

## The TE Tickler | August 2025

### Updates from TE Central

#### Fall Enrollment Review Training

As you prepare to welcome students back to your campus, just a reminder that you will need to complete your TE Fall Enrollment Review **by September 30th**, before participation fee invoices generate in October.

All schools must confirm their current Exports remain eligible and review the enrollment status of all Imports, including "enrolling" and/or updating all new 2025-2026 Imports to their correct status by this date. Additionally, there is a **new enrollment review confirmation submission** that will be required beginning this fall.

All TELOs are **strongly encouraged to attend a Fall Enrollment Review Process webinar!** Click on a webinar below to register:

- **Wednesday, August 13, 2:00 p.m. EST**
- **Tuesday, August 26, 2:00 p.m. EST**
- **Thursday, September 11, 2:30 p.m. EST**
- **Tuesday, September 16, 11:30 a.m. EST**

#### Higher Ed is Hard! TELO to the Rescue...

We know how challenging working in higher ed can be these days! Want to provide a morale booster for your faculty and staff while reducing individual emails and calls you get about TE? Host a TE information session for your faculty and staff to remind them of one of the major retention perks your school offers! You can find a sample TE information session presentation to use in the **TELO Toolkit** (simply insert your institution-specific Export guidelines on slide eight). TE can be a great retention incentive!

#### Why Is My School Grayed Out?

Wondering why your school is grayed out on the 2026-2027 TE EZ-Application? Check to ensure you completed the 2026-2027

**Annual Aid Year School Info.** view in the TELO system and ensure your Export/Import application deadlines are correct!



## Dues Delayed?

Just a friendly reminder - invoices for the \$750 annual membership dues, due July 31st - were sent via email on July 1st to the Primary TELO and the Invoice Billing Contact listed on the *School Profile* in the TELO system. If you have not yet paid your annual membership dues, please do so as soon as possible to avoid a late fee.

To enable another individual at your school to pay via credit card in the TELO system, ensure you have added that person as a Billing User. Additionally, please email Kristine Lev, [klev@tuitionexchange.org](mailto:klev@tuitionexchange.org) if you DO add a new Billing User so she can waive their training requirement flag to grant them immediate access to the TELO system.

Student Participation fees (\$55/year per TE Export that is Enrolled by their Import school for 2025-2026) will be billed in mid-October.

### TELO Tip of the Month

#### Did You Know...

You can include up to three custom questions for your TE Export employees to answer on the TE EZ-Application? Simply go to your School Profile in the TELO system, to your **Program Settings** section, and enter up to three questions you'd like to ask. Examples might include:

- What department do you work in?
- Do you have other dependents that will be utilizing TE in the future?
- Is the TE applicant claimed on your federal tax return?
- Is the TE applicant also applying to [insert name of your institution]?

#### Join Us for TELO Tuesdays@2:00!

Need an introduction to or just a refresher on the TELO system, have a specific TE question/situation, or are you just interested in learning more TELO system tips like the one above? Join us any second Tuesday of each month for a **TELO Tuesdays at 2:00** session. **Register Today!**

TE Central will be hosting monthly family webinars this fall on the following topics:

- *Ready, Set, Search! Kicking Off Your TE College Journey, Monday, September 22, 7:00 p.m.*
- *Huddle Up: Understanding the Basics of Financial Aid, 529 Plans & TE, Wednesday, October 15, 7:00 p.m.*
- *Tackling TE! Wednesday, November 17, 7:00 p.m.*
- *TE Touchdown! Winning Strategies for TE Scholarships, Thursday, December 4, 4:00 p.m.*

Thank you in advance for promoting these webinars with your faculty and staff. Hopefully the more that attend, the fewer TE questions you will receive!

## Mergers & Closures

While TE Central tries to stay informed about institutional mergers and closers in the news, in the event your institution is going to be merging or closing in the near future, please contact us at [info@tuitionexchange.org](mailto:info@tuitionexchange.org) so we can consult with you on a process to ensure a seamless transition for your Exports/Imports, or at the very least, to close your school out in the TELO system if you have no active students receiving TE.



## Is Slate Your Admissions CRM? Read On...

If your Admissions/Enrollment area uses Slate as it's CRM, you may want to check out the *Slate CRM Suggested Process* sheet in the **TELO Toolkit**. It outlines suggested ways to help you more efficiently administer the TE program in conjunction with Slate when it comes to your new Import applicants!

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