



APPLICATION FOR MEMBERSHIP

Higher Education Institutions

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

2021–2022

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
Non-accredited institutions will have a Provisional membership

3. Public or Private 4. Four-year or Two-year

5. FTE (Fall 2018 figures):

6. Total Expenses (FY18 figures):

Primary Representative—Chief Business Officer (e.g. VP of Finance)

Name/Primary Representative*

Title*

E-mail Address*

Telephone*

Secondary Representative (e.g. AVP, Controller, etc.)

Name/Secondary Representative

Title

E-mail Address

Telephone

Additional staff can create logins at nacubo.org/login with a valid university email address.

Member Dues (Membership Year June 1, 2021–May 31, 2022)

NACUBO Dues are calculated using the Dues Schedule on the following page based on your institutions *Fall enrollment for 2018 (FTE) and Total Expenses for FY18 as reported to IPEDS.*

You will receive an invoice for payment within 1 to 2 business days of submitting our application. Benefits will be active immediately after the payment processes.

Please check the region you are joining:

CACUBO EACUBO SACUBO WACUBO

A regional Membership is required to join NACUBO. You are free to join any region of your choosing.

Please see the regional dues map on page 2 for dues rates.

Payment

NACUBO offers three convenient options to pay:

1. Pay online with a credit card, our fastest and most convenient method, by logging into nacubo.org/login. Dues invoices can be found under "Open Invoices"
2. ACH payment: Routing# 021052053 Bank Account# 90602820
3. Mail payment via check to NACUBO, P.O. Box 791331, Baltimore, MD 21279-1331.

Contact membership at 202.861.2560 or e-mail membership@nacubo.org should you need assistance.

Supplemental Materials

NACUBO Institutional Dues Schedule Membership Year 2021–2022

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	\$889	\$1,018	\$1,172	\$1,347	\$1,549
3,000,000–4,999,999	\$989	\$1,140	\$1,310	\$1,510	\$1,735
5,000,000–7,499,999	\$1,112	\$1,276	\$1,471	\$1,690	\$1,944
7,500,000–9,999,999	\$1,211	\$1,430	\$1,645	\$1,892	\$2,177
10,000,000–12,499,999	\$1,394	\$1,602	\$1,842	\$2,121	\$2,436
12,500,000–14,999,999	\$1,559	\$1,796	\$2,063	\$2,372	\$2,731
15,000,000–17,999,999	\$1,748	\$2,010	\$2,313	\$2,660	\$3,058
18,000,000–21,999,999	\$1,938	\$2,231	\$2,567	\$2,951	\$3,394
22,000,000–27,499,999	\$2,154	\$2,477	\$2,847	\$3,275	\$3,765
27,500,000–37,499,999	\$2,391	\$2,748	\$3,162	\$3,637	\$4,182
37,500,000–49,999,999	\$2,654	\$3,052	\$3,511	\$4,036	\$4,641
50,000,000–69,999,999	\$2,946	\$3,387	\$3,895	\$4,479	\$5,152
70,000,000–99,999,999	\$3,270	\$3,760	\$4,324	\$4,972	\$5,720
100,000,000–149,999,999	\$3,629	\$4,173	\$4,799	\$5,520	\$6,346
150,000,000–249,999,999	\$4,027	\$4,634	\$5,328	\$6,125	\$7,046
250,000,000–499,999,999	\$4,431	\$5,096	\$5,860	\$6,738	\$7,750
500,000,000–999,999,999	\$4,873	\$5,605	\$6,445	\$7,414	\$8,524
Over 1,000,000,000	\$5,360	\$6,164	\$7,092	\$8,155	\$9,377

NACUBO 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 or 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 are ineligible to vote or 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 2018 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 **FY2018** data.



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

- 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 \$250
 - >\$20 Million in Expenses \$500
- Western Association of College and University Business Officers (WACUBO) (\$20% of NACUBO dues)