



## CHANGING THE NAME OF A CHARTERED NONPUBLIC SCHOOL

Notify either your association whose standards have been approved by the Ohio Department of Education (ODE), Quality School Choice and Funding, Nonpublic Educational Option Programs of your intent to change your Chartered School Name.

### CURRENT CHARTER SCHOOL INFORMATION

School Name \_\_\_\_\_

Effective Date of School Name Change \_\_\_\_\_

School Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ IRN# \_\_\_\_\_

County \_\_\_\_\_ E-mail Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Principal's Name \_\_\_\_\_

Principal's Signature \_\_\_\_\_

Date of Signature \_\_\_\_\_ Contact Phone \_\_\_\_\_

Public District School in which this school is located \_\_\_\_\_

Requested Chartered School Name Change: _____.
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It is REQUIRED that the following items are submitted with your request to [Ohio Shared Services](#) as instructed on the Vendor Information form:

- New School Name on letterhead
- W-9 form
- Vendor Information form (OBM-5657)

Submit your completed School Information Form to ODE or Accrediting Association for approval.

Ohio Department of Education  
Nonpublic Educational Options  
25 S. Front Street, MS 309  
Columbus, Ohio 43215-4183