

Code of Conduct

Commitment to Ethical Practices in Scholarships & Financial Aid

South Texas College of Law Houston and the Office of Scholarships & Financial Aid are committed to conducting business in an ethical manner and with the highest level of integrity. To this end, our office adheres to [Texas Education Code, Section 61.003](#) and [Title IV, Higher Education Act of 1965 \(Pub. L. No. 89-329\)](#). In addition, as a member of the National Association of Student Financial Aid Administrators, we comply with their Statement of Ethical Principles and Code of Conduct for Institutional Financial Aid Professionals.

Statement of Ethical Principles and Code of Conduct

NASFAA members are required to adhere to the following Statement of Ethical Principles as a condition of membership.

The primary goal of the financial aid professional is to help students achieve their educational potential by providing appropriate financial resources. Our members are required to exemplify the highest level of ethical behavior in helping students and families find the best ways to pay for college and demonstrate the highest level of professionalism. We take great pride in our essential task of helping our students and families determine the best ways to meet their educational expenses.

The Financial Aid Professional shall:

1. Be committed to removing financial barriers for those who wish to pursue postsecondary learning.
2. Make every effort to assist students with financial need.
3. Be aware of the issues affecting students and advocate their interests at the institutional, state, and federal levels.
4. Support efforts to encourage students, as early as the elementary grades, to aspire to and plan for education beyond high school.
5. Educate students and families through quality consumer information.
6. Respect the dignity and protect the privacy of students, and ensure the confidentiality of student records and personal circumstances.
7. Ensure equity by applying all need analysis formulas consistently across the institution's full population of student financial aid applicants.

8. Provide services that do not discriminate on the basis of race, gender, ethnicity, sexual orientation, religion, disability, age, or economic status.
9. Recognize the need for professional development and continuing education opportunities.
10. Promote the free expression of ideas and opinions, and foster respect for diverse viewpoints within the profession.
11. Commit to the highest level of ethical behavior and refrain from conflict of interest or the perception thereof.
12. Maintain the highest level of professionalism, reflecting a commitment to the goals of the National Association of Student Financial Aid Administrators.