To: Iota College Community

From: George Henry, Tuition Exchange Liaison Officer (TELO)

Date: MM/DD/YYYY

Re: Tuition Exchange 20XX-20XX Annual Report

Iota College officially joined the Tuition Exchange (TE) on April 20, 1992. The 20xx-20xx academic year is the College’s XXX of years of membership in the Tuition Exchange.

IMPORT ACTIVITY

Students who receive a Tuition Exchange Scholarship (TES) from Iota College to attend Iota College are called “imports”.

20xx-20xx Academic Year

38 students enrolled September 20xx with TES. The dollar value of each TES was $16,250 per semester.

20xx-20xx Academic Year

As part of the recruitment effort for new students attending in the 20xx-20xx year, Iota College authorized new student TE imports from the accepted admission applicants of spring 20xx.

TE import numbers for 20xx-20xx are:

123 prospective freshmen sent TE applications

93 of 123 applied for admission to Iota College

29 of 93 were offered admission

28 of 29 were offered admission and TES

10 of 28 enrolled September 20xx with TES

3 prospective transfers sent TE applications

2 of 3 applied for admission to Iota College

2 of 2 were offered admission and TES

1 of 2 enrolled September 20xx with TES

28 returning students enrolled September 20xx with TES

(Note: 1 other student who applied for TES enrolled without TES).

In summary, 39 students enrolled for the 20xx-20xx academic year with TES (10 freshmen, 6 sophomores, 15 juniors, and 8 seniors).

TES students are from California, Connecticut, District of Columbia, Illinois, Iowa, Kentucky, Massachusetts, New York, Ohio, Pennsylvania, Rhode Island, Texas, Vermont and Wisconsin.

The dollar value of each TES is $16,250 per semester.

EXPORT ACTIVITY

Dependent children of eligible Iota College employees who receive TES to attend participating TE institutions are called “exports”. When there are more TE applicants than spots available, a computer-generated lottery is held to determine who would receive the open spots.

TE export numbers for 20xx-20xx:

37 students enrolled with TES at participating TE institutions.

TE export numbers for 20xx-20xx: 31 renewal applications for TE certification were submitted

28 of 31 were offered renewal TES

27 of 28 enrolled September 20xx with TES

25 new applications for TE certification were submitted

25 of 25 were certified eligible

15 of 25 were offered new TES

9 of 15 enrolled September 20xx with TES

In summary, 36 students enrolled with TES at participating TE institutions (7 freshmen, 11 sophomores, 8 juniors, and 10 seniors).

GENERAL INFORMATION

For 20xx-20xx, overall there are more imports than exports. Our grand total historical balance shows an excess of 41 semester import credits (or the equivalent of 5.125 students). The ideal balance for Iota College continues to be 9 -11 new imports annually and 9 -11 new exports annually.

Based on the overall number of TE semester credits’ balance, the lottery was not utilized for certifying 20xx-20xx exports. It is believe that the College will not need to use the lottery when authorizing 20xx-20xx exports.

The TE program continues to be a success at Iota College. It attracts geographically diverse and stronger than average admission applicants to the College. TE applications increased 1% this year from the prior year’s level and is 16% greater than the number of applicants three years ago.

To date, 20xx-20xx program interest and inquiries remain strong.