

CHAPTER 4  
DUE PROCESS AND CONTESTED CASES

[Prior to 8/10/88, see College Aid Commission, 245—Ch 11]

[Prior to 10/15/03, see 283—Ch 5]

Chapter rescission date pursuant to Iowa Code section 17A.7: 3/11/31

**283—4.1(256) Definitions.** For the purposes of this chapter:

“*Commission*” means the college student aid commission.

“*Waiver*” means the same as defined in Iowa Code section 17A.9A(5).

[ARC 0043D, IAB 2/4/26, effective 3/11/26]

**283—4.2(256) Appeals.** This rule describes procedures for appeal to commission decisions covering eligibility for state financial aid awards, adjustment in award amounts, refunds of awards, and institutional eligibility for participation in state financial aid programs.

**4.2(1)** Administrative staff of the commission shall make all decisions in accordance with established policies and published administrative rules approved by the commission and shall notify the concerned individual or institution of these decisions within a reasonable time after inquiry.

**4.2(2)** If an individual, institution, or any duly appointed representative thereof disagrees with a staff decision, written evidence setting forth the reasons for disagreement shall be presented to the executive director of the commission. The evidence must be presented within 60 days after notification of the staff decision, and the appellant may request a hearing.

*a.* If no hearing is requested, the executive director will consider all evidence provided and will notify the appellant within 30 days whether the decision is retracted, modified or upheld. The appellant will be advised of the appellant’s right to carry the appeal to a meeting of the full commission or to an appeals panel appointed by the commission.

*b.* If a hearing is requested, the executive director will follow the contested case procedures in rule 283—4.3(17A).

[ARC 0043D, IAB 2/4/26, effective 3/11/26]

**283—4.3(17A) Incorporation by reference.** The commission adopts, with the exceptions and amendments noted in rule 283—4.4(17A), the Uniform Rules on Agency Procedure relating to contested cases, which are published at [www.legis.iowa.gov/DOCS/Rules/Current/UniformRules.pdf](http://www.legis.iowa.gov/DOCS/Rules/Current/UniformRules.pdf) on the general assembly’s website.

[ARC 0043D, IAB 2/4/26, effective 3/11/26]

**283—4.4(17A) Additional information concerning contested cases.** For purposes of the Uniform Rules on Agency Procedure relating to declaratory orders, the following amendments and exceptions apply:

1. In lieu of “(agency name)”, insert “college student aid commission”.
2. In lieu of “(designate official)”, insert “Executive Director”.

[ARC 0043D, IAB 2/4/26, effective 3/11/26]

These rules are intended to implement Iowa Code section 256.178 and chapter 17A.

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