

FOREIGN SCHOOL APPLICATION PROCESS

MAY 2010

To apply to become an approved foreign school under the Title IV programs, a foreign school must:

- Download, print, and complete a questionnaire to request an Office of Postsecondary Education identification number (OPE ID) available at www.eligcert.ed.gov/ows-doc/initialApp.html;
- Fax the completed questionnaire to Attn: Foreign Schools Team at 202/275-3486;
- Receive notification of its OPE identification number;
- Use the OPE ID to access the *Application for Approval to Participate in the Federal Student Financial Aid Programs* via the E-App Web site located at <http://www.eligcert.ed.gov>;
- Complete and submit the *Application for Approval to Participate in the Federal Student Financial Aid Programs*, which requests information on foreign school officials, locations, programs, degrees, and legal authorization; and
- Submit required supporting documentation to complete the electronic application.