

# Continental School of Beauty Culture

## Financial Aid Code of Conduct

To comply with the 2008 Higher Education Opportunity Act (HEOA), enacted Aug. 14, 2008 and the Student Lending Accountability, Transparency and Enforcement Law, enacted in 2007, Continental School of Beauty adopts the following Student Loan Code of Conduct to serve as formal guidance in insuring the integrity of the student aid process and ethical conduct of Continental employees in regard to student loan practices. The purpose of this Code of Conduct is to ensure that all employees of the school, particularly those involved in financial aid, understand their obligations to protect the rights and serve only the interests of students and parents.

**Revenue Sharing Arrangements** - Neither Continental School of Beauty as an institution nor any individual officer, employee or agent shall enter into any revenue-sharing arrangement with any lender.

**Gifts** - Financial Aid personnel, or anyone having authority over the Officer of Financial Aid are prohibited from accepting any amount of cash, gift, or benefit in excess of a de minimis amount from a lender, guarantor or loan servicer. This includes a gift of services, transportation, lodging or meals, purchase of a ticket, payment in advance, or reimbursement after the expense has been incurred from any financial aid applicant (or his/her family), or from any entity doing business with or seeking to do business with the institution (including service on advisory committees or boards beyond reimbursement for reasonable expenses directly associated with such service).

**Contracts** – Continental School of Beauty nor any individual officer, employee or agent shall enter into any contract providing financial benefit from any lender or affiliate of a lender.

**Borrower Choice** – Financial Aid personnel does not assign a borrower’s loan to a particular lender nor delay in certifying loans. The borrower will be responsible for deciding who to borrow their loan through after a review of lender benefits and services. Continental does not compile a list of private lenders but students are permitted to fund their education through sources other than Federal Title IV aid if that is their wish.

**Staffing Assistance** – Continental will not request or accept any assistance with call center staffing or financial aid office staffing from any lender.

**Advisory Board** – Financial Aid personnel, or other employees or agents with responsibilities with respect to education loans, are prohibited from accepting compensation from service on an advisory board, commission, or group established by lenders or guarantors, except for reimbursement of reasonable expenses.