

Bridgewater State College  
Faculty Disclosure to the State Ethics Commission

Checklist for Completing the College Disclosure Form

Provide the information requested above the dotted line. Use the reverse side of the form or blank paper to provide a complete description of the materials.

Attach a *self-addressed stamped envelope* with your *home mail address* if you wish to have the form mailed home.

Attach a *self-addressed envelope* with your *on-campus mail address* if you wish to have it returned to you via inter-campus mail.

Sign and date the form.

Forward the form and self-addressed envelope to the Office of the Provost, Boyden 104

The form will be returned to you with the President's determination and signature.

Make a copy for your files

Send the ***original*** to the  
**Commonwealth of Massachusetts**  
**State Ethics Commission**  
**One Ashburton Place, Room 619**  
**Boston MA 02108**

**If the President finds financial interest is not sufficiently substantial**, you may proceed with the materials selection process.

**If the President finds financial interest is sufficiently substantial**, please contact your Department Chair/Graduate Program Coordinator to proceed with the materials selection process.