

GCCC Policy Add Template

Category: Student Life

Division:

Department: [Click here to enter text.](#)

Policy Title: MISREPRESENTATION POLICY

Policy Statement: Garden City Community College is prohibited under federal regulations from making any false, erroneous, or misleading statement directly or indirectly to a student, prospective student, member of the public, accrediting agency, state agency, or to the Department of Education. Misleading statement includes any statement that has the likelihood or tendency to deceive or confuse. A statement is any communication made in writing, visually, orally, or through other means. This includes student testimonials given under duress or because such testimonial was required to participate in a program.

Procedures: Federal regulations further provide that substantial misrepresentation is any misrepresentation on which the person to whom it was made could reasonably be expected to rely, or has reasonably relied, to that person's detriment. The regulations regarding misrepresentation describe misrepresentation with respect to:

Nature of education program

Nature of financial charge

Employability of graduates

Relationship with the Department of Education

A Title IV eligible school may not describe its participation in a way that suggests approval or endorsement by the Department of Education of the quality of its educational programs.

The Marketing Department maintains electronic copies of all promotional materials, including quotes and statements made by college personnel and students.

The Director of Admissions is responsible for the training of personnel under the director's supervision regarding misrepresentation of admissions requirements and other college information

The Director of Financial Aid is responsible for the training of personnel under the director's supervision regarding misrepresentation of college financial aid information.

The athletic department is responsible for the training of personnel under the Director of Athletics supervision regarding misrepresentation of athletic and college information.

Instructional Services is responsible for the training of personnel under the direction of the Vice

President for Instructional Services regarding academic and course specific requirements.

Contacts: Ryan Ruda

Approved Date: 12/1/2014

Policy History: [Click here to enter text.](#)

Keywords: Misrepresentation, false, misleading, integrity, communications, federal

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