



Tuition Exchange Program Guide - Exports

The Tuition Exchange and the Council of Independent Colleges Tuition Exchange Program 2027-2028 Award Year – New Applicants

Elizabethtown College participates in two tuition exchange programs: The Tuition Exchange (TE) and the Council of Independent Colleges (CIC-TEP). Beginning with the 2027-2028 award year, students will submit one TE EZ-Application to be considered for tuition exchange scholarships through both programs. Please see below for suggestions on how to maximize your chances of receiving TE and/or CIC-TEP.

- 1) Investigate possible college choices (“long list”) during the spring of the junior year and summer prior to the senior year. Most seniors use online searches to help them with this process. Visit colleges and have a personal interview (where encouraged) and a tour.
- 2) Arrive at a “short list” of colleges and submit admissions applications to these selected colleges between September and December of the senior year. The TE-EZ Application allows students to add up to 20 colleges/universities.
 - a. [TE Participating Schools](#)
 - b. [CIC-TEP Participating Schools](#)
- 3) Submit the [Tuition Remissions/Exchange Form for Dependents](#) to the Human Resources Office between September and December of your student’s senior year, after your dependent has already submitted college applications to their selected colleges. Each college or university sets their own tuition exchange deadline, so be sure to pay close attention to deadlines as you navigate this process.

Please note: Applying for tuition exchange is an employee benefit and not an entitlement. TE and CIC-TEP Awards are competitive scholarships and the decision rests with the import school. Receiving tuition exchange is not guaranteed and it is recommended that students apply to a variety of colleges.

- 4) Employees are encouraged to visit the TE website at www.tuitionexchange.org or the CIC website at www.cic.edu/TEP to learn more about aspects of each program and participating schools.

Important: As of July 2026, eligible dependents are required to apply for both TE and CIC-TEP using one TE EZ-Application found at www.tuitionexchange.org. The TE-EZ Application is for new applicants only, not renewals. Students should create a TE-EZ Application account and add schools to their TE and/or CIC-TEP list(s).

- 5) Our Human Resources Office will determine an employee’s eligibility for the TE and CIC-TEP benefit by virtue of your meeting all eligibility requirements as determined by Elizabethtown College. HR will notify the Etown Tuition Exchange Officer (TELO) of your eligibility to receive the benefit.

- 6) The TELO will then approve any pending 2027-2028 TE and/or CIC-TEP applications indicated on the student's TE EZ-Application. As a reminder, employees and their dependents are now required to independently apply for Tuition Exchange (TE) via the TE EZ-App found at www.tuitionexchange.org.
- 7) Most schools' Tuition Exchange Committees meet to make their decisions during the periods of January through April. Decisions made usually fall into three categories: Approved, Waitlisted, or Denied. Tuition exchange decisions are reflected in the student's TE-EZ Application account when export schools update decisions, so it's recommended to monitor your student's account.
- 8) Please note that CIC-TEP Scholarships are always valued at full-tuition. The value of the Tuition Exchange scholarship is typically **full tuition or the annual TE set rate**. For the 2027-2028 award year, The Tuition Exchange has implemented a set rate of \$45,000. [Search](#) a particular school to find their TE scholarship maximum.

Questions about the tuition exchange process generally fall into two distinct areas:

1. For questions related to your eligibility and the general tuition exchange application process, please contact Human Resources and the TELO at Elizabethtown College.
2. For questions related to how other colleges and universities do their business regarding tuition exchange, please contact the TELO at the college in which you have an interest.

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