

Goshen College

Student Financial Aid Office Code of Conduct

The Staff of the Goshen College Student Financial Aid Office is committed to the highest standards of professional conduct. We are members of the National Association of Student Financial Aid Administrators and follow their code of conduct.

NASFAA Code of Conduct for Institutional Financial Aid Professionals

<http://www.nasfaa.org/subhomes/mediacenter/nasfaacodeofconduct.pdf>

A financial aid professional is always expected to maintain exemplary standards of professional conduct in all aspects of carrying out his or her responsibilities, specifically including all dealings with any entities involved in any manner in student financial aid, regardless of whether such entities are involved in a government sponsored, subsidized, or regulated activity. In doing so, a financial aid professional should:

1. Refrain from taking any action for personal benefit
2. Refrain from taking any action that is contrary to law, regulation or the best interests of the students and parents I serve.
3. Ensure that the information I provide is accurate, unbiased, and does not reflect any preference arising from actual or potential personal gain.
4. Be objective in making decisions and advising the institution regarding relationships with any entity involved in any aspect of student financial aid.
5. Refrain from soliciting or accepting anything of other than nominal value, from any entity, other than an institution of higher education or a government processing of any student loans, including anything of value (including reimbursement of expenses) for serving on an advisory body or as part of a training activity of or sponsored by any such entity.
6. Disclose to the institution any involvement with or interest in any entity, including any family members attending the institution, involved in any aspect of student financial aid.