

2018-2019

# APPA **Institutional** Membership Application

Select membership desired: Higher-Ed    Community College    International    K-12  
System Office    Library/ Museum

Region Name \_\_\_\_\_

APPA membership year runs from April 1st through March 31st.

Organization Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/State/Zip or Postal Code/Country: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Institutional Website \_\_\_\_\_

## Primary Representative

Individual's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Phone/ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**\*Fields highlighted in red are required.**

## Payment Information

Membership can be paid by credit card or check.  
Make checks payable to APPA in U.S. funds.

Check    Invoice Me

Credit Card Order

Card type:    VISA    Master Card    AmEx

Card Number \_\_\_\_\_ Expiration \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

APPA Membership Dues: \$ \_\_\_\_\_

Regional Dues: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_

## Additional Associates

Individual's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

E-mail \_\_\_\_\_

Individual's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

E-mail \_\_\_\_\_

Individual's Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

E-mail \_\_\_\_\_

## Return Application to

APPA Membership & Outreach Department  
1643 Prince Street | Alexandria, VA 22314-2818  
email to membership@appa.org

To add additional associates, please attach a separate sheet and submit with this application.

Contact APPA Membership & Outreach Department at  
(703) 542-3821 or membership@appa.org if you have any questions.



# APPA **Institutional** Membership Application

**Four-year higher education institutions, use the following chart to determine your dues:**

Gross Institutional Expenditures in Millions (GIE)	Full time Enrollment (FTE)						
	0-999	1,000-1,999	2,000-2,999	3,000-4,999	5,000-11,999	12,000-19,999	20,000+
	Dues						
0-15 Million	\$505	\$545	\$595	\$650	\$800	\$1100	\$1300
16-30 Million	\$580	\$625	\$675	\$730	\$880	\$1180	\$1380
31-50 Million	\$660	\$705	\$755	\$810	\$960	\$1260	\$1460
51-70 Million	\$740	\$785	\$835	\$890	\$1040	\$1340	\$1540
71-91 Million	\$820	\$865	\$915	\$970	\$1120	\$1420	\$1620
92-120 Million	\$900	\$945	\$995	\$1050	\$1200	\$1500	\$1700
121-175 Million	\$980	\$1025	\$1075	\$1130	\$1280	\$1580	\$1780
176-225 Million	\$1060	\$1105	\$1155	\$1210	\$1360	\$1660	\$1860
226-275 Million	\$1140	\$1185	\$1235	\$1290	\$1440	\$1740	\$1940
276-325 Million	\$1220	\$1265	\$1315	\$1370	\$1520	\$1820	\$2020
326-375 Million	\$1300	\$1345	\$1395	\$1450	\$1600	\$1900	\$2100
376-425 Million	\$1380	\$1425	\$1475	\$1530	\$1680	\$1980	\$2180
426-500 Million	\$1460	\$1505	\$1555	\$1610	\$1760	\$2060	\$2260
500 + Million	\$1540	\$1585	\$1635	\$1690	\$1840	\$2140	\$2340

Dues include unlimited Additional Associate members

**Two-year higher education institutions, use the following chart to determine your dues:**

Gross Institutional Expenditures in Millions (GIE)			
\$0-\$25M	\$26-58M	\$59-100M	\$101M +
\$495	\$570	\$750	\$900

Dues include unlimited Additional Associate members

**FTE** - The formula used to convert the IPEDS data to a full-time equivalent enrollment is three part-time students per one full-time student.

**GIE** - For public institutions that follow GASB and independent institutions that follow FASB, total expenses is the total of all functional expenses on the financial statements. The corresponding IPEDS variable for public institutions is total expenses and total net expenses for independent institutions.

## Additional Membership Categories:

### K-12 School, School District Membership, Libraries, and Museums:

Non-degree granting institutions of learning that accommodate either a facilities or physical plant department within its internal operations are eligible to join for a flat-fee of \$600. This fee covers a primary contact and unlimited associate members for the institution.

### System Office Membership

A college or university system that employs a facilities officer who consults or advises other facilities management efforts at two or more institutions operating under the college or university system may join for \$600. The institutions in the system must meet criteria detailed in the APPA bylaws.

### International Membership

Higher education institutions outside of the U.S. and Canada are eligible to join for \$600 U.S. This fee covers a primary contact and unlimited associate members for the institution.

### Regional Membership

In addition to APPA membership, institutions are required to join one of the regions based on location. Regional dues and benefits vary. Please see below for the regional dues schedule.

Region	Institutional
CAPPA	36% of APPA dues
ERAPPA	25% of APPA dues
MAPPA	15% of APPA dues
PCAPPA	13% of APPA dues
RMA	31% of APPA dues
SRAPPA	15% of APPA dues