



**INSTITUTIONAL DISCLOSURES
UNDER
THE HIGHER EDUCATION ACT OF 1965,
AS AMENDED BY
THE HIGHER EDUCATION OPPORTUNITY ACT OF 2008**

The Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA), includes many disclosure and reporting requirements. A disclosure requirement is information that an institution of higher education is required to distribute or make available to another party, such as students or employees. A reporting requirement is information submitted to the U.S. Department of Education or other governmental agencies. Disclosure and reporting requirements sometimes overlap. For certain topics, institutions are required to make information available to students or others and to submit information to the Department of Education.

Gonzaga University is committed to providing access to information that will allow consumers such as students, parents, counselors, researchers, and legislators to make informed decisions about postsecondary education. This web page provides a single access point to all federally-mandated reports and disclosures.

**NOTICE OF AVAILABILITY OF INSTITUTIONAL
AND FINANCIAL AID INFORMATION**

Disclosure Requirement: Notice is distributed to each enrolled student

HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)). Not changed by HEOA 34 CFR 668.41(c)
October 29, 2009 FR notice (revised 34 CFR 668.43)

Institutions of higher education must annually provide to all enrolled students a notice setting forth the information required to be made available to students under the Family Education Rights and Privacy Act of 1974 (FERPA) and under the Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA). The notice must list and briefly describe the information and include a statement of the procedures required to obtain the information. For information listed in the notice that is disclosed on an institution's website, the notice must include the exact electronic address and a statement that the institution will provide a paper copy upon request. This information is posted on Gonzaga University's website via the links set forth below. Paper copies are available upon request from the individuals and offices listed in the relevant sections below.

**CONTACT INFORMATION FOR ASSISTANCE IN OBTAINING
INSTITUTIONAL OR FINANCIAL AID INFORMATION**

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(a)(1)-(2) (20 U.S.C. 1092(a)(1)-(2)). Not changed by HEOA. 34 CFR 668.43, 34 CFR 668.44
October 28, 2009 FR notice (revised 34 CFR 668.43)

Each institution must make available to prospective and enrolled students information regarding how and where to contact individuals designated to assist enrolled or prospective students in obtaining the institutional or financial aid information required to be disclosed under HEA Sec. 485(a). This information is posted on Gonzaga University's website via the links set forth below. Paper copies are available upon request from the individuals and offices listed in the relevant sections below.

GENERAL INSTITUTIONAL INFORMATION

PRIVACY OF STUDENT RECORDS – FAMILY RIGHTS AND PRIVACY ACT (FERPA)

Disclosure Requirement: Any means reasonably likely to inform students of their rights

HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)), 20 U.S.C. 1232g. Not changed by HEOA. 34 CFR 668.41(c), 34 CFR Part 99

Each institution must annually provide a notice to all enrolled students concerning:

- the right to review their education records, to request amendment of records, to consent to disclosures of personally identifiable information, and to file complaints with the Department of Education
- procedures for reviewing education records and requesting amendment of the records
- information about Gonzaga's policy regarding disclosures to school officials with a legitimate educational interest in the education records

Gonzaga University has designated the following information as Directory Information and will release this information unless the student has submitted a request for non-disclosure:

- student name
- local address and telephone
- permanent address and telephone
- e-mail address
- place of birth
- major field of study
- dates of attendance
- full or part time enrollment status
- year in school (class)
- degree(s) received
- scholastic honors and awards received
- other educational institutions attended
- visual image
- weight and height of athletic team members

A student may request that directory information not be released by completing the Request for Non-Disclosure form and submitting it to the Registrar's Office. The form is available in the Registrar's Office or online at:

<http://www.gonzaga.edu/campus-resources/offices-and-services-a-z/registrar/Forms1/ConfidentialAndDirectoryInformation.pdf>

Information regarding student privacy and FERPA may be accessed at:

<http://www.gonzaga.edu/campus-resources/offices-and-services-a-z/registrar/FamilyEducationRightsandPrivacyActFERPA.asp>

<http://www.gonzaga.edu/catalogues/undergraduate/degree-requirements/confidentiality-policy.asp>

<http://www.gonzaga.edu/catalogues/graduate/confidentiality-policy.asp>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

For additional information from the Department of Education regarding FERPA:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

If you are unable to locate the information you need from the links set forth above, you may contact the the following offices directly for assistance:

Office of the Registrar

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Registrar/default.asp>

(509) 313-6592

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

CONSUMER INFORMATION ON COLLEGE NAVIGATOR WEBSITE

Disclosure Requirement: Made available on the institution's website. The URL for the institution's website is reported to the National Center for Education Statistics (NCES) in the Integrated Postsecondary Education Data System (IPEDS) for posting on College Navigator website.

HEOA Sec. 111 amended HEA Title I, Part C: added HEA 132(i)(1)(V) (20 U.S.C. 1015a(i)(1)(V))

The U.S. Department of Education is required to post 26 items on the College Navigator website for each institution of higher education, including a link to each institution's website that provides the following information:

- student activities offered by the institution
- services offered by the institution for individuals with disabilities
- career and placement services offered to students during and after enrollment
- policies of the institution related to transfer of credit from other institutions

The Department of Education's posting for Gonzaga University may be accessed at:

<http://nces.ed.gov/collegenavigator/?q=Gonzaga+University&s=all&id=235316>

For additional information from the Department of Education, please see: <http://nces.ed.gov/ipeds> and

<http://nces.ed.gov/collegenavigator>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the Registrar's office directly for assistance:

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

Office of the Registrar

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Registrar/default.asp>

(509) 313-6592

FACILITIES AND SERVICES AVAILABLE TO STUDENTS WITH DISABILITIES

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(a)(1)-(2) (20 U.S.C. 1092(a)(1)-(2)). Not changed by HEOA. 34 CFR 668.41(a)-(d), 34 CFR 668.43; October 29, 2009 FR notice (revised 34 CFR 668.43, added 34 CFR 668.231)

Information about facilities and services available to students with disabilities, including students with intellectual disabilities (as defined in 34 CFR 668.231), is available through Gonzaga University's office of Disability Resources Education and Access Management (DREAM), and may be accessed online at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Disability-Resources-Education-and-Access-Management/default.asp>

Gonzaga University's Student Handbook may be accessed at:
<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the DREAM office directly for assistance:

Disability Resources Education and Access Management
<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Disability-Resources-Education-and-Access-Management/Contact-Us.asp>
(509) 313-4134

STUDENT BODY DIVERSITY

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(Q) HEOA amendment effective August 14, 2008

Information about student body diversity at Gonzaga University, including the percentage of enrolled, full-time students who are male, female, self-identified members of a major racial or ethnic group, and Federal Pell Grant recipients, is collected annually by Gonzaga University's Office of Institutional Research and provided to the Department of Education. This data may be accessed at:

<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/ir-heoa.asp>

The race/ethnicity and the gender data are collected in the Integrated Postsecondary Education Data System (IPEDS) Fall Enrollment Survey. Information about Pell Grant recipients is collected for the prior year in the IPEDS Student Financial Aid Survey. This information may be accessed at the IPEDS website:

<http://nces.ed.gov/ipeds/datacenter/InstitutionByName.aspx>

Student diversity data is also disclosed by the Department of Education on its College Navigator web site:

<http://nces.ed.gov/collegenavigator/?q=Gonzaga+University&s=all&id=235316>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Office of Institutional Research
<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/contact-us.asp>
(509) 313-5838

Office of the Academic Vice President
<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Academic-Vice-President/>
(509) 313-6504

PRICE OF ATTENDANCE

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(a)(1)-(2) (20 U.S.C. 1092(a)(1)-(2)). Not changed by HEOA. 34 CFR 668.41(a) (d), 34 CFR 668.43

Information regarding the price of attendance at Gonzaga University, including tuition and fees, books and supplies, room and board, transportation costs, and any additional costs for a program in which the student is enrolled or has expressed an interest may be accessed at:

<http://www.gonzaga.edu/Admissions/Undergraduate-Admissions/Scholarships/Estimated-Costs.asp>

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Student-Accounts/Tuition-and-Fees/Default.asp>

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Student-Financial-Services/Financial-Aid/Downloads/1112OutOfPocketCostWorksheet.pdf>

The Financial Aid Office's *Award Offer and Guide* booklet may be accessed at:

<http://issuu.com/gonzaga/docs/gonzaga-financial-aid-undergrad?mode=embed&proShowMenu=true&proShowSidebar=false&layout=http://skin.issuu.com/v/light/layout.xml>

Costs associated with the Gonzaga-in-Florence program may be accessed at:

<http://www.gonzaga.edu/Academics/Undergraduate/StudyAbroad/Programs/Florence/Financial-Costs.asp>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

Admission Office

<http://www.gonzaga.edu/Admissions/Undergraduate-Admissions/Contact/default.asp>

(509) 313-6572

Study Abroad Office

<http://www.gonzaga.edu/Academics/Undergraduate/StudyAbroad/Programs/Florence/contact-us.asp>

(509)313-3549 or 1-800-440-5391

NET PRICE CALCULATOR

Disclosure Requirement: Made publicly available on the institution's website

HEOA Sec. 111 amended HEA Title I, Part C: added HEA Sec. 132(a), Sec. 132(h) (20 U.S.C. 1015a(a), 20 U.S.C. 1015a(h))

Gonzaga University's net price calculator allows prospective students to calculate an estimated net price of attendance utilizing the following basic formula: price of attendance minus grant aid. The estimates generated by the net price calculator do not represent a final determination, or actual award, of financial assistance or a final net price. The estimates are based only on price of attendance and financial aid provided to students in a given year; the estimates are not binding. Gonzaga University's net price calculator may be accessed at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/net-price-calculator.asp>

If you are unable to locate the information you need from the link set forth above, you may contact the Financial Aid Office directly for assistance:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

REFUND POLICY, REQUIREMENTS FOR WITHDRAWAL, AND RETURN OF TITLE IV FINANCIAL AID

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(a)(1)-(2) (20 U.S.C. 1092(a)(1)-(2)). Not changed by HEOA. 34 CFR 668.41(a)-(d), 34 CFR 668.43

Information regarding Gonzaga's refund policy, requirements and procedures for official withdrawal, and requirements for return of Title IV, HEA grant, or loan aid may be accessed at:
<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Student-Accounts/Refund.asp>

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Registrar/AcademicProgressPoliciesandProcedures.asp>

<http://www.gonzaga.edu/academics/undergraduate/General-Degree-Requirements-and-Procedures/Academic-Policies.asp>

Gonzaga University's Student Handbook may be accessed at:
<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Student Accounts Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Student-Accounts/>
(509) 313-6812

Office of the Registrar

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Registrar/default.asp>
(509) 313-6592

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>
(509) 313-6582

TEXTBOOK INFORMATION

Disclosure Requirement: Internet Course Schedule; notice in written course schedule, if applicable

HEOA Sec. 112 amended HEA Title I, Part C: added HEA Sec. 133 (20 U.S.C. 1015b). HEOA amendment effective July 1, 2010

Gonzaga University discloses, on its Internet course schedule used for preregistration and registration purposes, the International Standard Book Number (ISBN) and retail price information of required and recommended textbooks and supplemental materials for each course listed, to the extent the disclosure of the information is determined to be "practicable". If the ISBN is not available, the Internet course schedule will include the author, title, publisher, and copyright date for the textbook or supplemental material, or, if applicable, the designation "To Be Determined". If applicable, the written course schedule will include a notice that textbook information is available on the Internet course schedule and will provide the Internet address for the schedule.

For information regarding textbooks, you may contact the Gonzaga University Bookstore directly at:

Zag Shop

http://www.bookstore.gonzaga.edu/buy_main.asp
(509) 313-6390

ACADEMIC PROGRAMS (EDUCATIONAL PROGRAMS, INSTRUCTIONAL FACILITIES, AND FACULTY)

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(A) amended HEA Sec. 485(a)(1)(G) (20 U.S.C. 1092(a)(1)(G)); added HEA Sec. 485(a)(1)(G)(iv). HEOA amendment effective August 14, 2008
34 CFR 668.41(a)-(d), 34 CFR 668.43
October 29, 2009 FR notice (revised 34 CFR 668.43)

Information regarding Gonzaga University's academic programs, including

- Current degree programs and other educational and training programs
- Faculty and other instructional personnel for each program
- Plans for improving academic programs

may be accessed at:

<http://www.gonzaga.edu/Academics/Programs-of-Study-A-Z/default.asp>

<http://www.gonzaga.edu/catalogues/>

Information regarding instructional, laboratory, and other physical plant facilities relating to academic programs may be obtained from the relevant department:

<http://www.gonzaga.edu/Admissions/Undergraduate-Admissions/Academics/Academic-Programs.asp>

An interactive map describing Gonzaga University's facilities may be accessed at:

<http://www.gonzaga.edu/About/campus-map.asp>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Office of the Academic Vice President

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Academic-Vice-President/>
(509) 313-6504

Office of the Registrar

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Registrar/>
(509) 313-6592

TRANSFER OF CREDIT POLICIES AND ARTICULATION AGREEMENTS

Disclosure Requirement: Publicly disclosed and made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(g) amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(h)
HEOA amendment effective August 14, 2008
October 29 2009 FR notice (revised CFR 668.43)

Information regarding Gonzaga University's established criteria for the transfer of credit earned at another institution and the institutions with which it has established an articulation agreement may be accessed at:

<http://www.gonzaga.edu/campus-resources/offices-and-services-a-z/registrar/Degree-Office/Undergraduate/TransferofCredit.asp>

<http://www.gonzaga.edu/campus-resources/offices-and-services-a-z/registrar/Forms1/TransferRightsandResponsibilities2010.pdf>

If you are unable to locate the information you need from the links set forth above, you may contact the Registrar's Office directly for assistance:

Office of the Registrar

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Registrar/>

(509) 313-6592

INSTITUTIONAL AND PROGRAM ACCREDITATION, APPROVAL, OR LICENSURE

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(a)(1)-(2) (20 U.S.C. 1092(a)(1)-(2)). Not changed by HEOA. 34 CFR 668.41(a)-(d), 34 CFR 668.43

The names of associations, agencies, or governmental bodies that accredit, approve, or license Gonzaga University and its programs may be found at:

<http://www.gonzaga.edu/About/accreditation/default.asp>

For information about the procedure for obtaining or reviewing documents describing accreditation, approval, or licensing for *specific programs*, you may contact the School or Program described on the accreditation web page:

<http://www.gonzaga.edu/About/accreditation/default.asp>

For information about the procedure for obtaining or reviewing documents describing accreditation, approval, or licensing for the *University*, and accreditation in general, you may contact the following office:

Office of the Academic Vice President

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Academic-Vice-President/>

(509) 313-6504

COPYRIGHT INFRINGEMENT POLICIES AND SANCTIONS (INCLUDING COMPUTER USE AND FILE SHARING)

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(P)

HEOA amendment effective August 14, 2008

October 29, 2009 FR notice (added 34 CFR 668.43(a)(10))

Institutions must annually make available to current and prospective students the institution's policies and sanctions related to copyright infringement, including:

- a statement that explicitly informs students that unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject the students to civil and criminal liabilities
- a summary of the penalties for violation of federal copyright laws*
- the institution's policies with respect to unauthorized peer-to-peer file sharing, including disciplinary actions taken against students who engage in illegal downloading or unauthorized distribution of copyrighted materials using the institution's information technology system

*The Department of Education publishes in the *Federal Student Aid Handbook* a summary of the civil and criminal penalties for violation of federal copyright laws:

<http://www.ifap.ed.gov/ifap/byAwardYear.jsp?type=fsahandbook&awardyear=2010-2011>

Information regarding Gonzaga University's policies and sanctions related to copyright infringement may be accessed at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Information-Technology-Services/Administration/Policies-and-Procedures/copyright-information.asp>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

Additional information about respecting copyrights may be accessed at:
<http://www.respectcopyrights.org/highered.html>

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504 and 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

For more information, please see the website of the U.S. Copyright Office at www.copyright.gov.

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Office of the Executive Vice President
(509) 313-6289

Office of the Corporation Counsel
(509) 313-6137

TEACHER PREPARATION PROGRAM REPORT

Disclosure Requirement: Provide report to general public

HEOA Sec. 201 amended HEA Title II, Part A: new HEA Sec. 205-208 (20 U.S.C. 1022d-1022g). HEOA amendment effective August 14, 2008

Gonzaga University's School of Education provides an *Annual Institutional Report on Teacher Preparation* to the State of Washington and to the general public. The State submits to the Department of Education, and makes available to the public, an annual report containing institutional and state-level information. The Department of Education makes the state reports available to the public. Information in the institutional report includes:

- whether the University satisfied its annual goal for increasing the number of teachers in areas designated by the Department of Education as ones where shortages exist, the steps it is taking to achieve those goals, and the steps it is taking to improve its performance in meeting those goals
- description of the activities undertaken to assure the Department of Education that the institution is providing prospective teachers training that responds to identified local needs
- student assessment outcomes utilized by the state for teacher certification or licensure
- statement of approval or accreditation of program
- whether the state has designated the program as low-performing
- identification of activities that prepare teachers to effectively use technology in instruction
- identification of activities that prepare teachers to effectively educate students with disabilities and students with limited English proficiency

You may access these annual reports at:

<http://www.gonzaga.edu/Academics/Colleges-and-Schools/School-of-Education/Teacher-Education/default.asp>

If you are unable to locate the information you need from the links set forth above, you may contact the School of Education directly for assistance:

School of Education

<http://www.gonzaga.edu/Academics/Colleges-and-Schools/School-of-Education/>

(509) 313-3594

STUDENT FINANCIAL AID INFORMATION

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(B) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): new HEA Sec. 485(a)(1)(M). HEOA amendment effective August 14, 2008

34 CFR 668.41 (a)-(d), 34 CFR 668.42, 34 CFR 668.43

October 28, 2009 FR notice (revised 34 CFR 668.42)

Gonzaga University makes available to prospective and enrolled students information about:

- all need-based and non-need-based federal, state, local, private, and institutional student financial assistance programs available to students who enroll at Gonzaga University
- terms and conditions of Title IV, HEA loans
- criteria for selecting recipients and for determining amount of award
- eligibility requirements and procedures for applying for aid
- methods and frequency of disbursement of aid
- rights and responsibilities of students receiving Title IV, HEA student financial aid, including criteria for continued student eligibility and standards for satisfactory academic progress
- terms of any loan received as part of financial aid package, sample loan repayment schedule, and the necessity for repaying loans
- a statement that enrollment in a program of study abroad approved for credit by the home institution may be considered enrollment in the home institution for purposes of applying for federal student financial aid
- general conditions and terms applicable to employment provided as part of financial aid package
- exit counseling information the institution provides and collects

This information may be accessed at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/default.asp>

The Financial Aid Office's *Award Offer and Guide* booklet may be accessed at:

<http://issuu.com/gonzaga/docs/gonzaga-financial-aid-undergrad?mode=embed&proShowMenu=true&proShowSidebar=false&layout=http://skin.issuu.com/v/light/layout.xml>

For specific information regarding Gonzaga University's Satisfactory Academic Progress Policy, see:

http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Downloads/SAP_Policy.pdf

<http://www.gonzaga.edu/Academics/Undergraduate/StudyAbroad/Programs/Florence/Financial-Costs.asp>

Additional information may be found in the Department of Education's *Federal Student Aid Handbook*:

<http://www.ifap.ed.gov/ifap/byAwardYear.jsp?type=fsahandbook&awardyear=2010-2011>

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

NOTICE OF FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS

Disclosure Requirement: Information provided to each student in a separate written notice (Student Handbook)

HEOA Sec. 488(g): amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(k) HEOA amendment effective August 14, 2008
34 CFR 668.40

Gonzaga University provides to each student, upon enrollment, a separate, clear, and conspicuous written notice that advises the student that a conviction for any offense, during a period of enrollment for which the student was receiving Title IV, HEA program funds, under any federal or state law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV, HEA grant, loan, or work-study assistance (HEA Sec. 484(r)(1)); (20 U.S.C. 1091(r)(1))

Gonzaga University provides notice in a timely manner to each student who has lost eligibility for Title IV, HEA assistance as a result of the penalties under HEA Sec. 484(r)(1). The notice is a separate, clear, and conspicuous written notification of the loss of eligibility and advises the student of the ways in which the student can regain eligibility under HEA Sec. 484(r)(2); (20 U.S.C. 1091(r)(2)).

Disclosure Links:

<http://www.gonzaga.edu/student-life/Student-Handbook-Security-Guide/files/cleryannualpublication2010-FINAL.pdf>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

Additional information regarding Gonzaga's Drug and Alcohol Policies may be accessed at:

<http://www.gonzaga.edu/Student-Life/Campus-Public-Safety-and-Security/Security-and-Safety-Information/Policies.asp>

<http://www.gonzaga.edu/Student-Life/Administration/services.asp>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices for assistance:

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

STUDENT LOAN INFORMATION

STATE GRANT ASSISTANCE

Disclosure Requirement: Information provided to borrowers

HEA Sec. 487(a)(9) (20 U.S.C. 1094(a)(9)), 34 CFR 668.14(b)(11) Not changed by HEOA

Gonzaga University provides information to all eligible borrowers enrolled in the University about the availability of, and their eligibility for, grant assistance from the State of Washington, and provides sources of information about grant assistance from other states to borrowers from other states.

Information concerning availability and eligibility for grant assistance from the State of Washington may be found at:

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Student-Financial-Services/Financial-Aid/Types-of-Aid.asp>

<http://www.hecb.wa.gov/paying/waaidprgm/sng.asp>

Information about grant assistance from states other than Washington may be accessed at:

http://wdcrobcolp01.ed.gov/Programs/EROD/org_list.cfm?category_ID=SHE

The Financial Aid Office's *Award Offer and Guide* booklet may be accessed at:

<http://issuu.com/gonzaga/docs/gonzaga-financial-aid-undergrad?mode=embed&proShowMenu=true&proShowSidebar=false&layout=http://skin.issuu.com/v/light/layout.xml>

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

STUDENT LOAN INFORMATION PUBLISHED BY DEPARTMENT OF EDUCATION

Disclosure Requirement: Information provided to prospective student borrowers

HEOA Sec. 488(c) amended HEA Sec. 485(d) (20 U.S.C. 1092(d))

Gonzaga University provides information published by the Department of Education to students at any time that information regarding loan availability is provided, including information about rights and responsibilities of students and institutions under Title IV, HEA loan programs. (See also "Exit Counseling for Student Loan Borrowers", below)

Information published by the Department of Education about rights and responsibilities of students and institutions under Title IV, HEA loan programs may be accessed at:

http://studentaid.ed.gov/students/publications/student_guide/2010-2011/english/repayingstudentloan.htm

http://www.nsls.ed.gov/nsls_SA/SaEcTour.do?page=SaEcFs2

<https://studentloans.gov/myDirectLoan/index.action>

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

NATIONAL STUDENT LOAN DATA SYSTEM (NSLDS)

Disclosure Requirement: Information provided to borrowers

HEOA Sec. 489 amended HEA Sec. 485B(d)(4) (20 U.S.C. 1092b)

Students and parents of students are advised that if they enter into a Title IV, HEA loan, the loan data will be submitted to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and institutions determined to be authorized users of the data system.

The NSLDS Privacy Impact Assessment may be accessed at:
http://www.nsls.ed.gov/nsls_SA/SaFaqDetail.do?faqpage=faq7

Additional information regarding the National Student Loan Data System may be accessed at:
http://www.nsls.ed.gov/nsls_SA/

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>
(509) 313-6582

ENTRANCE COUNSELING FOR STUDENT LOAN BORROWERS

Disclosure Requirement: Information provided to each borrower

HEOA Sec. 488(g) amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(l) HEOA amendment effective August 14, 2008

October 28, 2009 FR notice (revised 34 CFR 685.304(a), 34 CFR 682.604(f))

Prior to first disbursement, Gonzaga University provides to each first-time FFELP or Federal Direct Loan borrower (other than borrowers of consolidated or Parent PLUS loans) access to information regarding the terms and conditions of the loan and of the borrower's responsibilities, including:

- the effect of the loan on the eligibility of the borrower for other forms of aid
- an explanation of the use of the Master Promissory Note
- the seriousness and importance of the student's repayment obligation
- information on the accrual and capitalization of interest
- borrowers of unsubsidized loans have the option of paying interest while in school
- definition of half-time enrollment and the consequences of not maintaining half-time enrollment
- importance of contacting appropriate offices if student withdraws prior to completion of program of study
- sample monthly repayment amounts
- obligation of the borrower to repay the full amount of the loan regardless of whether the borrower completes program or completes within regular time for completion, is unable to obtain employment upon completion, or is otherwise dissatisfied with or does not receive the education or other services the borrower purchased from the school
- the consequences of default
- information about the National Student Loan Database (NSLD) to access borrower's records
- name and contact information for individual the borrower may contact with questions about the borrower's rights and responsibilities or the terms and conditions of the loan

Information regarding entrance counseling may be accessed at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/default.asp>

<https://studentloans.gov/myDirectLoan/index.action>

The Financial Aid Office's *Award Offer and Guide* booklet may be accessed at:

<http://issuu.com/gonzaga/docs/gonzaga-financial-aid-undergrad?mode=embed&proShowMenu=true&proShowSidebar=false&layout=http://skin.issuu.com/v/light/layout.xml>

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

EXIT COUNSELING FOR STUDENT LOAN BORROWERS

Disclosure Requirement: Information provided to each student borrower

HEOA Sec. 488(b) amended HEA Sec. 485(b) (20 U.S.C. 1092(b)): new HEA Sec. 485(b)(1)(A) HEOA amendment effective August 14, 2008

October 28, 2009 FR notice (revised 34 CFR 668.42, 34 CFR 685.304(b), 34 CFR 674.42(b), 34 CFR 682.604(g))

Gonzaga University provides counseling to borrowers of loans under the FFEL, Federal Direct Loan, or Perkins Loan programs (other than consolidated or Parent PLUS loans) shortly before the student borrower ceases at least half-time study at the institution. The counseling provides information on:

- average anticipated monthly repayment amount
- repayment plan options
- options to prepay or pay on shorter schedule
- debt management strategies
- use of Master Promissory Note
- the seriousness and importance of student's repayment obligation
- terms and conditions for forgiveness or cancellation
- copy of information provided by the Department of Education (see "Student Loan Information Published by Dept of Education")
- terms and conditions for deferment or forbearance
- consequences of default
- options and consequences of loan consolidation
- terms and conditions of deferments for service in the Peace Corps, service under the Domestic Volunteer Service Act of 1973, and comparable volunteer service for tax-exempt organizations of demonstrated effectiveness in the field of community service
- tax benefits available to borrowers
- the obligation of the borrower to repay the full amount of the loan regardless of whether the borrower completes program or completes within regular time for completion, is unable to obtain employment upon completion, or is otherwise dissatisfied with or did not receive the educational or other services the borrower purchased from the institution
- availability of the Student Loan Ombudsman's office]
- information about the NSLDS. The Department of Education is required to provide a disclosure form for students and prospective students about the NSLDS (HEOA Sec. 489(3), HEA Sec. 485B)

Information regarding exit counseling may be accessed at:

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/default.asp>

<http://www.direct.ed.gov/pubs/exitcounselguide.pdf>

http://www.nsls.ed.gov/nsls_SA/SaFaqDetail.do?faqpage=faq7

The Financial Aid Office's *Award Offer and Guide* booklet may be accessed at:

<http://issuu.com/gonzaga/docs/gonzaga-financial-aid-undergrad?mode=embed&proShowMenu=true&proShowSidebar=false&layout=http://skin.issuu.com/v/light/layout.xml>

If you are unable to locate the information you need from the links set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

PRIVATE EDUCATION LOAN DISCLOSURES (INCLUDING SELF-CERTIFICATION FORM)

Disclosure Requirement: Information provided to prospective borrowers

HEOA Sec. 493(a)(1) amended HEA Sec. 487(a) (20 U.S.C. 1094(a)): added HEA Sec. 487(a)(28); HEOA Sec. 120 and Sec. 1021(b) amended HEA Title I: added HEA Sec. 151-155 (20 U.S.C. 1019, 1019a-1019d) HEOA amendments effective August 14, 2008, unless otherwise specified
October 28, 2009 FR notice (added 34 CFR 601.2, 34 CFR 601.11, 34 CFR 601.30, 34 CFR 668.14(b)(29))

Institutions or institution-affiliated organizations (e.g., alumni organizations, foundations) that provide information regarding private education loans from a lender to a prospective borrower must provide information to the prospective borrower, including:

- information required under Sec. 128(e) of the Truth in Lending Act (15 U.S.C. 1638(e));
- that the prospective borrower may qualify for loans or other assistance under Title IV, HEA programs; and
- that the terms and conditions of Title IV, HEA program loans may be more favorable than the provisions of private education loans.

The information regarding private education loans must be presented in a manner that makes it distinct from information regarding Title IV, HEA program loans.

The institution must, upon request, provide in written or electronic form to an enrolled or admitted student applicant for a private education loan the self-certification form for private education loans required under Sec. 128(e)(3) of the Truth in Lending Act (15 U.S.C. 1638(e)(3)), and the information required to complete the form, to the extent the institution possesses the information. The Department of Education is required to develop the form.

Gonzaga University's private education loan disclosures and its Private Education Loan Applicant Self-Certification form may be accessed at:

<http://www.gonzaga.edu/campus+resources/offices+and+services+a-z/Student-Financial-Services/Financial-Aid/Downloads/InstitutionalPrivateLoanSelfCertification.pdf>

http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Student_loans.asp#Private

If you are unable to locate the information you need from the link set forth above, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>

(509) 313-6582

CODE OF CONDUCT FOR EDUCATION LOANS

Disclosure Requirement: Published on website

HEOA Sec. 493(a)(1) and HEOA Sec. 493(c) amended HEA Sec. 487 (20 U.S.C. 1094):

Added HEA Sec. 487(a)(25)

New HEA Sec. 487(e)

HEOA amendments effective August 14, 2008

October 28, 2009 FR notice (added 34 CFR 601.2, 34 CFR 601.21, 34 CFR 668.14(b)(27))

Each institution must prominently publish on the institution's website a code of conduct that prohibits a conflict of interest with the responsibilities of an agent of an institution with respect to FFELP or private education loans. All agents with responsibility for loans must be informed annually of the provisions of the code. The code of conduct must prohibit:

- revenue-sharing arrangements with any lender
- receiving gifts from a lender, a guarantor, or a loan servicer
- contracting arrangement providing financial benefit from any lender or affiliate of a lender
- directing borrowers to particular lenders, or refusing or delaying loan certification
- offers of funds for private loans;
- call center or financial aid office staffing assistance
- advisory board compensation.

Gonzaga University's Code of Conduct regarding FFELP or private education loans may be accessed at: http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Student_loans.asp

For additional information, Gonzaga University Financial Aid Counselors may be contacted directly at:

Financial Aid Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Contact.asp>
(509) 313-6582

PREFERRED LENDER LISTS

Disclosure Requirement: Made available to students and families in print or other medium

HEOA Sec. 493(a)(1), HEOA Sec. 493(c), and HEOA Sec. 493(d) amended HEA Sec. 487 (20 U.S.C. 1094):
added HEA Sec. 487(a)(27)
added HEA Sec. 487(h)
new HEA Sec. 487(i)
HEOA amendments effective August 14, 2008
October 28, 2009 FR notice (added 34 CFR 601.2, 34 CFR 601.10, 34 CFR 668.14(b)(28))

Each institution must annually make available in print or other medium to students attending the institution and their families a list of the specific lenders for private education loans or for Title IV, HEA loans that the institution recommends, promotes, or endorses in accordance with a preferred lender arrangement.

The list must prominently disclose the method and criteria used by the institution in selecting lenders for preferred lender arrangements to ensure that such lenders are selected on the basis of the best interests of the borrower.

The list must also clearly and fully disclose:

- the minimum information determined by the Department of Education (HEA Sec. 153(a)) (see "Preferred Lender Arrangements");
- why the institution participates in a preferred lender arrangement with each lender, particularly with respect to terms and conditions or provisions favorable to the borrower; and
- that the students or their families do not have to borrow from a lender on the list.

The list must have at least three FFELP lenders who are not affiliates of each other. If the list includes private loans, there must be at least two lenders who are not affiliates. The list must indicate for each lender whether it is or is not an affiliate of the other lenders on the list. The details of each affiliation are to be disclosed. The Department of Education is required to provide to institutions a list of the lender affiliates of all eligible lenders.

Gonzaga University does not have any preferred lender arrangements nor does it maintain preferred lender lists. Gonzaga's Financial Services/Financial Aid web site does, however, set forth a list of lenders that have disbursed at least one private loan to Gonzaga University students within the last three academic years. This historical list of lenders may be accessed at:

http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Student-Financial-Services/Financial-Aid/Student_loans.asp

HEALTH AND SAFETY

DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

Disclosure Requirement: Distributed in writing to each student and each employee

HEOA Sec. 107 amended HEA Sec. 120 (20 U.S.C. 1011i): new HEA Sec. 120(a)(2)(B)-(C).
HEOA amendment effective August 14, 2008
34 CFR 86

Each institution must annually distribute in writing to each student and each employee:

- standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on the institution's property or as part of any of the institution's activities
- description of applicable legal sanctions under state, local, and federal law
- description of health risks
- description of available counseling, treatment, rehabilitation, or re-entry programs
- clear statement that institution will impose sanctions for violation of standards of conduct and a description of the sanctions

Gonzaga University's Campus Safety & Security Guide and Annual Fire Safety Report is available to all students and employees online at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

Additional information may be found at :

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the Student Life Office directly for assistance:

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

Gonzaga University's *Personnel Policies and Procedures Manual* is provided to each employee. Its Drug Free Workplace policy may be found at:

<http://www.gonzaga.edu/campus+resources/Offices+and+Services+A-Z/Human+Resources/Personnel+Policies+and+Procedures+Manual/Appendix/Appendix-8.asp>

If you are unable to locate the information you need from the link set forth above, you may contact Gonzaga University's Human Resources Office directly for assistance:

Human Resources Office

<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Human-Resources/ContactUs.asp>

(509) 313-5996

Upon request, Gonzaga University will make available to the Department of Education and to the public the information distributed to students and employees as set forth above and the results of a biennial review of its program that:

- determines the effectiveness of the program and implements needed changes
- determines the number of drug and alcohol-related violations and fatalities that occur on the institution's campus (as defined in HEA Sec. 485(f)(6), see "Security Report (Including Emergency Response and Evacuation Procedures) Timely Warnings, and Crime Log") or as part of the institution's activities, and are reported to campus officials
- determines the number and type of sanctions that are imposed

- ensures that sanctions are consistently enforced. (See also related requirement in "Security Report (Including Emergency Response and Evacuation Procedures), Timely Warnings, and Crime Log".)

VACCINATION POLICY

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E): amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(V)
HEOA amendment effective August 14, 2008

Gonzaga University makes available to current and prospective students information about institutional policies regarding vaccinations. That information may be accessed at:

<http://www.gonzaga.edu/student-life/support-for-students/wellness/health-center/MandatoryImmunization.asp>

<http://www.gonzaga.edu/student-life/support-for-students/wellness/health-center/Flu-Vaccine.asp>

<http://www.gonzaga.edu/student-life/support-for-students/wellness/health-center/Meningitisvaccine.asp>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Health Center

<http://www.gonzaga.edu/Student-Life/Support-for-Students/Wellness/Health-Center/Office-Hours.asp>

(509) 313-5516

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

SECURITY REPORT (INCLUDING EMERGENCY RESPONSE AND EVACUATION PROCEDURES), TIMELY WARNINGS AND CRIME LOG

Disclosure Requirement: Report or notice of report mailed or delivered to each enrolled student and employee

HEOA Sec. 488(e)(1)(B)-(D) amended HEA Sec. 485(f) (20 U.S.C. 1092(f)): revised HEA Sec.485(f)(1)(C);
revised HEA Sec. 485(f)(1)(F); added HEA Sec. 485(f)(1)(J)

HEOA amendments effective August 14, 2008

34 CFR 668.41(a), 34 CFR 668.41(e), 34 CFR 668.46, 34 CFR Part 668 Subpart D, appendix A.

October 29, 2009 FR (revised 34 CFR 668.41(a), 34 CFR 668.41(e), 34 CFR 668.46, 34 CFR Part 668 Subpart D, appendix A)

Gonzaga University distributes to all current students and employees, by October 1 each year, notice of its *Campus Safety & Security Guide and Annual Fire Safety Report*, which is posted on Gonzaga's website. The notice includes a statement of the report's availability, the exact electronic address, a brief description of the report's contents, and a statement that the institution will provide a paper copy upon request.

The report contains information about:

- campus policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus, including policies regarding the institution's response to such reports
- policies for making timely warning reports (see below)
- policies for preparing the annual disclosure of crime statistics

- policies concerning security of and access to campus facilities and security considerations used in the maintenance of campus facilities
- list of the titles of persons or organizations to whom students and employees should report criminal offenses for the purpose of making timely warning reports and statistics disclosures
- statement of whether the institution has policies or procedures regarding confidential crime reporting (for inclusion in statistics), and if so, a description of those policies and procedures
- statement of the law enforcement authority of campus security personnel and their relationship with state and local law enforcement agencies
- policies that encourage accurate and prompt reporting of all crimes to the campus police and appropriate police agencies
- procedures, if any, that encourage pastoral counselors and professional counselors to inform persons they are counseling about procedures for confidential crime reporting (for inclusion in statistics)
- type and frequency of programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others
- programs designed to inform students and employees about the prevention of crimes
- policy concerning the monitoring and recording through local police agencies of criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the institution
- policy regarding the possession, use, and sale of alcoholic beverages and enforcement of state under-age drinking laws
- policy regarding the possession, use, and sale of illegal drugs and enforcement of federal and state drug laws
- description of drug or alcohol prevention programs as required under HEA Sec. 120 (20 U.S.C. 1011i) (see "Drug and Alcohol Abuse Prevention Program" for more information)
- statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained
- policy regarding campus sexual assault prevention programs and the procedures to be followed once a sex offense has occurred, including
 - educational programs
 - options for and assistance in notifying law enforcement agencies
 - available on- and off-campus services for victims
 - options regarding changes to a victim's academic and living situation
 - procedures for campus disciplinary action, including sanctions the institution may impose, and a statement that both the accuser and accused are entitled to the same opportunities to have others present during disciplinary proceedings, and both must be informed of the outcome of any disciplinary proceeding (see "Information for Crime Victims about Disciplinary Proceedings" for related requirement)
- missing student notification policies and procedures. (See "Security Report - Missing Person Policy" for more information)
- policies regarding emergency response and evacuation procedures, including:
 - procedures for immediate notification of the campus community
 - a description of the process the institution will use to confirm the emergency or dangerous situation, determine the appropriate segment/s of the campus community to be notified, determine the content of the notification, and initiate the notification system unless issuing the notification would compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency
 - a statement that the institution will take the actions described above without delay
 - list of the titles of person/s or organization/s responsible for carrying out the actions described above
 - the institution's procedures for disseminating emergency information to the larger community
 - the institution's procedures to test the emergency response and evacuation procedures on at least an annual basis
- Statistics for the most recent 3 calendar years:
 - Crimes reported to a campus security authority or local police agencies: murder and non-negligent manslaughter; negligent manslaughter; forcible and non-forcible sex offenses; robbery; aggravated assault; burglary; motor vehicle theft; and arson
 - For the crimes listed above and for crimes of larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property, and any other crimes reported to a campus security authority or to local police agencies involving bodily injury to any person in which the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability. These data are to be reported according to category of prejudice

- Arrests and persons referred for campus disciplinary action, for liquor law violations, drug law violations, and illegal weapons possession.

The statistics are reported by the following locations:

- On campus;
- In dormitories or other on-campus residential facilities for students;
- In or on a non-campus building or property (any building or property owned or controlled by a student organization officially recognized by the institution, or any building or property owned or controlled by the institution that is not within the same reasonably contiguous geographic area of the institution); and
- on public property that is within the campus, or immediately adjacent to and accessible from the campus.

Institutions are not required to report statistics for crimes reported to a pastoral or professional counselor. The statistics must not identify a victim or person accused of committing a crime.

Gonzaga University's crime statistics are submitted to the Department of Education. The Department is required to make the statistics available to the public.

Gonzaga University makes timely reports to the campus community of crimes considered to be a threat to students and employees that are reported to campus security authorities or to local police agencies. Institutions are not required to issue a timely warning based on the same circumstances that lead to an emergency notification.

Gonzaga University maintains a daily crime log. The log records, by the date a crime was reported, any crime reported to the campus police or security department that occurred on campus, in or on a non-campus building or property, on public property, or within the patrol jurisdiction of the campus police or the campus security department. The log includes the nature, date, time, and general location of each crime, and the disposition of the complaint if known.

An entry to the log, or an addition to an entry, are made within two business days of the report of the information to the Campus Public Safety and Security Department, unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim. Information may be withheld if there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence. Once the adverse effect is no longer likely to occur, the information must be disclosed.

The crime log for the most recent 60 days is open to public inspection during normal business hours. Portions of the log older than 60 days are available for public inspection within two business days of a request.

Gonzaga University's Campus Safety & Security Guide and Annual Fire Safety Report is available to all students and employees online at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

If you are unable to locate the information you need from the link set forth above, or if you would like a paper copy of the report, you may contact the following offices directly for assistance:

Campus Public Safety and Security

<http://www.gonzaga.edu/Student-Life/Campus-Public-Safety-and-Security/ContactUs/default.asp>

(509) 313-2222

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

SECURITY REPORT – MISSING PERSON NOTIFICATION POLICY

Disclosure Requirement: Information included in annual security report (see "Security Report (Including Emergency Response and Evacuation Procedures), Timely Warnings, and Crime Log)

HEOA Sec. 488(g) amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(j) HEOA amendment effective August 14, 2008

October 29, 2009 FR notice (revised 34 CFR 668.41(a), added 34 CFR 668.46(b)(14) and 34 CFR 668.46(h))

Gonzaga University includes in its annual *Campus Safety & Security Guide and Annual Fire Safety Report* a statement of policy regarding missing student notification procedures for students who reside in on-campus student housing facilities. This statement:

- includes the titles of the persons or organizations to which reports should be made that a student has been missing for 24 hours
- requires that any missing student report must be referred immediately to the institution's police or campus security department, or, in the absence of an institutional police or campus security department, to the local law enforcement agency that has jurisdiction in the area
- contains an option for each student to identify a contact person or persons whom the institution will notify] within 24 hours if the student is determined by the institutional police or security department or the local law enforcement agency to be missing
- advises students their contact information will be registered confidentially
- informs students that the institution will notify within 24 hours the appropriate law enforcement agency that the student is determined to be missing (if the law enforcement agency did not make the determination that the student is missing)
- advises students, if they are under 18 years of age and not emancipated, that the institution is required to notify a custodial parent or guardian within 24 hours when the student is determined to be missing, in addition to any additional contact person designated by the student

Gonzaga University's Campus Safety & Security Guide and Annual Fire Safety Report is available online at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

If you are unable to locate the information you need from the link set forth above, or if you would like to request a written copy of the report, you may contact the following offices directly for assistance:

Campus Public Safety and Security

<http://www.gonzaga.edu/Student-Life/Campus-Public-Safety-and-Security/ContactUs/default.asp>

(509) 313-2222

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100

FIRE SAFETY REPORT AND FIRE LOG

Disclosure Requirement: Fire safety report, or notice of report, distributed to each student and current employee

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(T).

HEOA Sec. 488(g) amended HEA Sec. 485 (20 U.S.C. 1092): added HEA Sec. 485(i) HEOA amendments effective August 14, 2008

October 29, 2009 FR notice (revised 34 CFR 668.41(a) and 34 CFR 668.41(e), added 34 CFR 668.49)

Gonzaga University distributes to all current students and employees, by October 1 each year, notice of its *Campus Safety & Security Guide and Annual Fire Safety Report*, which is posted on Gonzaga's website. The notice includes a statement of the report's availability, the exact electronic address, a brief description of the report's contents, and a statement that the institution will provide a paper copy upon request.

The Fire Safety Report includes for each on-campus student housing facility:

- statistics for the three* most recent calendar years for which data are available for:
 - the number of fires and the cause of each fire
 - the number persons who received fire-related injuries that resulted in treatment at a medical facility, including at an on-campus health center
 - the number of deaths related to a fire
 - the value of property damage caused by a fire
- a description of each housing facility fire safety system, including the fire sprinkler system
- the number of fire drills held during the previous calendar year
- policies or rules on portable electrical appliances, smoking, and open flames
- procedures for evacuation
- policies regarding fire safety education and training programs provided to students and employees (describing the procedures students and employees should follow in the case of a fire).
- for the purposes of including a fire in the statistics, the titles of each person or organization to which students and employees should report that a fire occurred
- plans for future improvements in fire safety, if determined necessary by the institution

*The 3-year requirement will be phased in. The October 1, 2010, report will include the statistics for the 2009 calendar year. The first report to contain three years of data will be the October 1, 2012, report.

The statistics are also submitted to the Department of Education. The Department must make the statistics publicly available.

Gonzaga University maintains a fire log that records, by the date that a fire was reported, any fire that occurred in an on-campus student housing facility. The log includes the nature, date, time, and general location of each fire.

An entry to the log, or an addition to an entry, is made within 2 business days of the receipt of the information. The log for the most recent 60-day period is open to public inspection during normal business hours. Gonzaga makes older portions of the log available within 2 business days of a request for public inspection.

Gonzaga University's Campus Safety & Security Guide and Annual Fire Safety Report is available online at: <http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

If you are unable to locate the information you need from the link set forth above, or if you would like to request a written copy of the report, you may contact the following offices directly for assistance:

Campus Public Safety and Security

<http://www.gonzaga.edu/Student-Life/Campus-Public-Safety-and-Security/ContactUs/default.asp>
(509) 313-2222

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>
(509) 313-4100

INFORMATION FOR CRIME VICTIMS ABOUT DISCIPLINARY PROCEEDINGS

Disclosure Requirement: Information provided to victim of crime

HEOA Sec. 493(a)(1)(A) amended HEA Sec. 487(a) (20 U.S.C. 1094(a)): added HEA Sec. 487(a)(26)

Upon written request, Gonzaga University discloses to the alleged victim of any crime of violence, or a non-forcible sex offense, the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

Gonzaga University's *Campus Safety & Security Guide and Annual Fire Safety Report* is available online at:
<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/default.asp>

Gonzaga University's Student Handbook may be accessed at:
<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Campus Public Safety and Security
<http://www.gonzaga.edu/Student-Life/Campus-Public-Safety-and-Security/ContactUs/default.asp>
(509) 313-2222

Student Life Office
<http://www.gonzaga.edu/Student-Life/Administration/Contact-U.s.asp>
(509) 313-4100

STUDENT OUTCOMES

RETENTION RATES

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(U):
HEOA amendment effective August 14, 2008
October 29, 2009 FR notice (revised 34 CFR 668.41(d))

Gonzaga University's Office of Institutional Research collects annually the data regarding the retention rate of certificate- or degree-seeking, first-time, undergraduate students at Gonzaga, and provides that data to the Department of Education. This data may be accessed at:
<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/ir-heoa.asp>

This information is also disclosed by the Department of Education on its College Navigator web site:
<http://nces.ed.gov/collegenavigator/?q=Gonzaga+University&s=all&id=235316>

(This information is collected in the IPEDS Fall Enrollment Survey.) If the retention rate information is requested by a prospective student, the information is made available prior to the student's enrolling or entering into any financial obligation with the institution.

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Office of Institutional Research
<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/contact-us.asp>
(509) 313-5838

Office of the Academic Vice President
<http://www.gonzaga.edu/Campus-Resources/Offices-and-Services-A-Z/Academic-Vice-President/>
(509) 313-6504

COMPLETION/GRADUATION AND TRANSFER-OUT RATES

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(2) amended HEA Sec. 485(a) (20 U.S.C. 1092(a)): new HEA Sec. 485(a)(4) HEOA Sec. 488(a)(3) amended HEA Sec. 485(a) (20 U.S.C. 1092(a)): added HEA Sec. 485(a)(7) HEOA amendments effective August 14, 2008 (see exception below)
34 CFR 668.41(a)-(d), 34 CFR 668.45, 34 CFR 668.8(b)(1)ii
October 29, 2009 FR notice (revised 34 CFR 668.45)

Institutions must annually make available to prospective and enrolled students the completion or graduation rate of certificate- or degree-seeking, first-time, fulltime, undergraduate students. The data is to be available by July 1 each year for the most recent cohort that has had 150 percent of normal time for completion by August 31 of the prior year. If the information is requested by a prospective student, it must be made available prior to the student's enrolling or entering into any financial obligation with the institution.

An institution that determines that its mission includes providing substantial preparation for students to enroll in another Title IV, HEA-eligible institution must disclose a transfer-out rate for each cohort.

A student shall be counted as a completion or graduation if the student earns a degree or certificate or completes a transfer-preparatory program within 150 percent of normal time for the student's program.

The HEOA (Sec. 488(a)(3)) added a provision requiring that the completion or graduation rates must be disaggregated by:

- gender
- major racial and ethnic subgroup (as defined in IPEDS)
- recipients of a Federal Pell Grant;
- recipients of a subsidized Stafford Loan who did not receive a Pell Grant
- students who did not receive either a Pell Grant or a subsidized Stafford Loan

Students are to be considered to have received a grant or loan if they received it during the period used for determining the cohort – fall term or full year.

Institutions are allowed to exclude from completion/graduation or transfer-out rate calculations those students who leave school to serve in the Armed Forces, on official church missions, or with a federal foreign aid service, or are deceased or totally and permanently disabled.

The HEOA (Sec. 488(a)(2)) added a provision that applies to institutions for which students who leave school to serve in the Armed Forces, on official church missions, or with a recognized federal foreign aid service represent 20 percent or more of the certificate- or degree-seeking, full-time undergraduates at the institution. Those institutions may include the students who leave for such service in their completion/graduation rate calculations but allow for the time the students were not enrolled due to their service by adding the time period the students were not enrolled due to their service to the 150 percent of normal time used in the calculations.

Gonzaga University's Office of Institutional Research collects the required data annually and provides it to the Department of Education. This data may be accessed at:

<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/ir-heoa.asp>

This information is also disclosed by the Department of Education on its College Navigator web site:

<http://nces.ed.gov/collegenavigator/?q=Gonzaga+University&s=all&id=235316>

If you are unable to locate the information you need from the links set forth above, you may contact the following offices directly for assistance:

Office of Institutional Research

<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/contact-us.asp>
(509) 313-5838

COMPLETION/GRADUATION AND TRANSFER-OUT RATES FOR STUDENTS RECEIVING ATHLETICALLY RELATED STUDENT AID

Disclosure Requirement: Provided to prospective student athletes and others at time offer is made of athletically-related student aid

EOA Sec. 488(a)(3) amended HEA Sec. 485(a) (20 U.S.C. 1092(a): added HEA Sec. 485(a)(7) HEOA Sec. 488(d) amended HEA Sec. 485(e) (20 U.S.C. 1092(e)): new HEA Sec. 485(e)(3) HEOA amendments effective August 14, 2008

34 CFR 668.41(a), 34 CFR 668.41(f), 34 CFR 668.45, 34 CFR 668.48

October 29, 2009 FR notice (revised 34 CFR 668.45 and 34 CFR 668.48)

Each institution must produce by July 1 each year a report that is provided to a prospective student athlete and the student's parents, high school guidance counselor, and coach at the time the institution offers athletically related student aid. If the NCAA provides the information for the institution to high school coaches and counselors, the institution is deemed to be in compliance with that requirement. The report is also sent to the Department of Education. (The IPEDS GRS collects a URL for the disclosure information if it is posted on the institution's website.)

The report must contain

- the number of students, by race and gender, who attended the institution in the prior year
- the number of students who attended in the prior year and who received athletically related aid, categorized by race and gender within each sport (basketball, football, baseball, cross-country and track combined, and all other sports combined)

Information regarding graduation rates of student athletes may be accessed at the following link:

<http://fs.ncaa.org/Docs/newmedia/public/rates/index5.html>

If you are unable to locate the information you need from the link set forth above, you may contact the Athletics Department directly for assistance:

Athletics Department

http://www.gozags.com/ViewArticle.dbml?DB_OEM_ID=26400&ATCLID=205161101

(509) 313-5787

PLACEMENT IN EMPLOYMENT

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(R)

HEOA amendment effective August 14, 2008

October 29, 2009 FR notice (revised 34 CFR 668.41(d))

Institutions must make available to current and prospective students information regarding the placement in employment of, and types of employment obtained by, graduates of the institution's degree or certificate programs.

Institutions must identify the source of the placement information and any timeframes and methodology associated with it.

Under this provision, institutions are not required to calculate placement rates, but an institution must disclose any placement rates it calculates for the institution or any program.

Information regarding the placement in employment of, and types of employment obtained by, graduates of Gonzaga University's degree or certificate programs may be accessed at:

<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/ir-heoa.asp>

Gonzaga University also participates in a number of student, alumni, and faculty surveys, including the College Senior Survey.

If you are unable to locate the information you need from the link set forth above, or if you would like survey information, please contact Gonzaga's Career Center at:

Career Center

<http://www.gonzaga.edu/Student-Life/Support-for-Students/Career-Center/default.asp>

(509) 313-4234 or 1-800-463-6925

JOB PLACEMENT RATES

Disclosure Requirement: Information made available to prospective students

HEA Sec. 487(a)(8) (20 U.S.C. 1094(a)(8)) (34 CFR 668.14(b)(10))
Not changed by HEOA

An institution that advertises job placement rates as a means of recruiting students to enroll must make available to prospective students, at or before the time the prospective student applies for enrollment:

- the most recent available data concerning employment statistics and graduation statistics
- any other information necessary to substantiate the truthfulness of the advertisements
- relevant state licensing requirements of the state in which the institution is located for any job for which the course of instruction is designed to prepare students

Gonzaga University does not advertise job placement rates as a means of recruiting students to enroll. The University does, however, participate in a number of student, alumni, and faculty surveys, including the College Senior Survey. Please contact Gonzaga's Career Center for survey information regarding employment of University graduates:

Career Center

<http://www.gonzaga.edu/Student-Life/Support-for-Students/Career-Center/default.asp>

(509) 313-4234 or 1-800-463-6925

TYPES OF GRADUATE AND PROFESSIONAL EDUCATION IN WHICH THE INSTITUTION'S GRADUATES ENROLLED

Disclosure Requirement: Made available through appropriate publications, mailings, or electronic media

HEOA Sec. 488(a)(1)(E) amended HEA Sec. 485(a)(1) (20 U.S.C. 1092(a)(1)): added HEA Sec. 485(a)(1)(S)
HEOA amendment effective August 14, 2008
October 29, 2009 FR notice (revised 34 CFR 668.41(d))

Institutions must make available to current and prospective students information regarding the types of graduate and professional education in which graduates of the institution's 4-year degree programs enrolled. Institutions must identify the source of the information, and any timeframes and methodology associated with it.

Information regarding the types of graduate and professional education in which graduates of Gonzaga University's 4-year degree programs are enrolled can be accessed at:

<http://www.gonzaga.edu/campus-resources/Offices-and-Services-A-Z/office-of-institutional-research/ir-heoa.asp>

Gonzaga University also participates in a number of student, alumni, and faculty surveys, including the College Senior Survey.

If you are unable to locate the information you need from the link set forth above, or if you would like survey information, please contact Gonzaga's Career Center at:

Career Center

<http://www.gonzaga.edu/Student-Life/Support-for-Students/Career-Center/default.asp>

(509) 313-4234 or 1-800-463-6925

INTERCOLLEGIATE ATHLETIC PROGRAM PARTICIPATION RATES AND FINANCIAL SUPPORT DATA

How Disclosed: Made available through appropriate publications, mailings, or electronic media

HEA Sec. 485(g) (20 U.S.C. 1092(g)) Institutional requirements not changed by HEOA.
34 CFR 668-41(a)-(b), 34 CFR 668.41(g), 34 CFR 668.47
October 29, 2009 FR notice (revised 34 CFR 668.41(g))

By October 15 each year, a co-educational institution that has an intercollegiate athletic program must make information about the program available to current and prospective students and to the public. Current and prospective students must be provided a notice of their right to request such information (included in annual notice to current students, see "Notice of Availability of Institutional and Financial Aid Information"). If the information is provided on a website, the notice must provide the exact electronic address, brief description of the report, and a statement that the institution will provide a paper copy upon request.

The report also must be submitted to the Department of Education. The Department of Education is required to make the information available to the public and to notify all secondary schools of the availability of the information and how it may be accessed.

The report must include, for the preceding year:

- the number of male and the number of female full-time undergraduates enrolled
- unduplicated head count of participants on at least one varsity team, by gender
- list of the varsity teams that competed in intercollegiate athletic competition, and for each team
 - total number of participants, the number of participants who also participated on another varsity team, and the number of other varsity teams on which they participated
 - total operating expenses
 - whether the head coach was male or female and whether the head coach was assigned to the team on a full-time or part-time basis, and for part-time head coaches whether the coach was a full- or part-time employee of the institution
 - number of male and the number of female assistant coaches, and the number of male and the number of female assistant coaches who were full-time or part-time employees of the institution
 - the number of part-time assistant coaches who were full-time and part-time employees of the institution
- total revenues attributable to intercollegiate athletic activities, and the revenues from football, men's basketball, women's basketball, all other men's sports combined, and all other women's sports combined
- total revenues generated across all men's teams and across all women's teams
- total amount of money spent on athletically related student aid, separately for men's and women's teams overall
- ratio of athletically related student aid awarded to male athletes to athletically related student aid awarded to female athletes
- total amount of expenditures on recruiting, separately for men's teams and women's teams overall
- average annual institutional salary of head coaches of men's teams and of women's teams, across all offered sports
- average annual institutional salary of the assistant coaches of men's teams and of women's teams, across all offered sports

- total expenses attributable to intercollegiate athletic activities, and the expenses attributable to football, men's basketball, women's basketball, all other men's sports combined, and all other women's sports combined

For information regarding Intercollegiate Athletic Program Participation Rates and Financial Support Data, please contact the Athletics Department directly for assistance:

Athletics Department

http://www.gozags.com/ViewArticle.dbml?DB_OEM_ID=26400&ATCLID=205161101

(509) 313-5787

VOTER REGISTRATION FORMS

How Disclosed: Voter registration forms made widely available and provided to each enrolled student

HEOA Sec. 493(a)(1) amended HEA Sec. 487(a)(23) (20 U.S.C. 1094(a)(23)): added HEA Sec. 487(a)(23)(D) HEOA amendment effective August 14, 2008

Each institution must:

- make a good faith effort to distribute a mail voter registration form (for federal elections and state elections for governor or other State chief executive) to each student enrolled in a degree or certificate program and physically in attendance at the institution
- make the voter registration form widely available to students at the institution
- request the forms from the state 120 days prior to the deadline for registering to vote within the state

This requirement does not apply to institutions in states that do not have a voter registration requirement or that allow voters to register at the time of voting.

The HEOA (Sec. 493(a)(1)) added the provision that an institution will be considered to be in compliance with the distribution requirement if the institution electronically distributes the voter registration form or an Internet address where such a form can be downloaded. The information must be in an electronic message devoted exclusively to voter registration.

The Washington Secretary of State Voter Registration page may be accessed at:

<http://wei.secstate.wa.gov/osos/en/voterinformation/Pages/RegistertoVote.aspx>

Gonzaga University's Student Handbook may be accessed at:

<http://www.gonzaga.edu/Student-Life/Student-Handbook-Security-Guide/>

If you are unable to locate the information you need from the link set forth above, you may contact the Student Life Office directly for assistance:

Student Life Office

<http://www.gonzaga.edu/Student-Life/Administration/Contact-Us.asp>

(509) 313-4100