

07.02.99.D0.01 Texas Higher Education Fair Lending Practices



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Revised: May 1, 2019
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Procedure Summary

Texas A&M University–Central Texas (A&M-Central Texas) is dedicated to ensuring all Student Financial Assistance (SFA) staff follow fair lending practices, maintaining the ethical standards and integrity of the Student Financial Assistance office, as well as the overall administration of student loan funds.

Definitions

Private education loan – a non-federal loan for post-secondary educational expenses that may be obtained from a private organization such as banks, credit unions, and state-based or state affiliated organizations, and have terms and conditions that are set by the lender.

System Policy 7.02 [Definitions](#)

Procedure

1. GENERAL

- 1.1 Any student meeting the eligibility requirements established by the federal government, the State of Texas, The Texas A&M University System, or A&M-Central Texas may receive financial aid through the university.
- 1.2 SFA staff must inform the Director of Student Financial Assistance about any potential conflicts of interest they observe during the administration of financial aid. The Director must notify Institutional Compliance upon receiving information on potential conflicts of interest.
- 1.3 SFA does not create or maintain a lender list for students and/or parents seeking alternative loan options. Students and/or parents will identify and select their own lenders. The university will not endorse or favor one lender over another. The university will not be responsible for rates, terms, fees, or services provided by any lender.

1.4 The Director of SFA will have a comprehensive understanding of the definitions and prohibitions concerning student loan lenders and will be responsible for ensuring there are no conflicts of interest in the conduct of student financial aid programs. Any discrepancies will be reported immediately to the Vice President of Finance and Administration and the President.

2. TRAINING

All A&M-Central Texas SFA employees will receive annual training concerning Texas Higher Education Lending Practices and Texas ethics laws related to state employment.

2.1 Annual training will include System Policy 07.01 *Ethics*, National Association of Student Financial Aid Administrators (NASFAA) Statement of Ethical Principles, NASFAA Code of Conduct for Institutional Financial Aid Professionals, and System Policy 07.02 *Texas Higher Education Fair Lending Practices*.

2.2 SFA employees will sign a document confirming that they have read, understand, and will adhere to the relevant policies, rules, requirements, and regulations.

2.3 Employees whose functions are closely related to those of SFA may be required to receive the training as deemed appropriate by the President, Vice President for Finance, and/or Director of SFA.

Related Statutes, Policies, or Requirements

System Policy 07.01 [*Ethics*](#)

System Policy [*07.02 Texas Higher Education Fair Lending Practices*](#)

Contact Office

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