



# APPLICATION FOR MEMBERSHIP

## Higher Education Institutions

(two- or four-year public, private or not-for-profit)

2012–2013

\*information required

### Institution Information

Institution Name\*

Street Mailing Address\*

City, State and Zip\*

Institution URL/Web Site\*

Main Phone Number

1. Do you qualify under Section 501c(3) or Section 115(a) of the IRS Code as a nonprofit institution?  Yes  No

2. Is your institution accredited?  Yes  No

3.  Public or  Private

4.  Four-year or  Two-year

5. FTE (full time equivalent enrollment) \_\_\_\_\_

6. Current Funds Expenditures: \$ \_\_\_\_\_

### Primary Representative—Chief Business Officer (e.g., VP, Administration & Finance)

Name/Primary Representative\*

Title\*

E-mail Address\*

Fax

Telephone\*

### Member Dues (Membership Year June 1, 2012–May 31, 2013)

Using your FTE and Current Funds Expenditures (see lines 5 and 6 above) calculate your dues according to the Dues Schedule on the following page.

NACUBO Dues: \$ \_\_\_\_\_

+ Regional Dues: \$ \_\_\_\_\_

= **TOTAL DUES:** \$ \_\_\_\_\_

**Please check the region you are joining:**

CACUBO  EACUBO  SACUBO  WACUBO

**Regional Membership is required for Higher Education Institutions to join NACUBO**

### Payment

Please make check payable to NACUBO and mail payment with this application to: **NACUBO Member Services, 1110 Vermont Ave., NW, Suite 800, Washington, DC 20005**, or complete the information below to pay your total dues by credit card and fax to 202.861.2583.

American Express  Diners Club  MasterCard  Visa

Card Number:

Expiration Date:

Security Code\*:

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Signature

Date

Print Name

Title

\* Where do I find this Security Code?

**Visa and MasterCard Users:** Look at the signature box on the back of your card. You should see either the 16-digit credit card number or just the last 4 digits followed by a 3-digit code. This 3-digit code is your Security Code.

**American Express Users:** Look for the 4-digit code printed on the front of your card just above and to the right of your credit card number. This 4-digit code is your Security Code.

**Higher Education Institutions are entitled to unlimited staff receiving member benefits and *Business Officer* magazine.**

# NAACUBO Institutional Dues Schedule Membership Year 2012–2013

Higher Education Institutions membership dues are based on enrollment and expenses as reported on the Integrated Postsecondary Education Data System (IPEDS) finance form.

Total Expenses (Line 6 on page 1)	Full Time Equivalent Enrollment (Line 5 on page 1)				
	0–749	750–1,999	2,000–7,499	7,500–19,999	20,000 & Over
0–2,999,999	\$751	\$860	\$991	\$1,139	\$1,309
3,000,000–4,999,999	\$837	\$964	\$1,108	\$1,275	\$1,467
5,000,000–7,499,999	\$939	\$1,080	\$1,243	\$1,428	\$1,643
7,500,000–9,999,999	\$1,052	\$1,209	\$1,391	\$1,600	\$1,840
10,000,000–12,499,999	\$1,178	\$1,354	\$1,558	\$1,792	\$2,060
12,500,000–14,999,999	\$1,319	\$1,518	\$1,745	\$2,006	\$2,308
15,000,000–17,999,999	\$1,477	\$1,700	\$1,955	\$2,248	\$2,585
18,000,000–21,999,999	\$1,640	\$1,886	\$2,169	\$2,495	\$2,869
22,000,000–27,499,999	\$1,821	\$2,094	\$2,407	\$2,769	\$3,184
27,500,000–37,499,999	\$2,021	\$2,323	\$2,673	\$3,074	\$3,535
37,500,000–49,999,999	\$2,243	\$2,581	\$2,967	\$3,412	\$3,924
50,000,000–69,999,999	\$2,491	\$2,863	\$3,293	\$3,787	\$4,355
70,000,000–99,999,999	\$2,765	\$3,178	\$3,656	\$4,204	\$4,834
100,000,000–149,999,999	\$3,068	\$3,527	\$4,058	\$4,666	\$5,366
150,000,000–249,999,999	\$3,405	\$3,916	\$4,504	\$5,179	\$5,957
250,000,000–499,999,999	\$3,747	\$4,308	\$4,954	\$5,697	\$6,553
500,000,000–999,999,999	\$4,121	\$4,738	\$5,449	\$6,268	\$7,207
Over 1,000,000,000	\$4,532	\$5,212	\$5,995	\$6,894	\$7,928

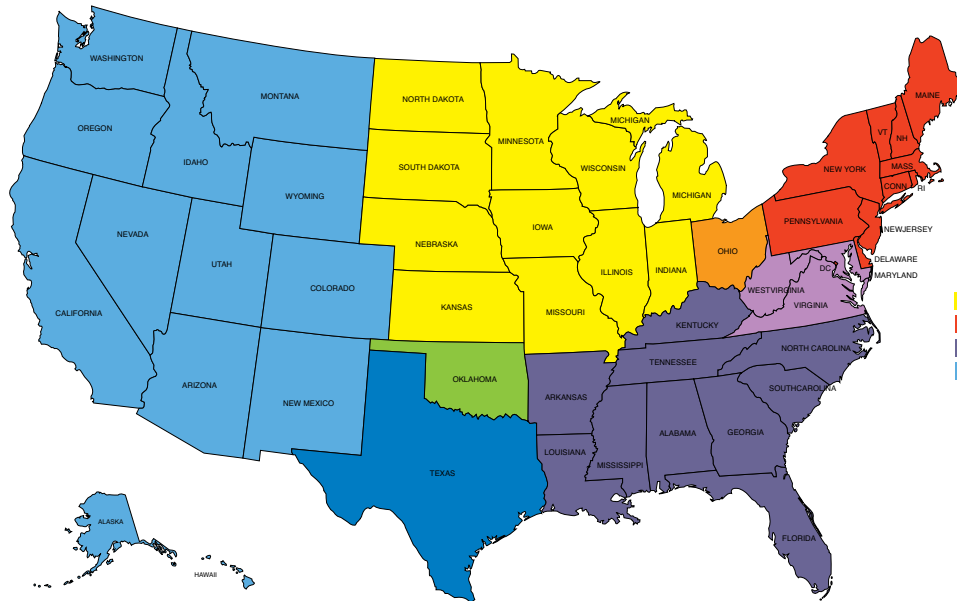
**NAACUBO has three types of Higher Education memberships: Institutional Membership** applies to non-profit, accredited institutions of higher education. Institutional members shall have the right to vote and individuals from this category of membership shall be eligible to hold elected office.

**Provisional Membership** applies to colleges and universities that, although not yet accredited by the appropriate regional or national organization, award credits accepted either by appropriate state agencies or by three other accredited institutions. Provisional members shall not have the right to vote and individuals from these member institutions shall not be eligible to hold elected office.

**Full Time Equivalent Enrollment** figures come from the IPEDS data for fall enrollment 2010. The formula used to convert the IPEDS data to a full-time equivalent enrollment is one full-time student per three part-time students.

**Total Expenses** come from the IPEDS data for FY2009.

For public institutions that follow GASB and independent institutions that follow FASB, total expenses is the total of all functional expenses on the financial statements. The corresponding IPEDS variable for public institutions is total expenses/deductions and for independent institutions is total expenses/total amount.



### Color Key:

- CACUBO
- EACUBO
- SACUBO
- WACUBO
- EACUBO/SACUBO
- SACUBO/CACUBO
- EACUBO/CACUBO
- SACUBO/WACUBO

**Regional Membership is required for all NACUBO institutional members. Regions are primarily divided geographically.**

Please make your selection below and add to NACUBO dues balance (page 1)..... Institution

Central Association of College and University Business Officers (CACUBO)..... \$200

Eastern Association of College and University Business Officers (EACUBO)..... \$250

Southern Association of College and University Business Officers (SACUBO)

<\$20 Million in Expenses..... \$125

>\$20 Million in Expenses..... \$250

Western Association of College and University Business Officers (WACUBO)..... \$200 (\$100 for new community college members)