INDIANA UNIVERSITIY OF PENNSYLVANIA
INTERNAL DEPARTMENTAL
POLICY STATEMENT

Subject: Ban of Commissions Policy

Date: March 22, 2021

Distribution Code: G, H, I

Addition ____
Deletion ____
New Item __X__

Originating Office: Office of Financial Operations

PURPOSE:
In order to comply and strengthen program policy compliance with the Memorandum of Understanding between the Indiana University of Pennsylvania (IUP) and the United States Department of Defense (DoD), the approval of the following policy is being requested. Per the DoD Memorandum of Understanding, paragraph 3.j.(2) institutions are required to "Refrain from providing any commission, bonus, or other incentive payment based directly or indirectly on securing enrollments or federal financial aid (including Tuition Assistance funds) to any persons or entities engaged in any student recruiting, admissions actives, or making decisions regarding the award of student financial assistance."

POLICY:
In compliance with paragraph 3.j.(2) of the Memorandum of Understanding with the United States Department of Defense, Indiana University of Pennsylvania will ban providing any commission, bonus, or other incentive payment based directly or indirectly on securing Service member enrollments or federal financial aid (including Tuition Assistance funds) to any employees, persons, or entities engaged in any student recruiting, admissions actives, or making decisions regarding the award of student financial assistance.

DISTRIBUTION:

Distribution Code	Description
A	All Employees
B	All Budget Coordinators
C	All Non-Instructional Employees
D	All Deans and Department Chairpersons
E	All Managers
F	All Faculty
G	Senior Administrators
H	President's Cabinet
I	Vice Presidents