
Student Right To Know Policy and Procedures**Policy Statement**

The Higher Education Act (HEA) as amended by the Higher Education Opportunity Act (HEOA) of 2008, and the Student Right-to-Know Act of 1990 require institutions to collect, report and/or disclose information that may applicants and students select the higher education institution that best meets their needs on an annually basis.

Purpose/Scope

The purpose of this policy is to ensure operational accountability for compliance with federal regulations requiring disclosure of relevant information such as but not limited to:

- The Institution's Graduation/Completion and Transfer-out rates (*when applicable*)
- Athletes -Graduation/Completion and Transfer-out rates (*when applicable*)
- Campus crime statistics and institutional security policies
- *Institutional Information*: 1) requirements and procedures for Withdrawing from the Institution, 2) Cost of Attendance (tuition/ fees charges, books/supplies costs, room and board charges, related charges), 3) refund policy and summary of requirements for return of Title IV grants or loans, 5) current academic programs of the institution (current degree programs, educational/training programs, faculty), 6) names of associations, agencies accrediting the institution, 7) description of special facilities and services for disabled students, 8) the school's policy on enrollment in study abroad programs.
- Annual notification required by FERPA (Family Educational Rights and Privacy Act) regulations.
- *Financial assistance* available and eligibility, includes such information as: types of aid available, application forms/procedures to use in applying for aid, eligibility requirements, selection criteria, criteria used to determine amount of aid award, satisfactory student progress standards, how to re-establish satisfactory progress status, disbursement methods, loan qualifications and student employment conditions, conditions for federal loan repayment for students who participate in volunteer services.

Policy Procedures

A Student Right to Know Compliance Committee will be charged with the responsibility of promoting and overseeing compliance with applicable laws, regulations and policies as follows:

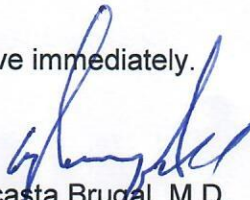
- The members of the committee will be appointed by the President/Dean
- The committee will be conformed with representatives of specific compliance areas

- They will meet periodically as determined necessary to fulfill their responsibilities which include:
 - Overseeing compliance guidelines per area regarding methods and timing
 - Assess institutional structure, strategies and personnel for reporting and disclosing
 - Identify areas and types of risk
 - Educate the Institution regarding compliance regulations
 - Assist the Institution regarding changes and/or new compliance issues and how to respond
 - Provide training to corresponding officials
 - Generate status reports
- The committee will report directly to the President/Dean and the Quality Improvement Committee

Effectiveness

The disposition contained in the Executive Order will be effective immediately.

Approved: May 17, 2022



Yocasta Brugal, M.D.
President/Dean