

 **Certification Form**

*Submission Instructions*
**Eligibility Filing:** Include the completed worksheet in PDF 2 of the institution’s Eligibility Filing. Instructions for submitting the Eligibility Filing are available in [Seeking Accreditation](https://download.hlcommission.org/SeekingAccreditation_PRC.pdf).

**Comprehensive Evaluation or Biennial Visit:** Upload the completed form as a PDF file to the Forms tab in the Assurance System. The form must be uploaded prior to the institution’s lock date.

Institution:

City, State:

Name of person submitting this form:

Title:

Phone:

Email:

Date submitted: MM/DD/YYYY

Certification Statement

Name of CEO and Name of Board Chair certify that the information submitted by Name of Institution in its Assurance Filing to the Higher Learning Commission (HLC) is truthful and complete. Name of Institution will continue to abide by HLC’s [Obligations of Membership](https://www.hlcommission.org/Policies/obligations-of-affiliation.html).

Chief Executive Officer

Name:

Signature

Chair of the Board

Name:

Signature