

UNIVERSITY RULE

13.03.99.M2 Centralization of All Student Loan Funds Within the University

Approved January 28, 1999

Next Scheduled Review: Currently Under Review

Supplements [System Policy 13.03](#)

1. GENERAL

The administration of all new and previously established loan program accounts and the authorization process for all loan funds will be centralized in the Department of Student Financial Aid.

2. GUIDELINES

- 2.1 Before a loan fund is established, the Department of Student Financial Aid will review all proposed loan program guidelines for feasibility and use. Proposed guidelines will be prepared and submitted through Financial Management Operations and/or the Texas A&M Foundation for approval prior to establishing the loan program.
- 2.2 Recipients of departmental loans should continue to be selected or recommended by the departments (in compliance with loan fund restrictions). Students will then present departmental authorization to the Department of Student Financial Aid for review, approval, and authorization to receive the loan
- 2.3 For the purpose of audit control, all established loan programs must have approved loan program guidelines on file with the Department of Student Financial Aid, and Financial Management Operations. These guidelines will specify the intended loan purpose, terms, conditions, and operational procedures before a loan can be authorized from the established account.

OFFICE OF RESPONSIBILITY: [Department of Student Financial Aid](#)