THE COUNCIL OF
INDEPENDENT COLLEGES

Tuition Exchange Program—Student Application
For new enrollment during the 20____—20____ academic year

Student Information

First Name: _____   Last Name: _____
S.S.N. (last 4): _____   Date of Birth: _____
Address: _____
_____
_____
Email: _____

List the institution(s) to which you are applying.

The list of participating institutions is updated regularly. Please confirm that the institution(s) participate in CIC–TEP before including them on this form. You can confirm their participation at www.cic.edu/tepinstitutions.

Importing institution(s)   State:
1. _____   _____
2. _____   _____
3. _____   _____
4. _____   _____
5. _____   _____

Application Procedures

1. The student confirms that the institution(s) participate(s) in CIC-TEP.

    * Visit www.cic.edu/tepinstitutions for an up-to-date list of institutions.

2. The student completes this form and sends it to the exporting liaison.

3. The exporting liaison determines if the student meets the eligibility requirements to use the CIC-TEP benefit.

4. Once the student has been determined eligible, the exporting liaison enters the information from this form into the CIC–TEP Online Portal.

5. The importing liaison receives a system-generated email with the application information.

6. The importing liaison determines if the application is approved or rejected and notifies the student.

7. The importing liaison also updates the Application Status in the CIC–TEP Online Portal. This update can be viewed by the exporting liaison.

8. Do not send a copy of this form to the Council of Independent Colleges.

*Detailed guidelines, requirements, and responses to frequently asked questions are available on CIC's website, www.cic.edu/TEP.