



Institutions of Higher Education – Authorization Certificates

Provide copies of the following:

- A copy of the school's certificate from the Virginia State Corporation Commission authorizing it to transact business in the Commonwealth (if incorporated).
- Certificate of Assumed or Fictitious Name (form cc-1050) available here: <http://www.courts.state.va.us/forms/circuit/cc1050.pdf>
- Copy of a valid business license from the locality within which it seeks to operate.
- Proof of State Authorization from the home state (if applicable):
 - Evidence the school is operating in good standing in its home state
 - Evidence the school closed in good standing if it ever operated in another state.