

Michigan Department of Labor and
Economic Opportunity - Employment &
Training
P.O. Box 30726, Lansing, MI 48909
517-335-4000
www.michigan.gov/pss

FOR OFFICE USE ONLY

Approved By:

Date Approved:

License Number

APPLICATION FOR CHANGE OF CONTACT PERSON, SCHOOL NAME, LOCATION OR ACCREDITATION STATUS

AUTHORITY: 1943 PA 148

PENALTY: FAILURE TO PROVIDE THIS INFORMATION MAY RESULT IN DENIAL OF THE APPLICATION
AND/OR DISCIPLINARY ACTION

Accreditation Status (submit document) <input type="checkbox"/> Accredited <input type="checkbox"/> Not Accredited		Current License/Certificate Number	
School Name (current)		Telephone/E-mail	
Address	City	State	ZIP Code
Contact Name			
<u>New School Location Only - Proposed move date and proposed date classes will begin</u>			
New School Name			
<p>Enclose the following information for <u>School Name</u> Changes:</p> <ul style="list-style-type: none"> ● Bond or rider to the current bond with the new school name. <p>Enclose the following information for <u>School Location</u> Changes:</p> <ul style="list-style-type: none"> ● Floor Plan and Equipment List. ● Fire Inspection or Certificate of Occupancy. ● Any additional required inspections or registrations, i.e., Health Department inspection, Medical Waste Producing Facility Registration. 			
VERIFICATION AND SIGNATURE			
I certify that the statements in this document are true and complete. I understand that any omitted statement, misrepresentation, or fraud may be cause for denial of my application, disciplinary action, or may be punishable by law.			
_____		_____	
Signature		Date	
FEE PAYMENT INFORMATION (Check Appropriate Box)		FOR OFFICE USE ONLY	FOR OFFICE USE ONLY - VALIDATION
<input type="checkbox"/> Accreditation Status Change	Fee \$0.00		
<input type="checkbox"/> Contact Person Change	Fee \$0.00		
<input type="checkbox"/> School Name Change In-State School Accredited	Fee \$300.00	8601-32 = \$300.00	
<input type="checkbox"/> School Name Change In-State School Non-Accredited	Fee \$300.00	8604-32 = \$300.00	
<input type="checkbox"/> School Name Change Out-State School Accredited	Fee \$300.00	8602-32 = \$300.00	
<input type="checkbox"/> School Name Change Out-State School Non-Accredited	Fee \$300.00	8605-32 = \$300.00	
<input type="checkbox"/> Location Change In-State School Accredited	Fee \$455.00	8601-32 = \$455.00	
<input type="checkbox"/> Location Change In-State School Non-Accredited	Fee \$455.00	8604-32 = \$455.00	
<input type="checkbox"/> Location Change Out-State School Accredited	Fee \$455.00	8602-32 = \$455.00	
<input type="checkbox"/> Location Change Out-State School Non-Accredited	Fee \$455.00	8605-32 = \$455.00	
Make your check or money order in U.S. Currency payable to:			
STATE OF MICHIGAN			
FEES ARE AUTHORIZED BY 1943 PA 148			