



The Higher Education Opportunity Act (Public Law 110-315) (HEOA) was enacted on August 14, 2008, and reauthorizes the Higher Education Act of 1965, as amended. The following are provisions regarding the Code of Conduct for Title IV Program Participation in regards to education loans, HEOA, Section 493. These provisions supplement the Institution's Ethics and Conflict of Interest policies.

### **Student Loan Code of Conduct**

Unitech Training Academy supports and complies with the Higher Education Opportunity Act's (HEOA) provisions regarding the Code of Conduct required to be adopted and enforced by institutions participating in the Title IV loan program.

All officers, employees, and agents of Unitech Training Academy with responsibilities related to student loans will be annually informed of the provisions of the Code of Conduct.

1. Unitech Training Academy shall not enter into any revenue-sharing arrangements with any lender. The HEOA defines "revenue-sharing arrangement" as any arrangement between an institution and a lender under which the lender makes Title IV loans to students attending the institution (or to the families of those students), the institution recommends the lender or the loan products of the lender and, in exchange, the lender pays a fee or provides other material benefits, including revenue or profit-sharing, to the institution or to its officers, employees, or agents.

2. Employees of Unitech Training Academy's financial aid office shall not receive gifts from a lender, guaranty agency or loan servicer. No officer or employee of Unitech Training Academy's financial aid office (or an employee or agent who otherwise has responsibilities with respect to educational loans) may solicit or accept any gift from a lender, guarantor, or servicer of education loans. A "gift" is defined as any gratuity, favor, discount, entertainment, hospitality, loan, or other item having monetary value of more than a nominal amount.

However, a gift does not include:

- (a) a brochure, workshop, or training using standard materials relating to a loan, default aversion, or financial literacy, such as a brochure, workshop or training;
- (b) food, training, or informational material provided as part of a training session designed to improve the service of a lender, guarantor, or servicer if the training contributes to the professional development of the institution's officer, employee or agent;
- (c) favorable terms and benefits on an education loan provided to a student employed by the institution if those terms and benefit are comparable to those provided to all students at the institution;
- (d) entrance and exit counseling as long as the institution's staff are in control of the counseling and the counseling does not promote the services of a specific lender;



(e) philanthropic contributions from a lender, guarantor, or servicer that are unrelated to education loans or any contribution that is not made in exchange for advantage related to education loans, and;

(f) State education grants, scholarships, or financial aid funds administered by or on behalf of a State.

3. No officer or employee of Unitech Training Academy's financial aid office (or employee or agent who otherwise has responsibilities with respect to education loans) may accept from a lender, or an affiliate of any lender, any fee, payment, or other financial benefit as compensation for any type of consulting arrangement or contract to provide services to or on behalf of a lender relating to education loans.

4. For any first-time borrower, Unitech Training Academy shall not assign, through the award packaging or other methods, the borrower's loan to a particular lender. In addition, Unitech Training Academy will not refuse to certify, or delay the certification, of any loan based on the borrower's selection of a particular lender or guaranty agency.

5. Unitech Training Academy shall not request or accept from any lender any offer of funds for private loans, including funds for an opportunity pool loan, to students in exchange for providing concessions or promises to the lender for a specific number of Title IV loans made, insured, or guaranteed, a specified loan volume, or a preferred lender arrangement. An "opportunity pool loan" is defined as a private education loan made by a lender to a student (or the student's family) that involves a payment by the institution to the lender for extending credit to the student.

6. Unitech Training Academy shall not request or accept from any lender any assistance with call center staffing or financial aid office staffing, except that a lender may provide professional development training, educational counseling materials (as long as the materials identify the lender that assisted in preparing the materials), or staffing services on a short-term, nonrecurring basis during emergencies or disasters.

7. An employee of Unitech Training Academy's financial aid office (or employee who otherwise has responsibilities with respect to education loans or financial aid) who serves on an advisory board, commission, or group established by a lender or guarantor (or a group of lenders or guarantors) is prohibited from receiving anything of value from the lender, guarantor, or group, except for reimbursement for reasonable expenses incurred by the employee for serving on the board.