



## Request for Name Acknowledgement for Religious Exempt Institutions

Pursuant to § 23-276.4 of the Code of Virginia, without obtaining permission from the State Council of Higher Education for Virginia, a postsecondary school may not:

- Use the term “college” or “university” or abbreviations or words of similar meaning in its name or in any manner in connection with its academic affairs or business;
- Enroll students;
- Offer degrees, courses for degree credit, programs of study leading to a degree, or non-degree credit courses, either at a site in Virginia or via telecommunication equipment located within Virginia; or
- Initiate other programs of degree credit or award degrees, certificates, or diplomas at a new or additional level.

### Institutional Information

Proposed School Name:					
Contact Person:				Date:	
	<i>First</i>	<i>Last</i>	<i>M.I.</i>		
Address:					
City:		State:		ZIP + 4	
Phone:	(    )			Cell #:	(    )
Website:			E-mail Address:		
CEO/ President			E-mail Address:		
<b>List All Proposed Credentials to be Offered (i.e. Bachelor of Religious Studies)</b>					
<b>Mode of Delivery</b>	Totally Online: <input type="checkbox"/>	Onsite: <input type="checkbox"/>	Hybrid: (combination of face-to-face and online instructions) <input type="checkbox"/>		

On a separate sheet, please provide the following:

### Additional Information

- School mission/statement of purpose. Include school's goals and objectives, as well as a statement demonstrating that the school's proposed offerings are consistent with its stated purpose.
- Provide a brief description of the programs to be offered.

### Disclaimer and Signature

I certify that the foregoing statements are true and complete to the best of my knowledge. I understand that false or misleading information may result in the denial of my request.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Mail form and company or cashiers' check, in the amount of \$300, made payable to the  
**Treasurer of Virginia**, to:  
State Council of Higher Education for Virginia  
ATTN: Private and Out-of-State Postsecondary Education  
101 N. 14<sup>th</sup> Street, 9<sup>th</sup> Floor  
James Monroe Building  
Richmond, VA 23219

#### SCHEV Use Only:

Date Received: \_\_\_\_\_

Date Processed: \_\_\_\_\_

Processed By: \_\_\_\_\_

Comments: