THE COUNCIL OF INDEPENDENT COLLEGES

Tuition Exchange Program—Participation Form

For enrollment during the 20 —20 academic year

Part I: To be completed by the **exporting** institution

Exporting Institution:

Exporting Liaison Officer's Name:

Title:
Address:

Tel:
Email:

Importing Institution:

Student Name:
S.S.N.:
Student Address:

This applicant is (check one):

- ☐ New at importing institution
- ☐ Presently a student at importing institution, but is not a CIC-TEP participant
- ☐ Presently in CIC-TEP program at importing institution (renewal applicant)

☐ The student named above is eligible for CIC Tuition Exchange Program benefits. Please notify my office as soon as possible whether this applicant can be included in your CIC-TEP.

Signature of Exporting CIC-TEP Liaison Officer:

Date:

Part II: To be completed by the **importing** institution

Importing Institution:

Importing Liaison Officer's Name:

Title:
Address:

Tel:
Email:

Check one box:

- ☐ I am pleased to report that the above-named student can be included in our CIC-TEP.
- ☐ I regret that we will be unable to include this student in our CIC-TEP.

Signature of Importing CIC-TEP Liaison Officer:

Date:

Questions concerning the CIC Tuition Exchange Program should be directed to:
Council of Independent Colleges
One Dupont Circle, NW, Suite 320
Washington, DC 20036-1142
Tel: (202) 466-7230 • Fax: (202) 466-7238
Email: eclark@cic.nche.edu • www.cic.edu

Application Procedures:

1. Once the student has been determined eligible for the CIC-TEP benefit, the Liaison Officer of the exporting institution should send a copy of this form to the Liaison Officer of the importing institution.
2. The importing institution should notify the exporting institution of its acceptance or rejection of the applicant as soon as possible by returning one copy of this form to the exporting institution.
3. A copy of this form should be retained by the importing institution.
4. Do not send a copy of this form to the Council of Independent Colleges.