



**APPLICATION FOR RELIGIOUS IN-STATE COLLEGE
LETTER OF EXEMPTION per KRS 164.947(2)
Edition September 2012**

Please type or print.

Name of Religious Institution				
Physical Address of Religious Institution				
Address 1				
Address 2				
City		State		Zip
Web Site				
Mailing Address of Institution or Representative (If different from address listed above)				
Address 1				
Address 2				
City		State		Zip
Name, Title, and Contact Information of Person Executing Sworn Affidavit (Affiant must be an Officer, Director, or person holding similar office with the religious institution)				
Name				
Title				
Phone				
Fax				
Email				

SWORN AFFIDAVIT

A religious in-state college may operate or solicit in Kentucky if the college annually submits to the council an Application for Religious In-State College Letter of Exemption per KRS 164.947(2) that verifies the statements below. By signing below, the undersigned swears and affirms that the statements found in subparagraphs (a) through (h) are true and accurate:

(a) The institution is a nonprofit, owned, maintained, and controlled by a church or religious organization which is exempt from property taxation under the laws of Kentucky.

(b) The name of the institution includes a religious modifier or the name of a religious patriarch, saint, person, or symbol of the church.

(c) The institution offers only educational programs that prepare students for religious vocations as ministers or laypersons in the categories of ministry, counseling, theology, religious education, administration, religious music, religious fine arts, media communications, or social work.

(d) The titles of degrees issued by the institution are distinguished from secular degree titles by including a religious modifier that:

1. Immediately precedes, or is included within, any degree title, including an Associate of Arts, Associate of Science, Bachelor of Arts, Bachelor of Science, Master of Arts, Master of Science, Advanced Practice Doctor, Doctor of Philosophy, or Doctor of Education degree; and

2. Is placed on the title line of the degree, on the transcript, and whenever the title of the degree appears in official school documents or publications.

(e) The duration of all degree programs offered by the institution are consistent with 13 KAR 1:020 Section 8(8)(b).

(f) The institution will comply with the truth in advertising requirements established in Section 8(11)(a) of this administrative regulation.

(g)1. The institution will disclose to each prospective student:

a. A statement of the purpose of the institution, its educational programs, and curricula;

b. A description of its physical facilities;

c. Its status regarding licensure;

d. Its fee schedule and policies regarding retaining student fees if a student withdraws;

e. Its refund policy on tuition and other instructional charges; and

f. A statement regarding the transferability of credits to and from other institutions.

2. The institution will make the disclosures required by subparagraph 1. of this paragraph in writing at least one (1) week prior to enrollment or collection of any tuition from the prospective student. The required disclosures may be made in the institution's current catalog.

(h) The institution will not seek to be eligible for state or federal financial aid.

SWORN AFFIDAVIT

Signed:

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Notarization:

COMMONWEALTH OF KENTUCKY

County of: _____

SWORN TO OR AFFIRMED before me on this _____ day of _____, 20 _____

Personally known _____ OR ~~~ Produced Identification _____

List type of identification produced:

Signature of Notary:

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Printed Name of Notary:

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Notary Seal

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