###### Instructions: this form must be signed and notarized.

###### STATE OF TEXAS \*

**\***

**COUNTY OF**       **\***

**BEFORE ME, personally appeared**       **,**

**And after being duly sworn, deposed as follows:**

**“My name is**       **, and I own/operate/direct**

**. I am of sound mind, capable of making this affidavit and personally acquainted with the facts herein stated:**

**,**

**(name of school) (street address, city, state)**

**ceased operations on**       **.**

**(date of closing)**

**The last day of instruction was**

**(last day of classes or any other instructional activity)**

**All refunds, including applicable penalties, have been made; and there is no outstanding liability to students who enrolled at the school.**

**The school will not reopen until the school has been issued a Certificate of Approval by the Texas Workforce Commission or a letter of exemption from Chapter 132, Texas Education Code granted.**

**(Signature of person making this affidavit)**

**SWORN TO AND SUBSCRIBED before me on the**       **day of**       **, 20**   **.**

**SEAL**

###### My Commission Expires

Completed forms, inquiries, or corrections to the individual information contained in this form shall be sent to the TWC Career Schools and Colleges, 101 East 15th Street, Room 226T, Austin, Texas 78778-0001, (512) 936-3100. Individuals may receive and review information that TWC collects about the individual by emailing to [open.records@twc.state.tx.us](mailto:open.records@twc.state.tx.us) or writing to TWC Open Records, 101 E. 15th St., Rm. 266, Austin, TX  78778-0001.