

**Grace University
Financial Aid Office
Code of Conduct**

- Grace University Financial Aid Professionals will refrain from taking any action for his or her personal benefit.
- Grace University Financial Aid Professionals will refrain from taking any action he or she believes is contrary to law, regulation, or the best interests of the students and parents he or she serves.
- Grace University Financial Aid Professionals will ensure that the information he or she provides is accurate, unbiased, and does not reflect any preference arising from actual or potential personal gain.
- Grace University Financial Aid Professionals will be objective in making decisions and advising his or her institution regarding relationships with any entity involved in any aspect of student financial aid.
- Grace University Financial Aid Professionals will refrain from soliciting or accepting anything of other than nominal value from any entity (other than an institution of higher education or a governmental entity such as the U.S. Department of Education) involved in making, holding, consolidating or 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 such entity.
- Grace University Financial Aid Professionals will disclose to Grace University officials any involvement with or interest in any entity involved in any aspect of student financial aid.
- Grace University Financial Aid Professionals will try to protect the borrower's choice of lenders.