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Private School Affidavit Form Fall 2006

(covers the period October 1, 2006 through September 30, 2007)

Click on the "Submit Form" button at the bottom of the form to submit the form to the California Department of Education (CDE). An asterisk ("*") denotes fields required to submit the form. You must complete the entire form during this browser session.

Please [e-mail CDE](#) if you have questions about this form.

Statutory Notices *

(Check the boxes below to acknowledge your understanding of each Notice.)

- 1. All Private School Affidavits are public documents viewable by the public.
- 2. The Private School Affidavit is for persons, firms, associations, partnerships, or corporations offering or conducting **full-time day school** at the elementary or high school level for students between the ages of six and eighteen years of age. (Note: Preschools should contact the Community Care Licensing Division (CCLD) of the California Department of Social Services. Contact CCLD at 916-229-4530 or http://cclcd.ca.gov/ChildCareL_1728.htm.)
- 3. The Affidavit is not a license or authorization to operate a private school.
- 4. Filing does not grant state approval, recognition, or endorsement. Filing of this Affidavit shall not be interpreted to mean, and it shall be unlawful for any school to expressly or impliedly represent by any means whatsoever, that the State of California, the Superintendent of Public Instruction, the State Board of Education, the State Department of Education, or any division or bureau of the Department, or any accrediting agency has made any evaluation, recognition, approval, or endorsement of the school or course unless this is an actual fact (see [Education Code Section 33190](#)).

School Information

<p>5. From Education Code Section 48222: This is "... a private full-time...school...[that]...offer[s] instruction in the several branches of study required to be taught in public schools of the state,...[that offers this] instruction...in English [, and that keeps]...attendance [records]..." *</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>6. Is this a new school? *</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>7. Have you submitted an application or renewal for certification as a nonpublic, nonsectarian school (NPS) to the Special Education Division of the California Department of Education? *</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," do you have any privately-funded students? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>8. County in which school is located *</p>	<input type="text"/>
<p>9. Public school district in which school is located *</p>	<p>Click here to locate and insert the district name</p> <input type="text"/>
<p>10. If your school was previously assigned a CDS code, please enter it.</p>	<input type="text"/>
<p>11. Name of School *</p>	<input type="text"/>
<p>12. Street Address (P.O. Box is not acceptable) *</p>	<input type="text"/>
<p>13. City *</p>	<input type="text"/> State * CA Zip * <input type="text"/>
<p>14. Mailing Address (if different)</p>	<input type="text"/>
<p>15. Mailing City</p>	<input type="text"/> State CA Zip <input type="text"/>
<p>16. School Telephone Number *</p>	<input type="text"/> (<input type="text"/>) <input type="text"/> - <input type="text"/>
<p>17. Site Administrator *</p>	<input type="text"/> First: * <input type="text"/> Last: * <input type="text"/>
<p>18. Site Administrator Title *</p>	<input type="text"/>
<p>19. School E-mail Address</p>	<input type="text"/>
<p>20. Optional E-mail Address</p>	<input type="text"/>
<p>21. Type of School *</p>	<input checked="" type="checkbox"/> Coeducational <input type="checkbox"/> Boys Only <input type="checkbox"/> Girls Only <input type="checkbox"/> Special Education

22. School Accommodations *	<input type="checkbox"/> Residential Boarding Only <input type="checkbox"/> Day Only <input type="checkbox"/> Both
23. Grades Offered *	Lowest: <input type="text"/> Highest: <input type="text"/>
24. High School Diploma Offered *	<input type="checkbox"/> Yes <input type="checkbox"/> No
25. Former name of school (if any)	<input type="text"/>
26. Former public school district (if any)	<input type="text"/>

Example

Classification of School *

27. Classification of school	<input type="checkbox"/> Non-Religious <input type="checkbox"/> Religious - (Select from list: <input type="text"/>)
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Statistical Information

<p>28. Range of students' ages * (Youngest may be no younger than 4 years and 9 months)</p>	<p>Youngest: <input type="text"/> Years, <input type="text" value="0"/> Months Oldest: <input type="text"/> Years</p>																																		
<p>29. Enrollment on a single date October 1-15, 2006 *</p> <p>(NOTE: If you identified yourself as a certified nonpublic nonsectarian school (NPS) in number 6, please list only your privately funded students.)</p>	<table border="1"> <thead> <tr> <th>Grade</th> <th>Number of Pupils</th> </tr> </thead> <tbody> <tr><td>Kindergarten</td><td><input type="text" value="0"/></td></tr> <tr><td>First Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Second Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Third Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Fourth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Fifth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Sixth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Seventh Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Eighth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Ninth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Tenth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Eleventh Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Twelfth Grade</td><td><input type="text" value="0"/></td></tr> <tr><td>Ungraded Elementary</td><td><input type="text" value="0"/></td></tr> <tr><td>Ungraded Secondary</td><td><input type="text" value="0"/></td></tr> <tr><td>Total Enrollment</td><td><input type="text"/></td></tr> </tbody> </table>	Grade	Number of Pupils	Kindergarten	<input type="text" value="0"/>	First Grade	<input type="text" value="0"/>	Second Grade	<input type="text" value="0"/>	Third Grade	<input type="text" value="0"/>	Fourth Grade	<input type="text" value="0"/>	Fifth Grade	<input type="text" value="0"/>	Sixth Grade	<input type="text" value="0"/>	Seventh Grade	<input type="text" value="0"/>	Eighth Grade	<input type="text" value="0"/>	Ninth Grade	<input type="text" value="0"/>	Tenth Grade	<input type="text" value="0"/>	Eleventh Grade	<input type="text" value="0"/>	Twelfth Grade	<input type="text" value="0"/>	Ungraded Elementary	<input type="text" value="0"/>	Ungraded Secondary	<input type="text" value="0"/>	Total Enrollment	<input type="text"/>
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<p>Number of Twelfth Grade Graduates in 2005-2006 School Year *</p>	<p><input type="text" value="0"/></p>																																		
<p>30. Number of School Staff *</p>	<table border="1"> <thead> <tr> <th>Staff</th> <th>Number</th> </tr> </thead> <tbody> <tr><td>Full-time Teachers</td><td><input type="text" value="0"/></td></tr> <tr><td>Part-time Teachers</td><td><input type="text" value="0"/></td></tr> <tr><td>Administrators</td><td><input type="text" value="0"/></td></tr> <tr><td>Other Staff</td><td><input type="text" value="0"/></td></tr> </tbody> </table> <p>"Other Staff" includes instructional aides, therapists, secretaries, etc.</p>	Staff	Number	Full-time Teachers	<input type="text" value="0"/>	Part-time Teachers	<input type="text" value="0"/>	Administrators	<input type="text" value="0"/>	Other Staff	<input type="text" value="0"/>																								
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Directors & Principal Officers

31. Name *	<input type="text"/> First: * <input type="text"/> Last: * <input type="text"/>
32. Position *	<input type="text"/>
33. Address *	<input type="text"/> <input type="text"/> <input type="text"/>
34. City *	<input type="text"/> State * CA Zip * <input type="text"/>
35. E-mail Address	<input type="text"/>
36. Name	<input type="text"/> First: <input type="text"/> Last: <input type="text"/>
37. Position	<input type="text"/>
38. Address	<input type="text"/> <input type="text"/> <input type="text"/>
39. City	<input type="text"/> State CA Zip <input type="text"/>
40. E-mail Address	<input type="text"/>

Tax Status of School *

41.	<input type="checkbox"/> Tax-exempt, nonprofit status under Section 501(c)(3) of the U.S. <i>Internal Revenue Code</i> <input type="checkbox"/> Tax-exempt, nonprofit status under Section 23701d of the <i>California Revenue and Taxation Code</i> <input type="checkbox"/> Property tax exemption under Section 214 of the <i>California Revenue and Taxation Code</i> <input type="checkbox"/> None of the above
42. NDSL Cancellation * - Full-time teachers in private nonprofit schools having concentrations of students from low-income families may have National Direct Student Loans (NDSL) canceled. (Title 20, <i>United States Code</i> , section 1087ee; Title 34, <i>Code of Federal Regulations</i> , section 674.53.) If you believe your school can qualify in either or both categories, select "Yes;" otherwise, select "No."	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

School Records

The attendance records required by *Education Code* Section 48222 and the records of courses of study, names, addresses, and educational qualifications of the faculty, as required by subdivisions (f)(2) and (3) of *Education Code* Section 33190, are maintained by the person and at the place listed here and are true and accurate.

43. Name of Individual who is Custodian of Records *	<input type="text"/> First: * <input type="text"/> Last: * <input type="text"/>
44. Address * (Location of Records)	<input type="text"/> <input type="text"/> <input type="text"/>
45. City *	<input type="text"/> State * CA Zip * <input type="text"/>
46. E-mail Address	<input type="text"/>

Acknowledgements *

(Check the boxes below to acknowledge your understanding of each statement.)

47. Private school authorities are responsible for initiating contact with the appropriate local authorities (city and/or county) regarding compliance with ordinances governing health, safety and fire standards, business licensing, and zoning requirements applicable to private schools.
48. When a school ceases operation, every effort should be made to give a copy of pupils' permanent records to parents or guardians. If records cannot be given to the parents or guardians, it is recommended that the school's custodian of records retain the records permanently so that former pupils may obtain copies when needed for future education, employment, or other purposes.
49. Make a copy of this document for your records and retain for a period of three years.
50. Filing an affidavit does not mean that any accrediting agency has made any evaluation, recognition, approval, or endorsement of the school or course.
51. This school is in compliance with California Education Code Section 44237 to the extent that it applies.

Electronic Signature

By submitting this form and the electronic signature attached hereto, I declare under penalty of perjury and the laws of the State of California that I am the owner or other head of the school, and the information contained herein is true, accurate, and complete.

I will maintain a hard copy of this complete document, to be produced on demand, for a period of three years.

Name of Person Preparing Form *	<input type="text"/>
Title *	<input type="text"/>
Telephone Number *	(<input type="text"/>) <input type="text"/> - <input type="text"/> ext <input type="text"/>
Electronic Signature - Birth Month *	<input type="text"/> ▼
Electronic Signature - Birthday *	<input type="text"/> ▼
Electronic Signature - Question *	<input type="text"/> ▼
Electronic Signature - Answer *	<input type="text"/>

Submit Form

California Department of Education
1430 N Street
Sacramento, CA 95814

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