

POLICY & PROCEDURES MANUAL

WAYLAND BAPTIST UNIVERSITY

Classification Number: 1.8.1

Issued: March 13, 2019

SUBJECT: Student Recruitment and Enrollment

Purpose of This Policy:

decisions about and awards Title IV, HEA program funds, and any higher level employee with responsibility for recruitment or admission of students, or making decisions about awarding Title IV, HEA program funds.

4. "Enrollment" means the admission or matriculation of a student into an eligible institution.
5. An "inducement" means any gratuity, favor, discount, entertainment, hospitality, loan, transportation, lodging, meals, or other item have a monetary value or more than a de minimis amount to any individual, entity, or its agents including third party lead generators or marketing forms.

Responsibilities

In accordance with federal laws, regulations, and the Department of Defense (DoD) Voluntary Education Partnership Memorandum of Understanding (MOU), Wayland Baptist University prohibits the payment of any commission, bonus, inducement, or other incentive payment based in any part, directly or indirectly, upon success in securing enrollments or awarding financial aid to any persons or entities, engaged in any student recruiting, admission activities, decisions regarding the award of Title IV, HEA program funds. This prohibition shall apply to Wayland Baptist University itself as well as any third party contractors. Wayland Baptist University employees and third party contractors shall refrain from using high pressure recruitment tactics, such as making multiple (three or more) unsolicited contacts by phone, email, or in person a single week. Wayland Baptist University shall also refrain from engaging in same