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## **Financial Aid Code of Conduct**

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The Higher Education Opportunity Act (HEOA) requires educational institutions to develop and comply with a code of conduct that prohibits conflicts of interest for financial aid personnel.

Hollywood Institute of Beauty Careers, as a school eligible to participate in the Title IV Federal Student Aid Program, will abide by the following policy:

Hollywood Institute of Beauty Careers does not nor will it ever have revenue sharing agreements with any lender. As the college is presently operating, its only lender is the U.S. Department of Education (USDOE) with whom it participates for Direct Loans and any servicer the Department may assign to service it loans.

In no situation should any lender relationship be initiated without the approval of the President and in no circumstances should any agent or employee of Hollywood Institute of Beauty Careers engage in 1) revenue sharing arrangements with any lender, 2) any activities that would steer borrowers to a particular lender, 3) offer funds for private loans to students in exchange for providing concessions or promises to the lender for a specific number of Federal Title IV loans, a specific loan value, or a preferred lender agreement, or 4) accept money gifts, favors, discounts, entertainment, hospitality, loan or other item having a monetary value of more than a de minimus amount from any lender with whom the college may now or at some point in the future engage or work to provide Title IV loans to Hollywood Institute of Beauty Careers' students.

This code of conduct applies to all officers, board members, employees and agents of Hollywood Institute of Beauty Careers. This policy places specific emphasis on all employees of the business and financial aid office to avoid any relationships or associations with lenders, granting agencies, or loan services.