STANDARD 9
Form of Ownership

Please answer all questions and complete required section(s). Include this form in the appropriate section of the self-study and annual report. **This form may not be used as a substitute for notifying the Council of a change in ownership.**

1. Name of Institution:

2. COE ID Number:

3. Address of Main Campus:

4. Type of School

☐ Public (Fill out Section A and Stop)
☐ Private Non-Profit (Fill out Section B)

5. Type of Owner

☐ Person (Go to Question 6)
☐ Entity (Go to Question 7)

6. Type of Personal Ownership

☐ Sole Proprietorship (Fill out Section C)
☐ Shareholder/Member/Partner (Fill out Section D)

7. Type of Entity

☐ Corporation (Publicly Traded) (Fill out Section E)
☐ Corporation (Nonprofit) (Fill out Section F)
☐ Corporation (Closely Held) (Fill out Sections G and L)
☐ Limited Liability Company (Fill out Sections H & L)
☐ Limited Liability Partnership (Fill out Sections I & L)
☐ General Partnership (Fill out Sections J & L)
☐ Trust (Fill out Sections K & L)

Section A

☐ **PUBLIC**

Governing Board (Public Institution) Click

Name Click

Chairman and/or Executive Director Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Provide a copy of the institution's legislative authorization.

Section B

☐ **PRIVATE NON-PROFIT**

Has the party been officially recognized by the Internal Revenue Service as exempt under Section 501(c)3, Section 501(c)6, or other such category in the IRS Code?

Yes ■ No ☐

If yes, attach a copy of the determination letter from the IRS.
If no, attach an explanation.

Name Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section C

☐ **SOLE PROPRIETORSHIP**

Name of Proprietor Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section D

☐ **SHAREHOLDER/MEMBER/PARTNER**

Name of Group Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

List names and titles of all owners and officers:

NAME	TITLE	PERCENT OF OWNERSHIP	HOURS PER WEEK SPENT AT THE INSTITUTION
Click	Click	Click	Click
Click	Click	Click	Click
Click	Click	Click	Click
Click	Click	Click	Click

Section E

☐ **CORPORATION (PUBLICLY TRADED)**

If the institution is a unit or subsidiary of a corporation or corporate division whose stock is publicly held, list the appropriate corporate officer or operating division head.

Provide a copy of the corporate charter.

Corporate Officer/Operating Division Head Click

Name of Parent Corporation Click

Name of Operating Division Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Stock is traded on: NYSE ☐ | AMEX ☐ | NASDAQ ☐ | OTC Reg. Exchange ☐

Name of the corporate official to whom the chief on-site administrator of the school reports:

Name Click Title Click

Address Click

City Click State Click Zip Click

Section F

☐ **CORPORATION (NON-PROFIT)**

Has the corporation been officially recognized by the Internal Revenue Service as an exempt organization under Section 501(c)3, Section 501(c)6, or other such category in the IRS Code?

Yes ☐ No ☐

If yes, attach a copy of the determination letter from the IRS.
If no, attach an explanation.

Provide a copy of the corporate charter.

Corporate Name Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click Registered Agent Click

List names and titles of all officers:

NAME	TITLE	HOURS PER WEEK SPENT AT THE INSTITUTION
Click	Click	Click
Click	Click	Click
Click	Click	Click
Click	Click	Click
Click	Click	Click

Provide a roster of all members of the board of directors listed by name, title, professional/business affiliation, and address.

Section G

☐ **CORPORATION (CLOSELY HELD)**
Stock is owned by a small group of shareholders and is not publicly traded.

Provide a copy of the corporate charter.

IRS Corporate Status ☐ C ☐ S

Corporate Officer/Operating Division Head Click

Corporate Name Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section H

☐ **LIMITED LIABILITY COMPANY**

If the institution is a unit or subsidiary of a corporation or corporate division whose stock is privately held, list the appropriate corporate officer or operating division head. This may include charter management organizations.

Provide a copy of the corporate charter.

IRS Corporate Status ☐ C ☐ S

Corporate Officer/Operating Division Head Click

Corporate Name Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section I

☐ **LIMITED LIABILITY PARTNERSHIP**

IRS Status ☐ C ☐ S

Name of Partnership Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section J

☐ **GENERAL PARTNERSHIP**

Name of Partnership Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section K

☐ **TRUST**

Type ☐ Irrevocable ☐ Revocable ☐ Irrevocable Non-Profit

Name of Trustee Click

Address Click

City Click State Click Zip Click

Telephone Click FAX Click

Email Address Click

Section L

Provide information for each entity or individual that directly or indirectly owns an interest in your institution. Starting with your Level 1 owner.

Level	Owner Name	Owner Type	Owner of	%Owned

"Owner Type" can be found in numbers 6 and 7 of the first page.
Level 1 owner would be the "Owner Of" (insert school name). Level 2 owner would be the "Owner Of" (insert owner name from level 1), etc.