

KENTUCKY MOUNTAIN BIBLE COLLEGE
ANNUAL NOTIFICATION OF STUDENT CONSUMER INFORMATION
2018-2019

Notice of Availability of Institutional and Financial Aid Information

Institutions of higher education must annually provide to all enrolled students a notice setting forth the information required to be made available to students under the Family Education Rights and Privacy Act of 1974 (FERPA) and under the Higher Education Act of 1965 (HEA), as amended by the Higher Education Opportunity Act of 2008 (HEOA). The notice must list and briefly describe the information and include a statement of the procedures required to obtain the information. For information listed in the notice that is disclosed on an institution's website, the notice must include the exact electronic address and a statement that the institution will provide a paper copy upon request. This information is available through the KMBC Financial Aid Office and Registrar's Office. Paper copies are available upon request from those offices.

Academic Programs - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150

- KMBC Academic Catalog 18-19 pp. 64-102
- KMBC Web Site: <http://www.kmbc.edu/academics/programs-of-study/>

Accreditation - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150

- KMBC Academic Catalog 18-19 p. 11
- KMBC Web Site <http://www.kmbc.edu/aboutus/accreditation/>

Admissions Requirements & Procedures – Admissions / David Lorimer ext. 138

- KMBC Academic Catalog 18-19 pp. 21-27
- KMBC Web Site <http://www.kmbc.edu/admissions/>

Alcohol and Drug Policy - Dean of Students / Jim Nelson ext. 180

- Emergency Procedures and Campus Policies Handbook Nov. 2015 p. 9
- KMBC Web Site <http://www.kmbc.edu/consumer-information/>

Campus Security - Dean of Students / Jim Nelson ext. 180

- **Annual Security Report**
 - Emergency Procedures and Campus Policies Handbook Nov. 2015 p. 10
 - KMBC Web Site <http://ope.ed.gov/security/>
 - Posted in hall of: Administration Building & Brengle Hall
- **Crime Log**
 - Available in Dean of Students Office

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- **Timely Warning Policy**
 - KMBC Emergency Procedures and Campus Policies Handbook Nov. 2015 p. 4
- **Emergency Response/Evacuation**
 - KMBC Emergency Procedures and Campus Policies Handbook Nov. 2015 p. 7
- **Missing Student Notification Policy**
 - KMBC Emergency Procedures and Campus Policies Handbook Nov. 2015 p. 6

Copyright/File Sharing/Net Work Security – V.P. Academic Affairs / Tom Lorimer x 150

- KMBC Academic Catalog 18-19 pp. 46-48, 57-60
- Emergency Procedures and Campus Policies Handbook Nov. 2015 pp. 11-13
- KMBC Web Site <http://www.kmbc.edu/consumer-information/>

Summary of Civil & Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages of “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please see the Web site of the U.S. Copyright Office at www.copyright.gov, especially their FAQ's at www.copyright.gov/help/faq

Cost of Attendance - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150

Financial Aid / R. Joseph Ritter, Jr. ext. 175

- KMBC Catalog 18-19 pp. 28-30
- KMBC Web Site <http://www.kmbc.edu/admissions/finance/>

Financial Aid - Financial Aid / R. Joseph Ritter, Jr. ext. 175

- **Financial assistance programs** A description of all the student financial aid assistance programs available to students who enroll at KMBC and how to apply
 - KMBC Catalog 18-19 pp. 31-35
 - KMBC Web Site <http://www.kmbc.edu/admissions/finance/>
- **The criteria for determining the amount of a student's award**
 - KMBC Catalog 18-19 pp. 33-35 – Federal Programs
 - KMBC Catalog 18-19 pp. 31-33 – KMBC Program
- **The terms and conditions under which students receive financial aid**
 - Financial Aid Terms and Conditions Form is available in the FA Office
 - KMBC Web Site <http://www.kmbc.edu/wp-content/uploads/2017/09/Terms-and-Conditions-18-19.pdf>
 - Federal Student Financial Aid Penalties for Drug Law Violations

A conviction for any offense, during a period of enrollment for which a student was receiving Title IV, HEA Program (federal) funds, under any federal law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV, HEA grant, loan or work-study assistance (HEA Sec. 484(r)(1)); (20 U.S.C. 1091(r)(1)).

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- **The terms and conditions under which students receive Federal Direct Loans**
 - Online acceptance in Populi of offer of student loan – Completed by student before loan is processed
 - Entrance Loan Counseling – Completed on line at www.studentloans.gov
 - Master Promissory Note – Completed on line at www.studentloans.gov
- **The terms and conditions for student loan deferment**
 - <https://studentaid.ed.gov/sa/repay-loans/deferment-forbearance>
- **Terms and schedule for student loan repayment**
 - <https://studentaid.ed.gov/sa/repay-loans/understand/plans>
- **Satisfactory Academic Progress (SAP) Policy**
 - KMBC Catalog 18-19 pp. 36-38
 - KMBC Web Site <https://www.kmbc.edu/wp-content/uploads/2018/10/Satisfactory-Academic-Progress-Policy-18-19.pdf>
- **Return of Title IV Funds Policy**
 - KMBC Catalog 18-19 pp 39-40
 - KMBC Web Site <https://www.kmbc.edu/wp-content/uploads/2018/10/Return-of-Title-IV-Funds-Policy.pdf>

Fire Safety Dean of Students / Jim Nelson ext. 180 / Plant Manager / Doug Dunn ext. 110

- **Annual Fire Safety Report**
 - Posted in hall of Administration Building and Brengle Hall
 - KMBC Web Site <http://www.kmbc.edu/consumer-information/>
 - Internet - <http://ope.ed.gov/security/>
 - Paper copy is available from the Dean of Students/Jim Nelson
- **Fire Log**
 - Available in Dean of Students Office and the Plant Manager's Office
- **Fire Safety Policy/Procedures**
 - KMBC Student Handbook 16-17 p. 10
 - Emergency Procedures and Campus Policies Handbook Nov. 2015 p.8

General Information

- **Campus Directory**
 - Paper copy is available from the Business Office/Secretary
- **Complaints/Grievances**
 - Students whose complaints/grievances concerning any aspect of the institution are not resolved to the student's satisfaction have the right to file a complaint with the Kentucky Council on Postsecondary Education:
1024 Capital Center Dr. #320
Frankfort, KY 40601-7512
Email: cpeconsumercomplaint@ky.gov
http://cpe.ky.gov/campuses/consumer_complaint.html
In accordance with 13 KAR 4:010, a non-resident student attending a Kentucky college or university operating through the State Authorization Reciprocity Agreement (SARA) must first exhaust all internal procedures for complaint resolution offered by the college or university before filing a complaint. In addition, the incident giving rise to the complaint must have occurred within two years of filing.
- **Facilities - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150**
 - Facilities: KMBC Catalog 18-19 pp. 17-18

◦ KMBC Web Site <http://www.kmbc.edu/admissions/visit-campus/>
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- **Board/Faculty/Staff** - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150
 - KMBC Catalog 18-19 pp. 102-109
 - KMBC Web Site <http://www.kmbc.edu/academics/faculty/>
- **IPEDS** – Registrar / Dr. Richard Englehardt ext. 140
 - **National Center for Education Statistics website**
<http://nces.ed.gov/collegenavigator/>
 - Information available: General Info/COA/Financial Aid/Net Price/Enrollment Admissions Retention and Graduation Rates/Programs/Majors/Accreditation/ Campus Security/Cohort Default Rates

Medical Requirements - Dean of Students / Jim Nelson ext. 180

- KMBC Catalog 18-19 p. 21

Net Price Calculator - Financial Aid Office / R. Joseph Ritter, Jr. ext. 175

- KMBC Web Site <http://www.mykmbc.org/files/npc/npcalc.htm>

Student Privacy – FERPA – Registrar / Dr. Richard Englehardt ext. 140

- **Gramm-Leach-Bliley Act** – Business Office / Stephen Lorimer ext. 190
- KMBC Catalog 18-19 p. 62 – Confidentiality of Student Records
- KMBC Web Site <http://www.kmbc.edu/consumer-information/>

Students with Disabilities -Dean of Students / Jim Nelson ext. 180

Work-Study – Work Program Supervisor / Dave Boleratz ext. 115

- KMBC Catalog 18-19 p. 31
- KMBC Student Handbook 15/16 p. 15-16

Title IX - President/Dr. Philip Speas ext. 120

- **Coordinators**
 - Gary Smith - gsmith@kmbc.edu / ext. 125
- **Policy**
 - Emergency Procedures and Campus Policies Handbook Nov. 2015 p.14
 - KMBC Web Site <http://www.kmbc.edu/consumer-information/>

Textbook Policy - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150

- KMBC provides textbook information on its internet class schedule web page. The information includes title, author, edition ISBN, price, etc., when available. The internet class schedule is available at
- KMBC Web Site <http://www.kmbc.edu/admissions/textbooklist/>

Transfer of Credit Policy – Registrar / Dr. Richard Englehardt ext. 140

- KMBC Catalog 18-19 p. 25
- KMBC Web Site <http://www.kmbc.edu/consumer-information/>

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Voter Registration Information - Financial Aid Office / R. Joseph Ritter, Jr. ext. 175

- KMBC, as a participant in Federal Title IV Student Aid programs, is required to advise you that Kentucky voter registration forms are available in the dorms and from the Student Life Office. You must be registered 30 days prior to an election.
- Voter registration forms for all states: <http://www.eac.gov/>
- KMBC Web Site <http://www.kmbc.edu/consumer-information/>

Withdrawal and Refund Policy - V.P. Of Academic Affairs / Rev. Tom Lorimer ext. 150

- KMBC Catalog 18/19 pp. 39-40
- KMBC Web Site
<https://www.kmbc.edu/wp-content/uploads/2018/10/Withdrawal-and-Refund-Policy.pdf>
- R2T4 (Return to Title IV form) example available upon request