



UNIVERSITY POLICY

BUSINESS AND FINANCE POLICIES

Number: 204
Subject: Compensation for Enrollments Policy
Covered Individuals: All Stakeholders
Covered Campus Locations: All Locations
Date of Origin: March 29, 2017
Effective Date of Last Revision:

PURPOSE

Section 487 (a)(20) of the Higher Education Act (HEA) prohibits the University from providing incentive compensation to employees or third party entities for their success in securing student enrollments or the awarding of Title IV Higher Education Act program funds.

DEFINITIONS:

Incentive compensation includes commissions, bonus payments, merit salary, adjustments, and promotion decisions. Payments made to recruiters based on student academic performance is considered incentive compensation.

POLICY

Upper Iowa University will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in ensuring enrollments or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance, except that this paragraph shall not apply to the recruitment of foreign students residing in foreign countries who are not eligible to receive federal student assistance.

Some examples of activities for which incentive compensation is prohibited include, but are not limited to:

- Recruitment information targeted to individuals,
- Recruitment solicitations to individuals,
- Contacting prospective students,
- Making student enrollment or Title IV aid decisions,
- Aiding students in completing enrollment applications, and
- Completing financial aid applications on behalf of any student.

RULES, PROCEDURES, GUIDELINES, FORMS, AND OTHER RELATED RESOURCES

Article 20

The institution will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollments or financial aid to any persons or entities engaged in any student recruiting or admission activities or in making decisions regarding the award of student financial assistance, except that this paragraph shall not apply to the recruitment of foreign students residing in foreign countries who are not eligible to receive Federal student assistance.

REFERENCES/BENCHMARKING

N/A

CONTACTS

Acting as the Policy Owner, Vice President of Enrollment Management is responsible for answering questions regarding the application of this policy.

SANCTIONS

N/A

HISTORY (*UPC will complete*)

- March 29, 2017
 - Approved by President's Council
 - No current policy at Upper Iowa University. Up to this point it has been University practice.