

Association of College Unions International

application for Institutional Membership

**Submit your
application for
membership today!**

Membership in ACUI is one of the most important steps an institution can take to contribute significantly to the total campus environment and to the development of people who form the academic community. The college union is not a building. It is a program offering a variety of activities, services and conveniences for the campus community.

Any college or university that presents a general program for the cultural and recreational life of the student body as a primary activity is invited to join the Association.

For more information about ACUI and ACUI membership benefits visit www.acui.org.

COLLEGE OR UNIVERSITY _____ FULL-TIME EQUIVALENT ENROLLMENT _____

WWW _____

ALL CORRESPONDENCE AND OTHER MAILINGS SHOULD BE ADDRESSED TO:

NAME* _____ E-MAIL _____

TITLE _____

(*THE NAME OF A STAFF MEMBER RATHER THAN A STUDENT IS PREFERRED TO ENSURE CONTINUITY OF COMMUNICATION.)

ADDRESS _____

CITY _____ STATE/PROVINCE _____

ZIP/POSTAL CODE _____ COUNTRY _____

PHONE _____ FAX _____

The dues structure for institutional member calculated on a matrix which combines institutional enrollment (full-time equivalent) and the number of professional staff. When an institution joins ACUI, the institution is given a number of individual memberships that can be given to professional staff members, students, vice chancellors, vice presidents, chancellors, presidents or boards of trustees.

Send completed form to:

ACUI
One City Centre, Suite 200
120 W. Seventh St.
Bloomington
IN 47404-3925
USA

Phone: 812.245.ACUI
(812.245.2284)

Fax: 812.245.6710
E-mail: acui@acui.org
www.acui.org

Number of professional staff	International	Under 1,000	1,001-2,500	2,501-5,000	5,001-7,500	7,501-10,000	10,001-15,000	15,001-20,000	20,001-30,000	OVER 30,000
1-5	\$370	\$377	\$566	\$755	\$943	\$1,132	\$1,321	\$1,509	\$1,698	\$1,887
6-10	\$566	\$573	\$762	\$951	\$1,139	\$1,328	\$1,517	\$1,705	\$1,894	\$2,083
11-15	\$762	\$769	\$958	\$1,147	\$1,335	\$1,524	\$1,713	\$1,901	\$2,090	\$2,279
16-20	\$958	\$965	\$1,154	\$1,343	\$1,531	\$1,720	\$1,909	\$2,097	\$2,286	\$2,475
21-25	\$1,154	\$1,161	\$1,350	\$1,539	\$1,727	\$1,916	\$2,105	\$2,293	\$2,482	\$2,671
26-30	\$1,350	\$1,357	\$1,546	\$1,735	\$1,923	\$2,112	\$2,301	\$2,489	\$2,678	\$2,867
31-35	\$1,546	\$1,553	\$1,742	\$1,931	\$2,119	\$2,308	\$2,497	\$2,685	\$2,874	\$3,063

Payment information

Fee enclosed: \$ _____ for institutional membership.

- Check (enclosed)
 Credit card: Visa MasterCard Amex

CREDIT CARD # _____

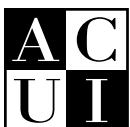
EXPIRATION DATE _____

CARDHOLDER'S NAME _____

SIGNATURE _____

BILLING ADDRESS _____

BILLING ZIP/POSTAL CODE _____



**We help you
do it better!**

Association of College Unions International

Frequently asked questions about membership:

Can I renew my membership online?

Yes! To do so, visit www.acui.org/renew. You will be prompted to enter in your membership ID number. If you do not know your number, you can request it by calling ACUI at 812.245.2284 or by e-mailing acui@acui.org.

How many staff members can my institution select?

By default all institutions receive five staff memberships. Member institutions can purchase additional memberships in blocks of five for \$196.

What is an institutional contact?

This individual is the main contact for the institution. All membership information and invoicing correspondence is sent to this person.

Who can be part of my membership roster?

When an institution joins ACUI, the institution receives a number of individual memberships that can be given to professional staff members, students, faculty, other student affairs departments, vice presidents, chancellors, presidents, boards of trustees, or anyone else at the institution.

How do I update my personal profile?

Members can update their own profile, and ***only*** the institutional contact can update the roster. Log in to the ACUI Web site with username and password. Click on "My Profile" in the upper right corner. Members can update personal information, address, password, etc.

How do I update our membership roster?

As the main contact with ACUI, you can designate who is listed on your membership roster through this Roster Management page.

- Go to <http://acui.org>
- Log in (use the red login button on the top left of the page)
- Click "My Profile" in the upper right corner
- The left menu has options for all members such as account summary, personal information, change address, password, login, see previous orders, etc.
- There are additional options for the main contact, which are links that are only viewable when the main contact is logged in. The additional links are: roster management, institution/company information, institution/company address.

The roster management page allows you to:

- Edit information for the names that exist on your roster
- Add names to the roster, or
- Remove the names of people who no longer belong on your roster.
- Use the icons located to the right of the person's name to make changes: to edit, click the "pencil-and-paper" icon, to add a new person click on the green "+ADD" icon, to remove click on the red "X" icon. You can re-sort your roster information by clicking on the column titles: Member Type, First Name, Last Name, or Title.
- Institution/company information and address allows the main contact to edit the institution's address.



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do it better!