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***Application Process for New Schools applying
to The Educational Resource Consultants of Ohio, Inc.***

**When a school applies for sponsorship with ERCO please submit the following:
to Sonya Lunsford ASAP**

- ❖ Completed application with the \$500.00 **non refundable application fee**;
- ❖ Submit Mission, Vision, and Philosophy Statement;
- ❖ Projected Student Profile Information;
- ❖ Educational Program and School Mission
- ❖ Needs/Market Assessment Information;
- ❖ Organizational Chart;
- ❖ Facilities (proposed location site and leasing manager's information);
- ❖ Developer(s) Information;
- ❖ Board of Trustee Information (Basic contact information, résumé's, and signed board member code of ethics);
- ❖ Federal and State Information (Articles of Incorporation and Employer Identification Number);
- ❖ Source of start-up/seed money? How much?

Once this information is received by ERCO, the Advisory Board will review the information and a decision will be made whether ERCO will sponsor the potential community school.

If the potential community school is approved by the Advisory Board, The next step in the process is:

- ❖ Complete a Preliminary Agreement with ERCO; (Deadline to submit to ODE is March 15th)
- ❖ A copy of the sponsor's board resolution adopting the proposed community school's contract.

ERCO will send all the above information to ODE before March 15th for final approval.



APPLICATION TO THE EDUCATIONAL RESOURCE CONSULTANTS OF OHIO, INC.

For Office Use Only:
 Date Received _____
 File No. _____
 Original Copy
 Application Fee \$500.00

Application Date: _____

Community School Board Members:

(For each individual listed on the board, include address and phone numbers)

	Name	Address	Phone #	E-Mail
(1)	_____	_____	_____	_____
(2)	_____	_____	_____	_____
(3)	_____	_____	_____	_____
(4)	_____	_____	_____	_____
(5)	_____	_____	_____	_____
(6)	_____	_____	_____	_____
(7)	_____	_____	_____	_____
(8)	_____	_____	_____	_____

Contact Person/Superintendent:

	First	Middle	Last
Address: _____			
Street/P.O. Box _____			
City _____		Zip _____	
Telephone _____		Fax _____	
E-mail _____			

Community School Name: _____

County in which the community school is located: _____

Urban 21 or Academic Emergency District in which the community school is located: _____

A non-refundable \$500.00 application fee must accompany this application.