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| Texas Workforce Commission logo | **Texas Workforce Commission**  **Career Schools and Colleges**  **Affidavit for Unearned Tuition** | | | | | | |
| Please submit this completed form, CSC-048A True and Correct Statement, and financial statement by email, fax, or USPS mail. Only **one** method must be used when submitting.  **Mail**: Texas Workforce Commission Career Schools and Colleges 101 E 15th St, Rm 226T Austin, TX 78778-0001  **Fax**: 512-936-3111  **Email**: Email your TWC program specialist or email [career.schools@twc.texas.gov](mailto:career.schools@twc.texas.gov). | | | | | | | **For TWC Use Only** |
| Date Received:  Date Assigned:  Initialed By: |
| **School Information** | | | | | | | |
| This form must accompany all financial statements. Unearned Tuition is the total maximum tuition based on enrollment at any given time during the period for which the certificate of approval is issued, of the following:  (A) refunds due former students;  (B) the total of all tuition and fees that have been or will be collected prior to graduation; and  (C) the total of any tuition collected in advance from prospective students | | | | | | | |
| School Number: | | School Legal Name (please print): | | | | | |
| School Physical Address (Street 1): | | School Physical Address (Street 2): | | | | | |
| City: | | State: | | | | ZIP Code: | |
| **Fiscal Year-End Information** | | | | | | | |
| Business Enterprise name on Application: | | | | | | | |
| Fiscal year-end refers to the completion of a one-year, or 12-month, accounting period. (mm/dd/yyyy):    (Not the day you signed, e.g. 12/31/2017) | | | | | | | |
| **Unearned Tuition Data** | | | | | | | |
| First line: most recently completed fiscal year: number of students in largest class session multiplied by tuition amount charged.  Second line: current year estimate: projected number of students in largest class session multiplied by tuition amount charged.  Third line: most recently completed fiscal year: gross tuition and fees received minus refunds paid. (-) = minus; (x) = multiplied by | | | | | | | |
| Number of students in largest class session (x) Tuition amount charged= | | | | | | | |
| Projected number of students in largest class session (x) Tuition amount charged= | | | | | | | |
| Gross tuition and fees received (-) Refunds paid= | | | | | | | |
| **School Authorized Official Certification** | | | | | | | |
| I certify under penalty of law that I am authorized to make this report; that this report was prepared by me or under my supervision and direction; that I have carefully reviewed the data and facts as defined in the report concerning the maximum amount of unearned tuition, the projected maximum of unearned tuition, and the gross amount of Texas student tuition and fees, net of refunds as stated in this report; and, that the data is true, correct and complete. I understand that the attached documents are submitted to demonstrate compliance with the requirements of law to obtain or retain a certificate of approval and to calculate renewal fees, and as such, are public information. I hereby waive any privacy interest in the attached documents, and discharge and exonerate the Texas Workforce Commission, its agents or representatives in the event that the information is released. Further, I certify that I have reviewed the documents attached to this affidavit, and that the attached documents and the data on this report are true, correct and unaltered copies of the documents originally filed with the United States Internal Revenue Service as the annual income tax specifically filed for the business enterprise on this affidavit for fiscal year ended. | | | | | | | |
| School Authorized OfficialSignature:  **X** | | | Date:  **X** | | | | |
| **Notary** | | | | | | | |
| State of: | | | | County of: | | | |
| where witnessed. Subscribed and sworn to me this (mm/dd/yyyy): | | | | | | | |
| My commission expires: (mm/dd/yyyy): | | | | | Notary Signature: | | |
| STAMP/SEAL: | | | | | | | |