



Dear Colleague:

You strive to bring the promise of career and professional higher education to all Americans. Virtually everything you do, however, can be enhanced or undermined by policy makers in Washington, D.C., and in state capitals. Therefore, it is **critically important** that the career college sector work together to ensure our voice is heard in the policy process.

That's where the Career College Association (CCA) comes in. Our mission is to serve our members and their students by promoting access, accountability, and affordability in higher education.

Working together, we make our voice heard through our government relations professionals who educate legislators daily on the policy issues that impact all of us. We make our voice heard through school visits by Congressmen, Senators, and state elected officials that you facilitate. We make our voice heard by school representatives coming to CCA Hill Day in Washington, and when we visit Congressional offices. But, just as importantly, we make our voice heard through our Political Action Committee—CCAPAC.

CCAPAC is a key resource we have to help elect candidates who support a legislative and regulatory climate favorable to post-secondary education. Through CCAPAC, we play an ongoing, proactive role in public policy, rather than constantly reacting to bad legislation and regulations.

CCAPAC Promotes Bipartisan Leadership

The PAC provides our members with the means to financially support quality candidates, regardless of party affiliation, who understand the importance of our postsecondary education policy agenda and our role in educating the 21st Century Workforce.

Your Support is Crucial

CCAPAC is supported entirely by voluntary contributions from eligible members. It will only be as strong as we make it.

Join Today!

Like voting, writing a letter to your Member of Congress, volunteering, and many other activities, CCAPAC is another important way to participate in the democratic process and make your voice count. I hope you will choose to become a member of CCAPAC today. The decision to contribute is voluntary, any contribution amount is welcome, and you may refuse to contribute without reprisal.

Through CCAPAC, we speak with a clear, united voice on the issues that are important to us all. Please support CCAPAC.

Sincerely,

Harris N. Miller
CEO/President
Career College Association

To the left is a sample communication to members eligible to contribute to CCAPAC. However, before we can inform you about any PAC activities or recruit you for membership, we are required by federal law to obtain your permission before soliciting you to join CCAPAC. Please take a moment to complete and sign this form next to each year for which you would like to provide authorization, and return the form to CCA. This will also permit CCAPAC to solicit personal contributions from you and your colleagues and other executives and personnel who are employed by your company and interested in CCA's efforts during the federal election cycle. Corporations may grant approval to only one trade association per calendar year, and the individual who signs this form must be the main contact with CCA.

I hereby authorize the Career College Association Political Action Committee (CCAPAC) to solicit contributions from me or the additional executive and administrative personnel named below:

Name and Title: _____

Date: _____

Signature (2009): _____

Signature (2010): _____

Signature (2011): _____

Signature (2012): _____

Company Name: _____

Address: _____

City, State, Zip Code: _____

Contact Number: _____

Email Address: _____

Additional executive and administrative personnel that CCAPAC may contact to solicit contributions include salaried employees who are U.S. citizens or green card holders and who meet the following criteria: executive or administrative employees who have managerial, professional, policy-making, or supervisory responsibilities; employees who have stock options (the right to receive dividends); and the families of the above.

Name: _____

Title: _____

Name: _____

Title: _____

Additional names may be submitted on a separate sheet. Please fax your completed form to Brian Newman at (866) 363-2181.

Additional questions: Please contact Brian Newman at (202) 336-6807 or BrianN@career.org.

Contributions or gifts to CCAPAC are not deductible as charitable contributions for federal income tax purposes. Corporate checks and credit cards are prohibited by federal law. Contribution amounts included herein are merely suggestions. An individual is free to contribute more or less than the guidelines suggest, but may not contribute more than \$5,000 per year. Federal law requires that our committee report the full name, address, occupation, and company name for each individual whose contributions aggregate in excess of \$200 in a calendar year.





Frequently Asked Questions about the Career College Association Political Action Committee (CCAPAC)

THE LAW

Under current campaign finance laws, corporations, trade associations, and labor unions are prohibited from contributing their treasury funds to candidates for federal political office and to national political committees, such as the Democratic and Republican national committees. Many states have or are in the process of adopting similar restrictions.

Political action committees (PACs) were formally authorized by Congress in the 1970s as an alternative to corporate contributions. Associations like the Career College Association may maintain a PAC, funded entirely by voluntary contributions from eligible members who give prior approval, to provide financial support to political candidates. In fact, PACs were created as part of the first efforts toward federal campaign finance reform, and they are now considered the preferred method of financing political campaigns.

WHAT ARE THE CONTRIBUTION LIMITS FOR A PAC?

PACs may contribute \$5,000 to a federal candidate committee per election (primary, general, or special). They may also contribute up to \$15,000 annually to any national party committee and \$5,000 annually to any other PAC. PACs may receive up to \$5,000 from any one individual or PAC per calendar year.

WHO IS ELIGIBLE TO CONTRIBUTE TO A PAC?

Contributions to a PAC may only be solicited from the stockholders, executives, and administrative personnel (and their families) of members of CCA—so long as members are either U.S. citizens or permanent residents with green card status.

WHAT IS A “PERMISSION AUTHORIZATION FORM”?

Before an eligible member of the Career College Association is able to be recruited for PAC membership, each individual must complete a “Permission Authorization Form” (please see the front side of this document for an example). The “Permission Authorization Form” is the form whereby a corporation indicates a specified group of stockholders, executives, and administrative personnel are allowed to be solicited by CCAPAC for contributions for a specific period of time. CCAPAC must be in receipt of this form prior to soliciting and accepting contributions.

WHOM DO I CONTACT IF I HAVE QUESTIONS ABOUT THE PAC?

Please contact Brian Newman at (202) 336-6807 or BrianN@career.org.

