

**TOPIC: APPLICATION FOR PARTICIPATION IN STATE-FUNDED
STUDENT ASSISTANCE PROGRAM**

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I. SUMMARY

The Commission is directed by statute to establish the eligibility guidelines and determine the institutions eligible for participation in the Colorado student aid program. After reviewing the application and supporting material, the Institute of Business and Medical Careers, Inc. (IBMC) met CCHE's guidelines for initial participation. Staff recommends that the Commission approve the Institute of Business and Medical Careers, Inc. into the state financial aid program, making them eligible for a pilot grant (\$15,000) for fiscal year 2008-2009.

II. BACKGROUND

Under CCHE policy, an "eligible institution" is one that is operating in Colorado and can document that it has a governance structure in place and the institutional capability necessary to administer a student aid program, as well as sufficient in-state enrollment in eligible programs. An "eligible program" is a program of education or training that:

- 1) Admits, as regular students, only persons having a certificate of graduation from a secondary school (high school graduates), the recognized equivalent of that certificate (GED), or persons beyond the age of compulsory school attendance in the State of Colorado who have been shown to have the ability to benefit from the education or training offered.
- 2) Leads to a bachelor's, associate, professional, or higher degree; or a) is at least a two-year program which is acceptable for full credit toward a bachelor's degree; or b) is at least a one-year program leading to a certificate or degree that prepares a student for gainful employment in a recognized occupation; or c) is, for a proprietary institution or a postsecondary vocational institution, a program of at least six months duration (16 semester hours or trimester hours, or 24 quarter hours, or 600 clock hours) leading to a certificate or degree that prepares students for gainful employment in a recognized occupation.

At minimum, an institutional applicant must have successfully administered federal campus-based programs for at least two years, have the proper accreditation standards, and have submitted an application to the Commission. If the Commission approves the application, the institution will receive initial need-based grant funding.

III. STAFF ANALYSIS

The Institute of Business and Medical Careers, Inc. applied for participation in Colorado student financial aid programs for fiscal year 2008-2009. After review of the application material, DHE staff concluded that the IBMC met the qualifying criteria for participation.

Institution	Type of Programs	Accreditation	Supporting Documentation
Institute of Business and Medical Careers, Inc.	Offers an Associate's of Occupational Studies Degree and Certificates in Allied Health (Medical Assisting, Medical Billing and Coding, and Therapeutic Massage) and Business (Business Administration and Accounting and Paralegal). Offers Diplomas in Medical Assisting, Medical Billing and Coding, Therapeutic Massage.	Accreditation from the Accrediting Council for Independent Colleges and Schools (ACICS).	(1) Participated in federal campus-based financial aid program for two years. (2) Holds Department of Education approved accreditation. (3) Provided financial statement for federal programs within the required audit report of its federal programs. (4) Is not pervasively sectarian. (5) Holds a Certificate of Approval from the Division of Private Occupational Schools.

IV. STAFF RECOMMENDATION

That the Commission approves the Institute of Business and Medical Careers, Inc. as an eligible institution for participation in Colorado's state-funded financial aid programs beginning fiscal year 2008-09.

STATUTORY AUTHORITY

23-3.3-102 C.R.S.
23-3.3-103 C.R.S.