

**Iowa College Student Aid Commission  
September 21, 2012**



# IOWA COLLEGE STUDENT AID COMMISSION

## Guiding Statements

### Our Mission

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

### Our Motto

Your Financial Aid Connection.

### Our Vision

All Iowans can achieve an education beyond high school.

### Our Guiding Principles

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

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

IOWA COLLEGE STUDENT AID COMMISSION

A G E N D A

September 21, 2012

10:00 AM

Iowa College Student Aid Commission  
Commission Conference Room

- \*1. Minutes of Meeting..... Tab A
  - July 13, 2012 Commission Meeting
- \*2. Executive Director’s Report ..... Tab B ..... Misjak
- \*3. Consent Agenda..... Tab C ..... Misjak
  - a. Postsecondary Registration
    - University of Missouri- Kansas City
    - Viterbo University
  - b. Administrative Rules
    - Adopt Changes
      - Chapter 16, “Washington, D.C., Internship Grant”
      - Chapter 23, “Skilled Workforce Shortage Tuition Grant Program”
      - Chapter 27, “Iowa Grant Program”
- \*4. State FY 2014 and FY 2015 Budgets ..... Tab D ..... Leeper
  - Staff Reports
- \*5. Committee Reports ..... Tab E
  - Legislative Action Committee.....Commissioner Adams
- \*6. XAP Contract Amendment..... Tab F..... Ntem
- 7. Staff Reports..... Tab G
  - FY 12 Revenue and Expenditure Summary..... Krueger
  - Program Administration Final Expenditures FY 12 ..... Krueger
  - IHAPI Update ..... Ntem
- 8. Adjourn

\* Indicates Action Item

Upcoming Meetings:

Unless otherwise indicated, meetings will begin at 10:00 a.m. and conclude by 2:00 p.m.

- November 16, 2012
- January 18, 2013
- March 15, 2013
- May 17, 2013

**IOWA COLLEGE STUDENT AID COMMISSION**

**MINUTES OF MEETING**

**July 13, 2012**

**10:00 a.m.**

**Iowa College Student Aid Commission  
603 East 12<sup>th</sup> Street, 5<sup>th</sup> Floor, Des Moines, Iowa 50319  
Conference Room**

**Members Present:**

Janet Adams	Roger Claypool
Rob Denson	Bob Donley
Crystal Ford	Colleen Hunt
Fred Moore	Herman Quirnbach
Doug Shull	Karolyn Wells
Cindy Winckler	

**Members Absent:**

Randy Feenstra	Ron Jorgensen
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**Staff Present:**

Todd Brown	John Gilman
Deb Krueger	Julie Leeper
Karen Misjak	Julie Ntem
Carolyn Small	Ashley Wendt

**Attorney General Present:**

David VanCompernelle

**Guests Present:**

Jeff Birdsley	BTC Capital Management
Jason Blake	Iowa Attorney General's Office
Lana Kirk	Indiana Wesleyan University
Robin Madison	Legislative Services Agency
John Parker	Iowa Student Loan
Jessica Whitney	Iowa Attorney General's Office
Melissa Stover	Bankers Trust
Austin Rhoades	University of Phoenix
Dr. Elizabeth Tice	Ashford University
Jenny Tyler	Carney & Appleby Law Firm representing Ashford University
Matthew Vallejo	Ashford University

## **Call to Order**

The Iowa College Student Aid Commission met for a regularly scheduled meeting on July 13, 2012. Commission Chair Adams called the meeting to order at 10:00 a.m. with a quorum present.

## **Executive Director's Report**

Ms. Misjak said teams from both entities have been assigned and are meeting to keep everything in line for an October 1, 2012 final date regarding the FFELP Portfolio transition. Project manager level meetings will begin next week.

GEAR UP Iowa Summer School took place in the Success Center located on the ground floor. The lab seats 30 students at one time and on the first day more than 90 GEAR UP Iowa sophomores from Des Moines East High School showed up to take advantage of the program. By utilizing GEAR UP Iowa funds to hire one additional teacher for the month of June, 83 GEAR UP Iowa cohort students from Des Moines East High School were able to recover one credit from a required class. Eighty-two percent of the students in the junior class are now on track for graduation. Ms. Misjak added that GEAR UP Iowa staff are also making sure that these students take the ACT, fill out the FAFSA as well as visit at least two colleges.

Ms. Misjak said there have been 18 Iowa attorneys served through the John R Justice Loan Repayment Program. This is a federally-funded program through the Department of Justice.

A total of 147 individuals applied for funding through the Iowa Registered Nurse and Nurse Educator Loan Forgiveness Program in 2012. In all, 40 Iowa nurses and nurse educators received benefits. Ms. Misjak said staff would like to see additional funding from the State to help more students.

## **Consent Agenda**

Chair Adams pulled out the Proposed Changes to Chapter 27 "Iowa Grant Program", Proposed New Chapter 23 "Skilled Workforce Shortage Tuition Grant Program" and the CoBro Contract from the consent agenda.

Motion: Commissioner Shull moved to approve the Consent Agenda items with the following items removed from the list: Proposed Changes to Chapter 27 "Iowa Grant Program", Proposed New Chapter 23 "Skilled Workforce Shortage Tuition Grant Program" and the CoBro Contract. Commissioner Ford seconded the motion which passed unanimously.

Ms. Leeper said the proposed changes to Chapter 27 "Iowa Grant Program" provide updates that will improve administration of the Iowa Grant program. Under the explanation, it was not

entirely explicit by using the words “killed in the line of duty”. The proposed change would be to use the words “killed in action” instead.

Motion: Commissioner Ford moved to approve the proposed changes to Administrative Rules Chapter 27 – “Iowa Grant Program”. Commissioner Denson seconded the motion which passed unanimously.

Ms. Leeper said the proposed new Administrative Rules Chapter 23 provide guidelines for implementation of the new Skilled Workforce Shortage Tuition Grant Program. Commissioner Denson said the Administrative Rule will not be in place for the fall semester, even though a number of students will qualify in this program for the fall semester.

Motion: Commissioner Denson moved to authorize Commission staff to process and authorize student awards under the Skilled Workforce Shortage Tuition Grant Program consistent with state statute pending completion of the Administrative Rules so qualified students will be able to receive funding for the fall 2012 term. Commissioner Shull seconded the motion which passed unanimously.

Ms. Misjak said the users of the CoBro system will be GEAR UP schools and it will be used to only track the GEAR UP Iowa cohort. The schools will be responsible for inputting their own data. The system matches up with the Annual Performance Report that staff must submit to the U.S. Department of Education. Ms. Misjak said staff feels it is important to have all of the information to help determine the need of students and ensure they are provided with all the resources needed to make their futures successful. Mr. Gilman said this system will allow real-time data entry and an accountability measure will be put in place to ensure all schools enter their data. Commissioner Denson would like a yearly update on this system to ensure it is working and requests that it be brought before the Commission for renewal. Commissioner Denson also requests that the agency be defined in the contract as College Aid Commission. Mr. Van Compernelle will make the suggested changes to the contract.

Motion: Commissioner Denson moved to authorize staff to enter into a contract with CoBro Consulting for a Cohort Student Data Tracking System per State of Iowa RFP0712284066. Commissioner Wells seconded the motion which passed unanimously.

### **Ashford University HLC Accreditation**

Ms. Small said that the initial accreditation for Ashford University by the Western Association Accrediting Commission for Senior Colleges and Universities (WASC) has been denied. As of today, Ashford University remains accredited by the Higher Learning Commission (HLC). Staff is questioning the denial and has drafted a letter to be sent out and is asking for approval from the Commission to do so. HLC has already taken action against Ashford. Commissioner

Quirnbach feels an expression from the Commission would be appropriate and requests to remain informed of the status. He adds that staff should seek the guidance from the Attorney General's (AG's) regarding legal action the Commission can take as it continues to monitor the situation. In particular staff should seek guidance on what can be done within Code, such as limiting Ashford's aid eligibility. Chair Adams said the consensus is that staff will send the initial letter and have the Legislative Committee work with the AG's office on the legal actions that the Commission has available. Commission Winckler wants to make sure that students are protected through the online services equally as much as the students that are attending on campus. The denial was specific to the online coursework. Commissioner Quirnbach would like the Commission to take it's action prior to the HLC's February deadline.

Motion: Commissioner Moore moved to have the Legislative Committee begin work on the options for the next steps regarding Ashford University. Commissioner Shull seconded the motion which passed unanimously.

### **Bankers Trust Update**

Bankers Trust presented an update on the performance of the funds for the GEAR UP Trust. Commissioner Quirnbach would like to know what the fees are and how they translate to the portfolio. Ms. Stover said she would forward that information on to the Executive Director to send out to all Commissioners.

### **Legislative Committee Report**

Chair Adams said there is nothing additional to report that has not already been covered in the meeting previously.

### **Staff Reports**

Ms. Kruger presented the FY 2012 Revenue and Expenditure Summary and said staff is expecting larger expenses to come through in July and August due to programming issues which delayed billing from the collection vendor.

Ms. Ntem provided a report on I Have A Plan Iowa™. A comparison of all charts was provided to show the growth in the program.

Commission adjourned at 11:16 a.m.

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JANET ADAMS, CHAIR

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CRYSTAL FORD, VICE CHAIR

## **IOWA COLLEGE STUDENT AID COMMISSION**

### **Executive Director's Report September 2012**

#### **Conversion Update**

The FFELP portfolio will be transferred to the Great Lake's system by October 8, 2012. The hard copies of borrower files and other documents will be transported the week of September 17<sup>th</sup>. The United States Department of Education will conduct a closeout audit on September 30<sup>th</sup>. Notification letters to all borrowers will be completed by September 21<sup>st</sup>. All financial records will be retained based on the 7 year retention policy.

In addition, Sallie Mae was notified on May 31, 2012 that the contract between the Commission and Sallie Mae would be terminated effective November 30, 2012. Attached (page 12-09-B3) is a letter from Sallie Mae outlining the costs associated with the remainder of the contract period. This includes the monthly fees through November 30<sup>th</sup> and the estimated hours to complete all deconversion activities. The contract states that Sallie Mae shall provide at no charge up to 300 man-hours of technical and/or non-technical support. The technology labor rate is \$120.00 per hour and a non-technology rate of \$52.00 per hour.

Per the agreement with Great Lakes, the costs listed above are the responsibility of Great Lakes.

#### **College Access Challenge Grant Funding for Iowa**

Iowa will not receive a College Access Challenge Grant in 2012-13 because the state did not meet the grant program's Maintenance of Effort (MOE) requirements. In addition, the United States Department of Education has denied Iowa College Aid's application for a waiver of these requirements.

CACG MOE provisions require States to demonstrate a commitment to affordable higher education by funding both public postsecondary education and financial aid to students attending private institutions of higher education in amounts equal to the average of the previous five years. Because Iowa appropriations did not meet either criteria for either the 2012-13 or 2011-12 program years, 2012-13 is the second consecutive year since the program's inception that Iowa will not receive CACG funds as a result of not meeting MOE requirements.

In a letter to agency officials, the Department of Education indicates that the state can receive 2012-13 program funds by restoring state reductions in support for higher education. To do so, the state must make available an additional \$42.3 million in

support for public institutions of higher education and an additional \$2.1 million in support for financial aid for students attending private institutions of higher education. The CACG is a state formula-allocated program which would have awarded \$1.5 million to Iowa in 2012-13.

### **Iowa Grant Update**

Commission staff received a total of 6 priority Iowa Grant applications (under the children of deceased public safety worker language), 2 of which will qualify for priority Iowa Grant awards of up to \$6,658 during the 2012-13 academic year.

### **Final state fiscal year 2012 scholarship, grant, and loan repayment program expenditures**

The attached spreadsheet (page 12-09-B5) summarizes the scholarship, grant, and loan repayment program expenditures for programs administered by the Commission during SFY 2012. During the 2011-12 academic year, programs administered by the Commission funded 25,725 awards for a total of \$61,249,366 in expenditures.

### **Kibbie Grant Update**

The list of eligible shortage areas and the identifying program codes (developed by community college administrators and IWD, in coordination with Commission staff) were released to college financial aid administrators on 8/21/2012. College administrators are currently compiling recipient estimates to allow Commission staff to set accurate awarding parameters. Commission staff upgraded all reporting systems to handle disbursement reporting and auditing of the Kibbie Grant

The list of eligible shortage programs can be found on page 12-09-B1 of the Board Book



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JERRY MAHER  
Senior Vice President

September 10, 2012

Karen Misjak  
Executive Director  
Iowa College Student Aid Commission  
603 E. 12<sup>th</sup> Street -- Floor 5  
Des Moines, IA 50319

Dear Karen:

Pursuant to Article IX.A. of the Guarantor Services Agreement for a Distributed Processing System (the "Agreement") dated as of November 5, 2009, by and between Iowa College Student Aid Commission ("ICSAC") and Sallie Mae, Inc. ("Sallie Mae"), Sallie Mae's obligation is to complete the transfer of ICSAC data to ICSAC's successor no later than sixty (60) days following the termination or expiration date of the Agreement. Since the expiration date of the Agreement is November 30, 2012, the transfer of ICSAC data must be completed no later than January 29, 2013. In ICSAC's notice dated May 31, 2012, advising Sallie Mae of ICSAC's intent to let the Agreement expire as of November 30, 2012, ICSAC is requesting the conversion of ICSAC operations and loan data be completed by September 30, 2012, or earlier than the terms specified in the Agreement.

With respect to ICSAC's request:

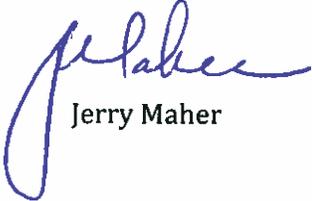
- a. Subject to the remaining terms of this letter, Sallie Mae hereby agrees to provide the support necessary to assist in completing the transfer of ICSAC operations and loan data by September 30, 2012. Separate from such transfer activity support, Sallie Mae will perform additional activities to shut down ICSAC's database and conclude transaction processing, which will be completed on or about October 31, 2012.
- b. Per the terms of the Agreement, ICSAC hereby agrees to compensate Sallie Mae for the following:
  - i. Servicing fees for the months of October and November 2012 that would have been earned in the normal course of business if ICSAC's loan portfolio would have remained on our system through November 30, 2012. Servicing fees shall include both the Loan Portfolio Maintenance Fee and the Status Management Processing Fee, estimated at \$79,000 and \$2,500 for each respective month, for a total of \$163,000. This amount will be billed on or about November 1, 2012.

- ii. ICSAC will pay all costs for conversion services, including, but not limited to: support to ICSAC's successor to assist with the interpretation of technical documentation provided by Sallie Mae, less the first 300 hours which are provided to ICSAC at no cost; transition of all processing services provided under the Agreement to ICSAC; turnover of electronically imaged files and other loan collateral to ICSAC's successor; and final shut-down of the ICSAC database and conclusion of automated transaction processing. Final billing for such conversion services will be completed by November 1, 2012.
- iii. ICSAC will pay all amounts billed on or before November 30, 2012.

Sallie Mae's most recent estimate of man hours needed to complete all deconversion activities is 4,170 hours (4,290 technical hours, less the first 300 hours provided to ICSAC at no cost, plus 180 non-technical hours). This estimate is based on providing information using Sallie Mae's standard loan extract files and the requirements set forth by Iowa and Great Lakes to date. Any non-standard or custom data requests may increase the actual man-hours needed for this project.

Please confirm the foregoing by signing and returning a copy of this letter. Please let me know if you have any questions.

Sincerely,



Jerry Maher

**ACCEPTED AND AGREED:**

Iowa College Student Aid Commission

By: \_\_\_\_\_  
Name: Karen Misjak  
Title: Executive Director  
Date: \_\_\_\_\_

**2012-13 Kibbie Grant Shortage Areas**

<b>IWD/</b>	<b>ALLIED HEALTH</b>	
<b>President</b>	<b>Occupational Title</b>	<b>Credit Program Name</b>
IWD	Child Care	Early Childhood Education
IWD	Dental Assistant	Dental Assistance
President	Dental Hygiene	Dental Hygiene Assistant
President	Laboratory Technician	Clinical/Medical Laboratory Technology
<b>IWD</b>	Medical Assistants	Medical Assistant Technology
IWD	Nursing	Nursing [Practical, Nursing - Associate Degree]
President	Occupational Therapy	Occupational Therapist Assistant
IWD	Pharmacy Technician	Pharmacy Technician
President	Physical Therapy Assistant	Physical Therapist Assistant
President	Surgical Tech	Surgical Technology
	<b>Automotive</b>	
	<b>Occupational Title</b>	<b>Credit Program Name</b>
President	Diesel Mechanics	Diesel Equipment Technology
<b>IWD/</b>	<b>COMPUTER SCIENCE/Information Technology (IT)</b>	
<b>President</b>	<b>Occupational Title</b>	<b>Credit Program Name</b>
IWD	Computer Systems Analysts	Business Information Systems
IWD	Computer and Information Systems Managers	Web Development Design and Administration
IWD	Computer Network Architects	Web Development; Computer Networking
IWD	Computer Programmers	Business Information Systems
IWD	Computer Support Specialists	Information Technology/Network Administration (ITNA), Computer Networking Technology
IWD	Computer, Automated Teller & Office Machine Repairers	Electronic Systems Servicing Technology
IWD	Data Administrators	Business Information Systems, Information Technology/Network Administration
IWD	Information Security Analysts	Information Technology/Network Administration
IWD	Network & Computer Systems Administrators	Information Technology/Network Administration
IWD	Software Developer, Systems Software	Business Information Systems
President	Software Developers, Applications	Information Technology/Network Administration
IWD	Web Developers	Web Development
		Computer Applications
		Computer Integrated Technology
		Computer Networking Technology, ITNA
		Data Base Specialist
		Digital Forensic Investigation
		Electronics
		Engineering Design Technology

		Information Technology/Network Administration
		Management Information Systems (MIS)
		Networking Administration & Security
		Robotics, Robotics/Automation Technology
		Visual Communications
		Web Developer
		Web Development
		Web Design and Administration
<b>IWD/</b>	<b>INDUSTRIAL/MAINTENANCE/TECHNOLOGY</b>	
<b>President</b>	<b>Occupational Title</b>	<b>Credit Program Name</b>
IWD	Team Assemblers	
IWD	Carpenters	
IWD	Electricians	
IWD	Machinists	
IWD	Plumbers	
President	Telecommunication Line Installers & Repairers	
IWD	Welders	
IWD	Maintenance & Repair	
		Advanced Manufacturing Technology, Manufacturing Technology, Process Technology
		Air Conditioning
		Architectural Drafting/CAD/CADD Technology
		Architectural Millwork
		Architectural Technologies
		Building Trades
		Carpentry Technology
		Civil and Construction Engineering Technology
		CNC Operator
		Computer Integrated Technology
		Construction Technology
		Electrical Construction Trades
		Electrical Systems Serving Technology
		Electrical Technology
		Electromechanical Systems Technology
		Fabrication
		Heating
		Heating, Ventilation and Air Conditioning [HVAC]
		Industrial Technology
		Industrial Electrical-Mechanical Technology

		Machinists
		Maintenance (Diesel Technology)
		Manufacturing Maintenance
		Mechanical Engineering Technology
		Powerline Technology
		Telecommunication Technology
		Tool and Diemaking
		Ventilation
		Welding
<b>IWD/</b>	<b>SUSTAINABLE ENERGY</b>	
<b>President</b>	<b>Occupational Title</b>	<b>Credit Program Name</b>
President	Sustainable Energy	
		Biotechnology, Biotechnology Renewable Energy
		Electrical & Renewable Energy Technology
		Sustainable Energy Resources/Systems
		Wastewater Management
		Water Environmental Technology
		Water Treatment
		Wind Energy Technician
		Wind Turbine Maintenance Specialist

August 20, 2012



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**IOWA COLLEGE STUDENT AID COMMISSION**  
**PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION**  
**FISCAL YEAR 2012**  
(Academic Year 2011-12)

	Iowa Tuition Grant Program		Iowa Voc-Tech Tuition Grant Program		Iowa Grant Program		All Iowa Opportunity Scholarship Program		Iowa National Guard Education Assistance Program	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
<b>REGENT UNIVERSITIES</b>										
Iowa State University	0	0	0	0	135	123,667	96	623,948	204	965,274
University of Iowa	0	0	0	0	76	70,000	68	461,303	108	524,066
University of Northern Iowa	0	0	0	0	107	98,804	46	318,817	98	488,987
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>318</b>	<b>292,471</b>	<b>210</b>	<b>1,404,068</b>	<b>410</b>	<b>1,978,327</b>
<b>INDEPENDENT COLLEGES AND UNIVERSITIES</b>										
AIB College of Business	558	1,457,598	0	0	23	8,964	2	11,130	10	45,953
Allen College	270	795,190	0	0	10	1,978	0	0	1	5,775
Briar Cliff College	414	1,242,722	0	0	7	6,058	7	42,824	11	52,231
Buena Vista University	1,733	3,702,417	0	0	29	27,386	2	15,068	11	52,752
Central College	722	2,375,776	0	0	9	6,656	5	33,903	3	12,590
Clarke College	410	1,228,856	0	0	8	4,513	0	0	0	0
Coe College	416	1,352,170	0	0	8	3,983	0	0	3	17,325
Cornell College	122	399,583	0	0	2	1,607	1	3,767	0	0
Des Moines University	0	0	0	0	0	0	0	0	0	0
Dordt College	329	1,100,936	0	0	4	3,235	0	0	4	15,231
Drake University	533	1,720,028	0	0	8	6,019	1	3,767	2	5,776
Emmaus Bible College	61	188,957	0	0	3	763	0	0	0	0
Faith Baptist Bible College	133	428,496	0	0	4	1,875	0	0	0	0
Graceland College	187	531,136	0	0	5	3,338	7	48,432	0	0
Grand View University	1,254	3,436,784	0	0	19	14,321	5	33,903	27	113,522
Grinnell College	77	259,000	0	0	1	742	0	0	0	0
Iowa Wesleyan College	294	759,556	0	0	3	1,500	0	0	3	9,625
Loras College	350	1,143,057	0	0	6	3,667	0	0	2	10,117
Luther College	357	1,202,994	0	0	5	3,215	2	15,068	0	0
Maharishi Univ. of Management	43	129,558	0	0	1	422	0	0	0	0
Mercy College	514	1,329,078	0	0	18	6,243	0	0	6	31,762
Morningside College	564	1,801,271	0	0	11	6,731	3	22,602	11	45,327
Mount Mercy College	836	2,340,706	0	0	19	9,252	2	5,353	3	12,280
Northwestern College	405	1,318,736	0	0	8	4,060	1	7,534	2	11,550
Simpson College	874	2,534,581	0	0	23	10,510	3	22,602	7	33,693
St. Ambrose University	570	1,661,256	0	0	8	6,635	0	0	3	17,325
St. Luke's College	73	223,270	0	0	1	825	0	0	2	8,663
University of Dubuque	547	1,645,757	0	0	10	7,130	0	0	13	57,754
Upper Iowa University	1,410	2,872,521	0	0	24	22,688	0	0	34	119,438
Wartburg College	631	2,117,332	0	0	12	7,109	7	41,437	0	0
William Penn College	831	1,673,935	0	0	25	17,103	0	0	11	32,931
<b>Total, Independent Colleges and Universities</b>	<b>15,518</b>	<b>42,973,257</b>	<b>0</b>	<b>0</b>	<b>314</b>	<b>198,528</b>	<b>48</b>	<b>307,390</b>	<b>169</b>	<b>711,620</b>
<b>FOR-PROFIT COLLEGES AND UNIVERSITIES</b>										



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# IOWA COLLEGE STUDENT AID COMMISSION

## PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION

### FISCAL YEAR 2012

(Academic Year 2011-12)

	Iowa Tuition Grant Program		Iowa Voc-Tech Tuition Grant Program		Iowa Grant Program		All Iowa Opportunity Scholarship Program		Iowa National Guard Education Assistance Program	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
Ashford University	816	914,134	0	0	3	2,065	0	0	21	70,747
Kaplan - Council Bluffs	184	238,975	0	0	16	6,064	0	0	2	9,625
Kaplan - Cedar Falls	344	424,051	0	0	18	13,829	0	0	5	24,882
Kaplan - Cedar Rapids	434	572,568	0	0	41	17,136	0	0	5	21,175
Kaplan - Des Moines	585	716,571	0	0	28	24,139	0	0	7	28,435
Kaplan - Mason City	202	256,922	0	0	14	7,766	0	0	1	5,458
Kaplan - Davenport	571	686,793	0	0	28	12,118	0	0	10	43,989
Waldorf College*	137	289,045	0	0	4	2,782	1	3,767	1	2,887
Total, For-Profit Colleges and Universities	3,273	4,099,059	0	0	152	85,899	1	3,767	52	207,198
<b>Total (For-Profit/Independents)</b>	<b>18,791</b>	<b>47,072,316</b>	<b>0</b>	<b>0</b>	<b>466</b>	<b>284,427</b>	<b>49</b>	<b>311,157</b>	<b>221</b>	<b>918,818</b>
<b>COMMUNITY COLLEGES</b>										
Des Moines Area Community College-Ankeny	0	0	657	453,197	87	43,250	26	78,600	199	409,562
Eastern Iowa Community College - Clinton	0	0	19	15,295	7	2,679	0	0	6	13,820
Eastern Iowa Community College - Muscatine	0	0	31	19,041	13	6,450	1	1,965	4	9,846
Eastern Iowa Community College - Scott	0	0	121	78,976	20	8,775	2	6,386	31	59,327
Hawkeye Community College - Waterloo	0	0	273	210,157	17	6,315	17	58,850	73	203,983
Indian Hills Community College - Centerville	0	0	7	5,934	3	2,637	1	1,310	3	7,646
Indian Hills Community College - Ottumwa	0	0	222	163,947	12	10,500	14	52,400	41	120,383
Iowa Central Community College - Ft. Dodge	0	0	161	117,312	16	14,459	9	29,710	39	110,785
Iowa Lakes Community College - Emmetsburg	0	0	135	110,435	17	12,100	4	15,720	18	55,115
Iowa Valley Community College - Ellsworth	0	0	27	20,694	9	3,358	10	39,300	4	13,129
Iowa Valley Community College - Marshalltown	0	0	41	25,869	7	3,358	6	23,580	4	10,383
Iowa Western Community College - Council Bluffs	0	0	75	62,265	23	11,564	16	49,617	51	114,916
Kirkwood Community College - Cedar Rapids	0	0	554	389,948	81	34,937	24	73,118	153	350,221
North Iowa Area Community College - Mason City	0	0	114	91,889	20	6,596	5	19,650	15	33,220
Northeast Iowa Community College - Calmar	0	0	64	48,366	9	3,891	1	1,965	5	7,371
Northeast Iowa Community College - Peosta	0	0	100	75,526	16	6,957	2	6,878	13	38,494
Northwest Iowa Community College - Sheldon	0	0	95	69,906	2	1,938	3	11,528	18	47,089
Southeastern Community College - West Burlington	0	0	101	71,742	31	9,345	2	3,605	28	71,540
Southwestern Community College - Creston	0	0	62	50,661	10	3,771	14	50,672	4	9,697
Western Iowa Tech Community College - Sioux City	0	0	178	133,141	15	11,894	18	61,921	77	172,247
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,037</b>	<b>2,214,301</b>	<b>415</b>	<b>204,774</b>	<b>175</b>	<b>586,775</b>	<b>786</b>	<b>1,858,774</b>



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# IOWA COLLEGE STUDENT AID COMMISSION

## PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION

### FISCAL YEAR 2012

(Academic Year 2011-12)

	Iowa Tuition Grant Program		Iowa Voc-Tech Tuition Grant Program		Iowa Grant Program		All Iowa Opportunity Scholarship Program		Iowa National Guard Education Assistance Program	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
<b>OTHER COLLEGES</b>										
Out-of-State College or University	0	0	0	0	0	0	0	0	0	0
Iowa Barber or Cosmetology School	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b><u>18,791</u></b>	<b><u>47,072,316</u></b>	<b><u>3,037</u></b>	<b><u>2,214,301</u></b>	<b><u>1,199</u></b>	<b><u>781,672</u></b>	<b><u>434</u></b>	<b><u>2,302,000</u></b>	<b><u>1,417</u></b>	<b><u>4,755,919</u></b>
<b>AVG. AWARD</b>		2,505		729		652		5,304		3,356



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# IOWA COLLEGE STUDENT AID COMMISSION

## PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION

### FISCAL YEAR 2012

(Academic Year 2011-12)

	Governor's State Fair Scholarship		Education Training Voucher Program		All Iowa Opportunity Foster Grant Program		Robert C. Byrd Scholarships		Barber and Cosmetology Arts & Sciences Tuition Grant	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
<b>REGENT UNIVERSITIES</b>										
Iowa State University	1	750	12	35,827	10	34,440	15	17,691	0	0
University of Iowa	0	0	3	13,000	2	5,128	12	16,248	0	0
University of Northern Iowa	0	0	7	19,625	6	19,026	2	2,708	0	0
<b>Total</b>	<b>1</b>	<b>750</b>	<b>22</b>	<b>68,452</b>	<b>18</b>	<b>58,594</b>	<b>29</b>	<b>36,647</b>	<b>0</b>	<b>0</b>
<b>INDEPENDENT COLLEGES AND UNIVERSITIES</b>										
AIB College of Business	0	0	1	1,074	0	0	0	0	0	0
Allen College	0	0	0	0	0	0	0	0	0	0
Briar Cliff College	0	0	0	0	0	0	0	0	0	0
Buena Vista University	0	0	7	31,265	6	40,987	0	0	0	0
Central College	0	0	1	5,000	1	11,044	0	0	0	0
Clarke College	0	0	0	0	0	0	0	0	0	0
Coe College	0	0	0	0	0	0	1	1,354	0	0
Cornell College	0	0	0	0	0	0	0	0	0	0
Des Moines University	0	0	0	0	0	0	0	0	0	0
Dordt College	0	0	1	5,000	1	16,075	0	0	0	0
Drake University	0	0	1	5,000	1	8,045	1	1,354	0	0
Emmaus Bible College	0	0	0	0	0	0	0	0	0	0
Faith Baptist Bible College	0	0	0	0	0	0	0	0	0	0
Graceland College	0	0	0	0	0	0	0	0	0	0
Grand View University	0	0	6	24,375	6	50,325	0	0	0	0
Grinnell College	0	0	0	0	0	0	3	3,385	0	0
Iowa Wesleyan College	0	0	0	0	0	0	0	0	0	0
Loras College	0	0	0	0	0	0	0	0	0	0
Luther College	0	0	0	0	0	0	2	2,104	0	0
Maharishi Univ. of Management	0	0	0	0	0	0	0	0	0	0
Mercy College	0	0	0	0	1	7,670	0	0	0	0
Morningside College	0	0	0	0	0	0	0	0	0	0
Mount Mercy College	0	0	2	10,000	2	24,392	1	750	0	0
Northwestern College	0	0	1	4,000	1	7,670	0	0	0	0
Simpson College	0	0	1	5,000	2	15,340	1	1,354	0	0
St. Ambrose University	0	0	0	0	2	7,670	0	0	0	0
St. Luke's College	0	0	0	0	0	0	0	0	0	0
University of Dubuque	0	0	3	11,500	3	16,575	0	0	0	0
Upper Iowa University	0	0	2	5,750	3	15,981	0	0	0	0
Wartburg College	0	0	1	5,000	1	5,864	1	1,354	0	0
William Penn College	0	0	2	7,000	1	7,670	0	0	0	0
<b>Total, Independent Colleges and Universities</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>119,964</b>	<b>31</b>	<b>235,308</b>	<b>10</b>	<b>11,655</b>	<b>0</b>	<b>0</b>
<b>FOR-PROFIT COLLEGES AND UNIVERSITIES</b>										



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# IOWA COLLEGE STUDENT AID COMMISSION

## PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION

### FISCAL YEAR 2012

(Academic Year 2011-12)

	Governor's State Fair Scholarship		Education Training Voucher Program		All Iowa Opportunity Foster Grant Program		Robert C. Byrd Scholarships		Barber and Cosmetology Arts & Sciences Tuition Grant	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
Ashford University	0	0	1	3,000	1	7,670	0	0	0	0
Kaplan - Council Bluffs	0	0	3	6,315	3	22,506	0	0	0	0
Kaplan - Cedar Falls	0	0	1	2,500	1	7,670	0	0	0	0
Kaplan - Cedar Rapids	0	0	0	0	0	0	0	0	0	0
Kaplan - Des Moines	0	0	0	0	0	0	0	0	0	0
Kaplan - Mason City	0	0	0	0	0	0	0	0	0	0
Kaplan - Davenport	0	0	0	0	0	0	0	0	0	0
Waldorf College*	0	0	1	750	1	3,835	0	0	0	0
Total, For-Profit Colleges and Universities	0	0	6	12,565	6	41,681	0	0	0	0
<b>Total (For-Profit/Independents)</b>	<b>0</b>	<b>0</b>	<b>35</b>	<b>132,529</b>	<b>37</b>	<b>276,989</b>	<b>10</b>	<b>11,655</b>	<b>0</b>	<b>0</b>
<b>COMMUNITY COLLEGES</b>										
Des Moines Area Community College-Ankeny	0	0	25	58,125	17	26,777	0	0	0	0
Eastern Iowa Community College - Clinton	0	0	3	3,000	3	3,315	0	0	0	0
Eastern Iowa Community College - Muscatine	0	0	1	1,500	1	586	0	0	0	0
Eastern Iowa Community College - Scott	0	0	2	3,500	1	1,490	0	0	0	0
Hawkeye Community College - Waterloo	0	0	9	18,125	9	13,428	0	0	0	0
Indian Hills Community College - Centerville	0	0	0	0	0	0	0	0	0	0
Indian Hills Community College - Ottumwa	0	0	3	9,375	4	8,170	0	0	0	0
Iowa Central Community College - Ft. Dodge	0	0	5	10,825	3	4,420	0	0	0	0
Iowa Lakes Community College - Emmetsburg	0	0	4	8,625	0	0	0	0	0	0
Iowa Valley Community College - Ellsworth	0	0	0	0	2	3,315	0	0	0	0
Iowa Valley Community College - Marshalltown	0	0	2	4,000	1	2,210	0	0	0	0
Iowa Western Community College - Council Bluffs	0	0	14	24,910	7	10,592	0	0	0	0
Kirkwood Community College - Cedar Rapids	0	0	17	49,375	10	20,912	0	0	0	0
North Iowa Area Community College - Mason City	0	0	0	0	0	0	0	0	0	0
Northeast Iowa Community College - Calmar	0	0	3	7,203	2	2,158	0	0	0	0
Northeast Iowa Community College - Peosta	0	0	3	11,625	3	2,268	0	0	0	0
Northwest Iowa Community College - Sheldon	0	0	0	0	0	0	0	0	0	0
Southeastern Community College - West Burlington	0	0	2	7,000	2	3,822	0	0	0	0
Southwestern Community College - Creston	0	0	2	6,000	0	0	0	0	0	0
Western Iowa Tech Community College - Sioux City	0	0	9	17,579	2	2,763	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>104</b>	<b>240,767</b>	<b>67</b>	<b>106,226</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



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# IOWA COLLEGE STUDENT AID COMMISSION

## PRELIMINARY SUMMARY OF PAYMENTS BY INSTITUTION

### FISCAL YEAR 2012

(Academic Year 2011-12)

	Governor's State Fair Scholarship		Education Training Voucher Program		All Iowa Opportunity Foster Grant Program		Robert C. Byrd Scholarships		Barber and Cosmetology Arts & Sciences Tuition Grant	
	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars	Number	Dollars
<b>OTHER COLLEGES</b>										
Out-of-State College or University	0	0	7	23,505	0	0	31	40,825	0	0
Iowa Barber or Cosmetology School	0	0	7	21,694	0	0	0	0	79	36,938
<b>Total</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>45,199</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>1</b>	<b>750</b>	<b>175</b>	<b>486,947</b>	<b>122</b>	<b>441,809</b>	<b>70</b>	<b>89,127</b>	<b>79</b>	<b>36,938</b>
<b>AVG. AWARD</b>		750		2,783		3,621		1,273		468

<b>LOAN REPAYMENT PROGRAMS:</b>	<b>Number</b>	<b>Dollars</b>	<b>Avg. Award</b>
<b>Iowa Teacher Shortage Loan Forgiveness Program</b>	168	657,267	3,912
<b>Iowa Registered Nurse and Nurse Educator Loan Forgiveness Program</b>	40	82,161	2,054
<b>Iowa Chiropractor Loan Forgiveness Program</b>	0	0	0
<b>Primecarre</b>	18	585,584	32,532
<b>Health Care Professional Recruitment Program</b>	6	229,235	38,206
<b>John R. Justice Loan Repayment Program</b>	18	104,880	5,827
<b>Federal Teacher Loan Forgiveness Program</b>	150	1,408,460	9,390

*\*Iowa Tuition Grant disbursements include funds from both the proprietary and not-for-profit appropriation*

*Last Update: 09/05/2012*

## IOWA COLLEGE STUDENT AID COMMISSION

### University of Missouri - Kansas City Application for Postsecondary Registration in Iowa September 2012

#### **RECOMMENDED ACTION:**

***Approve the application for postsecondary registration in Iowa for the University of Missouri - Kansas City (UMKC) with a waiver of the full-time, Iowa-based faculty member or program coordinator requirement of administrative rules.***

As a condition of registration:

- Per Iowa Code Section 261B.5, UMKC must notify Commission staff within 90 days of the date it establishes an Iowa location at which a distance education program student will participate in an internship, clinical, or other field experience.
- By the beginning of the fall 2013 term, the University must develop, implement, and provide staff with a copy of a policy that complies with new Iowa Code Section 261.9(1)(h) (as enacted by Iowa Senate File 2225).

**Note: Iowa Senate File 2267 enacted a change in Iowa Code Section 261B.3 that reduces the registration term from 4 years to 2 years, effective July 1, 2012. All schools that the Commission approves for initial or renewal registration after July 1, 2012, will be registered for a term of 2 years.**

#### **Registration Purpose**

Iowa Code Section 261B.3 requires registration with the Commission for “a school that maintains or conducts one or more courses of instruction including courses of instruction by correspondence or other distance delivery method, offered in this state...” Commission staff implemented a policy of requiring an out-of-state school that offers a course of instruction via distance delivery to register in Iowa if some aspect of the school’s distance education programs or its operations relative to distance education programs occurs at a location in Iowa. This could occur, for example, when a school’s distance education program requires a student to complete, a clinical, practicum, or internship/externship that the student participates in at a location in Iowa, or when the school conducts recruiting activities for its distance education programs at a physical location in Iowa or employs instructors in its distance education programs that work for the school remotely from a physical location in Iowa.

The University of Missouri - Kansas City requests registration in order to begin offering undergraduate, graduate, post-graduate, and doctoral level programs in Iowa via distance education. Under the Commission’s current policy regarding distance education providers, staff required the University to register due to all of the following:

- Select distance education programs that the University wishes to offer to Iowans require a field experience that the student will participate in at an Iowa location.

- The University wishes to employ Iowa residents as online instructors, who will work for UMKC from his/her Iowa home or other Iowa location.
- The terms and conditions of field experiences in UMKC's baccalaureate and graduate level dental hygiene programs permit a supervisor/preceptor at a field experience site to be granted a faculty appointment within the UMKC School of Dentistry for the purpose of the field experience. In other words, UMKC proposes to compensate parties in Iowa to provide instruction in a portion of its online programs at an Iowa site.
- UMKC requests authorization to promote its distance education programs at locations in Iowa.

## **Institutional Information**

UMKC is a public institution, part of the University of Missouri system, whose only physical campus is located at 5100 Rockhill Rd., Kansas City MO. The chief executive officer of the school is Chancellor Leo Morton, at the same address. Since it is a public entity, UMKC is not required to register as an entity transacting business in Iowa, so the University has no Iowa registered agent.

UMKC holds regional accreditation from the Higher Learning Commission (HLC). Its baccalaureate and graduate degree level nursing programs are accredited by the Commission on Collegiate Nursing Education. The University's dental hygiene programs are accredited by the American Dental Association Commission on Dental Accreditation. All of these accrediting agencies are recognized by the U.S. Department of Education.

## **Programs Offered In Iowa**

UMKC initially applied for registration to offer the following online programs. Estimated total program charges for tuition, fees, books, and supplies are listed for each program.

### **Baccalaureate Degree Completion**

- Liberal Arts \$11,542 for 30 credit hours
- Dental Hygiene (non-licensure) \$8,621 for 30 credit hours
- RN to BSN \$12,927 for 36 credit hours

### **Masters Degree (all non-licensure)**

- \*Dental Hygiene Education \$12,764 for the entire program
- \*Nursing – Women's Health Nurse Practitioner \$18,821 for the entire program
- \*Nursing – Pediatric Nurse Practitioner \$18,468 for the entire program
- \*Nursing – Neonatal Nurse Practitioner \$18,468 for the entire program
- \*Nursing – Educator \$16,287 for the entire program
- \*Nursing – Adult Nurse Practitioner \$18,821 for the entire program
- \*Nursing – Family Nurse Practitioner \$18,821 for the entire program

### **Post-Graduate Certificate**

- Nursing Educator \$5680 for 12 credit hours

### **Doctoral Degree**

- \*Nursing Practice \$13,135 for the entire program

- Philosophy - Nursing \$22,266 for the entire program

*\*Field Experience*

The programs identified by an asterisk (\*) above require a clinical or other field experience that an Iowa resident may participate in at an Iowa location. Such a requirement is exclusive to the nursing and dental hygiene programs. UMKC provided staff with detailed, internal policies from the School of Nursing and Division of Dental Hygiene that explain student expectations, site preceptor or supervisor qualifications and expectations, and the University's standards, as applicable, for field experience sites:

- Nursing (Master's level programs): Clinical hours among the master's of science in nursing degrees vary by specialization. Each master's level nursing program requires a clinical experience. Field experience sites and supervisors/preceptors enter into a written agreement with UMKC outlining terms and conditions of the field experience, the responsibilities of the site and the qualifications of the site preceptor. UMKC maintains a handbook for preceptors describing preceptor strategies and guidelines, faculty and student expectations, and evaluations of the site experience.
- Dental hygiene (baccalaureate degree completion and master's level programs): Both dental hygiene programs require field experience as a student instructor (2-4 credit hours at the baccalaureate degree level; 4-8 credit hours at the master's degree level). The field experience site and UMKC enter into a written agreement that permits qualifying dental professional staff of the field experience facility to be granted faculty appointments within the UMKC School of Dentistry.

## Registration Compliance

As required by Iowa Code Section 261B.4, UMKC disclosed its policy on refunding tuition charges for withdrawn students. The policy is disclosed on the University's web site at <http://www.umkc.edu/adminfinance/finance/cashiers/tuition-fee-refunds.asp>. The school's specific tuition refund policy is not a criterion for registration.

Administrative rules specifically require the school to comply with the requirements of Chapter 261.9(1) "e" through "h". (Note: Iowa Code Section 261.9(1)(h) was newly enacted as the result of approved Iowa Senate File 2225.)

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. UMKC provides these disclosures to students in its student consumer information at
  - ✓ [http://www.umkc.edu/registrar/forms/drug\\_and\\_alcohol\\_prevention.pdf](http://www.umkc.edu/registrar/forms/drug_and_alcohol_prevention.pdf)
  - ✓ <http://www.umkc.edu/counselingcenter/alcohol-substance-abuse-prevention.asp>

- ✓ [http://www.umssystem.edu/ums/rules/collected\\_rules/programs/ch200/200.010\\_standard\\_of\\_conduct](http://www.umssystem.edu/ums/rules/collected_rules/programs/ch200/200.010_standard_of_conduct)
  - ✓ <http://www.umkc.edu/adminservices/police/safety/campus-safety-report.asp>
  - ✓ <http://info.umkc.edu/usucceed/2010/09/28/student-consumer-information/>
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning the refund of tuition and mandatory fee charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. UMKC provided staff with its current policy <http://www.umkc.edu/registrar/registration/veterans-benefits.asp>, which provides for a full refund of tuition and mandatory fees to any student that is called to active military duty in cases when grades are not awarded. However, the policy does not cover the spouse of a deployed service member.

During the application review process, UMKC updated its institutional policy to state that UMKC will comply with the rights afforded to any out-of-state student under that state's law, thereby including the spouse of a deployed service member as required by Iowa law. To ensure that Iowa students receive full disclosure of their options under Iowa law, the University inserted language into its official online withdrawal process stating that residents of states other than Missouri may have unique military deployment benefits. Immediately below this statement, UMKC inserted a link to the Commission's website, where the student can find the text of Iowa Code that describes Iowa's military deployment policy.

- Iowa Senate File 2225, generally effective July 1, 2012, created a new Iowa Code Section 261.9(1)(h). This new law requires a school to develop and implement a reporting policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing Iowa administrative rules [283-21.2(261B), subsection 7], this requirement now applies to Iowa's registered schools.

The Commission created a task force comprised of Iowa-based school representatives and Commission staff to study the statutory requirement and determine whether any state-wide consensus could be achieved on the definition of key terms that are defined in the new law, and guidelines for the new policy. The task force has completed its work and a copy of its recommendations was provided to UMKC. However, staff believe that the Commission should waive enforcement of this new rule as it relates only to registration qualifications for the same delayed enforcement period that staff have granted to Iowa's own schools for the purpose of qualifying for state-based student financial aid, i.e., until fall of 2013. Schools that are scheduled for registration consideration during the waiver period will be expected to develop and implement a policy that complies with new Iowa Code Section 261.9(1)(h) by the end of the waiver period.

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

disclosures are duplicative of the federal Department of Education's student consumer information disclosure requirements for a school that participates in the federal student aid programs and are provided to prospective, Iowa-resident online students on the school's consumer information web page at <http://www.umkc.edu/registrar/procedures/student-consumer-info.asp>

- For procedures concerning record preservation, UMKC follows the University of Missouri system's *Academic Department Administrative Records Guide*. Record retention schedules are listed at <http://www.umsystem.edu/ums/fa/management/records/guide/academic/#student>. Records management (including electronic and confidential records) policies are at <http://www.umsystem.edu/ums/rules/bpm/bpm900>. Disaster and recovery plans are located at <http://www.umsystem.edu/ums/fa/management/records/>
- Current students and students who have attended since Fall 2008 may login to *Pathway* and order a transcript via the "request a transcript" option in Self Service. Former students who attended after 1975 but prior to Fall 2008 may order a transcript online. Other students should complete a transcript request form and mail it to UMK Transcripts, 5100 Rockhill Rd., Kansas City MO 64110 or fax it to 816 235 5513. For more information may be found on the school's transcript web page at <http://www.umkc.edu/registrar/records/transcripts.asp>
- UMKC affirms that it will comply with the provisions of Iowa Code Section 261B.7, which states, "Neither a school nor its officials or employees shall advertise or represent that the school is approved or accredited by the commission or the state of Iowa *nor shall it use the registration as a reference in promotional materials.*" However, since the University completed its registration application, this stipulation was modified by Iowa Senate File 2267. Senate File 2267 was generally effective July 1, 2012. Now, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. Staff will work with UMKC to ensure that the school provides to students the appropriate limited disclosure.

UMKC complied with the following additional administrative rule requirements for a registration applicant:

- The University submitted with its registration application an audit report for the University of Missouri system (including the system's 4 campuses) conducted by an independent auditing firm, KPMG, for the institutional fiscal year ending June 30, 2010. Subsequently, the auditing report for the institutional fiscal year 2011 became available. In its 2011 report, the auditing firm expressed an unqualified opinion and reported no significant deficiencies or material weaknesses relating to the University of Missouri system's basic financial statements. One area of federal student aid program noncompliance was noted, but the issue did not originate at UMKC.
- UMKC provides access to learning resources to online students, e.g., a vast number of databases, downloadable digital copies of articles, and e-mail access to or live chats with librarians. Librarians that specialize in particular topics are identified on the library web site. Each degree program provides additional support services in terms of advising, tutoring by faculty, and anything onsite that can be duplicated via technology. The Departments of

Health Science and Dentistry maintain separate library sites. The Health Sciences Department focuses on research by field (e.g., nursing), and, in addition to online materials, it provides free access to materials that are not online. The UMKC library maintains a “how to” site that assists remote students with access and research. Staff was interested to find that the UMKC library live chat feature was very prompt – staff received two “live chat” invitations for library-related assistance during a visit to the UMKC library site.

- UMKC appear to have education, experience, or other accomplishments that qualify them for their assignments, based on staff review of a faculty profiles provided for the Schools of Dentistry and Nursing in the UMKC catalog.

For example:

- ✓ In the School of Nursing, of 52 faculty, all hold at least a master’s degree and 26 hold an earned doctorate. Faculty who teach at the doctoral level are identified as such and all hold a Ph.D.  
[http://www.umkc.edu/catalog/School\\_of\\_Nursing\\_1.html](http://www.umkc.edu/catalog/School_of_Nursing_1.html)
- ✓ In the School of Dentistry, of 147 faculty, all but 22 hold a doctoral level degree. Many of these faculty members are Doctors of Dental Surgery.  
[http://www.umkc.edu/catalog/School\\_of\\_Dentistry\\_1.html](http://www.umkc.edu/catalog/School_of_Dentistry_1.html)
- UMKC’s website at <http://www.umkc.edu/provost/about/default.asp> describes the University’s leadership involved in developing and evaluating curriculum. The UMKC Office of the Provost in coordination with the academic deans, directors and faculty is responsible for advancing the University’s mission through administration of academic programs, including instruction, research, and the management of academic administrative and support services. The Provost ensures academic excellence and supports synergy among schools, academic departments, centers, institutes, and professional programs. The Vice Provost and Dean of the School of Graduate Studies have oversight of faculty and oversee new and revised graduate programs. The Deputy Provost for Academic Affairs oversees faculty development, undergraduate research, student assessment and academic program review, as well as reviewing all undergraduate course and academic program proposals/modifications. The Assistant Vice Provost for Assessment leads the university’s assessment initiatives for the improvement of learning and the reaffirmation of accreditation. The Interim Associate Vice Provost of Online Education works to develop quality online educational experiences, assisting faculty and staff in matters of developing, improving, and implementing online courses. This includes working with an advisory committee to develop and articulate a plan for e-learning at UMKC, assisting with the development of new online degree programs, and providing support to those programs that are currently available.
- UMKC provided a written, signed statement from its chief academic officer, Executive Vice Chancellor and Provost Gail Hackett, stating that, if UMKC finds it necessary to place a degree program in an “Inactive” status, UMKC has maintained a standard of practice of working with each individual student to ensure that the student may complete the degree program he or she has initiated.
- *Full-Time Iowa Resident Faculty Member or Program Coordinator.* At this time, UMKC has no Iowa-based faculty member of program coordinator. The University requests

authorization to consider qualified Iowa-resident faculty to work remotely for the University from an Iowa location. Consistent with the authority the Commission granted to staff in March 2011, staff recommends that UMKC be granted a waiver of the requirement of administrative rule to employ a full-time, Iowa-based faculty member or program coordinator given that its registration purpose is to provide programs solely via distance education.

The University disclosed its process for non-academic grievances and appeals. These policies are disclosed to students in the University's Student Handbook. They are University system-wide policies and are available at [http://www.umsystem.edu/ums/rules/collected\\_rules/grievance/ch390/grievance\\_390.010](http://www.umsystem.edu/ums/rules/collected_rules/grievance/ch390/grievance_390.010)

Generally, students are encouraged to make a reasonable effort to discuss a complaint with the relevant supervising administrator. If satisfactory resolution is not reached, the student may pursue the matter through each level of administrative jurisdiction up to and including the appropriate administrative officer, or file a formal grievance within 180 calendar days of the date of the disputed issue. The Chief Student Personnel Administrator or designee, and the Office for Equal Opportunity or for Affirmative Action will be available to assist a student in understanding the grievance policies and procedures. The student may choose to have an advisor participate in any stage of the grievance procedures (subject to certain restrictions), and the Director of Equal Opportunity or of Affirmative Action may be asked to serve as a consultant by any party. Grievances are considered by a standing, appointed, 30-member committee. The grievance is heard by 5 members of the grievance committee, two of which are selected by the student. Information gathered during the grievance hearing is forwarded to the 30-member grievance committee, who generate a report of findings and recommendations to the appropriate Administrative Officer of the University. The appropriate Administrative Officer of the University renders a decision. A student may appeal this decision to the Chancellor, and finally to the University President. The decision of the University President is final.

### **Additional Information**

The University disclosed the following additional information as required by the registration application and Iowa Code as modified by Iowa Senate File 2267. At this time, there are no specific registration standards associated with this data; therefore, it is provided for information only.

- Federal Stafford Loan Cohort Default Rate (FFY 2009 for the entire institution): 6.6%
  - FFY 2009 national average cohort default rate: 8.8%
- Graduation rate (percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education): 43.5%
- Average loan indebtedness of UMKC students upon graduation (for the fall 2005 undergraduate cohort): \$21,577

### **Compliance with Iowa Code Chapter 714**

*Section 714.18 – Evidence of Financial Responsibility*

UMKC, as part of the University of Missouri system, is exempt from Iowa Code Section 714.18 under Iowa Code Section 714.19, subsection 1, as a college or university “authorized by the laws of Iowa or any other state or foreign country to grant degrees.” The University of Missouri system is a collective comprised of four public, degree-granting institutions authorized by Chapter 172 of the Revised Statutes of Missouri.

*Section 714.23 – State Tuition Refund Policy*

UMKC is exempt from Iowa Code Section 714.23 because it is a public institution.

## IOWA COLLEGE STUDENT AID COMMISSION

### Viterbo University Renewal Application for Postsecondary Registration in Iowa September 2012

#### **RECOMMENDED ACTION:**

**Approve Viterbo University's renewal application for postsecondary registration in Iowa.**

As a condition of its Iowa registration renewal:

- Viterbo University must notify the Commission within 90 days of the date of a change in the Iowa location(s) at which it will offer its courses. In a case when the University must notify the HLC that it is initiating instruction in more than 5 courses at a location, the University will provide the Commission of its HLC notice.
- Viterbo University must develop and implement text for incorporation into online and hard copy publications intended for Iowa students that clarifies:
  - ✓ The University's Iowa endorsement programs are not pre-approved but are "recognized" by the Iowa Board of Educational Examiners.
  - ✓ Students with questions about the Iowa Board of Educational Examiners requirements for Iowa endorsements or its endorsement application process should consult the Iowa Board of Educational Examiners web site at <http://www.boee.iowa.gov/#b> or contact Susan Fischer at [susan.fischer@iowa.gov](mailto:susan.fischer@iowa.gov)

**Note: Per changes in Iowa Code Section 261B.3 effective July 1, 2012, Viterbo University's registration renewal period is 2 years.**

#### **Registration Purpose**

Revised Iowa Code Section 261B.3 (effective July 1, 2012) requires a school to register with the Commission if a person compensated by the school conducts any portion of a course of instruction, including by in-person, distance education, or correspondence method in this state or if the school otherwise has a presence in this state.

Staff required Viterbo University to renew its Iowa registration because it compensates an individual(s) to offer a course of instruction (i.e., program) at a location(s) in Iowa. More information about Iowa operational locations appears below under "Physical Locations in Iowa."

Staff did not require the institution to request distance education authorization since, at this time, Viterbo University offers no fully online degree programs to Iowans. The single program Viterbo offers in an online modality is the early childhood education endorsement (non-degree) program. However, the University advises that it is in the process of altering the instructional methodology in its online early childhood education endorsement program to provide for a greater percentage of face-to-face courses. Otherwise, the University may offer single courses to Iowans in an online modality, as part of a program

that is otherwise offered via in-person instruction or as an option to a course offered via in-person instruction. These circumstances do not necessitate explicit distance education authorization.

## **Institutional Information**

Viterbo University is a private, non-profit University whose main campus is located at 900 Viterbo Drive, LaCrosse, Wisconsin. The chief executive officer of the school is the University's President, Dr. Richard Artman, at the same address. The school's Iowa contact is Michael R. Gonzalez, Off-Campus Coordinator/Marketing Specialist. Mr. Gonzalez is located at the Iowa site where Viterbo University maintains its Iowa-based administrative offices and one of its instructional sites, 4949 Westown Pkwy., Suite 195, West Des Moines, Iowa. Viterbo University is not registered with the Iowa Secretary of State as an entity transacting business in Iowa. Viterbo University has established partnerships with several Iowa Area Educational Agencies (AEA) to offer – as requested by prospective students – graduate level courses at multiple sites in Iowa. Iowa AEAs determine times, dates, and locations of instruction within their areas. More information about instructional locations in Iowa appears below under "Physical Locations in Iowa."

*Accreditation:* Viterbo University is regionally accredited by the Higher Learning Commission (HLC). In addition, the National Council for Accreditation of Teacher Education (NCATE) accredits Viterbo University's Education Department to provide initial and advanced teacher preparation. Both the HLC and NCATE are accrediting agencies that are acknowledged by the U.S. Department of Education.

*Federal Stafford Loan Cohort Default Rate (FFY 2009):* 3.3%. For comparison purposes, the FFY 2009 national average cohort default rate is 8.8%. Please also note that federal student loans are available only to students enrolled in Viterbo's Education Leadership program.

*Graduation Rate:* 49%. This is the percentage of first-time, full-time undergraduate students who graduated within 150% of the normal time for program completion as reported to the federal Department of Education.

*Average Loan Debt Upon Graduation:* \$8,862, for students graduating from the University's Education Leadership program in 2011.

*Record Preservation:* Beginning in 2010, Viterbo University began an online application process facilitating the permanency of student records. After a student is accepted into a program, a paper file is transferred from the Iowa Center to the Registrar's Office in La Crosse, WI. Viterbo University utilizes the Datatel management system for student tracking, recordkeeping, and reporting. A student advising file is maintained in the Iowa office in a locked file cabinet. A backup of the student information system is conducted nightly and stored in a building separate from the University's servers. The University conducts a backup of the server on which digitized transcripts and grade rosters by-weekly and a CD of all images is also located off-campus.

Student academic records maintained by the Registrar's office (at the University's main campus) are stored in either electronic or digitized format (for permanent storage of older paper records). The University is in the process of imaging all paper records. However, older paper records are stored in fireproof filing cabinets.

*Transcript Requests:* Any current or former student may request a transcript in person or in writing by contacting:

Registrar's Office  
Viterbo University  
900 Viterbo Drive  
LaCrosse, WI 54601-8804  
<http://www.viterbo.edu/registrar.aspx?id=850>

*Student Learning Resources:* The physical and online resources available at the Viterbo University Todd Wehr Memorial Library adequately support the curriculum for the School of Education. Online resources include databases such as Education Research Complete, ERIC with full text, Academic Search Complete, Primary Search, Professional Development Collection, MASUltra: School Edition, and Middle Search Plus and access to other collections including Wisconsin libraries, World libraries, NetLibrary for online books, and the Library of Congress. The Library provides a full set of services, including interlibrary loan, circulation, reference, print and electronic course reserves and customized resource instruction. The library is open and available to assist students 100 hours per week, with reference services available daily and on evenings and weekends by e-mail and telephone. Physical resources at the Library are mailed to Iowa students at no charge. Any resources not owned by the Library are delivered via a process that results in a 48-hour turnaround on electronic requests. In addition, the library staff has a physical presence in Iowa that is accomplished through virtual and physical visits to classes and participation at instructor meetings.

*Curriculum Evaluation and Development:* Full-time faculty representing appropriate disciplines are part of the Graduate Programs for Education (GPE) Committee, a part of the University School of Education. Members of this committee are involved in developing and evaluating curriculum for each Iowa endorsement program. GPE curriculum approval and oversight includes core courses for the Master of Arts degree as well. The process for approving Iowa endorsement and licensure programs involves reviewing state licensure rules, meeting with Iowa staff, gathering input from adjunct instructors and developing course syllabi. The process concludes with formal approval from the GPE Committee, the Dean's Council, and the President's Cabinet. Iowa staff conduct annual review of each endorsement area with input from the instructors of endorsement courses, course evaluations by students, and the GPE Committee members.

*Student Complaints Process:* Viterbo disclosed a summary of its process for addressing student concerns and complaints, which is disclosed to students in its Student Handbook at [http://www.thezonelive.com/SchoolStructure/WI\\_ViterboUniversity/handbook.pdf](http://www.thezonelive.com/SchoolStructure/WI_ViterboUniversity/handbook.pdf)

## **Physical Locations in Iowa**

The University requests to provide instruction in its programs at the following Iowa locations. The HLC requires Viterbo University to seek pre-approval for Iowa locations where the University plans to offer 50% or more of a degree program, and all of the following sites are HLC-approved:

- Great Prairie AEA/Burlington, 3601 West Ave., Burlington IA
- Cedar Falls AEA 267, 3712 Cedar Heights Dr., Cedar Falls, IA
- Howard Winneshiek Community School District/Crestwood High School, 1000 Schroder Dr., Cresco, IA
- Green Hills AEA, 1405 N. Lincoln St., Creston, IA
- Beckman Catholic High School, 1325 9<sup>th</sup> St. SE, Dyersville, IA
- Fort Dodge Community School District/Senior High School, 819 N. 25<sup>th</sup> St., Fort Dodge, IA

- Dallas Center – Grimes Community School District/Grimes High School, 2555 W. 1<sup>st</sup> St., Grimes, IA
- Marshalltown Community School District/Lenihan Intermediate School, 212 W. Ingledue St., Marshalltown, IA
- Mount Pleasant Community School District/Middle School, 414 N. Adams St., Mt. Pleasant, IA
- Newton Community School District/Emerson Hough District Center, 700 N. 4<sup>th</sup> Ave. E, Suite 300, Newton IA
- Oskaloosa Community School District/High School, 1816 N. 3<sup>rd</sup> St., Oskaloosa, IA
- Great Prairie AEA/Ottumwa, 2814 N. Court St., Ottumwa, IA
- Postville Community School District/John R. Mott High School, 314 W. Post St., Postville, IA
- Washington Community School District/Administrative Office, 404 W. Main St., Washington, IA
- Viterbo University Iowa Center, 4949 Westown Pkwy., Suite 195, West Des Moines, IA

Viterbo University requests authorization to offer less than 50% of a degree program at the following Iowa locations. Instruction at these locations may include individual courses or graduate level endorsement programs. Per HLC policies, the University has notified the HLC that it may potentially offer more than 5 courses at any one of these sites.

- Clear Lake High School, 125 N. 20<sup>th</sup> St., Clear Lake, IA
- Ballard Community School District/Senior High School, 700 Ballard Dr., Huxley, IA
- Johnston Community School District/Middle School, 6207 NW 62<sup>nd</sup> Ave., Johnston IA
- Urbandale School District/High School, 7111 Aurora Ave., Urbandale, IA
- Waterloo Community School District/Administrative Office, 1516 Washington St., Waterloo, IA
- Waverly-Shell Rock Community School District/Middle School, 501 Heritage Way, Waverly, IA

Viterbo University requests authorization to offer less than 50% of a degree program at the following Iowa AEA areas and cities, as needed or requested. The University will notify the Commission of a specific site as the need arises. In the event that the University must notify the HLC because it has determined a need to offer more than 5 courses at any site, the University will provide the Commission with a copy of its HLC notice as well.

- Heartland AEA – Des Moines, Grimes, Huxley, Urbandale, West Des Moines
- AEA 267 – Cedar Falls, Clear Lake, Marshalltown, or any other AEA 267 School District
- Great Prairie AEA – Burlington, West Burlington, Mt. Pleasant, Keokuk, Donnellson, Ft. Madison, Oskaloosa, Ottumwa, or any other Great Prairie AEA School District
- Green Hills AEA – Atlantic, Avoca, Clarke, Corning, Council Bluffs, Creston, Irwin-Kimbalton-Manning, Logan, Mt. Ayr, Red Oak, Stanton, or any other Green Hills AEA School District
- Keystone AEA – Dubuque, Elkader, Manchester, Decorah, Cresco, Riceville, or any other Keystone AEA School District
- Prairie Lakes AEA – Fort Dodge, Storm Lake, Spencer, Webster City, Estherville Lincoln

*Physical Facilities:* As indicated above, Viterbo University maintains administrative offices and an instructional center at 4949 Westown Pkwy., Suite 195, West Des Moines, Iowa. Staff toured this facility and found it an adequate instructional and administrative facility. Through its partnerships with Iowa AEAs, the University offers courses at various other locations throughout Iowa. In these cases, the Iowa AEA selects the site and physical facility based on AEA-identified student needs.

## **Programs Offered In Iowa**

Viterbo University initiated instruction in Iowa in a Master of Arts in Education degree in 1987 to assist Iowa teachers in obtaining professional development and additional teaching endorsements. In 2001, the University initiated a licensure program for K-12 principals. Historically, the University has consulted heavily with the Iowa Board of Educational Examiners to ensure the coursework it offered met Iowa's curriculum standards for educator credentials.

- \*Post-master's program in Educational Leadership (licensure) – 32 credits; \$310/credit hour
- \*Master of Arts in Education – Educational Leadership (licensure) – 36 credits; \$310/credit hour
- Master of Arts in Education (non-licensure) – 30 credits; \$310/credit hour
- \*\*Early Childhood Education Iowa Endorsement #106 (PK-Grade 3) – 24 credits; \$310/credit hour
- \*\*Middle School Iowa Endorsement #182 (5-8) – 35 credits; \$310/credit hour
- \*\*Reading Specialist Iowa Endorsement #176 – 12 credits; \$310/credit hour
- \*\*Reading Teacher Iowa Endorsement #148 (K-8) and #149 (5-12) – 24 credits; \$310/credit hour
- \*\*Talented and Gifted Iowa Endorsement #107 – 12 credits; \$310/credit hour

There are no additional programmatic fees for Iowa students.

*\*Licensure programs:* Iowa Code Section 261B.3A, subsection 2 requires that a school with a practitioner preparation program first obtain the approval of the Iowa Board of Education before the school is approved by the Commission to offer that program under its registration. A practitioner preparation program is one that prepares a student for licensed employment as a teacher, school administrator, school counselor, school speech pathologist, or school psychologist. Viterbo University provided documentation confirming that the Iowa Board of Education has granted full approval for the Viterbo University/Iowa Center campus to offer a PK-12 Principal/Supervisor of Special Education license. This program prepares students for licensed employment as a school principal. This Iowa Board of Education approval differs greatly from the limited approval that the Iowa Board of Education grants to out-of-state distance education providers who apply to offer online practitioner preparation programs to Iowans. In the case of Viterbo University, approval was granted after the Iowa Department of Education conducted a comprehensive academic review of the University's principal preparation program. Therefore, graduates of the Viterbo University principal preparation program qualify for initial licensure as an Iowa school principal. The Iowa Board of Education's approval is valid through the next Iowa Department of Education program review cycle scheduled for 2012-2013. Staff independently confirmed through an official of the Iowa Department of Education that the University's principal preparation program is the only one of the University's education-related program that requires the Iowa Board of Education's approval per Iowa Code Section 261B.3A, subsection 2.

*\*\*Endorsement programs:* The Iowa Board of Educational Examiners advises staff that, presently, it does not have a pre-approval process for endorsement programs offered by out-of-state schools. Therefore, graduates of Viterbo's endorsement programs who wish to add an endorsement to an existing Iowa educator's license must apply to the Iowa Board of Educational Examiners and are subject to review of the endorsement program's curriculum on a case-by-case basis. Viterbo provided a copy of a letter from the Iowa Board of Educational Examiners dated December 11, 2009, in which the Iowa Board of Educational Examiners stated that it found that the University's middle school endorsement program met Iowa's requirements. Staff verified verbally with the Iowa Board of Educational Examiners that, generally, the graduates of Viterbo's endorsement programs do not have difficulty obtaining Iowa endorsements. University officials report that the Iowa Board of Educational Examiners provided verbal permission for the University to disclose that the Board "recognized" its

endorsement programs. According to information provided by the University, 202 Viterbo endorsement program graduates have been granted Iowa endorsements during the past three academic years without having to take additional coursework.

## Registration Compliance

As required by Iowa Code Section 261B.4, Viterbo University disclosed its policy on refunding tuition charges for withdrawn students. The policy is disclosed in the school's web site at <http://www.viterbo.edu/refund.aspx> and <http://www.viterbo.edu/finaid.aspx?id=644>. The school's specific tuition refund policy is not a criterion for registration.

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

- Iowa Code Section 261.9(1)(e) requires a school to maintain and disseminate a drug and alcohol abuse policy that includes sanctions for violation of the school's policy and information about the availability of drug or alcohol counseling or rehabilitation. Iowa Code Section 261.9(1)(f) requires a school to maintain and disseminate a sexual abuse policy that includes information about counseling opportunities and reporting instances of sexual abuse to school officials and law enforcement. These requirements duplicate policies and disclosures required by the federal Department of Education for a school that participates in the federal student aid programs. Viterbo University maintains these policies and discloses them at <http://www.viterbo.edu/policies.aspx?id=5180&terms=drug%20and%20alcohol%20abuse%20policy>.
- Iowa Code Section 261.9(1)(g) requires a school to maintain a special policy concerning institutional charges for members of the Iowa National Guard or reserve members of the U.S. Armed Forces, or the spouse of such a member if the member has a dependent child, when the service member or spouse must withdraw from the school because the service member has been called to active (Iowa) state or federal military duty or service. The school currently discloses the policy to students in its graduate catalog at [http://www.viterbo.edu/uploadedFiles/academics/grad\\_catalog/2012\\_2013\\_GR\\_Catalog\\_WebCopy.pdf](http://www.viterbo.edu/uploadedFiles/academics/grad_catalog/2012_2013_GR_Catalog_WebCopy.pdf)
- Iowa Senate File 2225 created a new Iowa Code Section 261.9(1)(h). This new law, generally effective July 1, 2012, requires a school to develop and implement a policy for employees who, in the course of their employment, attend, examine, counsel, or treat a child and who suspect the physical or sexual abuse of that child. By cross-reference from existing administrative rules for registration [283-21.2(261B), subsection 7], this new policy now applies to Iowa's registered schools.

The Commission created a task force comprised of Iowa-based school representatives and Commission staff to study the statutory requirement and determine whether any state-wide consensus could be achieved on the definition of key terms that are defined in the new law, and guidelines for the new policy. The task force has completed its work and a copy of its recommendations was provided to Viterbo. However, staff believe that the Commission should waive enforcement of this new rule as it relates only to registration qualifications for the same delayed enforcement period that staff have granted to Iowa's own schools for the purpose of qualifying for state-based student financial aid, i.e., until fall of 2013. Schools that are scheduled

for registration consideration during the waiver period will be expected to develop and implement a policy that complies with new Iowa Code Section 261.9(1)(h) by the end of the waiver period.

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

[http://www.viterbo.edu/uploadedFiles/academics/grad\\_catalog/2012\\_2013\\_GR\\_Catalog\\_WebCopy.pdf](http://www.viterbo.edu/uploadedFiles/academics/grad_catalog/2012_2013_GR_Catalog_WebCopy.pdf)

Viterbo University affirms on the application that it will comply with the provisions of Iowa Code Section 261B.7. Effective July 1, 2012, these provisions of Iowa Code were modified to state that, provided the school does not claim "approval" or "accreditation," the school must disclose to students that it is registered by the Commission and provide Commission contact information for students who have questions or complaints about the school. The University discloses its authorization by the Commission on its website at <http://www.viterbo.edu/graduatecatalog/>. Staff will work with the University to ensure that appropriate Commission contact information is added.

*Financial Responsibility:* Viterbo University submitted an audit report dated September 6, 2011, conducted by the independent auditing firm WIPFLi, LLP, which covers the institutional fiscal year ending on June 30, 2011. The auditing firm expressed its opinion that the system's financial statements present fairly, in all material respects, its financial position.

A private non-profit school that participates in the federal student aid programs must maintain a composite score, based on a three-factor financial responsibility ratio, of at least 1.5 in order to be determined financially responsible without additional oversight. Staff did not find that the independent auditing firm WIPFLi, LLP, reported or tested the University's 2010-2011 composite score. The most recent composite score available from the federal Department of Education for Viterbo is for institutional fiscal year that ended on June 30, 2010; the school's composite score was 3.0.

*Full-Time Iowa Resident Faculty Member or Program Coordinator:* Viterbo complies with this requirement of administrative rule by employing two full-time Iowa-resident employees: Program Coordinator Michael R. Gonzalez, and Educational Leadership/Program Specialist Norene Bunt. Both are employed at the Iowa Center in West Des Moines. The University also employs 65 Iowa residents as adjunct faculty on a part-time basis.

*Instructional/Supervisory Staff Qualifications:* The University provided detailed resumes for all Iowa-resident employees, with the exception of Mr. Gonzalez whose resume is already in staff files from prior employment as an Iowa-based coordinator at another registered institution. Viterbo University certainly appears to employ individuals who have degrees, special training, experience, or other accomplishments that qualify them for their assignments. Viterbo University follows HLC requirements for faculty qualifications and scholarship. Many of the adjunct faculty who have assignments in the University's endorsement programs have considerable licensed teaching experience in Iowa schools. Some came to Viterbo with experience teaching at the college level. Adjunct faculty in the educational leadership programs all possess at least a master's degree, several hold an earned doctorate, many are experienced educational administrators, and some came to Viterbo with prior experience teaching

at the college level. The University included faculty appointment letters along with faculty resumes. Many of the faculty who serve Iowans have accumulated several years of experience teaching in Viterbo's Iowa-based programs.

*Commitment to Iowa Students and Teach-Out:* The University's registration renewal application includes a written statement from CEO/President Richard B. Artman in which President Artman summarizes the University's successful history of serving Iowa teachers by providing graduate level education programs in Iowa since 1987. President Artman states that the University plans to continue Iowa graduate programming in education and is committed to help all students complete their programs. However, in the unfortunate event that their Iowa programming would end, Viterbo would advise and guide all Iowa students to program completion through Viterbo or, if needed, through other institutions.

## **Additional Information**

### **Compliance with Iowa Code Chapter 714**

#### *Section 714.18 – Evidence of Financial Responsibility*

Viterbo University filed satisfactory evidence of financial responsibility as part of the registration application, including evidence of a continuous corporate surety bond issued by the Cincinnati Insurance Company, payable to the State of Iowa in the amount of \$50,000. Effective July 1, 2012, new revised Iowa Code Section 714.24, subsections 1 and 2, requires a school that is governed by the financial responsibility and exemption provisions of Iowa Code Sections 714.18 and 714.19 to renew evidence of financial responsibility (or exemption), at minimum, every two years. This renewal may occur at the same time Viterbo University applies for registration renewal which is also now on a 2-year cycle.

#### *Section 714.23 – State Tuition Refund Policy*

The Iowa tuition refund policy does not apply to Viterbo University because it is a private nonprofit institution.

### **Compliance with Iowa Code Chapter 261F (Preferred Lender Lists)**

Iowa Code Sections 261F.2 (definition of covered institution) and 261F.6 require an institution that offers a postsecondary degree or certificate and that receives any federal student aid funding to adhere to certain conditions if the school wishes to provide its students with a list of recommended private education loan lenders. These conditions include providing the names of no less than three unaffiliated lenders on the recommended lender list. During the application review process, staff determined that enrollees in Viterbo's Iowa-based programs were provided the option of a single private education loan lender. Viterbo advised that the single lender was the only lender willing to make loans for attendance at the school given Viterbo's policy of declining to provide student enrollment status information directly to lenders for the purpose of determining student lending eligibility. However, Viterbo University agreed to relinquish its policy of recommending a single lender to students who enroll in its Iowa-based programs. Now, the University makes no private education loan lender referrals to students enrolled in its Iowa-based programs, states that it cannot recommend a lender to the student, and provides general information about factors a prospective borrower should consider when he/she is researching the selection of a private education loan lender.

This information is transmitted to students who enroll in Iowa-based programs via e-mail from the Viterbo University Financial Aid Office, and it also present on the University's "Iowa Licensure and Endorsement Programs" web site <http://www.viterbo.edu/med.aspx?id=59989>

# IOWA COLLEGE STUDENT AID COMMISSION

## Administrative Rules September 2012

### **RECOMMENDED ACTION:**

***Move to adopt changes to Administrative Rules Chapter 16, “Washington, D.C., Internship Grant”; Chapter 23, “Skilled Workforce Shortage Tuition Grant Program”; and Chapter 27, “Iowa Grant Program”.***

The Washington, D.C., Internship Grant Program was established by the 82<sup>nd</sup> General Assembly in House File 2679. The program has not been funded since its inception in 2008. Because the program was established only in House File 2679 and not established in Iowa Code, staff recommends that the Administrative Rules be rescinded.

The Iowa General Assembly in 2012 Iowa Acts, House File 2465, passed new language establishing priority recipients under the Iowa Grant Program giving funding priority to the children of peace officers, police officers, firefighters, sheriffs or deputy sheriffs who were killed in the line of duty. The rule provides updates that will improve administration of the Iowa Grant Program and information concerning the implementation of the new language concerning priority recipients.

The Iowa General Assembly in 2012 Iowa Acts, Senate File 2321, passed new language establishing a Skilled Workforce Shortage Tuition Grant Program, which is commonly known as the Kibbie Grant. The new rule provides guidelines for implementation of the new program. Changes have been made to the proposed rule to ensure that all eligible students receive awards of at least \$200 per semester.

## COLLEGE STUDENT AID COMMISSION[283]

### Adopted and Filed

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby rescinds Chapter 16, "Washington, D.C., Internship Grant," Iowa Administrative Code.

The rules in Chapter 16 describe the administration of the Washington, D.C., Internship Grant Program. This program was created by the 82nd General Assembly in 2008 Iowa Acts, House File 2679, and has not been funded since 2008. The agency rescinds these unnecessary rules.

Notice of Intended Action was published in the Iowa Administrative Bulletin as ARC 1060C on June 13, 2012. No comments were received. The adopted rule is identical to that published under Notice.

This rule was approved during the September 21, 2012, meeting of the Iowa College Student Aid Commission.

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

This rule will become effective on November 21, 2012.

This rule is intended to implement Iowa Code chapter 261.

The following amendment is adopted.

Rescind and reserve **283—Chapter 16**.

## COLLEGE STUDENT AID COMMISSION[283]

### Adopted and Filed

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby adopts new Chapter 23, "Skilled Workforce Shortage Tuition Grant Program," Iowa Administrative Code.

The new Chapter 23 describes the administration of a new Skilled Workforce Shortage Tuition Grant Program pursuant to 2012 Iowa Acts, Senate File 2321, section 20.

Notice of Intended Action was published in the Iowa Administrative Bulletin as ARC 0248C on August 8, 2012. No comments were received from the public. However, discussions with financial aid administrators identified a need to change the definition of financial need to ensure that every eligible full-time student receives an award of at least \$200 per semester.

This rule was approved during the September 21, 2012, meeting of the Iowa College Student Aid Commission.

After analysis and review of this rule making, the Commission finds that there could be a positive impact on jobs. This rule making increases the amount of scholarship dollars distributed to individuals who will attend higher education. Individuals will be able to attend higher education institutions and obtain good jobs.

This rule will become effective on November 21, 2012.

This amendment is intended to implement Iowa Code chapter 261 as amended by 2012 Iowa Acts, Senate File 2321, section 20.

The following amendment is adopted.

Adopt the following **new 283—Chapter 23**:

#### CHAPTER 23

#### SKILLED WORKFORCE SHORTAGE TUITION GRANT PROGRAM

**283—23.1(84GA,SF2321) Tuition grant based on financial need to Iowa residents enrolled in career-technical or career option programs at community colleges in the state.** This grant shall commonly be known as the Kibbie grant.

##### **23.1(1) Financial need.**

*a.* Financial need shall be evaluated annually on the basis of a confidential financial statement filed on a form designated by the commission. For the purposes of determining financial need, the commission has

adopted the use of the Free Application for Federal Student Aid (FAFSA), a federal form used to calculate a formula developed by the U.S. Department of Education, the results of which are used to determine relative need known as expected family contribution. The FAFSA must be received by the processing agent by the date specified by the college student aid commission.

*b.* Financial need is defined as the greater of \$200 per semester or the equivalent or the difference between the total maximum federal Pell grant for the academic year for a full-time student with an expected family contribution of \$0 minus the Pell grant award received by the student minus the Iowa vocational-technical tuition grant received by the student.

**23.1(2) Student eligibility.**

*a.* A recipient must be an Iowa resident as defined by the Iowa department of education's Iowa community college uniform policy on student residency status.

*b.* A recipient must be enrolled at an Iowa community college for at least three semester hours or the equivalent in a career-technical, career option, or other training program which is eligible for federal Title IV funding and is in an industry which has been identified as having a shortage of skilled workers by the community college in a regional skills gap analysis or by the department of workforce development in the department's most recent quarterly report.

*c.* A recipient may receive an award under this program for general education classes identified by the community college as required for completion of a career-technical or career option program in an identified skilled workforce shortage area. A recipient must be concurrently enrolled in a career-technical or career option program.

*d.* A recipient may receive an award under this program for not more than the equivalent of four semesters. A recipient who is making satisfactory academic progress but cannot complete the course because of required classes may receive the grant for one additional semester.

*e.* A recipient who is a full-time student may receive no more than one-half of the student's tuition and fees, as established by the commission, or the amount of the student's established financial need, whichever is less. A recipient who is a part-time student shall receive a prorated portion of the full-time award. The proration will be established by the commission in a manner consistent with federal Pell Grant Program proration. Recipients who are part-time students enrolled in 3 to 5 credit hours will receive awards equal to one-fourth of the full-time award; recipients enrolled in 6 to 8 credit hours will receive awards equal to one-half of the full-time award; and recipients enrolled in 9 to 11 credit hours will receive awards equal to three-fourths of the full-time award.

~~*f.* A student shall not receive a grant if the maximum grant for which the student is eligible is less than \$200 per semester or the equivalent.~~

~~*g.* A recipient may again be eligible for an award under paragraph 23.1(2) "d" if the recipient resumes study after at least a two-year absence, except that award assistance shall not be used for coursework for which credit was previously received.~~

**23.1(3) Priority for grants.**

*a.* Applicants enrolled in programs required to fill the needs of industry in areas which have been identified as having shortages of skilled workers by the community college in a regional skills gap analysis or by the department of workforce development in the department's most recent quarterly report will receive priority. Skill gap areas will be ranked by each community college in order of the perceived need, and awards will be made to applicants as long as funding remains available.

*b.* Applicants who apply by the priority date specified in the application are ranked in order of the estimated amount of the family's contribution toward college expenses; and awards are granted to those who demonstrate need in order of family contribution from lowest to highest, insofar as funds permit.

**23.1(4) Award notification.** A grant recipient will be notified of the award by the community college to which application is made. The community college is responsible for completing necessary verification and for coordinating other aid to ensure compliance with student eligibility requirements and allowable award amounts. The community college shall report changes in student eligibility to the commission.

**23.1(5) Enrollment terms.** For purposes of this program, the commission has defined "semester" as one of two terms of enrollment established by the community college between August 1 and May 30 of each academic year or the equivalent and a summer term of equal length or the equivalent. Grant payments are prorated according to paragraph 23.1(2) "e."

**23.1(6) Award transfers and adjustments.** Recipients are responsible for promptly notifying the appropriate community college of any change in enrollment or financial situation. The community college will make necessary changes and notify the commission.

**23.1(7) Restrictions.** A student who is in default on a Stafford Loan, an SLS Loan, or a Perkins/National Direct/National Defense Student Loan or who owes a repayment on any Title IV grant assistance or state award shall be ineligible for assistance under the skilled workforce shortage tuition grant program. Eligibility for state aid may be reinstated upon payment in full of the delinquent obligation or by the commission's ruling on the basis of adequate extenuating evidence presented in an appeal under the procedures set forth in 283—Chapters 4 and 5.

This rule is intended to implement 2012 Iowa Acts, Senate File 2321, section 20.

## **COLLEGE STUDENT AID COMMISSION[283]**

### **Adopted and Filed**

Pursuant to the authority of Iowa Code section 261.3, the Iowa College Student Aid Commission hereby adopts amends to Chapter 27, "Iowa Grant Program," Iowa Administrative Code.

Chapter 27 describes the administration of the Iowa Grant Program. This amendment proposes the inclusion of new priority recipient requirements enacted by the Iowa General Assembly in 2012 Iowa Acts, House File 2465, sections 26, 27, and 28.

Notice of Intended Action was published in the Iowa Administrative Bulletin as ARC 0249C on August 8, 2012. No comments were received. The adopted rule is identical to that published under Notice.

This rule was approved during the September 21, 2012, meeting of the Iowa College Student Aid Commission.

After analysis and review of this rule making, the Commission finds that there could be a positive impact on jobs. Individuals will be able to attend higher education institutions and obtain good jobs.

This rule will become effective on November 21, 2012.

This rule is intended to implement Iowa Code chapter 261 as amended by 2012 Iowa Acts, House File 2465, sections 26, 27, and 28.

The following amendment is adopted.

Amend **283—Chapter 27** as follows:

#### CHAPTER 27 IOWA GRANT PROGRAM

**283—27.1(261) State-supported grants.** The Iowa grant program is a state-supported and administered grant based on financial need for Iowa residents enrolled at approved institutions of postsecondary education in Iowa.

**27.1(1) Definitions.** As used in this chapter:

"*Accredited higher education institution*" means any public ~~or private~~ institution of higher learning ~~or accredited private institution defined in Iowa Code section 261.9 that is~~ located in Iowa ~~that is~~ and accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA).

"*Financial need*" means the difference between the student's financial resources, including resources available from the student's parents and the student, as determined by a ~~completed~~ parent's or student's completed financial statement, and the student's anticipated expenses while attending the accredited higher education institution. Any federal, state, institutional, or private aid, other than work-study, shall also be considered an available resource. Financial need shall be determined at least annually on the basis of a confidential financial statement filed on a form designated by the commission. The commission has adopted the use of the Free Application for Federal Student Aid (FAFSA), a federal form used to calculate a formula developed by the U.S. Department of Education, the results of which are used to determine expected family contribution. Relative need will be ranked based on the applicant's expected family contribution (EFC) as determined by the U.S. Department of Education. The application form must be received by the needs analysis processor by the deadline date specified by the commission.

“*Full-time resident student*” means an individual resident of Iowa who is enrolled at an accredited higher education institution in a course of study including at least 12 semester hours or the ~~trimester or quarter~~ equivalent. “Course of study” does not include correspondence courses.

“*Located in Iowa*” means a college or university that is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools, that has made a substantial investment in a permanent Iowa campus and staff, and that offers a full range of courses leading to the degrees offered by the institution as well as a full range of student services.

“*Part-time resident student*” means an individual resident of Iowa who is enrolled at an accredited higher education institution in a course of study including at least three semester hours or the ~~trimester or quarter~~ equivalent. “Course of study” does not include correspondence courses.

“*Qualified student*” means a resident student who has established financial need and who is making satisfactory progress toward graduation at an eligible Iowa institution.

“*Tuition and mandatory fees*” means those college costs paid annually by all students enrolled on a full-time basis, as reported annually to the commission by each participating institution.

**27.1(2) Student eligibility.** A recipient must be an Iowa resident enrolled for at least three semester hours or the ~~trimester or quarter~~ equivalent in a program leading to a degree from an eligible Iowa institution. The criteria used by the state board of regents to determine residency for tuition purposes, 681—1.4(262), are adopted for this program.

**27.1(3) Award limits and eligibility requirements.**

a. A grant may be awarded to any qualified person who is accepted for admission or is enrolled for at least three semester hours, or the ~~trimester or quarter~~ equivalent, in a program leading to a degree from an approved, accredited higher education institution and who demonstrates financial need.

b. The annual amount of the grant to a full-time student shall not exceed ~~a~~ the amount specified by Iowa law or the amount of the student’s financial need or the maximum annual grant, whichever is less.

c. The maximum amount of a grant to a part-time student shall be prorated by dividing the maximum annual grant amount by 24 semester hours or the ~~trimester or quarter~~ equivalent, and multiplying that amount by the number of hours the student is enrolled.

d. Grants shall be awarded on an annual basis and shall be credited by the institution against the student’s tuition, fees, and room and board charges at the beginning of each term in equal installments upon certification that the eligible student is enrolled.

e. If a credit balance remains after crediting the amount of the grant to the student’s tuition, fees, and, if applicable, room and board charges, the institution may distribute the grant balance to the student who may use the proceeds for other bona fide education expenses such as books, equipment, and transportation.

f. If a student receiving a grant under the program discontinues attendance before the end of any academic period, but after receiving payment of grant funds for the academic period, the entire amount of any refund due the student, up to the amount of any payments made by the state, shall be distributed as follows:

(1) If an initial institutional allocation was made and funds are available due to the refund, the institution may offer additional awards, but in no case may an institution exceed its annual allocation.

(2) If institutional allocations are not made, then any refunds must be returned to the commission.

**27.1(4) Extent of grant.** A qualified full-time student may receive grants for not more than eight semesters of undergraduate study or the ~~trimester or quarter~~ equivalent. A qualified part-time resident student may receive grants for not more than 16 semesters of undergraduate study or the ~~trimester or quarter~~ equivalent.

**27.1(5) Application process.**

a. Eligible students shall apply for this grant through the use of an approved financial aid form, which uses the federally accepted method of needs analysis. For the purpose of determining financial need, the commission has adopted the use of the Free Application for Federal Student Aid (FAFSA), a federal form used to calculate a formula developed by the U.S. Department of Education, the results of which are used to determine relative need. Priority applicants, as described in Iowa Code section 261.93 as amended by 2012 Iowa Acts, House File 2465, section 26, must complete an additional application if required by the commission.

b. Institutions shall coordinate aid packages to ensure that this grant program supplements rather than supplants federal and institutional gift aid awards and shall report need figures to the commission.

c. The institution shall clearly identify the Iowa grant on the student’s aid award notice.

~~d. A student shall accept all available federal and state grants before being considered for grants under this program.~~

**27.1(6) Full year of study.** For purposes of this program, the commission has defined full year of study as ~~either three quarters or two semesters~~ or the equivalent. Grant payments are prorated according to this definition.

**27.1(7) Priority for grants.**

a. Applicants are ranked in order of the estimated amount which the family reasonably can be expected to contribute toward college expenses; and awards are granted to those who demonstrate need in order of family contribution, from lowest to highest, insofar as funds permit.

b. Priority will be given to a qualified student who is a resident of Iowa; who is under the age of 26, or the age of 30 if the student is a veteran who is eligible for benefits, or has exhausted the benefits, under the federal Post-9/11 Veterans Educational Assistance Act of 2009; who is not a convicted felon as defined in Iowa Code section 910.15; and who meets at least one of the following criteria and agrees to allow the commission to verify the criteria:

(1) Is the child of a peace officer, as defined in Iowa Code section 97A.1, who was killed in the line of duty as determined by the board of trustees of the Iowa department of public safety peace officers' retirement, accident, and disability system in accordance with Iowa Code section 97A.6, subsection 16.

(2) Is the child of a police officer or a fire fighter, as defined in Iowa Code section 411.1, who was killed in the line of duty as determined by the statewide fire and police retirement system in accordance with Iowa Code section 411.6, subsection 15.

(3) Is the child of a sheriff or deputy sheriff, as defined in Iowa Code section 97B.49C, who was killed in the line of duty as determined by the Iowa public employees' retirement system in accordance with Iowa Code section 97B.52, subsection 2.

(4) Is the child of a fire fighter included under Iowa Code section 97B.49B who was killed in the line of duty as determined by the Iowa public employees' retirement system in accordance with Iowa Code section 97B.52, subsection 2.

~~b. c. Funds Remaining funds~~ will be allocated to the sectors according to the appropriations language.

~~e. d.~~ If funds are insufficient to help all students with no means of contribution to their educational expenses, institutional aid administrators will select students to receive grants.

**27.1(8) Award notification.** A grant recipient is notified of the award by the educational institution to which application is made. Any award notification provided by an institution on probation with the accrediting agency must be made contingent upon the institution's maintaining affiliation with the accrediting agency. The institution is responsible for completing necessary verification and for coordinating other aid to ensure compliance with student eligibility requirements and allowable award amounts. The institution ~~reports~~ shall report changes of student eligibility to the commission.

**27.1(9) Award transfers and adjustments.**

a. Awards may be transferred among eligible institutions unless funding limitations require institutional allocations.

b. Recipients are responsible for promptly notifying the appropriate institution of any change in enrollment or financial situation. The educational institution will make necessary changes and notify the commission.

**27.1(10) Restrictions.** A student who is in default on a Stafford Loan, SLS Loan, or a Perkins/National Direct/National Defense Student Loan or who owes a repayment on any Title IV grant assistance or state award shall be ineligible for assistance under the Iowa grant program. Eligibility for state aid may be reinstated upon payment in full of the delinquent obligation or by commission ruling on the basis of adequate extenuating evidence presented in appeal under the procedure set forth in 283—Chapters 4 and 5, Iowa Administrative Code.

**27.1(11) Institutional reporting.** The commission will monitor the program according to this chapter and will require participating postsecondary institutions that receive funds for enrolled students to furnish any information necessary for the implementation or administration of the program.

This rule is intended to implement Iowa Code ~~sections~~ section 261.93 as amended by 2012 Iowa Acts, House File 2465, section 26, and section 261.97.

**Iowa College Student Aid Commission**

**State FY 2014 and FY 2015 Budgets  
September 2012**

The State FY 2014 and FY 2015 Budgets will be provided to Commissioners for review prior to the September 21, 2012 Commission Meeting.

**Iowa College Student Aid Commission**

**Legislative Action Committee  
September 2012**

A legislative report will be provided during the September 21, 2012 Commission Meeting.

## IOWA COLLEGE STUDENT AID COMMISSION

### XAP Contract Amendment September 2012

***Recommended Action:***

***Authorize staff to approve the amendment to the Community Center Web Portal Contract with XAP Corporation.***

The Commission signed a contract in May of 2009 for XAP Corporation to provide the system for Iowa's designated career information system, referred to as I Have A Plan Iowa™. The contract term is May 11, 2009 through May 30, 2015.

The Amendment makes the following contractual adjustments:

- The July 1, 2012 – June 30, 2013 license fee will be reduced from \$560,000 to \$500,000.
- The Commission's payment schedule will be adjusted from annual payments to quarterly payments.
- XAP will provide a credit of \$25,000 to be applied towards customization charges.
- XAP will place source code and a data extract in Escrow every 90 days.

## SECOND AMENDMENT TO COMMUNITY CENTER WEB PORTAL AGREEMENT

This Second Amendment (the "Amendment") is made and entered into as of the \_\_\_\_ day of September, 2012 by Iowa College Student Aid Commission ("ICSAC") and XAP Corporation ("XAP") to amend the Community Center Web Portal Agreement (Contract # MA 3598-09) by and between ICSAC and XAP dated May 11, 2009 (the "System Agreement").

### RECITALS

WHEREAS, ICSAC and XAP entered into an agreement effective May 11, 2009 that was amended by a First Amendment entered into March 2, 2011, pursuant to which XAP provides and hosts a website and portal operating XAP's proprietary software programs and systems to provide information and services in connection with secondary education and employment services; and

WHEREAS, ICSAC AND XAP have addressed system performance and deliverables issues arising under the Agreement in 2011 and, together with system corrections and organizational programs already implemented by XAP, have agreed to resolve those issues with the additional financial adjustment and support provisions set forth in this Second Amendment.

NOW, THEREFORE, for good and valuable consideration, the receipt and total sufficiency of which is hereby acknowledged, the parties agree to amend the System Agreement as follows:

1. The license fee for the XAP system components provided pursuant to the System Agreement for the period July 1, 2012–June 30, 2013 shall be reduced from \$560,000.00 to \$500,000.00.
2. The license fee for the XAP system components provided pursuant to the System Agreement for the contract periods July 1, 2013–June 30, 2014 and July 1, 2014–June 30, 2015 shall be \$560,000.
3. Commencing July 1, 2012 and throughout the balance of the Term of the System Agreement, ICSAC's payment schedule shall be altered from annual to quarterly. XAP will issue quarterly invoices to ICSAC on July 1, October 1, January 1 and April 1 during each contract year.
4. XAP will provide ICSAC with a customization credit of \$25,000 that may be applied against XAP's customary charges for programming and product development services that ICSAC may from time to time purchase pursuant to the System Agreement. The credit may be applied to service requested by ICSAC and performed prior to June 30, 2013 and while ICSAC remains a client under the Agreement, but not thereafter.
5. Within 90 days of this Second Amendment and every 90 days thereafter for the term described in the System Agreement, XAP shall deposit with an independent Escrow Holder the source code for IHaveaPlanIowa.gov portal, as well as a data extract and a data dictionary for all portfolio data for the users of the IHaveaPlanIowa.gov portal. The source code, data extract and data dictionary will include additions, deletions and modifications to said portfolio data since October of 2009. All material delivered to the Escrow Holder shall be maintained by the Escrow Holder in a secure and controlled storage facility. The deposit of source code, data extract and data dictionary shall be

delivered by XAP to the Escrow Holder in a form which can be used readily by a person experienced in the software and application service provider industries.

6. With respect to the resolution of the performance, documentation, and deliverable issues arising between XAP and the Commission during 2011, this is an integrated agreement. There are no other oral, written, express or implied agreements or promises made by either party with respect to said resolution except as are set forth in this Second Amendment.

Dated this \_\_\_\_\_ day of September, 2012.

IOWA COLLEGE STUDENT AID  
COMMISSION

By \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

XAP COPORATION

By 

Peter Knepper

Chief Executive Officer

**IOWA COLLEGE STUDENT AID COMMISSION  
GUARANTEED STUDENT LOAN ADMINISTRATION  
SUMMARY OF RESOURCES AND EXPENDITURES  
SFY 2012 as of August 31, 2012 (Period 14)**

Operating Fund		FY 2012	FY 2012	FY 2011	FY 2012	FY 2011	FY 2012	YTD Actual
Class	Operating	Operating	Year to Date	Jun-11	Jun-12	Year to Date	Year to Date	to Budget
	Budget	Budget	Mth Actual	Mth Actual	Actuals	Actuals	Variance	
<b>Revenues/Resources:</b>								
1	Federal Account Maintenance Fees (AMF)	1,551,202	1,551,202	414,421	373,619	1,740,368	1,566,773	15,571
2	Federal Loan Processing Fee (LPIF)	-	-	-	-	(5,253)	-	-
3	Default Aversion Fees (DAF) (Net of rebates)	341,954	341,954	-	-	873,138	699,899	357,945
4	ICSAC Share Default Collections	5,455,188	5,455,188	-	-	8,911,086	8,399,802	2,944,614
5	Direct Loans Cons. (Net of 8.5% back to Fed Gov)	2,576,750	2,576,750	-	16,447	992,656	2,257,428	(319,322)
6	Interest on Operating Fund	75,000	75,000	2,818	3,570	62,648	59,575	(15,425)
7	Other Revenue (includes TOP)	870,000	870,000	-	31,744	1,116,039	856,946	(13,054)
8	Est PLP Rev	500,000	500,000	1,223	504	593,857	552,795	52,795
9	Intra-Agency Reimbursements	1,670,272	1,670,272	-	576,625	-	1,416,901	(253,371)
10	State Appropriation	-	-	-	-	141,589	-	-
<b>Total Revenues/Resources</b>		<b>\$ 13,040,366</b>	<b>\$ 13,040,366</b>	<b>\$ 418,462</b>	<b>\$ 1,002,509</b>	<b>\$ 14,426,128</b>	<b>\$ 15,810,119</b>	<b>\$ 2,769,753</b>
<b>Expenditures:</b>								
11	Agency Administration	1,386,300	1,386,300	(43,986)	(661)	7,839,238	1,272,787	(113,513)
12	Marketing Administration	283,972	283,972	-	(4,972)	-	124,447	(159,525)
<b>Total Administrative</b>		<b>\$ 1,670,272</b>	<b>\$ 1,670,272</b>	<b>\$ (43,986)</b>	<b>\$ (5,633)</b>	<b>\$ 7,839,238</b>	<b>\$ 1,397,234</b>	<b>\$ (273,038)</b>
13	Collection Expense	6,050,102	6,050,102	30,724	188,883	6,098,461	6,651,631	601,529
14	FFEL Expense	2,392,458	2,392,458	0	87,509	0	2,242,432	(150,026)
15	Collection Expense - PLP	127,500	127,500	-240	0	354,571	163,667	36,167
<b>Total Collection and FFEL Expenses</b>		<b>\$ 8,570,060</b>	<b>\$ 8,570,060</b>	<b>\$ 30,484</b>	<b>\$ 276,392</b>	<b>\$ 6,453,032</b>	<b>\$ 9,057,730</b>	<b>\$ 487,670</b>
16	Grant Administration	\$ 2,103,146	\$ 2,103,146	\$ -	\$ 72,045	\$ -	\$ 2,013,222	(89,924)
17	Financial Literacy	91,011	91,011	0	10,597	0	83,532	(7,479)
18	IHAPI	649,697	649,697	0	74,505	0	555,200	(94,497)
<b>Total Fin Literacy, IHAPI and Grant Expenditures</b>		<b>\$ 2,843,854</b>	<b>\$ 2,843,854</b>	<b>\$ -</b>	<b>\$ 157,147</b>	<b>\$ -</b>	<b>\$ 2,651,954</b>	<b>\$ (191,900)</b>
19	Osteopathic and Miscellaneous programs	0	0	0	0	0	0	-
20	Scholarship and Grants	687,592	687,592	0	97,010	0	507,414	(180,178)
21	Postsecondary Registration	175,311	175,311	0	19,446	0	159,706	(15,605)
<b>Total Misc. (S&amp;G, Postsecondary Reg, Osteo)</b>		<b>\$ 862,903</b>	<b>\$ 862,903</b>	<b>\$ -</b>	<b>\$ 116,456</b>	<b>\$ -</b>	<b>\$ 667,119</b>	<b>\$ (195,784)</b>
<b>Total Operating Expenses</b>		<b>13,947,089</b>	<b>13,947,089</b>	<b>(13,502)</b>	<b>544,362</b>	<b>14,292,270</b>	<b>13,774,038</b>	<b>(173,051)</b>
22	Federal Default Fee	0	0	0	0	31,769	0	-
<b>Total Federal Default Fee</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,769</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net resources (exp) before other</b>		<b>\$ (906,723)</b>	<b>\$ (906,723)</b>	<b>\$ 431,964</b>	<b>\$ 458,147</b>	<b>\$ 102,089</b>	<b>\$ 2,036,081</b>	<b>\$ 2,942,804</b>
<b>Other Resources (Grant Drawdown)</b>								
23	Gear Up Grant DrawDown	2,800,000	2,800,000	92,687	563,075	3,886,328	2,975,747	175,747
24	College Access Grant Funds	1,500,000	1,500,000	164,547	-	1,178,383	488,676	(1,011,324)
25	JR Justice	-	-	-	107,053	-	215,729	215,729
<b>Total Other Resources</b>		<b>\$ 4,300,000</b>	<b>\$ 4,300,000</b>	<b>\$ 257,234</b>	<b>\$ 670,128</b>	<b>\$ 5,064,711</b>	<b>\$ 3,680,152</b>	<b>\$ (619,848)</b>
<b>Other Expenditures (grants)</b>								
25	Gear Up Grant	2,800,000	2,800,000	152,126	433,305	4,017,041	2,976,778	176,778
26	College Access Challenge Grant	1,500,000	1,500,000	33,320	0	1,110,012	1,277,661	(222,339)
27	JR Justice	0	0	0	2,173	0	215,729	215,729
<b>Total Other Expenditures</b>		<b>\$ 4,300,000</b>	<b>\$ 4,300,000</b>	<b>\$ 185,446</b>	<b>\$ 435,478</b>	<b>\$ 5,127,053</b>	<b>\$ 4,470,168</b>	<b>\$ 170,168</b>
<b>Net Other Income</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 71,788</b>	<b>\$ 234,650</b>	<b>\$ (62,342)</b>	<b>\$ (790,016)</b>	<b>\$ (790,016)</b>
<b>Net Gain(Loss)Operating Fund</b>		<b>\$ (906,723)</b>	<b>\$ (906,723)</b>	<b>\$ 503,752</b>	<b>\$ 692,798</b>	<b>\$ 39,747</b>	<b>\$ 1,246,065</b>	<b>\$ 2,152,788</b>

**Footnotes:**

5 - Estimated revenue; net number (10% of rehabs) based on total receipts from USDE (18.5%) less payments to USDE (8.5%)

8 - Total cash receipts, includes principal and interest

**IOWA COLLEGE STUDENT AID COMMISSION  
FUND 0163 - YEAR TO DATE UNIT DETAIL  
SUMMARY OF RESOURCES AND EXPENDITURES  
SFY 2012 as of August 31, 2012 (Period 14)**

Operating Fund	UNIT 2001	UNIT 2002	UNIT 2004	UNIT 3003	UNIT 3004	UNIT 4001	UNIT 5002	UNIT 5003	UNIT 7001	UNIT 7002	UNIT 7003	UNIT 7007	UNIT 8008	UNIT 9009	YTD ACTUAL TOTAL	YTD BUDGET TOTAL	YTD Actual to Budget Variance
Class	ADMIN	MARKETING	MISC	COLLECTIONS	FFEL	JR JUSTICE	S&G	POSTSEC REG	GRANT ADMIN	FIN LIT	IHAPI	CACG	PLP	GEAR UP			
<b>Revenues/Resources:</b>																	
1 Federal Account Maintenance Fees (AMF)	-	-	-	-	1,566,773	-	-	-	-	-	-	-	-	-	1,566,773	1,551,202	15,571
2 Federal Loan Processing Fee (LPIF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3 Default Aversion Fees (DAF) (Net of rebates)	-	-	-	-	699,899	-	-	-	-	-	-	-	-	-	699,899	341,954	357,945
4 ICSAC Share Default Collections	-	-	-	8,399,802	-	-	-	-	-	-	-	-	-	-	8,399,802	5,455,188	2,944,614
5 Direct Loans Cons. (Net of 8.5% back to Fed Gov)	-	-	-	2,257,428	-	-	-	-	-	-	-	-	-	-	2,257,428	2,576,750	(319,322)
6 Iowa Access Grants Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7 Interest on Operating Fund	-	-	-	-	59,575	-	-	-	-	-	-	-	-	-	59,575	75,000	(15,425)
8 Other Revenue (includes TOP)	-	-	3,790	840,234	11,893	-	-	-	-	-	-	-	-	1,029	856,946	870,000	(13,054)
9 Est PLP Rev	-	-	-	-	-	-	-	-	-	-	-	-	552,795	-	552,795	500,000	52,795
10 Intra-Agency Reimbursements	1,272,787	124,447	-	-	690	-	18,977	-	-	-	-	-	-	-	1,416,901	1,670,272	(253,371)
11 Grant DrawDown from USDE	-	-	-	-	-	215,729	-	-	-	-	-	488,676	-	2,975,747	3,680,152	4,300,000	(619,848)
12 State Appropriation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues/Resources</b>	<b>\$ 1,272,787</b>	<b>\$ 124,447</b>	<b>\$ 3,790</b>	<b>\$ 11,497,464</b>	<b>\$ 2,338,830</b>	<b>\$ 215,729</b>	<b>\$ 18,977</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 488,676</b>	<b>\$ 552,795</b>	<b>\$ 2,976,776</b>	<b>\$ 19,490,271</b>	<b>\$ 17,340,366</b>	<b>\$ 2,149,905</b>
<b>Expenditures:</b>																	
13 Personal Services - Loan Administration	838,140	-	-	767,480	430,380	-	230,181	114,509	117,579	57,110	356,938	229,026	-	202,024	3,343,367	3,524,864	(181,497)
14 Travel	4,256	25,753	-	2,364	3,196	-	2,501	-	31	-	8,342	10,413	-	45,137	101,993	192,263	(90,270)
15 Office Supplies	25,308	2,805	-	708	-	-	113	-	-	-	343	60	-	5,731	35,068	39,176	(4,108)
16 Equipment Repairs	1,257	-	-	95	-	-	-	-	-	-	-	-	-	-	1,352	1,300	52
17 Printing and Binding	1,103	50,916	-	306	887	-	1,026	-	-	-	2,128	8,582	-	4,281	69,229	147,201	(77,972)
18 Food	105	-	-	-	-	-	-	-	-	-	-	-	-	8,173	8,278	-	8,278
19 Postage	8,261	15,034	-	675	9	-	5,040	-	-	-	28	133	-	798	29,978	35,616	(5,638)
20 Communications	31,641	64	-	3,924	447	-	3,593	-	348	-	3,134	3,050	-	8,165	54,366	60,379	(6,013)
21 Rentals	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22 Professional & Scientific Services	6,314	-	-	9,529	133,930	-	-	-	-	-	108	2,190	-	25,000	177,071	65,700	111,371
23 Outside Services - SLMA	-	-	-	-	1,168,426	-	-	-	-	-	-	-	-	-	1,168,426	1,156,459	11,967
24 Outside Services - iLink	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25 Outside Services - SLCS	-	-	-	-	297,520	-	-	-	-	-	-	-	-	-	297,520	495,016	(197,496)
26 Outside Services - Other	4,773	-	-	4,535,254	-	-	2,884	-	-	92	-	161,235	-	6,540	4,710,778	4,192,015	518,763
27 Intra-State Transfers	19,028	-	-	-	-	-	-	-	-	-	-	-	-	93,963	112,991	656,770	(543,779)
28 Advertising & Publicity	-	26,512	-	-	-	-	-	-	-	-	-	83,855	-	942,698	1,053,065	131,150	921,915
29 Attorney General	15,000	-	-	31,022	-	-	-	-	-	-	-	-	-	-	46,022	51,600	(5,578)
30 State Audits	32,189	-	-	-	-	-	-	-	-	-	-	-	-	-	32,189	29,500	2,689
31 State Reimbursements - Rent	62,110	-	-	-	-	-	-	-	-	-	-	-	-	-	62,110	65,263	(3,153)
32 State Reimbursements - Other	19,556	904	-	563	2,148	-	568	188	-	-	290	358	-	995	25,570	33,108	(7,538)
33 ITE Reimbursements	140,229	1,597	-	4,000	4,921	-	1,136	461	-	-	730	727	-	1,402	155,203	291,049	(135,846)
34 Intra-Agency Reimbursements	-	-	-	359,562	200,568	25,849	256,876	44,548	215,264	26,422	183,067	27,361	-	83,875	1,423,392	1,670,272	(246,880)
35 Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	2,040	2,040	-	2,040
36 Office Equipment	-	48	-	-	-	-	-	-	-	-	-	-	-	1,047	1,494	-	1,494
37 IT Equipment & Software	61,286	-	-	-	-	-	3,496	-	-	-	-	1,507	1,383	44,909	112,581	128,050	(15,469)
38 Other Expenses & Obligations	2,231	814	-	204	-	-	-	-	-	-	-	-	-	-	3,249	24,758	(21,509)
39 Licenses	-	-	-	-	-	-	-	-	-	-	-	910,000	-	100,000	1,010,000	1,319,580	(309,580)
40 Other Refunds	-	-	-	935,945	-	-	-	-	-	-	-	-	1,049	-	936,994	856,000	80,994
41 State Aid	-	-	-	-	-	189,880	-	-	1,680,000	-	-	-	-	1,400,000	3,269,880	3,080,000	189,880
<b>Total Administrative</b>	<b>\$ 1,272,787</b>	<b>\$ 124,447</b>	<b>\$ -</b>	<b>\$ 6,651,631</b>	<b>\$ 2,242,432</b>	<b>\$ 215,729</b>	<b>\$ 507,414</b>	<b>\$ 159,706</b>	<b>\$ 2,013,222</b>	<b>\$ 83,532</b>	<b>\$ 555,200</b>	<b>\$ 1,277,661</b>	<b>\$ 163,667</b>	<b>\$ 2,976,778</b>	<b>\$ 18,244,206</b>	<b>\$ 18,247,089</b>	<b>\$ (2,883)</b>
<b>Total Expenditures</b>	<b>\$ 1,272,787</b>	<b>\$ 124,447</b>	<b>\$ -</b>	<b>\$ 6,651,631</b>	<b>\$ 2,242,432</b>	<b>\$ 215,729</b>	<b>\$ 507,414</b>	<b>\$ 159,706</b>	<b>\$ 2,013,222</b>	<b>\$ 83,532</b>	<b>\$ 555,200</b>	<b>\$ 1,277,661</b>	<b>\$ 163,667</b>	<b>\$ 2,976,778</b>	<b>\$ 18,244,206</b>	<b>\$ 18,247,089</b>	<b>\$ (2,883)</b>
<b>Net Gain(Loss)Operating Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,790</b>	<b>\$ 4,845,833</b>	<b>\$ 96,398</b>	<b>\$ -</b>	<b>\$ (488,437)</b>	<b>\$ (159,706)</b>	<b>\$ (2,013,222)</b>	<b>\$ (83,532)</b>	<b>\$ (555,200)</b>	<b>\$ (788,985)</b>	<b>\$ 389,128</b>	<b>\$ (2)</b>	<b>\$ 1,246,065</b>	<b>\$ (906,723)</b>	<b>\$ 2,152,788</b>

**Footnotes:**

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

IOWA COLLEGE STUDENT AID COMMISSION  
SCHOLARSHIP & GRANT ADMINISTRATION  
SUMMARY OF EXPENDITURES  
SFY 2012 as of August 31, 2012

**State Appropriated - \$232,943**

	FY 2011 Actual	FY 2012 Budget	FY 2012 Year to Date Budget	FY 2012 Year to Date Actual	Variance Over (Under)
<b>Expenditures:</b>					
1 Salaries	\$ 219,455	\$ 232,510	232,510	\$ 232,943	\$ 433
2 Travel	335	433	433	-	(433)
3 Office Supplies	1,445	-	-	-	-
4 Equipment Repairs	52	-	-	-	-
5 Printing	2,058	-	-	-	-
6 Postage	3,672	-	-	-	-
7 Communications	2,381	-	-	-	-
8 Rental	5,588	-	-	-	-
9 Professional Services	60	-	-	-	-
10 Outside Services	3,653	-	-	-	-
11 State Transfers	75	-	-	-	-
12 State Reimbursements - Rent	3,479	-	-	-	-
13 State Reimbursements	1,469	-	-	-	-
14 ITD Reimbursements	6,165	-	-	-	-
15 Office Equipment	-	-	-	-	-
16 IT Equipment & Software	-	-	-	-	-
17 Other Expenses & Obligations	9	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 249,896</b>	<b>\$ 232,943</b>	<b>\$ 232,943</b>	<b>\$ 232,943</b>	<b>\$ -</b>

**Notes:**

1 - FY2012 Budget covers as many salary and benefit costs as possible, with remainder to travel. FY2011 budget was done with a different assumption.

**Non Appropriated (Covered by GSL)**

	FY 2011 Actual	FY 2012 Budget	FY 2012 Year to Date Budget	FY 2012 Year to Date Actual	Variance Over (Under)
<b>Resources:</b>					
18 Intra-agency Reimbursements	-	-	-	\$ 18,977	\$ 18,977
<b>Total Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,977</b>	<b>\$ 18,977</b>

<b>Expenditures:</b>					
19 Salaries	-	351,674	351,674	230,181	(121,493)
20 Travel	-	2,275	2,275	2,501	226
21 Office Supplies	-	-	-	113	113
22 Equipment Repairs	-	-	-	-	-
23 Printing	-	-	-	1,026	1,026
24 Postage	-	-	-	5,040	5,040
25 Communications	-	2,774	2,774	3,593	819
26 Rental	-	-	-	-	-
27 Outside Services	-	-	-	2,884	2,884
28 State Transfers	-	-	-	-	-
29 State Reimbursements - Rent	-	-	-	-	-
30 State Reimbursements	-	1,820	1,820	568	(1,252)
31 ITD Reimbursements	-	1,425	1,425	1,136	(289)
32 Intra-Agency Reimbursements	-	327,624	327,624	256,671	(70,953)
33 Office Equipment	-	-	-	-	-
34 IT Equipment & Software	-	-	-	3,496	3,496
35 Other Expenses & Obligations	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 687,592</b>	<b>\$ 687,592</b>	<b>\$ 507,209</b>	<b>\$ (180,383)</b>

**Notes:**

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

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

**Total Expenditures (Appropriated + NonAppropriated)**

	FY 2011 Actual	FY 2012 Budget	FY 2012 Year to Date Budget	FY 2012 Year to Date Actual	Variance Over (Under)
<b>Resources:</b>					
36 Intra-agency Reimbursements	\$ -	\$ -	\$ -	\$ 18,977	\$ 18,977
<b>Total Resources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,977</b>	<b>\$ 18,977</b>
<b>Expenditures:</b>					
37 Salaries	\$ 219,455	\$ 584,184	\$ 584,184	\$ 463,124	\$ (121,060)
38 Travel	335	2,708	2,708	2,501	(207)
39 Office Supplies	1,445	-	-	113	113
40 Equipment Repairs	52	-	-	-	-
41 Printing	2,058	-	-	1,026	1,026
42 Postage	3,672	-	-	5,040	5,040
43 Communications	2,381	2,774	2,774	3,593	819
44 Rental	5,588	-	-	-	-
45 Outside Services	60	-	-	2,884	2,884
46 State Transfers	3,653	-	-	-	-
47 State Reimbursements - Rent	75	-	-	-	-
48 State Reimbursements - Other	3,479	1,820	1,820	568	(1,252)
49 ITD Reimbursements	1,469	1,425	1,425	1,136	(289)
50 Intra-Agency Reimbursements	6,165	327,624	327,624	256,671	(70,953)
51 Office Equipment	-	-	-	-	-
52 IT Equipment & Software	-	-	-	3,496	3,496
53 Other Expenses & Obligations	9	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 249,896</b>	<b>\$ 920,535</b>	<b>\$ 920,535</b>	<b>\$ 740,152</b>	<b>\$ (180,383)</b>
<b>Net Resources (Expenditures)</b>	<b>(249,896)</b>	<b>(920,535)</b>	<b>(920,535)</b>	<b>(721,175)</b>	<b>199,360</b>

**IOWA COLLEGE STUDENT AID COMMISSION  
 DEFAULT PREVENTION, FUND #0261  
 SUMMARY OF RESOURCES AND EXPENDITURES  
 SFY 2012 as of August 2012 (Period 14)**

	<b>FY 2011 Budget</b>	<b>FY 2011 Year to Date Budget</b>	<b>FY 2011 Year to Date Actuals</b>	<b>Variance</b>
<b>Resources:</b>				
Interest	\$ 7,500.00	\$ 8,750.00	\$ 4,849.00	\$ (3,901.00)
Refunds & Reimbursements	\$ -	\$ -	\$ 4,718.00	\$ 4,718.00
<b>Total Resources</b>	<b>\$ 7,500.00</b>	<b>\$ 8,750.00</b>	<b>\$ 9,567.00</b>	<b>\$ 817.00</b>
<b>Expenditures:</b>				
Travel/State Vehicle	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -
Printing & Binding	\$ -	\$ -	\$ -	\$ -
Professional & Scientific Services	\$ -	\$ -	\$ -	\$ -
Outside Services	\$ -	\$ -	\$ -	\$ -
Advertising & Publicity	\$ -	\$ -	\$ -	\$ -
ITD Reimbursement	\$ -	\$ -	\$ -	\$ -
Licenses	\$ 150,000.00	\$ 150,000.00	\$ 135,000.00	\$ (15,000.00)
Aid to Individuals	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 150,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ 135,000.00</b>	<b>\$ (15,000.00)</b>
<b>Net Gain(Loss)</b>	<b>\$ (142,500.00)</b>	<b>\$ (141,250.00)</b>	<b>\$ (125,433.00)</b>	<b>\$ 15,817.00</b>
Default Prevention Cash Balance 6/30/11	\$ 1,719,606.61			
Net Gain/(Loss) SFY 2012 08/31/2012	\$ (125,433.00)			
<b>Cash Balance 08/31/2012</b>	<b>\$ 1,594,173.61</b>			



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