

# READING HOSPITAL SCHOOL OF HEALTH SCIENCES POLICY NO. 600

---

## **SUBJECT: Student Lending Code of Conduct**

Responsibility of: Director of Financial Aid and Budget  
Originated: June, 2012    Revised: July, 2014    Reviewed: July, 2014

---

**SCOPE:** Students enrolled at the Reading Hospital School of Health Sciences (RHSHS).

**PURPOSE:** RHSHS is committed to providing students and their families with the best information and processing alternatives available regarding student borrowing. In support of this commitment, and in an effort to rule out any perceived or actual conflict of interest between RHSHS officers, employees or agents and education loan lenders, RHSHS has adopted the following policy.

**POLICY:** RHSHS does not participate in any revenue-sharing arrangements with lenders, and provides several disclosures on student loan consumerism.

**DEFINITIONS:** N/A

**PROCEDURE:** RHSHS prohibits any officer, employee or agent of the school who is employed in the financial aid office or is otherwise involved in the administration of educational loans (i.e. Financial Aid and Student Accounts Staff), to:

- Solicit or accept gifts from any lender, guarantor, or loan servicer which are greater than a nominal value;
- Accept any fee, payment, or other financial benefit (including a stock purchase option) from a lender, or affiliate of a lender, as compensation for any type of consulting, or contract to provide services to or on behalf of a lender related to educational loans; or
- Accept anything of value from a lender, guarantor, or consortium of lenders and/or guarantors in exchange for service on an advisory board, commission, or other group established by the lender, guarantor, or consortium of lenders and/or guarantors. RHSHS does allow for the reasonable reimbursement of expenses associated with participation in such boards, commissions, or groups by lenders, or groups of lenders and/or guarantors.

RHSHS will not assign a lender to any borrower.

RHSHS recognizes that a borrower has the right to choose any lender and guarantor from which to receive a loan to fund his/her education. RHSHS will not refuse to certify, or otherwise delay the processing of, a loan based on the borrower's choice of lender and/or guarantor.

RHSHS will not request or accept financial aid or other office staffing assistance from any lender, guarantor, or loan servicer. Assistance will be permitted for the following instances:

- Professional development training for financial aid administrators;
- Providing educational counseling materials, financial literacy materials, or debt management materials to borrowers, provided that such materials disclose to borrowers the identification of any lender that assisted in preparing or providing such materials.

RHSHS will not request or accept any offer of financial gifts or funds, such as scholarship or grant money, from any lender in exchange for providing that lender with a specified number or volume of educational loans, including Title IV loans, or guaranteed inclusion on the RHSHS Preferred Lender Listing if applicable.

**EDUCATION AND TRAINING:** N/A

**REFERENCES:** CFR 601.21

**COMMITTEE AND COUNCIL APPROVALS:** SHS Director's Meeting, 9/22/14

**CANCELLATION:** Reading Health System policies directly related to this topic shall supersede this RHSHS policy. This policy supersedes all previous policies, memoranda, and/or other communications pertaining to this policy.