

NEW JERSEY DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
APPLICATION FOR INITIAL/ADDITIONAL LOCATION PRIVATE CAREER SCHOOL APPROVAL

DATE: _____

I. SCHOOL DATA

Name of School: _____
Street Address: _____ County: _____
City: _____ State: _____ Zip Code: _____
Telephone Number: _____ FAX: _____
Email Address: _____ Federal Tax ID #: _____
Web Page Address: _____

II. OWNER DATA*

Name of Owner(s): _____
Home Address: _____ County: _____
City: _____ State: _____ Zip Code: _____
Telephone Number: _____ Cell Phone: _____
Email Address: _____

** If there is more than one owner, please attach an additional sheet with information for each owner.*

III. CORPORATE DATA: Corporation LLC Partnership Sole Proprietorship

Name of Corporation: _____
Address of Corporation: _____
City: _____ State: _____ Zip Code: _____
Telephone Number: _____ FAX: _____
Email Address: _____ (Primary Contact)

IV. SCHOOL DIRECTOR/CO-DIRECTOR DATA:

Name of School Director: _____
Home Address: _____ County: _____
City: _____ State: _____ Zip Code: _____
Telephone Number: _____ Cell Phone: _____
Email Address: _____
Name of Co-Director: _____
Co-Director's Telephone Number: _____
Co-Director's Email Address: _____

V. TUITION PERFORMANCE BOND:

The school presently holds a tuition performance bond/surety with the following agency:

1. Agency Name: _____
 Street Address: _____
 City: _____ State: _____ Zip Code: _____
 Bond #: _____ Telephone #: _____
 Issue Date: _____ Expiration Date: _____

VI. ADDITIONAL PRIVATE CAREER SCHOOL INFORMATION

Do you offer customized training services? Yes No
 Do you offer distance learning classes? Yes No
 Wheelchair accessible: Yes No
 Spanish spoken: Yes No
 Other languages spoken: Yes* No

* Please check all that apply below:

Arabic Chinese French French Creole German
 Hungarian Indic/Hindu Italian Japanese Korean
 Portuguese Russian Tagalog Vietnamese Yiddish/
 Hebrew
 Greek Polish Other (Please specify) _____

Career assistance/counseling available: Yes No
 Linkage to One-Stop Career Center System: Yes No
 Personal on-site job placement assistance: Yes No
 Access to <https://careerconnections.nj.gov/>: Yes No
 Childcare at facility: Yes No
 Assistance obtaining childcare: Yes No
 Evening courses: Yes No

Bus Route(s), if available: _____

Train Route(s), if available: _____