



## BUSINESS AND FINANCE POLICY

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**NUMBER/TITLE:** BO 204, COMPENSATION FOR ENROLLMENTS POLICY

**Covered Individuals:** All Stakeholders

**Strategic Priority:** SP 4

**Covered Locations:** All UIU Locations

**HLC:** Criterion 2. A

**Effective Date:** 3/29/2017

**Consultations:** EM, Univ. Policy Cmte.

**Last Revision:**

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### POLICY STATEMENT

Upper Iowa University (UIU) is committed to the compliance of 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.

### PURPOSE

To communicate the commitment Upper Iowa University has to not incentivizing enrollment in any manner.

### 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 IMPLEMENTATION

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.

### CUSTODIAN

Vice President of Marketing & Enrollment Services

**HISTORY**

<b>New/Revision Number:</b>	<b>Date of Action/Approval</b>	<b>Revision Change</b>
BO 204	3/29/2017	Policy recommended by University Policy Committee
204	3/29/2017	Approved by President's Council
204	9/18/2023	Reviewed and New Template