

# **Arizona State Board of Nursing Substantive Policy Statement**

## **Nursing Program Disclosure of Student Costs July 25, 2011**

This Substantive Policy Statement is advisory only. A Substantive Policy Statement does not include internal procedural documents that only affect the internal procedures of the agency and does not impose additional requirements or penalties on the regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedures Act. If you believe that this Substantive Policy Statement imposes additional requirements or penalties on regulated parties you may petition the agency under Arizona Revised Statutes Section 41-1033 for a review of the statement. (ARS § 41-1091)

**Purpose:** To inform nursing programs of the costs required for disclosure to all students and prospective students.

**Policy:** Under R4-19-205 all nursing programs must provide accurate and complete information to all students and prospective students about the program including the current cost of the program. It is the responsibility of the institution to disclose tuition, fees and estimated variable costs to all prospective students so they are fully informed regarding the financial requirements to enroll and graduate from the program.

The minimum information on costs available to all students and prospective students should include accurate tuition and fees and estimations of variable costs with a caveat that costs are subject to change and additional costs may be incurred. Estimations of variable costs should include the following:

- Tuition and Fees
- Textbooks
- Uniforms/Supplies
- Background check/Fingerprinting
- Drug Screens
- Health/Immunization Requirements
- Transportation
- CPR Training
- Cost of Licensure/NCLEX

Students should also be informed whenever possible about refund policies in understandable terms with timelines to inform them of consequences to withdrawal, dismissal, or failure in the program.

**Rationale:**

While the rule requires nursing programs to provide student costs to all students and prospective students, there are significant inconsistencies regarding practices that adversely affect enrollment and attrition. Some programs provide information only at orientation sessions and others require students to disclose personal information to acquire information regarding costs. It is in the best interest of the public for nursing programs to provide full disclosure of all costs associated with the program to all students so they are able to make informed decisions. Furthermore, in an attempt to improve program integrity, effective July 1, 2011, the Department of Education (DOE)

Office of Postsecondary Education is instituting new regulations requiring programs authorized under Title IV of the Higher Education Act of 1965 to disclose prospective students 1) on-time completion rates, 2) placement rates, 3) median loan debt, 4) program cost, and 5) other information for programs that prepare students for gainful employment in recognized occupations. The DOE expects to enable students to make an informed choice about a program—by requiring institutions to make the disclosures in a clear, timely, and meaningful manner. The institution must prominently provide the required information on the home page of its program website and provide a prominent and direct link to this page on any other webpages about a program. The information displayed must be easily retrieved, downloaded, indexed, and searched by commonly used Web search applications. The information must be platform-independent, machine-readable, and made available to the public without restriction that would impede the reuse of the information. The DOE Secretary is receptive to suggestions that this information be required in promotional materials as well.