



COUNCIL FOR ADVANCEMENT AND SUPPORT OF EDUCATION®

Membership Application UNITED STATES

Thank you for your interest in CASE membership!

For more details on CASE member benefits, visit www.case.org/imagine.

Questions about CASE membership? Contact CASE at membersupportcenter@case.org or 202-328-2273.

STEP 1 REVIEW MEMBERSHIP REQUIREMENTS

CASE membership is institutionally based. Member institutions pay an annual base dues amount calculated using the criteria listed below. Once an institution joins, all advancement staff employed by the institution are eligible to receive member benefits at no additional cost.

To be eligible for voting member status, institutions must be accredited by an agency recognized by the Council for Higher Education Accreditation or a similar agency accrediting independent schools or similar agency outside the United States. Institutions must also be entitled to exemption from U.S. federal income tax under Section 115(a) of the U.S. Internal Revenue Code of 1954 as a public educational institution, or under Sections 501(c)(3) and 509(c)(1), (2) or (3) of this code or subsequent statutes. Nonprofit organizations that do not meet these criteria may still affiliate with CASE as members with non-voting status. In accordance with CASE bylaws, proprietary (for-profit) educational institutions are not eligible for CASE membership. However, nonprofit alumni associations and/or foundations associated with proprietary educational institutions may be eligible to join CASE.

STEP 2 SELECT A MEMBERSHIP CATEGORY

A. Select the appropriate category for your institution:

Four-Year University/College

Alumni Association, Institutionally Related Foundation, System Office for Four-Year Institution

Organization type (select one):

- Alumni Association
- Institutionally Related Foundation
- System Office

Graduate and Professional School
(stand-alone institutions that offer degrees predominately above the baccalaureate level)

Community College

Organization type (select one):

- Institution
- Regional or District Office or Foundation
- System Office

Independent School (K-12)

Organization type (select one):

- Independent School
- Independent School System Office

Educational Associate
(nonprofit organizations and public K-12 school foundations)

Organization type (select one):

- Nonprofit Organization
- Public K-12 School Foundation

B. Provide information about your institution (Educational Associates — proceed to Step 3):

Full-Time Equivalent (FTE) Student Enrollment:

(For alumni association and institutionally related foundation memberships, use the enrollment of the affiliated institution)

Status (select one):

- U.S. IRS 501(C)(3) Nonprofit/Charitable
- U.S. IRS 115 Public/State College or University
- Public K-12 School Foundation
- Nonprofit Organization (Other)

Accreditation (select one):

- Accredited
- Not Accredited



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STEP 3 PROVIDE INSTITUTIONAL INFORMATION

INSTITUTION NAME

ADDRESS

ADDRESS 2

CITY

STATE

ZIP CODE

PHONE

WEBSITE

STEP 4 DESIGNATE A MEMBERSHIP COORDINATOR

Identify one individual at your institution to serve as your CASE membership coordinator. This person will receive correspondence related to the membership and will manage the annual membership renewal.

FULL NAME

JOB TITLE

ADDRESS (IF DIFFERENT FROM INFORMATION IN STEP 3)

ADDRESS 2

CITY

STATE

ZIP CODE

PHONE

EMAIL

STEP 5 IDENTIFY INSTITUTION CEO

FULL NAME

JOB TITLE

ADDRESS (IF DIFFERENT FROM INFORMATION IN STEP 3)

ADDRESS 2

CITY

STATE

ZIP CODE

PHONE

EMAIL

STEP 6 SUBMIT MEMBERSHIP APPLICATION

Submit your application to CASE. We will respond to you within three business days with a membership packet and information about your membership dues amount. Applications can be sent by email (membersupportcenter@case.org) or fax (202-332-1964) to CASE. For additional membership information, visit www.case.org/imagine.