative offices are located at 3101 W. Dr. Martin Luther King Jr. Blvd., Tampa Florida. The school's online programs are coordinated from this location. The school also maintains two campuses at 1255 Cleveland St., Clearwater Florida, and 9309 N. Florida Ave., Tampa, Florida. The school's chief executive officer and owner is Steven Kemler, at the Academy's principal campus. The Academy maintains an active certificate of authorization to conduct business in Iowa, #444251, as a foreign limited liability company. Its registered agent and Iowa contact point is CT Corporation System, 500 East Court Ave., Des Moines, IA 50309

Physical Facilities: Not applicable for a distance education program provider.

Accreditation: Ultimate Medical Academy is accredited by the Accrediting Bureau of Health Education Schools (ABHES), which is an entity recognized by the federal Department of Education. ABHES has explicitly approved the Academy's online health education programs.

Federal Stafford Loan Cohort Default Rate (FFY 2010): 10.5%

For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

Graduation Rate: 57%. This is the percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education.

Average Loan Debt upon Graduation:

Ultimate Medical Academy discloses median loan debt for all of its programs, as required by the federal Department of Education:

- Diploma – Medical Administrative Assistance: Title IV \$10,685; Private \$0; Institutional \$8970
- Diploma – Medical Billing and Coding: Title IV \$9,5000; Private \$0; Institutional \$9502
- Diploma – Medical Office Billing Specialist: Title IV \$7488; Private \$0; Institutional \$0
- Diploma – Pharmacy Technician: Title IV \$9,130; Private \$0; Institutional \$8442
- Associate of Science – Health Information Technology: no data
- Associate of Science – Healthcare Management: no data
- Associate of Science – Medical Billing and Coding: Title IV \$16,106; Private \$0, Institutional \$16,562
- Associate of Science, Health Sciences (Medical Administrative Assistant): Title IV \$13,878; Private \$0; Institutional \$0
- Associate of Science, Health Sciences (Medical Office and Billing Specialist): Title IV \$13,250; Private \$0; Institutional \$0
- Associate of Science, Health Sciences (Pharmacy Technician): Title IV \$13,250; Private \$0; Institutional \$0

Record Preservation: All student records are maintained on an electronic database, and access to data is controlled based upon need and is password protected. Records are backed up daily to redundant systems that are both on site and remote, that UMA owns and controls. Hard copies of student records are also maintained. These files are stored in a secured area at the online campus for all current students and for the most recent cohort. Because of the volume of files, older files are stored off-site under a contract with Iron Mountain, a secure data storage facility in Tampa, Florida. Off-site records can be retrieved within hours of notification.

Transcript Requests: Any current or former student may request a transcript by contacting:

Registrar's Office
3101 W. Dr. Martin Luther King Jr. Blvd.
Tampa, FL 33607
(877) 241-8786

UMA students and alumni wishing to obtain copies of their unofficial or official transcripts may do so either in person, or in writing via mail or email. Transcripts of either type will only be released to a UMA student or graduate, unless a surrogate (another designated person) is identified on the student's FERPA form. A request for official transcripts to be sent to a third party must include the address of the intended recipient. Requests for transcripts are usually honored in seven calendar days, although students should allow 10 calendar days for receipt. Students and/or graduates must be current on their financial obligations to UMA to receive official transcripts.

Instructional Methodology: Instructional methodology varies by program, and even by course, depending upon the nature of the material and the available resources. The pedagogical approaches used within all UMA distance education courses match current best practices in postsecondary online instruction. Instructors use both "one to many" and "one to one" instructional techniques. Each of the learning resources have their individual strengths, so the instructors are required to use a multiple array of these resources in each class to best accommodate different learning styles and individual student needs.

UMA utilizes asynchronous Learning Management System (LMS) which is demonstrated for students and faculty in their respective orientations. It provides a comprehensive understanding of the learning environment. The syllabus of each distance education course is available within the LMS and delineates learning objectives; these same objectives may be found in the "Instructor Sandbox" forum within the LMS which is a faculty communication tool that facilitates UMA's online learning support.

UMA online programs teach the same outcomes as a traditional learning institution but due to its format may use different methodologies than a ground course. For example, while an on-ground course may use small group discussions, an online class may use a threaded discussion board to review the same topic. In addition to threaded discussions, other distance education delivery methods available in UMA's Learning Management System include online podcasts, interactive exercises, etc.

Student Learning Resources: Within the online classrooms the following instructional and assessment resources are provided to facilitate substantive interactive engagement meeting the educational goals and objectives of each course:

- PowerPoint presentations
- Interactive software simulations
- Discussion forms
- Graded and ungraded practice activities
- Video files
- Audio/video demonstrations
- Synchronous chat room sessions
- Library resources

UMA also utilizes a virtual library within the online campus. The school is a Library & Information Resources Network (LIRN) subscriber and students have full access 24/7 via the Internet with their UMA logon. All students and faculty are provided a tutorial on the LIRN system within the Learning Management System, as well as technical support available by

phone. New students are introduced to the system first in new student orientation and then within the first class module. Each student accesses the virtual library from within the Learning Management System. Other public online resources are available as well as resources available through publishers.

Additionally, scheduled open-form webinars for specific technical topics are provided on a per program basis by specialists to assist the general student population with commonly experienced difficult areas. Resources are evaluated and additions, changes, deletions, modifications, etc., are discussed and implemented throughout the year based on student performance monitoring, instructor feedback, and subject matter experts' recommendations. There is continual review of all resources by the instructors and program chairs in each department. Student comments on surveys are also monitored for references to supplemental materials and their effectiveness.

The ELibrary provides access to full-text articles and transcripts from more than 2383 magazines, newspapers, books and radio/TV programs, along with access to more than 250,000+ photographs and maps, and over 20,000 unique educational audio/video resources. The ELibrary is a 100% full text, general research database.

UMA also provides reasonable accommodations for students with disabilities on a case-by-case basis through its Office of Disability Services.

Curriculum Evaluation and Development: UMA provides several program supervisors to share the tasks of organization, administration, quality improvement, planning, and development of each academic program. Organization, planning and initial development of each program is supervised by qualified individuals within the Program Development group. Subject matter experts and instructional design experts are responsible for these supervisor components. Additionally, the program development group works collaboratively with Program Chairs and faculty for quality improvement on an ongoing continuous basis.

Program Chairs are subject matter experts and maintain ongoing program supervisor responsibility. They assume the full administrative responsibility for the management of faculty and classroom implementation of instructional requirements for each program. Program Chairs continuously monitor faculty instruction and feedback to identify quality improvement opportunities.

Programs are assessed/evaluated by studying grade distribution throughout the program to determine the effectiveness of each course and the results of the comprehensive exams in each course, retention of students and, if not retained, the exit points and reasons, successful completion/graduation and placement data. This is coupled with the student survey data to determine program effectiveness.

Staff review of Associate Program Chair and Program Chair educational credentials produce graduate level background in education, medical science, health science, business administration, human resource management and health services administration.

Student Complaints Process: UMA's student complaints process and policies can be found in a number of locations that are readily available to the public and students including in its catalog and on its website at http://www.ultimatemedical.edu/UMA_Grievance_Policy.pdf

UMA contacts for student complaints are as follows: communicate with the appropriate instructor or staff member; communicate with the Learner Services Advisor, or administrative manager; communicate with the Director of Education; unresolved concerns may be elevated to a Review Committee. A UMA Cares Resolution Specialist is available for students to voice their problems, concerns, frustrations, or complaints via phone at 800.509.5474 or e-mail at [UMA cares@ultimatemedical.edu](mailto:UMAcares@ultimatemedical.edu).

Distance Education Programs Offered In Iowa

The total estimated cost of tuition, fees, books and supplies for each program is listed below. Tuition costs vary when courses are failed and must be repeated. Students are charged full tuition for repeated coursework.

It should be noted that the Academy charges lesser tuition to veterans and active military personnel.

Diploma Programs

- Medical Office and Billing Specialist: \$15,550
- Medical Administrative Assistant: \$15,550
- Medical Billing and Coding: \$15,550
- *Pharmacy Technician: \$13,950

Associate of Science Degree Programs

- Healthcare Information Technology: \$27,675
- Healthcare Management: \$25,750
- Medical Billing and Coding: \$25,750
- Health Sciences – Medical Administrative Assistant: \$25,750
- Health Sciences – Medical Office and Billing Specialist: \$25,750
- Associate of Science, Health Sciences (Pharmacy Technician): \$24,535

**Field Experience:* The Pharmacy Technician diploma program requires the student to complete a field experience that, for an Iowa, would occur at an Iowa location. UMA maintains an externship department which is responsible for securing an externship site agreement, setting expectations of the site, disseminating site expectations of the student, and coordinating student evaluations. Students must have at least a 2.0 GPA to be released to an externship, and must participate in the externship at a rate of at least 30 hours per week.

Registration Compliance

As required by Iowa Code Section 261B.4, UMA disclosed its institutional policy on refunding tuition charges for withdrawn students. The Academy's tuition refund policy meets the requirements of Iowa Code Section 714.23 and is disclosed to students in an online catalog addendum pending annual publication of its catalog.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. The Academy complies with the requirements of Iowa Code Section 261.9(1)(e) and (f), and discloses these policies to students in its Student Consumer Information at <http://www.ultimatemedical.edu/consumerinformation.pdf>.
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. The Academy provided a draft policy ready for implementation upon registration approval that is compliant, and that will be disclosed in an online catalog addendum pending annual publication of the catalog.
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. Staff believe that the Commission should waive enforcement of this new rule as it relates only to registration qualifications for the same delayed enforcement period that staff have granted to Iowa's own schools for the purpose of qualifying for state-based student financial aid, i.e., until fall of 2013. Schools that are scheduled for registration consideration during the waiver period will be expected to develop and implement a policy that complies with new Iowa Code Section 261.9(1)(h) by the end of the waiver period.

Student Consumer Information: In its registration application, UMA affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and the Academy discloses them in its catalog and online catalog addendum.

UMA affirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information

for students who have questions or complaints about the school. The Academy will provide this information to Iowa students on its state agency contact site at <http://www.ultimatemedical.edu/agencycontactinformationonline.pdf>.

Financial Responsibility: Ultimate Medical Academy submitted copies of an independent audit conducted by Deemer, Dana, & Froehle, LLP, dated April 20, 2012, covering the institutional fiscal year ending December 31, 2011. The auditing firm expressed its opinion that UMA's financial statements are free of material misstatement and the results of the auditing firm's tests disclose no instances of noncompliance.

- A for-profit institution that participates in the federal student aid programs must maintain a composite score, based on a three factor financial responsibility ratio, of at least 1.5 in order to be determined "financially responsible" without additional oversight. The independent auditors' report states that UMA's composite score for the year ending on December 31, 2011 was 2.0.
- A for-profit institution is prohibited from deriving more than 90% of its revenue from Title IV aid. The independent auditing firm tested UMA's calculation that, for the year ending December 31, 2011, UMA derived 87.6% of its revenue from Title IV aid.

Full-Time Iowa Resident Faculty Member or Program Coordinator: UMA has no Iowa-based faculty at this time. Therefore, under the authority granted staff during the March 2011 Commission meeting, staff request that the Commission approve a waiver of the full-time faculty member or program coordinator requirement of administrative rules since UMA is requesting registration approval for distance education programs.

Instructional/Supervisory Staff Qualifications: The Academy provides a summary of the educational credentials of its faculty, including the subject matter each faculty member or instructor teaches, in its online catalog addendum dated June 4, 2013.

Of a total of 239 full-time and adjunct faculty, all have at least a bachelor's degree in a field related to the curriculum in which they provide instruction, or a bachelor's degree and one or more professional certifications in a related health sciences field. 117 faculty have master's degrees in health care management, public health, business administration, organizational management, education or teaching, instructional technology, adult education and distance learning, curriculum and instruction, science education, educational administration, education technology, sociology, psychology, philosophy, information systems, computer science, medical science, nursing, gerontology, English, mathematics, accounting, finance, human resource management and communications. Additional faculty hold terminal degrees in education (2), law, chiropractic medicine, pharmacy (7), medicine (2), health administration, educational leadership, administration and supervision. Overall, the faculty of Ultimate Medical Academy appear to be highly qualified to teach in the Academy's diploma and associate degree programs.

Commitment to Iowa Students and Teach-Out: The Academy's application includes a statement signed by CEO Steve Kemler in which Mr. Kemler affirms the Academy's commitment to offering distance education programs to Iowa residents. Mr. Kemler also states that, to best serve the students of Iowa, in the unlikely event that Ultimate Medical Academy should close, arrangements would be made to provide alternatives for students to complete

their programs of study at other institutions for those who have not yet completed their education at UMA.

Student Complaints: None.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

Ultimate Medical Academy submitted with its registration application satisfactory evidence of financial responsibility, including a continuous corporate surety bond payable to the State of Iowa in the amount of \$50,000, issued by Liberty Mutual Insurance Company.

Section 714.23 – State Tuition Refund Policy

Ultimate Medical Academy's tuition refund policy for Iowa resident students who withdraw from its distance education programs complies with the provisions of Iowa Code Section 714.23.

IOWA COLLEGE STUDENT AID COMMISSION

Liberty University Application for Postsecondary Registration Renewal July 2013

RECOMMENDED ACTION:

Approve Liberty University's request for registration in Iowa.

Registration Purpose

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) require a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state or if the school otherwise has a presence in this state. Presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Presence also means an address, location, telephone number or internet protocol address in Iowa from which a school conducts any aspect of its operations. Staff required Liberty University to apply for registration to offer distance education programs to Iowa residents because the University employs four Iowa residents to work remotely from an Iowa location as instructors in its distance education programs. Two of these instructors are full-time. The University also offers a distance education program(s) that includes a structured field experience that an Iowa resident would participate in at an Iowa location, and intermittently recruits at an Iowa location(s) for its online programs.

Institutional Information

Liberty University is a private, non-profit postsecondary educational institution whose main campus is located at 1971 University Blvd., Lynchburg, Virginia. Its chief executive officer is Chancellor Jerry Falwell, Jr., at the same address. Liberty University is registered as a foreign, non-profit corporation #442564 with the Iowa Secretary of State's office. Its resident agent and Iowa contact is CT Corporation, 500 E. Court Ave., Des Moines, Iowa.

Physical Facilities: Not applicable for a distance education program provider.

Accreditation: Liberty University is accredited by the Southern Association of Colleges and Schools Commission on Colleges, a regional accrediting agency recognized by the federal Department of Education. In addition, the University holds programmatic accreditation from the National Council for the Accreditation of Teacher Education and the Commission on Collegiate Nursing Education. Both of these agencies are recognized by the federal Department of Education for accreditation of educator and nursing programs, respectively.

Federal Stafford Loan Cohort Default Rate (FFY 2010): 4.1%

For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

Graduation Rate: 48% institution-wide, according to the *College Navigator*. Liberty University discloses that 33% of entering students were counted as “first-time, full-time” in 2011.

Average Loan Debt upon Graduation: \$21,700 (institution wide)

Record Preservation: The University uses an electronic approach to preserve student data/records by storing student attendance data on Blackboard, the University’s Learning Management System. All grades are housed within the University’s Student Management System, Banner. Attendance information, which includes student progress, is housed within a database in the University’s Student Management System and is available for review via two Blackboard Building Blocks entitled “Activity Tool” and “Activity Tool 2.” These records are housed indefinitely.

The University maintains firewalls and intrusion protection sufficient to block suspicious activity and protect personal information. Electronic records are backed up on a regular schedule, stored and maintained off site.

The University has entered into a Record Retention Agreement with Liberty Christian Academy to preserve student transcripts in the event of school closure.

Transcript Requests: Any current or former student may request a transcript by contacting:

Liberty University – Office of the Registrar
1971 University Blvd.
Lynchburg, VA 24502
(434) 592-5100

<http://www.liberty.edu/academics/registrar/index.cfm?PID=8902>

Instructional Methodology: Course content is delivered asynchronously via the Blackboard Learning Management System. Secondary delivery of course content occurs asynchronously through several third-party labs such as MyMathLab, Late Night Labs, CreationEDU and Rosetta Stone. Many courses embed recorded lectures and demonstrations. Correspondence between faculty and students is primarily asynchronous through the Liberty University email system and Blackboard.

Student Learning Resources: The A.P. Guillermin Integrated Learning Resource Center (ILRC) at Liberty University incorporates the University’s main library and academic computing facilities <http://www.liberty.edu/index.cfm?PID=10446> .

The library collection has holdings exceeding 500,000 volumes, 67,000 unique print and electronic periodical titles and over 300 electronic indexes/databases. Access to electronic materials is available worldwide to the Liberty University community via the Internet. Materials from libraries across the United States can also be obtained through interlibrary loan services. Online students may receive document delivery of interlibrary loan articles and books from the University’s local collections.

Major electronic databases that are available to Liberty faculty and students are: Academic Search Complete, Academic OneFile, America History and Life with Full Text, APA PsycNet,

ATLA Religion Database with ATLA Serials, Business Source Complete, CINAHL Plus with Full Text, Education Research Complete, Factiva, Humanities International Complete, JSTOR, LexisNexis Academic, Literature Criticism Online, MLA International Bibliography, Project Muse, Proquest Central, ScienceDirect College Edition and SocINDEX with Fulltext.

The ILRC maintains a professional staff of 20 credentialed librarians with a minimum of a Master's in Library Science (or its equivalent) and three professionals with degrees in other related fields. ILRC personnel are available to assist both students and faculty with research, circulation, computing and other library-related services. Online students and faculty may contact library staff online, via phone or via e-mail. ILRC personnel are extended continuing education opportunities to remain current in practice and theories relevant to their areas of service. The University Online Librarian provides individualized telephone instruction upon request. Online tutorials providing instruction in off-campus access to resources are also available. Instruction in electronic research and library resources for both students and faculty is offered on an individual and group basis.

The ILRC provides students with the latest online resources for searching and acquiring scholarly materials. Discovery tools like Serials Solutions Summon™, 360 Link, and E-Journal Portal provide world-class service to students in quickly identifying and retrieving the electronic and print resources they need. In addition, the library uses Endeavor Information Systems' *Voyager* software, a Web-based product that offers public access to the library's catalog to online students anywhere in the world. Links to electronic books that appear in catalog records are live, enabling users to go directly to digital monographs.

The ILRC regularly surveys the students of the University and recently completed a nationally-normed LibQual survey incorporating feedback from residential and online faculty and students. The ILRC also collaborates with the Faculty Senate Information Services committee and leaders of the university's Student Government.

Online student library services can be located on the University's website at <http://www.liberty.edu/index.cfm?PID=796>.

The Online Student Advocate Office <http://www.liberty.edu/online/student-advocate-office/> assists online student in overcoming obstacles that could prevent degree completion by channeling academic support, mitigating student appeals and complaints, working with students on academic plans and polling students about customer satisfaction and University operational procedures.

Curriculum Evaluation and Development: Full-time faculty participate in all stages of curriculum and policy development processes, from proposing to approving courses and policies at the department, school and university level. In cases when part-time faculty attend school meetings, they participate in decision-making about curricular and other academic matters. Both part-time and full-time faculty may serve as subject matter experts, or "lead instructors" and "content developers" for classes with uniform content across many sections. The University also surveys students to evaluate course instruction.

Proposed changes in courses or programs may be proposed by faculty. Evaluation of the proposal includes a review by the Library and Learning Resources Center and the University's Curriculum Committee, a subunit of the Faculty Senate. Proposals must include

documentation that faculty and others were involved in the review and approval of the change. Major curriculum change proposals (for example, adding or deleting a program) also include interaction with the respective Department Chair, Senior Vice President for Academic Affairs and Provost and the Chancellor with final approval rendered by the Board of Trustees.

The University maintains a Center for Curriculum Development <http://www.liberty.edu/academics/cafe/> that assists faculty with development oversight of curriculum for Liberty University Online. The Center trains faculty in the use of Blackboard, online course development and technologies, provides technical skills and insights into course development and incorporates best practices of adult learning and online education.

Student Complaints Process: Liberty University Online students with a complaint that is not addressed by University policies should contact the Liberty University Online Student Advocate Office <http://www.liberty.edu/online/student-advocate-office/> and complete a Student Complaint Form.

The Liberty University Online Student Advocate Office will assess the complaint, identify the appropriate person(s) to assist the student and facilitate contact with the student and appropriate office(s) to ensure resolution of the complaint. Additionally, a student may contact the Liberty University Online Student Advocate Office in cases where a student is uncertain about how to proceed with a complaint, or if a complaint remains unresolved after a reasonable amount of time.

Distance Education Programs Offered In Iowa

The total, **estimated** cost of tuition, fees, books and supplies for each program is listed below.

Associate Degree Programs

- Associate of Arts: \$22,375
 - ✓ Accounting
 - ✓ Business Administration
 - ✓ Education (non-licensure)
 - ✓ Early Childhood Education in Interdisciplinary Studies (non-licensure)
 - ✓ Interdisciplinary Studies
 - ✓ Business Management Information Systems
 - ✓ Paralegal Studies
 - ✓ Psychology
 - ✓ Religion

Baccalaureate Degree Programs

- Bachelor of Science: \$44,750
 - ✓ Accounting
 - ✓ Aeronautics
 - ✓ Business Administration
 - ✓ Business Management Information Systems
 - ✓ Criminal Justice
 - ✓ Early Childhood Education in Interdisciplinary Studies (non-licensure)

- ✓ Elementary Education in Interdisciplinary Studies (non-licensure)
- ✓ Interdisciplinary Studies
- ✓ Paralegal Studies
- ✓ Psychology
- ✓ Religion
- ✓ Special Education Interdisciplinary Studies (non-licensure)
- ✓ Nursing (RN to BSN)

Masters Degree Programs: \$18,640

- Master of Arts in Human Services
- Master of Science in Nursing – Nursing Administration
- Master of Public Health
- Master of Arts in Management and Leadership
- Master of Science in Accounting
- Master of Business Administration
- Master of Education – Teaching and Learning (non-licensure)*
- Master of Science in Sport Management
- Master of Arts in Public Policy
- Master of Arts in Ethnomusicology
- Master of Arts in Pastoral Counseling
- Master of Arts in Christian Ministry
- Master of Arts in Global Studies
- Master of Religious Education
- Master of Theology

Post-Graduate Program

- Education Specialist (non-licensure): \$16,300
 - ✓ Educational Leadership
 - ✓ Curriculum and Instruction

**Field Experience:* The Master of Education in Teaching and Learning program includes specializations that permit the student to choose the option of a directed practicum. While the University does not expect the site mentor to evaluate the student’s work during the field experience, the student must identify the field experience site and the University maintains a multi-state list of approved sites for this field experience.

Education Programs: Liberty University offers graduate level education programs that are intended to prepare students for initial licensure as teachers, school administrators or school counselors, but only in the state of Virginia. These programs, while predominantly offered online, require a minimum of 9 semester credit hours of “intensives,” i.e., coursework that the student must complete on the University’s campus in Lynchburg, Virginia. The Commission does not regulate schools that offer programs which include a combination of online instruction and mandatory in-person instruction at the school’s out-of-state campus. Therefore, the University’s education licensure programs are not included in the list of 100% distance education programs the University offers under its Iowa registration.

Registration Compliance

As required by Iowa Code Section 261B.4, the University disclosed its institutional policy on refunding tuition charges for withdrawn students. Liberty University's specific tuition refund policy is not governed by Iowa law or rule since the University is a private non-profit institution.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. The University complies with the requirements of Iowa Code Section 261.9(1)(e) and (f), and discloses these policies and services to students on its website at:
 - ✓ <https://www.liberty.edu/index.cfm?PID=24245>
 - ✓ <https://www.liberty.edu/index.cfm?PID=25618>
 - ✓ <http://www.liberty.edu/studentaffairs/officeofstudentconduct/index.cfm?PID=160>
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. During the registration application review process, the University strengthened its military deployment policy and implemented a procedure to ensure that Iowa-resident, online students are aware of their options under Iowa law. The University discloses this policy to Iowans at <http://www.liberty.edu/online/policies-for-military-students/>.
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. Liberty University maintains a policy that is substantially the same, as mandated by a Virginia law enacted in the wake of the events at Penn State University.

Student Consumer Information: In its registration application, Liberty University affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal

Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and the University discloses them in its undergraduate and graduate catalogs at <http://www.liberty.edu/index.cfm?pid=791>.

Liberty University affirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. These disclosures will be provided to Iowa-resident online students on the University's State Approvals disclosure page at <http://www.liberty.edu/financeadmin/financialaid/index.cfm?PID=26362>.

Financial Responsibility: Liberty University submitted a copy of the report of an independent audit conducted by Dixon Hughes Goodman for the institutional fiscal years that ended June 30, 2011, and June 30, 2012. The auditors stated their opinion that the University's financial statements present fairly the University's financial position.

- Under federal Department of Education rules, a private non-profit institution that participates in the federal student aid programs must maintain a composite score, based on a three factor financial responsibility ratio, of at least 1.5 in order to be determined financially responsible without additional oversight. Staff did not find that the independent auditors reported or tested the University's composite score. The most recent composite score reported for the University by the federal Department of Education is for its institutional fiscal year ending June 30, 2010: 3.0.
- Private non-profit institutions are not required to determine the percentage of its revenue that is derived from Title IV student financial aid.

Full-Time Iowa Resident Faculty Member or Program Coordinator: Liberty University employs two full-time and two part-time Iowa-resident faculty to teach in its online programs: James Varland (professor of youth ministries), Amy Mooney (counseling and family studies), Cynthia Letsch (business) and Isaiah Nengean (seminary).

Instructional/Supervisory Staff Qualifications: Liberty University discloses the credentials and teaching assignments of all online faculty at <https://www.liberty.edu/index.cfm?action=faculty&PID=19959&CatID=3&s=G>. Staff review of existing job postings for full-time and adjunct faculty indicate that the University employs persons who are qualified for their assignments. Generally, faculty that teach at the graduate level are expected to have an earned doctorate with at least 18 hours in the discipline and teaching experience. Generally, persons hired to teach at the undergraduate level are expected to have an earned master's degree with 18 hours in the discipline and professional experience. In some cases for undergraduate general studies instructors, a terminal degree is preferred or required. An exception was noted for persons hired to teach in the undergraduate RN to BSN program, in which case the initial applicant is permitted to have a baccalaureate degree in nursing, but with recent clinical experience and the intent to pursue a Master's degree in Nursing within three years of hiring. Job postings for positions teaching in the graduate level nursing programs required a master's degree in nursing and an earned doctorate in nursing or a related field.

Commitment to Iowa Students and Teach-Out: The University's application bears the original signature of Chancellor Jerry Falwell, Jr., and refers the Commission to the written procedures of its accrediting agency to document the specific implications for any Iowa student affected by a program or site closures, or the University's discontinuation of operations. In the case of program closure, these procedures mandate a teach-out plan that considers the number of students enrolled. The teach-out plan must include a schedule for phasing out a program, the date of closure, an explanation of the impact on affected parties and an explanation of how students will receive help in completing their programs with minimal disruption or expense.

Student Complaints: None.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

Liberty University has demonstrated evidence of financial responsibility, including a continuous corporate surety bond payable to the State of Iowa in the amount of \$50,000 issued by the North American Specialty Insurance Company.

Section 714.23 – State Tuition Refund Policy

Not applicable. Iowa's tuition refund policy for withdrawn students applies only to for profit institutions.

IOWA COLLEGE STUDENT AID COMMISSION

Christ School of Theology-Institute of Lutheran Theology Application for Exemption from Postsecondary Registration in Iowa July 2013

RECOMMENDATION

Approve the application for exemption from Iowa registration for Christ School of Theology-Institute of Lutheran Theology.

Registration Exemption Purpose

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) require a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state or if the school otherwise has a presence in this state. Presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Presence also means an address, location, telephone number, or internet protocol address in Iowa from which a school conducts any aspect of its operations. Christ School of Theology-Institute of Lutheran Theology contacted the Commission pursuant to a distance education program(s) it wished to offer Iowa residents that include a field experience that an Iowa resident may participate in at an Iowa location. However, Iowa Code Section 261B.11, subsection 1, paragraph "h" provides for an exemption from registration for, "Schools and educational programs conducted by religious organizations solely for the religious instruction of leadership practitioners of that religious organization." Christ School of Theology-Institute of Lutheran Theology applied for approval to operate as a distance education provider in Iowa under this exemption.

Institutional Information

Christ School of Theology-Institute of Lutheran Theology (the Institute) is a private, non-profit institution located at 910 4th St., Brookings, South Dakota. Its chief executive officer is Dennis Bielfeldt, Ph.D. The school discloses an Iowa contact point, the Zion Lutheran Church, 112 N. 4th St., Clear Lake, Iowa 50428, (641) 357-5261. The Institute School works with Lutheran Church congregations across the country. It requires recommendations for prospective students from leaders of Lutheran Church congregations or in some cases works with Lutheran Church congregations to advance the ministry goals of students who are working toward parish leadership.

Christ School of Theology-Institute of Lutheran Theology is not accredited at this time by an entity recognized by the federal Department of Education. The Institute states its intent to pursue such accreditation through the Higher Learning Commission.

Programs Offered in Iowa

The Institute proposes to offer the following distance education programs of religious study to Iowa residents:

- Associate in Ministry Certification
- Pastoral Ministry Certification Program
- Lutheran Theology Graduate Certificate
- Master of Divinity
- Master of Religion
- Master of Sacred Theology

Exemption Evaluation

Staff research of program content on the school's website reveals that the Institute qualifies for the registration exemption identified in Iowa Code Section 261B.11, subsection 1, paragraph "h". Staff acknowledged without additional investigation that the Lutheran Church is a bona fide, established religious organization. After confirming that the Institute offered instruction only in religious studies, additional criteria staff examined included whether the school restricted its admissions to congregants of the Lutheran Church, and the extent to which the Institute's programs focused on preparation of leaders in, specifically, the Lutheran Church:

- The Institute's admission application requires a reference from a Lutheran pastor, suggesting that the prospective student has a pre-existing relationship with a Lutheran church congregation.
- The Institute's Master of Divinity program clearly defines a program outcome that is associated with serving Lutheran Church congregations as a pastor or theologian, "Students enrolled in the Master of Divinity program are encouraged to seek an endorsement to parish ministry available through the Institute of Lutheran Theology. . . The endorsement to parish ministry. . . is a cooperative effort of the Institute of Lutheran Theology, the student's embedded ministry congregation, and the church body within the student intends to be called."
- The Institute's Pastoral Ministry Certification Program also reinforces the concept that a student is being prepared specifically for a leadership role in the Lutheran Church: "This program is designed to quickly prepare leaders with no prior theological training to successfully provide pastoral leadership for a congregation. Coursework in the Pastoral Ministry Certificate Program provides a rounded introduction to. . . Lutheran theology, church history, and ministerial practice."
- The focus of the Institute's Lutheran Theology Graduate Certificate is self-explanatory.
- All programs include coursework that focuses on Lutheran Church theology and/or Lutheran Church history.

Financial Responsibility under Iowa Code Section 714.18

Christ School of Theology-Institute of Lutheran Theology has filed satisfactory evidence of financial responsibility, as witnessed by a continuous corporate surety bond payable to the State of Iowa in the amount of \$50,000 issued by Western Surety Company.

State Tuition Refund Policy under Iowa Code Section 714.23

The Institute is not required to adopt the provisions of Iowa Code Section 714.23 because it is not a for-profit institution.

IOWA COLLEGE STUDENT AID COMMISSION

Indiana State University Application for Postsecondary Registration Renewal July 2013

RECOMMENDED ACTION:

Approve Indiana State University's request for registration in Iowa with a waiver of the full-time, Iowa-resident faculty member/program coordinator requirement of administrative rules.

Registration Purpose

Revised Iowa Code Sections 261B.2 (definitions) and 261B.3 (effective July 1, 2012) require a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education or correspondence method in this state or if the school otherwise has a presence in this state. Presence means a location in Iowa at which a student participates in any structured activity related to a school's distance education course of instruction. Presence also means an address, location, telephone number or internet protocol address in Iowa from which a school conducts any aspect of its operations. Staff required Indiana State University to apply for registration to offer distance education programs to Iowa residents because the University offers a distance education program(s) that includes a structured field experience that an Iowa resident would participate in at an Iowa location.

Institutional Information

Indiana State University is a public postsecondary educational institution whose main campus is located at 200 North Seventh Street, Terre Haute, Indiana. Its chief executive officer is President Daniel J. Bradley, Parsons Hall 208, 200 North Seventh Street, Terre Haute, Indiana. Since the University applied for registration in Iowa only to offer distance education programs, it has no Iowa contact person and no Iowa resident agent. As an instrumentality of a state, it is not appropriate for the University to register with the Iowa Secretary of State as a corporation conducting business in Iowa.

Physical Facilities: Not applicable for a distance education program provider.

Accreditation: Indiana State University is accredited by the Higher Learning Commission, a regional accrediting agency recognized by the federal Department of Education. In addition, the University's education programs are accredited by the National Council for the Accreditation of Teacher Education and its nursing programs are accredited by the Accreditation Commission for Education in Nursing (formerly the National League for Nursing Accrediting Commission). Both of agencies are recognized by the federal Department of Education for the accreditation of educator and nursing programs, respectively.

Federal Stafford Loan Cohort Default Rate (FFY 2010): 7.2%

For comparison purposes, the FFY 2010 national average cohort default rate is 9.1%.

Graduation Rate: 43%. This is the percentage of first-time, full-time student who graduated within 150% of the normal time for program completion as reported to the U.S. Department of Education National Center for Education Statistics.

Average Loan Debt upon Graduation: \$22,124 (institution wide)

Record Preservation: Academic files are maintained by the Office of Registration and Records. The University provided a detailed schedule for record retention and maintenance. All employees must sign a confidentiality agreement under the Federal Educational Rights and Privacy Act (FERPA). Current and former students must submit information which is validated before the student receives academic records.

Transcript Requests: Any current or former student may request a transcript by contacting:

Office of Registration and Records
Parsons Hall Room 009
200 North Seventh Street
Terre Haute, IN 47809
(812) 237-2020
<http://www.indstate.edu/registrar/ElectronicTranscripts.htm>

Instructional Methodology: Online programs are offered through the internet. Blackboard is the University's primary interface platform. Course content is delivered primarily asynchronously but synchronous interaction is also utilized. The University maintains distance education staff that assist, both faculty and students with distance education delivery methods. Faculty may take advantage of one-on-one consultations, small group training, course design or modification, development of learning resources, best practices workshops, technology/multimedia integration assistance, assistance with synchronous class scheduling, and software training. A Student Services Concierge ensures that online students know about and are in touch with distance education services, and assists online students with problem resolution. More about this resource appears below.

Student Learning Resources: The Indiana State University library supports online learning <http://libguides.indstate.edu/distancelearning> by providing instruction in library research methods, library tutorials, live chat service email, and individual instruction sessions at the request of the student. Instructional sessions allow librarians to answer questions but also demonstrate online catalog searches and the use of the library's many databases. Popular databases include WORLDCAT, JSTOR, Project MUSE, Academic Search Premier, Proquest Research Library, and Lexis-Nexis Academic. The University's librarians provide online library guides, sorted by topic, to assist students with research. Hard copy books and other materials can be checked out and interlibrary loans are available.

The Student Services Concierge is available to help students obtain library services and assist students with problems. The Student Services Concierge can also connect online students with career services, disabled student services, tutoring and veterans services.

Curriculum Evaluation and Development: Online courses are developed and administered by faculty who are experts in their areas of concentration. Online courses are evaluated in the same manner and frequency as on-campus classes.

Student Complaints Process: Complaints fall into several categories and are reported and handled by the University according to the category. Complaints that do not involve allegations of discrimination or sexual harassment are addressed as follows:

- Allegations of violations of the Student Code of Conduct by University faculty or administrators should be informally addressed first with the individual involved. If this is not possible or desired, a written complaint should be made to the administrative officer who is the immediate supervisor of the person involved in the allegation. The administrative officer receiving the formal complaint will determine whether the complaint has merit. Complaints with merit will be reviewed and resolved by the appropriate department or office. If the complaint is determined unjustifiable, the complaint procedure ends. Students with questions about the complaint process concerning violation of the Student Code of conduct may contact the office of the Dean of Students.
- An online student may refer complaints or problems not covered by the University's policies to the office of the Dean of Extended Learning.

The University also offers a mediation and alternative dispute resolution service through the office of the Vice President for Student Affairs

<http://www.indstate.edu/sci/sycamoreresolution.htm>. The Office of Student Conduct and Integrity is responsible for leading and facilitating this service which includes seeking an alternative to addressing student-centered issues or concerns. This service may be utilized in a number of ways that includes formal mediation in a controlled environment with open communication. Additional information about student complaints is provided on the University's Office of Student Conduct and Integrity web site at <http://www.indstate.edu/sci/interacting.htm>.

Distance Education Programs Offered In Iowa

The total, **estimated** cost of tuition, fees, books and supplies for each program is listed below.

Undergraduate Certificate Program

- Post-Secondary Facilitator - \$6,625

Undergraduate Baccalaureate Degree Completion Programs

- Adult and Career Education - \$49,080
- Business Administration - \$49,080
- Criminology and Criminal Justice* - \$49,275
- Human Resource Development* - \$49,080
- Mechanical Engineering Technology - \$49,080. Note: this program requires that 6 courses be completed at the University's Terre Haute, Indiana campus, or at a college in the student's home state with the consent of the University.

- Nursing LPN/LVN to Bachelor of Science in Nursing - \$56,880.* This is a pre-licensure program that prepares a Licensed Practical (or Vocational) Nurse for the National Council of State Boards of Nursing's National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful completion of this examination in Iowa, combined with a transcript evaluation by the Iowa Board of Nursing, qualifies an Iowa resident who graduates from this program for licensure as a Registered Nurse in Iowa. Explicit approval of the University's program by the Iowa Board of Nursing is not a pre-requisite.
- Nursing RN to Bachelor of Science in Nursing (non-licensure) - \$51,480*
- Technology Management* - \$49,040

Graduate Programs

- Master of Arts or Master of Science in Criminology & Criminal Justice - \$18,861
- Master of Education in Elementary Education (non-licensure) – \$16,462
- Master of Education in Elementary Education, Early Childhood Education concentration (non-licensure) – \$16,762
- Master of Education in School Administration and Supervision (non-licensure) – \$17,028
- Master of Science in Electronics & Computer Technology - \$17,712
- Master of Science in Health Sciences (Public Health)* - \$20,474
- Master of Science in Human Resource Development* - \$18,826
- Master of Science in Nursing (Family Nurse Practitioner)* - \$41,016
- Master of Science in Nursing (Nursing Administration)* - \$22,758
- Master of Science in Nursing (Nursing Education)* - \$23,258
- Master of Arts or Master of Science in Occupational Safety Management* - \$17,378
- Master of Public Administration* - \$18,876
- Master of Science in Sport Management* - \$18,876
- Master of Student Affairs & Higher Education* - \$20,937

Post-Graduate Certificate Programs

- Family Nurse Practitioner* - \$16,532
- Human Resource Development - \$6,542
- Nursing Education* - \$8,674
- Public Administration - \$14,788
- Teaching English as a Second/Foreign Language (non-licensure) - \$6,746

Doctoral Programs

- Doctor of Nursing Practice* - \$49,760
- Doctor of Education Administration – Higher Education Leadership (non-licensure) - \$37,476

**Field Experience:* The University maintains a internship handbook http://www.indstate.edu/carcen/docs/Internship_Handbook.pdf that provides general policies on the management of student internships and other field experiences. Additional requirements may be established by academic departments. Faculty must be involved in determining both course content and evaluating student work in order for credit to be granted.

Students must provide a completed internship agreement, with an attached position description, to the academic department prior to initiating the internship. Academic programs determine minimum qualifications for internship hosts and expectations of site supervisors. The program should consider licensure, accreditation or other professional standards that define the minimum expectations of the internship host and site supervisor, requirements regarding the site supervisor's educational background, the nature of supervision that the intern requires, and whether any compensation is appropriate. The University sponsor will establish a plan of periodic contact with the intern and site supervisor. At least one student and one site supervisor evaluation should be completed and returned to the designated University sponsor. Indiana State University also submitted department internship and practicum preceptor and student standards for internships in the following programs: Master of Science in Student Affairs and Higher Education, Post-Graduate Family Nurse Practitioner, Doctor of Nursing Practice, Master of Science in Health Sciences (Public Health), Master of Arts or Science in Human Resource Development, Baccalaureate Degree Completion in Human Resource Development, LPN to BSN, Master of Science in Nursing-Nurse Educator and Nurse Educator Post-Baccalaureate Certificate, and Baccalaureate or Master's Degree in Criminology/Criminal Justice. All outline detailed expectations of students and preceptors, preceptor and site qualifications, minimum internship/clinical hours, and provide for guidance from the preceptor and in most cases, evaluation of the student by the preceptor.

Education Programs: Indiana State University offers some online programs that prepare students for first-time licensure as teachers or school administrators. At this time, the University will not enroll Iowa residents in these education licensure programs.

The University maintains a website where it discloses which of its distance education programs are available to the residents of each specific state, which will include Iowa upon registration approval: <http://www.indstate.edu/distance/stateinfo.shtml>.

Registration Compliance

As required by Iowa Code Section 261B.4, the University disclosed its institutional policy on refunding tuition charges for withdrawn students. Since it is not a for-profit institution, Indiana State's specific tuition refund policy is not governed by Iowa law or rule.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h".

- ✓ Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. The University complies with the requirements of Iowa Code Section 261.9(1)(e) and (f), discloses these policies and provides comprehensive information to students about drug/alcohol abuse and sexual assault at:

- ✓ <http://www.indstate.edu/pubsafety/docs/Clery%20Report/Clery2012%20Report%208-15-12%20Annual%20Fire%20and%20Safety%20Report.pdf>
 - ✓ <http://www.indstate.edu/sci/docs/CodeConduct.pdf>
 - ✓ <http://www.indstate.edu/svp/>
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. During the registration application review process, the University strengthened its policy for Iowa-resident distance education students to ensure that the spouse of a deployed service member with a dependent child would be afforded the same benefit as a deployed service member who is the University's students. The University provided written assurance of this policy change from its Provost, and it will disclose the revised policy for Iowans on its military activation page at http://www.indstate.edu/academicaffairs/military_activation_policy.htm.
 - Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools. Indiana State University maintains a policy that complies with this requirement under Section 901 of its employee handbook entitled *Programs Involving Minors*. Importantly, whether the minor is a participant in a University program, anyone who has a reason to believe that a child is a victim of child abuse or neglect has a duty under this policy to make an oral report to Child Protective Services or local law enforcement, including the Indiana State University Police Department.

Student Consumer Information: In its registration application, Indiana State University affirms its willingness to comply with the requirements of Iowa Code Chapter 261.9, as stipulated by Iowa Code Section 261B.4(8). Chapter 261.9 requires disclosure to students of information about the school's programs, charges, tuition refund policies, whether a certificate or diploma awarded by the school is applicable toward a degree program the school offers, and the identity of the school's accrediting agency. These disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and the University discloses them in its *Schedule of Classes* published each year, and its undergraduate and graduate catalogs at:

- <http://www.indstate.edu/registrar/pdf/AY2013.pdf>
- <http://catalog.indstate.edu/>
- <http://catalog.indstate.edu/index.php?catoid=18>

Indiana State University affirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. These

disclosures will be provided to Iowa resident online students on the University's state disclaimers page at <http://www.indstate.edu/distance/disclaimers.shtml>.

Financial Responsibility: The University submitted copies of the report of an independent audit conducted by the State of Indiana Board of Accounts for the institutional fiscal years ending June 30, 2010 and 2011. The auditors stated their opinion that the University's financial statements present fairly the financial position of Indiana State University.

- A public institution is not required to calculate a composite score to measure its financial responsibility. Any public institution is considered financially responsible if its debts and liabilities are backed by the full faith and credit of the state.
- A public institution is not required to determine the percentage of its revenue that is derived from Title IV student financial aid.

Full-Time Iowa Resident Faculty Member or Program Coordinator: Indiana State University has no Iowa-based remote employees, and no plans to employ remote, Iowa-based online instructors. Therefore, under the authority granted staff during the March 2011 Commission meeting, staff request that the Commission approve a waiver of the full-time faculty member or program coordinator requirement of administrative rules since UMA is requesting registration approval for distance education programs.

Instructional/Supervisory Staff Qualifications: Indiana State University submitted curriculum vitae for instructors in its online programs:

- Applied Health Sciences: All faculty have doctoral degrees in health sciences or closely related fields.
- Criminology: Of 19 faculty, 10 have doctoral degrees in criminology, law, psychology, and/or education. The remaining 9 have a master's degree in criminology, public or police administration; all have experience teaching at the postsecondary level; and 8 have professional experience as a law enforcement officer, corrections officer or administrator, law enforcement training instructor, corrections training instructor, or social worker.
- Education: All faculty have doctoral degrees in education, higher education, or psychology, with one exception. The exceptional faculty member is working on her doctoral dissertation and has an education specialist credential.
- Human Resources: Of 12 faculty, 8 have a doctoral degree in human resources or human capital development, organizational performance, adult education, or technology education. The remaining 4 all have a master's degree in human resources development, leadership development, or a related field. as well as professional experience in human resources, workforce management, or teaching at the postsecondary level.
- Nursing: Of 26 faculty, one-half hold doctoral degrees in nursing, education, human services, health systems, or health policy. The remaining faculty all have at least a master's degree, some with post-graduate specialist certifications. All have significant professional nursing experience.
- Sport Management: All faculty hold doctoral degrees in sport management or higher education administration.

Commitment to Iowa Students and Teach-Out: The University's application includes a notarized statement by President Daniel J. Bradley in which he attests to all of the following:

- Indiana State University is committed to provide the highest quality education to students in Iowa
- That the University has committed resources necessary to establish and maintain quality online courses that are comparable to courses provided to on-campus students
- That faculty is instructed in current software and other tools available to be able to communicate effectively with the online student
- That faculty is required to frequently communicate with the student and their preceptors to determine if the student is progressing at an acceptable level
- That evaluations are periodically conducted to assess the quality of the programs offered and to improve them if necessary

President Bradley also states that in the unlikely event that a program is discontinued; the University would develop a teach-out plan. This plan may include a teach-out agreement with another institution. This plan and the accompanying agreement would be approved by the University's accrediting body, the Higher Learning Commission.

Student Complaints: None.

Compliance with Iowa Code Chapter 714

Section 714.18 – Evidence of Financial Responsibility

Not applicable. Indiana State University is a public institution eligible for an exemption from financial responsibility as a postsecondary educational institution authorized by the laws of a state to grant degrees under Iowa Code Section 714.19, subsection 1.

Section 714.23 – State Tuition Refund Policy

Not applicable. Iowa's tuition refund policy for withdrawn students applies only to for-profit institutions.

IOWA COLLEGE STUDENT AID COMMISSION

Grand Canyon University Application for Postsecondary Registration Amendment July 2013

RECOMMENDED ACTION:

Approve Grand Canyon University's request for a waiver of the full-time, Iowa-resident faculty/member program coordinator requirement of administrative rules.

Registration Amendment

Grand Canyon University is currently registered in Iowa to offer distance education programs to Iowa residents. It has been registered in good standing since July 2011. Since its initial registration, the University has employed a full-time Iowa-resident recruiter that has satisfied Iowa administrative rule requirements, that a registered school employ a full-time Iowa-resident faculty member or employment coordinator. This GCU employee focuses on recruiting for the University's doctoral programs. The University has determined that this position is best utilized in other areas and has therefore made an administrative decision to move the employee to another state. The University maintains multiple adjunct, part-time faculty in its online programs that are Iowa residents.

Under the authority granted to staff during the March 2011 Commission meeting, staff request that the Commission approve a waiver of the full-time faculty member or program coordinator requirement of administrative rules for GCU since it is registered in Iowa solely for the purpose of offering distance education programs to Iowa residents.

IOWA COLLEGE STUDENT AID COMMISSION

**Printing and Storage Contract Extension
July 2013**

Information will be provided prior to the July 19, 2013 Commission Meeting.

Iowa College Student Aid Commission

**Modification to Bankers Trust Agreement
May 2013**

RECOMMENDED ACTION:

Approve the modification to the Bankers Trust Agreement to allow the disbursement of funds for GEAR UP Scholarships to GEAR UP Students graduating early.



July 19, 2013

Minda Barr
AVP/Corp Trust Officer
Bankers Trust
453 7th Street
Des Moines, IA 50309

Dear Minda,

By this letter, the Iowa College Student Aid Commission ("ICSAC") is notifying Bankers Trust of the following modification to the GEAR UP Trust Agreement dated June 30, 2009. As you may recall, the original Trust allowed for deposits and investments of funds in years 1-6, and, disbursements of funds to students in years 7-10. At the time the Trust was drafted, it was not contemplated that certain members of the GEAR UP cohort would graduate high school and begin their collegiate careers early. Therefore, beginning on September 1, 2013, ICSAC will disburse approximately 70 awards for a total of \$182,000.

The full Commission voted to approve the above at its July 19, 2013 meeting. And, Section IV of the Trust allows for written amendments so long as funds are not diverted from their original, educational purpose and Bankers Trust consents.

If Bankers Trust consents to the above and accepts this letter as a written amendment to the Trust, please indicate your approval by signing in the space provided below. Please retain a copy for your records and mail a signed copy back to us at your earliest convenience.

Thank you,

Janet Adams, Chairperson, ICSAC

Accepted and Confirmed:

Minda Barr
AVP/Corp Trust Officer
Bankers Trust

Dated: _____

Iowa College Student Aid Commission

**Legislative Action Committee
July 2013**

A legislative report will be provided during the July 19, 2013 Commission Meeting.

**IOWA COLLEGE STUDENT AID COMMISSION
 GUARANTEED STUDENT LOAN ADMINISTRATION
 SUMMARY OF RESOURCES AND EXPENDITURES
 SFY 2013 as of May 31, 2013**

Operating Fund	Class	FY 2013 Operating Budget	FY 2013 Year to Date Budget	FY 2012 May-12 Mth Actual	FY 2013 May-13 Mth Actual	FY 2012 Year to Date Actuals	FY 2013 Year to Date Actuals	YTD Actual to Budget Variance
Revenues/Resources:								
1	Federal Account Maintenance Fees (AMF)	4,197,366	3,148,025	423,338	-	1,325,947	355,086	(2,792,939)
2	Federal Loan Processing Fee (LPIF)	-	-	-	-	(5,253)	-	-
3	Default Aversion Fees (DAF) (Net of rebates)	-	-	62,445	-	807,494	503,485	503,485
4	ICSAC Share Default Collections *	-	-	1,610,587	-	8,231,591	2,193,227	2,193,227
5	Direct Loans Cons. (Net of 8.5% back to Fed Gov) *	-	-	99,069	-	900,676	232,135	232,135
6	Interest on Operating Fund	52,500	43,750	2,208	6,932	53,356	51,965	8,215
7	Other Revenue (includes TOP)	175,490	146,242	168,307	494,999	895,415	2,744,478	2,598,236
8	Est PLP Rev *	500,000	416,667	25,102	26,371	565,011	411,078	(5,589)
9	Intra-Agency Reimbursements	3,718,594	2,031,559	(190,016)	1,278,741	713,480	1,387,661	(643,898)
10	State Appropriation	-	-	-	-	141,589	-	-
Total Revenues/Resources		\$ 8,643,950	\$ 5,786,243	\$ 2,201,039	\$ 1,807,043	\$ 13,629,306	\$ 7,879,116	\$ 2,092,873
Expenditures:								
11	Agency Administration	1,885,339	1,572,766	135,351	78,643	1,139,233	1,019,942	(552,824)
12	Marketing Administration	544,831	454,409	5,927	18,519	117,072	261,282	(193,127)
Total Administrative		\$ 2,430,170	\$ 2,027,175	\$ 141,278	\$ 97,162	\$ 1,256,305	\$ 1,281,224	\$ (745,951)
13	Collection Expense	1,453,061	1,211,179	571,381	312,824	5,737,418	1,954,616	743,437
14	FFEL Expense	663,257	552,845	153,839	169,817	1,846,938	703,849	151,004
15	Collection Expense - PLP	137,500	114,583	13,322	7,890	141,150	131,701	17,118
Total Collection and FFEL Expenses		\$ 2,253,818	\$ 1,878,607	\$ 738,542	\$ 490,531	\$ 7,725,506	\$ 2,790,166	\$ 911,559
16	Grant Administration	2,278,482	2,178,851	1,694,861	294,746	1,929,066	355,509	(1,823,342)
17	Financial Literacy	30,000	25,000	6,878	26,515	67,595	251,515	226,515
18	IHAPI	1,402,804	1,169,734	36,256	335,896	450,140	1,040,926	(128,808)
Total Fin Literacy, IHAPI and Grant Expenditures		\$ 3,711,286	\$ 3,373,585	\$ 1,737,995	\$ 657,157	\$ 2,446,801	\$ 1,647,950	\$ (1,725,635)
19	Osteopathic and Miscellaneous programs	0	0	0	0	0	0	-
20	Scholarship and Grants	735,648	613,231	33,597	273,390	378,156	467,811	(145,420)
21	Postsecondary Registration	304,917	254,363	12,389	43,939	131,378	127,539	(126,824)
Total Misc. (S&G, Postsecondary Reg, Osteo)		\$ 1,040,565	\$ 867,594	\$ 45,986	\$ 317,329	\$ 509,534	\$ 595,350	\$ (272,244)
Total Operating Expenses		9,435,839	8,146,961	2,663,801	1,562,179	11,938,145	6,314,690	(1,832,271)
22	Federal Default Fee	0	0	0	0	0	0	-
Total Federal Default Fee		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net resources (exp) before other		\$ (791,889)	\$ (2,360,718)	\$ (462,762)	\$ 244,864	\$ 1,691,161	\$ 1,564,426	\$ 3,925,144
Other Resources (Grant Drawdown)								
23	Gear Up Grant DrawDown	2,800,000	2,566,667	211,898	-	2,306,691	2,399,572	(167,095)
24	College Access Grant Funds	1,000,000	833,333	-	-	488,676	-	(833,333)
25	JR Justice	121,000	121,000	4,425	1,381	108,676	5,245	(115,755)
Total Other Resources		\$ 3,921,000	\$ 3,521,000	\$ 216,323	\$ 1,381	\$ 2,904,043	\$ 2,404,817	\$ (1,116,183)
Other Expenditures (grants)								
25	Gear Up Grant	2,933,156	2,677,977	98,801	177,431	2,380,891	2,728,038	50,061
26	College Access Challenge Grant	1,000,000	833,333	29,839	0	1,026,805	0	(833,333)
27	JR Justice	121,000	121,000	12,927	0	108,676	55,532	(65,468)
Total Other Expenditures		\$ 4,054,156	\$ 3,632,310	\$ 141,567	\$ 177,431	\$ 3,516,372	\$ 2,783,570	\$ (848,740)
Net Other Income		\$ (133,156)	\$ (111,310)	\$ 74,756	\$ (176,050)	\$ (612,329)	\$ (378,753)	\$ (267,443)
Net Gain(Loss)Operating Fund		\$ (925,045)	\$ (2,472,028)	\$ (388,006)	\$ 68,814	\$ 1,078,831	\$ 1,185,672	\$ 3,657,700

Footnotes:

- 4 - Includes FFELP Collections and Great Lakes Payments
- 5 - Estimated revenue; net number (10% of rehabs) based on total receipts from USDE (18.5%) less payments to USDE (8.5%)
- 8 - Total cash receipts, includes principal and interest

IOWA COLLEGE STUDENT AID COMMISSION
IOWA COLLEGE STUDENT AID COMMISSION
FUND 0163 - YEAR TO DATE UNIT DETAIL
SUMMARY OF RESOURCES AND EXPENDITURES
SFY 2013 as of May 31, 2013

Operating Fund	UNIT 2001 ADMIN	UNIT 2002 MARKETING	UNIT 2004 MISC	UNIT 2003 COLLECTIONS	UNIT 2004 FFEL	UNIT 2001 JR JUSTICE	UNIT 2002 S&G	UNIT 2003 POSTSEC REG	UNIT 2001 GRANT ADMIN	UNIT 2002 FIN LIT	UNIT 2003 IHAPI	UNIT 2007 CACG	UNIT 2008 PLP	UNIT 2009 GEAR UP	YTD ACTUAL TOTAL	YTD BUDGET TOTAL	YTD Actual to Budget Variance	
Revenues/Resources:																		
1 Federal Account Maintenance Fees (AMF)	-	-	-	-	355,086	-	-	-	-	-	-	-	-	-	355,086	3,148,025	(2,792,939)	
2 Federal Loan Processing Fee (LPIF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
3 Default Aversion Fees (DAF) (Net of rebates)	-	-	-	-	503,485	-	-	-	-	-	-	-	-	-	503,485	-	503,485	
4 ICSAC Share Default Collections *	-	-	-	2,193,227	-	-	-	-	-	-	-	-	-	-	2,193,227	-	2,193,227	
5 Direct Loans Cons. (Net of 8.5% back to Fed Gov) *	-	-	-	232,135	-	-	-	-	-	-	-	-	-	-	232,135	-	232,135	
6 Iowa Access Grants Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7 Interest on Operating Fund	-	-	-	-	51,965	-	-	-	-	-	-	-	-	-	51,965	43,750	8,215	
8 Other Revenue (includes TOP)	2,483	-	2,161	59,973	2,679,758	-	-	-	-	-	-	-	-	103	2,744,478	146,242	2,598,236	
9 Est PLP Rev *	-	-	-	-	-	-	-	-	-	-	-	-	411,078	-	411,078	416,667	(5,589)	
10 Intra-Agency Reimbursements	1,017,459	261,282	-	-	107,538	-	1,382	-	-	-	-	-	-	-	1,387,661	2,031,559	(643,898)	
11 Grant DrawDown from USDE	-	-	-	-	-	5,245	-	-	-	-	-	-	-	2,399,572	2,404,817	3,521,000	(1,116,183)	
12 State Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Revenues/Resources	\$ 1,019,942	\$ 261,282	\$ 2,161	\$ 2,485,335	\$ 3,697,832	\$ 5,245	\$ 1,382	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 411,078	\$ 2,399,675	\$ 10,283,933	\$ 9,307,243	\$ 976,690
Expenditures:																		
13 Personal Services - Loan Administration	689,825	151,525	-	514,373	238,766	-	189,355	91,269	65,637	-	336,273	-	-	255,635	2,532,658	2,672,233	(139,575)	
14 Travel	8,387	12,830	-	-	-	-	4,485	123	-	-	3,027	-	-	76,650	105,502	118,809	(13,307)	
15 Office Supplies	16,828	396	-	165	-	-	163	-	-	-	345	-	-	973	18,870	18,345	525	
16 Equipment Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,083	(1,083)	
17 Printing and Binding	68	54,303	-	-	-	-	598	-	-	-	7,413	-	-	10,512	72,894	167,645	(94,751)	
18 Food	154	-	-	-	-	-	-	-	-	-	-	-	-	6,396	6,550	83	6,467	
19 Postage	6,529	14,265	-	988	20	-	2,432	-	-	-	8	-	214	12,565	37,021	32,451	4,570	
20 Communications	18,992	-	-	1,629	201	-	2,298	-	-	-	4,633	-	-	8,181	35,934	39,317	(3,383)	
21 Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	4,553	4,553	-	4,553	
22 Professional & Scientific Services	4,108	1,000	-	-	20,247	-	-	-	-	-	640	-	-	5,000	30,995	43,792	(12,797)	
23 Outside Services - SLMA	-	-	-	-	279,858	-	-	-	-	-	-	-	-	-	279,858	350,308	(70,450)	
24 Outside Services - iLink	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
25 Outside Services - SLCS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
26 Outside Services - Other	279	-	-	1,117,232	-	-	6,176	-	-	-	-	-	105,902	1,704	1,231,293	867,852	363,441	
27 Intra-State Transfers	17,603	-	-	-	-	-	-	-	-	-	-	-	-	67,807	85,410	126,045	(40,635)	
28 Advertising & Publicity	-	23,768	-	-	-	-	-	-	-	-	808	-	-	747,041	771,617	522,854	248,763	
29 Attorney General	12,500	-	-	27,274	-	-	-	-	-	-	-	-	-	-	39,774	19,563	20,211	
30 State Audits	18,704	-	-	-	-	-	-	-	-	-	-	-	-	-	18,704	28,438	(9,734)	
31 State Reimbursements - Rent	46,438	-	-	-	-	-	-	-	-	-	-	-	-	-	46,438	-	46,438	
32 State Reimbursements - Other	17,818	646	-	2,399	1,614	-	2,701	161	-	-	484	-	-	1,532	27,355	70,710	(43,355)	
33 ITE Reimbursements	78,157	871	-	2,393	2,446	-	652	375	-	-	1,084	-	-	909	86,887	134,603	(47,716)	
34 Intra-Agency Reimbursements	-	-	-	287,432	160,697	3,864	257,574	35,611	289,872	26,515	183,711	-	-	37,776	1,283,052	2,009,693	(726,641)	
35 Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	3,613	3,613	-	3,613	
36 Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
37 IT Equipment & Software	77,224	74	-	-	-	-	1,377	-	-	-	-	-	1,185	29,941	109,801	186,584	(76,783)	
38 Other Expenses & Obligations	1,027	1,604	-	75	-	-	-	-	-	-	-	-	-	-	2,706	2,380	326	
39 Licenses	-	-	-	-	-	-	-	-	-	225,000	502,500	-	-	57,250	784,750	1,099,650	(314,900)	
40 Other Refunds	5,301	-	-	656	-	-	-	-	-	-	-	-	24,400	-	30,357	75,833	(45,476)	
41 State Aid	-	-	-	-	-	51,668	-	-	-	-	-	-	-	1,400,000	1,451,668	3,191,000	(1,739,332)	
Total Administrative	\$ 1,019,942	\$ 261,282	\$ -	\$ 1,954,616	\$ 703,849	\$ 55,532	\$ 467,811	\$ 127,539	\$ 355,509	\$ 251,515	#####	\$ -	\$ 131,701	\$ 2,728,038	\$ 9,098,260	\$ 11,779,271	\$ (2,681,011)	
Total Expenditures	\$ 1,019,942	\$ 261,282	\$ -	\$ 1,954,616	\$ 703,849	\$ 55,532	\$ 467,811	\$ 127,539	\$ 355,509	\$ 251,515	#####	\$ -	\$ 131,701	\$ 2,728,038	\$ 9,098,260	\$ 11,779,271	\$ (2,681,011)	
Net Gain(Loss)Operating Fund	\$ 0	\$ -	\$ 2,161	\$ 530,719	\$ 2,993,983	\$ (50,287)	\$ (466,429)	\$ (127,539)	\$ (355,509)	\$ (251,515)	#####	\$ -	\$ 279,377	\$ (328,363)	\$ 1,185,672	\$ (2,472,028)	\$ 3,657,700	

Footnotes:

- 4 - Includes FFELP Collections and Great Lakes Payments
- 5 - Estimated revenue; net number (10% of rehabs) based on total receipts from USDE (18.5%) less payments to USDE (8.5%)
- 9 - Total cash receipts, includes principal and interest

IOWA COLLEGE STUDENT AID COMMISSION
SCHOLARSHIP & GRANT ADMINISTRATION
SUMMARY OF EXPENDITURES
SFY 2013 as of May 31, 2013

State Appropriated - \$232,943

	FY 2012	FY 2013	FY 2013	FY 2013	Variance
	Actual	Budget	Year to Date	Year to Date	Over
	Actual	Budget	Budget	Actual	(Under)
Expenditures:					
1 Salaries	\$ 219,455	\$ 232,510	194,202	\$ 223,581	\$ 29,379
2 Travel	335	433	237	-	(237)
3 Office Supplies	1,445	-	-	-	-
4 Equipment Repairs	52	-	-	-	-
5 Printing	2,058	-	-	-	-
6 Postage	3,672	-	-	-	-
7 Communications	2,381	-	-	-	-
8 Rental	5,588	-	-	-	-
9 Professional Services	60	-	-	-	-
10 Outside Services	3,653	-	-	-	-
11 State Transfers	75	-	-	-	-
12 State Reimbursements - Rent	3,479	-	-	-	-
13 State Reimbursements	1,469	-	-	-	-
14 ITD Reimbursements	6,165	-	-	-	-
15 Office Equipment	-	-	-	-	-
16 IT Equipment & Software	-	-	-	-	-
17 Other Expenses & Obligations	9	-	-	-	-
Total Expenditures	\$ 249,896	\$ 232,943	\$ 194,439	\$ 223,581	\$ 29,142

Notes:

1 - FY2013 Budget covers as many salary and benefit costs as possible, with remainder to travel. FY2012 budget was done with a different assumption.

Non Appropriated (Covered by GSL)

	FY 2012	FY 2013	FY 2013	FY 2013	Variance
	Actual	Budget	Year to Date	Year to Date	Over
	Actual	Budget	Budget	Actual	(Under)
Resources:					
18 Intra-agency Reimbursements	-	-	-	\$ 1,382	\$ 1,382
Total Resources	\$ -	\$ -	\$ -	\$ 1,382	\$ 1,382
Expenditures:					
19 Salaries	-	351,674	322,368	189,355	(133,013)
20 Travel	-	2,275	2,085	4,485	2,400
21 Office Supplies	-	-	-	163	163
22 Equipment Repairs	-	-	-	-	-
23 Printing	-	-	-	598	598
24 Postage	-	-	-	2,432	2,432
25 Communications	-	2,774	2,543	2,298	(245)
26 Rental	-	-	-	-	-
27 Outside Services	-	-	-	6,176	6,176
28 State Transfers	-	-	-	-	-
29 State Reimbursements - Rent	-	-	-	-	-
30 State Reimbursements	-	1,820	1,668	2,701	1,033
31 ITD Reimbursements	-	1,425	1,306	652	(654)
32 Intra-Agency Reimbursements	-	327,624	300,322	257,574	(42,748)
33 Office Equipment	-	-	-	-	-
34 IT Equipment & Software	-	-	-	1,377	1,377
35 Other Expenses & Obligations	-	-	-	-	-
Total Expenditures	\$ -	\$ 687,592	\$ 630,292	\$ 467,811	\$ (162,482)

Notes:

18 - Intra-Agency reimbursements (resources) reflects reimbursement received from JR Justice grant; represents salaries and benefits costs reimbursement.

32 - Intra-Agency reimbursements reflects the charges for Administration and Marketing for ICSAC. Charges are allocated based on budgeted FTE count.

Total Expenditures (Appropriated + NonAppropriated)

	FY 2012	FY 2013	FY 2013	FY 2013	Variance
	Actual	Budget	Year to Date	Year to Date	Over
	Actual	Budget	Budget	Actual	(Under)
Resources:					
36 Intra-agency Reimbursements	\$ -	\$ -	\$ -	\$ 1,382	\$ 1,382
Total Resources	\$ -	\$ -	\$ -	\$ 1,382	\$ 1,382
Expenditures:					
37 Salaries	\$ 219,455	\$ 584,184	\$ 516,570	\$ 412,936	\$ (103,634)
38 Travel	335	2,708	2,322	4,485	2,163
39 Office Supplies	1,445	-	-	163	163
40 Equipment Repairs	52	-	-	-	-
41 Printing	2,058	-	-	598	598
42 Postage	3,672	-	-	2,432	2,432
43 Communications	2,381	2,774	2,543	2,298	(245)
44 Rental	5,588	-	-	-	-
45 Outside Services	60	-	-	6,176	6,176
46 State Transfers	3,653	-	-	-	-
47 State Reimbursements - Rent	75	-	-	-	-
48 State Reimbursements - Other	3,479	1,820	1,668	2,701	1,033
49 ITD Reimbursements	1,469	1,425	1,306	652	(654)
50 Intra-Agency Reimbursements	6,165	327,624	300,322	257,574	(42,748)
51 Office Equipment	-	-	-	-	-
52 IT Equipment & Software	-	-	-	1,377	1,377
53 Other Expenses & Obligations	9	-	-	-	-
Total Expenditures	\$ 249,896	\$ 920,535	\$ 824,731	\$ 691,392	\$ (133,340)
Net Resources (Expenditures)	(249,896)	(920,535)	(824,731)	(690,010)	134,722

**IOWA COLLEGE STUDENT AID COMMISSION
 DEFAULT PREVENTION, FUND #0261
 SUMMARY OF RESOURCES AND EXPENDITURES
 SFY 2013 as of May 31, 2013**

	FY 2013 Budget	FY 2013 Year to Date Budget	FY 2013 Year to Date Actuals	Variance
Resources:				
Interest	4,200	3,850	3,913	63
Refunds & Reimbursements	0	0	0	0
Total Resources	4,200	3,850	3,913	63
Expenditures:				
Travel/State Vehicle	0	0	0	0
Office Supplies	0	0	0	0
Printing & Binding	0	0	0	0
Professional & Scientific Services	0	0	0	0
Outside Services	0	0	0	0
Advertising & Publicity	0	0	0	0
ITD Reimbursement	0	0	0	0
Licenses	150,000	137,500	150,000	12,500
Aid to Individuals	0	0	0	0
Total Expenditures	150,000	137,500	150,000	12,500
Net Gain(Loss)	(145,800)	(133,650)	(146,087)	(12,437)
Default Prevention Cash Balance 6/30/12	1,594,173			
Net Gain/(Loss) SFY 2013 05/31/2013	(146,087)			
Cash Balance 05/31/2013	1,448,086			



IowaCollegeAid.gov
Your Financial Aid Connection

