

Tuition Exchange Family Webinar Series



**TUITION
EXCHANGE.**

Open doors.
New opportunities.



Tuition Exchange

Opening doors since 1954



700+ Member
Institutions



7,800+ TE
Scholars



\$328M in financial
assistance



Tackling TE!



Fall 2024

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Open doors.
New opportunities.



Tonight's Announcers



Liz Rihl Lewinsky
Associate Vice President
for Member Engagement



Kristin Tichenor
President



Agenda

- ▶ Tuition Exchange Defined
- ▶ Terms to Know!
- ▶ TE Member Schools
- ▶ Fundamental Concepts
- ▶ Eligibility Requirements (Export/Import)
- ▶ Scholarship Process/Deadlines
- ▶ The TE EZ-Application Process
- ▶ Common Questions
- ▶ Special Situations
 - ▶ Transferring Schools
 - ▶ Parent separates from employer
 - ▶ Study Abroad/Course Overloads, Lions & Tigers and Bears, oh my!
- ▶ Q&A



Tuition Exchange Defined



Founded in 1954 – TE Central is the conduit for TE member schools to administer the program



700+ TE member institutions



A school choice for all



Potential tuition scholarship: 2025-2026: \$43,000/year
full tuition or TE set rate



Tuition Exchange is a reciprocal scholarship program-
no \$ exchanged!



Terms to Know

- ▶ **TE Central:** The employees of the non-profit organization, The Tuition Exchange, Inc., who **support schools** in administering the program.
- ▶ **TELO:** The Tuition Exchange Liaison Officer designated by the college/university to administer the Tuition Exchange program for the institution. TELO's **support their families**.
- ▶ **Export:** TE Scholarship applicant or recipient emanating from employee's home institution. *Example: Bob Smith is an employee at Potter University. His daughter, Sarah Smith, is an eligible dependent that can be considered for TE scholarship at other institutions according to Potter University's TE policy. Sarah is an **Export** of Potter University.*
- ▶ **Import:** A student awarded a TE Scholarship by the host institution. *Example: Bob Smith's daughter, Sarah Smith, applies for admission and is awarded a TE Scholarship by Griffin College. Sarah is an **Import** of Griffin College (but an **Export** of Potter University).*
- ▶ **TE EZ-Application:** Students seeking consideration for a TE Scholarship must create an account and complete a TE EZ-Application at te.tuitionexchange.org/applicantsignin.
- ▶ **TE Set Rate:** TE member schools have option to offer a full tuition scholarship or the TE set rate amount (amount set by TE Central annually). \$43,000/year for the 2025-2026 year.
- ▶ **FACHEX:** Separate Exchange of Catholic, Jesuit institutions - 26 schools - all offer full tuition scholarships to dependent Exports of other FACHEX schools. All FACHEX schools are also TE Member Schools, save Boston College & Holy Cross.



TE Member Schools

- ▶ A partnership of 700+ colleges/universities offering *competitive* Tuition Exchange (TE) Scholarships. Not guaranteed!
- ▶ See participating **TE School List** at tuitionexchange.org.
 - ▶ Click on a school to learn: TELO contact email, application deadline for TE consideration, amount of scholarship, FAFSA required (?), available to freshmen only?
- ▶ Search for schools based on variety of factors (from tuitionexchange.org, click *Families, Tuition Exchange School Search*) such as: state, full tuition vs. TE set rate, undergraduate/graduate, etc.

A screenshot of the Tuition Exchange website homepage. At the top, a navigation bar includes links for 'TE SCHOOL LIST', 'TE EZ-APPLICATION', 'TE EZ-APPLICATION PODCAST', 'TELO', and 'BOARD'. Below this is a main banner with the text 'TUITION EXCHANGE' and 'Open doors. New opportunities.' alongside an illustration of four diverse people. A dropdown menu is open over the 'FAMILIES' link, listing various resources like 'Tuition Exchange - What is it?', 'News', 'Scholarship Award Process', and 'TE EZ-Application'. Below the banner, there is a section titled 'TE EZ-Application: A How-To Guide for Families' with a 'LEARN MORE' button.

The new TE EZ-Application has launched! Students can now apply for 2025-2026. Click the green TE EZ-APPLICATION button below!

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TE EZ-Application: A How-To Guide for Families
Students seeking Tuition Exchange Scholarships or FACHEX (host institutions only) must complete the TE EZ Application. The TE EZ Application is for eligible families and their dependents. Not sure if you qualify? Contact your Tuition Exchange Liaison Officer or FACHEX Administrator directly. Please take 15 minutes to review the TE EZ Application Podcast. (note-you will be prompted to sign up...)

[LEARN MORE](#)



Fundamental Concepts

- **Reciprocal Exchange:** Member schools benefit from opportunity to send TE-eligible employees/dependents to other institutions; likewise, the school commits to hosting an approximately equal number of students. No \$ changes hands and no accounting is done to account for the variation in tuition rates.
- TE member schools are required to offer a **minimum of three** (3) new TE Import scholarships/year (does not count Continuing TE Scholars).
- **Flexibility:** TE Central has few umbrella policies and procedures. Colleges/universities have considerable leeway to structure the program as they see fit.
- Appoint **TELO** to administer the program for faculty/staff on their campuses.
- Agree to honor TE eligibility terms for Exports and scholarship offers for Imports.
- Applying for a TE Scholarship does not mean your student is guaranteed to receive one. TE and FACHEX Scholarships are **competitive!**



Export Eligibility Requirements

▶ Parent's (or spouse's) employer (Export School) determines both employee/spouse and dependent eligibility requirements. Varies from school to school. Check your school's HR tuition benefit policy or with the TELO.

Example of Potter University's TE Policy:

- ▶ Employee must be employed full-time at Potter University for at least four years prior to the year for which the student is applying for Tuition Exchange.
- ▶ The TE applicant can be the employee, spouse/domestic partner or dependent. A dependent is defined as either the spouse/domestic partner or an unmarried dependent child under the age of 24 that will be enrolled as an undergraduate college student.
- ▶ Employee must submit Potter University's *TE Eligibility Consideration Form* to HR by 11/1 along with the front page of most recent federal tax return showing student/spouse was claimed as dependent.
- ▶ Potter University agrees to certify TE-eligible Exports for up to 8 semesters (4 years) as undergraduate or, for employee/spouse 4 semesters (2 years) as a graduate student (note: graduate study option applies to employee/spouse only).
- ▶ Employee must remain employed full-time at Potter University for dependent/spouse to remain eligible for TE.
- ▶ When benefits-eligible employment at Potter University terminates, Tuition Exchange eligibility will continue through semester in progress but will not continue beyond that.



Import Eligibility Requirements

- ▶ **Imports vs. Exports:** If your dependent receives a TE Scholarship to Sample University and enrolls, they are an “**Import**” student in Sample’s view; however, from your employer’s view, your dependent is an “**Export**”
- ▶ Import school may have specific GPA requirement for student to retain scholarship. (ex.-Full-time enrollment required, maintain 3.0 GPA)
- ▶ Read TE Scholarship award terms carefully!
 - ▶ **Questions to consider:**
 - ▶ Is a study abroad term covered?
 - ▶ What if my student takes a leave of absence?
 - ▶ Are there exceptions if student fails to meet GPA renewal requirements?
 - ▶ Are there any associated TE-related fees charged to Import students?
 - ▶ Is there a maximum # of credits covered per semester under the TE Scholarship or will TE cover courseloads?
 - ▶ If TE set rate amount is offered, will scholarship amount increase as TE set rate does each year?



Scholarship Process/Deadlines

- ▶ Import schools determine their application deadlines. Go to tuitionexchange.org, click on the TE School List, locate the school to see their Import application deadline. Complete the TE EZ-Application by that date and submit admissions application (note-other admissions application deadlines, if earlier, trump that date!)
- ▶ Import schools determine how many scholarships they offer annually (must offer minimum of 3).
- ▶ Import schools determine whether FAFSA or CSS Profile is required.
- ▶ Import schools **may** award scholarships on a variety of criteria.
- ▶ Ask the TELO if you want to know more about a school's awarding process and timeline.



TE EZ-Application Process

▶ Two Steps:

1. Student applicant (not parent!) creates TE account at <https://te.tuitionexchange.org/applicantsignin> using their own email address that will remain with them after H.S. (if student is also the employee, must use different student email address than work email).
 2. Student logs in and completes TE EZ-Application at: <https://te.tuitionexchange.org/applicantsignin>
- ▶ Select **2025-2026** year if student is seeking TE/enrolling in fall 2025/spring 2026. If you select incorrect year, your TELO must close out the application before you can start again!
- ▶ Student can list up to **20 active schools** when applying for TE. Do not list a school student does not plan to apply to admission to! (can apply for admission & TE simultaneously)
- ▶ **Once TE EZ-Application is submitted:**
1. Export school TELO gets email notification the following morning.
 2. Export school TELO then approves/denies Export for TE consideration in TELO system.
 3. If Export is approved, the next day, the Import School TELO's receive email notifications. Now it's up to the Import schools to offer/not offer the TE Scholarship. If offered, the Export TELO gets notified.
- ▶ Students can log back into their EZ-Application account and add/remove schools as needed, and check the status of their application at <https://te.tuitionexchange.org/applicantsignin> and on Tuition Exchange mobile app.



TE EZ-Application

Students can now complete the 2025-2026 TE EZ-Application by clicking the green TE EZ-APPLICATION button below. Register for one of our TE Fall Family Webinars-see more below!

[TE SCHOOL LIST](#) [TE EZ-APPLICATION](#) [TE EZ-APPLICATION PODCAST](#) [TELO](#) [BOARD](#) [→](#) [🔍](#)

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Upcoming TE Family Webinars

Tuition Exchange Fall 2024 Family Webinars TE Central is pleased to launch our fall webinar series, Tackling TE! Much like the quarterback works to advance the ball down the field during a game with the help of their team mates, we will discuss how the student (the TE quarterback) initiates the TE EZ-Application, while various players (the Export and Import TELO's (TE Liaison ...



TE EZ-Application Process

- ▶ If a student accepts a TE Scholarship and enrolls at the school, they are not required to submit a TE EZ-Application in future years. Exceptions:
 - ▶ Student wants to transfer-student logs back into their account and selects **CREATE TRANSFER APPLICATION** button, listing institutions they are seeking TE at (use the original TE EZ-Application account login created; may need to delete schools to add)



Tuition Exchange

Hi, Emma G Lewinsky
Sign Out

Application Status

Application Aid Year: 2023-2024 Application Submission Date: March 25, 2024 Application Status: OPEN

Employer (Export) School	Export Status	Export Status Changed
Saint Joseph's University - PA - Philadelphia, PA	Export Approved	06/15/2024

Application (Import) School	Import Status	Import Status Changed ↓	Program
Stetson University - FL - DeLand, FL	Enrolled	06/15/24	TE

UPDATE APPLICATION

CREATE TRANSFER APPLICATION

- ▶ Parent separates from employer (Export school closes out existing TE application and student submits a new application listing parent's new employer as Export school).



Avoid TE Tackles!

- ▶ Apply for admission!
- ▶ Choose the correct application year (the year you are enrolling)
- ▶ Create the account using **student** information
- ▶ Parent email must be “.edu” email address
(unless school offers TE eligibility to retirees)
- ▶ Know which tuition exchange program you are applying to!
- ▶ Diversify your school list!
- ▶ Avoid duplicate email addresses!



Common Questions

- ▶ Are there a certain number of TE Scholarships that TE member schools must offer?
- ▶ Do schools have to maintain a balance of Exports and Imports?
- ▶ Will applying Early Decision increase or decrease my chances for TE?
- ▶ Can I have more than one child receiving TE simultaneously?
- ▶ Will I be charged any TE administration fee by either my employer or the Import school if my student is offered TE?
- ▶ Is TE taxable?



Common Questions

- ▶ Are there a certain number of TE Scholarships that TE member schools must offer?

Each member institution must “offer” at least 3 new TE scholarships per year.

- ▶ Do schools have to maintain a balance of Exports and Imports?

Schools are asked to work toward a balance to the greatest degree possible.

- ▶ Will applying Early Decision increase or decrease my chances for TE?

It depends on the institution.

- ▶ Can I have more than one child receiving TE simultaneously?

Check w/your Export TELO (parent employer’s liaison).

- ▶ Will I be charged any TE administration fee by either my employer or the Import school if my student is offered TE?

While many schools do not charge any TE administrative fees, there are some that do. Check the TE School List.

- ▶ Is TE taxable?

Generally, scholarships that cover tuition are not taxable. Check IRS Publication 970.



Common Questions

- ▶ Do schools offer merit scholarships in addition to TE Scholarships?
- ▶ Can I receive federal, state grants or outside scholarships in addition to TE?
- ▶ If my parent separates from employment in the middle of the semester, will my scholarship immediately end?
- ▶ Will I get an email notification when a school takes action on my TE App?



Common Questions

- ▶ Do schools offer merit scholarships in addition to TE Scholarships?
Check w/the Import school. Many will void the merit scholarship once TE is offered.
- ▶ Can I receive federal, state grants or outside scholarships in addition to TE?
Check w/the Import TELO or see the TE Member School page profile. Some may “offset” TE Scholarship amount with grants/scholarships received.
- ▶ If my parent separates from employment in the middle of the semester, will my scholarship immediately end?
Check with your Export TELO.
- ▶ Will I get an email notification when a school takes action on my TE App?
No. Log into your TE EZ-Application account to check the status of your application.



Common Questions

- ▶ If offered a TE Scholarship, is there a specific date by which the student must accept it?
- ▶ Be kind! Alert the Import school TELO and your admissions counselor if you do not plan to accept any TE Scholarship offered so they can potentially offer it to another student.
- ▶ If my student is not offered a TE Scholarship for their freshman year, can they be considered for it in future years?
- ▶ When and how will we hear if the student is offered a TE Scholarship?
- ▶ After May 1, is there any way to find out which schools still have TE Scholarship spots open?



Common Questions

- ▶ If offered a TE Scholarship, is there a specific date by which the student must accept it?
 - ▶ While schools may request an acceptance/decline of the scholarship by a certain date, they cannot mandate the student deposit prior to May 1.
 - ▶ Be kind! Alert the Import school TELO and your admissions counselor if you do not plan to accept any TE Scholarship offered so they can potentially offer it to another student.
- ▶ If my student is not offered a TE Scholarship for their freshman year, can they be considered for it in future years?
 - ▶ While students can re-apply in future years, it's best to check with the Import school TELO to see if they will consider currently enrolled students for TE.
- ▶ When and how will we hear if the student is offered a TE Scholarship?
 - ▶ The notification timelines and methods of notification (email, phone call, letter) vary by institution. Check with the Import school TELO.
- ▶ After May 1, is there any way to find out which schools still have TE Scholarship spots open?
 - ▶ Yes! TE Central surveys schools and publishes a “TE space available” list at tuitionexchange.org in early May.



My Student Was Awarded! Now What?

- ▶ Celebrate!
- ▶ Confirm acceptance of the scholarship with the Import school TELO.
- ▶ Read TE Scholarship award terms carefully!
 - ▶ Questions to consider:
 - ▶ Is a study abroad term covered?
 - ▶ What if I take a leave of absence?
 - ▶ Renewal criteria (ex.- GPA requirement)?
 - ▶ Appeal process if I fail to meet renewal criteria?
 - ▶ Any TE administrative fees charged?
 - ▶ Maximum # of credits covered per semester?
 - ▶ Does scholarship amount increase each year?
- ▶ Submit deposit to hold your spot in the entering class.



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TE Recap!

- ▶ Amount=either full tuition or “optional TE set rate” (\$43,000 for 2025-26 year)*
- ▶ Host colleges determine exact value of TE Scholarship it awards
- ▶ All colleges/universities must minimally offer optional TE set rate amount and at least 3 scholarships to incoming students
- ▶ Check tuitionexchange.org, click *TE School List button*, select school to see amount offered
- ▶ Generally, only available for max of 4 years/8 semesters of undergraduate study. A few select schools offer TE at the graduate/professional level
- ▶ Scholarships typically apply to fall/spring semesters or full-time terms
- ▶ TE Scholarships typically not subject to taxation for undergraduates
- ▶ Some schools charge a TE administration fee

- ▶ Some may deduct any federal/state grant aid from the benefit amount (offering)
- ▶ No institution can require a commitment (deposit) from a student prior to May 1st!



**Public institution members are obligated to provide a FT tuition award to in-state*

TE recipients; out-of-state recipients must minimally get ½ tuition based on the out-of-state tuition rate.



Special Situations

- ▶ **Transferring:** If a student is enrolled and receiving TE currently and wishes to transfer, they log back into their TE EZ-Application and can select “CREATE TRANSFER APPLICATION” button to apply for TE at transfer institutions.
- ▶ **Leave of Absence:** Check w/Import TELO. If LOA is only one semester, no new TE EZ-Application required. More than one semester? New application required.
- ▶ **Parent Separates from Employment:** Check w/Export TELO to determine when scholarship eligibility ceases.
 - ▶ Export TELO will mark student ineligible in system which triggers a notification to the Import TELO.
- ▶ **Study Abroad:** Check w/Import TELO to determine if the scholarship will apply to a study abroad term.
- ▶ **Summer School:** At most institutions, TE Scholarships apply to fall/spring terms. Check w/Import TELO and/or read scholarship offer letter.
- ▶ **Five-Year Program:** TE Scholarships are generally offered for a maximum of 8 semesters/4 years. Check w/Import TELO re: extensions.



TE Timeline for Students

▶ July-September:

- ▶ Consult with TELO (Tuition Exchange Liaison Officer) at home/Export institution to learn institutional eligibility requirements/process
 - ▶ Find TELO contact info. under **TE School List** at tuitionexchange.org
- ▶ View **TE School List** at tuitionexchange.org to explore schools, specific app deadlines, etc.
- ▶ Create **TE EZ-Application** account and complete TE EZ-Application at tuitionexchange.org

▶ September-May:

- ▶ Log into TE EZ-Application account (<https://te.tuitionexchange.org/applicantsignin>) to add/remove schools-a maximum of 20 active schools is permitted. Log in to periodically check status of applications.
 - ▶ If offered TE Scholarship at preferred institution, read award notification terms/details carefully.
 - ▶ Notify the Import school TELO and admissions counselor to accept and submit deposit to hold your spot in the class.
- ▶ Future years? No new TE EZ-Application is required, provided parent remains employed at same institution and student remains enrolled at same institution.



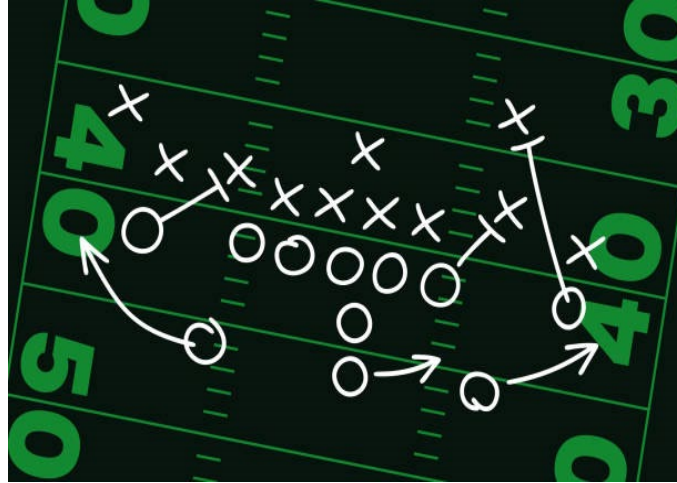
Keep in Mind...

- ▶ The TE EZ-Application is not a substitute for applying for admission to a school.
- ▶ The TE EZ-Application may be submitted before or after the student has formally applied for admission but TE is generally only offered to accepted students.
- ▶ Applying Early Decision is a personal choice but, keep in mind, it is binding!
- ▶ Apply early!
- ▶ Check with your **Export TELO** for determine your employer's TE policy, process and deadlines.
- ▶ Click on the **TE SCHOOL LIST** button at tuitionexchange.org to get all the details, app deadline, TELO contact info., etc. for a specific school.
- ▶ Check with the **Import TELO's** at the schools your dependent is considering to learn:
 - ▶ Size of TE application pool
 - ▶ How many TE scholarships are offered annually
 - ▶ What criteria do they use when awarding
 - ▶ How federal, state and other merit aid is treated if offered TE
 - ▶ If not offered TE at point of entry, and my student still enrolls, will you consider for TE in a subsequent year?



Resources

- ▶ Tuitionexchange.org
 - ▶ View [TE School List](#)
 - ▶ Create [TE EZ-Application Account](#) & Apply
 - ▶ Watch TE EZ-Application [Podcast](#)
 - ▶ [School Search Page](#)
- ▶ Your Export School TELO
 - ▶ Internal employer process & TE consideration policy
- ▶ Your Import School TELO (find at tuitionexchange.org on TE School List)
 - ▶ Award process, timeline and renewal requirements
- ▶ Your Admissions counselor at Import school



Questions?



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Access a Copy of Presentation



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Thanks for coming!



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