



Concordia College New York Loan Code of Conduct

The Concordia College New York Financial Aid Office has adopted the following College Loan Code of Conduct:

- **Revenue Sharing Prohibition** - Concordia College-New York Financial Aid employees are prohibited from receiving anything of value from any lending institution in exchange for any advantage sought by the lending institution.
- **Gift and Trip Prohibition** - Concordia College-New York Financial Aid employees are prohibited from taking anything of more than nominal value from any lending institution. This includes a prohibition on trips for Financial Aid officers and other College officials paid for by lenders.
- **Advisory Board Compensation Rules** - Concordia College-New York Financial Aid employees are prohibited from receiving anything of value for serving on the advisory board of any lending institution.
- **Preferred Lender Guidelines** - Concordia College-New York preferred lender lists are based solely on the best interest of the students or parents who may use the list without regard to financial interests of the College.
- **Preferred Lender Disclosure** - On all preferred lender lists, Concordia College-New York has clearly and fully disclosed the criteria and process used to select preferred lenders. Students must also be told that they have the ability to select the lender of their choice regardless of the preferred lender list.
- **Loan Resale Disclosure** - No lender on the Concordia College-New York preferred lender list has an agreement to sell its loans to another lender without disclosing this fact. In addition, no lender may bargain to be a preferred lender with respect to a certain type of loan by providing benefits to a College as to another type of loan.
- **Call Center Prohibition** - Concordia College-New York ensures that employees of lenders never identify themselves to students as employees of the college. No employee of a lender is working or providing staffing in the Concordia College-New York Financial Aid Office.