Application for AACRAO Corporate Partnership

www.aacrao.org

Corporate partnerships in the American Association of Collegiate Registrars and Admissions Officers (AACRAO) are available to individuals or organizations, whether for profit or non-profit, that provide products and services that assist or benefit the needs or purposes of AACRAO members. To be eligible for corporate partnership with AACRAO, a company must:

- Have at least three years' operation in current corporate form.[1]
- Submit three references (publicly held companies do not need to include references) by AACRAO institutional members or approval from the AACRAO Executive Director.
- Agree to and abide by the AACRAO Corporate Membership Policy.
- Provide a corporate profile and documentation of gross revenue.

[1] i.e. an entity that was unincorporated until one year before the date of application would have to wait two additional years before being eligible. Applicants may be asked to provide a certificate of incorporation and tax returns for the three years that immediately precede the year of application. A letter from a CPA or an auditor attesting to the net revenues of closely-held entities may be substituted for the tax returns.

STEP 1: Company Information

❒ **YES! We are ready to join AACRAO!**

Name of Company: _____

Address: _____

City: _____ State: _____ Zip or Postal Code: _____ Country: _____

Website: _____

Contact Person: _____

Step 2: Determining Partnership Dues

Each company may designate one key representative to receive all mailings. Additional subscriptions may be purchased at $203 per subscriber. Partnership dues are assessed based on the company's gross revenue.

Gross Revenues	Category	Partnership Fee
Under $100 million	1	$2,000
$100 – $500 million	2	$3,000
$500 million +	3	$4,000
Each additional subscriber		$ 203

Partnership Dues

Partnership Fee (based on gross revenue): $ _____

Fee for Additional Subscriptions (@$203 each): $ _____

Total Charge for Partnership: $ _____

Corporate applicants will be billed at the highest dues category unless documentation of gross revenue is provided. Corporate dues may not be prorated.

STEP 3: Membership Roster

Please complete the following information for the primary contact person and each member.
Make additional copies if more than two members.

AACRAO Corporate Partner ❒ Primary Contact?

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip or Postal Code: _____ Country: _____

Phone: _____ Fax: _____

E-mail: _____

In what areas do you work? ***(check all that apply)***

❒ Academic Advising
❒ Admissions
❒ Computer/Information Services
❒ Enrollment Management Services
❒ Financial Aid
❒ International Admissions
❒ Institutional Research
❒ Records and Registration
❒ Student Affairs
❒ Transfer and Articulation
❒ Other Position: _____

Gender: ❒ **M** ❒ **F**

Race: ***(optional)***

❒ African-American/Black, non-Hispanic
❒ American Indian or Alaska Native
❒ Asian or Pacific Islander
❒ Hispanic/Latino/Latina
❒ White, non-Hispanic
❒ Prefer not to specify
❒ Other: _____

Age Group:

❒ 25 and under
❒ 26 – 35
❒ 36 – 45
❒ 46 – 55
❒ 56 – 65
❒ 66 – 75
❒ 76+

AACRAO Corporate Partner

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip or Postal Code: _____ Country: _____

Phone: _____ Fax: _____

E-mail: _____

In what areas do you work? ***(check all that apply)***

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❒ 76+

STEP 4: Submit Your Application

Payment Information:

❒ Check Enclosed Check Number: _____

❒ Credit Card ❒ VISA ❒ MasterCard ❒ AMEX **Total Charge:** $ _____

Name on Card: _____

Card Number: _____ Expiration Date: _____
(not valid without signature below)

Cardholder's Signature: _____
I authorize AACRAO to charge my account for AACRAO membership fees.

Send payment and application to:
AACRAO II • PO Box 37156 • Baltimore, MD 21297-3156
Or fax application with credit card information to 202.822.8850

For Office Use Only: Batch: _____ Date: _____ Input: _____ FED I.D. #52-227-4900

Corporate Membership Policies

By applying for membership in AACRAO (the "Association" or "AACRAO"), the undersigned agrees to comply with the Association's bylaws and all applicable rules and policies, as they may be changed from time to time. The undersigned acknowledges and agrees that processing of its membership dues payment does not constitute acceptance of membership by the Association, which shall be subject to initial and continuing reviews by the Association to determine the undersigned's compliance with applicable criteria.

The undersigned acknowledges and agrees that the Association's name and logo ("the marks") are service marks owned by the Association. These service marks, or simulacra or derivatives thereof, may not be used by anyone (including AACRAO members) in any manner, unless such member has obtained prior written permission from the Association to use the marks in connection with official Association activities. The undersigned acknowledges and agrees that (i) the Association shall be entitled to injunctive or other equitable relief without the necessity of proving the inadequacy of money damages as a remedy, without the necessity of posting a bond, and without waiving any other rights or remedies at law in equity, for any unauthorized use the marks or violation of the Association's policies concerning the marks and (ii) shall be responsible for any and all costs and expenses incurred by the Association in enforcing its marks and related policies (including reasonable attorneys fees and costs). AACRAO does not allow its members to publicize their membership in AACRAO or to indicate their affiliation with the Association. The undersigned acknowledges and agrees not to utilize its membership in AACRAO in a manner that may in anyway be construed to imply an endorsement by the Association or that may create the incorrect impression that the Association is a credentialing or accrediting body, or that it has reviewed or approved, directly or indirectly, the undersigned's activities.

AACRAO reserves the right, in its sole discretion, to deny, suspend or revoke membership status for any institution, entity or person determined by the Association to be or have engaged in activities inconsistent with AACRAO's mission or whose professional or business activities are determined to have violated the Association's policies or constituted illegal, fraudulent, misleading or inappropriate conduct than can injure the reputation of the Association or harm the Association in any way.

The undersigned hereby certifies that it has read and understands this policy. In addition, notwithstanding any injunctive relief sought by the Association, the undersigned agrees that any dispute concerning membership in AACRAO shall be resolved through binding arbitration conducted pursuant to the rules of the American Arbitration Association; and that such arbitration shall take place in Washington, D.C. This arbitration obligation shall survive the termination for any reason whatsoever of the undersigned's membership in the Association.

Corporate Member: _____

Name of Authorized Person: _____

Signature: _____

Date: _____

QUESTIONS? Call **202.293.9161** or e-mail **corporateinfo@aacrao.org**.

Application Check List

Please check that the following items have been included with your application:

- ❒ Three references by AACRAO institutional members.
- ❒ Corporate Profile.
- ❒ Documentation of Gross Revenue.
- ❒ Signed Copy of the Above AACRAO Corporate Membership Policies.