



# COUNCIL OF PRIVATE COLLEGES OF AMERICA

## CPCA 700 ANNUAL AFFIDAVIT & CONTRACT

Web: [www.cPCA-edu.us](http://www.cPCA-edu.us) • E-mail: [info@cPCA-edu.us](mailto:info@cPCA-edu.us)

Thank you for filling in information that applies to your institution. Mark "N/A" if not applicable.

Date \_\_\_\_\_

- 1. CPCA Compliance Oversight Affidavit & Contract for Membership** with faith based post- secondary education institutes, colleges, universities, or seminaries, or organizations based in or operating in any state or country.

**ACADEMIC PROGRAMS:** (check all that your institution offers).

**Degree Granting**

Undergraduate degrees:  1 year  Associate  G Th.  Bachelor

Graduate degrees:  Master  Doctor  Post-Doctor

**Non-degree Granting**

Undergraduate courses only:  1 year  Associate  G Th.  Bachelor

Graduate courses only:  Master  Doctor  Post-Doctor

**Certificates**-non-degree courses,

**CEU's**-Continuing Education Units.

- 2. Membership Level** (Check one (1) only) & **Institution Information**

(See [www.cPCA-edu.us](http://www.cPCA-edu.us))

Affiliate Member  Member  Sustaining Member  Advanced Member

Name of Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Physical Address if different from above:

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_ FAX \_\_\_\_\_

E-mail \_\_\_\_\_ Web Site \_\_\_\_\_

Administrative Officer \_\_\_\_\_ Title \_\_\_\_\_

Name of Contact Person \_\_\_\_\_ Title \_\_\_\_\_

3. **ENROLLMENT HEADCOUNT:** Total includes students taking one (1) or more courses in the previous July 1- June 30 prior to October 1 on campus or by distance learning ..

**Degree Granting & Non-degree Granting Courses**

**Undergraduate:**

1 year \_\_ Associate \_\_\_\_\_ , Grad. of Theol. \_\_\_\_ , Bachelor \_\_\_\_\_ = \_\_\_\_\_

**Graduate:**

Master \_\_\_\_\_ , Doctor \_\_\_\_\_ , Post-doctor \_\_\_\_\_ = \_\_\_\_\_

TOTAL = \_\_\_\_\_

Less enrollment headcount when all tuition and fees are gratis Minus = \_\_\_\_\_

Net enrollment headcount for CPCA membership fee level TOTAL = \_\_\_\_\_

**Certificates** - Non-degree certificates = TOTAL \_\_\_\_\_

**CEU's** - Continuing Education Units = TOTAL \_\_\_\_\_

4. This Contract represents the entire agreement of the CPCA and the member institution. There are no promises, terms, conditions or obligations, other than those contained herein; and this Contract shall supersede all previous communications, representations or agreements, either verbal or written, between the CPCA and the member institution. If any portion(s) of this Contract are held to be invalid and/or unenforceable, the remaining portion(s) will continue in full force and effect. The CPCA and the member institution have caused this Contract to be executed in the manner and form sufficient to bind them. The foregoing Contract is understood, accepted, and agreed to upon signing by the member institution.

5. I affirm individually and on behalf of the institution that the following statements are true and correct. I have read and understand and our institution is in agreement with the CPCA Membership requirements for level checked in 2. Above, ACADEMIC EXCELLENCE STANDARDS, ACADEMIC UNIT EQUIVALENCY GUIDELINES, FAIR PRACTICE STANDARDS, and CONTRACT AND CONFIDENTIALITY STANDARDS on [www.cPCA-edu.us](http://www.cPCA-edu.us).

I, the affiant, further state that I have knowingly and willingly signed this CPCA COMPLIANCE OVERSIGHT AFFIDAVIT & CONTRACT FOR MEMBERSHIP and the submission of this affidavit affirms our compliance with its requirements. Under Right to Contract Laws our institution has designated the Council of Private Colleges of America, Inc. to represent our institution before any individual, private, government, or education agency and/or organization.

Administrative Officer: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CPCA Facilitator (to be designated by CPCA)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_