

**AMENDMENT 1  
TO THE  
SERVICE AGREEMENT**

This Amendment 1 (**Amendment**) dated as of September 15, 2017, modifies that certain Service Agreement (**Agreement**) dated as of March 13, 2015, between Academic Partnerships, LLC (**AP**), and University of West Florida (the **University**) and is fully incorporated therein.

1. **The following section is here by inserted as Paragraph H in Section II.**


**H. Financial Aid.** The University agrees to carry out the administration of all aspects of the financial aid process in compliance with all applicable federal regulations. The University will make financial aid available to students in the same manner and to the same extent as made available to other students of University, and will be solely responsible for and will retain complete control over all aspects of awarding financial aid (including the federal student financial assistance programs under Title IV of the Higher Education Act of 1965, as amended), including determining and verifying eligibility, monitoring and managing all aspects of student's award acceptance, loan counseling, and setting of budgets and disbursement schedules. In addition, AP will have no role in informing the University if, or when, a student withdraws from an academic program or of the last date of attendance of any student. It is agreed and understood that AP is not and shall not be reported by the University as a "third party servicer" (as that term is defined under the federal regulations, including 34 C.F.R. §§ 668.2 and 668.25) and that AP shall have no involvement in or responsibility for the financial aid process. AP personnel shall refer financial aid matters to the University and the University shall have the right to review and approve in advance any AP functions or activities, including call scripts, that may involve the financial aid matters or financial aid decisions of University students.

2. **Acknowledgement**


The University acknowledges that as of the date of this Amendment, AP has not engaged in any of the activity identified in Paragraph H of Section II that is either proscribed to the University or prohibited to AP.


Except as modified above, all other terms and conditions of the Agreement shall remain in full force and effect.

**ACADEMIC PARTNERSHIPS, LLC**

Signature:   
Name: Jeff Dawson  
Title: Chief Financial Officer  
Date: 10/12/17

**UNIVERSITY OF WEST FLORIDA**

Signature:   
Name: Dr. George Ellenberg  
Title: Provost  
Date: \_\_\_\_\_

  
Shana Gore  
Director of Financial Aid

APPROVED AS TO  
FORM AND LEGALITY  
  
OFFICE OF THE GENERAL COUNSEL