

Proposed NYSFAAA Statement of Principles

Executive Summary/Background

The NYSFAAA community has always had pro-active leadership and as such the association's president commissioned the *Professional Standards and Ethics Committee*. One of our charges was to refresh the association's statement of principles.

As students and their access to education have always been our top priority, the written history of our own governance, mission statement, constitution and earlier statement of principles still stand as our primary documents. Other than the recognition and support of new state and federal guidance, below is merely an updated re-statement of what we have been practicing for over thirty years.

This Statement of Ethics and Guiding Principles (The Statement) adopted by the NYSFAAA Executive Council expresses our mission and the standards which pledge that our membership will conduct business in accordance with the highest professional and ethical standards and all applicable laws, rules, and regulations.

This Statement reflects the guiding principles by which we operate our organization and conduct our daily business with our members, students, families, lending institutions, guaranty agencies, government authorities, and all other people and entities. These principles apply to all NYSFAAA officers and members. This statement also applies to all activities and special events which NYSFAAA runs or participates in. Periodic review of our principles reinforces commitment to our values, and helps us focus on the ethical issues we face.

Insert NYSFAAA's Mission Statement: XXXXXXXX

Section I - Our Principles

The Executive Council has adopted the following statement of NYSFAAA's "Principles".

1. NYSFAAA is a charitable association of volunteers that operates and advocates for the long-term benefit of our members and by extension their constituents. We recognize that our success depends on earning the respect, trust and confidence of our members, educational institutions, government authorities and the public at large.
2. Our officers and members are to act honestly, professionally and ethically at all times.

3. The leaders of NYSFAAA shall set the tone and example for the membership. We commit to the highest level of integrity, and communicate its importance through example, discussion and training.
4. NYSFAAA is a self-supporting entity, declining all contributions from outside sources that would violate, State or Federal laws, jeopardize our tax-exempt status, or would lend itself to the appearance of impropriety.
5. NYSFAAA does not concern itself with matters outside the scope of its mission and neither endorses or opposes any causes or politics.
6. NYSFAAA recognizes and supports the NASFAA Statement of Ethical Principles and the Code of Conduct for Institutional Financial Aid Professionals. (Reference it in an appendix for paper version or add link for web version).
7. We affirm our principles through our organization's Constitution and other applicable documents (reference it in an appendix for paper version or add link for web version).
8. We recognize our responsibility to comply with all applicable laws, rules and regulations. We emphasize compliance as a fundamental responsibility of all our members. The Executive Council will establish an oversight committee to respond to compliance issues, and respond to problems as they may occur.
9. We recognize that our guiding principles are not all inclusive, they cannot replace the common sense that each of us must use and apply with respect to recognizing ethical issues and handling them promptly. We will act in a manner that is honest and fair and reflects the spirit of our principles.

Section two Our Goals

The activities toward achieving our goals and functions of NYSFAAA all share the underlying goal of assisting our members within the context of their regular occupational responsibilities to:

- Provide financial access to higher education opportunities to all the people of New York State and/or attending NYS institutions.
- Provide useful, accurate, and timely information to students and families and communities about financing higher education by offering technical assistance, financial counseling, and tailored customer service;
- Encourage early awareness of college aid programs, financing resources, saving opportunities and financial literacy.
- Administer programs and all other aspects of the profession with efficiency, accuracy, ethics, and professional behavior.

Section Three - Our Activities toward Achieving our Goals

The goals above will be achieved through a variety of NYSFAAA activities including:

- Providing direct NYSFAAA scholarships to students within New York State and working cooperatively with other scholarship providers and services;
- Organizing, sponsoring, providing and participating in professional and program administration training and mentoring to our members, and to others
- Organizing, sponsoring, providing and participating in informational and awareness activities targeted directly to students, prospective students, and their families; and
- Working actively with industry partners to promote adequate funding, administrative simplicity, equitable program rules, and systematic integrity.

Appendices:

NYSFAAA Constitution

NASFAA Statement of Ethical Principles and the Code of Conduct for Institutional
Financial Aid Professionals