

The University of Texas Health Science Center-Houston
The University of Texas M.D. Anderson Cancer Center School of Health Sciences
Student Financial Services

Code of Conduct

Student Financial Services is committed to comply with the Texas Higher Education Fair Lending Practices Agreement. It is our obligation as employees of The University of Texas Health Science Center –Houston to commit to high ethical standards, therefore we agree to the following code of conduct.

1. Prohibition against solicitation or acceptance of gifts by the institution.
2. Prohibition against solicitation or acceptance of gifts by institution employee.
3. Prohibition against revenue sharing with lender.
4. Prohibition against acceptance of remuneration by institution employee for service on lender board.
5. Prohibition against misleading identification of lender employees and representatives.
6. Prohibition against high risk student loan agreements.
7. Prohibition against directing potential borrowers to certain electronic loan agreements.
8. Prohibition against stock ownership.

Explanation of Code of Conduct

1. PROHIBITION AGAINST SOLICITATION OR ACCEPTANCE OF GIFTS BY INSTITUTION: The University shall not, directly or indirectly, solicit or accept any gift from or on behalf of a student loan lender.

2. PROHIBITION AGAINST SOLICITATION OR ACCEPTANCE OF GIFTS BY INSTITUTION EMPLOYEE: An employee of the University shall not, on the employee's own behalf or on behalf of another person, directly or indirectly, solicit or accept any gift from or on behalf of a student loan lender. An employee of the University shall promptly report to the University President any instance of a student loan lender attempting to offer or provide a gift to the employee.

3. PROHIBITION AGAINST REVENUE SHARING WITH LENDER: The University shall not engage in revenue sharing with a student loan lender.

4. PROHIBITION AGAINST ACCEPTANCE OF REMUNERATION BY INSTITUTION EMPLOYEE FOR SERVICE ON LENDER BOARD: An employee of the University shall not accept any remuneration or reimbursement of expenses for serving as a member of, or otherwise participating in, an advisory board, or board of directors or any other board or management council of a student loan lender. Any employee of the University must obtain written authority from the University President to serve as a member or otherwise participate in an advisory board, board of directors or any other board or management council of a student loan lender before becoming such a member or participant.

5. PROHIBITION AGAINST MISLEADING IDENTIFICATION OF LENDER EMPLOYEES AND REPRESENTATIVES: The University shall not identify an employee, representative, or agent of a student loan lender to borrowers or prospective borrowers as an employee, representative, or agent of the institution, nor shall the University, subject to its good faith efforts, authorize an employee, representative or agent of a student loan lender to represent, explicitly or implicitly, that he/she is an employee, representative or agent of the institution.

6. PROHIBITION AGAINST HIGH RISK STUDENT LOAN AGREEMENTS: The University shall not enter into a high risk student loan agreement with a student loan lender under which the institution provides concessions or promises to the student loan lender that may prejudice borrowers or prospective borrowers.

7. PROHIBITION AGAINST DIRECTING POTENTIAL BORROWERS TO CERTAIN ELECTRONIC LOAN AGREEMENTS: The University shall not direct in any manner a potential borrower who attends or has indicated an intent to attend the institution to an electronic master promissory note or other loan agreement that does not allow the borrower to enter the lender code or name for any student loan lender offering the relevant loan. This provision does not prohibit the University from directing a potential borrower who has represented that he/she wishes to engage a particular lender to that lender's electronic loan agreements.

8. PROHIBITION AGAINST STOCK OWNERSHIP: A person employed in the financial aid office of the University shall not own stock and hold another ownership interest in a student loan lender, other than through ownership of shares in a publicly traded mutual fund or similar investment vehicle in which the person does not exercise any discretion regarding the investment of the assets of the fund or other investment vehicle.