

## Application for Participation

### State Aid for Certain Independent Institutions of Higher Learning (Bundy Aid)

To apply for participation in the Bundy Aid program, an institution must be in full compliance with all NYS Higher Education Reporting Requirements (see complete list on page 2). NOTE: Not all reports are required from every institution. If you have questions regarding your institution's reporting obligations, please contact [higheredsupport@nysed.gov](mailto:higheredsupport@nysed.gov).

A written request and the additional materials listed below should be submitted no later than August 1 for the current year's program to:

NYS Education Department  
Office of Access, Equity, and Community Engagement Services  
Bundy Aid  
89 Washington Ave, EBA 960  
Albany, NY 12234

List of additional materials:

1. A completed copy of the Constitutional Eligibility Questionnaire (see page 3).
2. A copy of the institution's constitution and by-laws.
3. A list of the members of the institution's governing body with a brief biographical sketch.

Upon receipt of the application, the institution's eligibility status will be determined by the Bundy Aid Review Committee. The Committee reserves the right to request any additional information and/or materials needed to make the eligibility determination.

Questions concerning the Bundy Aid application process may be directed to [kiap@nysed.gov](mailto:kiap@nysed.gov) or 518-486-5202.

## NYS Higher Education Reports (complete listing)

- Article 129-A and Article 129-B Certification of Compliance
- Article 129-B “Enough is Enough” Annual Aggregate Data Report
- My Contacts (formerly known as SUR-1)
- Audited Financial Statement (F.Audit)
- Enrollment of Students with Disabilities (NYSED-2H-2)
- Certification of Earned Degrees Conferred (BUNDY Participants Only) (NYSED-2)
- Estimate of Earned Degrees Conferred (BUNDY Participants Only) (NYSED-2A)
- Directory of Off-Campus Instructional Locations (NYSED-8)
- CTEA-1: Performance Measures for Credit Bearing Career and Technical Education Programs
- CTEA-2: Performance Measures for Non-Credit Bearing Career and technical Education Programs
- College Catalog
- Certification of Nursing Program Enrollment (For High Needs Nursing Program participants only) (NYSED-2N)
- Student Financial Aid (NYSED-4.1)
- Fall Degree-Credit Enrollment (NYSED-2.4)
- Full-Time Undergraduate Transfer Enrollment (NYSED-2.2)
- Residence and Migration Enrollment (NYSED-2.8)
- Admissions and Academic Preparation (Freshmen) (NYSED-1)
- Graduation Rate and Retention Report – Full-Time Undergraduates (NYSED-2.9)

For questions concerning the submission of these reports please see the NYS Higher Education Data System Instruction Manual or contact [higheredsupport@nysed.gov](mailto:higheredsupport@nysed.gov).

# State Aid for Certain Independent Institutions of Higher Learning (Bundy Aid)

## Constitutional Eligibility Questionnaire

Please complete the following questionnaire:

1. Is the institution wholly or in part under the control or direction of any religious denomination?
2. Does the institution receive financial assistance from any religious body?
3. Do the policies of the institution with respect to the selection of members of its governing board, its administrative officers or its faculty provide that the faith or creed of a candidate shall be relevant in any way to his selection?
4. Do the policies of the institution with respect to the admission of students provide that the faith or creed of an applicant shall be relevant in any way to his admissibility to the institution?
5. Do the policies of the institution with respect to the awarding of scholarships, fellowships or other financial assistance to its students provide that the faith or creed of an applicant shall be relevant in any way to the awarding of such assistance?
6. Is any denominational tenet or doctrine taught in the institution?
7. Does the institution award any degree or degrees in the field of religion?
8. Does the institution include within its structure, or is it affiliated with, any seminary or school of theology?