

## ANNUAL NOTICE OF REQUIRED DISCLOSURES CONSUMER INFORMATION

WHAT TO DISCLOSE & PRIMARY CONTACT	BRIEF DESCRIPTION OF INFORMATION TO BE DISCLOSED	WHERE TO FIND DISCLOSURE INFORMATION
<p>Accreditation and Licensure</p> <p>Contact: <a href="mailto:Kathryn.yerkes@scranton.edu">Kathryn.yerkes@scranton.edu</a></p>	<p>Entities that accredit, approve, or license the institution, and information for reviewing this documentation. Information to file complaint with these entities. If applicable, information about any teach-out plans required by accrediting agencies.</p>	<p><a href="#">Consumer Information web site</a>  <a href="#">University Catalogs</a>  <a href="#">Middle States Accreditation web site</a>  <a href="#">Middle States Accreditation and State Authorizations</a>  <a href="#">Listing of Disciplinary Accreditations</a>                      Academic program web pages (various)</p>
<p>General Institutional Information (additional specific Institutional Information elements detailed below).</p> <p>Contact: <a href="mailto:Kathryn.yerkes@scranton.edu">Kathryn.yerkes@scranton.edu</a></p>	<ul style="list-style-type: none"> <li>x Annual Notice of Availability of Consumer Information</li> <li>x Titles and availability of employees responsible for dissemination of institutional information and how to contact them</li> <li>x Complaint Information: Accreditors and Other Entities</li> <li>x Student Grievance Procedures</li> <li>x If applicable, information about any enforcement action or judgment brought against the institution by a state, federal or law enforcement agency that could result in an adverse action of accreditation, state authorization or Title IV eligibility</li> </ul>	<p><a href="#">Consumer Information web site</a>  <a href="#">Complaints: Accreditor and State</a>  <a href="#">Complaint Information for Online Students</a>                      Annual Notice: Availability of Consumer Information</p>
<p>Student Financial Assistance Information</p> <p>Contact: <a href="mailto:finaid@scranton.edu">finaid@scranton.edu</a>  <a href="mailto:bursar@scranton.edu">bursar@scranton.edu</a></p>	<ul style="list-style-type: none"> <li>x Price of attendance/tuition, typical charges for room and board, and other fees</li> <li>x Net Price Calculator</li> <li>x Estimates of costs necessary for books and supplies and for transportation</li> <li>x Policies regarding disbursement of books and supplies for Title IV eligible students</li> <li>x All need-based and non-need based Federal, state, local, private and institutional financial assistance programs available to enrollees, including private educational loans</li> <li>x Terms and conditions of Title IV loans</li> </ul>	<p><a href="#">Consumer Information web site</a>  <a href="#">Office of Financial Aid</a>  <a href="#">Office of the Bursar</a>  <a href="#">Tuition and Fees</a>  <a href="#">Price of Attendance</a>  <a href="#">Net Price Calculator</a>  <a href="#">Textbook Costs</a>  <a href="#">Loans and Financing Options</a>  <a href="#">Lending Code of Conduct</a>  <a href="#">Preferred Lending Arrangements</a>  <a href="#">Comprehensive Guide to Financial Aid Programs</a>  <a href="#">Cohort Default Rates</a>                      Also: Pennsylvania Act 121 Disclosure</p>

<sup>1</sup> As required by the Higher Education Opportunity Act (2008). Information on the Consumer Information page updated annually and as available. Annual notices to students distributed according to required dates and/or most recent updates available.

For paper copies of these documents, or for more information, contact the Office of Planning & Institutional Effectiveness at 570-41-6567, or email [Kathryn.yerkes@scranton.edu](mailto:Kathryn.yerkes@scranton.edu)

	<ul style="list-style-type: none"> <li>x Eligibility requirements and procedures for applying for aid, and, criteria for selecting recipients and determining award amount</li> <li>x Methods and frequency of disbursements of aid</li> <li>x Terms of any loan received as part of financial aid package, sample loan repayment schedule, and the necessity of repaying loans</li> <li>x Titles and availability of employees responsible for dissemination of institutional and financial assistance information and how to contact them</li> <li>x Student eligibility and standards for Satisfactory Academic Progress</li> <li>x Statement that enrollment in program of study abroad approved for credit by home school may be considered enrollment in home school for purposes of applying for federal student aid</li> <li>x Terms applicable to employment provided as part of financial aid package</li> <li>x Entrance and Exit counseling information</li> <li>x Private educational loan information and preferred lender arrangements and lists</li> </ul>	
<p>Withdrawal &amp; Refund Policies</p> <p>Contact:  <a href="mailto:registrar@scranton.edu">registrar@scranton.edu</a>  <a href="mailto:finaid@scranton.edu">finaid@scranton.edu</a>  <a href="mailto:bursar@scranton.edu">bursar@scranton.edu</a></p>	<ul style="list-style-type: none"> <li>x Institutional policy, requirements, and other information about officially withdrawing from school</li> <li>x Requirements for return of Title IV grant or loan aid</li> <li>x Refund policy</li> </ul>	<p><a href="#">Consumer Information web site</a>  <a href="#">Refund Information</a>  <a href="#">Leave of Absence for Spring/Summer/Summer II</a></p>

Graduation and Completion  
Rates

Graduation rates for  
x all full-time students;  
x students by gender,  
x race/ethnicity,  
x

Student Disability Services	<ul style="list-style-type: none"> <li>x Descriptions of services and facilities for students with disabilities</li> </ul>	<a href="#">Consumer Information web site</a> <a href="#">CTLE</a> Contact: <a href="mailto:ctle@scranton.edu">ctle@scranton.edu</a>
Drug and Alcohol Abuse Policies and Prevention Resources	<ul style="list-style-type: none"> <li>x Drug Free Workplace Policy</li> <li>x Drug and Alcohol Abuse Policies and Prevention Resources</li> </ul>	

Voter Registration	Good faith effort to distribute a mail voter registration form to each student enrolled in a degree program and physically in attendance.	<a href="#">Consumer Information web site</a> <a href="#">RoyalsVote</a> <a href="https://Vote.pa.gov">https://Vote.pa.gov</a>
Constitution Day	Information pertaining to Constitution Day (September 17).	Annual Notice: Constitution Day <a href="#">Constitution Day Information</a>
Accountability for Programs that Prepare Teachers	School reports and other information that describes teacher preparation. Includes: statement of approval, goals, pass rates, description of preparatory activities, etc).	<a href="#">Consumer Information web site</a> <a href="#">PCPS web site</a> Academic program web pages
Student Outcomes	<ul style="list-style-type: none"> <li>x Licensure pass rates</li> <li>x Post-graduation employment data</li> </ul>	<a href="#">Consumer Information web site</a> Academic program web pages <a href="#">Office of Career Development</a>
Graduate and Professional Education	Information about the types of graduation and professional education in which graduates of 4-year programs enroll.	<a href="#">Consumer Information web site</a> Academic program web pages <a href="#">Office of Career Development</a>