

**SUNY DOWNSTATE
OFFICE OF FINANCIAL AID**

CODE OF CONDUCT

The SUNY Downstate Office of Financial Aid has adopted the Code of Conduct as outlined and described in the NYS Student Lending Accountability, Transparency and Enforcement Act (SLATE Act) and the federal Higher Education Opportunity Act (HEOA).

Each member of the Office of Financial Aid is aware of her/his responsibilities and the prohibitions pursuant to these enactments and will so acknowledge in an annually signed statement that will be entered in her/his personnel file.

All employees of the SUNY Downstate Office of Financial Aid are prohibited from:

accepting gifts of any kind and amount from any representative or agent of a bank, lending institution, or loan guarantor

contracting or consulting arrangements with any bank, lending institution or loan guarantor

assigning a first-time borrower to a particular lender

from refusing to certify or delaying the certification of a loan based upon the selection of lender

In addition to the previous list of prohibitions applicable to individual employees, the following prohibited activities are applicable to the SUNY Downstate Medical Center and the Office of Financial Aid:

acquiring Opportunity Pool Loans from any bank or lending institution

receiving staffing assistance from a bank or lender

receiving anything of value for service on an advisory board, group or commission established by a lender