

Iowa College Student Aid Commission

Postsecondary Approval and Registration Administrator
603 East 12th Street, FL 5th
Des Moines, IA 50319
(515) 725-3470

Application for Approval and Registration of Postsecondary School Iowa Code Chapter 261B

Pursuant to Iowa Code Chapter 261B, the undersigned school applies for registration to conduct or maintain one or more courses of instruction, including courses of instruction by correspondence, where the courses are offered in Iowa or the school has a presence in Iowa and desires to offer courses in other states or foreign countries.

Submit a paper document and a complete duplicate in pdf format on a CD.
Applications may be submitted electronically by contacting the Postsecondary Approval Administrator at the Iowa College Student Aid Commission.

~~Applications for an initial approval and registration must include a non-refundable check for \$4,000 payable to the State of Iowa.~~

Applications fees are to be sent to:

Postsecondary Approval and Registration Administrator
603 East 12th Street, FL 5th
Des Moines, IA 50319

All items must be completed before the application will be considered as received by the Commission. Attach additional pages as needed to provide the requested information. Responses are required to have a minimum of a summary paragraph on this form. Responses that include only statements similar to "please see attached", will be considered incomplete. Other documents or materials may also be attached to support the application. Attachments must be tabbed and clearly marked on both the paper and pdf documents..

(Registrations must be renewed every four years or upon any substantive change in program offerings, location, or accreditation.)

Name of school and address of the principal office as defined in Iowa Code Section 490.140 or 510.141:
[(261B.4(2))] and [(261B.4(1))]

Name of School:	The Pennsylvania State University	Penn State World Campus
Suite:	-	-
Street:	201 Old Main	128 Outreach Building
City:	University Park	University Park
State:	Pennsylvania	Pennsylvania
Zip:	16802	16802
Country:	United States	United States
Telephone Number (including country or area code):	814-865-4700	814-865-5403

Type of corporation:

- For-profit
 Non-profit (Public, state-related instrumentality of the Commonwealth of Pennsylvania)

Address of this school in all in other states, and in foreign countries:

Suite	Street	City	State	Zip	Country	Telephone
N/A						

Address of all locations in Iowa where instruction is to be provided

Suite	Street	City	State	Zip	Country	Telephone
N/A						

Tuition charges, fees and other costs payable to the school by a student. [(261B.4(3))]

*Please find more detailed information attached.

Program to be Offered in Iowa	Tuition	Fees	Books and Supplies	Other	Total
	Varies*	\$82-\$975	~\$500	-	Varies*
Associates					
Bachelors					
Graduate Certificates					
Masters					
Minors					
Postbaccalaureate Certificates					
Undergraduate Certificates					

Refund policy of the school for the return of refundable portions of tuition, fees, or other charges [(261B.4(4))] If the refund policy is attached, please summarize the policy below. Beginning on the first day of classes, students who drop below full-time or drop below their originally registered credit level may be assessed a tuition penalty. The tuition adjustment is determined by the effective date of the drop and is made according to Penn State's Tuition Adjustment Schedule. Also see attached.

Degrees granted by the school [(261B.4(5))]

Offered in Iowa [(261B.4(11))]

Penn State World Campus offers a variety of certificates, minors, and associate, bachelors, and masters degrees to Iowa residents. A hard copy listing is enclosed and the web address is <http://worldcampus.psu.edu/degrees-and-certificates>

Offered outside of Iowa

Information on the programs and courses available to students at University Park and the Commonwealth Campuses may be found at -

Undergraduate: <http://bulletins.psu.edu/bulletins/bluebook/>
 Graduate: <http://bulletins.psu.edu/bulletins/whitebook/>

Name, business address and telephone number of the chief executive officer of the school: [(261B.4(7))]

Name: Dr. Rodney Erickson
 Suite: Office of the President

Street: 201 Old Main
 City: University Park
 State: Pennsylvania
 Zip: 16802
 Country: United States
 Telephone Number (including country or area code): 814-865-7611

Provide a copy or description of the means by which the school intends to comply with 261B.9 [(261B.4(8))]. Code section 261B.9 is as follows:

261B.9 DISCLOSURE TO STUDENTS.

Prior to the commencement of a course of instruction and prior to the receipt of a tuition charge or fee for a course of instruction, a school shall provide written disclosure to students of the following information accompanied by a statement that the information is being provided in compliance with this section:

1. The name or title of the course.
2. A brief description of the subject matter of the course.
3. The tuition charge or other fees charged for the course. If a student is enrolled in more than one course at the school, the tuition charge or fee for all courses may be stated in one sum.
4. The refund policy of the school for the return of the refundable portion of tuition, fees, or other charges. If refunds are not to be paid, the information shall state that fact.
5. Whether the credential or certificate issued, awarded, or credited to a student upon completion of the course or the fact of completion of the course is applicable toward a degree granted by the school and, if so, under what circumstances the application will be made.
6. The name of the accrediting agency recognized by the United States department of education or its successor agency which has accredited the school.

Response:

Most of this information is available to students via the Lion Lounge:

<http://student.worldcampus.psu.edu/>

New Student Orientation under My Campus is where students can learn to use the web resources provided.

1&2. Once a student has signed up for courses they may access course descriptions and titles by clicking My Courses under My Backpack or Course Catalogue under My Campus.

3. Tuition information may be found by clicking on Paying for Your Education under My Campus.

4. The refund policy may be found by clicking on Policies under My Campus.

5. Explanations regarding credit may be found under Your Courses: How-to Guide within My Campus with additional information in Policies.

6. Accreditation is demonstrated on the main World Campus website:

<http://www.worldcampus.psu.edu/about-us/why-penn-state-world-campus>

Name, address, and telephone number of a contact person in Iowa. [(261B.4(10))]

Name: Not applicable.
 Suite: _____
 Street: _____
 City: _____
 State: _____
 Zip: _____
 Country: _____

Telephone Number (including country or area code): _____

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

Officer Number 1

Name: Board of Trustees (<http://www.psu.edu/trustees/>)
Suite: The Pennsylvania State University
Street: 205 Old Main
City: University Park
State: Pennsylvania
Zip: 16802
Country: United States
Telephone No. (including country or area code): 814-865-2521

For officers 2 or more, add pages as needed: The website link above contains additional information on members of the board.

Owner Number 2

Names and addresses of persons owning more than 10% of the school: [(261B.4(6))]

Name: Not applicable.
Suite: _____
Street: _____
City: _____
State: _____
Zip: _____
Country: _____
Telephone Number (including country or area code): _____

For owners 2 or more, add pages as needed

Name all agencies accrediting the institution. For each agency, include name, address, telephone number, and whether the agency is recognized by the U.S. Department of Education. [(261B.4(9))] Attach copies of accreditation certificates of status for each agency. If the Iowa location is not accredited, provide accrediting agency certification that the Iowa location will be granted accreditation upon approval by the College Student Aid Commission. Provide documentation that every location of applicant school is approved by the accrediting agency and in good standing, for all locations throughout the world.

Accrediting agency 1

Name: Middle States Commission on Higher Education
Suite: 2nd Floor West
Street: 3624 Market Street
City: Philadelphia
State: Pennsylvania
Zip: 19104
Country: United States
Telephone Number (including country or area code): 267-284-5000
Contact Person: N/A

Is this agency recognized by the U. S. Department of Education? Yes No

Accrediting Agency 2

Name: Not applicable.
Suite:
Street:
City:
State:
Zip:
Country:
Telephone Number (including country or area code):
Contact Person:

Is this agency recognized by the U. S. Department of Education? [] Yes [] No

Accrediting Agency 3

Name: Not applicable.
Suite:
Street:
City:
State:
Zip:
Country:
Telephone No. (including country or area code):
Contact Person:

Is this agency recognized by the U. S. Department of Education? [] Yes [] No

Accrediting Agency 4+

Respond on a separate page:

Describe the procedures followed by the school for permanent preservation of student records. [(261B.4(12))]

The University uses physical, technical and administrative safeguards to protect the confidentiality, integrity and authentication to/for access to student data, including but not limited to policies, procedures, guidelines and standards.

Provide the contact information to be used by students and graduates who seek to obtain transcript information.

Name: Office of the University Registrar
Suite: Transcript/Verification Department
Street: 112 Shields Building
City: University Park
State: Pennsylvania
Zip: 16802
Country: United States
Telephone Number (including country or area code): 814-865-6357

List the states and approval or registration agencies for all states in which the school operates or maintains a presence. The Penn State World Campus has students in all U.S. states and a few territories. A directory of the state agencies may be found at <http://www.sheeo.org/stateauth/directory.pdf>

State	Agency Name	Address	Contact Person	Telephone Number
All 50 states & a few of the U.S. territories.				

Describe the academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used,, including, but not limited to, classroom instruction, correspondence, internet, electronic telecommunications, independent study, and portfolio experience evaluation. [(261B.4(13))]

Penn State World Campus courses are taught using a combination of internet and electronic/multimedia resources.

Provide the name of every other State of Iowa agency required to approve the applicant school in Iowa, the school's contact person at the agency and the current status of that approval. Attach documentation in the form of a letter or certificate for each agency.

Agency Name	Contact Person	Telephone Number	Approval Status
Iowa Dept. of Ed.	Matt Ludwig	515-281-3750	Awaiting final response
Iowa Board of Nursing	Kathy Weinberg	515-281-4828	Received criteria document

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

Yes No
 If yes, explain below.

Not applicable.

Provide the name and contact information for a U. S. Department of Education official who can verify the LST statement.

Not applicable.

Do you:

Enroll students in Iowa? Yes No

Employ Iowa faculty? Yes No

Do you intend to:

Enroll students in Iowa? Yes No

Employ Iowa faculty? Yes No

Describe current operations or plans to enroll students in Iowa or employ Iowa faculty.

- For Spring Semester 2012, the Penn State World Campus had 33 Iowa enrollees.

The University has every intent to continue offering online distance education to the residents of Iowa.

- The Penn State World Campus does not currently employ any part-time or adjunct faculty residing in Iowa. However, this does not rule out the possibility of future employment of adjunct faculty from Iowa.

Name, address, and telephone number of full-time employees in Iowa.

Name: Not applicable.

Suite: _____

Street: _____

City: _____

State: _____

Zip: _____

Country: _____

Telephone Number (including country or area code): _____

Will your school comply 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 (See the Iowa Code for details)

Yes No

Will your school comply with the requirements of Iowa Code section 261.9(1)"e" to "g"? [Attached are the Student Guide to General University Policies and Rules (Drugs & Alcohol), Policy AD12 (Sexual Abuse), and Faculty Senate withdrawal options & a commitment to implement proper military policy. (See the Iowa Code for details.) Yes No

Does the school agree to file annual reports that the Commission requires from all Iowa colleges and universities?

Yes No

Attached a copy of the applicant school's most recent audit prepared by a certified public accounting firm no more than 12 months prior to the application and state below where, in the audit report, there is evidence that the auditor is providing an unqualified opinion.

Please find attached the Fiscal Year Ended June 30, 2011 Audited Financial Statements of The Pennsylvania State University. The 7th overall page contains the Independent Auditors' Report from Deloitte & Touche LLP.

Describe how students will be provided with access to learning resources, including appropriate library and other support services requisite for the schools' degree programs.

Lion Lounge (<http://student.worldcampus.psu.edu/?status=undergraduate>) provides student access to learning resources, the University Libraries system, and many other support services. These include, but are not limited to, academic advising, course catalogues, policies, technical support, and orientation services.

Additionally, the My Backpack section on the front page has direct links to students' webmail, courses and course materials among other among other resources.

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

All World Campus programs fall under the same accreditation requirements of the Pennsylvania State University as a Research I institution. As a result, all faculty are required to have the terminal degree, in the appropriate area of study, for their discipline. The typical requirement is a Ph.D. or a D.Ed.

Provide evidence that the school has adequate physical facilities appropriate for the program(s) to be offered and are located in the state. Include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease. Please include a photograph of the location.

Not applicable.

Include a statement, signed by the chief executive officer of the applicant school, on school letterhead, demonstrating the school's commitment to the delivery of programs located in Iowa, and agreeing to provide alternatives for students to complete programs at other institutions if the applicant school closes the program before students have completed their courses of study.

Statement may be in an attached document.

Provide an organizational plan that shows the location and physical address, telephone number, fax number and contact information for all internet-based and site-based educational locations, administrative, and service centers operated by the applicant and any parent organization.

The Penn State World Campus offices are located in Innovation Park on the University Park main campus. Additionally, faculty and resources are pulled from the Commonwealth Campuses all around Pennsylvania. Please find enclosed maps of the University Park campus and another detailing the location of the Commonwealth Campuses across the state.

The main offices and facilities of the World Campus are located in The Outreach Building, University Park, PA 16802
The 329 Building, University Park, PA 16802
Toll free: 800-252-3592 Local/International: 814-865-5403 Fax: 814-865-3290
Information on Commonwealth Campuses - <http://www.psu.edu/ur/cmpcoll.html>

Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred.

From our website: "The Penn State World Campus has a staff of experienced student services representatives ready to help resolve any situation you might encounter on your way to completing your degree or certificate program—though we find that you can resolve most issues simply by communicating directly with your instructor.

Confidentiality will always be maintained, as appropriate. Only information that is necessary to pursue a requested course of action, or that you have consented in writing to have released, will be disclosed."

Links to complaint resolution options, including World campus, Middle States, Pennsylvania Department of Education and home state contact information, may be found at <http://www.worldcampus.psu.edu/filing-a-grievance>

Provide a copy of a current Certificate of Authority provided by the applicant's home state and the Iowa Secretary of State.

Not applicable as an instrumentality of the Commonwealth of Pennsylvania.

Provide the U.S. Department of Education cohort default rate for each associated organizational entity for which the U.S. Department of Education reports a cohort default rate.

This data was last reported in 2009, the Pennsylvania State University cohort default rate was 4.2%. Please see the attached record printout.
http://www.nslds.ed.gov/nslds_SA/defaultmanagement/cohortdetail.cfm?sno=0&ope_id=003329

Provide the average debt upon graduation of individuals completing programs at each branch location and the entire organization,

All students graduate with a Penn State degree, so the University does not track by location - we have a composite rate for a 4 year graduation rate, one for graduate students, one for Law and one for Med students.

As of August 2011, our loan debt figures for graduating students are as follows:

4 year baccalaureate degree: \$33,530
Graduate degree: \$38,520
Law degree: \$127,531
Medical degree: \$185,476

Provide the U. S. Department of Education cohort graduation rate for each branch location and the total organization, showing rates for graduates of diploma, two-year, and four-year, programs if those rates are reported to the U. S. Department of Education National Center for Education Statistics.

Penn State tracks four, five, and six-year cohort graduation rates for University Park, the Commonwealth Campuses, and a running total of both. Data for the World Campus is not broken out.

<http://www.budget.psu.edu/FactBook/StudentDynamic/gradretratesummary.aspx?ratetype=grad&repyear=2011&YearCode=2011&FBPlusIndc=N>

SIGNATURE

Applicant School ~~Chief Executive Officer~~ Vice President for Outreach

Dr. Craig Weidemann
Name

Vice President for Outreach
Title


Signature

6.22.2017
Date

If any information in this application changes between the time of application Commission action, the school must inform the Commission by filing an Amended Application clearly indicating the information which is being amended. Amendments must be received before the Commission takes action.

Tuition charges, fees and other costs payable to the school by a student. [(261B.4(3))]

Program	Credits	Tuition*			Fees*		Books & Supplies (approximate per course)	Awards	
		Per Cr	FT (12 Cr+)	Flat	Low	High		Type	Degree
		*If varied, used averages			*Mainly info tech fee				
Acoustics (Master of Engineering)	30	\$ 775	-	-	\$ 125	\$ 125	\$500	Diploma	ME
Adult Development and Aging Services (Undergraduate Certificate)	15	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Adult Education (Master of Education)	33	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MEd
Agricultural Biosecurity (Graduate Certificate)	12	\$ 730	-	-	\$ 125	\$ 125	\$500	Certificate	
Applied Behavior Analysis (Graduate Certificate)	15	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Applied Statistics (Graduate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Applied Statistics (Master's Degree)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MAS
Art Education (Master of Professional Studies)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MPS
Autism (Postbaccalaureate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Business (Bachelor of Science)	120	\$ 514	\$ 6,375	-	\$ 82	\$ 240	\$500	Diploma	BS
Business Administration - Online MBA (Master's Degree)	48	-	-	\$ 59,312	\$ -	\$ -	Provided	Diploma	MBA
Business Administration (Associate in Science)	60	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Degree	AS
Children, Youth, and Family Services (Undergraduate Certificate)	30	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Children's Literature (Graduate Certificate)	15	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Curriculum and Instruction - Children's Literature (Master of Education)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MEd
Community and Economic Development (Graduate Certificate)	15	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Community and Economic Development (Master of Professional Studies)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MPS
Criminal Justice (Bachelor of Science)	120	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Digital Arts (Undergraduate Certificate)	15	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Distance Education (Postbaccalaureate Certificate)	18	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Earth Sciences (Master of Education)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MEd
Educational Leadership - Teacher Leadership (Master of Education)	30	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MEd
Educational Technology Integration (Postbaccalaureate Certificate)	15	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Energy and Sustainability Policy (Bachelor of Arts)	121	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Engineering Management (Master's Degree)	33	\$ 912	\$ 10,944	-	\$ 82	\$ 240	\$500	Diploma	MEM
Family Literacy (Postbaccalaureate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Finance (Master of Finance)	30	\$ 1,025	-	-	\$ 82	\$ 240	\$500	Diploma	MFin
Geographic Information Systems - GIS (Master's Degree)	35	\$ 716	-	-	\$ 125	\$ 125	\$500	Diploma	MGIS
Geographic Information Systems - GIS (Postbaccalaureate Certificate)	11	\$ 716	-	-	\$ 125	\$ 125	\$500	Certificate	
Geospatial Intelligence (Graduate Certificate)	13	\$ 716	-	-	\$ 125	\$ 125	\$500	Certificate	
Geriatric Nursing Education (Graduate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Health Administration (Master's)	49	\$ 930	-	-	\$ 82	\$ 240	\$500	Diploma	MHA
Homeland Security - Agricultural Biosecurity Option (Master of Professional Studies)	33	\$ 814	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Homeland Security - Public Health Preparedness Option (Master of Professional Studies)	33	\$ 771	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Public Health Preparedness: Bioterrorism and Disaster (Graduate Certificate)	12	\$ 730	-	-	\$ 125	\$ 125	\$500	Certificate	
Homeland Security - Geospatial Intelligence Option (Master of Professional Studies)	33	\$ 771	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Homeland Security - Homeland Security Base Program (Master of Professional Studies)	33	\$ 771	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Homeland Security - Information Security and Forensics Option (Master of Professional Studies)	33	\$ 814	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Homeland Security (Minor)	18	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Minor	
Homeland Security and Defense (Graduate Certificate)	12	\$ 730	-	-	\$ 125	\$ 125	\$500	Certificate	
Human Development and Family Studies (Associate in Science)	60	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Degree	AS
Human Resources and Employment Relations (Master of Professional Studies)	33	\$ 775	\$ 9,300	-	\$ 82	\$ 240	\$500	Diploma	MPS
Information Sciences and Technology (Associate in Science)	60	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Degree	AS
Information Sciences (Master of Professional Studies)	33	\$ 825	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Information Sciences and Technology (Bachelor of Science)	125	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Information Sciences and Technology (Undergraduate Certificate)	13	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Information Systems Security (Postbaccalaureate Certificate)	15	\$ 869	-	-	\$ 125	\$ 125	\$500	Certificate	
Institutional Research (Graduate Certificate)	18	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Instructional Systems - Educational Technology (Master of Education)	33	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Diploma	MEd
Labor and Employment Relations (Bachelor of Arts)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Labor and Employment Relations (Bachelor of Science)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Labor Studies and Employment Relations (Undergraduate Certificate)	12	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Law and Society (Bachelor of Arts)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Letters, Arts, and Sciences (Associate in Arts)	60	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Degree	AA
Letters, Arts, and Sciences (Bachelor of Arts)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Master of Public Administration (MPA)	36	\$ 775	-	-	\$ 125	\$ 125	\$500	Diploma	MPA
Nuclear Engineering (Master of Engineering)	30	\$ 775	-	-	\$ 125	\$ 125	\$500	Diploma	ME
Nursing (RN to BS)	120	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Nursing Management (Undergraduate Certificate)	12	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Organizational Communication (Undergraduate Certificate)	12	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Organizational Leadership (Bachelor of Science)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Political Science (Bachelor of Arts)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Project Management (Graduate Certificate)	12	\$ 912	-	-	\$ 82	\$ 240	\$500	Certificate	
Project Management (Master's Degree)	30	\$ 912	-	-	\$ 82	\$ 240	\$500	Diploma	MPM
Psychology (Bachelor of Arts)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BA
Psychology (Bachelor of Science)	123	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Reading Instruction for Special Education Certificate (Postbaccalaureate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
SAP Certificate (Undergraduate Certificate)	9	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Software Engineering (Master's Degree)	36	\$ 912	\$ 10,944	-	\$ 82	\$ 240	\$500	Diploma	MSE
Special Education Supervisory Program for PDE Certification (Pennsylvania Certification)	15	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Supply Chain Management (Graduate Certificate)	12	\$ 912	-	-	\$ 82	\$ 240	\$500	Certificate	
Supply Chain Management (Master of Professional Studies)	30	\$ 912	-	-	\$ 975	\$ 975	\$500	Diploma	MPS
Systems Engineering (Master of Engineering)	36	\$ 912	\$ 10,944	-	\$ 82	\$ 240	\$500	Diploma	ME
Teaching English to Speakers of Other Languages - TESOL (Graduate Certificate)	12	\$ 716	\$ 8,586	-	\$ 82	\$ 240	\$500	Certificate	
Turfgrass Management (Master of Professional Studies)	30	\$ 716	-	-	\$ 125	\$ 125	\$500	Diploma	MPS
Turfgrass Management (Undergraduate Certificate)	15	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Turfgrass Management, Advanced (Undergraduate Certificate)	30	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	
Turfgrass Science (Bachelor of Science)	120	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Diploma	BS
Turfgrass Science and Management (Associate in Science)	61	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Degree	AS
Weather Forecasting (Undergraduate Certificate)	12	\$ 514	\$ 6,373	-	\$ 82	\$ 240	\$500	Certificate	

Tuition Penalty for Dropped Credits

Beginning with the first day of classes, if you drop below full-time status or below your originally registered credit level, you may be assessed a tuition penalty. Adjustments for tuition will be determined on the effective drop date. Any adjustment of charges will be made according to Penn State's tuition adjustment schedule:

Tuition Adjustment Schedule

If the duration of your course is:	You will be charged this percentage of tuition when you drop the course:
11 weeks or more	1st week — 20% Increase of 10% for each week thereafter up to and including the eighth consecutive calendar week.
7–10 weeks	1st week — 20%
	2nd week — 40%
	3rd week — 60%
	4th week — 80%
	5th week — 100%
6 weeks	1st week — 30%
	2nd week — 60%
	3rd week — 80%
	4th week — 100%
4–5 weeks	1st week — 30%
	2nd week — 60%
	3rd week — 100%
2–3 weeks	1st week — 50%
	2nd week — 100%
1 week or less	100%
<p>Note: Adjustment is based on the tuition amount only. Information technology fee is nonrefundable.</p>	

Tuition Adjustment for Withdrawal

Be aware of the financial implications of withdrawing! Completing a withdrawal will most likely impact your eligibility for student aid, and in many cases this results in student aid being returned to the lender. This can create a balance on your account, which, if not paid, will result in a default. If you are considering withdrawing from the semester, please talk with the World Campus Office of Student Aid (1-800-252-3592 or studentaid@outreach.psu.edu) to see if there will be any balance on your account after your withdrawal. Charges for tuition are adjusted upon withdrawal from the University only if you obtain an official Withdrawal Form at the office of the dean of your college or other degree-granting unit and submit it to the World Campus office.

Adjustment of your tuition is based on the date of the last class you attended (last time you logged in) — provided an official Withdrawal Form is received by the University Registrar within one calendar month of that date; otherwise, the adjustment will be based on the date your official Withdrawal Form is filed with the University Registrar.

Your withdrawal action can also be completed through eLion.

If you meet the withdrawal conditions, you are entitled to receive an adjustment of charges for tuition for the semester in accordance with Penn State's tuition adjustment schedule (above).

Impact of Withdrawal on Student Financial Aid

If you are receiving financial aid, you are expected to complete all the courses you started. Students who do not finish all credits started put their current and future aid eligibility in jeopardy by not completing "Satisfactory Academic Progress" for aid purposes. For up-to-date policy information, please visit the Office of Student Aid website.

If you plan on withdrawing during the semester, you must follow the procedures established by the University (see above).

Your tuition reimbursement will follow Penn State's tuition adjustment schedule (above).

Return of Federal Student Aid

To remain eligible for federal student aid during the semester, you must be "attending" classes, taking exams, and completing required course work.

The 1998 Reauthorization of the Higher Education Act requires the University to calculate a Return of Federal Student Aid Funds if you withdraw (officially or unofficially) from all courses on or before attending 60 percent of the semester.

With a pro rata schedule, the percentage of the semester attended is used to calculate the amount of your earned/unearned federal student aid funds. The percentage of semester attended is calculated by using the number of days the student attended and the total number of days in the semester.

The unearned portion of your federal student aid funds will be returned to the appropriate aid program(s). The funds are returned in the following order:

- Federal Direct Unsubsidized Stafford Loan
- Federal Direct Subsidized Stafford Loan
- Federal Perkins Loan
- Federal Graduate PLUS Loan
- Federal Direct Parent PLUS Loan
- Federal Pell Grant
- Federal Academic Competitiveness Grant (ACG)
- National SMART Grant
- Federal Supplemental Educational Opportunity Grant (SEOG)

You are responsible for payment of any balance due after the required return of federal student aid funds.

If you stop attending all of your classes without officially withdrawing, you will be subject to returning your federal student aid funds at the end of the semester, based on the withdrawal date or last documented date of attendance as determined by Penn State.

Return of State Grant Funds

After you satisfy the return of all required federal student aid funds, any balance remaining on your account from tuition and fee adjustments will be returned to PHEAA, based on the following PHEAA refund calculation:

$$\text{(Tuition adjustment} \div \text{Full-time tuition)} \times \text{PHEAA grant} = \text{PHEAA refund}$$

The PHEAA grant refund will never exceed the amount of the PHEAA grant. Your account will not be debited to satisfy the PHEAA grant refund.

Return of Institutional and Other Aid Funds

After the PHEAA grant refund is satisfied, any balance remaining in your account from all tuition and fee adjustments will be returned to all other aid sources, based on the following "other aid" refund calculation:

$$\text{(Other aid disbursed} \div \text{total aid disbursed)} \times \text{adjustment} = \text{refund to other aid source}$$

Any other aid refund will be distributed to the appropriate aid sources as follows:

Short-term loan (not considered in aid calculation)

University loans

University scholarships

Other grants

Private scholarship

Other aid sources should be adjusted up to the amount of each aid source. Your account will not be debited to satisfy the "other aid" refund.

Credit Balances after Required Aid Funds Have Been Returned

If a credit balance remains in your account after the return of the required federal student aid funds, state grant funds, and institutional and other aid funds, the balance will be distributed according to the following priorities:

Student, up to the amount the student paid for the semester

Student loans

Student grants and scholarships

Policy for Retroactive Withdrawals

Undergraduate students can find general information on the petition process for retroactive withdrawals in the University Undergraduate Advising Handbook. If you have questions or would like to begin the process, you should talk with your academic adviser.

Penn State World Campus Program Listing

Penn State World Campus offerings webpage: <http://worldcampus.psu.edu/degrees-and-certificates>

[Acoustics \(Master of Engineering\)](#)
[Adult Development and Aging Services \(Undergraduate Certificate\)](#)
[Adult Education \(Master of Education\)](#)
[Agricultural Biosecurity and Food Defense \(Graduate Certificate\)](#)
[Applied Behavior Analysis \(Graduate Certificate\)](#)
[Applied Statistics \(Graduate Certificate\)](#)
[Applied Statistics \(Master's Degree\)](#)
[Art Education \(Master of Professional Studies\)](#)
[Autism \(Postbaccalaureate Certificate\)](#)
[Business \(Bachelor of Science\)](#)
[Business Administration - Online MBA \(Master's Degree\)](#)
[Business Administration \(Associate in Science\)](#)
[Children, Youth, and Family Services \(Undergraduate Certificate\)](#)
[Children's Literature \(Graduate Certificate\)](#)
[Community and Economic Development \(Graduate Certificate\)](#)
[Community and Economic Development \(Master of Professional Studies\)](#)
[Criminal Justice \(Bachelor of Science\)](#)
[Curriculum and Instruction - Children's Literature \(Master of Education\)](#)
[Digital Arts \(Undergraduate Certificate\)](#)
[Distance Education \(Postbaccalaureate Certificate\)](#)
[Earth Sciences \(Master of Education\)](#)
[Educational Leadership - Teacher Leadership \(Master of Education\)](#)
[Educational Technology Integration \(Postbaccalaureate Certificate\)](#)
[Energy and Sustainability Policy \(Bachelor of Arts\)](#)
[Engineering Management \(Master's Degree\)](#)
[ERP Certificate with SAP \(Undergraduate Certificate\)](#)
[Family Literacy \(Postbaccalaureate Certificate\)](#)
[Finance \(Master of Finance\)](#)
[Geographic Information Systems - GIS \(Master's Degree\)](#)
[Geographic Information Systems - GIS \(Postbaccalaureate Certificate\)](#)
[Geospatial Intelligence \(Graduate Certificate\)](#)
[Geriatric Nursing Education \(Graduate Certificate\)](#)
[Health Administration \(Master of Health Administration\)](#)
[Homeland Security – Agricultural Biosecurity and Food Defense Option \(Master of Professional Studies\)](#)
[Homeland Security – Geospatial Intelligence Option \(Master of Professional Studies\)](#)
[Homeland Security – Homeland Security Base Program \(Master of Professional Studies\)](#)
[Homeland Security – Information Security and Forensics Option \(Master of Professional Studies\)](#)
[Homeland Security – Public Health Preparedness Option \(Master of Professional Studies\)](#)
[Homeland Security \(Minor\)](#)
[Homeland Security and Defense \(Graduate Certificate\)](#)
[Human Development and Family Studies \(Associate in Science\)](#)

Penn State World Campus Program Listing

[Human Resources and Employment Relations \(Master of Professional Studies\)](#)
[Information Sciences \(Master of Professional Studies\)](#)
[Information Sciences and Technology \(Associate in Science\)](#)
[Information Sciences and Technology \(Undergraduate Certificate\)](#)
[Information Systems Security \(Postbaccalaureate Certificate\)](#)
[Institutional Research \(Graduate Certificate\)](#)
[Instructional Systems - Educational Technology \(Master of Education\)](#)
[Labor and Employment Relations \(Bachelor of Arts\)](#)
[Labor and Employment Relations \(Bachelor of Science\)](#)
[Labor Studies and Employment Relations \(Minor\)](#)
[Labor Studies and Employment Relations \(Undergraduate Certificate\)](#)
[Law and Society \(Bachelor of Arts\)](#)
[Letters, Arts, and Sciences \(Associate in Arts\)](#)
[Letters, Arts, and Sciences \(Bachelor of Arts\)](#)
[Master of Public Administration \(MPA\)](#)
[Nuclear Engineering \(Master of Engineering\)](#)
[Nursing \(RN to B.S.\)](#)
[Nursing Informatics \(Undergraduate Certificate\)](#)
[Nursing Management \(Undergraduate Certificate\)](#)
[Organizational Communication \(Undergraduate Certificate\)](#)
[Organizational Leadership \(Bachelor of Science\)](#)
[Political Science \(Bachelor of Arts\)](#)
[Political Science \(Minor\)](#)
[Project Management \(Graduate Certificate\)](#)
[Project Management \(Master's Degree\)](#)
[Psychology \(Bachelor of Arts\)](#)
[Psychology \(Bachelor of Science\)](#)
[Public Health Preparedness: Bioterrorism and Disaster \(Graduate Certificate\)](#)
[Software Engineering \(Master's Degree\)](#)
[Special Education Supervisory Program for PDE Certification \(Pennsylvania Certification\)](#)
[Supply Chain Management \(Graduate Certificate\)](#)
[Supply Chain Management \(Master of Professional Studies\)](#)
[Systems Engineering \(Master of Engineering\)](#)
[Teaching English to Speakers of Other Languages - TESOL \(Graduate Certificate\)](#)
[Turfgrass Management \(Master of Professional Studies\)](#)
[Turfgrass Management \(Undergraduate Certificate\)](#)
[Turfgrass Management, Advanced \(Undergraduate Certificate\)](#)
[Turfgrass Science \(Bachelor of Science\)](#)
[Turfgrass Science and Management \(Associate in Science\)](#)
[Weather Forecasting \(Undergraduate Certificate\)](#)



MIDDLE STATES COMMISSION ON HIGHER EDUCATION
3624 Market Street, Philadelphia, PA 19104-2680. Tel: 267-284-5000. Fax: 215-662-5501
www.msche.org

STATEMENT OF ACCREDITATION STATUS

THE PENNSYLVANIA STATE UNIVERSITY
201 Old Main Building
University Park
University Park, PA 16802
Phone: (814) 865-4700; Fax: (814) 865-1100
www.psu.edu

Chief Executive Officer: Dr. Rodney A. Erickson, President

INSTITUTIONAL INFORMATION

Enrollment

(Headcount): 70889 Undergraduate; 10130 Graduate

Control: Public

Affiliation: State

Carnegie Classification: Research - Very High Research Activity

Degrees Offered: Postsecondary Certificate (< 1 year), Postsecondary Certificate (>=1 year, < 2 years), Associate's, Bachelor's, Postbaccalaureate Certificate, Master's, Doctor's - Professional Practice, Doctor's - Research/Scholarship;

Distance Education Yes

Programs:

Accreditors Approved by U.S. Secretary of Education: American Bar Association, Council of the Section of Legal Education and Admissions to the Bar; American Dietetic Association, Commission on Accreditation for Dietetics Education; American Occupational Therapy Association, Accreditation Council for Occupational Therapy Education; American Physical Therapy Association, Commission on Accreditation in Physical Therapy Education; American Psychological Association, Committee on Accreditation; American Speech-Language-Hearing Association, Council on Academic Accreditation in Audiology and Speech-Language Pathology; Commission on Collegiate Nursing Education; Joint Review Committee on Education in Radiologic Technology; National Association of Schools of Art and Design, Commission on Accreditation; National Association of Schools of Music, Commission on Accreditation; National Association of Schools of Theatre, Commission on Accreditation; National Council for Accreditation of Teacher Education; National League for Nursing Accrediting Commission

Other Accreditors: Acad of Criminal Justice Sci; Accred Bd for Eng & Tech; Accred

Council for Grad Med Educ; Accred Council for Occup Therapy Educ; Accred Council on Educ in Journ and Mass Commun; Amer Acad of Forensic Science; Amer Assembly of Colleg Schools of Bus; Amer Assoc of Vet Lab Diag; Amer Chemical Soc; Assoc for the Adv of Colleg Schools of Business-Intl; Assoc to Adv Colleg Schools of Bus; Assoc for Assess & Accred of Lab Animal Care Intl; Comm on Accred of Athl Trg Educ; Comm on Accred of Healthcare Mgt Educ; Council for the Accred of Counseling & Related Educ Prog; Council on Rehab Educ; Inst of Food Tech; Landscape Archit Accred Bd; Liaison Cmt on Medical Educ; Natl Archit Accred Bd; Natl Assoc for Sport & Phys Educ; Natl Assoc of Schools of Public Affairs & Admin; N America Wildlife Tech Assoc; PA State Bd of Nursing-Licensing; PA Dept of Educ; Prof Golfer's Assoc (PGA) of America; Society of Amer Foresters; Soc of Wood Sci & Tech; Tech Accred Comm of the Accred Board for Eng and Tech

Instructional Locations

Branch Campuses: Dickinson School of Law, Carlisle, PA; Penn State College of Medicine, Hershey, PA.

Additional Locations: Great Valley School of Graduate Professional Studies, Malvern, PA; Penn State Abington, Abington, PA; Penn State Altoona, Altoona, PA; Penn State Beaver, Monaca, PA; Penn State Berks, Reading, PA; Penn State Brandywine, Media, PA; Penn State Dubois, DuBois, PA; Penn State Erie, The Behrend College, Erie, PA; Penn State Fayette, The Eberly Campus, Uniontown, PA; Penn State Greater Allegheny, McKeesport, PA; Penn State Harrisburg, Middletown, PA; Penn State Hazleton, Hazleton, PA; Penn State Lehigh Valley, Center Valley, PA; Penn State Mont Alto, Mont Alto, PA; Penn State New Kensington, Upper Burrell, PA; Penn State Schuylkill, Schuylkill Haven, PA; Penn State Shenango, Sharon, PA; Penn State Wilkes-Barre, Lehman, PA; Penn State Worthington Scranton, Dunmore, PA; Penn State York, York, PA.

Other Instructional Sites: Aria Health, Philadelphia, PA; Bloomsburg Health, Bloomsburg, PA; Central Pennsylvania Institute (CPI-VoTech), State College, PA; Clearfield Area High School, Clearfield, PA; Community Education Council of Elk and Cameron Counties, St. Marys, PA; Corporate Learning Center, Bethlem, PA; Downtown Conference Center, Altoona, PA; Eastern Center for Arts and Technology, Willow Grove, PA; GMAC, Fort Washington, PA; Hanover Hospital, Hanover, PA; Hershey Medical Center, Hershey, PA; Houserville School, Houserville, PA; Intermediate Unit (IU10), Port Alleghany, PA; Julian Woods, Julian, PA; Kraft, Wilkes-Barre, PA; Lancaster Center, Lancaster, PA; Middle Bucks Institute of Technology, Jamison, PA; Mount Nittany Medical Center/Clinics in Centre County, State College, PA; North Penn High School, Lansdale, PA; Northern Tier Center, Towanda, PA; Penn State Continuing Education at Williamsport, Williamsport, PA; Pittsburgh Mills Mall, Tarentum, PA; Portage, Portage, PA; Proctor & Gamble, Mehoopany, PA; Regional Learning Alliance, Cranberry Twp., PA; Sallie Mae, Hanover Twp., PA; Schuylkill Health School of Nursing, Pottsville, PA; Shaver's Creek, Petersburg, PA; St. Vincent Health Center, Erie, PA; The Penn State Learning Center (Lewistown), Lewistown, PA; Tobyhanna Army Depot, Tobyhanna, PA; UPMC McKeesport Hospital, McKeesport, PA; Westmoreland County Community College, Youngwood, PA.

ACCREDITATION INFORMATION

Status: Member since 1921

Last Reaffirmed: November 18, 2010

Most Recent Commission Action:

March 1, 2012: To accept the Commission-requested information report, to remind the institution that the Commission must continue to be informed of any further developments that may result in changes in mission, programs, personnel and/or budget arising from the institution's investigation or that may result in a change of status with external oversight bodies, such as the NCAA, and to request that the institution provide to the Commission copies of all relevant reports from its investigation or to its external oversight bodies. To further remind the institution of the progress report due by April 1, 2012 documenting evidence of further progress in: (1) the establishment of learning goals at the program level in all programs; and (2) the use of appropriate assessment of the attainment of learning goals at the program level, including use of direct measures of the assessment of student learning and evidence that assessment results are used to improve teaching and learning (Standard 14). The next evaluation visit is scheduled for 2014-2015.

Brief History Since Last Comprehensive Evaluation:

November 18, 2010: To accept the Periodic Review Report and to reaffirm accreditation. To request a progress report due by April 1, 2012 documenting evidence of further progress in: (1) the establishment of learning goals at the program level in all programs; and (2) the use of appropriate assessment of the attainment of learning goals at the program level, including use of direct measures of the assessment of student learning and evidence that assessment results are used to improve teaching and learning (Standard 14). The next evaluation visit is scheduled for 2014-2015.

Next Self-Study Evaluation: 2014 - 2015

Next Periodic Review Report: 2020

Date Printed: March 2, 2012

DEFINITIONS

Branch Campus - A location of an institution that is geographically apart and independent of the main campus of the institution. The location is independent if the location: offers courses in educational programs leading to a degree, certificate, or other recognized educational credential; has its own faculty and administrative or supervisory organization; and has its own budgetary and hiring authority.

Additional Location - A location, other than a branch campus, that is geographically apart from the main campus and at which the institution offers at least 50 percent of an educational program. ANYA ("Approved but Not Yet Active") indicates that the location is included within the scope of accreditation but has not yet begun to offer

courses. This designation is removed after the Commission receives notification that courses have begun at this location.

Other Instructional Sites - A location, other than a branch campus or additional location, at which the institution offers one or more courses for credit.

Distance Education Programs - Yes or No indicates whether or not the institution has been approved to offer one or more degree or certificate/diploma programs for which students could meet 50% or more of their requirements by taking distance education courses.

EXPLANATION OF COMMISSION ACTIONS

An institution's accreditation continues unless it is explicitly suspended or removed. In addition to reviewing the institution's accreditation status at least every 5 years, actions are taken for substantive changes (such as a new degree or geographic site, or a change of ownership) or when other events occur that require review for continued compliance. Any type of report or visit required by the Commission is reviewed and voted on by the Commission after it is completed.

In increasing order of seriousness, a report by an institution to the Commission may be accepted, acknowledged, or rejected.

Levels of Actions:

Grant or Re-Affirm Accreditation without follow-up

Defer a decision on initial accreditation: The institution shows promise but the evaluation team has identified issues of concern and recommends that the institution be given a specified time period to address those concerns.

Postpone a decision on (reaffirmation of) accreditation: The Commission has determined that there is insufficient information to substantiate institutional compliance with one or more standards.

Continue accreditation: A delay of up to one year may be granted to ensure a current and accurate representation of the institution or in the event of circumstances beyond the institution's control (natural disaster, U.S. State Department travel warnings, etc.)

Recommendations to be addressed in the next Periodic Review Report: Suggestions for improvement are given, but no follow-up is needed for compliance.

Supplemental Information Report: This is required when a decision is postponed and are intended only to allow the institution to provide further information, not to give the institution time to formulate plans or initiate remedial action.

Progress report: The Commission needs assurance that the institution is carrying out activities that were planned or were being implemented at the time of a report or on-site visit.

Monitoring report: There is a potential for the institution to become non-compliant with MSCHE standards; issues are more complex or more numerous; or issues require a substantive, detailed report. A visit may or may not be required.

Warning: The Commission acts to Warn an institution that its accreditation may be in jeopardy when the institution is not in compliance with one or more Commission standards and a follow-up report, called a monitoring report, is required to demonstrate that the institution has made appropriate improvements to bring itself into compliance. Warning indicates that the Commission believes that, although the institution is out of compliance, the institution

has the capacity to make appropriate improvements within a reasonable period of time and the institution has the capacity to sustain itself in the long term.

Probation: The Commission places an institution on Probation when, in the Commission's judgment, the institution is not in compliance with one or more Commission standards and that the non-compliance is sufficiently serious, extensive, or acute that it raises concern about one or more of the following:

1. the adequacy of the education provided by the institution;
2. the institution's capacity to make appropriate improvements in a timely fashion; or
3. the institution's capacity to sustain itself in the long term.

Probation is often, but need not always be, preceded by an action of Warning or Postponement. If the Commission had previously postponed a decision or placed the institution on Warning, the Commission may place the institution on Probation if it determines that the institution has failed to address satisfactorily the Commission's concerns in the prior action of postponement or warning regarding compliance with Commission standards. This action is accompanied by a request for a monitoring report, and a special visit follows. Probation may, but need not always, precede an action of Show Cause.

Suspend accreditation: Accreditation has been Continued for one year and an appropriate evaluation is not possible. This is a procedural action that would result in Removal of Accreditation if accreditation cannot be reaffirmed within the period of suspension.

Show cause why the institution's accreditation should not be removed: The institution is required to present its case for accreditation by means of a substantive report and/or an on-site evaluation. A "Public Disclosure Statement" is issued by the Commission.

Remove accreditation. If the institution appeals this action, its accreditation remains in effect until the appeal is completed.

Other actions are described in the Commission policy, "Range of Commission Actions on Accreditation."

STUDENT GUIDE TO GENERAL UNIVERSITY POLICIES AND RULES

2011-2012

RIGHTS AND RESPONSIBILITIES OF COMMUNITY LIVING



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This publication is available in alternative media on request.

Penn State is committed to affirmative action, equal opportunity, and the diversity of its workforce.
U.ED. STA 12-42

WELCOME TO THE PENN STATE COMMUNITY

This document serves as an important reference for student members of the University community because it includes information about rights and responsibilities as well as other regulations. Examples of what can be found in this document include:

General University Policies and Rules:

- rights
- code of conduct
- statement on intolerance
- computer and software misuse
- confidentiality of student records
- sexual harassment

• For a complete copy of the Academic Policies and Rules for Undergraduate Students, please reference <http://www.psu.edu/ufs/policies>.

• For a complete copy of the “Procedural Guidelines for the University Discipline Process”, please reference: <http://studentaffairs.psu.edu/conduct/pdf/procedures.pdf>

• For the Office of Student Conduct, please reference <http://studentaffairs.psu.edu/conduct/>

In addition to the *Student Guide to General University Policies and Rules*, there are other student life related documents or pamphlets available directly from specific offices which contain information about special topics such as: "Student Parking," "Medical Excuses," "Student Aid," "University Libraries Lending Code," "Student Organizations," "Student Health Insurance," and "Terms, Conditions, and Regulations" for residence halls. Other important reference publications* include the following:

- Associate Degree Programs Bulletin
- Baccalaureate Degree Programs Bulletin
- Graduate Degree Programs Bulletin
- University Policy Manual
- Individual campus materials (for locations other than University Park)

Note: The materials published in the 2011-2012 Edition of the *Student Guide to General University Policies and Rules* are current within the 2011-2012 academic year and are subject to change.

PREAMBLE

The Pennsylvania State University, as an institution of learning and a community of persons with a special purpose, accepts its obligation to provide for its members an atmosphere that protects and promotes its educational mission and that guarantees its orderly and effective operation. To accomplish these goals, the University must require certain standards of conduct. University standards of conduct, published as regulations in the Code of Conduct, do not replace or relieve the requirements of civil or criminal laws. University regulations and civil law, although not in conflict, are often promulgated for different purposes and in different contexts.

Members of the University community are accountable to several different authorities, each with its own interests, obligations, regulations, sanctions, and processes for enforcement and adjudication. Further, members of the University community (students, faculty, and staff) have an obligation to fulfill the responsibilities incumbent upon all citizens, as well as the responsibilities of their particular roles within the academic community.

Therefore, the University has established standards of conduct related to its special educational mission. All members of the University community share the obligation to respect:

- the fundamental rights of others as citizens;
- the rights of others based upon the nature of the educational process;
- the rights of the institution;and
- the rights of members to fair and equitable procedures for determining when and upon whom penalties for violation of University regulations should be imposed.

**This Statement is an adaptation of the Model Bill of Rights and Responsibilities proposed by the Carnegie Commission on Higher Education on "Dissent and Disruption: Proposals for Consideration by the Campus." Consultation in the preparation was with the University Council, the Faculty Affairs Committee of the University Faculty Senate, and the Senate Committee on Undergraduate Student Affairs.*

RIGHTS OF OTHERS AS CITIZENS

As citizens of the Commonwealth and the nation, members of the University community enjoy the same basic rights and are bound by the same responsibilities to respect the rights of others, as are all citizens. The campus is not a sanctuary from the general law.

Each member of the University has the right to organize his/her own personal life and behavior, so long as it does not violate the law or University regulations and does not interfere with the rights of others or the educational process.

Admission to, employment by, and promotion within the campus shall accord with the provisions against discrimination in the general law.

RIGHTS OF OTHERS BASED ON THE NATURE OF THE EDUCATIONAL PROCESS

All members of the University community have other responsibilities and rights based upon the nature of the educational process and the requirements of the search for truth and its free presentation. These rights and responsibilities include:

- obligation to respect the freedom to teach, to learn, and to conduct research and publish findings in the spirit of free inquiry. Institutional censorship and individual or group intolerance of the opinions of others are inconsistent with this freedom;
- obligation not to interfere with the freedom of members of the University to pursue normal academic and administrative activities;
- obligation not to infringe upon the right of all members of the campus to privacy in offices, laboratories, and residence hall rooms, and in the keeping of personal papers, confidential records, and effects, subject only to the general law and University regulations;
- obligation not to interfere with the right to hear and study unpopular and controversial views on intellectual and public issues;
- right to identify oneself as a member of the University community and a concurrent obligation not to speak or act on behalf of the institution without authorization;
- right to recourse if another member of the University community is negligent or irresponsible in performance of his/her responsibilities, or if another member of the campus represents the work of others as his/her own; and
- right to be heard and considered at appropriate levels of the decision-making process about basic policy matters of direct concern.

Members of the University community who have a continuing association with the institution have an especially strong obligation to maintain an environment conducive to respect for the rights of others and fulfillment of academic responsibilities.

Trustees have a particular responsibility to protect the integrity of the academic process from external and internal attacks and to prevent the political or financial exploitation of the University by any individual or group.

RIGHTS OF THE INSTITUTION

The institution, and any division or agency that exercises direct or delegated authority for the institution, has rights and responsibilities of its own. The rights and responsibilities of the institution include:

- right and obligation to provide an open forum for members of the University community to present and debate public issues;
- right to prohibit individuals and groups who are not members of the University community from using its name, its finances, and its physical and operating facilities for commercial or political activities;
- right to prohibit members of the University community from using its name, its finances, or its physical and operating facilities for commercial activities;
- right and obligation to provide, for members of the University community, the use of meeting rooms under the rules of the University, including use for political purposes such as meetings of political clubs; to prohibit use of its rooms by individual members or groups of members on a regular or prolonged basis as free headquarters for political campaigns; and to prohibit use of its name, its finances, and its office equipment and supplies for any partisan political purpose at any time;
- right to protect the members of the University community and visitors from physical harm, threats of harm, or abuse; its property from damage and unauthorized use; and its academic and administrative processes from interruption;
- right to require that persons on University property identify themselves by name and address, and state what connection, if any, they have with the University;
- right to set reasonable standards of conduct in order to safeguard the educational process and to provide for the safety of members of the University community and the institution's property.

RIGHTS TO EQUITABLE PROCEDURES

All members of the University community have a right to fair and equitable procedures that shall determine the validity of charges of violation of campus regulations, rules, and/or the Code of Conduct.

The procedures shall be structured so as to facilitate a reliable determination of the truth or falsity of allegations or charges, to provide fundamental fairness to the parties, and to be an effective instrument for the maintenance of order.

All members of the community have a right to know in advance the range of penalties for violation of University regulations. Definition of adequate cause for separation from the University community should be clearly formulated and made public.

Charges of minor infractions of regulations, yielding warnings, probation or other educational interventions may be handled expeditiously by the appropriate staff member or hearing officer.

In the case of charges of infractions or regulations that may lead to separation from the institution, members of the University community have a right to more formal procedures with additional due process, including the right of appeal.

Students are members of campus, the local community, and state. As citizens, students are responsible to the community of which they are a part, and the university neither substitutes for nor interferes with the regular legal process. Students are also responsible for offenses against the academic community. Therefore, action taken in a civil or criminal court does not free the student of responsibility for the same conduct in a University proceeding. The University will only review allegations of student behavior that may have violated the Code of Conduct.

When a student has misconduct allegations brought against him/her either on or off campus, the University will decide on the basis of its interest and the interest of the student whether or not to proceed with its internal review simultaneously or defer action until after the proceedings of the criminal or civil action.

CONDUCT

The Pennsylvania State University is dedicated to maintaining a scholarly community that promotes intellectual inquiry and encourages the expression of diverse views and opinions. When students accept admission to Penn State, they accept the rights and responsibilities of membership in the academic and social environments of that community. Students are expected to support its essential values and to maintain a high standard of conduct that may exceed federal, state, or local requirements. These values include the following:

- personal and academic integrity;
- respect for the dignity of all persons and a willingness to learn from the differences in people, ideas, and opinions;
- respect for the rights, property, and safety of others; and
- concern for others and their feelings and their need for conditions that support an environment in which they can work, grow, and succeed at Penn State.

In order to foster these values, the Code of Conduct is based on the following principles:

1. The University has an obligation to exercise oversight in:

- matters that impinge upon academic achievement and integrity;
- conduct that breaches the peace, causes disorder, and substantially interferes with the rights of others;
- behavior that threatens the physical and mental health and safety of members of the University community;

- behavior that threatens its property, or the property of members of its community, through theft, damage, destruction, or misuse; and
- behavior that is repugnant to or inconsistent with an educational climate.

2. The University has a commitment to enforce its contractual agreements.

3. The University has an obligation to support and be guided by the laws of the land. Violations of the Code of Conduct shall be responded to by appropriate University mechanisms established for, and in consultation with, faculty, staff, and students. There shall be clearly defined channels and procedures for such responses. Sanctions shall be commensurate with the seriousness of the offense.

The Code of Conduct shall be made public in an appropriate manner and may be revised by the University in consultation with the faculty, staff, and students.

THE CODE OF CONDUCT

The Code of Conduct describes behaviors that are inconsistent with the essential values of the University community. Intentionally attempting or assisting in these behaviors may be considered as violations of the relevant section of the Code and may be viewed as serious as engaging in the behavior. A person commits an attempt when, with intent to commit a specific violation of the Code of Conduct, he/she performs any act that constitutes a substantial step toward the commission of that violation.

The Code of Conduct behaviors include, but are not limited to:

1. ABUSE/ENDANGERMENT/HAZING OF A PERSON: Physically harming or threatening to harm any person, intentionally or recklessly causing harm to any person or reasonable apprehension of such harm or creating a condition that endangers the health and safety of self or others, including through the facilitation of or participation in any mental or physical hazing activity (refer to Policy Statement 8 in this document).

2. SEXUAL MISCONDUCT OR ABUSE: The University does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct and abuse can occur between acquaintances or parties unknown to each other. Sexual abuse is attempted or actual unwanted sexual activity, such as sexual touching and fondling. This includes the touching of an unwilling person's intimate parts (defined as genitalia, groin, breast or buttock, or clothing covering them), or forcing an unwilling person to touch another's intimate parts. Sexual misconduct includes, but is not limited to, sexual assault, rape, forcible sodomy or sexual penetration with an inanimate object, intercourse without consent, under conditions of force, threat of force, fear or when a person is unable to give consent because of substance abuse, captivity, sleep or disability (also see Policy AD-12).

3. HARASSMENT: Harassment is behavior that is sufficiently severe or pervasive so as to threaten an individual or substantially interfere with the individual's employment, education or access to University programs, activities or opportunities, and that would detrimentally affect a reasonable person under the same circumstances. Behaviors that meet the above definition may include, but are not limited to, the following:

- directing physical or verbal conduct at an individual because of the individual's age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status (also see AD-42);
- subjecting a person or group of persons to unwanted physical contact or threat of such;
- engaging in a course of conduct, including following the person without proper authority, under circumstances which demonstrate intent to place the other person in reasonable fear of bodily injury or to cause the other person substantial emotional distress (also see Policy AD-12);or

- harassment of a sexual nature as described (also see Policy AD-41).

4. WEAPONS, FIREARMS, AND PAINTBALL DEVICES: The possession, storing, carrying, or use of any weapon, ammunition, or explosive by any person is prohibited on all University property except by authorized law enforcement officers and other persons specifically authorized by the University. No person shall possess, carry, or use any fireworks on University property, except for those persons authorized by University and local governments to discharge such fireworks as part of a public display. Paintball guns and paintball markers may only be used on the property of the University in connection with authorized University activities and only at approved locations (also see SY-12).

5. FIRE SAFETY VIOLATIONS: Tampering with fire or other safety equipment or setting unauthorized fires.

6. ALCOHOL AND/OR DRUGS: Illegally possessing, using, distributing, manufacturing, selling or being under the influence of alcohol or other drugs. Use, possession or distribution of beverages containing alcohol on University property shall comply with the laws of the Commonwealth of Pennsylvania and University Policies and Rules. Note: Anyone, including those under 21, serving alcohol to persons under 21 is in violation of both University regulations and state law. Excessive consumption occurs when a person is intoxicated to the degree that the person may endanger self, other persons, or property, or annoy persons in the vicinity. (also see Policies AD-18 and AD-33 and refer to Policy Statement 3). It is also a violation of the residence hall contract for a student to be in the presence of the use of illegal drugs or alcohol, in any residential area.

7. FALSE INFORMATION: Intentionally providing false or inaccurate information or records to University or local authorities. Providing a false report of an emergency University rule and/or Code violation. Knowingly providing false statements or testimony during a University investigation or proceeding.

8. THEFT AND OTHER PROPERTY OFFENSES: Stealing, vandalizing, damaging, destroying, or defacing University property or the property of others.

9. DISRUPTION OF OPERATIONS: Obstruction or disruption of classes, research projects, or other activities or programs of the University; or obstructing access to University facilities, property, or programs. Disruption is defined as an action or combination of actions by one or more individuals that unreasonably interferes with, hinders, obstructs, or prevents the operation of the University or infringes on the rights of others to freely participate in its programs and services (refer to Policy Statement 1).

10. VIOLATIONS OF ACADEMIC INTEGRITY: Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity at The Pennsylvania State University, and all members of the University community are expected to act in accordance with this principle. Consistent with this expectation, students should act with personal integrity, respect other students' dignity, rights and property, and help create and maintain an environment in which all can succeed through the fruits of their efforts. Academic integrity includes a commitment not to engage in or tolerate acts of falsification, misrepresentation or deception. Such acts of dishonesty violate the fundamental ethical principles of the University community and compromise the worth of work completed by others. Violations of academic integrity include, but is not limited to, copying, plagiarism, fabrication of information or citations, facilitation of acts of academic dishonesty by others, unauthorized possession of examinations, submitting work of another person or work previously used without informing the instructor, and tampering with the academic work of other students (also see Faculty Senate Policy 49-20 and G-9 Procedures). Special procedures are used to address violations of academic integrity. (Refer to Section V: Protocol for Violations of Academic Integrity.)

11. FAILURE TO COMPLY: Failing to comply with reasonable directives from University or other officials when directed to do so. Failure to provide identification or to report to an administrative office or, when reasonable cause exists, failing to leave University-controlled premises or dangerous situations when directed to do so by properly authorized persons, including police and/or other University staff. This charge may be added to other charges, e.g., when a student fails to leave a residence hall during a fire drill and refuses to leave when directed to do so by a University official.

12. FORGERY/ALTERATION: Making, using or possessing any falsified University document or official record: Altering or forging any University document or record, including identification, meal or access cards. This includes but is not limited to: forging (signing another's name and/or ID number) key request forms, manufacturing IDs or tickets, altering permits, misuse of forms (letterhead stationery, University forms), and keys to mislead others.

13. UNAUTHORIZED ENTRY OR USE: Unauthorized entry into or use of property or University facilities including residence halls, classrooms, offices, and other restricted facilities. Unauthorized entry or use of facilities is referred to in University policy regarding the rights of individuals and the rights of the institution. Specifically, policy refers to an "obligation not to infringe upon the rights of all members of the campus to privacy in offices, laboratories and residence hall rooms, and in the keeping of personal papers, confidential records and effects, subject only to the general law and University regulations." The University also has the right to control use and entry into facilities for reasons of security, safety, or protection of property. This includes closing facilities at specified times. It should also be recognized that an open or unlocked door is not an invitation to enter and use facilities. The same concept applies to computer entry or misuse, including violation of any University computer policy (also see Policy AD-20 and refer to Policy Statement 4).

14. DISORDERLY CONDUCT: Engaging in disorderly, disruptive, lewd, or indecent conduct. The item includes but is not limited to: inciting or participating in a riot or group disruption; failing to leave the scene of a riot or group disruption when instructed by officials; disruption of programs, classroom activities or functions and processes of the University; creating unreasonable noise; or creating a physically hazardous or physically offensive condition.

15. VIOLATIONS OF UNIVERSITY REGULATIONS: Violating written University policy or regulations contained in any official publications, administrative announcements, contracts and/or postings.

16. VIOLATION OF LAW: When it is established that a student has violated federal, state, or local law and the violation of law affects a *Substantial University Interest*, the student may be charged within the Code of Conduct for Violation of Law.

RESPONDING TO OFF-CAMPUS MISCONDUCT

While the University has a primary duty to supervise behavior on its premises, there are many circumstances where the off-campus behavior of students affects a Substantial University Interest and warrants disciplinary action.

The Pennsylvania State University expects students to conduct themselves in accordance with the law. Student behavior off the premises of the campus that may have violated any local, state, or federal law, or yields a complaint from others alleging law violations or student misconduct will be reviewed by the University. Upon receipt of a complaint alleging off-campus student misconduct the Senior Director of the Office of Student Conduct will review the allegations and if necessary, consult with a senior student affairs administrator to determine the appropriate course of action by the University. When students are found responsible for behavior off campus that both meets the definition of affecting Substantial University Interest, and violates the Code of Conduct, sanctions will be applied.

Under normal circumstances, the Off-Campus Misconduct Policy will be reviewed simultaneously by the University. However, the University may defer action until the proceedings of the criminal or civil action have been completed when requested to do by the student. Such a request will be considered by the Office of Student Conduct following an initial review of the circumstance and the basis for the student's request. Whether or not such a request is made and approved, students may also delay action by the Office of Student Conduct by seeking a Disciplinary Withdrawal, whereby they would withdraw from the University until the criminal matter has been resolved.

At the same time, when there is a compelling reason (such as concern for the safety of other students), the Office of Student Conduct may, after an initial review of the evidence, impose the sanction of Interim Suspension, requiring that the student leave the campus pending disciplinary proceedings or medical evaluation.

Student conduct committed off the campus that affects a Substantial University Interest is conduct which:

- constitutes a violation of local, state or federal law. Included are repeat violations of any local, state or federal law committed in the municipality where the University is located;
- indicates that the student may present a danger or threat to the health or safety of him/herself or others;
- significantly impinges upon the rights, property or achievements of self or others or significantly breaches the peace and/or causes social disorder; and
- is detrimental to the educational interests of the University.

Any off-campus student behavior that affects a Substantial University Interest (as previously defined) violates the Code of Conduct and is subject to disciplinary action following standard University procedures (<http://studentaffairs.psu.edu/conduct>).

In accordance with University disciplinary procedures, students are entitled to contest any allegations and/or sanction and may request a hearing or review before an Administrative Hearing Officer or the University Hearing Board. The hearing body will review the referred incidents for off-campus misconduct in the same manner they do for violations that have occurred on University premises. The hearing body may also consider whether or not the referred off-campus misconduct affects Substantial University Interest and whether the behavior should be subject to University disciplinary action.

The University has established sanctioning guidelines for University Code of Conduct violations. Specific sanctions established for off-campus misconduct will vary just as sanctions do for on-campus violations depending upon the individual nature of each situation including the student's prior misconduct record.

The sanctions for off-campus misconduct range from Disciplinary Warning to Permanent Expulsion.

The following is a sample list of misconduct behaviors and/or law violations in each of the University's sanctioning categories of Minor, Moderate and Major. This listing does not take into consideration a student's prior disciplinary record. Therefore, those students with a history of prior misconduct may receive firmer sanctions than those listed below for any particular act of misconduct. Also, this list is not designed to be comprehensive and the University reserves the right to respond to any off-campus misconduct that affects a Substantial University Interest as defined above.

MAJOR STUDENT MISCONDUCT BEHAVIORS/LAW VIOLATIONS:

The University Student Code of Conduct violations committed off the campus that typically would fall into the MAJOR category and yield a sanction range of Suspension to Expulsion are:

Homicide; Manslaughter; Kidnapping; Delivery of Illegal Drugs; Assault and Abuse of a Person; Sexual Assault; Rape; Incest; Ethnic Intimidation; Crimes Motivated by Intolerance; Child Pornography; Confining

Others; Domestic Violence; Burglary; Robbery; Major Thefts; Arson; Resisting Arrest or Detainment; Creating or Contributing to a Dangerous Condition; Engaging in acts which encourage, prolong or contribute to a public disturbance (e.g. riot, failure to disperse); Distribution of Illegal Drugs; and Serious cases of: Hazing, Harassment and Stalking; Direct Threat of Harm; Unlawful Use or Possessions of Weapons.

MODERATE STUDENT MISCONDUCT BEHAVIORS/LAW VIOLATIONS:

The University Student Code of Conduct violations committed off the campus that typically would fall into the MODERATE category and yield a sanction range of Probation* to Indefinite Expulsion are:

Simple Assaults; Fights with Injury; Driving Under the Influence; Furnishing Alcohol to Minors; Endangering Self or Others; Unlawful Entry; Theft; False Swearing, Reports, Witness and Identification; Impersonating a Public Servant; Obstructing an Official in their Duties; Aiding or Abetting in a Crime; Public Lewdness; Firearms Violations; Obstructing a Public Thoroughway; Public Drunkenness; Disrupting Meetings or Operations of Others and Processions; and Corruption of Minors.

**Probation may include a notation on the student's transcript.*

MINOR STUDENT MISCONDUCT BEHAVIORS/LAW VIOLATIONS AT UNIVERSITY PARK AND OTHER LOCATIONS AS DESIGNATED BY UNIVERSITY PARK, ALTOONA, AND BERKS

The University Student Code of Conduct violations committed off the campus that typically would fall into the MINOR category and yield a sanction range of Disciplinary Warning to Probation* are:

Disorderly Conduct; Retail Theft; Criminal Mischief; Loitering; Public Nuisances; State Alcohol Violations, except Furnishing Alcohol to Minors and Driving Under the Influence (included in the Moderate category); Public Drunkenness; Possession of Illegal Drugs and Public Damage.

The University will review all second or subsequent student misconduct behaviors stated above in the Minor category. Although the continuum of sanctioning for behaviors under the Minor category range from Probation to Temporary Expulsion, because these are repeat acts of misconduct, sanctions would typically include sanctions greater than probation.

**Probation may include a notation on the student's transcript.*
<http://studentaffairs.psu.edu/conduct/policies/offcampus.shtml>

The Off-Campus Misconduct Policy is available at:
<http://studentaffairs.psu.edu/conduct/policies/offcampus.shtml>

POLICY STATEMENTS

1. POLICY STATEMENT ON FREE EXPRESSION AND DISRUPTION

- a) As an academic community, The Pennsylvania State University is committed to the protection and preservation of the free search for truth; the freedom of thought, inquiry, and speech; and the freedom to hear, examine, and debate alternative theories, data, and views. These are fundamental rights, which must be practiced, protected, and promoted by the University.
- b) It is essential at the University that channels of communication be open, effective, and accessible to all members of the academic community.

- c) The University recognizes, respects and protects all peaceful, non-obstructive expressions of dissent, whether individual or collective, that are within the law, that are within University regulations and that do not interfere with the regular and essential operation of the University. The regular and essential operation of the University is construed to include, but is not limited to, the operation of its offices, classrooms, laboratories, and research facilities and the right of access to these and any other physical accommodations used in the performance of the teaching, research, and administrative functions and related adjunct activities of the University.
- d) Disruption is an action or combination of actions by an individual or a group that unreasonably interferes with, hinders, obstructs, or prevents the regular and essential operation of the University or infringes upon the rights of others to freely participate in its programs and services.
- e) It is the responsibility of University officials to initiate action to restrain or prohibit behavior that threatens the purposes or the property of the University or the rights, freedoms, privileges, and safety of the personnel of the academic community (also see [Policy AD-51](#)).

2. POLICY STATEMENT ON DRUGS

It is the policy of The Pennsylvania State University that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited on property owned, leased, or controlled by the University and used in performance of university services. Any violation of this prohibition may result in disciplinary action, including separation from the University, and the violator may be required to participate in a drug abuse assistance or drug rehabilitation program.

When such activity occurs off the premises of the University, the University nevertheless may consider initiating disciplinary action if the University determines that the activity provides a Substantial University Interest related to University operations or upon individuals of the University community (also see [Policy AD-33](#)).

3. POLICY STATEMENT ON BEVERAGES CONTAINING ALCOHOL

The University has established standards of student conduct related to its educational mission. Penn State is dedicated to maintaining a scholarly community that promotes a shared set of values. These values include having concern for oneself, for others and the need for conditions that support a campus climate where students can work, grow, and succeed. Grounded in this value is the act of establishing and maintaining a healthy community. To this end, the University has the responsibility to respect and promote the physical and emotional wellness of students.

Illegal alcohol use or alcohol abuse on or off the premises of the University negatively impacts the University community and places students at personal and academic risk. While responding to misconduct, the University strives to provide a healthy and safe experience for students. University rules and procedures regarding student alcohol violations are specifically established to provide:

- therapeutic or medical support interventions for students,
- community expectations for student conduct behaviors, and
- an orderly and safe environment for community members.

OFF-CAMPUS ALCOHOL CONSUMPTION

1. When alcohol related activity occurs off the premises of the University, the Office of Student Conduct may consider initiating disciplinary action under the Off-Campus Misconduct Policy. The University reserves the right to impose sanctions for the use, possession, service, or consumption of alcoholic beverages off the premises of the University campus when such behavior affects a Substantial University Interest. In this regard, a violation of local or state law or behavior including, but not limited to, the following may be considered violations of the Student Code of Conduct:
 - (a) **Public Drunkenness:** When a student is unconscious, experiences a loss of control, and/or needs medical attention;
 - (b) **Furnishing Alcohol to Minors:** When a student purchases or serves alcohol to those under the age of 21; and
 - (c) **Repeat Offenders:** When a student is involved in repeat misconduct of a similar nature and/or other types of alcohol related offenses.
2. Alcoholic beverages shall not be served to minors (individuals under the age of twenty-one) at University-sponsored functions. A "University-sponsored function" shall be any event at any location that is sponsored by an officer, employee, or agent of the University in his or her capacity as a representative of the University. Functions organized by students or recognized student organizations shall not be deemed to be sponsored by the University within the meaning of this policy statement.

Note: Although beverage alcohol is permitted in the area adjacent to the football stadium, kegs are prohibited.

ON-CAMPUS ALCOHOL CONSUMPTION

1. The use, possession, or distribution of beverages containing alcohol on University property shall comply with the laws of the Commonwealth of Pennsylvania and University policies and rules. Misconduct that may result in disciplinary action, which may include separation from the University, includes:
 - (a) The purchase, consumption, possession, or transportation, or the attempt to purchase, consume, possess, or transport any beverage containing alcohol by persons under twenty-one years of age, anywhere on the premises of the University;
 - (b) The possession or use of alcoholic beverages in any Penn State on-campus undergraduate residence hall buildings regardless of age. For the 2011-2012 academic year, students over 21 years of age will be able to possess and consume beverages containing alcohol at Penn State Erie, The Behrend College, only in the Behrend apartments, Ohio Hall, and Tiffany, Tigress, and Porcupine Halls. At University Park, students are allowed to possess and consume any beverage containing alcohol inside the White Course Apartments following the laws of the Commonwealth of Pennsylvania;
 - (c) Participating in any tailgating activities in the residential quad areas or residence hall parking lots where alcoholic beverages are being served on any football game/event weekend including all home football games, Football Eve, Fourth Fest, and the Spring Blue and White Weekend. Students tailgating with alcoholic beverages in these defined areas will be confronted and referred to the Office of Residence Life or the Office of Student conduct;
 - (d) The selling, furnishing, or giving of any beverage containing alcohol to any person under twenty-one years of age;

- (e) The purchase, service, use, or possession of beverages containing alcohol by undergraduate recognized student organizations at any function that occurs on the premises of the University;
- (f) The use of University student activity funds by undergraduate recognized student organizations for the purchase of alcoholic beverages whether such beverages are to be possessed or consumed on or off University premises.
- (g) The purchase, consumption, possession, or transportation of beverages containing alcohol in open containers except:
 - by individuals who are twenty-one years of age or older, at facilities licensed by the state;
 - adult graduate students and graduate recognized student organizations serving beverages containing alcohol to adults in facilities owned by the University which are available for such use if, but only if, no monetary charge is made for admission to the function and the function is not open to the public. Adult graduate students and graduate recognized student organizations that serve alcoholic beverages in University facilities shall adopt procedures to prevent the service of alcoholic beverages to minors; and
 - by individuals who are twenty-one years of age or older on University-owned or controlled property when the sponsor has acquired permission under Administrative Policy AD-18.

RESPONSIBLE ACTION PROTOCOL

In response to the University Park Undergraduate Association's campaign for a medical amnesty policy, whereby students who seek medical assistance for peers suffering from alcohol poisoning or related problems would not be charged through the campus judicial system for their own alcohol violations, we have established a *Responsible Action Protocol*.

Under the protocol, students who act responsibly by notifying the appropriate authorities (e.g., calling 911, alerting a resident assistant, contacting police) typically will not face University judicial action for their own alcohol violations, unless they are responsible for other violations (e.g., vandalism, assault) as well. However, these students will be required to attend a substance abuse program, but the fee will be waived.

(also see University policy AD-18)

4. POLICY STATEMENT ON COMPUTER AND SOFTWARE MISUSE

- a) Access to and use of computer facilities, electronically stored data, and software shall comply with federal laws, the laws of the Commonwealth of Pennsylvania, and the rules and regulations of the University including those rules and regulations set forth in Administrative Policies AD-20 and AD-23 and Administrative Guidelines ADG-1 and ADG-2. Misuse of computers, computer facilities, and software may violate federal or state criminal laws and may result in criminal charges against the user. Members of the University community may be subject to University sanctions, including disciplinary charges.
- b) It is a violation of University regulations to:
 - (1) intentionally and without authorization, access, alter, interfere with the operation of, damage or destroy all or part of any computer, computer system, computer network, computer software, computer program, or computer database; and

(2) intentionally or knowingly and without authorization, give or publish a password, identifying code, personal identification number or other confidential information about a computer, computer system, computer network or database.

- c) University regulations apply to all University computers and computer equipment, computerized data and all data owned or held through agreement by the University. These regulations may also apply to computer equipment and data belonging to or held by agreement by members of the University community or others when violations are deemed to have a substantial adverse effect upon the University community or upon individual members of the University community.
- d) It is important that members of the University community be aware of the intellectual rights involved in the unauthorized use and copying of computer software.
- e) Respect for intellectual labor and creativity is vital to academic discourse and enterprise. This principle applies to the work of all authors and publishers in all media. It encompasses respect for the right to acknowledgment, right to privacy, and the right to determine the form, manner, and terms of publication and distribution.
- f) Because electronic information is volatile and easily reproduced, respect for the work and personal expression of others is especially critical in computer environments. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access, and trade secret and copyright violation, may be grounds for sanctions against members of the academic community.

(Also see University Policies [AD-20](#), [AD-23](#), [ADG-1](#), and [ADG-2](#))

5. POLICY STATEMENT ON INTOLERANCE

Purpose:

The University is committed to creating an educational environment that is free from intolerance directed toward individuals or groups and strives to create and maintain an environment that fosters respect for others. As an educational institution, the University has a mandate to address problems of a society deeply ingrained with bias and prejudice. Toward that end, the University provides educational programs and activities to create an environment in which diversity and understanding of other cultures are valued.

Acts of intolerance violate the principles upon which American society is built and serve to destroy the fabric of the society we share. Such actions not only do untold and unjust harm to the dignity, safety, and well-being of those who experience this pernicious kind of discrimination but also threaten the reputation of the University and impede the realization of the University's educational mission.

Definition:

An act of intolerance refers to conduct that is in violation of a University policy, rule or regulation and is motivated by discriminatory bias against or hatred toward other individuals or groups based on characteristics such as age, ancestry, color, disability or handicap, national origin, political belief, race, religious creed, sex, sexual orientation, gender identity or veteran status.

Policy:

The Pennsylvania State University is committed to preventing and eliminating acts of intolerance by faculty, staff and students, and encourages anyone in the University community to report concerns and complaints about

acts of intolerance to the Affirmative Action Office or the Office of the Vice Provost for Educational Equity, and, in cases involving students, reports also may be made to the Office of Student Conduct.

If any violation of University policy, rule or regulation is motivated by discriminatory bias against or hatred toward an individual or group based on characteristics such as age, ancestry, color, disability or handicap, national origin, political belief, race, religious creed, sex, sexual orientation, gender identity or veteran status, the sanction will be increased in severity and may include termination or expulsion from the University.

The University prohibits retaliation against anyone who files a complaint and/or participates in an investigation involving alleged acts of intolerance. Retaliation constitutes a separate violation and may result in a sanction independent of the outcome of a complaint.

Expression of Opinion:

The expression of diverse views and opinions is encouraged in the University community. Further, the First Amendment of the United States Constitution assures the right of free expression. In a community which recognizes the rights of its members to hold divergent views and to express those views, sometimes ideas are expressed which are contrary to University values and objectives. Nevertheless, the University cannot impose disciplinary sanctions upon such expression when it is otherwise in compliance with University regulations. (also see University Policies [AD-29](#), [AD-41](#) and [AD-42](#)).

6. POLICY STATEMENT ON SEXUAL ASSAULT, RELATIONSHIP AND DOMESTIC VIOLENCE, AND STALKING

- a) The Pennsylvania State University will not tolerate sexual assault or abuse, such as rape or other forms of non-consensual sexual activity. These acts degrade the victims, our campus community, and society in general. While the University cannot control all the factors in society that lead to sexual assault and abuse, the University strives to create an environment that is free of acts of violence.
- b) Violations of this policy will result in disciplinary action, which may include separation from the University.
- c) Sexual assault and abuse is non-consensual physical contact of a sexual nature. Sexual assault and abuse can occur between acquaintances or parties unknown to each other (also see University Policy [AD-12](#)).

7. POLICY STATEMENT ON NONDISCRIMINATION AND HARASSMENT

The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination, harassment against any person because of age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status and retaliation due to the reporting of discrimination or harassment. Discrimination, harassment, or retaliation against faculty, staff or students will not be tolerated at The Pennsylvania State University.

- (a) Harassment is a form of discrimination consisting of physical or verbal conduct that (1) is directed at an individual because of the individual's age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status; and (2) is sufficiently severe or pervasive so as to substantially interfere with the individual's employment, education or access to University programs, activities and opportunities. To constitute prohibited

harassment, the conduct must be such that it detrimentally affects the individual in question and would also detrimentally affect a reasonable person under the same circumstances.

- (b) Harassment may include, but is not limited to, verbal or physical attacks, threats, slurs or derogatory comments that meet the definition set forth above. Whether the alleged conduct constitutes prohibited harassment depends on the totality of the particular circumstances, including the nature, frequency and duration of the conduct in question, the location and context in which it occurs and the status of the individuals involved.
- (c) Retaliation encompasses actions taken by an employer against employees who oppose discrimination or participate in an investigation or proceeding involving charges of discrimination.
- (d) These definitions are not intended to deprive an individual of the right of free expression or other civil rights.

(Also see University policy [AD-42](#).)

8. POLICY STATEMENT ON SEXUAL HARASSMENT

Sexual harassment of faculty, staff or students is prohibited at The Pennsylvania State University. It is the policy of the University to maintain an academic and work environment free of sexual harassment. Sexual harassment violates the dignity of individuals and impedes the realization of the University's educational mission. The University is committed to preventing and eliminating sexual harassment of faculty, staff and students through education and by encouraging faculty, staff and students to report any concerns or complaints about sexual harassment. Prompt corrective measures will be taken to stop sexual harassment whenever and wherever it occurs.

(Also see University policy [AD-41](#).)

9. POLICY STATEMENT ON PHYSICAL ABUSE

- a) The Pennsylvania State University is committed to the safety and well being of all of its members and strives to create an environment that is free of acts of violence. Toward that end, the University provides a variety of services to address matters of personal conflict including educational programs, counseling, and other methods of conflict resolution. The University will not tolerate physical abuse by any member of the University community.
- b) This policy also refers to domestic and relationship violence as referred to in AD Policy 12. Domestic violence is defined as the use or attempted use of physical force, or the threatened use of a deadly weapon by a current or former spouse or a person who is currently or has cohabitated with the victim. Relationship violence is defined similarly to domestic violence, but applies to individuals who are dating and are not living together.
- c) Violations of this policy will result in disciplinary action, which may include separation from the University.

10. POLICY STATEMENT ON SMOKING

- a) The Pennsylvania State University is committed to a healthful environment for all members of the community at all locations.
- b) Smoking of any material is prohibited in all University facilities, at all locations, including University-owned vehicles. It also is prohibited in any outside area adjacent to a facility that's configuration and/or other physical circumstances allow smoke either to enter and affect the internal environment or to unduly affect the environment of those entering or exiting the facility. Exemptions to this policy may

be made by the Smoking Policy Review Committee if the committee deems granting the exemption to be reasonable for business or research reasons as submitted by the unit that requests the exemption.

- c) Smoking includes the burning of any type of lighted pipe, cigar, cigarette, or any other smoking equipment, whether filled with tobacco or any other type of material (also see University policy AD-32.)

OTHER SELECTED POLICIES

CONFIDENTIALTY OF STUDENT RECORDS

Preamble

The Pennsylvania State University collects and retains data and information about students for designated periods of time for the express purpose of facilitating the students' educational development. The University recognizes the privacy rights of individuals in exerting control over what information about themselves may be disclosed and, at the same time, attempts to balance that right with the institution's need for information relevant to the fulfillment of its educational missions. The University further recognizes its obligation to inform the student of his/her rights under the Family Educational Rights and Privacy Act of 1974 (FERPA); to inform the student of the existence and location of records as well as to define the purposes for which such information is obtained; to provide security for such material; to permit student access to, disclosure of, and challenge to this information as herein described; and to discontinue such information when compelling reasons for its retention no longer exist.

Student Records Policy

The University will disclose information from a student's educational record only with the prior written consent of the student, except that educational records may be disclosed without consent to University officials having a legitimate educational interest in the records and to third parties specifically authorized by FERPA, as referenced under Policies on Disclosure of Student Records.

"University officials" are University employees with general or specific responsibility for promoting the educational objectives of the University or third parties under contract with the University to provide professional, business and similar administrative services related to the University's educational mission. Individuals whose responsibilities place them within this category include teachers; faculty advisers; admissions counselors; academic advisers; counselors; employment placement personnel; deans, department chairpersons, directors, and other administrative officials responsible for some part of the academic enterprise or one of the supporting activities; University Police personnel; health staff; development officers; staff in Alumni Relations; administrative and faculty sponsors of officially recognized clubs, organizations, etc.; members, including students and alumni, of official college (University) committees, staff personnel employed to assist University officials in discharging professional responsibilities; and persons or entities under contract to the University to provide a specific task or service related to the University's educational mission. Access by these officials is restricted where practical, and only to that portion of the student record necessary for the discharge of assigned duties.

"Legitimate educational interests" are defined as interests that are essential to the general process of higher education prescribed by the body of policy adopted by the governing board. Legitimate educational interests would include teaching, research, public service, and such directly supportive activities as academic advising, general counseling, therapeutic counseling, discipline, vocational counseling and job placement, financial assistance and advisement, medical services, safety, raising endowment in support of student scholarships and academic programs, and academic assistance activities. In addition, the University officially recognizes appropriate co-curricular activities that are generally supportive of overall goals of the institution and contribute generally to the well-being of the entire student body and specifically to many individuals who participate in

these activities. These activities include varsity and intramural sports, social fraternities, specific interest clubs, and student government.

Records originating at another institution will be subject to these policies.

Student Educational Records

Student educational records are defined as records, files, documents, data and other materials that contain information directly related to a student and are maintained by The Pennsylvania State University or by a person acting for the University pursuant to University, college, campus, or departmental policy.

Student educational records do not include records of instructional, supervisory, and administrative personnel and ancillary educational personnel that are in the sole possession of the maker and that are not accessible or revealed to any other person except a substitute.

Other exclusions include:

- (a) Notes of a professor/staff member concerning a student and intended for the professor's/staff member's own use are not subject to inspection, disclosure, and challenge.
- (b) Records created and maintained by the Police Services Records Division for law enforcement purposes.
- (c) Records relating to an individual who is employed by an educational agency or institution not as a result of his/her status as a student that:
 - are made and maintained in the normal course of business;
 - relate exclusively to the individual in that individual's capacity as an employee; and
 - are not available for use for any other purpose.

However, employment records relating to University students who are employed as a result of their status as students (e.g., federally-funded work study, graduate assistants, resident assistants) are considered educational records.

- Records on students that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting or assisting in that capacity are not subject to the provisions of access, disclosure, and challenge. Such records, however, must be made, maintained, or used only in connection with the provision of treatment to the student and are not available to anyone other than the persons providing such treatment or a substitute. Such records may be personally reviewed by a physician or other appropriate professional of the student's choice.
- Application records of students not admitted to the University. However, once a student has enrolled in an academic offering of the University, application information becomes a part of the student's educational records.
- Alumni records.

Definition of a Student

For the purpose of this policy, a student is defined as an individual currently or previously enrolled in any academic offering of the University. For newly admitted students, this policy becomes effective on the first day of classes for those students who have scheduled at least one course. A student who accepted an admission offer

but did not schedule at least one course, or a newly admitted student who canceled his/her registration either before or after the semester begins, is not covered by this policy.

This definition does not include prospective students (applicants to any academic program of the University).

Public Information Regarding a Student

The following is a list of directory items that may be made available to the public regarding students of the University without their prior consent and is considered part of the public record of their attendance:

1. Name,
2. Address (local, permanent, and electronic mail),
3. Telephone number,,
4. Class level (semester classification or level: freshman, sophomore, junior, senior, etc.),
5. Major,
6. Student activities including athletics,
7. Weight/height (athletic teams),
8. Dates of attendance,
9. Enrollment status (full-time, part-time, or not enrolled),
10. Date of graduation,
11. Degrees and awards received and where received , and
12. Most recent educational institution attended.

The student is entitled to request that these directory items not be made publicly available. Such a request must be made in writing to the University Registrar. Requests filed within ten days after the first day of class for fall semester will normally block directory items from appearing in printed directories and other annual publications and will block the release of directory items in response to inquiries made to the University by the public after the receipt of the request. Requests filed after the first ten days of the fall semester will block only the release of directory items in response to inquiries made to the University by the public after the receipt of the request. The block will remain in effect until it is rescinded by the student in written instructions filed with the University Registrar.

University Officers Responsible for Student Records

The following University officers are designated as responsible for student records within their respective areas:

- Budget Officer of the University,
- Chancellors,
- Corporate Controller,
- Deans,
- Vice Provosts,
- Vice President and Dean,
- Vice Presidents,
- Senior Vice Presidents and Deans, and
- Senior Vice Presidents.

Each of these officers is responsible to make available a listing of student records within his/her area of responsibility indicating the purpose, storage, security, and disposition of each student record.

Policies on Disclosure of Student Records

The following guidelines will be utilized with respect to the disclosure of student records:

NOTE: *In no case will letters of recommendation and other information obtained or prepared before January 1, 1975, that were written on the assumption or expressed promise of confidentiality to the authors, be available for inspection, disclosure, or challenge. Letters of recommendation and other information written and/or compiled after January 1, 1975, are available to students in accordance with guidelines that follow.*

A. DISCLOSURE TO THE STUDENT:

The student has the right to inspect and review his/her educational records, and may do so by making an oral or written request to the University official responsible for the specific record desired. The official must respond within forty-five days of the request by sending the student a copy of the requested record, or by arranging an appointment for the student to review it. The student has the right to an explanation of any information contained in the record.

Educational records of the student, or the contents thereof, will not be released to the student, his/her parents, or any third party so long as a financial indebtedness or serious academic and/or disciplinary matter involving the student remains unresolved. This limitation does not preclude the student from having personal access to the records - merely from obtaining the release of the information. The student may not have access to the confidential financial statement of parents or any information contained in such statements.

A student may waive his/her right to access to confidential letters of recommendation that he/she seeks for admission to any educational agency or institution; for employment; or for application for an honor or honorary recognition. The student must be notified on request of all such individuals furnishing recommendations, and the letters must be solely for the stated purpose for which the student was notified and for which he/she waived his/her right of access. Such waivers may not be required as a condition for admission to, receipt of financial aid from, or receipt of any other services or benefits from such agency or institution.

Where any such records, files, or data contain information relative to a third person, the student is entitled to be informed of only the portion of that record as pertains to himself/herself. Each record-keeping unit of the University will establish procedures for accommodating requests for access to student records. An administrative charge not exceeding the actual cost to the University of providing access may be initiated in certain areas for access to record information.

The student is entitled to copy privilege as regards his/her records, files, and data at a reasonable administrative cost.

B. DISCLOSURE OF INFORMATION TO THIRD PARTIES:

Disclosure of information contained in student records, files, and data is normally controlled by the student.

Typically, such disclosures will be made to someone other than a University official having a legitimate educational interest in the records only on the condition that prior written consent is obtained from the student. The third party is to be reminded that he/she should not permit additional access to the information by an additional person without further written consent of the student prior to such an additional transfer of information.

When information on a student must be shared outside the University, all persons, agencies, or organizations desiring access to the records of a student shall be required to sign a written form to be kept permanently with the file of the student indicating specifically the legitimate educational or other interest in seeking this information. This form will be available solely to the student and to the University officer responsible for the record as a means of auditing the operation of the record system. Exceptions to this are C. through I., below.

Disclosure of information to third parties without prior written consent of the student is permitted in cases where the third party is under contract to the University and is under the University's direct control for the purposes of providing institutional services or performing institutional functions. The contractual arrangement between the third party and the University must require the third party to:

- Protect the information at the same level as required of the University by law, existing contract, or institutional policy.
- Use the information for only the purposes for which Penn State grants access to the information.
- Not share the information with any other entity.
- Destroy or return the information within 60 days of the conclusion of any contractual arrangement with the University and retain no copies of the information.
- Provide adequate administrative, electronic, and physical safeguards to assure the confidentiality, integrity, and accessibility of the information at a level specified in the contract between the University and the third party.

Disclosure of information to third parties conducting research studies for or on behalf of the University is permitted, provided the University agrees with the purpose of the study and executes a written agreement with the research organization. The written agreement must reflect the five bullet points outlined above, and must set forth the purpose, scope and duration of the study, among other provisions. Whenever possible, it is preferable to provide only de-identified data to the research organization.

C. DISCLOSURE TO OTHER EDUCATIONAL INSTITUTIONS:

Disclosure of appropriate academic records may be made to officials of other educational institutions to which the student has applied and where he/she intends to enroll or is currently enrolled. In addition, Penn State may return records to the apparent creator of those records in order to verify authenticity.

D. DISCLOSURE PURSUANT TO JUDICIAL ORDER:

Information concerning a student shall be released if properly subpoenaed pursuant to a judicial, legislative, or administrative proceeding. Effort will be made to give advance notice to the student of such an order before compliance by the University.

E. DISCLOSURE PURSUANT TO REQUESTS FOR FINANCIAL AID:

Necessary academic and/or financial student records may be disclosed without the student's prior consent in connection with the student's application for, or receipt of, financial aid.

F. DISCLOSURE TO FEDERAL AND STATE AUTHORITIES:

This policy shall not preclude access to student records by authorized federal and state officials in connection with the audit and evaluation of federally supported education programs, or in connection with the enforcement of federal and state legal requirements that relate to such programs. Except when collection of personally identifiable data is specifically authorized by federal and state law, any data collected and reported with respect to an individual student shall not include information (including Social Security number) that would permit the personal identification of such student.

G. DISCLOSURE UNDER EMERGENCY CONDITIONS:

On an emergency basis, information about a student that is, in the University's judgment, necessary to protect the health or safety of the student or others may be released by a designated officer of the University to any person whose knowledge of the situation is necessary to protect the health or safety of the student or others.

H. DISCLOSURE TO EDUCATIONAL AGENCIES OR INSTITUTIONS:

Information that will not permit the individual identification of students may be released to organizations of educational agencies or institutions for the purpose of developing, validating, and administering predictive tests and measurements. Similarly, information may be released to accrediting organizations in order to carry out their accrediting functions.

I. DISCLOSURES CONCERNING SEX OFFENDERS:

Information concerning registered sex offenders may be released in a manner consistent with federal and state regulations.

CHALLENGE OF RECORD ENTRY:

The student is entitled to challenge and/or add to the factual basis of any record entry contained in records, files, and/or data. The purpose of this challenge is to ensure that such entries are not inaccurate or misleading, or in violation of his/her privacy or other rights as a student, and to provide an opportunity for the correction or deletion of any such inaccuracies, misleading or otherwise inappropriate data contained therein. The substantive judgment of a faculty member about a student's work, expressed in grades and/or evaluations, is not within the purview of this right to challenge.

The University will provide, on request by the student, an opportunity for a hearing to challenge the content of the student's record(s). The request should be submitted to the appropriate University officer (see "University Officers Responsible for Student Records," above) in whose area of responsibility the questioned material is kept. The University officer is authorized to rectify the entry and so notify the student in writing. The designated officer will provide the student with an opportunity to place in the records a statement commenting upon the challenged information in the educational records that will be kept so long as the contents are contested. The contents of the student's challenge will remain a part of the student's records regardless of the outcome of any challenge.

If a records entry question has not been satisfactorily resolved by this informal procedure, the student is entitled to a hearing on the matter. The hearing must be held within a reasonable time after the request, and the student notified as to the time, date, and place of the hearing in a reasonably advanced time of the hearing as to make his/her presence practical.

A hearing officer will be designated by the Vice Provost and Dean for Undergraduate Education and the student will be afforded a full and fair opportunity to present evidence relevant to the issues of record entry validity. The student may be assisted or represented by an adviser of his/her choice including, at his/her own expense, an attorney. The student will be furnished, within a reasonable time following the hearing, a written decision from the designated hearing officer. In addition, the student is entitled to receive in writing a summary of the evidence and the reasons for the decision.

An adverse decision may be appealed in writing by the student to the Executive Vice President and Provost of the University, and finally, to the President of the University.

The student has the right to file a complaint with the Department of Education concerning alleged failures of the University to comply with the requirements of FERPA.

(also see University policies AD-11 and AD-20)

2. SCHEDULING AND USE OF UNIVERSITY FACILITIES AND TIME, PLACE AND MANNER OF PUBLIC EXPRESSION

A. Scope and Purpose

The following regulations provide the basis for authorization for use of University grounds and facilities and establish procedures for such authorized uses. The rights, obligations, and liabilities of authorized users and of other persons seeking to use the campus are defined below.

While on University property, persons who are not students or employees of the University are required to adhere to the standards of conduct applicable to members of the University community and to abide by University policies and regulations. The University may require student, staff, or faculty identification for admission to events scheduled in University facilities. The purpose of these regulations is to facilitate the effective use and enjoyment of the facilities of the campus as an educational institution, and to ensure the right of free expression and advocacy.

Orderly procedures are necessary to promote use of facilities and free expression and advocacy, in order to conserve and protect facilities for educational use, and to minimize potential conflict between the right of free expression and the rights of others. Further, these regulations exist to prevent possible interference with University functions and responsibilities as an educational institution.

The word "commercial" as used in the following regulations means any activity or event that results in a personal financial gain to the peddler or organization provided that contact between a peddler and a student shall not be deemed commercial if such contact was invited by the individual student involved.

B. Scheduling and Use of University Facilities

(1) Designated University facilities may be reserved when the University is in session for meetings and other non-commercial events by:

- (a) Recognized student organizations (<http://studentaffairs.psu.edu/hub/studentorgs/>) for events related to the purposes of those organizations.
- (b) Members of the faculty and staff for co-curricular events related to their University duties or activities.
- (c) Organizations of University employees for events related to the purposes of the organizations.
- (d) Official alumni and similar University-related organizations, and colleges, schools, departments, and other units of the University for events related to their purposes.

(2) Conditions for use of University facilities:

- (a) Assurance that all University policies, regulations, local, state, and federal laws concerning fire and safety regulations, necessary security, and conduct can and will be followed.
- (b) Assurance that any financial obligations arising from the activity can and will be satisfied by the sponsor.
- (c) Precautions to assure the physical safety and health of the participants.

- (d) Coordination of timing of each event to prevent conflict with previously scheduled activities.
- (e) No person or group other than the reserving sponsor may use the reserved space.
- (f) Undergraduate recognized student organizations shall not serve alcoholic beverages at any on-campus functions.
- (g) Graduate recognized student organizations may serve alcoholic beverages at on-campus locations as approved by the University.
- (h) “Any graduate student organization requesting the use of alcoholic beverages in areas open to the public must send their request to the Assistant Vice President of Student Affairs or his/her designee for review. After review, appropriate requests will be forwarded to the appropriate administrative office for approval as outlined in AD-18.”
- (i) Sponsor must agree to pay for any damages done to the facility while being used.
- (j) Comply with OPP Policy CPD12, which identifies specific locations where camping is permitted on University property, the applicable rules and regulations for camping at such locations, and how to permission to camp is obtained. A copy of this policy can be obtained through the Office of Physical Plant.
- (k) Sponsor must agree to comply with *University Policy Manual AD-64* which establishes guidelines and practices that will minimize the University’s energy consumption, reduce expenditures on energy, and support greenhouse gas reduction goals.

C. Charges for Use of University Facilities

- (1) For events at which admission is free or no donations solicited, the University may charge, based on the cost to the University, for:
 - (a) Special arrangements needed by the user of the facility that impose identifiable costs on the University.
 - (b) Identifiable increments to the University's operating or overhead expense imposed by the use of the facility.
 - (c) For events after building closing hours or on weekends, the University also may impose costs necessary to assure adequate protection of University buildings and facilities.
- (2) For events at which admission is charged or at (or for) which donations are solicited, the University may charge rental charges for its facilities as well as charges indicated in item (1) above.
- (3) Records showing the events for which charges were made by the University, the amount, and basis for the charges, will be public information.

D. Use of University Facilities by Non-University Speakers

- (1) A student organization inviting a non-University person to speak or perform at a meeting or other event on the campus must complete a University Standardized Agreement before the event.
- (2) At University Park students must contact the Event Management Office, 125D HUB-Robeson Center to go through the Program Registration process. Deadlines regarding University Standardized Agreements will be determined during Program Registration.
- (3) At Commonwealth campuses student organizations need to contact the Office of Student Affairs for University Standardized Agreements and deadlines.
- (4) It is assumed that all events are open to those wishing to attend unless previous publicity indicates these events are for private parties or organizational members only.

E. Use of Outdoor Area for Expressive Activities

(1) The following areas of the University Park Campus have been designated as areas suitable for expressive activity:

- Old Main Front Patio
- Allen Street Gate Plaza
- Willard Building Patio area between Willard and Obelisk
- Palmer Art Museum Plaza
- Northwest Corner of Shortlidge Road and College Avenue
- Fisher Plaza
- IST Plaza
- Pattee Library Mall Entrance Plaza
- HUB-Robeson – Rear sidewalk pad (not the Patio)
- HUB-Robeson – Lawn
- Osmond Fountain Area (after 5 pm)
- Area under the Willaman Gateway to the Life Sciences

(2) At other University locations, the office of the Chancellor, Dean, or other administrator in charge should be consulted to identify the sites suitable for expressive activity.

(3) Groups should consider such factors as the number of people involved in the activity, how much space will be required, the anticipated time and duration of the activity when selecting a location.

(4) Comply with AD-51 and AD-62.

F. Reservation of Outdoor Areas

(1) Recognized student organizations or a group of ten or more University students, faculty or staff, may reserve any one of the identified locations for the use of the group subject to the following:

- (a) Locations may be reserved through office staff between the hours of 8:00 a.m. and 5:00 p.m.
- (b) A group may reserve only one location for each day.
- (c) The same group may not reserve the same location for more than one day in each calendar week.

- (d) Reservations must be requested at least 48 hours in advance of the proposed activity, or by the Friday preceding a Sunday or Monday.
- (e) Reservations will be accepted in the order of request, unless consideration of format, size and equitable distribution of locations requires allocation of location.

(2) A group of ten or more persons, which does not include University students, faculty or staff, may reserve a location on the same terms and conditions, except that recognized student organizations and University groups will have absolute priority in the event of conflicting requests.

(3) With a proper reservation, a group will have exclusive use of the reserved location and may not transfer the reservation to or allow use of the location by any other group. If a location has not been reserved, it will be available for use by any individual or group, consistent with the other requirements of this policy.

(4) Reservations will be arranged through the Office of University Relations, 309 Old Main.

G. Outdoor Area Expressive Activities Requirements for Use

(1) Use of sound amplification equipment is prohibited. If sound amplification is required for expressive activity, indoor facilities where sound amplification is available may be reserved for use in accordance with University policy.

(2) Pedestrian or vehicular traffic must not be impeded in any fashion.

(3) Disturbance of or interference with classrooms, offices, study facilities, libraries, or any other University facilities and activities is prohibited.

(4) Damage or destruction of property is prohibited.

(5) Flashing or rotating lights and illuminated signs may not be used.

(6) Hand-held signs are permitted. Signs may not be placed on or affixed to the ground or structures.

(7) Papers, pamphlets, and similar material may be distributed in person.

(8) Placing or erecting structures of any size or material is prohibited.

H. Outdoor Use of Residence Hall Areas

Grounds adjoining University residence halls are reserved for use exclusively by occupants of the residence halls. Requirements for use of these areas are issued by Directors of Residence Life and Housing Services at University Park.

I. Procedures for Reserving Indoor Facilities and Registering Events

- (1) Student organizations must contact the Event Management Office at University Park and, at Commonwealth Campuses, contact the office of the Chief Student Affairs Officer (or his/her designee).
- (2) Individuals and groups not affiliated with the University must contact the Director of University Relations at University Park and at other locations; contact the office of the Chancellor.

J. Posters, Notices, Handbills, Banners

a. Except as permitted herein*, no poster, handbill, banner or any other form of announcement or statement may be placed on, attached to, or written on any structure or natural feature of the campus such as doors, poles, gates, fences, trees or other vegetation, windows, sides of buildings, the surface of walkways or roads, fountains, posts, waste receptacles, or stakes.

b. An individual or organization may have noncommercial announcements posted on the University's general purpose bulletin boards. General purpose bulletin boards are those bulletin boards not specifically labeled for or dedicated to a specific purpose. The names of all employees, students, and/or recognized student organizations must be prominently displayed on all announcements and banners.

c. An individual or organization may have a banner placed in one of the designated spaces in the following areas:

- Osmond Lab
- On buildings where permanent hooks have been installed for the placement of banners.

Placement of a banner in one of these areas will be permitted only upon prior approval of and subject to reasonable procedures and requirements regarding scheduling and use of these areas as developed by the University offices responsible for such areas. Information on these procedures and requirements should be obtained from the Event Management Office or Office of University Relations.

d. Any student or student organization that defaces or damages any University property will be referred to the Student Organizations Conduct Committee or the Office of Student Conduct. Greek social fraternities or sororities will be referred to the Office of Fraternity and Sorority Life. Sidewalk chalk is not permitted on University property.

e. Residence hall students may place announcements, statements, or other materials on their individual room door and windows subject to reasonable requirements regarding use of such areas as developed by the Office of Residence Life and as found in the student's housing contract.

(Also see University policies AD-1, AD-2, AD-15, AD-21, AD-26, AD-27, AD-51, AD-57 and AD62.)

3. CHARITABLE AND COMMERCIAL ACTIVITIES

a. General policies governing charitable fund raising, commercial sales activities, and sales of food and beverages on- campus and in University facilities are contained in Administrative Policies AD-6, AD-26, and AD-27.

b. Fund raising in the residence halls is subject to the following additional restrictions:

(1) Fund raising in the residence hall areas shall be restricted to residence hall house governments and area governments. The area government can recommend to the Senior Director of Residence Life (at University Park) or the Chief Student Affairs Officer or designee (at Commonwealth campuses) that individual exceptions be granted for recognized campus student organizations.

(2) Fund raising shall be restricted to areas in the commons buildings (at University Park) or dining halls (at Commonwealth campuses) approved for activities, programs, and meetings.

(3) Fund raising shall be restricted to the hours of 8:00 a.m. to 11:00 p.m.

(4) Residence hall house governments or area government requests for fund raising programs should be submitted to the Senior Director of Residence Life or designee (at University Park) or the Chief Student Affairs Officer or designee (at Commonwealth campuses) for approval two weeks prior to the proposed date of the fund raising activity. Further, groups sponsoring fund raising activities must register for use of facilities with the area government and the area Residence Life Office. At University Park students must submit the online room reservation request form found at <https://reservations.psu.edu.virtualems/>. This process must be completed a minimum of six business days prior to the event and may require more time depending on the nature of the fundraising activity. Please consult with the area Residence Life Office for a specific timeline of your fund raising activity.

(5) In the residence hall buildings, fund raising that takes place door-to-door or in dining rooms or snack bars is prohibited.

c. Regulations for the Solicitation of Money or the Sale or Solicitation of Sale of Products or Services in University Residence Halls.

(1) Definitions

(a) A residence hall is a University-owned building that contains rooms assigned to students for sleeping, dressing, studying and socializing, and that also contains common facilities and areas used by all students assigned to such residence halls, including common means of ingress and egress, common lavatories, common study lounges, common storage areas, and areas used in common for organized educational and social functions.

(b) The solicitation of a sale of products or services shall include: (1) any attempt to organize a meeting in a residence hall for the purpose of a demonstration or explanation of products or services that are for sale, and (2) any demonstration, explanation, or distribution of literature in a residence hall concerning products or services that are for sale.

(2) Except as hereinafter provided, no person (including a student), firm, business entity, charitable organization, religious organization, or other organization may solicit money or sell or solicit the sale of any product or service anywhere in a residence hall.

(3) A student assigned to a room in a residence hall may invite a person, firm, business entity, charitable organization, religious organization, or other organization to that student's assigned room to solicit money or to sell or to solicit the sale of products or services with that student only. Such solicitation or sale must occur only in the assigned room of the student inviter. The solicitation of money or the sale or the solicitation of a sale of products or services to any other student is prohibited anywhere in the residence hall.

(4) Recognized student organizations and residence hall house governments may solicit money or sell or solicit the sale of products or services in a residence hall in accordance with the regulations governing student organizations. See *Policies and Rules for Student Organizations*.

(5) Nothing in these regulations shall be deemed to preclude any solicitation or sale by mail, telephone, or other communications media.

(Also see policies [AD-6](#), [AD-26](#), and [AD-27](#).)

4. CANVASSING IN UNIVERSITY RESIDENCE HALLS

A. At University Park

- (1) Canvassing shall be defined as any effort to influence opinions, gain support, or promote a particular cause or interest, specifically excluding any solicitation or fund raising as defined by current University policy. Surveys are not considered to be canvassing for purposes of this policy.
- (2) Students, student organizations, residence hall house governments and area governments, and outside interests are eligible to canvass in the residence halls.
- (3) Canvassing may not occur in individual residence hall areas unless approved by a majority vote of the residents of that area.
- (4) Canvassing may occur in the commons buildings with an approved space/table reservation. Canvassing may not occur in the residential dining rooms.
- (5) Canvassing shall be restricted to the hours of 11:00 a.m. to 11:00 p.m.
- (6) Any canvasser in the residence hall buildings must register with the Assistant Director no less than twenty-four hours prior to the canvass and must clearly understand all provisions of canvassing regulations before canvassing may begin. A canvasser who is not a resident of the building in which door to door canvassing is taking place must be escorted by a resident of the building at all times.
- (7) Any canvassing in the commons buildings must have a formal space/table reservations and follow the terms and conditions for reservations and use of common area spaces in residence hall complexes. This reservation process takes a minimum of five (5) business days to complete and can be completed in the Residence Life offices.
- (8) When contacting students in their rooms, canvassers must knock before entering, identify themselves, announce their specific purpose, enter an individual room only with the expressed consent of the resident, and leave immediately if the resident so requests.
- (9) Canvassers must abide by all University rules and regulations. Violators will be subject to referral to the Office of Student Conduct and/or criminal prosecution.

B. At Locations Other Than University Park

Canvassing in campus residence areas shall be defined as any effort to influence opinions, gain support, or promote a particular cause or interest, specifically excluding any solicitation or fund raising as defined by current University policy. Canvassing has been approved by the University subject to the following provisions:

- (a) Canvassing may not occur in individual residence areas unless approved by a majority vote of the residents of that area.
- (b) Non-University interests must be sponsored by a recognized student organization or University department.
- (c) Any canvasser must register with the residence life assistant/associate director not less than twenty-four hours prior to the canvass.
- (d) When contacting students in their rooms, canvassers must knock before entering, identify themselves, announce their specific purpose, enter an individual room only with the expressed consent of the resident, and leave immediately if the resident so requests.

- (e) Canvassers must abide by all University rules and regulations. Violators will be subject to loss of canvassing privileges, University disciplinary action, and/or civil or criminal prosecution.
- (f) Additional provisions may be established at individual campus locations through procedures regularly used for the formation of local policies.

5. GUESTS IN RESIDENCE HALLS

A. At University Park

The residence halls are intended for use by residents of the building and their guests.

(1) A guest is defined as a person visiting a resident of the residence hall at the resident's invitation. Delivery persons are not considered to be guests for purposes of this policy.

(2) The following stipulations relate to all guests:

(a) It is the responsibility of the host student to ensure that his/her guest is aware of University and residence hall policies. Guests are held responsible for their own actions and for knowledge of University regulations. However, the host may be held accountable for damages committed by his/her guest, unless the guest can be identified and is a University student.

(b) Students are permitted to have guests in their rooms only if there is no objection from their roommate(s). In order to ease the congestion of the move-in period and to allow roommates the opportunity to discuss the issue of overnight guests in the room, no overnight guests will be allowed in the residence halls during arrival periods.

(c) Neither room keys nor door access cards will be provided for guests. Residents are not to give their keys or ID+ card to guests in order for them to gain entrance to the room or the building.

(d) Students may have an overnight guest in their room for a maximum of three consecutive nights only if there is no objection from their roommate(s). The University reserves the right to revoke this privilege. Guests may not move from one host's room to another in order to extend their stay in the residence halls.

(e) Only residents and their invited guests are permitted in the living areas of the building, i.e., locations other than the lobby and which include individual rooms and floor lounges. Individuals found in the building who are not residents or guests of residents are considered to be trespassing.

(f) Guests are to use the appropriate restroom/shower facilities, i.e., male and female.

(g) All guests must be escorted by a resident of the building at all times. Individuals may be confronted by a staff member if they are not recognized as a resident of that building and/or they are not being escorted by a resident of the building

(3) Students charged with violations of any of the above regulations will be subject to University disciplinary action. It should be noted that an unescorted guest who is a student of the University shall be subject to University discipline.

In addition to the policies reiterated in the previous pages, there are many other rules and procedures with which students should be familiar. Following are summaries of selected regulations.

OTHER REGULATIONS

1. HEALTH

A. Disabled or Handicapped Students

Students with disabilities or temporarily disabling conditions that necessitate accommodations should contact the Office for Disability Services at <http://www.equity.psu.edu/ods/> or voice or TDD (814) 863-1807 which will act in consultation with University Health Services staff.

B. Eligibility for Services

Students enrolled for the current semester will be eligible for care at University Health Services at <http://studentaffairs.psu.edu/health/> according to the "student fee schedule."

Students registered for spring and fall semesters can be seen during the intervening summer at the non-student rate. To make an appointment, call (814) 863-0774 (Clinical Services). For General Information, call (814) 865-6556.

C. Verification of Significant Injury/Illness

Verification will be provided by University Health Services for students with documented serious, prolonged illness/injury.

Faculty members requesting further information may do so in writing to the Director of University Health Services. Students must complete an "Authorization for Disclosure of Health Care Information" form before any additional information will be disclosed to a faculty member.

D. Re-Enrollment

In special situations, the Director of University Health Services may establish medical conditions for re-enrollment.

E. Health Insurance

(1) Health Insurance coverage is recommended for all students.

(2) International students are required to have health insurance for themselves as well as their spouses and children. A policy negotiated by the University reflecting mandatory guidelines is available. A waiver may be obtained by providing proof of adequate alternate insurance to Student Health Insurance. (Waivers must be submitted each fall semester.) Failure to comply may result in University sanctions. There is a \$50 late fee for students who fail to comply with the mandatory health insurance requirement on time and a \$100 late fee for students who fail to comply on time for a second time.

F. Acquired Immune Deficiency Syndrome (AIDS)

AIDS is the end stage of a disease caused by the human immunodeficiency virus (HIV). HIV infection constitutes a major public health problem and challenge. While the incidence of HIV infection in a university population is not high (studies show 2-3 per thousand), many of those infected are unaware they carry the virus. Penn State recognizes the importance of ensuring adequate direct and referral services for HIV infected members of our community and the need to support educational programming.

University policy AD-43 is governed by regard for public health interests as well as commitment to the protection of individual rights. Individuals with HIV infections/AIDS, like other individuals with disabling conditions, are protected as mandated by the federal Americans with Disabilities Act as well as Pennsylvania Act 148.

Confidential HIV Antibody testing is available for all Penn State students by appointment. Pre-and post-test counseling is provided as part of this service.

For more information, or to schedule an appointment, please call University Health Services at (814) 863-0774.

G. Pre-Matriculation Immunization

(a) All incoming freshmen, advanced standing, and graduate students born after 1957 must provide documentation proving:

- Two MMR (measles, mumps, Rubella) immunizations (with the first vaccine being given after 12 months of age and the second vaccine given at least one month after the first).
- For meningococcal immunization requirement, visit www.hfs.psu.edu/vaccine.

(b) In addition, high risk students defined by Centers for Disease Control as persons coming from countries with high prevalence of TB or persons with compromised immune systems or persons in contact with others with infectious TB, must also provide proof of a negative (< 5 mm in duration) Tuberculin skin test completed within the past twelve months.

(c) Failure to demonstrate adequate immunizations as required will result in denial of registration for the second semester.

(d) Individuals requesting exemptions for medical or religious reasons will need approval by the Director of University Health Services.

For additional information on all services and programs available at University Health Services (UHS) visit their website at <http://studentaffairs.psu.edu/health>.

(Also see University policy AD-43.)

2. AUTOMOBILE, BICYCLE, MOPED REGISTRATION AND PARKING

Regulations govern student vehicle registration, parking privileges, and use of bicycles, and mopeds on campus (Policy SY-16).

Keep in mind that all students regardless of classification must register their automobiles, bicycles and mopeds. Students also must comply with provisions of the Commonwealth of Pennsylvania as well as regulations of the University when operating a vehicle on campus.

Regulations for roller blades, skates, or sleds prohibit use within buildings or upon roadways, parking lots, bicycle routes or sidewalks used only for pedestrian traffic. These devices are allowed upon other walkways as long as pedestrians are granted the right-of-way. Violations will be subject to state and University regulations. Use of skateboards and motorized scooters on campus is prohibited.

All parking lots are reserved. Instructions for student and visitor parking are available from the Parking Office in 1 Eisenhower Parking Deck (814) 865-1436 at University Park and from the Office of Student Affairs at all other campuses.

Transportation accommodations are available for individuals who are permanently disabled or temporarily disabled. Students needing ADA accessible parking accommodations should contact the Parking Office for information on applying for a state-issued handicap placard and a PSU Parking Permit.

Students may obtain instruction about vehicle registration, use and parking directly from the Parking Office at University Park or from the Student Affairs Offices at all other campuses. Please go to: www.transportation.psu.edu.

3. UNIVERSITY LIBRARIES

Users' guidelines cover eligibility and restrictions associated with borrowing library materials and database search procedures. Full information is available at <http://www.libraries.psu.edu/psul/lending.html>. Students are held responsible for all materials charged out on their library cards (Penn State picture ID's).

Borrowers must maintain a current address on file with the Libraries. Address changes should be reported directly to any of the University Libraries or through the libraries' web site noted above.

4. STUDENT ORGANIZATIONS

The University is interested in personal and leadership development through individual and group activities. Just as individual behaviors are expected to correspond to stated University and community guidelines, members of student organizations and their members are expected to abide by the policies and rules that govern student organizations.

Organizations suspected to be in violation of said policies may be referred to the Student Organization Conduct Committee (SOCC). The policies and rules for student organizations, more information about the SOCC, and other useful information for student organizations can be found online at: <http://studentaffairs.psu.edu/hub/studentorgs/>

For further information, contact the Student Organization Conduct Committee by phone at (814) 863-4624, via email at studentorg@sa.psu.edu, or in person in 209 HUB-Robeson Center at University Park, or the Office of Student Affairs at all other campuses. Staff members will welcome your inquiries and provide you with guidance.”

5. HAZING

The University defines Hazing as any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student or that willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any recognized student organization.

Hazing includes, but is not limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance

or any other forced physical activity that could adversely affect the physical health and safety of the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or any other forced activity that could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property.

Any activities as described in this definition upon which the initiation or admission into or affiliation with or continued membership in a recognized student organization is directly or indirectly conditioned shall be presumed to be "forced" activity, the willingness of an individual to participate in such activity notwithstanding. Any recognized student organization that commits hazing is subject to disciplinary action by the appropriate registering organization.

(Also see University policy SY-03 and Pennsylvania State Law on Hazing [P.S.] § 5352.)

6. FIRE AND SAFETY

Penn State is interested in the safety of all members of the University community. Tampering with safety equipment including fire alarms or fire extinguishers or jeopardizing the safety of others is considered a serious matter.

Safety procedures have been developed for fire drills, evacuation of buildings because of bomb threat, and offering emergency assistance to students injured or taken ill suddenly. Flammable liquids, fireworks, weapons, open as well as charcoal fires, candles, incense burners, and torchiere style halogen lamps are prohibited. State and federal regulations and codes are followed, especially in settings where hazardous materials are used or stored.

(Also see University policies [SY-1](#), [SY-3](#), [SY-7](#), [SY-8](#), [SY-12](#), [SY-13](#), [SY-16](#), [SY-18](#), [SY-27](#), [SY-28](#) and [SY-30](#).)

7. INTELLECTUAL PROPERTIES

All Penn State faculty, staff and graduate students, sign an Intellectual Property Agreement at the start of their employment whereby they assign their inventions, discoveries and any resulting patents to Penn State. Undergraduate students and professional students typically (i.e., medical, law, MBA) are not required to sign this agreement and own any intellectual property that they create.

Any intellectual property (such as undergraduate theses, inventions, discoveries, creations and new technologies) conceived or first reduced to practice by a student at The Pennsylvania State University ("University") as a work product (including homework assignments, laboratory experiments, special and independent study projects) of a "*for credit*" course (including SUBJ 294, 494, 594, 296, 496, and 596) will be owned by the student. The University does not claim ownership of such intellectual property. However, intellectual property conceived or first reduced to practice in graduate research (e.g., SUBJ 600 or 610) or graduate thesis preparation (e.g., SUBJ 601, 611) credit courses will be owned by the University and will be subject to University policies and procedures governing intellectual property and patents.

Situations may occur in certain courses (e.g., 296, 496, 596, 295, 395, 495 and 595) where students are presented with the opportunity to participate in projects or activities in which the ownership of any resulting intellectual property must be assigned either to the University or to a sponsoring entity (such as a company) as a condition of the student's participation. Students are never obligated to participate in projects or activities that require the assignment of the student's intellectual property to the University or to another entity. In these situations students will always be presented with two options: 1) to participate in projects or activities that do not require the student to assign their intellectual property or 2) to participate in projects or activities that require

the student to assign their intellectual property. If students agree to assign to the University or to another entity they must complete the Special Student Intellectual Property Agreement Form.

Inquires should be addressed to the Technologies Management Office (814) 865-6277 or at <http://www.research.psu.edu/offices/otm>.

(Also see University policies [RA-11](#), RA-12 and RA-13 and Research Administration Guideline [RAG13](#).)

8. UNIVERSITY KEYS

The University is interested in protecting the property, privacy, and safety of the University and individuals within the University community. Keys are issued selectively. Students are held responsible for misuse or loss of keys and recoring of locks when necessary.

(Also see University policy SY-19.)

9. PETS ON CAMPUS

Control of pets on-campus follow health and safety regulations. Pets are not allowed in the residence halls, are not to be tethered to fences, bike racks, or trees, and are not to be unleashed while on University property.

(Also see University policy SY-7.)

10. STUDENT ID+ CARDS

Each Penn State student is issued an official University ID – the Penn State id+ Card. Students are required by University policy to obtain and carry the id+ card at all times. The id+ card is transferrable from campus to campus. Students should not loan their id+ card to another person at any time.

If a student's id+ card has been lost or stolen, they should immediately deactivate it online at www.idonline.psu.edu or in person at the student's area Housing commons desk or at the id+ Office. Deactivating the card will suspend residence hall access, Campus Meal Plan and LionCash+ account access, and fitness membership access (if applicable). If the card is found prior to a replacement id+ card being issued, it may be reactivated online within 7 days of being deactivated or at the id+ Office. For IDs not recovered, a new id+ card may be obtained at the id+ Office at the current replacement fee. After hours, students may obtain a temporary replacement ID at their area housing commons desk for a nominal fee until they can visit the id+ Office. New or replacement IDs will be active immediately for residence hall access, Campus Meal Plan and LionCash+ account access, and fitness membership access. (also see University policy AD-24)

11. RECYCLING

It is the policy of the University that all Faculty, Staff, Students and visitors comply with the applicable federal/state/local laws, as well as this policy, and participate in the Recycling Program by separating recyclables and placing them in the appropriate labeled receptacles, and following the regulations set forth below. Visit PSU's Recycling Website at: <http://green.psu.edu>.

(Also see University policy [AD-34](#).)

12. NOTE TAKING SERVICES

Lecture notes taken by a student registered for a specific course are the property of that student. An individual must be registered for a specific course in order to attend classes and take notes for that course.

Materials in printed or tangible form (including handouts, diagrams, photographs, motion pictures, videos, computer programs and databases), prepared and distributed by a faculty member, are protected by copyright laws and can not be reproduced without authorization by that faculty member. Oral lectures or discussions presented by a faculty member may not be recorded in any manner with electronic equipment without authorization by that faculty member.

(Also see University policy AD-40.)

REFERENCES

1. NONDISCRIMINATION/GRIEVANCE

A. Nondiscrimination on the Basis of a Disability

The Pennsylvania State University encourages academically qualified students with disabilities to achieve full participation and integration of its educational programs. It is Penn State's policy not to discriminate against qualified persons with disabilities in its admissions policies and procedures or its educational programs, services, and activities. Achieving full participation and integration of individuals requires the cooperative efforts of all departments, offices and personnel of the University. To this end, the University will continue to strive to achieve excellence in its services and to assure that its services are delivered equitably and efficiently to all of its members.

Procedural adjustments involving modification of course requirements for attaining a degree should not result in substantive differences in course requirements. Academic requirements that are demonstrated to be essential to the program of instruction being pursued will not be modified. The University shall not impose upon students with disabilities rules that limit participation (such as prohibiting tape recorders in classrooms or the use of guide dogs).

The University shall provide methods of course examination or other procedures for evaluating academic progress that test academic progress, rather than testing the impairment of students with disabilities that impairs sensory, manual, or speaking skills (except where such skills are factors to be measured).

No student with a disability will be discriminated against in access to classes because of mobility impairment. The University shall take steps to ensure that no student with a disability is unable to obtain an education because of a lack of auxiliary aids.

Students are encouraged to contact the Office for Disability Services, 116 Boucke Building, The Pennsylvania State University, University Park, PA 16802; Tel. (814) 863-1807 (voice or TTY), when they need assistance or have questions about any disability issues, including state and federal nondiscrimination requirements. Contact the Affirmative Action Office, 328 Boucke Building, Tel. (814) 863-0471 (voice or TTY) for concerns or grievances of discrimination on the basis of disability. Please refer to the Office for Disability Services web site at www.equity.psu.edu/ods/.

B. Nondiscrimination for Veterans

The University is a government contractor subject to Section 402 of the post-Vietnam-era Veterans Readjustment Assistance Act of 1974, as amended, which requires government contractors to take affirmative action on behalf of qualified disabled veterans and veterans of the Vietnam era.

Veterans are encouraged to contact Dr. Brian Clark, the coordinator of services for veterans, when they need assistance or have questions about veteran's issues and benefits and state and federal nondiscrimination requirements.

Dr. Brian Clark, The Pennsylvania State University, 325 Boucke Building, University Park, PA 16802; Tel. (814) 863-0465. The Affirmative Action Office should be contacted with inquiries and concerns of discrimination on the basis of veteran status.

C. Harassment and Discrimination Grievance Procedure

The Pennsylvania State University is committed to the policy that all persons shall have equal access to programs, facilities, admission and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by University policy or by state or federal authorities. It is the policy of the University to maintain an academic and work environment free of discrimination, including harassment. The Pennsylvania State University prohibits discrimination and harassment against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status. Discrimination or harassment against faculty, staff or students will not be tolerated at The Pennsylvania State University. (AD-42)

DEFINITIONS

Discrimination is conduct of any nature that violates the policy set forth above by denying equal privileges or treatment to a particular individual because of the individual's age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status.

Harassment is a form of discrimination consisting of physical or verbal conduct that (1) is directed at an individual because of the individual's age, ancestry, color, disability or handicap, genetic information, national origin, race, religious creed, sex, sexual orientation, gender identity or veteran status; and (2) is sufficiently severe or pervasive so as to substantially interfere with the individual's employment, education or access to University programs, activities and opportunities. To constitute prohibited harassment, the conduct must be such that it detrimentally affects the individual in question and would also detrimentally affect a reasonable person under the same circumstances.

Harassment may include, but is not limited to, verbal or physical attacks, threats, slurs or derogatory comments that meet the definition set forth above. Whether the alleged conduct constitutes prohibited harassment depends on the totality of the particular circumstances, including the nature, frequency and duration of the conduct in question, the location and context in which it occurs and the status of the individuals involved. Retaliation encompasses actions taken by an employer against employees who oppose discrimination or participate in an investigation or proceeding involving charges of discrimination.

These definitions are not intended to deprive an individual of the right of free expression or other civil rights.

RESOLUTION OF COMPLAINTS

The University will make every reasonable effort to promptly investigate and resolve complaints of discrimination or harassment, with due regard for fairness and the rights of both the complainant and alleged offender, and to conduct all proceedings in the most confidential manner possible.

Any member of the University community who experiences discrimination or harassment should immediately report the incident to the Affirmative Action Office, or alternatively, to the Office of Human Resources, the Division of Student Affairs, the Office of Educational Equity or an administrator or faculty member in his or her department or unit. In all cases where the incident is not initially reported to the Affirmative Action Office, the

person receiving the complaint will contact the Affirmative Action Office to ensure consistent responses to issues across units.

The Affirmative Action Office has primary responsibility for resolving discrimination and harassment complaints. If unsuccessful at resolving the issue, the Affirmative Action Office may investigate to reach a formal determination on the merits of the allegations. Investigations will include notifying the alleged offender of the complaint and providing an opportunity to respond to the allegations.

If there is evidence of discrimination or harassment, the University will make every reasonable effort to ensure the discrimination and/or harassment immediately stops and does not recur. The complainant will be informed of the corrective measures taken.

(Also see University policy [AD-42](#).)

DISCIPLINARY SANCTIONS

Disciplinary sanctions for violation of this policy, which may range from a disciplinary warning to expulsion from the University, will be imposed in accordance with applicable University policies. Retaliation constitutes a separate violation and may result in a sanction independent of the outcome of a complaint.

2. SEXUAL HARASSMENT COMPLAINTS

POLICY

Sexual harassment of faculty, staff or students is prohibited at The Pennsylvania State University. It is the policy of the University to maintain an academic and work environment free of sexual harassment. Sexual harassment violates the dignity of individuals and impedes the realization of the University's educational mission. The University is committed to preventing and eliminating sexual harassment of faculty, staff and students through education and by encouraging faculty, staff and students to report any concerns or complaints about sexual harassment. Prompt corrective measures will be taken to stop sexual harassment whenever and wherever it occurs.

DEFINITIONS

For purposes of this policy, sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. submission to such conduct is a condition for employment, promotion, grades or academic status;
2. submission to or rejection of such conduct is used as the basis for employment or academic or other decisions affecting an individual; and
3. such conduct is sufficiently severe or pervasive so as to substantially interfere with the individual's employment, education or access to University programs, activities and opportunities. To constitute prohibited harassment, the conduct must be such that it detrimentally affects the individual in question and would also detrimentally affect a reasonable person under the same circumstances.

CONSENSUAL RELATIONSHIPS

Romantic and/or sexual relationships between faculty and students, staff and students or supervisors and subordinate employees are strongly discouraged. Such relationships have the potential for adverse consequences, including the filing of charges of sexual harassment. Given the fundamentally asymmetric nature of the relationship where one party has the power to give grades, thesis advice, evaluations, recommendations,

promotions, salary increases or performance evaluations, the apparent consensual nature of the relationship is inherently suspect.

Even when both parties have consented to the relationship, there may be perceptions of conflicts of interest or unfair treatment of others. Such perceptions undermine the atmosphere of trust essential to the educational process or the employment relationship. Under such circumstances, the person in the position of supervision or academic responsibility must report the relationship to his or her immediate supervisor. Once the consensual relationship is reported, the immediate supervisor is responsible for eliminating or mitigating the conflict of interest to the fullest feasible extent and ensuring that fair and objective processes are in place for decisions relative to grading, thesis advice, evaluations, recommendations, promotions, salary increases or performance evaluations. The new supervisory or academic arrangement should be documented.

RESOLUTION OF SEXUAL HARASSMENT COMPLAINTS

The Affirmative Action Office has primary responsibility for resolving sexual harassment complaints. In addition, vice presidents, deans, campus executive officers, and provosts/deans will designate one or more individuals in their areas as resource persons to assist in resolving complaints of sexual harassment from faculty, staff and students. The Affirmative Action Office will ensure resource persons receive the necessary training and support to handle their responsibilities.

Any member of the University community who experiences sexual harassment should immediately report the incident to the Affirmative Action Office, or alternatively, to a Sexual Harassment Resource Person (SHRP), the Office of Human Resources, the Division of Student Affairs, the Office of Educational Equity, or an administrator or faculty member in his or her department or unit. In all cases where the incident is not initially reported to the Affirmative Action Office, the person receiving the complaint will contact the Affirmative Action Office to discuss resolution and ensure consistent responses to issues across units.

The University will make every reasonable effort to promptly investigate and resolve complaints of sexual harassment, with due regard for fairness and the rights of both the complainant and alleged offender, and to conduct all proceedings in the most confidential manner possible. If unsuccessful at resolving the issue informally, the Affirmative Action Office may investigate to gather information necessary to reach a formal determination on the merits of the allegations. Investigations will include notifying the alleged offender of the complaint and providing an opportunity to respond to the allegations.

If there is evidence of sexual harassment, the University will make every reasonable effort to ensure the harassment immediately stops and does not recur. The complainant will be informed of the corrective measures taken.

DISCIPLINARY SANCTIONS

Disciplinary sanctions for violation of this policy, which may range from a disciplinary warning to termination or expulsion from the University, will be imposed in accordance with applicable University policies.

Retaliation constitutes a separate violation and may result in a sanction independent of the outcome of a complaint (also see University policy [AD-41](#)).

SEXUAL HARASSMENT RESOURCE PERSONS

For information pertaining to University sexual harassment resource persons visit:
www.affirmativeaction.psu.edu

3. STUDENTS RECORDS

a. At University Park

MOST COMMONLY KEPT STUDENT RECORDS

RECORD	LOCATION	CUSTODIAN
Permanent Record (transcript)	Office of University Registrar 112 Shields Building	University Registrar
Academic Progress	Office of the Dean of the College	Dean
Disciplinary	Office of Judicial Affairs, 120 Boucke Building	Senior Director of Judicial Affairs
Financial Aid	Office of Student Aid, 314 Shields Building	Asst. Vice Provost for Student Financial Aid
Student Financial Records	Office of Bursar, 103 Shields Building	University Bursar
Placement Records	Career Services, 101 Bank of America Building	Director of Career Services
Health and Medical Records	126 Student Health Center, Medical Records Dept.	Director of University Health Services
Psychological Records	Center for Counseling and Psychological Services. 501 Student Health Center.	Director of Center for Counseling and Psychological Services
Admission Records (undergraduate)	Admissions Office, 201 Shields Building	Director of Admissions
Admission Records (graduate)	Graduate Admissions Office, 201 Kern Building	Director of Graduate Admissions

b. At Other Locations

Students enrolled at locations other University Park should consult their Student Handbook (or contact their Office of Student Affairs) to determine the local campus location for these records.

MOST COMMONLY KEPT RECORDS

RECORD	LOCATION/CUSTODIAN
Permanent Records (transcript)	Records
Academic Progress	Director of Academic Affairs
Disciplinary	Student Affairs
Financial Aid	Financial Aid Officer
Student Financial Records	Financial Officer
Placement Records	Student Affairs
Health and Medical Records	Campus Health Services
Admissions Records (undergraduate)	Admissions Office
Admissions Records (graduate)- where applicable	Graduate Admissions Office

4. REFERENCE MATERIALS

a. At University Park

Associate/Baccalaureate/Graduate, Degree Programs Bulletin	Paterno Library Reference, Room or College Deans' Offices
Automobile/Parking	University Parking Office, 1 Eisenhower Parking Deck
Health Insurance	Student Insurance Office, 302 Student Health Center
Libraries Lending	C103 Paterno Library
Medical Excuses	126 Student Health Center
Student Aid	Office of Student Aid, 314 Shields Building
Student Organizations	Office of Student Activities, 213A HUB-Robeson Center
Terms, Conditions, and Regulations	201 Johnston Commons
Student Conduct Records	135 Boucke Building

b. At Other Locations

Associate and Baccalaureate Degree Programs Bulletins	Paterno Library Reference Area
Automobile/Parking	Student Affairs
Student Guide to General Policies and Rules	Office of Student Affairs
Health Insurance	Office of Student Affairs
Libraries Lending Code	Campus Library
Medical Excuses	Campus Health Office or Office of Student Affairs
Student Aid	Office of Student Affairs
Student Organizations	Office of Student Affairs
Terms, Conditions, and Regulations	Office of Student Affairs

Policy AD12 SEXUAL ASSAULT, RELATIONSHIP AND DOMESTIC VIOLENCE, AND STALKING

Contents:

- [Purpose](#)
 - [Policy](#)
 - [Definitions](#)
 - [Services to Victims](#)
 - [Reporting](#)
 - [Disciplinary Sanctions](#)
 - [Cross References](#)
-

PURPOSE:

To state the University's policy regarding sexual assault, relationship and domestic violence, and stalking.

POLICY:

The Pennsylvania State University does not tolerate sexual assault, relationship/domestic violence or stalking and will prosecute the perpetrators of such acts of violence, in cooperation with law enforcement officials, to the fullest extent possible. Penn State is committed to supporting victims of sexual assault through the appropriate provision of primary health care and referral services.

DEFINITIONS:

Definitions can be found in the Protocol to Assist Victims of Relationship, Domestic, and Sexual violence (www.sa.psu.edu/protocol.htm) and at the Center for Women Students website (www.sa.psu.edu/cws).

SERVICES TO VICTIMS:

1. At each University location, primary care services and/or appropriate referrals to community services will be provided to victims of sexual assault, or relationship/domestic violence or stalking.
2. Any faculty or staff member making contact with a victim of sexual assault, or relationship/domestic violence or stalking should consult with appropriate campus units, including counseling and/or health services, Student Affairs and the Office of Human Resources, for assistance in providing appropriate service to victims of sexual assault.
3. At each University location, the senior student affairs officer will assign responsibility to an individual or committee to:

- develop local protocols and procedures and periodically review and update them;
- orient and train staff who are most likely to have victim contact;
- collect data and monitor trends and usage of services;
- provide informational materials and educational programs.

4. At each University location, the senior student affairs officer will designate an individual with appropriate training to serve as a victim / witness advocate to:

- provide crisis counseling;
- assist victims with academic concerns;
- accompany victims to court or other legal proceedings;
- act as a referral to other community resources.

5. Services/Resources

Services/resources for students and/or employees may be accessed from the following:

(Please note that not all services are available at all campus locations)

- Center for Women Students - advocacy, referrals and education (www.sa.psu.edu/cws)
- Affirmative Action – diversity education services (www.psu.edu/dept/aaoffice)
- University Health Services - medical treatment (www.sa.psu.edu/uhs)
- Residence Life - support and referrals (www.sa.psu.edu/rl)
- Counseling Services - counseling and referrals (www.sa.psu.edu/caps)
- Judicial Affairs - support, referrals, and resolution of complaints (www.sa.psu.edu/ja)
- Police Services - safety support (www.psu.edu/dept/police)
- Employee Assistance Program - counseling for faculty/staff (www.magellanassist.com)
- Victim Witness Advocate - court accompaniment
- Community-based Rape Crisis/Domestic Violence Services - shelter, support groups, counseling (listed in blue pages of phone book under "abuse")
- Penn State Office of Human Resources (www.ohr.psu.edu)
- Pennsylvania Coalition Against Rape - 24-hour hotline (1-800-932-4632) (www.pcar.org)
- Pennsylvania Coalition Against Domestic Violence - 24-hour hotline (1-800-692-7445) (www.pcadv.org)

Community based services outside of the University are also available for students or staff, including Protection From Abuse orders (PFA's), shelter, counseling, legal assistance, law enforcement assistance and medical care. All communities have a 24-hour toll-free crisis hotline in Pennsylvania.

Resources related to all forms of violence can be found at the University Park's Center for Women Students website: www.sa.psu.edu/cws

REPORTING:

Guidelines for how and when to report sexual assault, or relationship/domestic violence or stalking to University and/or law enforcement officials are contained in the Protocol to Assist Victims of Relationship, Domestic, and Sexual Violence (www.sa.psu.edu/protocol.htm), copies of which are available from the Administrative Office of University Health Services and the Center for Women Students. The Coalition to Address Relationship and Sexual Violence, appointed by the Vice President for Student Affairs, will provide University-wide oversight for policy and procedures relating to sexual assault, relationship/domestic violence and stalking. The Coalition will continue to collect data, monitor trends, and establish educational programs designed to foster an environment that is intolerant of acts of violence.

DISCIPLINARY SANCTIONS:

For students

Disciplinary sanctions for violations of this policy will be imposed in accordance with the Code of Conduct. The range of sanctions will include expulsion.

For faculty and staff

Disciplinary sanctions for violations of this policy will be imposed in accordance with applicable University policies. The range of sanctions will include termination.

CROSS REFERENCES:

Other Policies in this manual should also be referenced, especially:

[AD41](#) - Sexual Harassment,

[AD43](#) - Statement on HIV / AIDS, and

[AD41](#) - Consensual Relationships

Effective Date: January 1, 2007

Date Approved: January 1, 2007

Date Published: January 1, 2007

Most recent changes:

- January 1, 2007 - updated as approved by the President's Council.

Revision History (and effective dates):

- September 27, 2002 (editorial change) - section SERVICES TO VICTIMS OF SEXUAL ASSAULT retitled SERVICES TO VICTIMS.
- September 18, 2002 -
 - Title and content changed to include relationship/domestic violence, and stalking.
 - The sections DEFINITIONS and DISCIPLINARY SANCTIONS were added.
 - A listing of services/resources was added.
- November 8, 1996 - New Policy.

[top of this policy](#)

[GURU home](#)

[GURU policy menu](#)

[GURU Tech Support](#)

[GURU policy search](#)

[Penn State website](#)

J-1: WITHDRAWAL

Senate Policy: 56-30, Withdrawal

Procedure

Withdrawal from the University is a serious action. The University has the responsibility to advise the student of the implications of the withdrawal action. However, it is the responsibility of the student who withdraws from enrollment in courses at the University to make the final decision and to understand the implication of their withdrawal action. To insure that the student has had full advising opportunity, two methods of initiating the withdrawal are provided:

(1) Sign an Official Withdrawal form and submit this signed form to the campus Registrar's office. The Official Withdrawal form can be obtained from the student's college dean, college advising center, campus Division of Undergraduate Studies Office, or campus Registrar's Office.

(2) Complete the withdrawal action using eLion.

Before the withdrawal is processed the student will be informed of issues that pertain to their specific situation and be provided with appropriate advising contacts. The Integrated Student Information System withdrawal process will examine the student's record for the following conditions:

- Academic College
- Receiving Student Aid
- Living in University Residence Hall
- Student Athlete
- International Student
- Enrolled in a Controlled Major
- ROTC Student

After the withdrawal is processed, appropriate offices will be notified of the student's withdrawal action by electronic mail.

The effective date of the withdrawal action will be the date received by the Registrar's office or the date processed on eLion. The Fee Assessor will determine the amount of refund due the student. If the student provides documentation from each course instructor of the last date of classes attended, the Fee Assessor will use the latest of these dates for tuition refund calculation. The Bursar's office home page gives details on refunds of tuition and charges.

Students who live in a residence hall must check out of the hall within 24 hours after processing the withdrawal action.

This withdrawal action drops all courses (current semester and future semesters) offered through resident instruction, continuing education, and World Campus.

The deadline for withdrawing is 5:00 p.m. on the last day of classes.

A "W" symbol will appear in the grade column on a student's transcript for all courses still in session on the effective date of withdrawal. Courses that ended before the effective date of the withdrawal will be grade

reported following normal conventions. All courses that have not yet started as of the effective date of the withdrawal will be deleted and no entry will appear on the student's transcript.

The student transcript will also contain a message in the special notes and action section. This notation will be of the following format:

WITHDRAWAL FALL 1997

Degree students who withdraw from the University must apply for re-enrollment if they wish to return to degree status (see Senate Policy 58-00).

Medical Withdrawal:

In the event that a student may be unable to complete a schedule of classes due to illness, a withdrawal for medical reasons should be accomplished. Student medical withdrawals are authorized under one of two actions.

1. University physicians can initiate withdrawal actions by recommending to the college dean/campus executive officer that the student be withdrawn. The University physician sends a memo to the student college dean/campus executive officer authorizing medical withdrawal.
2. Students who require a medical withdrawal and are unable to consult with a University physician may contact their college dean/campus executive officer and request a medical withdrawal. The college dean/campus executive officer may initiate the request for a medical withdrawal on behalf of a student. Consultation and authorization from a University physician may be solicited.

Students capable of signing the Official Withdrawal form are expected to do so. If the student is not capable of signing the Official Withdrawal form, the college dean/campus executive officer may sign on behalf of the student.

University physicians have the option of placing registration holds on students withdrawing for medical reasons. This hold will require that the student consult with University physicians before a re-enrollment request will be approved.

Summer Only Withdrawal:

There are two special conditions associated with a "summer only withdrawal" These conditions are:

1. Because summer is not a required period of enrollment, students withdrawing during the summer continue to be eligible for enrollment during the following fall semester. (Re-enrollment is not required).
2. Summer only withdrawal is not available to newly admitted undergraduate students during their summer of admission. New summer admits must process a regular withdrawal for summer and re-enroll for the fall semester.

Military Duty Withdrawal:

NOTE: Military withdrawal is available only to students who are deployed in a branch of the U.S. armed services.

Students should contact the campus Registrar and present a copy of the military orders. An Official Withdrawal form will be signed by the student and the campus Registrar. The reason cited on the form will be "Military."

If timing does not permit an initial presentation of the military orders, the student may initiate the withdrawal by providing a formal request in writing, personally signed, and sent to the University Registrar, 114 Shields Building, University Park, PA 16802; or by FAX to 814-863-1929. A copy of the military orders must also be provided.

The University Registrar will initiate the withdrawal action on behalf of the student. In addition to the various offices normally notified by the withdrawal action, the Fee Assessor will be specifically notified.

The Office of Student Aid will review eligibility for aid funds already received by the student. Students will be evaluated and advised on the status of their financial aid based on the date of their withdrawal. Students will also be advised of actions required to defer loan(s) repayments based on active military duty.

Students with a "military withdrawal" will not be charged tuition for the semester of withdrawal. They will be charged a housing assessment to cover expenses already incurred. Unused meal plan points will be refunded. No refunds can be made until the University has received a copy of the military orders calling the student to active duty.

At the time the student is discharged from military service or is placed on inactive duty, the student is eligible for "military re-enrollment " to the University, assuring the student direct access to the same major and location as was assigned at the time of withdrawal. Students are eligible to advance register for courses at the time of re-enrollment to the University. The re-enrollment fee is waived for "military re-enrollment."

Questions by students during military absence regarding their status or procedures for re-entry into the University can be directed to the Veterans Program Office.

Approved: ACUI (4-29-76)

Revised: ACUI (4-13-78)

Revised: ACUI (4-8-82)

Revised ACUI (1-17-85)

Revised: ACUI (3-25-85)

Revised: ACAS (5-8-87)

Revised: ACUE (4-3-97)

Revised: Editorial (9-29-00)

Revised: Editorial (11-1-07)

Revised: Administrative (5-25-11)

[Senate Policy: 56-30, Withdrawal](#)

The University may make changes in policies, procedures, educational offerings, and requirements at any time. Please consult a Penn State academic adviser for more detailed information. Penn State is an affirmative action, equal opportunity university.

RE: Iowa Application - Military Policy

From : Lori Stania <laf13@psu.edu>

Thu, Jun 14, 2012 02:19 PM

Subject : RE: Iowa Application - Military Policy

To : 'DANIEL J LOHT' <djl200@psu.edu>

Cc : 'Bob Igo' <rli2@psu.edu>

Daniel,

We can do all of this now either through the student's advisor or through our formal student review committee. I am working with Wayne to get a formal policy in place. One of my outstanding questions is . . . how will the student who is an Iowa resident and military spouse with a dependent child prove that this is his/her situation? What documentation can they provide and how will we validate this information?

Lori

From: DANIEL J LOHT [mailto:djl200@psu.edu]

Sent: Thursday, June 14, 2012 10:14 AM

To: Lori Stania

Cc: Bob Igo

Subject: Iowa Application - Military Policy

Importance: High

Lori,

So that we may proceed with the application process in Iowa and we must comply with Iowa Code Section 261.9(1)"g", please confirm that we're working to -

". . .[Adopt] a policy to offer not less than the following options to a student who is a member, **or the spouse of a member if the member has a dependent child**, of the **Iowa national guard or reserve forces of the United States** and who is ordered to state military service or federal service or duty:

- i. Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
- ii. Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.
- iii. Make arrangements with only some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses. Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded."

Thank you.

Best,

Daniel Loht

Compliance Specialist
The Pennsylvania State University
Penn State World Campus
218 The 329 Building
University Park, PA 16802
814-865-5519

PENNSSTATE



Audited Financial Statements

The Pennsylvania State University
Fiscal Year Ended June 30, 2011

THE PENNSYLVANIA STATE UNIVERSITY

UNIVERSITY OFFICERS

as of October 18, 2011

GRAHAM B. SPANIER

President

RODNEY A. ERICKSON

Executive Vice President and
Provost

RODNEY P. KIRSCH

Senior Vice President for Development
and Alumni Relations

HAROLD L. PAZ

Chief Executive Officer, Penn State Milton S.
Hershey Medical Center; Senior
Vice President for Health Affairs; and
Dean, Penn State College of Medicine

GARY C. SCHULTZ

Interim Senior Vice President for
Finance and Business, and Treasurer

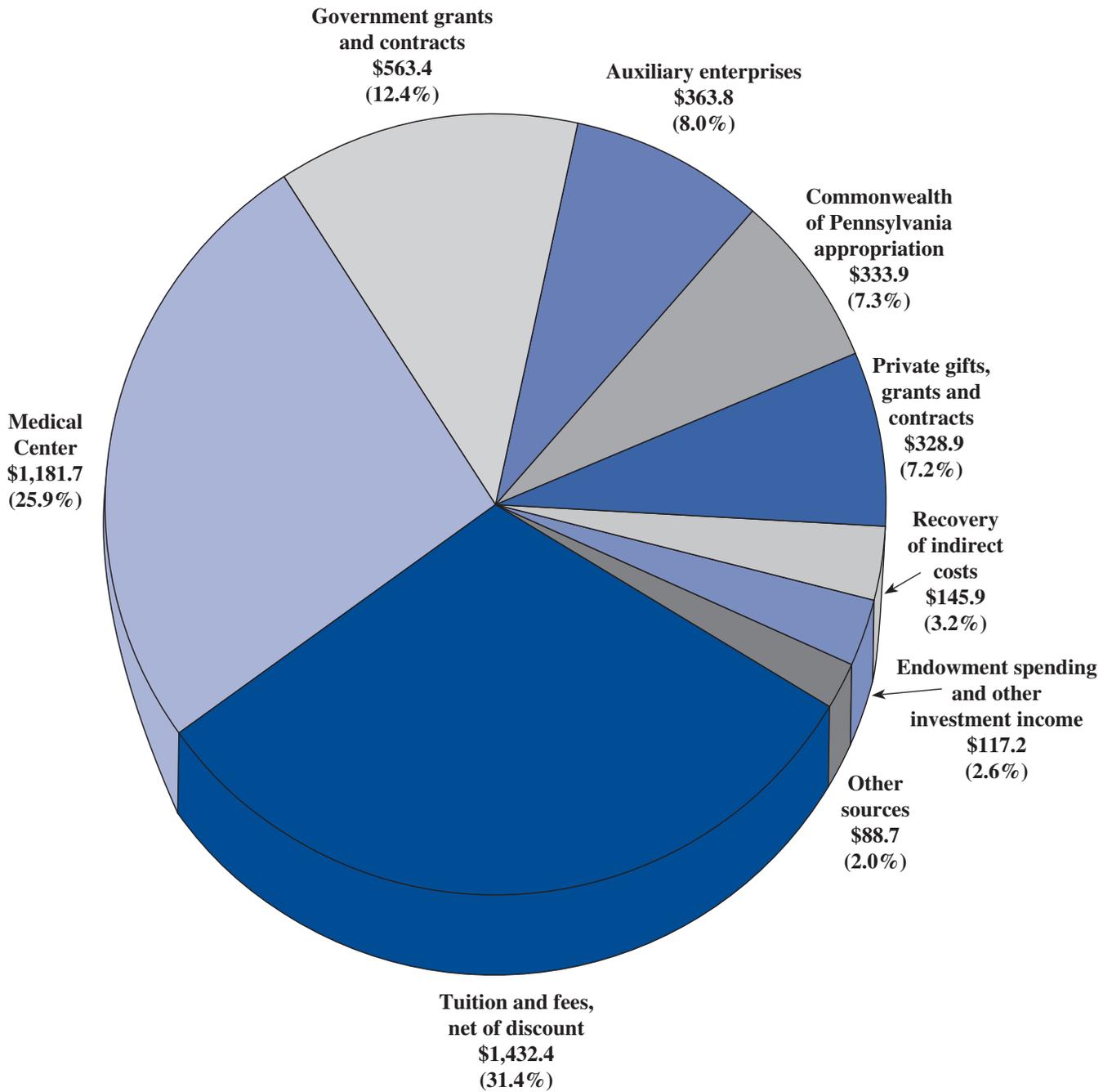
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OPERATING REVENUES BY SOURCE (\$4.6 billion)

For the Year Ended June 30, 2011

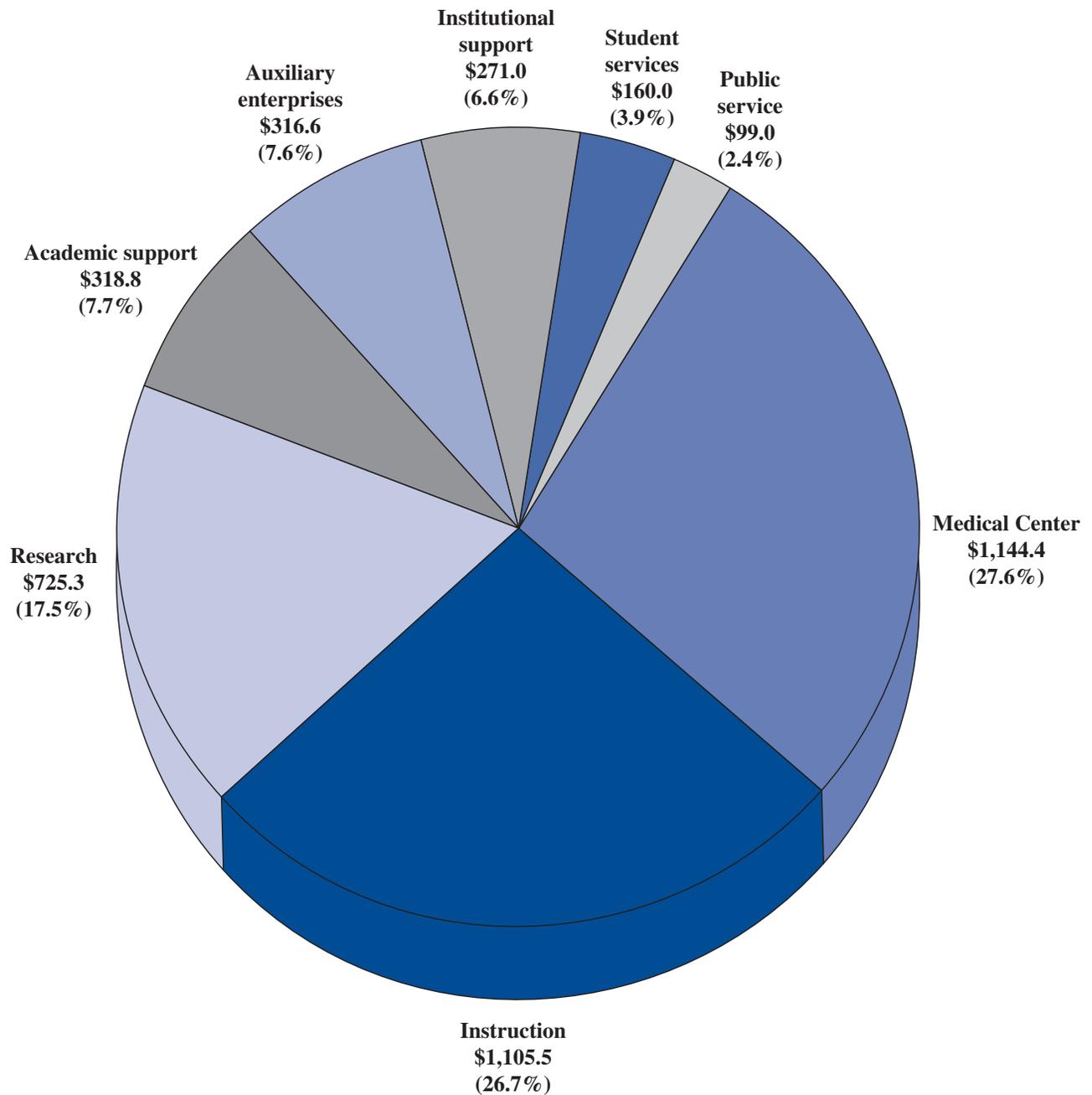
(\$ in Millions)



OPERATING EXPENSES BY FUNCTION (\$4.1 billion)

For the Year Ended June 30, 2011

(\$ in Millions)





Joseph J. Doncsecz
Associate Vice President for Finance and Corporate Controller

The Pennsylvania State University
408 Old Main
University Park, PA 16802-1505

October 18, 2011

Dr. Graham Spanier, President
The Pennsylvania State University

Dear Dr. Spanier:

The audited consolidated financial statements of The Pennsylvania State University and subsidiaries (the "University") for the fiscal year ended June 30, 2011 are presented on the accompanying pages. These financial statements represent a complete and permanent record of the finances of the University for the year.

These financial statements have been audited by Deloitte & Touche LLP, independent auditors, and their report has been made a part of this record.

Respectfully submitted,



Joseph J. Doncsecz
Associate Vice President for Finance and Corporate Controller



Gary C. Schultz
Interim Senior Vice President for Finance and Business/Treasurer

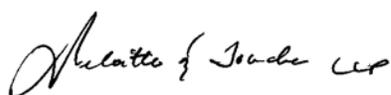
INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of The Pennsylvania State University
University Park, Pennsylvania

We have audited the accompanying consolidated statements of financial position of The Pennsylvania State University and subsidiaries (the "University") as of June 30, 2011 and 2010, and the related consolidated statements of activities and cash flows for the years then ended. These consolidated financial statements are the responsibility of the University's management. Our responsibility is to express an opinion on these consolidated financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the University's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, such consolidated financial statements present fairly, in all material respects, the financial position of the University as of June 30, 2011 and 2010, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.



October 18, 2011

THE PENNSYLVANIA STATE UNIVERSITY
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
ASSETS
JUNE 30, 2011 AND 2010
(in thousands)

	<u>June 30, 2011</u>	<u>June 30, 2010</u>
Current assets:		
Cash and cash equivalents	\$ 1,569,015	\$ 1,203,486
Short-term investments	219,483	202,487
Deposits held by bond trustees	54,905	191,340
Deposits held for others	24,453	25,972
Accounts receivable, net of allowances of \$48,096 and \$25,571	365,308	395,039
Contributions receivable, net	69,610	55,752
Loans to students, net of allowances of \$369 and \$396	7,364	7,076
Inventories	36,045	31,872
Prepaid expenses and other assets	89,565	70,845
Investments held under securities lending program	<u>219,524</u>	<u>249,959</u>
Total current assets	<u>2,655,272</u>	<u>2,433,828</u>
Noncurrent assets:		
Deposits held by bond trustees	4,746	6,676
Contributions receivable, net	157,459	158,408
Loans to students, net of allowances of \$2,384 and \$2,647	47,630	49,002
Deferred bond costs, net	6,748	7,260
Total investment in plant, net	3,372,005	3,151,655
Beneficial interest in perpetual trusts	12,843	11,400
Investments	<u>3,443,905</u>	<u>2,909,271</u>
Total noncurrent assets	<u>7,045,336</u>	<u>6,293,672</u>
Total assets	<u>\$ 9,700,608</u>	<u>\$ 8,727,500</u>

See notes to consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY
CONSOLIDATED STATEMENTS OF FINANCIAL POSITION
LIABILITIES AND NET ASSETS
JUNE 30, 2011 AND 2010
(in thousands)

	<u>June 30, 2011</u>	<u>June 30, 2010</u>
Current liabilities:		
Accounts payable and other accrued expenses	\$ 508,426	\$ 454,482
Deferred revenue	233,132	222,654
Long-term debt	43,016	52,339
Present value of annuities payable	5,397	4,873
Accrued postretirement benefits	37,601	32,257
Liability under securities lending program	219,524	249,959
Total current liabilities	<u>1,047,096</u>	<u>1,016,564</u>
Noncurrent liabilities:		
Deposits held in custody for others	52,618	52,783
Deferred revenue	12,004	14,521
Long-term debt	1,146,642	1,184,072
Present value of annuities payable	39,028	31,550
Accrued postretirement benefits	1,441,442	1,258,530
Refundable United States Government student loans	43,764	43,957
Other liabilities	141,908	143,870
Total noncurrent liabilities	<u>2,877,406</u>	<u>2,729,283</u>
Total liabilities	<u>3,924,502</u>	<u>3,745,847</u>
Net assets:		
Unrestricted -		
Undesignated	1,591	1,545
Designated for specific purposes	2,195,213	1,774,384
Net investment in plant	1,913,962	1,832,776
Total unrestricted - The Pennsylvania State University	<u>4,110,766</u>	<u>3,608,705</u>
Noncontrolling interest	694	657
Total unrestricted	4,111,460	3,609,362
Temporarily restricted	555,375	337,570
Permanently restricted	1,109,271	1,034,721
Total net assets	<u>5,776,106</u>	<u>4,981,653</u>
Total liabilities and net assets	<u>\$ 9,700,608</u>	<u>\$ 8,727,500</u>

See notes to consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY
CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2011
(in thousands)

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Operating revenues and other support:				
Tuition and fees, net of discounts of \$116,588	\$ 1,432,398	\$ -	\$ -	\$ 1,432,398
Commonwealth of Pennsylvania -				
Appropriations	333,863	-	-	333,863
Special contracts	65,919	-	-	65,919
Department of General Services projects	46,801	-	-	46,801
United States Government grants and contracts	450,710	-	-	450,710
Private grants and contracts	170,890	-	-	170,890
Gifts and pledges	76,141	81,916	-	158,057
Endowment spending	65,964	-	-	65,964
Other investment income	50,958	284	-	51,242
Sales and services of educational activities	63,737	-	-	63,737
Recovery of indirect costs	145,855	-	-	145,855
Auxiliary enterprises	363,781	-	-	363,781
Medical Center revenue	1,181,732	-	-	1,181,732
Other sources	24,928	-	-	24,928
Net assets released from restrictions	40,145	(40,145)	-	-
Total operating revenues and other support	4,513,822	42,055	-	4,555,877
Operating expenses:				
Educational and general -				
Instruction	1,105,503	-	-	1,105,503
Research	725,306	-	-	725,306
Public service	98,965	-	-	98,965
Academic support	318,771	-	-	318,771
Student services	160,006	-	-	160,006
Institutional support	270,982	-	-	270,982
Total educational and general	2,679,533	-	-	2,679,533
Auxiliary enterprises	316,617	-	-	316,617
Medical Center expense	1,144,462	-	-	1,144,462
Total operating expenses	4,140,612	-	-	4,140,612
Increase in net assets from operating activities	373,210	42,055	-	415,265
Non-operating activities:				
Gifts and pledges	-	-	77,867	77,867
Current year investment returns	162,243	177,541	6,190	345,974
Endowment appreciation utilized	(28,539)	-	-	(28,539)
Changes in funds held by others in perpetuity	-	712	1,419	2,131
Write-offs and disposals of assets	(4,853)	-	-	(4,853)
Actuarial adjustment on annuities payable	-	(2,503)	(10,926)	(13,429)
Increase in net assets from non-operating activities	128,851	175,750	74,550	379,151
Increase in net assets - The Pennsylvania State University	502,061	217,805	74,550	794,416
Non-controlling interest:				
Excess of revenues over expenses	37	-	-	37
Increase in net assets non-controlling interest	37	-	-	37
Increase in total net assets	502,098	217,805	74,550	794,453
Net assets at the beginning of the year	3,609,362	337,570	1,034,721	4,981,653
Net assets at the end of the year	\$ 4,111,460	\$ 555,375	\$ 1,109,271	\$ 5,776,106

See notes to consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY
CONSOLIDATED STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2010
(in thousands)

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Operating revenues and other support:				
Tuition and fees, net of discounts of \$109,255	\$ 1,353,614	\$ -	\$ -	\$ 1,353,614
Commonwealth of Pennsylvania -				
Appropriations	350,836	-	-	350,836
Special contracts	79,225	-	-	79,225
Department of General Services projects	91,824	-	-	91,824
United States Government grants and contracts	445,630	-	-	445,630
Private grants and contracts	173,032	-	-	173,032
Gifts and pledges	65,027	59,357	-	124,384
Endowment spending	63,401	-	-	63,401
Other investment income	53,069	545	-	53,614
Sales and services of educational activities	54,237	-	-	54,237
Recovery of indirect costs	142,092	-	-	142,092
Auxiliary enterprises	358,785	-	-	358,785
Medical Center revenue	1,027,218	-	-	1,027,218
Other sources	13,142	-	-	13,142
Net assets released from restrictions	26,705	(26,705)	-	-
Total operating revenues and other support	<u>4,297,837</u>	<u>33,197</u>	<u>-</u>	<u>4,331,034</u>
Operating expenses:				
Educational and general -				
Instruction	1,076,891	-	-	1,076,891
Research	742,190	-	-	742,190
Public service	96,355	-	-	96,355
Academic support	344,587	-	-	344,587
Student services	156,034	-	-	156,034
Institutional support	274,327	-	-	274,327
Total educational and general	2,690,384	-	-	2,690,384
Auxiliary enterprises	305,646	-	-	305,646
Medical Center expense	1,009,860	-	-	1,009,860
Total operating expenses	<u>4,005,890</u>	<u>-</u>	<u>-</u>	<u>4,005,890</u>
Increase in net assets from operating activities	291,947	33,197	-	325,144
Non-operating activities:				
Gifts and pledges	-	-	60,483	60,483
Current year investment returns	166,277	59,079	4,894	230,250
Endowment appreciation utilized	(30,586)	-	-	(30,586)
Changes in funds held by others in perpetuity	-	549	351	900
Write-offs and disposals of assets	(4,408)	-	-	(4,408)
Actuarial adjustment on annuities payable	-	629	(4,987)	(4,358)
Increase in net assets from non-operating activities	<u>131,283</u>	<u>60,257</u>	<u>60,741</u>	<u>252,281</u>
Increase in net assets - The Pennsylvania State University	423,230	93,454	60,741	577,425
Non-controlling interest:				
Acquisition adjustment	657	-	-	657
Increase in net assets - non-controlling interest	<u>657</u>	<u>-</u>	<u>-</u>	<u>657</u>
Increase in total net assets	423,887	93,454	60,741	578,082
Net assets at the beginning of the year	<u>3,185,475</u>	<u>244,116</u>	<u>973,980</u>	<u>4,403,571</u>
Net assets at the end of the year	<u>\$ 3,609,362</u>	<u>\$ 337,570</u>	<u>\$ 1,034,721</u>	<u>\$ 4,981,653</u>

See notes to consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY
CONSOLIDATED STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2011 AND 2010
(in thousands)

	<u>June 30, 2011</u>	<u>June 30, 2010</u>
Cash flows from operating activities:		
Increase in net assets	\$ 794,453	\$ 578,082
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Actuarial adjustment on annuities payable	13,428	4,358
Contributions restricted for long-term investment	(156,224)	(85,019)
Interest and dividends restricted for long-term investment	(32,233)	(23,467)
Net realized and unrealized gains on long-term investments	(352,737)	(235,936)
Depreciation expense	223,642	215,474
Amortization expense	563	560
Loss on early extinguishment of debt	803	-
Write-offs and disposals of assets	4,961	7,020
Contributions of land, buildings and equipment	(2,787)	(2,343)
Buildings and equipment provided by Pennsylvania Department of General Services	(16)	(152)
Contribution to government student loan funds	154	234
Provision for bad debts	56,920	27,297
(Increase)/decrease in deposits held for others	1,520	(700)
Increase in receivables	(44,620)	(53,222)
Increase in inventories	(4,171)	(301)
Increase in prepaid expenses and other assets	(10,815)	(19,266)
Increase/(decrease) in accounts payable and other accrued expenses	(1,328)	12,735
Increase in deferred revenue	7,961	2,893
Increase in accrued postretirement benefits	188,256	246,603
Net cash provided by operating activities	<u>687,730</u>	<u>674,850</u>
Cash flows from investing activities:		
Purchase of land, buildings and equipment	(424,404)	(354,052)
(Increase)/decrease in deposits held by bond trustees	138,366	(65,476)
Advances on student loans	(7,809)	(7,909)
Collections on student loans	7,881	7,426
Decrease in investments held under securities lending program	30,435	3,737
Decrease in liability under securities lending program	(30,435)	(3,737)
Purchase of investments	(40,211,674)	(27,207,760)
Proceeds from sale of investments	40,047,416	26,864,199
Net cash used in investing activities	<u>(450,224)</u>	<u>(763,572)</u>
Cash flows from financing activities:		
Contributions restricted for long-term investment	156,224	85,019
Interest and dividends restricted for long-term investment	32,233	23,467
Payments of annuity obligations	(5,419)	(4,892)
Proceeds from issuance of bonds	39,276	145,005
Bond issuance costs	(399)	-
Principal payments on notes, bonds and capital leases	(94,516)	(51,804)
Proceeds related to government student loan funds, net of collection costs	624	606
Net cash provided by financing activities	<u>128,023</u>	<u>197,401</u>
Net increase in cash and cash equivalents	365,529	108,679
Cash and cash equivalents at the beginning of the year	<u>1,203,486</u>	<u>1,094,807</u>
Cash and cash equivalents at the end of the year	<u>\$ 1,569,015</u>	<u>\$ 1,203,486</u>
Supplemental disclosures of cash flow information (Note 2)		

See notes to consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY
NOTES TO CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEARS ENDED JUNE 30, 2011 AND 2010

1. THE UNIVERSITY AND RELATED ENTITIES

The Pennsylvania State University (“the University”), which was created as an instrumentality of the Commonwealth of Pennsylvania (“the Commonwealth” or “Pennsylvania”), is organized as a non-profit corporation under the laws of the Commonwealth. As Pennsylvania’s land grant university, the University is committed to improving the lives of the people of Pennsylvania, the nation and the world through its integrated, tri-part mission of high-quality teaching, research and outreach.

Basis of Presentation

The financial statements of the University include, on a consolidated basis, the combined financial statements of The Milton S. Hershey Medical Center (“TMSHMC” or “Medical Center”), a not-for-profit corporation and Penn State Hershey Health System, Inc. (“Health System”) and The Corporation for Penn State and its subsidiaries (“the Corporation”). See Note 11 for additional information about TMSHMC and the Health System. The Corporation is a non-profit member corporation organized in 1985 for the exclusive purpose of benefiting and promoting the interests of the University, the Corporation’s sole member. The Corporation’s assets and revenues consist primarily of the assets and revenues of The Pennsylvania College of Technology (“Penn College”), a wholly-owned subsidiary of the Corporation. All significant transactions between the University, TMSHMC and the Corporation have been eliminated.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The University’s consolidated financial statements are prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) is the source of authoritative GAAP.

The University’s consolidated financial statements include statements of financial position, activities and cash flows. In accordance with FASB ASC requirements, net assets and the changes in net assets are classified as permanently restricted, temporarily restricted or unrestricted.

Permanently restricted net assets consist primarily of the historical amounts of endowed gifts. Additionally, contributions receivable and remainder interests, which are required by donors to be permanently retained, are included at their estimated net present values.

Temporarily restricted net assets consist of contributions receivable and remainder interests whose ultimate use is not permanently restricted. In addition, the excess of current market value over the historical cost of permanently restricted endowments is classified as temporarily restricted net assets.

Unrestricted net assets are all the remaining net assets of the University. Net unrealized losses on permanently restricted endowment funds for which historical cost exceeds market value are recorded as a reduction to unrestricted net assets.

Revenue from temporarily restricted sources is reclassified as unrestricted revenue when the circumstances of the restriction have been fulfilled. Donor-restricted revenues whose restrictions are met within the same fiscal year are reported as unrestricted income.

Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts on the financial statements and the disclosure of contingencies and commitments. Actual results could differ from those estimates.

Revenue Recognition

Tuition revenue is recognized in the fiscal year in which the substantial portion of the educational term occurs. Institutional financial aid provided by the University for tuition and fees is reflected as a reduction of tuition and fee revenue. Revenues for auxiliary enterprises are recognized as the related goods and services are delivered and rendered. Grant revenues are recognized as the eligible grant activities are conducted. Payments received in advance for tuition, goods and services are deferred.

Unconditional promises to give are recognized as revenues and receivables in the year made and consist of written or oral promises to contribute to the University in the future. Contributions receivable are recorded with the revenue assigned to the appropriate category of restriction. The amounts are present-valued based on timing of expected collections.

TMSHMC has agreements with third-party payors that provide for payments to TMSHMC at amounts different from its established rates. Payment arrangements include prospectively determined rates per discharge, reimbursed costs, discounted charges and per diem payments. Net patient service revenue is reported at the estimated net realizable amounts from patients, third-party payors and others for services rendered, including estimated retroactive adjustments under reimbursement agreements with third-party payors. Retroactive adjustments are accrued on an estimated basis in the period the related services are rendered and adjusted in future periods as final settlements are determined or such estimates change.

TMSHMC provides care to patients who meet certain criteria under its charity care policy without charge or at amounts less than its established rates. Because TMSHMC does not pursue collection of amounts determined to qualify as charity care, they are not reported as net patient service revenue. The amount of charges forgone for services and supplies furnished under the Medical Center's charity care policy during 2011 and 2010 totaled approximately \$35.4 million and \$32.9 million, respectively.

Fair Value of Financial Instruments

The University has provided fair value estimates for certain financial instruments in the notes to the financial statements. Fair value information presented in the financial statements is based on information available at June 30, 2011 and 2010. The carrying amounts of cash and cash equivalents, accounts receivable and accounts payable and other accrued expenses approximate fair value because of the terms and relatively short maturity of these financial instruments. The carrying values of the University's loans to students are also reasonable estimates of their fair value, as the total outstanding loans to students as of June 30, 2011 and 2010 have been made at the rates available to students for similar loans at such times. Investments are reported at fair value as disclosed in Note 3. The fair value of the University's bonds payable is disclosed in Note 7. See Note 5 for further discussion of fair value measurements.

Cash Flows

The following items are included as supplemental disclosure to the statements of cash flows for the years ended June 30:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
Interest paid	\$ 50,862	\$ 43,970
Non-cash acquisitions of land, buildings and equipment	10,371	12,956

Cash and cash equivalents include certain investments in highly liquid instruments with initial maturities of 90 days or less, except for such assets held by the University's investment managers as part of their long-term

investment strategies. Short-term investments include other current investments held for general operating purposes with maturities greater than three months but less than 12 months.

Accounts Receivable

Accounts receivable, net at June 30 consists of the following:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
Grants and contracts, net of allowance of \$1,260 and \$860	\$ 141,503	\$ 134,998
Patient accounts receivable, net of allowance of \$39,142 and \$17,684	133,145	129,871
Student receivables, net of allowance of \$4,258 and \$4,018	34,053	41,965
Investment and interest receivable	30,558	34,891
Other, net of allowance of \$3,436 and \$3,009	<u>26,049</u>	<u>53,314</u>
Total accounts receivable, net	<u>\$ 365,308</u>	<u>\$ 395,039</u>

Loans to Students

Loans to students are disbursed to qualified students based on need and include loans granted by the University from institutional resources and under federal government loan programs. Students have a grace period until repayment is required based upon the earlier of graduation or no longer achieving at least half-time enrollment status. The grace period varies depending on the type of loan. Loans accrue interest after the grace period and are repaid directly to the University. Loans to students are uncollateralized and carry default risk. At June 30, 2011 and 2010, respectively, student loans represent 0.6% of total assets.

The availability of funds for loans under federal government revolving loan programs is dependent on reimbursements to the pool from repayments of outstanding loans. Funds advanced by the federal government of \$43.8 million and \$44.0 million at June 30, 2011 and 2010, respectively, are ultimately refundable to the government and are classified as liabilities in the consolidated statements of financial position. Outstanding loans cancelled under the program result in a reduction of the funds available to loan and a decrease in the liability to the federal government.

At June 30, 2011 and 2010, loans to students consisted of the following:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
Loans to students:		
Federal government loan programs:		
Perkins loan program	\$ 41,508	\$ 42,580
Health Professions Student Loans and Loans for Disadvantaged Students	<u>377</u>	<u>431</u>
Federal government loan programs	41,885	43,011
Institutional loan programs	<u>15,862</u>	<u>16,110</u>
	57,747	59,121
Less allowance for doubtful accounts:		
Balance, beginning of year	(3,043)	(3,359)
Provision for doubtful accounts	<u>290</u>	<u>316</u>
Balance, end of year	<u>(2,753)</u>	<u>(3,043)</u>
Loans to students, net	<u>\$ 54,994</u>	<u>\$ 56,078</u>

Allowances for doubtful accounts are established based on prior collection experience and current economic factors which, in management's judgment, could influence the ability of loan recipients to repay the amounts according to the terms of the loan. Further, the University does not evaluate credit quality of student loans receivable after the initial approval of the loan. Loans to students are considered past due when payment is not received by the due date, and interest continues to accrue until the loan is paid in full or written off. When loans to students are deemed uncollectible, an allowance for doubtful accounts is established.

The University considers the age of the amounts outstanding in determining the collectability of loans to students. The aging of the loans to students based on days delinquent and the related allowance for doubtful accounts at June 30, 2011 and 2010 are as follows:

	<i>(in thousands of dollars)</i>				
	<u>30 days or less</u>	<u>31-60 days</u>	<u>61-90 days</u>	<u>Over 91 days</u>	<u>Total</u>
<u>2011</u>					
Loans to students:					
Federal government loan programs	\$ 40,470	\$ 603	\$ 48	\$ 764	\$ 41,885
Institutional loan programs	<u>15,358</u>	<u>273</u>	<u>42</u>	<u>189</u>	<u>15,862</u>
Total loans to students	<u>55,828</u>	<u>876</u>	<u>90</u>	<u>953</u>	<u>57,747</u>
Allowance for doubtful accounts:					
Federal government loan programs					(1,771)
Institutional loan programs					<u>(982)</u>
Total allowance for doubtful accounts					<u>(2,753)</u>
Total loans to students, net					<u>\$ 54,994</u>

	<i>(in thousands of dollars)</i>				
	<u>30 days or less</u>	<u>31-60 days</u>	<u>61-90 days</u>	<u>Over 91 days</u>	<u>Total</u>
<u>2010</u>					
Loans to students:					
Federal government loan programs	\$ 41,010	\$ 817	\$ 93	\$ 1,091	\$ 43,011
Institutional loan programs	<u>15,647</u>	<u>201</u>	<u>22</u>	<u>240</u>	<u>16,110</u>
Total loans to students	<u>56,657</u>	<u>1,018</u>	<u>115</u>	<u>1,331</u>	<u>59,121</u>
Allowance for doubtful accounts:					
Federal government loan programs					(2,003)
Institutional loan programs					<u>(1,040)</u>
Total allowance for doubtful accounts					<u>(3,043)</u>
Total loans to students, net					<u>\$ 56,078</u>

Inventories

Inventories are stated at cost, generally on the first-in, first-out basis, which is lower than market.

Investments

The University's noncurrent investments represent the University's endowment and other investments held for general operating purposes. The University's investments are reported at fair value in the accompanying financial statements. Investments in equity securities with readily determinable fair values and all investments in debt securities are reported at fair values with gains and losses included in the consolidated statements of activities. In the management of investments, the University authorizes certain of its investment managers to purchase derivative securities to attain a desired market position; and the University may directly invest in derivative securities to attain a desired market position. The University does not trade or issue derivative financial instruments other than through the investment management practices noted above. The University records derivative securities at fair value with gains and losses reflected in the consolidated statements of activities.

The estimated fair value amounts for marketable debt and equity securities held by the University have been reviewed by the University and determined using available market information as supplied by the various financial institutions that act as trustees or custodians for the University. For non-liquid holdings, generally limited partnership investments in private real estate, venture capital, private equity, natural resources, and private debt, estimated fair value is determined based upon financial information provided by the general partner. This financial information includes assumptions and methods that were reviewed by University management. The University believes that the estimated fair value is a reasonable estimate of market value as of June 30, 2011 and 2010. Because the limited partnerships are not readily marketable, the estimated value is subject to uncertainty and, therefore, may differ from the value that would have been used had a ready market existed, and such differences could be material.

Income on operating investments and income used for the annual distribution under the annual spending policy for endowments are reported in operating revenues within the consolidated statement of activities.

Beneficial Interest in Perpetual Trusts

The University is the beneficiary of certain perpetual trusts held and administered by outside trustees. The fair value of these trust assets has been recorded as permanently restricted net assets and related beneficial interest in perpetual trusts in the consolidated financial statements.

Investment in Plant

Total investment in plant as of June 30 is comprised of the following:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
Land	\$ 110,409	\$ 107,382
Buildings	4,449,942	4,093,137
Improvements other than buildings	502,542	485,613
Equipment	<u>979,857</u>	<u>938,440</u>
Total plant	6,042,750	5,624,572
Less accumulated depreciation	<u>(2,670,745)</u>	<u>(2,472,917)</u>
Total investment in plant, net	<u>\$ 3,372,005</u>	<u>\$ 3,151,655</u>

The value of land, buildings, and equipment is recorded at cost or, if received as gifts, at fair value at date of gift. The University does not capitalize the cost of library books. Depreciation is computed over the estimated useful lives of the assets using the straight-line method. Useful lives range from 10 to 50 years for buildings, 10 to 20 years for improvements other than buildings, and 3 to 20 years for equipment. The University has certain building and equipment lease agreements in effect which are considered capital leases that are included as long-term debt in the statements of financial position. These leases have been capitalized at the net present value of the minimum lease payments. Buildings and equipment held under capital leases are amortized on a straight-line basis over the shorter of the lease term or the estimated useful life of the asset. The capitalized cost and accumulated depreciation of the leases at June 30, 2011 and 2010 was \$101.8 million and \$27.6 million, and \$99.2 million and \$21.7 million, respectively.

Asset Retirement Obligations

Under ASC 410-20, *Asset Retirement and Environmental Obligations – Asset Retirement Obligations*, organizations must accrue for costs related to legal obligations to perform certain activities in connection with retirement, disposal, or abandonment of assets. The obligation to perform the asset retirement activity is not conditional even though the timing or method may be conditional.

The University has identified asbestos abatement and the decommissioning of the Breazeale Nuclear Reactor as conditional asset retirement obligations. These obligations are reported as part of other non-current liabilities within the consolidated statement of financial position. The following table details the change in liabilities for the years ended June 30:

	<i>(in thousands of dollars)</i>
Balance as of June 30, 2009	\$ 55,647
Accretion expense	2,873
Liabilities settled	<u>(1,057)</u>
Balance as of June 30, 2010	57,463
Accretion expense/ change in assumptions	4,780
Liabilities settled	<u>(1,973)</u>
Balance as of June 30, 2011	<u>\$ 60,270</u>

Income Taxes

The University files U.S. federal and state tax returns. The statute of limitations on the University's federal returns generally remains open for three years following the year they are filed. In accordance with ASC 740 Income Taxes Topic, the University continues to evaluate tax positions and has determined there is no material impact on the University financial statements.

Recent Accounting Pronouncements

In April 2009, the FASB issued new ASC guidance for not-for-profit entities regarding mergers and acquisitions. This guidance defines a combination of one or more other not-for-profit entities, business or nonprofit activities as either a merger or acquisition. It also establishes principles and requirements in determining whether a not-for-profit entity combination is a merger or acquisition, applies the carryover method in accounting for mergers, applies the acquisition method in accounting for acquisitions, including which of the combining entities is the acquirer, and requires enhanced disclosures about the merger or acquisition. In addition, it amends existing FASB ASC Guidance on goodwill and other intangible assets and noncontrolling interests in consolidated financial statements to make previous guidance that was only applicable to for-profit entities applicable to not-for-profit entities. In January 2010, the FASB issued ASC guidance to clarify the scope of noncontrolling interests in consolidated financial statements related to a decrease in ownership provisions. This guidance was effective for the University beginning July 1, 2010 as it relates to acquisitions and mergers. On July 1, 2010, the University adopted the above guidance that established accounting and reporting standards for the noncontrolling interests in a subsidiary. This accounting and reporting standard requires entities that prepare consolidated financial statements to: (a) present noncontrolling interests as a component of net assets, separate from the parent's net assets; (b) separately present the amount of consolidated excess of revenues over expenses attributed to noncontrolling interests in the statements of activities; and (c) require an entity to provide sufficient disclosures that identify and clearly distinguish between interests of the parent and interests of noncontrolling owners. Such presentation is reflected in the University's consolidated financial statements.

In January 2010, the FASB issued ASC guidance that amends current disclosure requirements under the existing fair value accounting standard. It requires entities to disclose separately the amounts of significant transfers into and out of Level 1 and Level 2 fair value measurements along with the reasons for those transfers. In addition, it also requires entities to present separately information about purchases, sales, issuances, and settlements on a gross basis rather than as one net number in the reconciliation for fair value measurements using significant unobservable inputs (Level 3). This guidance is effective for the University beginning on July 1, 2010 except for Level 3 fair value measurement disclosure that is effective July 1, 2011. As there were no transfers between Level 1 and Level 2 investments, there was no impact to the consolidated financial statements.

In August 2010, the FASB issued ASU 2010-24, *Health Care Entities (Topic 954): Presentation of Insurance Claims and Related Insurance Recoveries*, which requires a Healthcare Organization (“HCO”) to present a liability related to medical malpractice claims (and other contingent claims) gross; such a liability would not be offset against related insurance recoveries unless the criteria in ASC 210-20 for offsetting were met. This guidance is effective for annual reporting periods beginning after December 15, 2010 and would require a cumulative-effect adjustment to opening unrestricted net assets in the period of adoption if a difference exists between any liabilities and insurance receivables recorded upon the adoption of the guidance. The University is currently assessing the impact of adopting this guidance on its consolidated financial statements.

In July 2010, the FASB issued ASU 2010-23, *Health Care Entities (Topic 954): Measuring Charity Care for Disclosure a consensus of the FASB Emerging Issues Task Force*, which requires a HCO to disclose its policy for providing charity care and the amount of charity care provided. In addition, the ASU requires that the amount of charity care be based on the direct and indirect costs of providing charity care. The ASU also requires disclosure of funds received to offset or subsidize charity services provided. This guidance is effective for annual reporting periods beginning after December 15, 2010, and must be applied retrospectively. The University is currently assessing the impact of adopting this guidance on its consolidated financial statements.

In July 2011, the FASB issued ASU 2011-07, *Health Care Entities (Topic 954): Presentation and Disclosure of Patient Service Revenue, Provision for Bad Debts, and the Allowance for Doubtful Accounts for Certain Health Entities*. This ASU requires a HCO to change the presentation of its statement of operations by reclassifying the provision for bad debts associated with patient service revenue from an operating expense to a deduction from patient service revenue (net of contractual allowances and discounts). Additionally, a HCO is required to provide enhanced disclosure about its policies for recognizing revenue and assessing bad debts. The ASU also requires disclosures of patient service revenue (net of contractual allowances and discounts) as well as qualitative and quantitative information about changes in the allowance for doubtful accounts. This guidance is effective for annual reporting periods ending after December 15, 2012. The University is currently assessing the impact of adopting this guidance on its consolidated financial statements.

In July 2010, the FASB issued ASU 2010-20, *Receivables (Topic 310): Disclosures about the Credit Quality of Financing Receivables and the Allowance for Credit Losses*, which requires more robust disclosure aimed at improving transparency by providing additional information to assist financial statement users in assessing an entity’s credit risk exposures and evaluating the adequacy of its allowance for credit losses. This guidance is effective for the University beginning June 30, 2011 for disclosures as of the end of a reporting period.

3. INVESTMENTS

Investments by major category as of June 30 are summarized as follows:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
Money markets	\$ 172,027	\$ 157,193
Fixed income:		
U.S. government/agency	892,659	892,175
U.S. corporate	524,413	493,493
Foreign	188,741	171,535
Other	306,152	182,902
Equities	918,265	694,491
Private capital	661,131	519,969
Investments held under securities lending program	<u>219,524</u>	<u>249,959</u>
Total	<u>\$ 3,882,912</u>	<u>\$ 3,361,717</u>

Other fixed income investments consist of collateralized mortgage obligations, mortgage-backed securities and asset-backed securities. Equity investments are comprised of domestic and foreign common stocks. Private capital consists primarily of interests in private real estate, venture capital, private equity, natural resources, private debt, and hedge fund limited partnerships.

Futures contracts, which are fully cash collateralized, comprise the University's directly held derivative instruments at June 30, 2011 and 2010, respectively, are marked to market daily and are included in the fair value of the University's investments. The fair value of derivative instruments is included in the fair value of the University's investments within the money market category. Futures contracts have minimal credit risk because the counterparties are the exchanges themselves. Fully cash collateralized derivative securities comprised approximately 2.8% and 1.6% of total investments at June 30, 2011 and 2010.

Through an agreement with its primary investment custodian, the University participates in lending securities to brokers. Collateral is generally limited to cash, government securities, and irrevocable letters of credit. Both the investment custodian and the security borrowers have the right to terminate a specific loan of securities at any time. The University receives lending fees and continues to earn interest and dividends on the loaned securities. At June 30, 2011 and 2010, the University held \$219.5 million and \$250.0 million, respectively, of short-term highly liquid investments as collateral deposits for the securities lending program. The collateral is included as an asset and the obligation to return such collateral is presented as a liability in the consolidated statements of financial position. The securities on loan had an estimated fair value of \$214.5 million and \$244.4 million at June 30, 2011 and 2010, respectively. Effective September 7, 2011, the University is no longer participating in the securities lending program.

The following schedules summarize the investment return and its classification in the consolidated statement of activities for the years ended June 30:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Dividends and interest	\$ 88,383	\$ 284	\$ 6,190	\$ 94,857	
Net realized gains	75,676	14,060	-	89,736	
Net unrealized gains	<u>86,567</u>	<u>163,481</u>	<u>-</u>	<u>250,048</u>	
Total returns	<u>\$ 250,626</u>	<u>\$ 177,825</u>	<u>\$ 6,190</u>	<u>\$ 434,641</u>	
	<u>2010</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Dividends and interest	\$ 77,661	\$ 545	\$ 4,894	\$ 83,100	
Net realized gains	49,755	2,271	-	52,026	
Net unrealized gains	<u>124,745</u>	<u>56,808</u>	<u>-</u>	<u>181,553</u>	
Total returns	<u>\$ 252,161</u>	<u>\$ 59,624</u>	<u>\$ 4,894</u>	<u>\$ 316,679</u>	

4. ENDOWMENT NET ASSETS

The University's endowment includes both donor-restricted endowment funds and funds designated to function as endowments. As required by GAAP, net assets associated with endowment funds, including funds designated to function as endowments, are classified and reported based on the existence or absence of donor-imposed restrictions.

The ASC Not-for-Profit Entities Presentation of Financial Statements Subtopic (ASC Subtopic 958-205) provides guidance on the net asset classification of donor-restricted endowment funds for not-for-profit organizations subject to an enacted version of the Uniform Prudent Management of Institutional Funds Act ("UPMIFA") and improves disclosure about an organization's endowment funds regardless of whether the organization is subject to UPMIFA. The Commonwealth of Pennsylvania has not adopted UPMIFA but rather has enacted Pennsylvania Act 141 ("PA Act 141"). PA Act 141 permits an organization's trustees to define income as a stipulated percentage of endowment assets (between 2% and 7% of the fair value of the assets averaged over a period of at least three preceding years) without regard to actual interest, dividend, or realized and unrealized gains.

The University has interpreted PA Act 141 to permit the University to spend the earnings of its endowment based on a total return approach, without regard to the fair value of the original gift. As a result of this interpretation, the University classifies as permanently restricted net assets the original value of gifts donated to the permanent endowment, the original value of subsequent gifts to the permanent endowment, and accumulations to the permanent endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. Funds functioning as endowments are established at the direction of University management and are classified as unrestricted net assets due to the lack of external donor restrictions. Gains and losses attributable to permanent endowments are recorded as temporarily restricted net assets and gains and losses attributable to funds functioning as endowments are recorded as unrestricted net assets.

From time to time due to unfavorable market fluctuations, the fair value of some assets associated with individual donor-restricted endowment funds may fall below the level that donors require to be retained as a perpetual fund, while other assets are unaffected to the same extent and maintain or exceed the level required. The aggregate amount of deficiencies at June 30, 2011 and 2010 was \$3.3 million and \$31.7 million, respectively, reported in unrestricted net assets on the consolidated statement of activities. Subsequent investment gains will be used to restore the balance up to the fair market value of the original gift. Subsequent gains above that amount will be recorded as temporarily restricted net assets.

Endowment net asset composition by type of fund as of June 30:

<i>(in thousands of dollars)</i>		Temporarily Restricted	Permanently Restricted	Total
<u>2011</u>	<u>Unrestricted</u>			
Donor-restricted endowment funds	\$ (3,261)	\$ 314,769	\$ 951,006	\$ 1,262,514
Funds functioning as endowments	<u>475,329</u>	<u>-</u>	<u>-</u>	<u>475,329</u>
Total net assets	<u>\$ 472,068</u>	<u>\$ 314,769</u>	<u>\$ 951,006</u>	<u>\$ 1,737,843</u>
<u>2010</u>	<u>Unrestricted</u>			
Donor-restricted endowment funds	\$ (31,662)	\$ 157,325	\$ 863,312	\$ 988,975
Funds functioning as endowments	<u>361,341</u>	<u>-</u>	<u>-</u>	<u>361,341</u>
Total net assets	<u>\$ 329,679</u>	<u>\$ 157,325</u>	<u>\$ 863,312</u>	<u>\$ 1,350,316</u>

Changes in endowment net assets for the years ended June 30:

<i>(in thousands of dollars)</i>				
<u>2011</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets, beginning of the year	\$ 329,679	\$ 157,325	\$ 863,312	\$ 1,350,316
Endowment return:				
Endowment earnings	37,425	48	3,081	40,554
Net realized gains	28,539	13,318	-	41,857
Net unrealized gains	66,659	171,629	-	238,288
Reclassification of funds with deficiencies	<u>28,401</u>	<u>(28,401)</u>	<u>-</u>	<u>-</u>
Total endowment return	<u>161,024</u>	<u>156,594</u>	<u>3,081</u>	<u>320,699</u>
Contributions	-	850	84,613	85,463
Endowment spending	(65,964)	-	-	(65,964)
Transfers to create funds functioning as endowments	<u>47,329</u>	<u>-</u>	<u>-</u>	<u>47,329</u>
Endowment net assets, end of the year	<u>\$ 472,068</u>	<u>\$ 314,769</u>	<u>\$ 951,006</u>	<u>\$ 1,737,843</u>

<i>(in thousands of dollars)</i>				
<u>2010</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
Endowment net assets, beginning of the year	\$ 264,655	\$ 101,838	\$ 807,047	\$ 1,173,540
Endowment return:				
Endowment earnings	32,815	-	4,875	37,690
Net realized gains	30,842	782	-	31,624
Net unrealized gains	29,875	82,622	-	112,497
Reclassification of funds with deficiencies	<u>27,991</u>	<u>(27,991)</u>	<u>-</u>	<u>-</u>
Total endowment return	<u>121,523</u>	<u>55,413</u>	<u>4,875</u>	<u>181,811</u>
Contributions	-	74	51,390	51,464
Endowment spending	(63,401)	-	-	(63,401)
Transfers to create funds functioning as endowments	<u>6,902</u>	<u>-</u>	<u>-</u>	<u>6,902</u>
Endowment net assets, end of the year	<u>\$ 329,679</u>	<u>\$ 157,325</u>	<u>\$ 863,312</u>	<u>\$ 1,350,316</u>

The University has adopted investment and spending policies for endowment assets that attempt to provide a relatively predictable stream of funding to programs supported by its endowment while seeking to maintain, over time, the purchasing power of the endowment assets. The overall management objective for the University's pooled endowment funds is to preserve or grow the real (inflation-adjusted) purchasing power of the assets through a prudent long-term investment strategy. This objective would be achieved on a total return basis. Under these policies, as approved by the Board of Trustees and the Penn State Investment Council, the primary investment objective of the University's pooled endowment is to attain a real total return (net of investment management fees) that at least equals a total annual effective spending rate of 5.25% (program spending of 4.5% plus administrative costs of 0.75%) over the long term.

To satisfy its long-term rate-of-return objectives, the University relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The University targets diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term return objectives within prudent risk constraints. The endowment assets of the University are invested in a broad range of equities and fixed income securities, thereby limiting the market risk exposure in any one institution or individual investment.

The University has a policy of appropriating for distribution each year a certain percentage (4.5% for 2011 and 4.5% for 2010) of its pooled endowment fund's average fair market value over the prior five years preceding the fiscal year in which the distribution is planned. Accordingly, over the long term, the University expects the current spending policy to allow its endowment to provide generous current spending while preserving "intergenerational equity". This is consistent with the University's objective to maintain the purchasing power of the endowment assets held in perpetuity as well as to provide additional real growth through new gifts and investment returns.

5. FAIR VALUE MEASUREMENTS

The University utilizes the following fair value hierarchy, which prioritizes into three broad levels, the inputs to valuation techniques used to measure fair value:

Level 1 – Quoted prices (unadjusted) for identical assets or liabilities in active markets as of the measurement date;

Level 2 – Inputs other than unadjusted quoted prices that are observable for the asset or liability, directly or indirectly, including quoted prices for similar assets or liabilities in active markets, inputs other than quoted prices that are observable for the asset or liability, and inputs that are derived from observable market data by correlation or other means.

Level 3 – Unobservable inputs that cannot be corroborated by observable market data.

In instances in which the inputs used to measure fair value fall into different levels of the fair value hierarchy, the fair value measurement has been determined based on the lowest level input that is significant to the fair value measurement in its entirety. The University's assessment of significance of a particular item to the fair value measurement in its entirety requires judgment, including consideration of inputs specific to the asset.

The following table presents information as of June 30, 2011 about the University's financial assets and liabilities that are measured at fair value on a recurring basis:

<i>(in thousands of dollars)</i>	Quoted Prices in Active Markets For Identical Assets <u>Level 1</u>	Significant Other Observable Inputs <u>Level 2</u>	Significant Unobservable Inputs <u>Level 3</u>	Total <u>Fair Value</u>
Assets:				
Long-term Investment Pool:				
Money markets	\$ 4,897	\$ 124,806	\$ -	\$ 129,703
Fixed income				
U.S. government/agency	68,454	23,580	-	92,034
U.S. corporate	3,388	103,733	-	107,121
Foreign	1,004	42,186	-	43,190
Other	-	13,770	-	13,770
Equities	578,847	262,730	-	841,577
Private capital	-	134,587	520,605	655,192
Total	<u>\$ 656,590</u>	<u>\$ 705,392</u>	<u>\$ 520,605</u>	<u>\$ 1,882,587</u>
Operating investments:				
Money markets	\$ 23,662	\$ 18,662	\$ -	\$ 42,324
Fixed income				
U.S. government/agency	400,147	400,365	113	800,625
U.S. corporate	11,158	406,134	-	417,292
Foreign	4,135	141,416	-	145,551
Other	-	290,216	2,166	292,382
Equities	75,142	519	1,027	76,688
Private capital	-	-	5,939	5,939
Total	<u>\$ 514,244</u>	<u>\$ 1,257,312</u>	<u>\$ 9,245</u>	<u>\$ 1,780,801</u>
Investments held under securities lending program	\$ -	\$ -	\$ 219,524	\$ 219,524
Deposits held by bond trustees:				
Money markets	\$ 54,905	\$ -	\$ -	\$ 54,905
Fixed income				
U.S. government/agency	-	4,746	-	4,746
Total	<u>\$ 54,905</u>	<u>\$ 4,746</u>	<u>\$ -</u>	<u>\$ 59,651</u>
Beneficial interest in perpetual trusts	\$ -	\$ -	\$ 12,843	\$ 12,843
Liabilities:				
Present value of annuities payable	\$ -	\$ -	\$ 44,425	\$ 44,425
Liability under securities lending program	\$ -	\$ -	\$ 219,524	\$ 219,524

The following table presents information as of June 30, 2010 about the University's financial assets and liabilities that are measured at fair value on a recurring basis:

<i>(in thousands of dollars)</i>	Quoted Prices in Active Markets For Identical Assets <u>Level 1</u>	Significant Other Observable Inputs <u>Level 2</u>	Significant Unobservable Inputs <u>Level 3</u>	Total <u>Fair Value</u>
Assets:				
Long-term Investment Pool:				
Money markets	\$ 158	\$ 76,764	\$ -	\$ 76,922
Fixed income				
U.S. government/agency	113,994	15,968	-	129,962
U.S. corporate	11,640	85,060	-	96,700
Foreign	2,737	5,523	-	8,260
Other	-	6,804	-	6,804
Equities	479,967	156,596	-	636,563
Private capital	-	102,882	413,870	516,752
Total	<u>\$ 608,496</u>	<u>\$ 449,597</u>	<u>\$ 413,870</u>	<u>\$ 1,471,963</u>
Operating investments:				
Money markets	\$ 37,701	\$ 42,570	\$ -	\$ 80,271
Fixed income				
U.S. government/agency	334,924	427,187	102	762,213
U.S. corporate	8,607	388,186	-	396,793
Foreign	3,116	160,159	-	163,275
Other	-	174,193	1,905	176,098
Equities	54,468	17	3,443	57,928
Private capital	-	-	3,217	3,217
Total	<u>\$ 438,816</u>	<u>\$ 1,192,312</u>	<u>\$ 8,667</u>	<u>\$ 1,639,795</u>
Investments held under securities lending program	\$ -	\$ -	\$ 249,959	\$ 249,959
Deposits held by bond trustees:				
Money markets	\$ 121,342	\$ -	\$ -	\$ 121,342
Fixed income				
U.S. government/agency	69,998	6,676	-	76,674
Total	<u>\$ 191,340</u>	<u>\$ 6,676</u>	<u>\$ -</u>	<u>\$ 198,016</u>
Beneficial interest in perpetual trusts	\$ -	\$ -	\$ 11,400	\$ 11,400
Liabilities:				
Present value of annuities payable	\$ -	\$ -	\$ 36,423	\$ 36,423
Liability under securities lending program	\$ -	\$ -	\$ 249,959	\$ 249,959

The Long-term Investment Pool (LTIP) is a mutual fund-like vehicle used for investing the University's endowment funds, funds functioning as endowments, and other operating funds that are expected to be held long-term. A share method of accounting for the LTIP is utilized by the University. Each participating fund enters into and withdraws from the LTIP based on monthly share values. At June 30, 2011 and 2010, fair value of endowment funds and funds functioning as endowments within the LTIP totaled \$1,737.8 million and \$1,350.3 million, respectively. At June 30, 2011 and 2010, fair value of operating funds included in the LTIP totaled \$144.8 million and \$121.7 million, respectively.

The following tables present information related to changes in Level 3 for each category of assets and liabilities for year ended June 30, 2011:

<i>(in thousands of dollars)</i>	Long-term Investment Pool	Operating Investments	Investments Held Under Securities Lending	Beneficial Interest in Perpetual Trusts
Assets:				
Beginning balance	\$ 413,870	\$ 8,667	\$ 249,959	\$ 11,400
Total realized and unrealized gains/(losses)	97,994	(196)	-	1,443
Purchases and settlements	8,741	1,552	(30,435)	-
Transfers in/(out) of Level 3	-	(778)	-	-
Ending balance	<u>\$ 520,605</u>	<u>\$ 9,245</u>	<u>\$ 219,524</u>	<u>\$ 12,843</u>
Liabilities:				
	Present Value of Annuities Payable	Liability Under Securities Lending		
Beginning balance	\$ 36,423	\$ 249,959		
Actuarial adjustment of liability	2,680	-		
Gifts and severances	5,322	-		
Purchases and settlements	-	(30,435)		
Ending balance	<u>\$ 44,425</u>	<u>\$ 219,524</u>		

The following tables present information related to changes in Level 3 for each category of assets and liabilities for year ended June 30, 2010:

<i>(in thousands of dollars)</i>	Long-term Investment Pool	Operating Investments	Investments Held Under Securities Lending	Beneficial Interest in Perpetual Trusts
Assets:				
Beginning balance	\$ 597,400	\$ 355,926	\$ 253,696	\$ 11,025
Total realized and unrealized gains/(losses)	93,438	27,154	-	375
Purchases and settlements	(38,734)	(218,399)	(3,737)	-
Transfers in/(out) of Level 3	(238,234)	(156,014)	-	-
Ending balance	<u>\$ 413,870</u>	<u>\$ 8,667</u>	<u>\$ 249,959</u>	<u>\$ 11,400</u>
Liabilities:				
	Present Value of Annuities Payable	Liability Under Securities Lending		
Beginning balance	\$ 36,966	\$ 253,696		
Actuarial adjustment of liability	(294)	-		
Gifts and severances	(249)	-		
Purchases and settlements	-	(3,737)		
Ending balance	<u>\$ 36,423</u>	<u>\$ 249,959</u>		

The following table presents the fair value and redemption frequency for those investments whose fair value is not readily determinable and is estimated using the net asset value per share or its equivalent as of June 30, 2011:

<i>(in thousands of dollars)</i>	<u>Fair Value</u>	<u>Unfunded Commitment</u>	<u>Redemption Frequency</u>	<u>Redemption Notice Period</u>
Commingled Funds:				
Non-U.S. Equity	\$ 201,602		Daily/Monthly	5-15 days
Subtotal	<u>\$ 201,602</u>			
Marketable Investment Partnerships:				
Absolute Return	\$ 23,691		Quarterly	60 days
Private Debt	61,084		Quarterly/ Semi Annual	60-90 days
Directional Long/Short	79,756		Quarterly	30-65 days
Subtotal	<u>\$ 164,531</u>			
Non-Marketable Investment Partnerships:				
Private Real Estate	\$ 79,978	\$ 20,394		
Venture Capital	95,009	91,759		
Private Equity	227,632	83,398		
Natural Resources	68,094	38,224		
Private Debt	21,232	5,800		
Subtotal	<u>\$ 491,945</u>	<u>\$ 239,575</u>		
Total	<u>\$ 858,078</u>	<u>\$ 239,575</u>		

The following table presents the fair value and redemption frequency for those investments whose fair value is not readily determinable and is estimated using the net asset value per share or its equivalent as of June 30, 2010:

<i>(in thousands of dollars)</i>	<u>Fair Value</u>	<u>Unfunded Commitment</u>	<u>Redemption Frequency</u>	<u>Redemption Notice Period</u>
Commingled Funds:				
Non-U.S. Equity	\$ 156,596		Daily/Monthly	5-15 days
Fixed Income	131,592		Daily	5 days
Subtotal	<u>\$ 288,188</u>			
Marketable Investment Partnerships:				
Absolute Return	\$ 22,202		Quarterly	60 days
Private Debt	54,607		Quarterly/ Semi Annual	60-90 days
Directional Long/Short	51,897		Quarterly	30-65 days
Subtotal	<u>\$ 128,706</u>			
Non-Marketable Investment Partnerships:				
Private Real Estate	\$ 56,203	\$ 30,902		
Venture Capital	69,567	80,349		
Private Equity	185,470	79,396		
Natural Resources	54,720	25,473		
Private Debt	25,302	2,013		
Subtotal	<u>\$ 391,262</u>	<u>\$ 218,133</u>		
Total	<u>\$ 808,156</u>	<u>\$ 218,133</u>		

Commingled funds include investments that aggregate assets from multiple investors and are managed collectively following a prescribed strategy. Redemptions vary from daily to monthly with required notification of 30 days or less. The non-U.S. equity strategy is invested in developed and developing countries outside of the United States, and spans the entire equity capitalization spectrum. These collective portfolios preclude the need to obtain securities registration in foreign countries.

Marketable Investment Partnerships include several hedge funds whose underlying positions are traded via public securities markets. Liquidity terms range from quarterly to semi-annually with advance notification for redemption ranging from 30 to 90 days. The fair values of the investments for each fund in this category have been estimated using the net asset value of the ownership interest in partner's capital. Three major investment strategies are included within this category. Absolute Return is comprised primarily of equity long/short and multi-strategy arbitrage strategies. Private Debt is comprised of credit securities rated below investment grade in addition to non-rated debt. Directional Long/Short is comprised primarily of equity long/short strategies in both U.S. and non-U.S. markets.

Nonmarketable Investment Partnerships include several private capital funds. The fair values of the investments for each fund in this category have been estimated using the net asset value of the ownership interest in partner's capital and cannot be redeemed. Realizations from each fund are received as the underlying investments are liquidated or distributed, typically within 10 years after initial commitment. Unfunded commitments represent remaining commitments for which capital calls have not been exercised as of June 30, 2011 and 2010, respectively. Five major investment strategies are included within this category. Private Real Estate includes properties primarily located in the U.S. Venture Capital includes non-public startups and enterprises in early stages of growth located globally. Private Equity includes buyouts of previously public companies as well as enterprises that are planning to go public in the near future, including funds focusing on opportunities outside the U.S. Natural Resources largely include companies primarily involved in natural gas in addition to a variety of other natural resources. Private Debt includes private credit securities rated below investment grade as well as non-rated debt.

6. CONTRIBUTIONS RECEIVABLE

Contributions receivable are summarized as follows as of June 30:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
In one year or less	\$ 76,640	\$ 60,895
Between one year and five years	92,869	97,942
More than five years	<u>125,732</u>	<u>119,605</u>
	295,241	278,442
Less allowance	(6,107)	(3,656)
Less discount	<u>(62,065)</u>	<u>(60,626)</u>
Contributions receivable, net	<u>\$ 227,069</u>	<u>\$ 214,160</u>

Contributions receivable are discounted at rates ranging from 0.19% to 3.57% and 0.32% to 3.36% at June 30, 2011 and 2010, respectively. The discount rates for prior periods ranged from 0.51% to 6.28%.

At June 30, 2011 and 2010, the University has received bequest intentions and certain other conditional promises to give of \$58.1 million and \$39.0 million, respectively. These intentions and conditional promises to give are not included in the consolidated financial statements.

The following table summarizes the change in contributions receivable, net during the year ended June 30, 2011:

	<i>(in thousands of dollars)</i>
Balance beginning of year	\$ 214,160
New pledges	130,412
Collections on pledges	(113,613)
Increase in allowance	(2,451)
Increase in unamortized discounts	<u>(1,439)</u>
Balance at the end of year	<u>\$ 227,069</u>

7. LONG-TERM DEBT

The various bond issues, note payable and capital lease obligations that are included in long-term debt in the statements of financial position consist of the following:

<i>(in thousands of dollars)</i>	<u>2011</u>	<u>2010</u>
<u>The Pennsylvania State University Bonds</u>		
Series 2010	\$ 135,035	\$ 135,035
Series 2009A	125,850	131,460
Series 2009B	74,235	74,235
Series 2008A	77,670	77,670
Series 2008B	5,775	6,630
Series 2007A	89,150	89,640
Series 2007B	68,880	71,395
Series 2005	89,560	91,395
Series 2004A	55,385	56,580
Refunding Series 2003	18,140	20,280
Series of 2002	100,000	100,000
Refunding Series 2002	70,670	84,130
Refunding Series 2001	-	9,290
 <u>Pennsylvania Higher Educational Facilities</u>		
<u>Authority University Revenue Bonds</u>		
<u>(issued for The Pennsylvania State</u>		
<u>University)</u>		
Series 2006	3,940	4,125
Series 2004	4,375	4,595
Series 2002	4,720	5,050
 <u>Lycoming County Authority College</u>		
<u>Revenue Bonds (issued for Penn College)</u>		
Series 2011	39,050	-
Series 2008	55,000	55,000
Series 2005	12,875	13,535
Series 2002	28,550	28,930
Series 2000	-	39,305
Series 1993	8,750	10,500
	<u>1,067,610</u>	<u>1,108,780</u>
Total bonds payable		
	<u>42,203</u>	<u>44,261</u>
Unamortized bond premiums		
 <u>Note payable and capital leases</u>		
Note payable	-	2,000
Capital lease obligations	79,845	81,370
Total notes payable and capital leases	<u>79,845</u>	<u>83,370</u>
 Total long-term debt	 <u>\$ 1,189,658</u>	 <u>\$ 1,236,411</u>

<u>Debt issuance</u>	<u>Interest rate mode</u>	<u>Interest rates</u>	<u>Payment ranges and maturity</u> <i>(in thousands of dollars)</i>
The Pennsylvania State University Bonds			
Series 2010	Fixed	3.375% - 5.00%	\$3,655 to \$6,280 through March 2030 with \$21,805 and \$44,245 due March 2035 and 2040
Series 2009A	Fixed	4.00% - 5.00%	\$5,775 to \$9,320 through March 2029
Series 2009B	Variable	0.30%	June 2031
Series 2008A	Fixed	5.00%	\$1,840 to \$7,695 through August 2029
Series 2008B	Fixed	3.25% - 3.75%	\$885 to \$1,050 through August 2016
Series 2007A	Fixed	3.65% - 4.50%	\$505 to \$700 through August 2022, with \$11,115 and \$70,905 due August 2028 and 2036
Series 2007B	Fixed	4.25% - 5.25%	\$2,625 to \$5,955 through August 2027
Series 2005	Fixed	3.125% - 5.00%	\$1,895 to \$2,745 through September 2019 with \$15,990, \$20,550, and \$32,485 due September 2024, 2029, and 2034
Series 2004A	Fixed	3.625% - 5.00%	\$1,250 to \$1,825 through September 2019, with \$10,625, \$13,635, and \$17,515 due September 2024, 2029, and 2034
Refunding Series 2003	Fixed	4.00% - 5.25%	\$2,250 to \$2,970 through March 2018
Series of 2002	Variable	0.07%	March 2032
Refunding Series 2002	Fixed	5.25%	\$4,585 to \$16,540 through August 2016
Refunding Series 2001	Fixed	5.25%	Paid in full during 2011
Pennsylvania Higher Education Facilities Authority ("PHEFA") University Revenue Bonds			
Series 2006	Fixed	3.80% - 5.125%*	\$195 to \$280 through 2020, with \$1,610 due September 2025
Series 2004	Fixed	3.85% - 5.00%*	\$230 to \$325 through 2019, with \$1,905 due September 2024
Series 2002	Fixed	4.10% - 5.00%*	\$345 to \$425 due through 2017, with \$2,435 due March 2022
* Annual interest costs to the University for interest rates greater than 3.00% are subsidized by PHEFA.			
Lycoming County Authority College Revenue Bonds			
Series 2011	Fixed	3.00% - 5.50%	\$70 to \$5,230 through July 2030
Series 2008	Fixed	3.50% - 5.50%	\$1,455 to \$4,140 through October 2037
Series 2005	Fixed	4.00% - 5.00%	\$505 to \$1,855 through January 2025
Series 2002	Fixed	4.40% - 5.25%	\$460 to 2,775 through 2032
Series 2000	Fixed	4.80% - 5.00%	Paid in full during 2011
Series 1993	Fixed	6.10% - 6.15%	\$450 to \$578 through November 2015

The Series 2011 bonds are Lycoming County Authority (the "Authority") College Revenue Bonds issued by Penn College in June 2011 for the purpose of refunding \$39.3 million of the Authority's College Revenue Bonds Series 2000. The Series 2000 bonds were paid in full during 2011.

The Series 2010 bonds are general obligation bonds issued in May 2010 for the purpose of funding various construction and renovation projects. The Series 2010 Bonds are subject to early redemption provisions, at the option of the University, beginning March 2021. The bonds maturing on March 2035 and 2040 are subject to sinking fund redemption.

The Series 2009B Bonds are currently paying interest on a variable rate basis at a long term rate for the period June 1, 2011 through May 31, 2012. The University has the option to convert to another variable rate (daily, weekly, monthly or flexible) or to a fixed rate basis (such rates are generally determined on a market basis) at respective conversion dates. The bonds currently pay interest at 0.30% with adjustment on the respective date to the rate the remarketing agent believes will cause the bonds to have a market value equal to the principal.

The 2009B bondholders have the right to tender bonds on the purchase dates while such bonds bear interest at the daily, weekly or monthly rate. The 2009B Bonds were issued subject to the self-liquidity program established by the University on the date of issuance pursuant to which the University will provide liquidity for the 2009B Bonds from its general funds in the event of insufficient remarketing proceeds.

The Series of 2002 bonds currently pay interest on a variable rate basis in the weekly mode; however, the University has the option to convert to another variable rate (daily, monthly, flexible, semiannual or long mode) or to a fixed rate basis. The bonds currently pay interest at 0.07% with adjustment on a weekly basis to the rate the remarketing agent believes will cause the bonds to have a market value equal to the principal amount up to a maximum of 12%. The bondholders have the right to tender bonds at interest rate reset dates. The University, therefore, entered into standby bond purchase agreement with a bank to provide liquidity in case of tender. The bonds are not subject to sinking fund redemption; however, the University has the option to redeem the bonds prior to their scheduled maturity.

Maturities and sinking fund requirements on bonds payable for each of the next five fiscal years and thereafter are summarized as follows:

<u>Year</u>	Annual <u>Installments</u> <i>(in thousands of dollars)</i>
2012	\$ 33,150
2013	34,675
2014	36,355
2015	38,545
2016	27,550
Thereafter	<u>897,335</u>
	<u>\$1,067,610</u>

The fair value of the University's bonds payable is estimated based on current rates offered for similar issues with similar security, terms and maturities using available market information as supplied by the various financial institutions who act as trustees or custodians for the University. At June 30, 2011, the carrying value and estimated fair value of the University's bonds payable, including issuance premiums, are \$1,109.8 million and \$1,121.5 million, respectively. At June 30, 2010, the carrying value and estimated fair value of the University's bonds payable, including issuance premiums, were \$1,153.0 million and \$1,168.3 million, respectively. Certain bond issues have associated issuance premiums, these issuance premiums total \$42.2 million and \$44.3 million at June 30, 2011 and 2010, respectively and are presented within the statement of financial position as long-term debt. These issuance premiums will be amortized over the term of the respective outstanding bonds.

Capital leases

The University has certain building and equipment lease agreements in effect which are considered capital leases. Future minimum lease payments under capital leases together with the present value of the net minimum lease payments as of June 30, 2011 are as follows:

<u>Year</u>	<i>(in thousands of dollars)</i>
2012	\$ 12,515
2013	11,391
2014	9,882
2015	8,801
2016	8,113
Thereafter	<u>146,825</u>
Total minimum lease payments	197,527
Less imputed interest	<u>(117,682)</u>
Capital lease obligation	79,845
Current portion	<u>7,175</u>
Long-term portion	<u>\$ 72,670</u>

8. OPERATING LEASES

The University has certain lease agreements in effect which are considered operating leases. During the year ended June 30, 2011, the University recorded expenses of \$20.0 million for leased equipment and \$21.6 million for leased building space. During the year ended June 30, 2010, the University recorded expenses of \$21.3 million for leased equipment and \$21.4 million for leased building space.

Future minimum lease payments under operating leases as of June 30, 2011 are as follows:

<u>Year</u>	<i>(in thousands of dollars)</i>
2012	\$ 19,010
2013	15,643
2014	13,018
2015	11,253
2016	9,268
Thereafter	<u>57,175</u>
Total minimum lease payments	<u>\$ 125,367</u>

9. RETIREMENT BENEFITS

The University provides retirement benefits for substantially all regular employees, primarily through either contributory defined benefit plans administered by the Commonwealth of Pennsylvania State Employees' Retirement System and The Public School Employees' Retirement System or defined contribution plans administered by the Teachers Insurance and Annuity Association – College Retirement Equity Fund and Fidelity Investments. The University is billed for its share of the estimated actuarial cost of the defined benefit plans (\$14.8 million and \$11.0 million for the years ended June 30, 2011 and 2010, respectively). The University's total cost for retirement benefits, included in expenses, is \$118.7 million and \$110.5 million for the years ended June 30, 2011 and 2010, respectively.

10. POSTRETIREMENT BENEFITS

The University sponsors a retiree medical plan covering eligible retirees and eligible dependents. For the 2011 benefit plan year, this program includes a Preferred Provider Organization ("PPO") plan for retirees and their dependents who are not eligible for Medicare, a Medicare Advantage PPO plan and a Medicare Supplement plan. In addition, the University provides retiree life insurance benefits at no cost to the retiree.

Employees who were hired prior to January 1, 2010 are eligible for medical coverage and life insurance after they retire if either of the following requirements are satisfied:

- they are at least age 60 and have at least 15 years of regular full-time employment and participation in a University-sponsored medical plan immediately preceding the retirement date
- regardless of age, if they have at least 25 years of regular full-time service. The last 10 of those 25 years of University service must be continuous and they must participate in a University -sponsored medical plan during the last 10 years immediately preceding the retirement date.

The retiree PPO medical plan and the life insurance coverage are self-funded programs, and all medical claims, death benefits and other expenses are paid from the unrestricted net assets of the University. The Medicare Advantage PPO plan and the Medicare Supplement plan are fully insured. The retirees pay varying amounts for coverage under the medical plan.

For those employees who were hired after December 31, 2009, the University will contribute funds each month on their behalf to a retirement healthcare savings plan. This plan is designed to help pay for qualified medical and health-related expenses in retirement, including the purchase of a health insurance policy.

Retirees will be eligible to access their Penn State Retirement Savings Account when they are no longer actively employed at Penn State and have satisfied either of the following requirements:

- completed 25 years of continuous full-time service and are age 60 or older
- completed a minimum of 15 years of continuous full-time service and are age 65 or older.

Included in unrestricted net assets at June 30, 2011 and 2010 are the following amounts that have not yet been recognized in net periodic postretirement cost: unrecognized prior service cost (benefit) of (\$129.7) million and (\$151.4) million and unrecognized actuarial loss of \$579.1 million and \$521.8 million, respectively.

The following sets forth the plan's benefit obligation, plan assets and funded status reconciled with the amounts recognized in the University's consolidated statements of financial position at June 30:

Change in benefit obligation:

(in thousands of dollars)

	<u>2011</u>	<u>2010</u>
Benefit obligation at beginning of year	\$ 1,290,787	\$ 1,044,185
Service cost	57,030	42,216
Interest cost	76,285	66,363
Actuarial (gain)/loss	(58,555)	32,068
Benefits paid	(37,849)	(35,479)
Plan assumptions	<u>151,345</u>	<u>141,434</u>
Benefit obligation at end of year	<u>\$ 1,479,043</u>	<u>\$ 1,290,787</u>

Change in plan assets:

(in thousands of dollars)

	<u>2011</u>	<u>2010</u>
Fair value of plan assets at beginning of year	\$ -	\$ -
Employer contributions	37,849	35,479
Benefits paid	<u>(37,849)</u>	<u>(35,479)</u>
Fair value of plan assets at end of year	<u>\$ -</u>	<u>\$ -</u>
Funded status	\$ (1,479,043)	\$ (1,290,787)
Unrecognized prior service cost (benefit)	-	-
Unrecognized net actuarial loss	-	-
Accrued postretirement benefit expense	<u>\$ (1,479,043)</u>	<u>\$ (1,290,787)</u>

Net periodic postretirement cost includes the following components for the years ended June 30:

(in thousands of dollars)

	<u>2011</u>	<u>2010</u>
Service cost	\$ 57,030	\$ 42,216
Interest cost	76,285	66,363
Amortization of prior service cost	(21,673)	(21,651)
Amortization of unrecognized net loss	<u>35,497</u>	<u>20,187</u>
Net periodic postretirement cost	<u>\$ 147,139</u>	<u>\$ 107,115</u>

The assumed healthcare cost trend rate used in measuring the accumulated postretirement benefit obligation was 9.00% and 8.00% for the years ended June 30, 2011 and 2010, respectively, reduced by 0.50% per year to a fixed level of 5.00%. The weighted average postretirement benefit obligation discount rate was 5.75% and 5.50% for the years ended June 30, 2011 and 2010, respectively.

If the healthcare cost trend rate assumptions were increased by 1% in each year, the accumulated postretirement benefit obligation would be increased by \$448.6 million and \$234.8 million as of June 30, 2011 and 2010, respectively. The effect of this change on the sum of the service cost and interest cost components of the net periodic postretirement benefit cost would be an increase of \$46.1 million and \$22.4 million as of June 30, 2011 and 2010, respectively. If the healthcare cost trend rate assumptions were decreased by 1% in

each year, the accumulated postretirement benefit obligation would be decreased by \$242.6 million and \$186.3 million as of June 30, 2011 and 2010, respectively. The effect of this change on the sum of the service cost and interest cost components of the net periodic postretirement benefit cost would be a decrease of \$25.3 million and \$17.4 million as of June 30, 2011 and 2010, respectively.

Gains and losses in excess of 10% of the accumulated postretirement benefit obligation are amortized over the average future service to assumed retirement of active participants.

Postretirement benefits expected to be paid for the years ended June 30 are as follows:

	<i>(in thousands of dollars)</i>
2012	\$ 44,858
2013	48,303
2014	53,244
2015	57,559
2016	62,063
2017-21	373,155

11. THE MILTON S. HERSHEY MEDICAL CENTER AND PENN STATE HERSHEY HEALTH SYSTEM

The University's wholly-owned subsidiary, TMSHMC, owns the assets of the clinical enterprise of the Hershey Medical Center complex. The University owns the Hershey Medical Center complex, including all buildings and land occupied by the Medical Center and operates the College of Medicine. The clinical facilities of the Hershey Medical Center complex are leased to TMSHMC and TMSHMC makes certain payments to support the College of Medicine.

The Health System is a corporate investor in healthcare joint ventures, which are supportive of the missions of the Medical Center. The Health System was organized in 1995 as a wholly-owned subsidiary of the Corporation for the purpose of organizing components of an integrated health care delivery system. In 2010, the Health System recorded \$657,000 of non-controlling interest related to the acquisition of additional ownership interest in a joint venture. This is recorded in the net assets within the consolidated statements of financial position.

12. CONTINGENCIES AND COMMITMENTS

Contractual Obligations

The University has contractual obligations for the construction of new buildings and for additions to existing buildings in the amount of \$630.9 million of which \$494.8 million has been paid or accrued as of June 30, 2011. The contract costs are being financed from available resources and from borrowings.

Letters of Credit

The University has available letters of credit in the amount of \$16.0 million and \$17.4 million as of June 30, 2011 and 2010, respectively. These letters of credit are used primarily to comply with minimum state and federal regulatory laws that govern various University activities. The fair value of these letters of credit approximates contract values based on the nature of the fee arrangements with the issuing banks.

Guarantees

The University has a contract with a third party whereby the third party acts as an agent of the University in connection with procurement of electricity. The University guarantees the payment of the obligations of the third party incurred on behalf of the University to counterparties. No liabilities related to guarantees have been recorded as of June 30, 2011.

Self-Insurance

The University has a coordinated program of commercial and self-insurance for medical malpractice claims at TMSHMC through the use of a qualified trust and a domestic captive insurance company in combination with a self-insured retention layer and is supplementing this program through participation in the Pennsylvania Medical Care Availability and Reduction of Error Fund ("Mcare Fund"), in accordance with Pennsylvania law. An estimate of the present value, discounted at 3% at June 30, 2011 and 2010, respectively, of the medical malpractice claims liability in the amount of \$66.6 million and \$71.4 million is recorded as of June 30, 2011 and 2010, respectively.

On July 1, 2003, TMSHMC became self-insured for all medical malpractice claims asserted on or after July 1, 2003, for all amounts that are below the coverage of the TMSHMC's excess insurance policies and not included in the insurance coverage of the Mcare Fund. Under the self-insurance program, TMSHMC is required to maintain a malpractice trust fund in an amount at least equal to the expected loss of known claims. The balance of this trust fund was \$21.0 million and \$22.3 million at June 30, 2011 and 2010, respectively. TMSHMC intends to fund any claims due during the next year from cash flows from operations.

With approval from the Pennsylvania Department of Labor and Industry ("PA-DLI"), the University elected to self-insure potential obligations applicable to workers' compensation. Certain claims under the program are contractually administered by a private agency. The University purchased insurance coverage for excess obligations over \$600,000 per incident. An estimate of the self-insured workers' compensation claims liability in the amount of \$13.1 million and \$14.1 million, discounted at 1.25%, is recorded as of June 30, 2011 and 2010, respectively. The University has established a trust fund, in the amount of \$12.4 million and \$12.2 million at June 30, 2011 and 2010, respectively, as required by PA-DLI, to provide for the payment of claims under this self-insurance program. TMSHMC is self-insured for workers' compensation claims and has purchased an excess policy through a commercial insurer which covers individual claims in excess of \$500,000 per incident for workers' compensation claims.

The University and TMSHMC are self-insured for certain health care benefits provided to employees. The University and TMSHMC have purchased excess policies which cover employee health benefit claims in excess of \$500,000 and \$350,000 per employee per year, respectively. The University and TMSHMC provide for reported claims and claims incurred but not reported.

Litigation and Contingencies

Various legal proceedings have arisen in the course of conducting University business. The outcome of such litigation is not expected to have a material effect on the financial position of the University.

Based on its operation of the Medical Center (see Note 11), the University, like the healthcare industry, is subject to numerous laws and regulations of federal, state and local governments. Compliance with these laws and regulations can be subject to government review and interpretation, as well as regulatory actions. Recently, government reviews of healthcare providers for compliance with regulations have increased. Although the University believes it has done its best to comply with these numerous regulations, such government reviews could result in significant repayments of previously billed and collected revenues from patient services.

13. SUBSEQUENT EVENTS

The University has evaluated subsequent events through October 18, 2011, the date when the financial statements were available to be issued. It did not identify any subsequent events other than as disclosed in Note 3 to the consolidated financial statements.

THE PENNSYLVANIA STATE UNIVERSITY

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as of June 30, 2011

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President
AccuWeather, Incorporated

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Teacher

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Martin & Suhey Orthopedics

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The Barash Group

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Frey & Tiley, P.C.

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Chief Executive Officer
Quaker State Corporation

EDWARD P. ZEMPRELLI
Attorney

This publication is available in alternative media on request.

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Rodney A. Erickson
President

The Pennsylvania State University
201 Old Main
University Park, PA 16802-1589
814-865-7611
Fax: 814-863-8583
E-mail: rae@psu.edu

June 6, 2012

Carolyn Small
Postsecondary Registration Administrator
Iowa College Student Aid Commission
603 E. 12th Street, FL 5th
Des Moines, IA 50319

Dear Carolyn,

The Pennsylvania State University and its online distance education arm, the Penn State World Campus, are both fully committed to seeing students complete their respective programs. The University has safeguards in place to ensure that students are afforded the opportunity to finish the coursework they've begun. For example, the University policy is to phase-out programs rather than cease their operation before a student has finished.

If an occasion would arise where a phase-out is not possible, University advisers and staff will work to ensure a student is successfully able to make the proper choice for their situation. Whether that includes switching programs, transferring to another institution, or some other method to utilize credits earned; our staff will work in the best interest of each individual student.

Sincerely,

A handwritten signature in black ink, appearing to read "Rodney Erickson". The signature is fluid and cursive.

Rodney A. Erickson



UNIVERSITY PARK

Campus Guide

2010-11

- 103 103 Building, The **inset**
- 300 300 Building, The **H3**
- ACA Academic Activities **G8**
- ACP Academic Projects **G8**
- AAD Agricultural Administration **E6**
- ASL Agricultural Analytical Services Lab **A8**
- AGR Agricultural Arena **C12**
- AGE Agricultural Engineering **E5**
- ASI Agricultural Science & Industries **E6**
- ASM All-Sports Museum **D10**
- ARC Alquist Research Center **B11**
- ALT Althouse Lab **F5**
- ARL Applied Research Lab (ARL) **H2**
- ASB Applied Science **G1**
- ARB Arboretum **C6**
- ARM Armsby **F5**
- APD Arthropod Research Building **A12**
- ACG Arts Cottage **F5**
- BAG Bag House **H3**
- BCS Bank of America Career Services **F7**
- BRD Beard Field (Nittany Lion Softball Park) **D8**
- BVR Beaver Stadium **D10**
- BDK Beecher-Dock House **H8**
- BND Benedict House **H8**
- BFC Bennett Family Center **G8**
- BCR Berkey Creamery **E6**
- BTL Biomechanics Teaching Lab **E3**
- BLB Blue Band **B8**
- BKS Bookstore **G5**
- BRL Borland **E5**
- BKE Boucke **F5**
- BNR Breazeale Nuclear Reactor **G9**
- BJC Bryce Jordan Center **E9**
- BKH Buckhout Lab **F5**
- BUR Burrowes **F4**
- BST Bus Station **G2**
- BUS Business **D6**
- BUT Butler (Ag Engineering) **B11**
- BFM Butler Farm **B7**
- CSQ Calder Square II **H4**
- CRG Carnegie **G4**
- CRP Carpenter **E3**
- CDR CEDAR **E4**
- CFS Center for Sustainability **F12**
- CBL Centralized Biological Lab **H11**
- CMT Central Milk Testing Lab **A12**
- CPV Centre County-Penn State Visitors Center **C12**
- CHB Chambers **E3**
- CHN Chandlee Lab **G4**
- CEL Chemical Ecology Lab **A12**
- CHM Chemistry **F5**
- CUL Coal Utilization Lab **G8**
- CMP Computer Building **E7**
- CRN Corn Breeding Lab **B11**
- DCX Dairy Complex **A9**
- DVL Davey Lab **F5**
- DBG Daybridge Child Development Center **inset**
- DKE Deike **G3**
- EES Earth-Engineering Sciences **G1**
- ELR East Area Locker Room **F8**
- EHP East Campus Heating Plant **G12**
- EAP East Parking Deck **E6**
- EIS Eisenhower Auditorium **F6**
- ECH Eisenhower Chapel **E4**
- EPD Eisenhower Parking Deck **F6**
- EEE Electrical Engineering East **G3**
- EEW Electrical Engineering West **G3**
- ELT Elliott **H3**
- ENG Engineering Services **G1**
- EUN Engineering Units (A-C) **H3**
- EXE Executive Education **E2**
- FMD Farms Department **B11**
- FNK Fenske Lab **F5**
- FRG Ferguson **E5**
- FLT Fleet Operations **B10**
- FDS Food Science **E7**
- FRD Ford **D3**
- FRL Forest Resource Lab **G9**
- FRR Forest Resources **D6**
- FRM Forum **E4**
- FRH Fraternity House **F3, G3**
- FRN Frear North **F5**
- FRS Frear South **F5**
- GRD Gardner House **H9**
- GNS General Stores **B10**
- GLF Golf Course (White) **F1**
- GRN Grange **G6**
- GIP Greenberg (Ice Pavilion) **F8**
- HWL Hollowell **G2**
- HMD Hammond **H3**
- HZM HazMat Building **A6**
- HI Headhouse I **E6**
- HII Headhouse II **E6**
- HIII Headhouse III **E6**
- HHD Health & Human Development **H5**
- HND Henderson **G5**

- HNS Henderson South **H5**
- HNG Henning **E6**
- HUB Hetzel Union Building (HUB) **G5**
- HPC High Pressure Combustion Laboratory **A7**
- HNZ Hintz Family Alumni Center **H3**
- HLB Holuba Hall **F9**
- HRS Horse Barn **A11**
- HSL Hosler **G3**
- HBS Hostetter (Business Services) **B7**
- HFS Housing & Food Services **B6**
- HPD HUB Parking Deck **G6**
- IHL Ihlseong **F3**
- IST Information Sciences & Technology **G2**
- INS Insectary **A12**
- IM Intramural **D9**
- IMF Intramural Fields **C8, D8, D9**
- JMS James **H3**
- JFF Jeffrey Field **C9**
- KTZ Katz **C7**
- KLR Keller **E3**
- KRN Kern **E3**
- LWR Land & Water Research **G11**
- LFB Lasch Football Building **F9**
- LDY Laundry **B10**
- LND Leonhard **G1**
- LFS Life Sciences **F6**
- LTL Livestock Testing Lab **B12**
- LBT Lubert **inset**
- MNT Maintenance I (Pollock) **G8**
- MTR Mateer **E3**
- MRI Materials Research Institute **inset**
- MRL Materials Research Lab **G10**
- MCL McAllister **G5**
- NAT McCoy Natatorium **E7**
- MTL Meats Lab **D11**
- MED Medlar Field at Lubrano Park **E12**
- MRK Merkle **A12**
- MSC Millennium Science Complex **F6**
- MOR Moore **E3**
- MLR Mueller Lab **F5**
- MIF Multi-Sport Indoor Facility **F10**
- MRC Mushroom Research Center **A7**

- MUS Music **E4**
- MII Music II **E4**
- NLI Nittany Lion Inn **E2**
- NLS Nittany Lion Shrine **E3**
- NPD Nittany Parking Deck **E3**
- NLL Noll Lab **F2**
- OBK Obelisk **G4**
- OBT Old Botany **G4**
- OMN Old Main **G4**
- OSM Osmond Lab **F5**
- OSW Oswald Tower **F4**
- OUT Outreach Innovation **inset**
- PMA Palmer Museum of Art **E5**
- PSQ Pasquerilla Spiritual Center **E4**
- PRL Pasture Research Lab **E6**
- PNL Paterno Library **F4**
- PTL Pattee Library **F4**
- PTN Patterson **E5**
- PVN Pavilion Theatre **E5**
- PDT Penn State Downtown Theatre Center **H4**
- PSC Penn State Conference Center Hotel **inset**
- OPP Physical Plant **C10**
- PCG Pine Cottage **F5**
- PLK Pollock **G7**
- PND Pond Lab **F4**
- POS Post Office **G5**
- PWR Power Plant **H3**
- PRO Procurement Services **B7**
- RKL Rackley **E3**
- RBR Reber **H3**
- REC Recreation (Rec Hall) **F2**
- RSC Research Center (A,B,C,D) **G10**
- RSE Research East **G9**
- RSW Research West **G1**
- RDH Rider House **H3**
- RDR Rider **H3**
- RTR Ritenour **F6**
- ROB Robeson Cultural Center **G5**
- SKT Sackett **H4**
- SVG Salvage Warehouse **B7**
- STF Sarni Tennis Facility **F7**
- SEL Scent Mediated Ecology Laboratory **A12**
- SCH Schreyer Honors College **H6**
- SCH Schreyer House **B5**
- SCC Schultz Child Care Center at Hort Woods **E4**
- SCB Schwab Auditorium **G4**
- SHD Shields **E8**
- SPK Sparks **F4**
- SCG Spruce Cottage **F5**
- STT State Theatre **H3**
- SDL Steidle **G3**
- STK Stuckeman Family Building **E5**
- STH Student Health Center **F7**
- SWM Swimming Pool (outdoor) **F7**
- SWI Swine Research **G12**

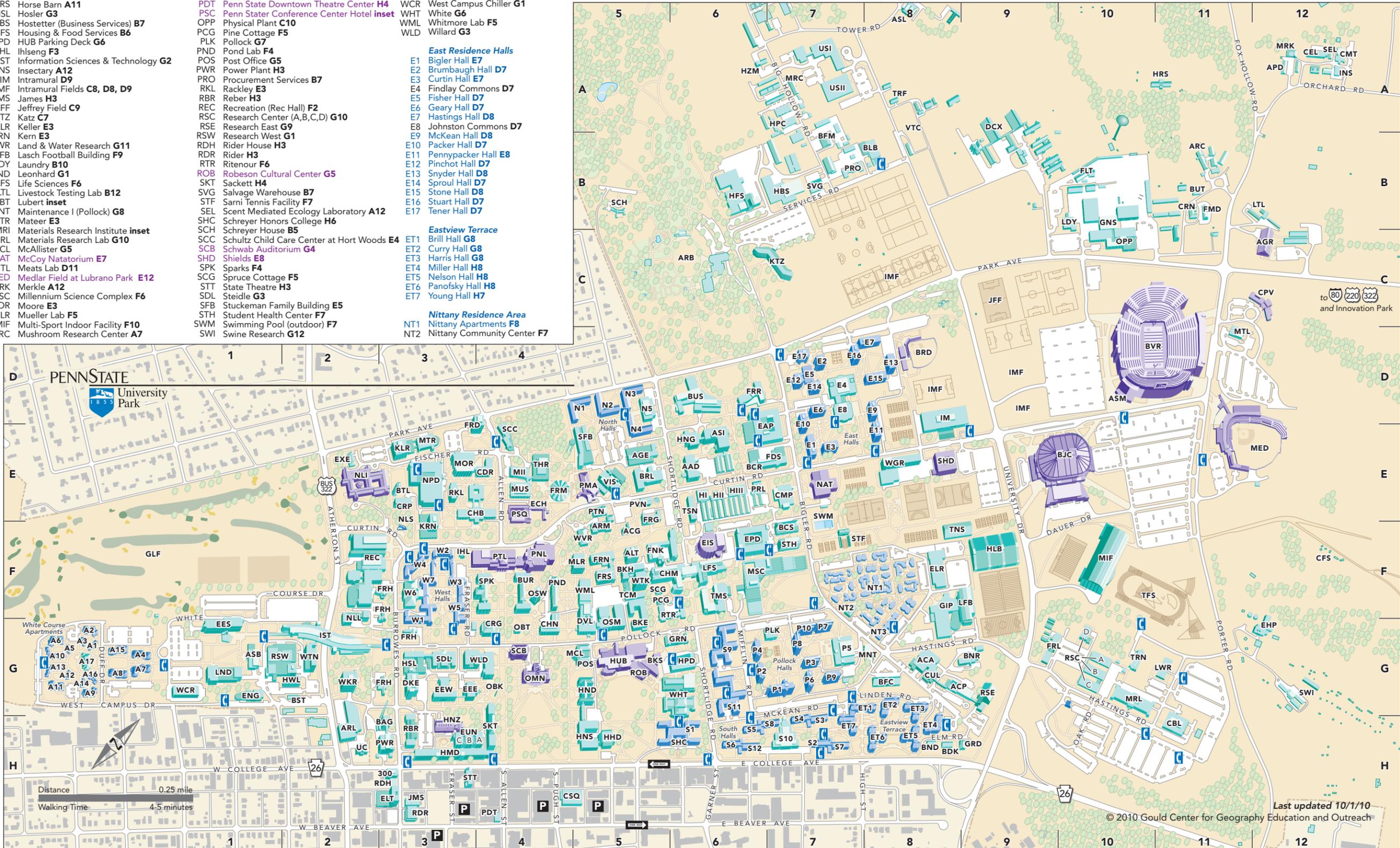
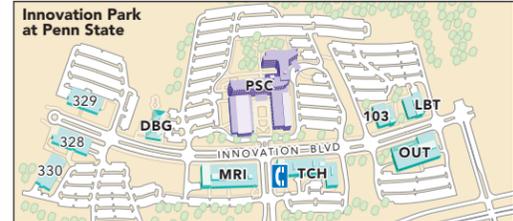
- TCH Technology Center **inset**
- TCM Telecommunications **F5**
- TNS Tennis **F8**
- THR Theatre **E4**
- TMS Thomas **F6**
- TFS Track & Field Stadium **F11**
- TRN Transportation Research **G10**
- TRF Turfgrass Museum **A8**
- TSN Tyson **E6**
- UC University Club **H2**
- USI University Support I **A7**
- USII University Support II **A7**
- VTC Valentine Turfgrass Res. Cntr. **B8**
- VIS Visual Arts **E5**
- WGR Wagner **E8**
- WKR Walker **G2**
- WTK Wartik Lab **F5**
- WTN Water Tunnel (G. Thomas) **G2**
- WVR Weaver **F5**
- WCR West Campus Chiller **G1**
- WHT White **G6**
- WML Whitmore Lab **F5**
- WLD Willard **G3**

- NT3 Nittany Hall **G8**
- North Residence Halls**
- N1 Beam Hall **D4**
- N2 Holmes Hall **D5**
- N3 Leete Hall **D5**
- N4 Runkle Hall **D5**
- N5 Warnock Commons **D5**
- Pollock Residence Halls**
- P1 Beaver Hall **G7**
- P2 Hartranft Hall **G6**
- P3 Hiester Hall **G7**
- P4 Mifflin Hall **G6**
- P5 Pollock Commons **G7**
- P6 Porter Hall **G7**
- P7 Ritner Hall **G7**
- P8 Shulze Hall **G7**

- P9 Shunk Hall **G7**
- P10 Wolf Hall **G7**
- South Residence Halls**
- S1 Atherton Hall **G6**
- S2 Cooper Hall **H7**
- S3 Cross Hall **H7**
- S4 Ewing Hall **H7**
- S5 Haller Hall **H6**
- S6 Hibbs Hall **H6**
- S7 Hoyt Hall **H7**
- S8 Lyons Hall **H7**
- S9 McElwain Hall **G6**
- S10 Redifer Commons **H7**
- S11 Simmons Hall **G6**
- S12 Stephens Hall **H6**

- West Residence Halls**
- W1 Hamilton Hall **F3**
- W2 Irvin Hall **F3**
- W3 Jordan Hall **F3**
- W4 McKee Hall **F3**
- W5 Thompson Hall **F3**
- W6 Waring Commons **F3**
- W7 Watts Hall **F3**
- White Course Apartments**
- A1 Bernreuter Hall **G1**
- A2 Cunningham Hall **G1**
- A3 Donkin Hall **G1**
- A4 Dunham Hall **G1**
- A5 Farrell Hall **G1**
- A6 Ferguson Hall **G1**
- A7 Garban Hall **G1**
- A8 Grubb Hall **G1**

- A9 Haffner Hall **G1**
- A10 Holderman Hall **G1**
- A11 Ikenberry Hall **G1**
- A12 Lovejoy Hall **G1**
- A13 Osborn Hall **G1**
- A14 Palladino Hall **G1**
- A15 Patterson Hall **G1**
- A16 Ray Hall **G1**
- A17 Weston Community Center **G1**





School Default Rates FY 2009, 2008, and 2007

Record 1 of 1

OPE ID	School	Type	Control	PRGMS		FY2009	FY2008	FY2007
003329	Pennsylvania State University (The) President's Office University Park PA 16802-1503	Master's Degree or Doctor's Degree	Public	Both (FFEL/FDL)	Default Rate	4.2	3.4	3.5
					No. in Default	640	487	483
					No. in Repay	14985	13919	13694
					Enrollment figures	88477	87486	87730
					Percentage Calculation	16.9	15.9	15.6

ENROLLMENT: To provide context for the Cohort Default Rate (CDR) data we include enrollment data (students enrolled at any time during the year) and a corresponding percentage (borrowers entering repayment divided by that enrollment figure). While there is no direct relationship between the timing of when a borrower entered repayment (October 1 through September 30) and any particular enrollment year, for the purpose of these data, we have chosen to use the academic year ending on the June 30 prior to the beginning of the cohort year (e.g., FY 2008 CDR Year will use 2006-2007 enrollment).

Current Date : 06/27/2012