

# Consumer Information Directory

Dawson Community College Consumer Information Directory is designed as a quick reference tool for school personnel, prospective students and their families and other consumers. It is updated annually.

Contact us by phone, email or fax:

Toll Free: 1-800-821-8320

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Email: [www.dawson.edu](http://www.dawson.edu)


Office Hours: M - F 8:00am - 5:00pm

Summer Hours: M - F 8:00am - 5:00pm

Director Financial Aid: Justin Beach (406) 377-941

Registrar:

## General Institutional Information

Disclosure	Disclosure Recipient	When	Location of Disclosure	Office Contact	Last Updated
<b>Privacy of Student Records</b>					
<b>FERPA Rights</b>	Parents of students currently in attendance or eligible students currently in attendance <a href="#">34 CFR 668.41(c)</a> ; <a href="#">34 CFR Part 99</a>	Annually	<a href="#">Academic Catalog</a> pg 32 <a href="#">Family Education Rights and Privacy Act (FERPA)</a>	Registration	11/19/18
<b>Admission/Readmission policies and procedures</b>	Enrolled student, prospective students, & public	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a> pg 11-13 <a href="#">Future Students</a>	Registration	11/07/18
<b>Facilities and Services for Students With Disabilities</b>					
<b>Services and facilities for students with disabilities</b>	Enrolled and prospective students <a href="#">34 CFR 668.41 (a)-(d)</a> ; <a href="#">34 CFR 668.43</a> ; <a href="#">34 CFR 668.231</a>	Made available through appropriate publications, mailing, or electronic media	<a href="#">Academic Catalog</a> pg28 <a href="#">Request for Disability Accommodation</a>	Dean of Student Success	11/19/18
<b>Student Diversity</b>					
<b>Diversity of student body</b>  <b>Diversity of student body for Pell Grant recipients</b>	Enrolled and prospective students <a href="#">DCL GEN 08-12, page 95</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">IPEDS Data Center</a> <a href="#">College Navigator</a> <a href="#">Diversity of student body</a>  <a href="#">College Navigator PDF</a> 	Institutional Research	11/07/18

## General Institutional Information

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<b>Price of Attendance</b>					
<b>Cost of attending the institution</b>	Enrolled and prospective students <a href="#">34 CFR 668.41(a) – (d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Financial Aid and Scholarships Tuition and Fees</a>	Financial Aid and Scholarships	11/07/18
<b>Net Price Calculator</b>					
<b>Net Price Calculator</b>	Enrolled and prospective students, their families, and other consumers <a href="#">20 U.S.C. 1015a(a)</a> ; <a href="#">20 U.S.C. 1015a(h)</a> ; <a href="#">DCL GEN 08-12, page 33</a>	On-going	<a href="#">Financial Aid and Scholarships</a>	Financial Aid and Scholarships	11/07/18
<b>Refund Policy and Requirements for Withdrawal and Return of Federal Financial Aid</b>					
<b>Refund policies</b>	Enrolled and prospective students <a href="#">34 CFR 668.41(a) –(d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a> pg 18-19	Financial Aid and Scholarships Business Services	11/07/18
<b>Official withdrawal procedures</b>	Enrolled and prospective students <a href="#">34 CFR 668.41(a) –(d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Student Handbook</a>	Admissions and Registration Advising Center	11/19/18
<b>Return of Title IV requirements</b>	Enrolled and prospective students <a href="#">34 CFR 668.41(a) –(d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Return of Title IV</a>	Financial Aid and Scholarships	11/16/18

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Disclosure	Disclosure Recipient	When	Location of Disclosure	Office Contact	Last Updated
<b>Transfer of Credit Policies and Articulation Agreements</b>					
<b>Transfer credit policies</b>	Enrolled and prospective students <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a> pg 43-49	Registration	10/19/18
<b>Articulation Agreements</b>	Enrolled and prospective students <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a> <a href="#">Transfer information and 2+2 Articulation Agreements</a>	Registration	10/19/18
<b>Campus Security Policies, Crime Statistics, and Crime Log</b>					
<b>Annual security report</b>	Enrolled and prospective students, current and prospective employees, and ED <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	Enrolled students and current employees: Annually by October 1  Prospective students and employees: Upon request	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator  Vice President Academic & Student Affairs	11/18/19
<b>Crime log</b>	Anyone regardless of whether associated with the institution <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	Portion of log for most recent 60-day period: Upon request during normal business hours Portion of log older than 60 days: Within 2 business days of request	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator  Vice President Academic & Student Affairs	
<b>Emergency response and evacuation procedures</b>	Enrolled and prospective students, current and prospective employees, and ED <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	Enrolled students and current employees: Annually by October 1  Prospective students and employees: Upon request	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator  Vice President Academic & Student Affairs	11/18/19
<b>Emergency notification</b>	Campus community <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	If immediate threat to the health or safety of students or employees occurring on campus Must provide adequate follow-up information as needed	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator  Vice President Academic & Student Affairs	11/18/19

**General Institutional Information**

<b>Disclosure</b>	<b>Disclosure Recipient</b>	<b>When</b>	<b>Location of Disclosure</b>	<b>Office Contact</b>	<b>Last Updated</b>
<b>Fire log</b>	Anyone regardless of whether associated with the institution <a href="#">34 CFR 668.49(d)</a>	Portion of log for most recent 60-day period: Upon request during normal business hours Portion of log older than 60 days: Within 2 business days of request	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator	
<b>Fire safety report</b>	Enrolled and prospective students, current and prospective employees, and ED <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	Enrolled students and current employees: Annually by October 1 Prospective students and employees: Upon request ED: Date specified in ED letter to institution’s president and chief executive officer	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator	
<b>Missing student notification policies and procedures</b>	Enrolled and prospective students, current and prospective employees, and ED <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.46(b)(14)</a> ; <a href="#">34 CFR 668.46(h)</a>	Enrolled students and current employees: Annually by October 1  Prospective students and employees: Upon request  ED: Date ED specifies in annual letter to institution’s president or chief executive officer	<a href="#">Student Handbook</a>	Campus Safety Coordinator	11/19/18
<b>Missing student notification</b>	Contact person if one designated, missing student’s parent or guardian if student is under 18 years old and not emancipated, and local law enforcement agency with jurisdiction in the area	Within 24 hours of determination student is missing	<a href="#">Student Handbook</a>	Campus Safety Coordinator	11/19/18

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<b>Timely warning</b>	Campus community <a href="#">34 CFR 668.41(a)</a> ; <a href="#">34 CFR 668.41(e)</a> ; <a href="#">34 CFR 668.46</a> ; <a href="#">34 CFR Part 668 Subpart D, Appendix A</a>	Occurrence of crime reported to campus security authorities or local police agencies that institution considers to represent a threat to students and employees	<a href="#">Student Safety and Campus Security</a>	Campus Safety Coordinator	11/18/19
<b>Registered sex offenders information</b>	Enrolled and prospective students, current and prospective employees, and ED	Enrolled students and current employees: Annually by October 1 Prospective students and employees: Upon request ED: Date ED specifies in annual letter to institution's president or chief executive officer	<a href="#">Violent Offender Registry</a>	Campus Safety Coordinator	
<b>Outcome of institutional disciplinary proceedings against alleged perpetrator of a crime of violence or non-forcible sex offense</b>	Alleged victim or next of kin if alleged victim is deceased	Upon written request	Campus Safety Coordinator Vice President Academic & Student Affairs	Campus Safety Coordinator Vice President Academic & Student Affairs	
<b>Educational Program/Instructional Facilities/Faculty</b>					
<b>Academic programs, facilities, and instructional personnel</b>	Enrolled and prospective students <a href="#">34 CFR 668.41(a)–(d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a>	Registration Vice President Academic & Student Affairs	11/19/18
<b>Course schedule information</b>	Bookstore operated by, in a contractual relationship with, or otherwise affiliated with the institution <a href="#">DCL GEN 08-12, page 35</a>	Upon request	<a href="#">Class Schedule</a>	Registration & Vice President Academic & Student Affairs	11/0718

### General Institutional Information

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Transfer of Credit Policies and Articulation Agreements					
Textbook cost savings programs	Enrolled students ( <a href="#">20 U.S.C. 1015b</a> ); HEOA amendment effective July 1, 2010; <a href="#">DCL GEN 08-12, page 35</a>	Institution is encouraged, not required, to disseminate information			
Textbook Pricing Info.	Enrolled students	Each academic period	Textbook pricing is available the <a href="#">DCC Campus Store</a>		11/07/18
Accreditation, Approval, and Licensure of Institution and Programs					
Accreditation and licensing of the institution	Enrolled and prospective students <a href="#">34 CFR 668.41(a)-(d)</a> ; <a href="#">34 CFR 668.43</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Academic Catalog</a>	Vice President Academic & Student Affairs	11/07/18
Foreign gifts or contracts worth more than \$250,000 within a calendar year	Department of Education (ED) and the public	Report to ED by the earlier of 1/31 or 7/31, after the receipt of the gift(s) or the contract date; must make report available for public inspection and copying during business hours	NA	Foundation	
Copyright Infringement-Policies and Sanctions/Computer Use and File Sharing					
Copyright and peer-to-peer file sharing issues	Enrolled and prospective students <a href="#">34 CFR 668.43(a)(10)</a>	Made available through appropriate publications, mailings, or electronic media	<a href="#">Information Technology</a>	Information Technology,	11/07/18

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Teacher Preparation Program Report					

<b>Teacher Education Preparation Program Report</b>	Title II Report Card <a href="#">20 U.S.C. 1022d-1022g</a> ; <a href="#">DCL GEN 08-12, page 48</a>	Provide Report to general public	NA		
<b>Teacher Education for College and Higher Education (TEACH Grant) Exit Counseling</b>	TEACH Grant recipients	Shortly before student ceases attendance, or within 30 days of leaving school, withdrawing from a TEACH Grant eligible program, or completing correspondence, or study abroad program	NA		
<b>TEACH Grant initial counseling</b>	First-time TEACH Grant recipients	Prior to first disbursement of first TEACH Grant	NA		
<b>TEACH Grant subsequent counseling</b>	Prior TEACH Grant recipients	Prior to first disbursement of each subsequent TEACH Grant	NA		
<b>Student Financial Assistance</b>					
<b>Available financial aid</b>	Enrolled and prospective students <a href="#">34 CFR 668.41 (a)-(d)</a> , <a href="#">34 CFR 668.42</a> , <a href="#">34 CFR 668.43</a>	Information must be readily available	<a href="#">Types of Financial Aid</a>	Financial Aid and Scholarships	11/16/18
<b>State grant assistance</b>	All enrolled eligible student borrowers	Timely so borrower can apply for available state aid	<a href="#">Types of Financial Aid</a>	Financial Aid and Scholarships	
<b>Rights and responsibilities of financial aid recipients</b>	Enrolled and prospective students	Made available through appropriate publications, mailings, or electronic media	<a href="#">Rights and Responsibilities</a>	Financial Aid and Scholarships	11/16/18
<b>Satisfactory Academic Progress (SAP)</b>	Enrolled and prospective students	Made available through appropriate publications, mailings, or electronic media	<a href="#">Satisfactory Academic Progress Policy</a>	Financial Aid and Scholarships	11/16/18

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<b>Verification requirements</b>	Applicants selected for verification	Timely so applicant can complete verification by verification deadline	<a href="#">Verification Process</a>	Financial Aid and Scholarships	11/19/18
<b>Penalties for Drug Violations</b>	A separate, clear and conspicuous written notice provided to each student <a href="#">34 CFR 668.40</a> ; <a href="#">DCL GEN 08-12, pages 101 through 102</a>	Information provided to each student	<a href="#">Loss of Student Eligibility for Federal Aid due to Drug Conviction</a>	Financial Aid and Scholarships	11/25/18
<b>Student Loan Information</b>					
<b>Entrance Counseling-Direct Loans</b>	All “first-time” graduate PLUS borrowers and all “first-time” borrowers of Direct Subsidized Loan or Direct Unsubsidized Loan <a href="#">34 CFR 685.304(a)</a>	Prior to first disbursement of loan proceeds	<a href="#">Financial Aid and Scholarships</a>	Financial Aid and Scholarships	11/07/18
<b>Exit counseling-Title IV loan programs</b>	All student borrowers of a loan made under the Federal Perkins Loan, Direct Loan, or Federal Family Education Loan (FFEL) programs <a href="#">34 CFR 685.304(b)</a> ; <a href="#">34 CFR 668.42</a> ; <a href="#">34 CFR 674.42(b)</a>	Shortly before the borrower ceases at least half-time enrollment, or within 30 days of the borrower leaving school or completing correspondence or study abroad program	<a href="#">Financial Aid and Scholarships</a>	Financial Aid and Scholarships	11/07/18
<b>Institutional Code of Conduct</b>	Published on website All institutional employees and officers with Title IV loan responsibilities must be annually informed <a href="#">34 CFR 601.2</a> ; <a href="#">34 CFR 601.21</a> ; <a href="#">34 CFR 668.14(b)(27)</a>	Annually	<a href="#">Code of Conduct</a>	Financial Aid and Scholarships	11/16/17

### General Institutional Information

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<b>Preferred lender list and disclosures</b>	Enrolled students and their families <a href="#">34 CFR 601.2</a> ; <a href="#">34 CFR 601.21</a> ; <a href="#">34 CFR 668.14(b)(28)</a>	For any year in which a preferred lender arrangement exists with a private education loan lender, must annually	Students are free to borrow from any lender they wish.	Financial Aid and Scholarships	



		compile and make available.			
<b>Lender assistance in preparing educational counseling, financial literacy, or debt management materials</b>	Education loan borrowers	At time educational counseling, financial literacy, or debt materials provided		Financial Aid and Scholarships	
<b>Code of conduct if participate in Title IV loan program</b>	All institutional employees and officers with Title IV loan responsibilities <a href="#">34 CFR 601.2</a> ; <a href="#">34 CFR 601.21</a> ; <a href="#">34 CFR 668.14(b)(27)</a>	Annually	<a href="#">Federal Loan Program Code of Conduct</a>	Financial Aid and Scholarships	11/16/18
<b>Education loan disclosures if preferred lender arrangement exists</b>	Enrolled and prospective students and their families	Annually so students or their families can take the information into account before selecting a lender or applying for an education loan (see Federal Register, 7/28/09, p. 37439)	NA	Financial Aid and Scholarships	
<b>Private education loan disclosures if provide information about a private education loan from a lender to a prospective borrower</b>	Prospective private education loan borrower <a href="#">34 CFR 601.2</a> ; <a href="#">34 CFR 601.11</a> ; <a href="#">34 CFR 601.30</a> ; <a href="#">34 CFR 668.14(b)(29)</a>	When providing private education loan information from a lender so borrower can take the information into account before selecting a lender or applying for a private education loan	NA	Financial Aid and Scholarships	

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<b>Code of conduct if preferred lender arrangement</b>	All employees and officers of the institution and of institution-affiliated organization(s) with responsibilities with respect to private education loans	Annually	NA		
<b>Preferred lender arrangement annual report</b>	ED, enrolled and prospective students and their families, and the public <a href="#">34 CFR 601.2</a> ; <a href="#">34 CFR 601.10</a> ; <a href="#">34 CFR 601.12</a> ; <a href="#">34 CFR 601.20</a> ; <a href="#">34 CFR 601.21</a>	ED: TBD Others: Upon request	NA		

<b>Direct Loan model disclosure form</b>	Enrolled and prospective students and their families	When providing information about a private education loan; otherwise must make available upon request.	<a href="#">Financial Aid and Scholarships</a>	Financial Aid and Scholarships	11/15/18
Health and Safety					
<b>Drug and alcohol abuse prevention program information</b>	Enrolled students, employees, ED, and the public <a href="#">34 CFR 86</a>	Distributed to enrolled students and employees: Annually  ED and public: Upon request	<a href="#">Student Handbook</a>	Dean of Student Success	11/25/18
<b>Drug-free workplace statement</b>	Employees <a href="#">34 CFR 86</a>	Annually	<a href="#">Student Handbook</a>	Human Resource	11/25/18
<b>Penalties for Drug Violations</b>	Enrolled students <a href="#">34 CFR 668.40 ; DCL GEN 08-12, pages 101 through 102</a>	Upon Enrollment	<a href="#">Student Handbook</a> <a href="#">Loss of Student Eligibility</a>	Financial Aid and Scholarships Registration &	11/25/18
<b>Vaccination policies</b>	Enrolled and prospective students <a href="#">DCL GEN 08-12, page 96</a>	Upon request	<a href="#">Student Handbook</a> <a href="#">Academic Catalog</a> pg12	Student Health Services Registration	11/25/18

### General Institutional Information

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<b>Student Outcomes</b>					
<b>Report on athletic program participation rates and financial support data</b>	Enrolled and prospective students, the public, and ED <a href="#">34 CFR 668.41(g); 34 CFR 668.47</a>	Report must be made available annually no later than 10/15 Enrolled and prospective students and the public: Upon request ED: Within 15 days	<a href="#">EADA Athletics Home Page</a>		11/25/19

<b>Placement rate information if rate used to attract students</b>	Prospective students <a href="#">34 CFR 668.14(b)(10)</a>	Before or at time of application for enrollment			
<b>Completion or graduation rate, and transfer-out rate of full-time undergraduates</b>	Enrolled and prospective students and ED <a href="#">34 CFR 668.41(a) - (d)</a> ; <a href="#">34 CFR 668.45</a> ; <a href="#">34 CFR 668.8(b)(1)(ii)</a>	Enrolled students: Information must be readily available Prospective students: Must make information available prior to enrolling or entering into any financial obligation with the institution ED: Annually within time frame specified by Integrated Postsecondary Education Data System (IPEDS) for reporting completion or graduation rate data	<a href="#">IPEDS Data Center</a> <a href="#">College Navigator</a>		11/25/18
<b>Retention rate reported to IPEDS</b>	Enrolled and prospective students <a href="#">34 CFR 668.41</a>	Enrolled students: Information must be readily available Prospective students: Must make information available prior to enrolling or entering into any financial obligation with the institution	<a href="#">IPEDS Data Center</a> <a href="#">College Navigator</a>		11/25/18

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<b>Notice to enrolled students of the availability consumer information</b>	Enrolled students	Annually	<a href="#">Annual Notice to Students</a>	Vice Chancellor for Student Affairs  Registration	

<b>Personnel responsible for providing consumer information</b>	Enrolled and prospective students	Made available through appropriate publications, mailings, or electronic media	Main Office	Financial Aid Vice Chancellor for Student Affairs Registration	
<b>Reimbursements for service on advisory boards</b>	ED	Annually	NA		
<b>Gainful Employment</b>	ED and prospective students <a href="#">34 CFR 668.6(b)</a>	Annually	<a href="#">Gainful Employment Information</a>	Financial Aid Registration	10/25/18
<b>Constitution and Citizenship Day</b>	<a href="#">Federal Register 5/24/2005</a>	September 17 of each year	<a href="#">Constitution and Citizenship Day</a>	Student Government Association	10/25/18
<b>Voter Registration</b>	Regular voter registration closes at 5 p.m. thirty days before election day for most elections. Individuals can late-register at the county election office beginning 29 days before election day and through close of polls on election day.	Information must be readily available	<a href="#">Voter Registration</a>	Student Government Association	11/25/18