



**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), requires that postsecondary institutions participating in federal student aid programs make certain disclosures to enrolled and prospective students, parents, employees, and the public. The following information is disclosed to you in compliance with federal law.

California Baptist 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 higher education institutions. This document provides a single access point to all federally-mandated reports and disclosures, and is also available on the university’s Higher Education Opportunity Act website at <http://www.calbaptist.edu/explore-cbu/about/higher-education-opportunity-act-compliance/>.

For additional information, including requesting a paper copy of any materials, please contact the appropriate office or visit the indicated websites.

**Institutional Disclosure Annual Notice
Table of Contents**

NOTICE OF AVAILABILITY OF INSTITUTIONAL AND FINANCIAL AID INFORMATION	3
CONTACT INFORMATION FOR ASSISTANCE IN OBTAINING INSTITUTIONAL OR FINANCIAL AID INFORMATION	3
GENERAL INSTITUTIONAL INFORMATION	3
PRIVACY OF STUDENT RECORDS – FAMILY RIGHTS AND PRIVACY ACT (FERPA)	3
FACILITIES AND SERVICES AVAILABLE TO STUDENTS WITH DISABILITIES	6
STUDENT BODY DIVERSITY	7
PRICE OF ATTENDANCE	7
NET PRICE CALCULATOR	8
REFUND POLICY, REQUIREMENTS FOR WITHDRAWAL, AND RETURN OF TITLE IV FINANCIAL AID	9
TEXTBOOK INFORMATION	10
ACADEMIC PROGRAMS (EDUCATIONAL PROGRAMS, INSTRUCTIONAL FACILITIES, AND FACULTY)	11
TRANSFER OF CREDIT POLICIES AND ARTICULATION AGREEMENTS	13
INSTITUTIONAL AND PROGRAM ACCREDITATION, APPROVAL, OR LICENSURE	14

COPYRIGHT INFRINGEMENT POLICIES AND SANCTIONS.....	15
(INCLUDING COMPUTER USE AND FILE SHARING)	15
CONSUMER INFORMATION ON COLLEGE NAVIGATOR WEBSITE.....	17
INTERCOLLEGIATE ATHLETIC PROGRAM PARTICIPATION RATES AND FINANCIAL SUPPORT DATA.....	18
VOTER REGISTRATION FORMS	19
MISREPRESENTATION POLICY	20
TEACHER PREPARATION PROGRAM REPORT	22
TEACHER PREPARATION REPORT	22
STUDENT FINANCIAL ASSISTANCE	23
STUDENT FINANCIAL AID INFORMATION	23
STATE GRANT ASSISTANCE	24
NOTICE OF FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS	25
ENTRANCE COUNSELING FOR STUDENT LOAN BORROWERS	26
STUDENT LOAN INFORMATION PUBLISHED BY DEPARTMENT OF EDUCATION	27
NATIONAL STUDENT LOAN DATA SYSTEM (NSLDS)	28
EXIT COUNSELING FOR STUDENT LOAN BORROWERS	28
PRIVATE EDUCATION LOAN DISCLOSURES (INCLUDING SELF-CERTIFICATION FORM)	29
CODE OF CONDUCT FOR EDUCATION LOANS	30
PREFERRED LENDER LISTS.....	31
HEALTH AND SAFETY	31
DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM	31
VACCINATION POLICY.....	33
SECURITY REPORT (INCLUDING EMERGENCY RESPONSE AND EVACUATION PROCEDURES),	34
TIMELY WARNINGS AND CRIME LOG	34
SECURITY REPORT – MISSING PERSON NOTIFICATION POLICY	38
INFORMATION FOR CRIME VICTIMS ABOUT DISCIPLINARY PROCEEDINGS.....	40
FIRE SAFETY REPORT AND FIRE LOG.....	40
STUDENT OUTCOMES.....	42
RETENTION RATES	42
COMPLETION/GRADUATION AND TRANSFER-OUT RATES (STUDENT RIGHT-TO-KNOW ACT)	43
COMPLETION/GRADUATION AND TRANSFER-OUT RATES FOR STUDENTS RECEIVING ATHLETICALLY RELATED STUDENT AID	44
PLACEMENT IN EMPLOYMENT	45
JOB PLACEMENT RATES	46
TYPES OF GRADUATE AND PROFESSIONAL EDUCATION IN WHICH THE INSTITUTION’S GRADUATES ENROLLED	46

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 California Baptist University's Higher Education Opportunity Act web site at <http://www.calbaptist.edu/explore-cbu/about/higher-education-opportunity-act-compliance/> and also may be accessed via the links set forth below. Paper copies are available upon request from the individuals and offices listed in the relevant sections below and in the list of [Contacts for HEOA Information Assistance](#).

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).

A list of contacts for assistance with obtaining HEA information is posted on California Baptist University's website at [Contacts for HEOA Information Assistance](#) and provided in the relevant sections of this document. Paper copies are available upon request from the offices listed in the relevant sections listed below. Physical office locations are subject to change and refer to the campus location at 8432 Magnolia Avenue, Riverside, CA, 92504, unless otherwise noted.

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 the university's policy regarding disclosures to school officials with a legitimate educational interest in the education records

In compliance with federal FERPA legislation, California Baptist University students are afforded the following rights with respect to their education records:

- **The right to inspect and review the Student's education records.**

Students should submit to the University Registrar, a dean, head of the academic department, or other appropriate University Official, written requests that identify the record(s) they wish to inspect. Access will be provided within thirty (30) days of the written request. The University Official will make arrangements for access and notify the Student of the time and place where the records may be inspected. If the records are not maintained by the University Official to whom the request was submitted, the Official shall advise the Student of the correct official to whom the request should be addressed. In order to request release of information and/or records, students must submit a completed Student Information Release Form. Release forms are available in the Office of the University Registrar (Yeager Center D118).

NOTE: The above procedure shall not be available to challenge the validity of a grade given by a professor or any other decision of a University professor or official but only whether the recording of such grade or decision is accurate and complete.

- **The right to request the amendment of the Student's education records that the Student believes is inaccurate or misleading.**

Students may ask the University to amend the record that they believe is inaccurate or misleading by writing the University Official responsible for the record, clearly identifying the part of the record they want changed, and specifying why it is inaccurate or misleading. If the University decides not to amend a record as requested by the Student, the University will notify the Student of the decision and advise the Student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the Student when notified of the right to a hearing.

- **The right to consent to disclosures of personally identifiable information contained in the Student's education records, except to the extent that FERPA authorizes disclosure without consent.**

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interest. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees, or a Student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the University may disclose education records without consent to an official of another school in which a Student seeks or intends to enroll.

Another exception is where FERPA permits the University to disclose certain information ("Directory Information") without the Student's consent. "Directory Information" is information which is publicly available. The following information is designated as Directory Information, and California Baptist

University may, by law, release this information unless the student notifies the University Registrar in writing:

- Student's name
- Addresses
- Telephone numbers
- College, curriculum, and major field of study
- Class level
- Date of birth
- Dates of attendance
- Full- or part-time status
- Eligibility for membership in registered University honoraries
- Degrees, honors, and certificates received or anticipated
- For students appointed as fellows, assistants, graduate, or undergraduate hourly employees, the title, appointing department, appointment dates, duties, and percent time of the appointment
- Weight and height if the student is an athletic team member
- Participation in officially recognized activities and sports

All other information, including grades, class schedules, tuition charges/fees, grade point average, etc. is confidential and the access is restricted to those persons or agencies defined in FERPA.

If a student does not wish to authorize the release of Directory Information, the student must inform the Office of the University Registrar in writing. Restricting the release of Directory Information has other consequences. For instance, a FERPA restriction makes it difficult or impossible for potential employers to verify the Student's enrollment, or to verify the fact that the Student has earned a degree from California Baptist University, and California Baptist University cannot notify the Student's home town paper about awards and honors the Student received (e.g., Dean's list).

- **The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.**

The name and address of the office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4065

To minimize risk of improper disclosure, judicial records are kept separate from academic records. Information from judicial files shall not be given to any unauthorized person.

According to Federal Regulations, the Privacy Act of 1974 (as amended), California Baptist University is unable to release any personal educational information to anyone other than the student without prior written consent [20 U.S.C. § 1232g(b); 34 CFR § 99.30].

California Baptist University may only release information to a third party if the student submits a current [FERPA Privacy Release Form](#) authorizing specific individuals to view or receive the student's information. The form may be accessed at: [FERPA Privacy Release Form](#). Print and complete the form, and submit it to the Office of the University Registrar (Yeager Center D118).

California Baptist University's FERPA policy may be accessed in:

- Policy 28: Student Records in the [California Baptist University Student Handbook](#).
- Privacy of Student Records in the [University Catalogs](#).

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 above, or need to request paper copies of FERPA information, you may contact the following offices for assistance:

- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118
- Online and Professional Studies Registrar
OPSRegistrar@calbaptist.edu
(951) 343-5568
10370 Hemet Street Suite 200, Riverside, CA, 92504

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 California Baptist University's Disability Services Office in the Academic Success Center.

The California Baptist University Disability Services Office is committed to providing support services to achieve equal access to the education experience. Disability Services approves and coordinates accommodations and services for students with documented disabilities to help students acquire skills essential to achieve academic success. Services could include note taking, extended testing time, a quiet testing environment, academic support, and auxiliary aids, i.e., Interpreter, readers/scribes for exams, assistive technology, and textbooks in alternate format.

Disability Services information may be accessed:

- On the CBU website at:
<http://www.calbaptist.edu/explore-cbu/offices/academic-success-center/disability-services/>
- In the Student Handbook at:
http://www.thezonelive.com/SchoolStructure/CA_CaliforniaBaptistCollege/handbook.pdf
- At the Disability Services Office in Lancer Arms 38

For further information, you may contact:

- Disability Services Office
ds38@calbaptist.edu
(951) 552-8814
Lancer Arms 38

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.

The following student enrollment information provides important consumer information about California Baptist University and complies with the Higher Education Act of 1965, as amended in the Higher Education Opportunity Act of 2008.

Information about student body diversity at California Baptist 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, as it was reported to the Department of Education, may be accessed at:

[CBU Student Body Diversity](#).

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.

California Baptist University annually posts a [Fall Enrollment Summary](#).

Further information regarding California Baptist University enrollment is available at the following:

- CBU [Common Data Set](#)
- IPEDS website: <http://nces.ed.gov/ipeds/datacenter/InstitutionByName.aspx>
- Department of Education College Navigator web site: <https://nces.ed.gov/collegenavigator/?q=california+baptist+university&s=all&id=110361>

If you need information not located in the links above, you may contact the:

- Office of Institutional Research, Planning, and Assessment
ir@calbaptist.edu
(951) 552-8650
James Building 103
- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118

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 California Baptist 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:

Traditional Undergraduates:

<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/tuition-and-fees/>

Graduate Programs:

<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/graduate/tuition-and-fees/>

Online and Professional Studies:

<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/ops/tuition-and-fees/>

Student Accounts section of the University catalogs:

<http://www.calbaptist.edu/explore-cbu/offices/office-registrar/academic-catalogs/undergraduate/>

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

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123
- Student Accounts
StudentAccounts@calbaptist.edu
(951) 343-4371
Lancer Arms 42

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))

California Baptist University's net price calculator allows prospective undergraduate students to figure out what a CBU college investment is going to cost and identify financial aid options that will help pay for it. It calculates 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, and the net price calculator estimates are not binding.

California Baptist University's net price calculator may be accessed at:

<https://calbaptist.studentaidcalculator.com/welcome.aspx>

If you are unable to locate the information you need from the link above, you may contact:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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

Each institution must make available to prospective and enrolled students information about

- the institution's refund policy
- requirements and procedures for official withdrawal and
- requirements for return of Title IV, HEA grant or loan aid.

The California Baptist University Student Accounts Office will automatically process tuition refunds for all eligible students. Refunds are calculated from the date of official withdrawal. A withdrawal is considered official when a completed Petition to Withdraw form has been submitted to the Enrollment Services Office and processed by the Office of the Registrar, Financial Aid and Student Accounts. Ceasing to attend classes does not constitute an official withdrawal from a course or from the university. However, a Title IV-unofficial withdraw may be processed as required per federal regulations, which may necessitate the return of federal financial aid.

Withdrawal from California Baptist University (all classes) during any period of enrollment, whether official or unofficial, may necessitate the return of federal financial aid. Pursuant to federal regulations (CFR 668.22), a refund calculation will be performed to determine the amount, if any, of Title IV aid (Pell Grant, SEOG, Stafford loans, Perkins loans) earned by the student for their attendance up to the date of withdrawal. The withdrawal process begins with the completion of an official Petition to Withdraw form that is available in the Office of Enrollment Services. Refer to the Academic section of the University catalog for further details of the process. Unofficial withdrawals encompass those students who fail to initiate and/or complete the official withdrawal process as noted above. Ceasing to attend class without proper notification to the Office of Enrollment Services or the Office of the University Registrar will result in an unofficial withdrawal and a refund calculation will be performed to determine the amount of Title IV aid earned and the amount to be returned to the Title IV programs. The student is responsible for any resulting balance owed to the University.

California Baptist University refund policy, requirements and procedures for official withdrawal, and requirements for return of Title IV, HEA grant, or loan aid may be accessed at the following links:

- Refund Policy:
https://insidecbu.calbaptist.edu/ICS/icsfs/Policy_for_Refund_of_Tuition_Fee_Room_and_Board.pdf?target=8fd67742-e525-42ad-90ae-6da8da7956c0
- Requirements for Withdrawal:
https://insidecbu.calbaptist.edu/ICS/icsfs/Withdrawal_Policy.pdf?target=01292946-01b8-40d7-9552-40df297012f5
- University Academic Catalogs:
<http://www.calbaptist.edu/explore-cbu/offices/office-registrar/academic-catalogs/undergraduate/>

If you are unable to locate the information you need from the links above, or need to request paper copies, you may contact the following offices for assistance:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

- Student Accounts
StudentAccounts@calbaptist.edu
(951) 343-4371
Lancer Arms 42
- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118
- Online and Professional Studies Registrar
OPSRegistrar@calbaptist.edu
(951) 343-5568
10370 Hemet Street Suite 200, Riverside, CA, 92504

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

To the maximum extent practicable, and in a manner of the institution's choosing, each institution must disclose on the institution's 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. If the ISBN is not available, the institution must include in the Internet course schedule the author, title, publisher, and copyright date for the textbook or supplemental material.

California Baptist University uses an e-commerce service called the Nebraska WebPRISM system. WebPRISM allows textbook adoptions from each faculty member and department to be entered electronically from their requisitions. Within WebPRISM, term maintenance and course schedules are posted before each subsequent semester.

Under Textbook options, a student is able to go to the Campus Store website and input their student identification number and view a schedule for required and recommended textbooks and supplemental material.

- The International Standard Books Number (ISBN) and retail price, for both new and used textbooks is posted.
- If the ISBN is not known, the author, title, and copyright date is also available.
- If such disclosure is not practicable or the Campus Store determines that this information is not available, then the Campus Store will post the designation "To Be Determined."

Information about textbooks for California Baptist University courses may be accessed at:

- Textbook Information for HEA Section 133: <http://www.calbaptist.edu/files/4614/3501/3194/HEOA-CampusStore-TextbookInfo.pdf>
- Find Your Textbook: http://bookstore.calbaptist.edu/buy_textbooks.asp

If you are unable to locate the information you need from the links above, you may contact:

- California Baptist University Campus Store
cbracey@calbaptist.edu
 (951) 343-4456
 Lancer Plaza 208

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)

Each institution must make available to prospective and enrolled students information about the academic program of the institution, including:

- Current degree programs and other educational and training programs
- Instructional, laboratory, and other physical plant facilities that relate to the academic program(s)
- Faculty and other instructional personnel; and
- Any plans by the institution for improving the academic program (upon a determination by the institution that such a plan exists).

Information regarding California Baptist University's academic programs may be accessed at:

- Current degree programs:
 - <http://www.wascsenior.org/institutions/california-baptist-university>
 The California Baptist University page of the WASC Senior College and University Commission web site, on the tab marked "degrees," list degrees reported on the 2015 annual report (2014-15 catalog). Degree level, year the program started and the delivery modality are reported here as well.
 - <http://www.calbaptist.edu/academics/programs/>
 The California Baptist University web page also includes programs that were approved in 2014-15 for implementation in future years.
 - <http://www.calbaptist.edu/explore-cbu/offices/office-registrar/academic-catalogs/undergraduate/>
 The Internship policy and programs that include internships are provided in the University catalog. Engineering programs are the only undergraduate programs with a required internship experience, and the Engineering internship course descriptions are available at: <http://www.calbaptist.edu/academics/schools-colleges/college-engineering/bachelor-science-electrical-and-computer-engineering/>. Other programs have optional internship experiences, and several professional programs have clinical placement requirements, as described in the University Catalogs in the link above.
- An interactive campus map describing California Baptist University's instructional, lab, and other physical facilities which relate to the academic programs may be accessed at: <http://www.calbaptist.edu/map>
- Information regarding California Baptist University faculty is available at:

- <http://www.calbaptist.edu/faculty-directory>
The California Baptist University faculty directory includes personnel with full-time faculty appointments, but does not include adjunct faculty.
- <http://www.calbaptist.edu/explore-cbu/offices/office-registrar/academic-catalogs/undergraduate/>
The University Academic Catalogs include a list of full-time faculty.
- [Faculty Rosters](#)
Fall faculty rosters include full-time faculty whose primary role is instruction and part-time/adjunct faculty, including administrative staff who also teach.
- Any plans by the institution for improving the academic program (upon a determination by the institution that such a plan exists) may be accessed at:
 - Assessment overview: <http://web1.calbaptist.edu/sp10/assmt/diagproc.pdf>
 - Assessment Policy and Procedures: <https://college.livetext.com/doc/7892128/36715246>
 - Program Review Handbook:
https://insidecbu.calbaptist.edu/ICS/icsfs/Program_Review_Handbook_Edition3_Sept2014.pdf?target=aeb29069-8fcf-4b1d-a0bb-7e3e51a4725d

If you are unable to locate the information you need from the links above, you may contact:

- Office of the Provost
ProvostOffice@calbaptist.edu
(951) 343-4654
Yeager Center 211
- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118
- Office of Institutional Research, Planning, and Assessment
ir@calbaptist.edu
(951) 343-5070
James Building 103
- Office of the Online and Professional Studies Academic Dean
dcram@calbaptist.edu
(951) 343-3932
10370 Hemet Street, Suite 200, Riverside, CA, 92503
- Online and Professional Studies Registrar
OPSRegistrar@calbaptist.edu
(951) 343-5568
10370 Hemet Street, Suite 200, Riverside, CA, 92503

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)

Each institution must publicly disclose (and make available to prospective and enrolled students) a statement of the institution's transfer of credit policies that includes, at a minimum:

- any established criteria the institution uses regarding the transfer of credit earned at another institution; and
- a list of institutions with which the institution has established an articulation agreement.

Information regarding California Baptist University's transfer credit policy and a list of institutions with which the university has established articulation agreements may be accessed at:

http://insidecbu.calbaptist.edu/ics/Academics/Transfer_Course_Information.jnz

A maximum of 100 semester units may be accepted in transfer toward fulfilling degree requirements. Within these 100 units, no more than 30 upper division units may be transferred; no more than 70 units may be transferred from a community college. A maximum of 30 semester units is allowable from examinations (AP, CLEP, DANTEs, IB).

The Office of the Registrar will evaluate previous college work to determine its relationship to the requirements of California Baptist University. Only coursework completed with a grade of C– or better will be accepted in transfer. Lower division units and units from institutions that do not offer a baccalaureate degree will not be accepted for upper division credit. California Baptist University does not accept transfer work that was not designated as baccalaureate degree-applicable by the issuing institution.

All coursework completed at other institutions will be computed into the California Baptist University cumulative grade point average regardless of course transferability.

If you are unable to locate the information you need from the policy and links above, you may contact the following office for assistance:

- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118
- Online and Professional Studies Registrar
OPSRegistrar@calbaptist.edu
(951) 343-5568
10370 Hemet Street Suite 200, Riverside, CA, 92504

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

Each institution must make available to prospective and enrolled students:

- Names of associations, agencies, or governmental bodies that accredit, approve, or license the institution and its programs; and
- Procedures for obtaining or reviewing documents describing accreditation, approval, or licensing.

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

- <http://www.calbaptist.edu/explore-cbu/about/accreditations/>
This site lists programs or units with outside licensure, approval, or accreditation and links to that agency's general web page.
- [University Catalogs](#)
The annual University Academic Catalogs also include the names of accrediting agencies in "The University — Educational Standings" section.

Procedures for obtaining or reviewing documents describing accreditation, approval, or licensing may be accessed at:

- For the University:
 - The procedures for the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC) are outlined in the Handbook of Accreditation available at: <http://www.wascenior.org/resources/handbook-accreditation-2013>
 - All publically available Commission actions may be viewed at: <http://www.wascenior.org/institutions/california-baptist-university>
- For Specific Programs:
 - ABET (Accreditation Board for Engineering and Technology) – <http://main.abet.org/aps/AccreditedProgramsDetails.aspx?OrganizationID=7919&ProgramIDs>
 - ACBSP (Accreditation Council for Business Schools and Programs) – http://www.acbsp.org/?page=membership_list and <http://www.calbaptist.edu/academics/schools-colleges/school-business/> for the School of Business programs.
Process Manuals can be found at <http://www.acbsp.org/?page=baccalaureate>
 - BBS (Board of Behavioral Sciences) – http://www.bbs.ca.gov/app-reg/mft_schools.shtml
 - BRN (Board of Registered Nursing) – <http://www.rn.ca.gov/schools/rnprograms.shtml#bsn>, <http://www.rn.ca.gov/schools/rnprograms.shtml#msn>
 - CAATE (Commission on Accreditation of Athletic Training Education) – <http://caate.net/find-programs/>
 - CCNE (Commission on Collegiate Nursing Education) – http://directory.ccnecommunity.org/reports/rptAccreditedPrograms_New.asp?state=CA&sFullName=California

- CCTC (California Commission on Teacher Credentialing) –
 - Subject Matter Programs – http://cig.ctc.ca.gov/cig/CTC_NewSubject/all.php
 - Professional preparation programs – http://cig.ctc.ca.gov/cig/CTC_apm/apm_one.php?-recid=8&-prior=all.php
- NAAB (National Architecture Accreditation Board) – <http://www.naab.org/accreditation/home>. CBU is currently in candidacy with this agency, so we do not appear on their web page.
- NASM (National Association of Schools of Music) – Accreditation Procedures and Handbook <http://nasm.arts-accredit.org/index.jsp?page=Standards-Handbook> NASM does not post a list of accredited members on their site.

If you are unable to locate the information you need from the links above regarding accreditation, approval, or licensing for specific programs, you may contact the appropriate College or School listed in the [CBU Directory](#).

For information about the procedure for obtaining or reviewing documents describing accreditation, approval, or licensing for the University, and accreditation in general, you may address inquiries to the:

- Accreditation Liaison Officer
ALO@calbaptist.edu
 (951) 343-4654
 Yeager Center C211

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

California Baptist University's policies and sanctions related to copyright infringement are:

- posted on CBU’s Higher Education Opportunity Act web page at [HEOA Copyright Infringement Policies and Sanctions](#).
- distributed annually to students in the [California Baptist University Student Handbook](#).

CBU LancerNet Policy 59.3. details the policy regarding “Illegal Downloading, Sharing, and/or Distribution of Electronic Material.”

LancerNet may not be used to download, stream, share, and/or distribute any music, movies, images,

and other digital, copyright-protected files without paying for them. Downloading, streaming, sharing, and/or distributing such materials constitutes theft of copyright protected material and is punishable by serious fines. Under the federal Digital Millennium Copyright Act (DMCA) instituted in 1998, the copyright owner may bring an action in court that may result in civil liability or criminal prosecution.

Permission to download, share, or distribute material must be obtained through the appropriate channels. It is safe for an individual to assume authorization has not been granted to download, stream, share, and/or distribute files or materials found on the internet if he/she has not received permission in writing – such as a license agreement. Additionally, the purchase of copyrighted material does not authorize an individual to distribute or share such material unless the individual has received specific permission to do so.

The Recording Industry Association of America (RIAA) and the Motion Picture Association of America (MPAA) and similar organizations aggressively investigate, pursue, and prosecute alleged offenders in criminal court. Penalties for first-time offenders may result in fines up to \$250,000 plus five (5) years in jail. Violators may also face civil damages up to \$150,000 for each illegally downloaded song or movie.

Using LancerNet to download, stream, share, and/or distribute copyrighted material without permission of the copyright owner is a violation of the California Baptist University Standard of Student Conduct and violators are subject to Judicial Action in addition to possible adverse legal action.

If further information is needed regarding California Baptist University copyright policies and sanctions, you may contact the:

- Associate Vice President for Information Technology
thong@calbaptist.edu
(951) 343-3987
10370 Hemet Street Suite 200, Riverside, CA, 92504

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

Published by the Department of Education in the *Federal Student Aid Handbook*

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, 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.

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 the 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

California Baptist University reports information for the institution's College Navigator website in the IPEDS Institutional Characteristics Survey (IC).

The Department of Education's posting for California Baptist University may be accessed at:
<https://nces.ed.gov/collegenavigator/?q=california+baptist+university&s=all&id=110361>

The calbaptist.edu website that is provided to College Navigator includes the following information:

1. Student activities offered by the institution:
<http://www.calbaptist.edu/future-students/why-cbu/student-life/>
http://www.thezonelive.com/SchoolStructure/CA_CaliforniaBaptistCollege/handbook.pdf
<http://www.calbaptist.edu/explore-cbu/offices/community-life/>
2. Services offered by the institution for individuals with disabilities:
<http://www.calbaptist.edu/explore-cbu/offices/academic-success-center/disability-services/>
3. Career and placement services offered to students during and after enrollment:
<http://www.calbaptist.edu/explore-cbu/offices/career-center/>
4. Policies of the institution related to transfer of credit from other institutions:
https://insidecbu.calbaptist.edu/ICS/Academics/Transfer_Course_Information.jnz

For more information from the Department of Education, please see:

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

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

1. Office of Community Life
communitylife@calbaptist.edu
(951) 343-4425
Lancer Plaza 319

2. Disability Services
ds38@calbaptist.edu
 (951) 552-8814
 Lancer Arms 38
3. Career Center
CBUcareers@calbaptist.edu
 (951) 343-5031
 Business Building 118
4. Office of the University Registrar
registrar@calbaptist.edu
 (951) 343-4566
 Yeager Center D118
5. Online and Professional Studies Registrar
OPSRegistrar@calbaptist.edu
 (951) 343-5568
 10370 Hemet Street Suite 200, Riverside, CA, 92504

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

Information California Baptist University's Intercollegiate Athletics Program may be accessed at:

- [Annual Equity in Athletics Disclosure Act \(EADA\) Report](#)
- [Intercollegiate Athletics Programs Information](#)

If you are unable to locate the information you need from the links above, or if you want to request paper copies, you may contact:

- Athletics Department
lbouchie@calbaptist.edu
 (951) 343-4318
 Van Dyne Gym 201

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.

As stated in the [California Baptist University Student Handbook](#), California Baptist University participates in the National Campus Voter Registration project. As a participant, the University encourages members of the campus community to register and vote. The California Baptist University Associated Student Government coordinates this effort.

In addition to coordinating on-campus voter registration drives with the Riverside County Registrar of Voters, California Baptist University encourages members of the campus community to visit the California Secretary of State Voter Registration page and register to vote online at <http://registertovote.ca.gov/>.

California Baptist University provides the following icon on its [Voter Registration](#) webpage to access the California voter registration form:



For further information about the voter registration project, you may contact:

- Associated Students of California Baptist University
ASCBUPresident@calbaptist.edu
(951)-343-4422
Lancer Plaza 319
- The Community Life Office
CommunityLife@calbaptist.edu (951) 343-4425
<http://registertovote.ca.gov/>
Lancer Plaza 319

MISREPRESENTATION POLICY

California Baptist University strives to provide accurate, honest, and clear information in its print, online, and oral presentations. The university makes every effort to avoid misrepresentation in its communications to students and others. Employees are trained to avoid any form of misrepresentation as they communicate about the university and its activities.

California Baptist University is prohibited under federal regulations (CFR title 34 sections 668.71-74) 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 the U.S. Department of Education.

Definitions

A ***misleading statement*** is defined as 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.

Misrepresentation is defined as any false, erroneous or misleading statement made by an institution or one of its representatives directly or indirectly to a student, prospective student, family of either, accrediting agency, state agency, any members of the public, or the U.S. Department of Education. This includes the dissemination of a student endorsement or testimonial made under duress or because the school required the student to provide the endorsement to participate in a program.

The definition of misrepresentation applies to statements made by:

- California Baptist University
- A representative of California Baptist University, or
- Any other institution, organization, or person with whom California Baptist University has an agreement to provide educational programs or to provide marketing, advertising, recruiting, or admissions services.

Substantial misrepresentation is defined as “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.”

Substantial misrepresentations are prohibited in all forms, including those made in any advertising or promotional materials or in the marketing or sale of courses or programs of instruction offered by the university.

The regulatory provisions describe misrepresentation by the school itself, one of its representatives, or other related parties, with respect to:

- Nature of the educational program
- Nature of financial charges
- Employability of graduates
- Relationship with the Department of Education.

A Title IV eligible institution, its representatives, or any organization or person with whom the eligible institution has an agreement may not describe the eligible institution’s participation in the Title IV, Higher Education Act programs in a manner that suggests approval or endorsement by the U.S. Department of Education of the quality of its educational programs.

Procedures

California Baptist University prohibits the use of statements that tend to misrepresent the academic programs or related admissions and financial aid procedures.

The Office of Marketing and Communication maintains electronic copies of all promotional materials, including official quotes and statements made by university personnel.

The Dean of Admissions and Online and Professional Studies Dean of Enrollment Services are responsible for the training of personnel under their supervision regarding misrepresentation of admissions requirements and other university information.

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

Disciplinary Action

Any violation of this directive will be taken seriously, and the university will ensure that it is not repeated. Any employee’s conduct resulting in disciplinary actions from misrepresentation activity will be documented in Human Resources and maintained in the employee’s personnel file.

TEACHER PREPARATION PROGRAM REPORT

TEACHER PREPARATION 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

The following LINKS provide access to a variety of information regarding the Teacher Education Programs available at California Baptist University.

1. The CBU Teacher Education Annual Report (Title II), including information about State Testing pass rates, program completion information, goals, strategies and assurances – http://www.calbaptist.edu/download_file/view/3029/1927/
2. The CBU Biennial Report – including information regarding Program Information, Credential Program Specifics/Overviews, and Candidate Competency Information – http://www.calbaptist.edu/download_file/view/3035/1927/
3. Letter affirming Accreditation by the California Commission on Teacher Credentialing – [Accreditation](#)
4. Activities to prepare teachers to effectively use Technology in Instruction – http://www.calbaptist.edu/download_file/view/3034/1927/
5. Activities to prepare teachers to effectively teach students with disabilities: Moderate/Severe Programs – http://www.calbaptist.edu/download_file/view/3032/1927/
6. Activities to prepare teachers to effectively teach students with reading disabilities – http://www.calbaptist.edu/download_file/view/3033/1927/
7. Activities to prepare teachers to teach English Language Learners with Disabilities: Mild/Moderate – http://www.calbaptist.edu/download_file/view/3031/1927/
8. Activities to prepare teachers to teach English Language Learners in Single or Multiple Subject settings – http://www.calbaptist.edu/download_file/view/3030/1927/

Additional information for potential teacher candidates (students) can be found at the [CBU School of Education](#) web page.

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

- Dr. Bonnie G. Metcalf School of Education
eolson@calbaptist.edu
(951) 343-4448
Yeager Center B228

STUDENT FINANCIAL ASSISTANCE

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)

California Baptist 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 California Baptist 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:

- Financial aid availability and other financial aid information, including need-based and non-need based aid, federal, state, local and private aid, necessary forms and application processes and procedures:
 - https://insidecbu.calbaptist.edu/ICS/Financial_Aid/Home.jnz
 - https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz
 - <http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/financial-aid/>
 - <http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/sources-financial-aid/>
 - http://harvest.calbaptist.edu/files/7314/3386/6549/1516_Financial_Aid_Flyer_Update.pdf
- Refund Policy and return of Title IV Financial Aid information:
https://insidecbu.calbaptist.edu/ICS/Financial_Aid/Home.jnz
- U.S. Department of Education-published information regarding loan availability and student rights and responsibilities: The CBU Student Financial Aid (SFA) Office maintains a supply of such publications at the display tower outside the main SFA office.
- Notification to students (and parent-borrowers) regarding loan application information being provided to the National Student Loan Data System (NSLDS): These disclosures are made during entrance loan counseling provided by the U.S. Department of Education at: <http://www.studentloans.gov>

- Comprehensive information on the terms and conditions of loans applied for along with borrower's responsibilities. This includes the seriousness and importance of the students' repayment obligations along with information about the accrual and capitalization of interest: provided in personal entrance counseling and at the U.S. Department of education web site at: <http://www.studentloans.gov>
- Information and availability of various types of student loans including maximum available amounts and other general information and lender comparison information; and information regarding Private (Alternate) Education Loans availability (in addition to other "types" of loans): https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz
- Student Loans Established Lenders List: <http://www.elmselect.com/?schoolid=70#/results>
- Satisfactory Academic Progress:
 - https://insidecbu.calbaptist.edu/ICS/Financial_Aid/SAP.jnz
 - https://insidecbu.calbaptist.edu/ICS/icsfs/SATISFACTORY_ACADEMIC_PROGRESS_Policy.pdf?target=ac188739-067e-449a-adc4-dfbf06154133
- Study Abroad:
 - https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz
 - https://insidecbu.calbaptist.edu/ICS/Academics/Study_Abroad.jnz?portlet=Study_Abroad_2012-08-23T10-22-03-160
- Note: Information regarding the University Educational Loan Code of Conduct is addressed in a separate HEOA item.

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
 (951) 343-4236
 Yeager Center B123

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

California Baptist 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 California, 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 California may be accessed at:

<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/scholarships-and-grants/>

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

<http://www2.ed.gov/about/contacts/state/index.html>

If you are unable to locate the information you need from the links above, you may contact:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

NOTICE OF FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS

Disclosure Requirement: Information provided to each student in a separate written notice.

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

Each institution must provide 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)).

As stated in the [California Baptist University Student Handbook](#), Section 65.1 – Loss of Student Eligibility for Federal Aid due to Drug Conviction: Per the Higher Education Amendments of 1998, a Student who has been convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance shall not be eligible to receive any grant, loan, or work assistance during a period of enrollment in which federal Student aid was received. The period of ineligibility begins on the date of conviction and lasts until the end of a statutorily specified period. The Student may regain eligibility early by completing a drug rehabilitation program or if the conviction is overturned. Section 484[®], Higher Education Act of 1965, detailing the suspension of eligibility for drug-related offenses and rehabilitation, follows.

Section 65.2 – Suspension of Eligibility for Drug-Related Offenses. In general, a Student who has been convicted of any offense under any Federal or State law involving the possession or sale of a controlled substance shall not be eligible to receive any grant, loan, or work assistance under this title during the period beginning on the date of such conviction and ending after the interval specified below.

If convicted of an offense involving:

- The possession of a controlled substance, the Ineligibility Period is:
 - First offense 1 year
 - Second offense 2 years
 - Third offense Indefinite
- The sale of a controlled substance, the Ineligibility Period is:
 - First offense 2 years
 - Second offense Indefinite

The Student Handbook is distributed to all new students during Orientation and/or Welcome Weekend before classes begin, and to all returning students during the first week of classes.

California Baptist 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)).

Information regarding California Baptist University's Drug and Alcohol Policies may be accessed in the [California Baptist University Student Handbook](#) at:

- Section 1.3 Community Social Misconduct
- Section 12 Alcohol Policy
- Section 23 Parental Notification
- Section 65 Student Financial Aid

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

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123
- Student Services Office
StudentServices@calbaptist.edu
(951) 343-4217
Yeager Center D243
- CBU Department of Public Safety
publicsafety@calbaptist.edu
(951) 343-4311
Lancer Arms 31

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, California Baptist 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

Comprehensive information on the terms and conditions of loans applied for, along with borrower's responsibilities, is provided during entrance loan counseling provided by the U.S. Department of Education, accessible at:

- https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz
- <http://www.studentloans.gov>

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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))

California Baptist 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 regarding loan availability and student rights and responsibilities is available:

- In the publications display tower outside the California Baptist University Student Financial Aid Office
- During personal entrance loan counseling provided by the Department of Education website, accessible at <http://www.studentloans.gov>

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

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123
<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/contact-financial-aid/>

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.

These disclosures are made during entrance loan counseling provided by the U.S. Department of Education, at <http://www.studentloans.gov>.

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

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123
<http://www.calbaptist.edu/explore-cbu/offices/financial-aid/undergraduate/contact-financial-aid/>

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))

Exit Counseling is required when borrowers of loans under the FFEL, Federal Direct Loan, or Perkins Loan programs (other than consolidated or Parent PLUS loans) graduate, leave school, or drop below half-time enrollment. Exit counseling provides important information to prepare for repayment of federal student loan(s).

Exit 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:

- https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz
- https://insidecbu.calbaptist.edu/ICS/Financial_Aid/Financial_Awareness.jnz
- <https://studentloans.gov/myDirectLoan/index.action>
- <http://www.direct.ed.gov/pubs/exitcounselguide.pdf>

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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.

Information regarding private (alternate) education loans is available on the California Baptist University website at: https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz

The Department of Education Private Education Loan Applicant Self-Certification form is available at: <https://ifap.ed.gov/dpcletters/attachments/GEN1001A-AppSelfCert.pdf>

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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.

California Baptist University's Code of Conduct regarding FFELP or private education loans is available at: http://www.calbaptist.edu/files/3114/3508/5999/HEOA-FinAid-LoanInfo-Code_of_Conduct_for_Loans_rev.pdf

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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.

California Baptist University provides a link to a list of lenders that have provided excellent customer service and benefits designed to meet the needs of students on the CBU Financial Aid web page at:
https://insidecbu.calbaptist.edu/ICS/Financial_Aid/1516_Trad_Undergrad.jnz

Students are encouraged to visit each lender's website to learn more about their features and benefits. CBU's established lenders may be accessed at: <http://www.elmselect.com/?schoolid=70#/results>

If you are unable to locate the information you need from the links above, you may contact the:

- Financial Aid Office
finaid@calbaptist.edu
(951) 343-4236
Yeager Center B123

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).

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

Upon request, California Baptist 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.")

Information regarding California Baptist University's Drug and Alcohol Policies for students may be accessed in the following sections of the [California Baptist University Student Handbook](#), which is distributed annually in print to students and is available on the university web site:

- Policy 1.3 – Community Social Misconduct
- Policy 12 – Alcohol Policy
- Policy 23 – Parental Notification
- Policy 65 – Student Financial Aid

Information regarding California Baptist's Drug and Alcohol Policies for employees may be accessed in the following sections of the [California Baptist University Employee Manual](#), which is provided to all employees in print and is posted on the employee web portal:

- Policy 2.17 – Drug/Alcohol Rehabilitation
- Policy 2.18 – Drug-free Workplace Notice and Policy
- Policy 2.52 – Department of Transportation Alcohol and Drug Policy

California Baptist University's "Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics" is distributed annually to all students and employees and is available online at:

- For Main Campus: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
- For Online and Professional Studies: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc

The California Baptist University Department of Public Safety has modified its information collection procedures to comply with the mandate to determine the number of drug and alcohol-related incidents and fatalities occurring on campus or as part of the University's activities.

The California Baptist University Dean of Students collects information on the number and type of sanctions imposed as a result of such incidents and fatalities.

The California Baptist University Student Handbook has been modified to provide information on the penalties associated with drug and alcohol related offenses, including the potential loss of eligibility for any grant, loan, or work study assistance program.

A notice has been prepared to provide timely notice to each student who has lost eligibility for any grant, loan, or work study assistance as a result of penalties under 484(r)(1) of the HEA. The notice advises the student of the loss of eligibility and describes the ways in which, eligibility may be regained.

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

- Student Services Office
StudentServices@calbaptist.edu
(951) 343-4217
Yeager Center D243
- Human Resources Department
personnel@calbaptist.edu
(951) 552-8655
8471 Magnolia Avenue, Riverside, CA, 92504
- CBU Department of Public Safety
publicsafety@calbaptist.edu
(951) 343-4311
Lancer Arms 31

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

Institutions must make available to current and prospective students information about institutional policies regarding vaccinations.

California Baptist University does not have a policy regarding vaccination; however, the University is concerned about the health and well-being of all Students. Accordingly, CBU encourages all Students to remain current on vaccinations as suggested by appropriate health authorities.

Due to the absence of a policy regarding vaccination, California Baptist University does not have a health and safety exemption requirement.

However, enrollment in some healthcare-related degree programs and participation in some activities (such as International Service Projects) require immunizations as recommended by the Centers for Disease Control and communicated by the specific California Baptist University program.

For further information regarding California Baptist University Student policies, you may contact the:

- Student Services Office
StudentServices@calbaptist.edu
(951) 343-4217
Yeager Center D243

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)

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act,” commonly referred to as the “Clery Act,” requires institutions of higher education receiving federal financial aid to report certain crime statistics on college campuses and to provide other safety and crime information to members of the campus community. Subsequent legislation has expanded the types of information collected and required additional disclosures to further inform the campus community. California Baptist University provides this report annually to comply with the letter and intent of the Clery Act.

This information is published by October 1 each year and is made available to all current students, faculty, and staff members through electronic notification of availability; a direct link to the document itself and instructions for obtaining a written copy; and upon request to applicants for employment, enrollment (including parents), and the Secretary of the U.S. Department of Education.

California Baptist University’s “Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics” is distributed annually to all students and employees and is available online at:

- For Main Campus: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
- For Online and Professional Studies: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc

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.

California Baptist University's crime statistics are submitted to the Department of Education. The Department is required to make the statistics available to the public. To view the statistics that California Baptist University provided to the U.S. Department of Education or compare with other colleges/universities, please visit the U.S. Department of Education, Office of Postsecondary Education (OPE), OPE Campus Security Statistics Website at <http://ope.ed.gov/security/>

Crime logs:

- California Baptist University Public Safety Office maintains a daily activity and crime log that contains specific information relevant to the California Baptist University campus community. 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.
- Crime logs for the prior sixty (60) days may be inspected any time during normal business hours. Logs more

than sixty (60) days old are also available for inspection during normal business hours by appointment, but require forty-eight (48) hours' notice, not including weekends and holidays observed by the University. All logs are maintained for seven (7) years.

Coordination with state and local law enforcement agencies for the investigation of alleged criminal offenses:

- The current edition of the California Baptist University Jeanne Clery Disclosure “Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics” includes a statement of the Department of Public Safety’s enforcement authority and relationship with applicable policing agencies. This report is distributed annually to students and employees and is available online at:
 - For Main Campus:
https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
 - For Online and Professional Studies:
https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc
- This report describes the working relationship between the California Baptist University Department of Public Safety and the local agencies of jurisdiction in all areas in which the University owns/operates facilities. Because DPS is not a police agency, no memorandums of understanding are required to provide for the authority of these agencies to investigate alleged crimes occurring on or around the campuses.
- The same report strongly encourages the reporting of all crimes to the California Baptist University Department of Public Safety (DPS) and the applicable policing agency. DPS personnel currently encourage the reporting of crimes and provide contact information for the applicable police agency to the victim upon reporting of any alleged crime.

Hate crimes:

- The California Baptist University Department of Public Safety has modified its information collection and record keeping procedures to comply with the expanded list of hate crimes to be reported in the annual report, to include four new crimes: larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism to property.

Timely warning and emergency notification:

- California Baptist University Department of Public Safety 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.
- The Department of Public Safety has developed and published a procedure in the California Baptist University [Emergency Management Plan](#) to provide the designated University Incident Commander with the authority to issue “immediate” notifications to the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on campus. Notifications are disseminated using outdoor speaker, telephone voice and text messaging, email, and computer “pop-up” systems.

- The Department of Public Safety conducts tests of the emergency response and evacuation procedures at least annually.

Emergency response/evacuation:

- California Baptist University has policies in place to provide for an immediate emergency response and evacuation of persons, and to give notice to the campus community “immediately” of a “significant emergency or dangerous situation” involving an “immediate threat,” occurring at any of the locations specified in the Clery Act. The procedures are publicized and tested annually.
- The Department of Public Safety developed and published the California Baptist University [Emergency Management Plan](#) that provides for the immediate response to, and evacuation of persons in response to emergencies.
- Information on emergency response and evacuation procedures may be accessed in:
 - Section 61.1 – Community and Emergency Notification of the [California Baptist University Student Handbook](#)
 - Action Plans section and Appendix of the California Baptist University [Emergency Management Plan](#)

If you are unable to locate the information you need from the links above, or if you would like a paper copy of the reports, you may contact the:

- Department of Public Safety
publicsafety@calbaptist.edu
 (951) 343-4311
 Lancer Arms 31

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))

California University has established policies and procedures to assist in the reporting of any resident student(s) believed to be missing, the on-campus investigation of such report(s), and the making of any necessary notifications to parents, law enforcement, or other entity as a result of such inquiry. The Missing Student Notification is Policy 61.2 of the [California Baptist University Student Handbook](#).

California Baptist University includes in its annual Jeanne Clery Disclosure “Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics” the following statement of policy regarding missing student notification procedures for students who reside in on-campus student housing facilities.

The University has in place policies and procedures to receive, document, investigate, and make all required notifications in response to any report of a student missing more than twenty-four (24) hours.

The Department of Public Safety, working together with the Dean of Students, will investigate any report of a missing student and the Dean will make all notifications required under the law.

Additionally, these policies provide for each student living in on-campus housing to list on their housing information card a confidential contact person to be notified if the student is missing, require that the local law enforcement be notified within required time frames if the student is not located, and that parent or guardian of a student less than eighteen (18) years of age and not emancipated be notified if the student is missing.

A student believed to be missing should be reported to the Department of Public Safety so that a prompt and thorough campus investigation may be commenced.

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

California Baptist University's Jeanne Clery Disclosure "Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics" is distributed annually to students and employees and is available online at:

- For Main Campus: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
- For Online and Professional Studies: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc

If you are unable to locate the information you need from the links above, or if you would like a paper copy of the reports, you may contact the following offices:

- Department of Public Safety
publicsafety@calbaptist.edu
(951) 343-4311
Lancer Arms 31
- Student Services Office
StudentServices@calbaptist.edu
(951) 343-4217
Yeager Center D243

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, California Baptist 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. This provision applies to any disciplinary proceeding conducted by an institution on or after August 14, 2009.

The Complainant's Rights in a Hearing are included in the Student Conduct Process Policies (27.15.2.2., 27.15.3., 27.15.4., and 27.15.5.) of the [California Baptist University Student Handbook](#).

California Baptist University's Clery Disclosure "Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics" includes the policies that:

- both the accuser and accused will be informed of the outcome or any institutional disciplinary proceeding brought alleging an offense, and
- victims have the right to be informed of the outcome of the judicial proceedings involving an assault.

The Clery Disclosure report may be accessed at:

- For Main Campus: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
- For Online and Professional Studies: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc

If you are unable to locate the information you need from the links above, or if you would like a paper copy of the reports, you may contact the following offices:

- Department of Public Safety
publicsafety@calbaptist.edu
(951) 343-4311
Lancer Arms 31
- Student Services Office
StudentServices@calbaptist.edu
(951) 343-4217
Yeager Center D243

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)

California Baptist University distributes to all current students and employees, by October 1 each year, notice of its “Annual Report of Fire Information and Statistics” which is a separate section of the California Baptist University Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act report. The statistical information is submitted to the Secretary of Education as part of the annual Clery Report, and the “Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics” is posted on California Baptist’s website:

- For Main Campus: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-Main_Campus.pdf?target=d6bf92b2-6ed0-4b0d-8855-b61173a5e3fb
- For Online and Professional Studies: https://insidecbu.calbaptist.edu/ICS/icsfs/Clery_Report_for_Calendar_Year_2013-OPS.pdf?target=4cbb0606-8fc8-4d11-8fc6-fee6934dacc

California Baptist University maintains a Fire Log, listing date and time of occurrence, nature of the fire, and general location of the fire. This log is available on-site and immediately accessible for the most recent sixty (60) day period. Any portions of the log outside of the prior sixty (60) days must be made available within two (2) business days of a request for inspection, and all logs must be retained for three (3) years following publication of the last annual report to which it applies (in effect, seven years).

California Baptist University’s Facilities and Planning Department annually provides updated information on fire safety systems in place, and updates on needed improvements to the Department of Public Safety for inclusion in the annual report.

California Baptist University Residential Life has developed and implemented education programs to enhance fire prevention and safety.

California Baptist University’s “Annual Report of Campus Security Policies and Crime Statistics and Annual Report of Fire Information and Statistics,” as referenced in the links above, includes the following information 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

California Baptist University's fire statistics are submitted to the Department of Education. The Department must make the statistics publicly available. To view the statistics that California Baptist University provided to the U.S. Department of Education or compare with other colleges/universities, please visit the U.S. Department of Education, Office of Postsecondary Education (OPE), OPE Campus Security Statistics Website at <http://ope.ed.gov/security/>

If you are unable to locate the information you need from the links above, or if you would like a paper copy of the reports, you may contact the:

- Department of Public Safety
publicsafety@calbaptist.edu
(951) 343-4311
Lancer Arms 31

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))

California Baptist University collects annually the data regarding the retention rate of degree-seeking, first-time, undergraduate students at California Baptist University, and provides that data to the Department of Education.

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.

California Baptist University posts [Retention Rates](#) on the university's website at <http://www.calbaptist.edu/explore-cbu/about/higher-education-opportunity-act-compliance/>.

This information is also disclosed by the Department of Education on its College Navigator website: <https://nces.ed.gov/collegenavigator/?q=california+baptist+university&s=all&id=110361>

For more information on the IPEDS Fall Enrollment Survey: <http://nces.ed.gov/ipeds>.

If you are unable to locate the information you need from the links above, or if you would like a paper copy, you may contact the following offices:

- Office of Institutional Research, Planning and Assessment
ir@calbaptist.edu
(951) 552-8650
James Building 103

- Office of the University Registrar
registrar@calbaptist.edu
 (951) 343-4566
 Yeager Center D118

COMPLETION/GRADUATION AND TRANSFER-OUT RATES (STUDENT RIGHT-TO-KNOW ACT)

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)

The Student Right-to-Know Act requires institutions to annually make available to prospective and enrolled students the completion or graduation rate of certificate- or degree-seeking, first-time, full-time, 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.

California Baptist University annually reports the required Student Right-to-Know [Graduation/Completion Rates](#) data to the Department of Education in the IPEDS Graduation Rate Survey (GRS), and posts it on the university's website at <http://www.calbaptist.edu/explore-cbu/about/higher-education-opportunity-act-compliance/>.

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

<https://nces.ed.gov/collegenavigator/?q=california+baptist+university&s=all&id=110361>

For more information on the IPEDS Graduation Rate Survey: <http://nces.ed.gov/ipeds>.

As a bachelor-degree granting institution, California Baptist University does not calculate transfer-out rates for student cohorts.

If you are unable to locate the information you need from the links above, or if you would like a paper copy, you may contact the following offices:

- Office of Institutional Research, Planning and Assessment
ir@calbaptist.edu
(951) 552-8650
James Building 103
- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118

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 Graduation Rate Survey collects a URL for the disclosure information 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)
- the completion or graduation rate, and if applicable, the transfer-out rate, of the certificate- or degree-seeking first-time, full-time undergraduates, categorized by race and gender for the most recently completing class (data submitted to IPEDS in Graduation Rate Survey)
- the completion or graduation rate, and if applicable, the transfer-out rate, of the certificate- or degree-seeking first-time, full-time undergraduates who received athletically related student aid, categorized by race and gender within sport. (These data need not be disclosed for a category in which the number of students is five or fewer.)
- average completion or graduation rate, and, if applicable, transfer-out rate, of the four most recently completing or graduating classes, by race and gender; and
- average completion or graduation rate, and, if applicable, transfer-out rate, of the four most recently completing or graduating classes for students who received athletically related student aid, categorized by race and gender within each sport.

Information regarding graduation rates of California Baptist University student athletes may be accessed at:

- [Intercollegiate Athletics Programs Information](#)
- [CBU Student Athlete Graduation Rates](#)

If you are unable to locate the information you need from the links above, or if you want to request paper copies, you may contact:

- Athletics Department
lbouchie@calbaptist.edu
(951) 343-4318
Van Dyne Gym 201
- Office of the University Registrar
registrar@calbaptist.edu
(951) 343-4566
Yeager Center D118

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 California Baptist University's degree programs is available through the [CBU Career Center](#).

California Baptist University also participates in a number of student, alumni, and faculty surveys, including the College Senior Survey, administered by the Higher Education Research Institute.

This survey may be accessed at [College Senior Survey 2013 Results Overview](#).

Other survey reports are available at: <https://insidecbu.calbaptist.edu/ICS/InstResearch/InstitutionalResearch/>.

If you need more information regarding employment of graduates, you may contact the:

- Career Center
CareerCenter@calbaptist.edu
(951) 343-5031
Business Building 118

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

California Baptist University does not advertise job placement rates as a means of recruiting students to enroll. For information regarding employment of California Baptist University graduates, you may contact the:

- Career Center
CareerCenter@calbaptist.edu
(951) 343-5031
Business Building 118

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 California Baptist

University's 4-year degree programs are enrolled can be accessed at:

Information regarding the types of graduate and professional education in which graduates of California Baptist University's bachelor degree programs are enrolled is available through the [CBU Career Center](#).

California Baptist University participates in a number of student, alumni, and faculty surveys, including the College Senior Survey, administered by the Higher Education Research Institute. This survey may be accessed at [College Senior Survey 2013 Results Overview](#).

If you are unable to locate the information you need from the links above, you may contact the:

- Career Center
CareerCenter@calbaptist.edu
(951) 343-5031
Business Building 118