

Understanding my balance sheet and Institutional import and export capacity

November, 2014

TELO Tuesday Webinar

Presenters: Janet Dodson and Bob Shorb

Today's Focus

- Tuition Exchange Reminders
- Annual Report
- Balance Sheet
- Capacity
- Going E/I 3
- Utilizing DC 3
- Imports and Exports

Tuition Exchange Reminders

- ▶ Membership Fees
 - ▶ Due July, 2014
 - ▶ Annual obligation
 - ▶ Is your school outstanding
 - ▶ To check:
 - ▶ www.tuitionexchange.org
 - ▶ Liaison Officers
 - ▶ Log in
 - ▶ To the left locate section **Dues and Fees Invoices**
 - ▶ Select Membership Dues if paid your invoice will read:

Fee Type

Amount

Institutional Membership Dues

\$500.00

Total Due

PAID 07/01/2014

Tuition Exchange Reminders continued

- ▶ Participation Fees
 - ▶ Due once your annual report is submitted
 - ▶ Annual obligation
 - ▶ \$35 per student
 - ▶ Is your school outstanding
 - ▶ To check:
 - ▶ www.tuitionexchange.org
 - ▶ Liaison Officers
 - ▶ Log in
 - ▶ To the left locate section **Dues and Fees Invoices**
 - ▶ Select Participation Fees Statement

Tuition Exchange Reminders continued

- ▶ if paid your invoice will read:

Participation Fees	\$35.00	(1 exported students)
Fees Paid	\$35.00	
Balance Due	\$0.00	

- ▶ If your invoice is not paid or has a balance due, it will read:

Participation Fees	\$105.00	(3 exported students)
Fees Paid	\$70.00	
Balance Due	\$35.00	

Tuition Exchange Reminders continued

- ▶ Mandatory Institutional Profile
 - ▶ Tuition Exchange Institutional Profile – aka Member Survey
 - ▶ Presented as a part of the ‘School Search’
 - ▶ Can be updated throughout the year
 - ▶ Question of the month: Tuition is not yet set – what do I report today?
 - ▶ Suggestion – use 2014-15 tuition
 - ▶ Update when the 2015-16 tuition is set
 - ▶ If 2015-16 tuition will be greater than \$33,000 use the set rate
 - ▶ Add Overview Information
 - ▶ Presented as a part of the “School Search”
 - ▶ Overview text is a valuable resource for families
 - ▶ Be sure to share accurate statistical data

Annual Report

- ▶ Review your annual report during the year – it is fluid until June, 2015
- ▶ Once second semester begins:
 - ▶ Confirm your export students returned
 - ▶ Confirm your import students returned
- ▶ If someone does not return – update your annual report
 - ▶ Change the expiration date
- ▶ If someone new is participating second semester – update your annual report
 - ▶ A couple of words of caution!
 - ▶ Always confirm with the other school their approval or acceptance
 - ▶ Remember the system is now communicating only 2015-16 applications
 - ▶ The Participation Fee is \$35 per student
 - ▶ regardless of semesters enrolled annually

Balance Sheet

- ▶ Becomes active after your Annual Report is submitted
- ▶ Review your Balance Sheet it tells you if your school is:
 - ▶ In Good Standing
 - ▶ **Your institution is in good standing, CONGRATULATIONS!**
 - ▶ A surplus or deficit of less than 60%
 - ▶ A positive and/or less than 59% negative
 - ▶ In good standing due to E/I 3
 - ▶ On Alert
 - ▶ Your institution is on **Export Alert**.
 - ▶ A deficit during the past 5 year period
 - ▶ Exports exceed imports by 60 to 99% negative

Balance Sheet continued

- ▶ On Restriction
 - ▶ **Your institution is on RESTRICTION** based on five year history of exports exceeding imports by 100% or more and is PROHIBITED from making commitments to any additional exports until further notice.
 - ▶ Exports exceed imports by 100% negative
 - ▶ Ratio of exports to imports is 2 to 1
- ▶ Note: if the institution signs up for E/I 3 – Restriction is not an issue

Balance Sheet continued

- ▶ Requires balance
- ▶ A five year snapshot
- ▶ The formula
 - ▶ $(A - B)/C = D$

Imports (A)	Exports (B)	Imports-Exports (C)	Percentage Standing (D)
30	20	+10	+33%
30	48	-18	-60%
30	60	-30	-100%

Balance Sheet continued

Good
Standing

- 30 imports minus 20 exports divided by 30 imports equals positive 33%

Alert
Standing

- 30 imports minus 48 exports divided by 30 imports equals 60% negative

Restriction
Standing

- 30 imports minus 60 exports divided by 30 imports equals 100% negative

Balance Sheet continued

GOOD STANDING	Imports	Exports	Imports - Exports
2010 - 2011	72	49	23
2011 - 2012	74	56	18
2012 - 2013	74	55	19
2013 - 2014	79	51	28
2014 - 2015	78	79	-1
5 Year Subtotal	377	290	87
Grand Total	1,957	1,800	157

Balance Sheet continued

ALERT	Imports	Exports	Imports - Exports
2010 - 2011	12	20	-8
2011 - 2012	14	21	-7
2012 - 2013	16	28	-12
2013 - 2014	14	32	-18
2014 - 2015	18	28	-10
5 Year Subtotal	74	129	-55
Grand Total	112	155	-43

Balance Sheet continued

RESTRICTION	Imports	Exports	Imports - Exports
2010 – 2011	0	2	-2
2011 – 2012	0	2	-2
2012 – 2013	2	2	0
2013 – 2014	2	2	0
2014 – 2015	0	2	-2
5 Year Subtotal	4	10	-6
Grand Total	16	54	-38

Capacity

- ▶ Good standing
 - ▶ Apply the formula
 - ▶ You can afford to be bold
- ▶ Empty seats on campus
 - ▶ You can afford to be bold
- ▶ Economic stand point
 - ▶ You have the ability to increase your
 - ▶ Auxiliary income
 - ▶ Headcount/FTE

Capacity continued

- ▶ Farming
 - ▶ Share information
 - ▶ Review employee eligibility criteria
 - ▶ Incoming applicants
 - ▶ Who is applying?
 - ▶ Share the names of imports with your Enrollment Management staff
 - ▶ Current students
 - ▶ Are there current students who are now TE eligible?
- ▶ Grow your ability to export by
 - ▶ Sign up for Export/Import 3 (E/I 3)
 - ▶ Participate in Double Credit 3

Go Export/Import 3

- ▶ Designed to assist schools who want to export students
- ▶ Designed to help schools who are not able to fully participate due to lack of imports
- ▶ Does not affect the balance if export participation is less than 3
- ▶ Signing-up for E/I 3 means your school should never fall into Restriction standing
- ▶ Provides access to all 630 TE schools
- ▶ Allows the school the opportunity to offer up to three exports annually
- ▶ Former TE Co-Op schools and schools currently on ALERT or RESTRICTION should sign up

Going Double Credit 3 (DC 3)

- ▶ Does your school participate in any other regional/national exchange program?
- ▶ Recognize the need to offer additional exports in the next couple of years?
- ▶ Interested in participating at a higher level?
- ▶ If you answer YES to these questions – Double Credit 3 is your answer

- ▶ Add up to 3 annually to your Annual Report
 - ▶ TE student ID = 5555
 - ▶ Provide FULL NAME – first and last
 - ▶ XP... Exchange Program is the EXPORT school
 - ▶ Your school is the IMPORT school
 - ▶ TE Central will bill you separately \$35 per DC 3 import

Imports and Exports

- ▶ Improving them
 - ▶ Team-up with Admissions
 - ▶ Network with TE schools
 - ▶ Personalize the TE application process
 - ▶ Demonstrate you care!
 - ▶ Enhance your offerings
 - ▶ Graduate school
 - ▶ Include fees
 - ▶ Offer housing (and earn TE bonus points)
 - ▶ Sign-up for E/I 3
 - ▶ Participate in Double Credit 3

Imports and Exports continued

- ▶ Repairing them
 - ▶ Certify a subset of the applicant pool
 - ▶ Seniority, lottery, both
 - ▶ Limit sponsorship
 - ▶ Two years
 - ▶ Only those accepted at the home school
 - ▶ Only those seeking a degree not offered at home institution
 - ▶ Limit program of student participation
 - ▶ Full time
 - ▶ Undergraduates
 - ▶ Restrict certification options
 - ▶ One per family
 - ▶ Maximum number of semesters
 - ▶ One application at a time per student

Let's Recap

- Tuition Exchange Reminders
- Annual Report
- Balance Sheet
- Capacity
- Going E/I 3
- Imports and Exports



TE Central Contact information

- ▶ TE Central
 - ▶ www.tuitionexchange.org
 - ▶ info@tuitionexchange.org
 - ▶ 301.941.1827 - general switchboard number
- ▶ Bob Shorb, Executive Director/CEO
 - ▶ rshorb@tuitionexchange.org
- ▶ Janet Dodson, Associate Director Communications
 - ▶ jdodson@tuitionexchange.org
 - ▶ 402.418.1081
- ▶ Kristine Lev, Assistant Director of Administration
 - ▶ klev@tuitionexchange.org



Join us next month for our annual TE-GO information session.