



APPLICATION FOR MEMBERSHIP

Higher Education Institutions

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

2019–2020

Use this application to begin a new or to reinstate a lapsed membership.

*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, 2019–May 31, 2020)

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 2019–2020

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	\$867	\$993	\$1,143	\$1,314	\$1,511
3,000,000–4,999,999	\$965	\$1,112	\$1,278	\$1,473	\$1,693
5,000,000–7,499,999	\$1,085	\$1,245	\$1,435	\$1,649	\$1,897
7,500,000–9,999,999	\$1,181	\$1,395	\$1,605	\$1,846	\$2,124
10,000,000–12,499,999	\$1,360	\$1,563	\$1,797	\$2,069	\$2,377
12,500,000–14,999,999	\$1,521	\$1,752	\$2,013	\$2,314	\$2,664
15,000,000–17,999,999	\$1,705	\$1,961	\$2,257	\$2,595	\$2,983
18,000,000–21,999,999	\$1,891	\$2,177	\$2,504	\$2,879	\$3,311
22,000,000–27,499,999	\$2,101	\$2,417	\$2,778	\$3,195	\$3,673
27,500,000–37,499,999	\$2,333	\$2,681	\$3,085	\$3,548	\$4,080
37,500,000–49,999,999	\$2,589	\$2,978	\$3,425	\$3,938	\$4,528
50,000,000–69,999,999	\$2,874	\$3,304	\$3,800	\$4,370	\$5,026
70,000,000–99,999,999	\$3,190	\$3,668	\$4,219	\$4,851	\$5,580
100,000,000–149,999,999	\$3,540	\$4,071	\$4,682	\$5,385	\$6,191
150,000,000–249,999,999	\$3,929	\$4,521	\$5,198	\$5,976	\$6,874
250,000,000–499,999,999	\$4,323	\$4,972	\$5,717	\$6,574	\$7,561
500,000,000–999,999,999	\$4,754	\$5,468	\$6,288	\$7,233	\$8,316
Over 1,000,000,000	\$5,229	\$6,014	\$6,919	\$7,956	\$9,148

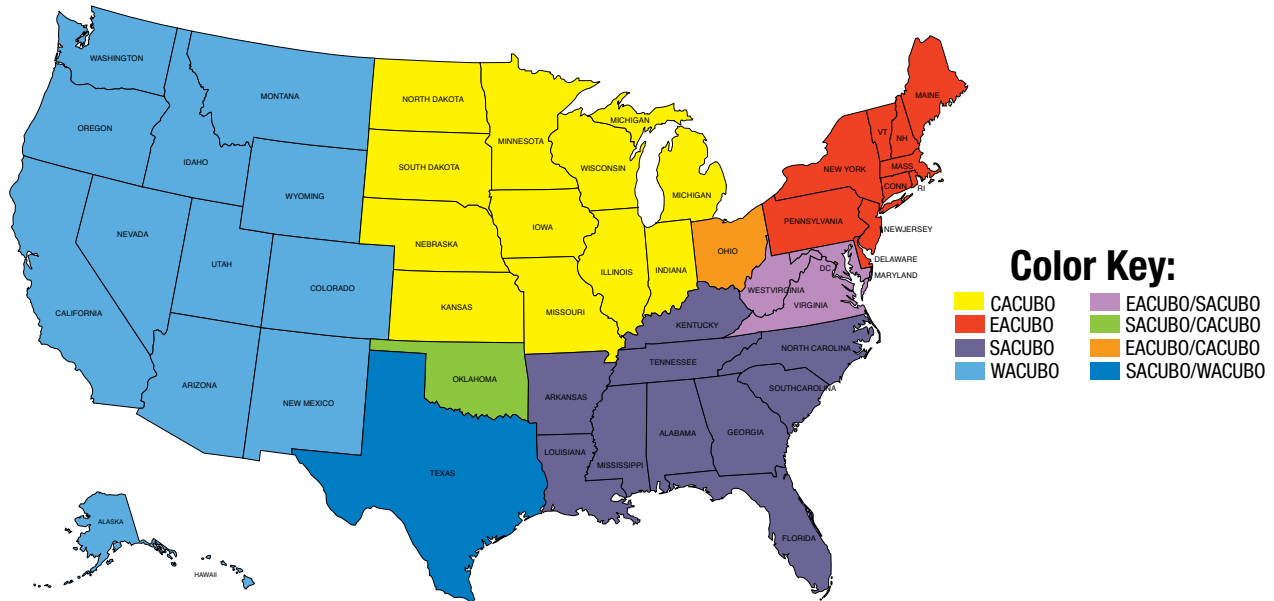
NAACUBO has two types of Higher Education memberships: Institutional Membership applies to non-profit, accredited institutions of higher education. Institutional members shall have the right to vote and individuals from this category of membership shall be eligible to hold elected office.

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.

An institution's membership dues amount is calculated using full time equivalent enrollment and total expenses as reported on the Integrated Postsecondary Education Data System (IPEDS) finance form.

***Full Time Equivalent Enrollment:** The formula used to convert the IPEDS data to a full-time equivalent enrollment is three part-time students per one full-time student. The current membership year is using **fall 2016 enrollment** figures.

****Total Expenses:** 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 and total net expenses for independent institutions. The current membership year is using **FY2016** data.



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) \$250
- Eastern Association of College and University Business Officers (EACUBO) \$275
- Southern Association of College and University Business Officers (SACUBO)
 - <\$20 Million in Expenses \$150
 - >\$20 Million in Expenses \$300
- Western Association of College and University Business Officers (WACUBO) (See page 3 for dues schedule)

WACUBO Dues Structure Effective June 1, 2018

Total Expenses	Full Time Equivalent Enrollment				
	0-749	750-1,999	2,000-7,499	7,500-19,999	20,000 & Over
0-2,999,999	\$159	\$183	\$210	\$242	\$278
3,000,000-4,999,999	\$178	\$205	\$235	\$271	\$311
5,000,000-7,499,999	\$199	\$229	\$264	\$303	\$349
7,500,000-9,999,999	\$223	\$257	\$295	\$340	\$391
10,000,000-12,499,999	\$250	\$287	\$331	\$380	\$437
12,500,000-14,999,999	\$280	\$322	\$370	\$426	\$490
15,000,000-17,999,999	\$314	\$361	\$415	\$477	\$549
18,000,000-21,999,999	\$348	\$400	\$460	\$530	\$609
22,000,000-27,499,999	\$387	\$445	\$511	\$588	\$676
27,500,000-37,499,999	\$429	\$493	\$567	\$653	\$750
37,500,000-49,999,999	\$476	\$548	\$630	\$724	\$833
50,000,000-69,999,999	\$529	\$608	\$699	\$804	\$924
70,000,000-99,999,999	\$587	\$675	\$776	\$892	\$1,026
100,000,000-149,999,999	\$651	\$749	\$861	\$990	\$1,139
150,000,000-249,999,999	\$723	\$831	\$956	\$1,099	\$1,264
250,000,000-499,999,999	\$795	\$905	\$1,051	\$1,209	\$1,391
500,000,000-999,999,999	\$875	\$1,006	\$1,156	\$1,330	\$1,530
Over 1,000,000,000	\$962	\$1,106	\$1,272	\$1,463	\$1,683