Policy: **Right to Know (HEA/HEOA)**  
Responsible for Policy: **Vice President of Academic & Student Affairs**  
Policy Number: **A-24**  
Original Approval Date: **March 2014**

**Policy Statement**  
Finger Lakes Community College shall comply with the federal mandates of the Higher Education Act and Higher Education Opportunity Act (HEA/HEOA.)

**Reason for Policy**  
This policy has been implemented to assure College compliance with the disclosure requirements of HEA/HEOA.

**Applicability of the Policy**  
All students, faculty and staff should be familiar with this policy.

**Definitions**  
None

**Related Document**  
- None

**Review date/action taken:**  
- Fall 2013: new policy  
- March 2014: FLCC Board of Trustees approval
Procedure: **Right to Know (HEA/HEOA)** 
Responsible for Procedure: **Vice President of Academic & Student Affairs** 
Procedure Number: **A-24** 
Original Effective Date: **March 2014**

**Procedures**
The College shall make available Right to Know/Consumer Information via a link on the College homepage. This link shall be sent via College e-mail address to all students registered for the term at the start of each fall, spring, and summer term. Coordination of sending the e-mail and link shall be done by the Associate Vice President of Student Affairs and the Director of Community Standards.

**Disclosure Information to be Included**
- Academic Programs
- Institutional & Program Accreditation
- Privacy Policy for Student Records (Family Educational Rights & Privacy, Gramm-Leach-Bliley)
- Campus Security Policy
  - Emergency Response & Evacuation Procedures
  - Timely Warnings
  - Crime Log
  - Security Report
  - Missing Student Notification
  - Information for Crime Victims about Disciplinary Proceedings
- Fire Safety Report/Fire Log
- Drug & Alcohol Abuse Prevention Program
- Vaccinations Policy
- Transfer of Credit Policies & Articulation Agreements
- Copyright Infringement Policy (including File Sharing)
- Facilities & Services Available to Students with Disabilities
- Student Financial Aid Information
- Contact Information for Assistance in Obtaining Financial Aid Information
- Notice of Federal Student Financial Aid Penalties for Drug Law Violations
- Cost of Attendance
- Net Price Calculator
- State Grant Assistance
- Student Loan Information
  - Student Loan Information Published by the Department of Education
  - National Student Loan Data System (NSLDS)
  - Entrance Counseling for Student Loan Borrowers
  - Exit Counseling for Student Loan Borrowers
  - Code of Conduct for Education Loans
- Withdrawal, Refund & Return to Title IV Policies
- Completion, Graduation & Placement Disclosures
  - Consumer Information on College Navigator Website
  - Retention Rate
  - Completion/Graduation and Transfer-out Rates
  - Placement in Employment
  - Job Placement Rates
- Student Body Diversity
- Equity in Athletics Report
- Voter Registration/Constitution Day
- Textbook Information
• Gainful Employment Information

Forms/Online Processes
• None

Appendix
• None

Review date/action taken:
• Fall 2013: new procedures
• March 2014: FLCC Board of Trustees approval