



# KENTUCKY COMMISSION ON PROPRIETARY EDUCATION

Capital Plaza Tower, Room 302, 500 Mero Street, Frankfort, Kentucky 40601  
(502) 564-4185 <http://kcpe.ky.gov>

## APPLICATION FOR RENEWAL OF PERMIT TO ACT AS AN AGENT

### INSTRUCTIONS TO AGENTS

1. This application must be typed or printed legibly and completed in its entirety.
2. Complete the School Agent Information and Agent Certification sections of this application.
3. A recent passport-type photograph, 2"x 2", must be submitted with this application.
4. The applicant's name and social security number must be typed or printed legibly on the back of the photograph.

### INSTRUCTIONS TO SCHOOL ADMINISTRATOR

1. This application must be typed or printed legibly and completed in its entirety.
2. Complete the School Information and School Certification sections of this application.
3. Submit an original BLANKET AGENT SURETY BOND (PE-27) or Continuation Certificate with this application.
4. This application and all supporting material must be submitted with the application in accordance with 791 KAR 1:025. This fee is nonrefundable. All fees must be submitted by check or money order made payable to the Kentucky State Treasurer. DO NOT SEND CASH.
5. Attach continuation sheets if more space is needed to provide information.
6. Refer to KRS 165A.340(3); 165A.350(3); 165A.400; and 791 KAR 1:025
7. This completed application may be submitted to the Kentucky Commission on Proprietary Education by mail to Capital Plaza Tower, Room 302, 500 Mero Street, Frankfort, Kentucky 40601.

### SCHOOL AGENT INFORMATION

I hereby make application to renew a permit to act as a school agent in the Commonwealth of Kentucky.

First Name	Last Name	Middle Initial	Date
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Home Street Address	City	State	Zip Code
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Telephone Number	Cell Phone Number	Email Address
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Social Security Number	Date of Birth	Height	Weight
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Name of School you expect to represent.

Street Address	City	State	Zip Code
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1. Have you had a school agent permit before?  Yes  No
2. Have you ever been refused an agent's permit in any state or had it revoked or suspended?  Yes  No
3. Have you ever been dismissed from any position for immoral or unprofessional conduct?  Yes  No
4. Have you ever been convicted of a felony violation of the law?  Yes  No

If Yes to any of the questions above, please explain the circumstances fully on a continuation sheet, marked Exhibit A.





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## APPLICATION FOR RENEWAL OF PERMIT TO ACT AS AN AGENT

### AGENT CERTIFICATION

I certify that the information provided on this application as submitted to the Kentucky Commission on Proprietary Education is true and correct in its entirety. In addition, I hereby pledge to follow all standards set out in KRS Chapter 165A and all rules and regulations set out in 791 KAR Chapter 1.

Agent Name \_\_\_\_\_ Title \_\_\_\_\_ Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

### SCHOOL INFORMATION

School Name \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Website Address \_\_\_\_\_

Administrative Contact Person Name \_\_\_\_\_ Title \_\_\_\_\_

Administrative Contact Person Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Administrative Contact Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ Email Address \_\_\_\_\_

This agent is covered by a Five Thousand Dollar (\$5,000.00) surety bond as indicated by

- BLANKET AGENT SURETY BOND (PE-27)
- Continuation Certificate

Continuation Certificate Number	
Insurance Company	
Effective Date of Certificate	
Expiration Date of Certificate	

### CERTIFICATION

I certify that the information provided on this application as submitted to the Kentucky Commission on Proprietary Education is true and correct in its entirety. I further certify that the applicant named above is of good moral character and will be employed by the school named above after receiving a permit issued by the Kentucky Commission on Proprietary Education. In addition, I hereby pledge to follow all standards set out in KRS Chapter 165A and all rules and regulations set out in 791 KAR Chapter 1 -

School Official Name \_\_\_\_\_ Title \_\_\_\_\_ School Official Signature \_\_\_\_\_ Date \_\_\_\_\_

