

HIGHER EDUCATION LOAN AUTHORITY[284]

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CHAPTER 1
ORGANIZATION AND OPERATIONS

[Prior to 5/18/88 see Higher Education Loan Authority 480—Ch 1]

Chapter rescission date pursuant to Iowa Code section 17A.7: 4/8/31

284—1.1(261A) Organization and operations.

1.1(1) Location. The mailing address of the authority is located at 1105 High Road, Box 214, Norwalk, Iowa 50211.

1.1(2) The authority. The powers of the authority are vested in and exercised by the members of the authority pursuant to Iowa Code chapter 261A.

1.1(3) Meetings.

a. The chairperson of the authority presides at each meeting. Members of the public may be recognized at the discretion of the chairperson. All meetings are open to the public in accordance with the open meetings law, Iowa Code chapter 21.

b. Public notice. The authority will give advance public notice of the specific date, time and place of each authority meeting.

1.1(4) Minutes. The minutes of all authority meetings are recorded by the secretary and kept in the authority's possession.

1.1(5) Submission and requests. Inquiries, submissions, petitions, and other requests directed to the authority may be made in writing addressed to the authority's mailing address listed in subrule 1.1(1). Any person may petition for a written or oral hearing before the authority. All requests for a hearing are in writing and state the specific subject to be discussed and the reasons why a personal appearance is necessary if one is requested.

1.1(6) Administration of programs. The authority may adopt manuals, instructions or other statements as necessary to assist its employees in administering its programs and to permit individuals and organizations to participate in programs administered by the authority. Copies of all manuals, instructions and other statements are kept in the authority's possession and are available for public inspection, except for those portions that are excluded from the definition of "rule" by Iowa Code section 17A.2(11)"f" or that must be kept confidential under applicable statutes or these rules. Members of the public may inspect the materials adopted pursuant to this rule, subject to the exceptions set out above, during regular business hours and may obtain a reasonable number of copies of the materials upon payment of a fee not to exceed the cost of providing copies.

This rule is intended to implement Iowa Code chapter 261A.

[ARC 0104D, IAB 3/4/26, effective 4/8/26]

[Filed 4/15/86, Notice 2/12/86—published 5/7/86, effective 6/11/86]

[Filed 4/28/88, Notice 3/23/88—published 5/18/88, effective 7/1/88]

[Filed ARC 0104D (Notice ARC 9866C, IAB 12/24/25), IAB 3/4/26, effective 4/8/26]

CHAPTER 2
PETITIONS FOR RULEMAKING

[Prior to 5/18/88, see Higher Education Loan Authority, 480—Ch 2]

Chapter rescission date pursuant to Iowa Code section 17A.7: 4/8/31

The higher education loan authority hereby adopts, with the following exceptions and amendments, the Uniform Rules on Agency Procedure relating to petitions for rulemaking, which are published at www.legis.iowa.gov/docs/Rules/Current/UniformRules.pdf on the general assembly's website.

[ARC 0105D, IAB 3/4/26, effective 4/8/26]

284—2.1(261A) Petition for rulemaking. In lieu of the words “(AGENCY NAME)”, the heading on the petition form should read:

IOWA HIGHER EDUCATION LOAN AUTHORITY

[ARC 0105D, IAB 3/4/26, effective 4/8/26]

284—2.3(261A) Inquiries. Inquiries concerning the status of a petition for rulemaking may be made to the Executive Director, 1105 High Road, Box 214, Norwalk, Iowa 50211.

[ARC 0105D, IAB 3/4/26, effective 4/8/26]

These rules are intended to implement Iowa Code section 17A.24 and chapter 261A.

[Filed 4/15/86, Notice 2/12/86—published 5/7/86, effective 6/11/86]

[Filed 10/31/86, Notice 9/10/86—published 11/19/86, effective 12/24/86]

[Filed 4/28/88, Notice 3/23/88—published 5/18/88, effective 6/22/88]

[Filed ARC 0105D (Notice ARC 9867C, IAB 12/24/25), IAB 3/4/26, effective 4/8/26]

CHAPTER 3
DECLARATORY ORDERS

[Prior to 5/18/88, see Higher Education Loan Authority, 480—Ch 2]

Chapter rescission date pursuant to Iowa Code section 17A.7: 4/8/31

The higher education loan authority hereby adopts, with the following exceptions and amendments, the Uniform Rules on Agency Procedure relating to declaratory orders, which are published at www.legis.iowa.gov/DOCS/Rules/Current/UniformRules.pdf on the general assembly's website.

[ARC 0106D, IAB 3/4/26, effective 4/8/26]

284—3.1(261A) Petition for declaratory orders. In lieu of the words “(AGENCY NAME)”, the heading on the petition form should read:

IOWA HIGHER EDUCATION LOAN AUTHORITY

[ARC 0106D, IAB 3/4/26, effective 4/8/26]

284—3.5(261A) Inquiries. Inquiries concerning the status of a petition for a declaratory order may be made to the Executive Director, 1105 High Road, Box 214, Norwalk, Iowa 50211.

[ARC 0106D, IAB 3/4/26, effective 4/8/26]

These rules are intended to implement Iowa Code section 17A.24 and chapter 261A.

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CHAPTER 4
AGENCY PROCEDURE FOR RULEMAKING

Chapter rescission date pursuant to Iowa Code section 17A.7: 4/8/31

The higher education loan authority hereby adopts, with the following exceptions and amendments, the Uniform Rules on Agency Procedure relating to agency procedure for rulemaking, which are published at www.legis.iowa.gov/DOCS/Rules/Current/UniformRules.pdf on the general assembly's website.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.3(261A) Public rulemaking docket.

4.3(2) *Anticipated rulemaking.* In lieu of the words “(commission, board, council, director)”, insert “authority”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.4(261A) Notice of proposed rulemaking.

4.4(3) *Copies of notices.* In lieu of the words “(specify time period)”, insert “three years”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.5(261A) Public participation.

4.5(1) *Written comments.* In lieu of the words “(identify office and address)”, insert “Iowa Higher Education Loan Authority, 1105 High Road, Box 214, Norwalk, Iowa 50211”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.6(261A) Regulatory analysis.

4.6(2) *Mailing list.* In lieu of the words “(designate office)”, insert “Iowa Higher Education Loan Authority, 1105 High Road, Box 214, Norwalk, Iowa 50211”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.10(261A) Exemptions from public rulemaking procedures.

4.10(2) Reserved.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.11(261A) Concise statement of reasons.

4.11(1) *General.* In lieu of the words “(specify the office and address)”, insert “Iowa Higher Education Loan Authority, 1105 High Road, Box 214, Norwalk, Iowa 50211”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

284—4.13(261A) Agency rulemaking record.

4.13(2) *Contents.*

c. In lieu of the words “(agency head)”, insert “executive director”.

[ARC 0107D, IAB 3/4/26, effective 4/8/26]

These rules are intended to implement Iowa Code section 17A.24 and chapter 261A.

[Filed 4/28/88, Notice 3/23/88—published 5/18/88, effective 6/22/88]

[Filed ARC 0107D (Notice ARC 9869C, IAB 12/24/25), IAB 3/4/26, effective 4/8/26]

CHAPTER 5
FAIR INFORMATION PRACTICES

[Prior to 5/18/88, see Higher Education Loan Authority[480], subrule 1.2(5)]

Chapter rescission date pursuant to Iowa Code section 17A.7: 4/8/31

The higher education loan authority hereby adopts, with the following exceptions and amendments, the Uniform Rules on Agency Procedure relating to fair information practices, which are published at www.legis.iowa.gov/DOCS/Rules/Current/UniformRules.pdf on the general assembly's website.

[ARC 0108D, IAB 3/4/26, effective 4/8/26]

284—5.1(261A) Definition. As used in this chapter:

“Agency” or “authority” means the Iowa higher education loan authority.

[ARC 0108D, IAB 3/4/26, effective 4/8/26]

284—5.3(261A) Requests for access to records.

5.3(1) Location of record. In lieu of the words “(insert agency head)”, insert “executive director”, and in lieu of the words “(insert agency name and address)”, insert “Iowa Higher Education Loan Authority at 1105 High Road, Box 214, Norwalk, Iowa 50211”.

5.3(2) Office hours. Records are made available from 9 a.m. to 12 noon and from 1 p.m. to 4 p.m. daily, excluding Saturdays, Sundays and legal holidays.

5.3(3) Request for access. In lieu of the first sentence, insert “Requests for access to open records may be made in writing or by telephone.”

5.3(7) Fees.

c. *Supervisory fee.* Reserved.

d. *Advance deposits.* Reserved.

[ARC 0108D, IAB 3/4/26, effective 4/8/26]

284—5.6(261A) Procedure by which additions, dissents, or objections may be entered into certain records. In lieu of the words “(designate office)”, insert “Iowa Higher Education Loan Authority, 1105 High Road, Box 214, Norwalk, Iowa 50211”.

[ARC 0108D, IAB 3/4/26, effective 4/8/26]

These rules are intended to implement Iowa Code section 17A.24 and chapter 261A.

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