

INDIANA COMMISSION ON PROPRIETARY EDUCATION

Date: September 26, 2011

From: Ross Miller, Director of Accreditation

Subject: Annual Financial Reports

Effective immediately, Annual Financial reports will be submitted as part of the Annual Accreditation Renewal.

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(D) Submit a copy of the last annual financial statement certified as true and correct by the preparer

All annual reports must include an income statement and balance sheet and be accompanied with a Financial Report Submission Sheet (for each school location), which is available within the Accreditation Renewal Packet.

Please be sure to complete the Financial Report Submission sheet according to the instructions.

A financial report will be considered complete if

- (a) An official Financial Report Submission Sheet is completed and notarized in accordance with instructions. Note: Financial statements must be attached as indicated in Item 2 on the Financial Report Submission Sheet
- (b) The Financial Report covers a full twelve month accounting period.