

### **Orion College policy on reporting suspected financial aid fraud or abuse.**

Institutions must refer applicants who are suspected of having engaged in fraud or other criminal misconduct in connection with Title IV programs to the Department of Education's (ED's) Office of Inspector General (OIG). The regulations require only that the institution refer the suspected case for investigation, not that it reaches a firm conclusion about the propriety of the applicant's conduct. All school personnel are responsible for reporting fraud, waste, or abuse to the U.S. Department of Education, Office of Inspector General. If, in the financial counselor's judgment, the applicant and his/her family has provided a fraudulent application or documentation, it must be reported immediately to a supervisor.

The Financial Aid Office must identify and resolve discrepancies in the information received from different sources with respect to a student's application for Title IV aid. Some of these areas include but are not limited to:

1. Student aid applications (e.g., federal, state, institutional, etc.)
2. FAFSA documents
3. Federal income tax returns
4. Information regarding a student's citizenship
5. Previous educational experience (e.g., school credentials such as a high school diploma)
6. Documentation of the student's Social Security Number (SSN)
7. Other factors involving student's eligibility for funds under Title IV aid programs (e.g., compliance with the Selective Service registration requirement)

In the context of the financial aid office, fraud is the willful misrepresentation or falsification of information for the purpose of securing financial aid that the individual is not eligible for or not eligible to the extent received. Title IV fraud can take many forms. Examples include but are not limited to the following;

- Falsified documents and/or forged signatures on an application, verification documents, or loan promissory notes
- False statements of income
- False statements of citizenship
- Use of false or fictitious names or aliases, addresses, or SSNs, including the deliberate use of multiple SSNs

- False claims of independent status
- Patterns of misreported information from one year to the next

### **Referrals to the Office of Inspector General (OIG)**

If the school suspects that a student, employee, or other individual has misreported information and/or altered documentation to increase student aid eligibility or to fraudulently obtain federal funds, it must report those suspicions and provide any evidence to the Department of Education's Office of Inspector General (OIG).

**Inspector General's Hotline  
Office of Inspector General  
U.S. Department of Education  
400 Maryland Avenue, S.W.  
Washington, D.C. 20202-1500  
Fax: (202) 245-7047**

If you prefer, you may contact the Inspector General's Hotline by:

- Calling the OIG Hotline's toll free number **1-800-MIS-USED**. Hotline Operators take calls during the hours of Monday and Wednesday 9:00 AM until 11:00 AM, Eastern Time; Tuesday and Thursday, 1:00 PM until 3:00 PM, Eastern Time except for holidays.
- Please visit the website below for more information;  
<http://www2.ed.gov/about/offices/list/oig/hotline.html>