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**Revision History:**

**Review: Annually**

**Last Date Reviewed:** December 2019

### **POLICY**

No employee shall make any statement indicating that any program or degree offered by the University will result in employment, promotion in existing employment, or increases in salary or other benefits. No employee will make any statement indicating that completion or attendance at Bethel University will result in admission to any other institution nor to any program at Bethel University. The University's catalogs contain the requirements for admission and completion of all degrees and the costs associated with such degrees. No employee shall make representation that any of these policies may be waived without written permission from the appropriate administrative official.

### **MONITORING**

All recruiting materials are reviewed by the responsible officials. Compliance is monitored via the Student Complaint Procedure, in which all reports of noncompliance are investigated. A log is maintained of complaints received.

### **RESPONSIBLE PARTIES**

All recruiters, admissions personnel, and Vice Presidents

### **PUBLICATION**

This policy is posted on the University's website.