**Section 1000.10 Eligibility and Application Documentation**

a) The institution through the Chairman of its governing board or its Chief Executive Officer is required to certify *that the institution operates privately, not-for-profit and* that the majority of its undergraduate students are enrolled in programs which are at least two-year programs of collegiate grade directly applicable to the attainment of a baccalaureate degree. Institutions annually shall submit a catalog of programs and courses offered for the current academic year, and when necessary to establish that the institution is *in conformity with standards substantially equivalent to those of the State-supported institutions of higher learning,* the institution shall provide evidence that program credits are accepted for transfer by State-supported, baccalaureate degree granting institutions in Illinois. (Section 2 of the "Illinois Financial Assistance Act for Nonpublic Institutions of Higher Learning" (the Act), Ill. Rev. Stat. 1987, ch. 144, par. 1332).

b) The institution through the Chairman of its governing board or its Chief Executive Officer shall certify that the governing board possesses its own sovereignty, including final authority in all matters of local control, educational policy, choice of personnel, determination of program, and financial management. In addition, the institution must annually file its Articles of Incorporation and By-Laws with the Board of Higher Education.

c) The institution through the Chairman of its governing board or its Chief Executive Officer shall certify that it maintains an open policy with respect to race, creed, and color in the admission of students, appointment of faculty and employment of staff. In addition, the institution must furnish the Board of Higher Education: a copy of the institution's policy for employment of faculty and staff; a sample copy of the institution's faculty and staff employment contract or letter; a copy of the institution's policy for admission of students; and a copy of the student admission application form and requirements for admission to the institution.

d) The institution through the Chairman of its governing board or its Chief Executive Officer shall file annually with the Board of Higher Education a certified audit including an audit of the enrollment claimed for this grant program and an audit verification that grant funds have not been used for sectarian purposes.

e) The institution through the Chairman of its governing board or its Chief Executive Officer shall participate in the Board of Higher Education's: annual Fall Enrollment Study; annual Student Financial Aid Study; annual Integrated Postsecondary Education Date Systems (IPEDS) Survey; and any other studies requested by the Board of Higher Education.

f) The institution's Chief Executive Officer shall provide the list of names, addresses, classification and credit hours of each resident of Illinois claimed as a freshman, sophomore, junior or senior enrolled at the institution and shall certify that that is a true and accurate representation of such enrollments and credit hours on the reporting date.

g) The Board of Higher Education staff shall review application documents of all institutions for compliance with the eligibility requirements in the Illinois Financial Assistance Act for Nonpublic Institutions of Higher Learning. The Board of Higher Education staff may require additional documents or a meeting with institutional representatives to discuss questions about application documents.

h) Institutions under the jurisdiction of "AN ACT providing for the regulation of privately operated colleges, junior colleges and universities" (Ill. Rev. Stat. 1987, ch. 144, pars. 121 et seq.) or "AN ACT to regulate the granting of academic degrees, diplomas and certificates by certain educational institutions, to provide penalties for the violation thereof and to make an appropriation therefor" (Ill. Rev. Stat. 1987, ch. 144, pars. 231 et seq.) shall possess both operating authority and degree granting authority as required under those Acts before becoming eligible for a grant under the Illinois Financial Assistance Act for Nonpublic Institutions of Higher Learning (Ill. Rev. Stat. 1987, ch. 144, pars. 1331 et seq.).

(Source: Amended at 14 Ill. Reg. 2030, effective January 18, 1990)