

STATE OF COLORADO



DEPARTMENT OF HIGHER EDUCATION

Bill Ritter, Jr.
Governor

David E. Skaggs
Executive Director

CCHE Academic Affairs Procedure

POLICY REFERENCE:

PART J DEGREE AUTHORIZATION ACT (APPROVAL OF BIBLE COLLEGES AND SEMINARIES)
APPENDIX B DECLARATION FOR RELIGIOUS AUTHORIZATION

SUMMARY:

Title 23, Article 2 of the Colorado Revised Statutes, the Colorado General Assembly permits private colleges and universities, bible colleges, seminaries, and out-of-state public colleges and universities to operate in Colorado. This section of state law is commonly referred to as the "Degree Authorization Act." The Colorado Commission on Higher Education (CCHE) is charged with the administration of Title 23, Article 2.

The following is Policy J: Degree Authorization Act; Appendix B: Declaration for Religious Authorization. The completion of this form is required for any institution seeking to be authorized as a religious/bible college or seminary.

PRELIMINARY CONSIDERATIONS

Name of Institution:

Address (Physical Location):

City : State: Zip Code:

Mailing Address, If Different from Above:

City : State: Zip Code:

Address of Ownership, If Different from Above:

City : State: Zip Code:

INSTRUCTIONS:

This form, completed and signed, along with all necessary accompanying material, should be enclosed in a folder or binder with each section separated by a divider. Loose or irregularly sized documents should be placed in an 8 ½ x 11" envelope and inserted in the appropriate section. Information that merely refers to separate publications that are not enclosed is not complete.

The administrator submitting this material should enclose this form, completed, with each of the six items initialed and the declaration signed and dated at the bottom.

SECTION 1

Initialed:

Date:

The institution is a nonprofit institution and operating as a nonprofit religious corporation.

- Submit a letter of determination, Form 905, signed by the Property Tax Administrator, Division of Property Taxation, Department of Local Affairs, clearly stating that the institution is exempt from real and personal property taxation under state law.

SECTION 2

Initialed:

Date:

The institution is owned, controlled, operated and maintained by a bona fide religious church or denomination, lawfully operating as a nonprofit religious corporation pursuant to Articles 20 through 29 and/or 50 through 52 of Title 7 of the Colorado Revised Statutes.

- Submit the articles of incorporation, bylaws, copy of filing with the Secretary of State, and any publications describing the aims, goals, principles and beliefs of the institution; what is expected of the institution's ministers, counselors, and teachers, if any, relative to promotion of the institution's purposes; any advertisements placed in the various media; a chart or narrative of the organizational structure of the institution and its relationship with the religious denomination; and any other documentation that will substantiate institutional status.

SECTION 3

Initialed:

Date:

The education offered is limited to the principles of that church or religious denomination and the degrees awarded are not in any area of physical science or medicine; or the courses are offered pursuant to the provisions of Article 59 of Title 12, Colorado Revised Statutes (the Private Occupational Education Act of 1981), as amended; or separate authorization as a private college or university pursuant to section 23-2-102(3), C.R.S. (1988) as amended; or the courses are offered pursuant to a combination of these three foregoing categories applies

- Submit either an outline for each degree or certificate offered which indicates that a substantial portion of the education offered is limited to its specified principles together with a statement of its principles; or documentation substantiating that courses are being offered pursuant to the provisions of Article 59 of Title 12, C. R. S. (the Private Occupational Education Act of 1981), as amended; or pursuant to separate authorization as a private college or university pursuant to section 23-2-102(3), C.R.S. (1988) as amended.

SECTION 4

Initialed:

Date:

The applicant should submit evidence that it has at least one of the following attributes. Check those that apply.

- Imposes religious restrictions on admissions.
- Requires attendance at religious activities.
- Compels obedience to the doctrine and dogmas of the faith.
- Requires instruction in theology and doctrine.
- Propagates the principles of the church or denomination.

SECTION 5

Initialed:

Date:

The titles of all degrees to be conferred contain a reference to the theological or religious aspects of the degrees' subject areas.

List the titles of all degrees exactly as they appear on the degree or diploma and submit an exact copy of each degree or diploma.

DECLARATION:

I declare under penalty of perjury that the foregoing and all attachments hereto are true and correct, except as to those matters stated on information and belief, and as to those matters, I believe them to be true.

PRINTED

NAME _____

TITLE _____

—

SIGNATURE _____ DATE _____

—

Administrator, Degree Authorization Act
 Colorado Department of Higher Education
 1560 Broadway, Suite 1600
 Denver, Colorado 80202
 Tel. (303) 866-2723 FAX (303) 866-4266