

**APPLICATION FOR AN AGENT'S PERMIT TO REPRESENT A PRIVATE POSTSECONDARY CAREER SCHOOL LOCATED IN NEBRASKA**

**GENERAL INFORMATION:** Any person seeking a permit to recruit students who are residents of the State of Nebraska for purposes of enrolling in private postsecondary career schools must obtain from the Commissioner of Education an agent's permit pursuant to the requirements of the R.R.S. of Nebraska 85-1622. **NOTE:** By completing and submitting this application, the applicant authorizes the Nebraska Department of Education to **obtain, review and research** past criminal, residential, education, and employment records.

**DECLARATION:** Since your 16th birthday, have you ever been convicted of any criminal offense, including misdemeanors?

Yes  No. [If your answer is yes, list **all** such cases. In each case list the date; nature of offense or violation; name and location of the court; penalty imposed, if any, or other disposition in the case (attach additional sheet if needed). **NOTICE: Failure to list any conviction is cause for the Commissioner to deny your application and for proceedings to revoke any existing permit. Do not submit this application until you are certain that you have provided accurate criminal history (i.e., a list of all your convictions)].**

I am applying for an Initial (new) Agent's Permit\* (\$150.00)(Applicant did not have an agent's permit for this school on December 31 of the previous year).

I am applying for renewal of an Agent's Permit\* (\$150.00)(Applicant had an agent's permit for this school on December 31 of the previous year).

\*NOTE: Rule 42, section 006.01: The term for which an agent's permit is issued shall not extend for more than three (3) calendar year(s). All agents permits shall expire on December 31 of the second year following the year of issuance. The (Rule 42, section 006.01).

1. \_\_\_\_\_  
Name of Applicant (Last, First, Middle), (Mr., Ms., Mrs.), Date of Birth, Social Security Number, Telephone Number

2. \_\_\_\_\_  
Home Address of Applicant, including Street, City, State, Zip

3. \_\_\_\_\_  
Mail Address of Applicant if different from above (Include Street, City, State, Zip)

4. \_\_\_\_\_  
Name and Address of School for which you are applying for a permit. NOTE: A separate application must be submitted for each school represented.

**Complete Employment Information and Character References Sections only for an initial (new) application to represent this school.**

**Employment Information**

1. \_\_\_\_\_  
Employing Firm, Address including Street, City, State, Zip, & Phone No.

2. \_\_\_\_\_  
Job Title, Date of Employment, Specific Duties

3. \_\_\_\_\_  
Reason for Leaving

1. \_\_\_\_\_  
Employing Firm, Address including Street, City, State, Zip, & Phone No.

2. \_\_\_\_\_  
Job Title, Date of Employment, Specific Duties

3. \_\_\_\_\_  
Reason for Leaving

1. \_\_\_\_\_  
Employing Firm, Address including Street, City, State, Zip, & Phone No.

2. \_\_\_\_\_  
Job Title, Date of Employment, Specific Duties

3. \_\_\_\_\_  
Reason for Leaving

**Character References:** Give names and complete addresses of three (3) people, other than relatives, as your references.

1. \_\_\_\_\_  
Name, Address, including Street, City, State, Zip

2. \_\_\_\_\_  
Name, Address, including Street, City, State, Zip

3. \_\_\_\_\_  
Name, Address, including Street, City, State, Zip

**THIS AFFIDAVIT MUST BE PROPERLY SIGNED AND NOTARIZED**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ Being duly sworn, deposes and says that the statements therein are true to the best of his/  
Applicant's Name (print or type)  
her knowledge, information, and belief, and that he/she has an understanding of the provisions of Nebraska Statutes, Chapter 85-1601 to 85-1658, and the rules and regulations.

\_\_\_\_\_  
Applicant's Written Signature

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
County and State

SEAL

\_\_\_\_\_  
My Commission expires

**An agent's bond covering each agent in the amount of \$5,000 must be on file with the Department for an agent's permit to be issued and to remain in force. It may be an Individual bond (covers only one person) or Blanket bond (covers more than one person, each for the amount of \$5,000).**

\_\_\_\_\_  
School Administrator's Written Signature

**Solicitation of students is prohibited until the agent's permit has been received by the applicant.  
This form may not be reworded.**

**PLEASE COMPLETE AND RETURN THE ATTACHED ATTESTATION FORM**

# United States Citizenship Attestation Form

For the purpose of complying with Neb. Rev. Stat. §§ 4-108 through 4-114, I attest as follows:

I am a citizen of the United States.

— OR —

I am a qualified alien under the federal Immigration and Nationality Act, my immigration status and alien number are as follows: \_\_\_\_\_, and I agree to provide a copy of my USCIS documentation upon request.

**I hereby attest that my response and the information provided on this form and any related application for public benefits are true, complete, and accurate and I understand that this information may be used to verify my lawful presence in the United States.**

**PRINT NAME**

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(first, middle, last)

**SIGNATURE**

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**DATE**

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This form may not be reworded.  
PLEASE COMPLETE AND RETURN THE ATTACHED ATTESTATION FORM.