

**BURRELL COLLEGE
OF OSTEOPATHIC MEDICINE
POLICY MANUAL**

SECTION: Students

BCOM Policy: B9050

TOPIC: Student Services

Approval Date: 1/22/19

Revised: 10/24/19

Effective Date: 1/22/19, 10/24/19

Approved: Signature on File

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POLICY

BCOM shall assure the provision of student services that include maintenance of student enrollment records, financial aid administration and debt management, and academic counseling.

RESPONSIBLE OFFICIAL(S):

Vice President of Enrollment Services, Executive Director of Student Affairs

PROCEDURES:

1. BCOM shall identify the comprehensive support services needed to assure successful completion of the degree program by all students.
2. Adequate resources shall be designated in the annual budgets and facilities plans of the College to provide the student support services identified in this procedure and such others that may be required.
3. The College shall oversee the quality of all services provided on its behalf and assure that each service meets both statutory requirements and student need.
4. BCOM shall annually evaluate the scope and quality of services provided through student surveys and outcomes data and make such modifications as may be needed to assure general satisfaction and compliance with this policy.

CROSS REFERENCE: