



## NSPA Membership Policy

*Adopted by the NSPA Board of Directors on May 1, 2003.*

*Amended and Approved by Board: 7/23/07; 1/26/09; 12/14/12; 9/16/13; 3/3/14; 5/20/15; 12/2015; 1/1/2016; 10/8/2017*

### NSPA Mission

The mission of the National Scholarship Providers Association (NSPA) is to advance the collective impact of scholarship providers, and the scholarships they award.

### NSPA Membership Conditions

Membership in the NSPA is open to organizations, institutions, entities, and individuals who are active in the scholarship provider community, seek to foster a positive association within this community, support and contribute to the NSPA goals, maintain their membership in good standing, and uphold the responsibilities and integrity of the NSPA without conflict of interest.

NSPA members include scholarship organizations and colleges and universities that may select scholarship recipients based on a wide variety of meaningful selection criteria, which may include academic merit, achievement despite life's obstacles, financial need, gender, race, ethnicity, religious affiliation, geography, and/or other attributes. Many such scholarships are driven by the missions of their organizations or higher education institutions and are designed to support underrepresented groups and/or particular accomplishments or circumstances. The NSPA acknowledges the diverse missions, and the important work of its member organizations and institutions.

An Affiliate Membership is granted to a business (not-for-profit or for-profit) which is engaged in a field related to scholarships or higher education. Affiliate members may or may not award scholarships as one component of their business. These national, regional, or online entities may provide resources to students and families in the areas of scholarship directories or matching services, college preparation and success tools, and other higher education financing options such as student loans. Entities in this category may also provide service related resources for scholarship providers such as software, scholarship administration development, and research and/or evaluation services. Typical Affiliate members may include free scholarship listing and/or matching services, student loan providers, college recruiting or admissions related services, businesses that offer online scholarship applications, scholarship administrative services, and proprietary software.

The NSPA is a 501(c) 3 organization that in all of its operations, including its hiring and business practices and collaborations with other organizations and individuals, upholds standards of equality and does not discriminate on the basis of race, religion, creed, national origin, age, sex, or sexual orientation. NSPA expects that in matters of hiring and collaborations that its members uphold these same standards of equality and non-discrimination, and requires the faithful discharge of that responsibility as a condition of membership.

**NSPA Member Benefits for All Membership Types**

A complete description of Member Benefits may be found [here](#). Each member must designate one individual to serve as the voting member. The designated voting individual may be changed by the organization or program at any time upon notice to the NSPA.

**NSPA Membership Types and Dues**

**Individual – Annual Dues: \$200**

This membership type is for individuals who support NSPA’s mission but are not employed by an NSPA member or a potential member. This membership is granted to students, scholarship professionals between jobs, volunteers, and others interested in the scholarship industry. Individuals engaged in a for-profit business related to scholarships or higher education must apply for an **Individual Affiliate** membership.

**Institutions**

Institution Type	Annual Dues
One Department at one 4-Year Institution	\$350
Two Departments at one 4-Year Institution	\$675
Three Departments at one 4-Year Institution	\$1000
Four or More Departments at one 4-Year Institution	\$1200
2-Year Institution	\$350

This membership type is granted to a two- or four-year, public or private college or university accredited by an educational accrediting agency and must grant a diploma or degree.

Membership includes member benefits for unlimited number of individuals within the member department(s) of a 4-Year Institution or within the member 2-Year Institution.

**Supporting Institutions – Annual Dues: \$1,500 - \$5,000**

Supporting Memberships give NSPA members a way to contribute to the enhancement and development of resources and professional development opportunities for members. If your

institution is interested in this type of expanded membership to support the NSPA and the scholarship sector, three levels are available that include additional benefits. A complete description of supporting member benefits may be found [here](#). For Supporting Institution annual dues see the chart below:

<u>Supporting Level</u>	<u>Annual Dues</u>
Institution Bronze	\$1,500
Institution Silver	\$3,000
Institution Gold	\$5,000

### Scholarship Providers – Annual Dues: \$220 - \$1,200

This membership type is granted to two kinds of scholarship providers. Scholarships must be awarded based on identified and meaningful criteria.

- I. **Scholarship Provider I: An organization or individual that awards scholarships as one of its principle purposes.** This category can include organizations that are also grant makers. Typical entities that fall into this category include non-profit organizations such as private, corporate, and college or university foundations, community foundations or other public charities.
  
2. **Scholarship Provider II: An entity that awards scholarships as one of its key activities, but conducts other business as its principle purpose.** Typical entities that fall into this category include corporations or professional and/or associations that reward their employees or work to incent students to pursue a particular career field, issue-based organizations, banks, statewide higher education networks or commissions, school districts, student membership organizations (if a reasonable fee is charged, these organizations must offer in exchange demonstrable benefits in the best interest of their student members), and other entities that offer scholarships for higher education.

Membership includes member benefits for unlimited number of individuals from each member organization.

Scholarship Provider Membership dues are assessed annually based upon the scholarship dollars awarded by each organization or program. See the chart below:

<u>Scholarship Dollars Provided</u>	<u>Annual Dues</u>
Less than \$250,000	\$220
\$250,000 to \$499,999	\$295

\$500,000 to \$999,999	\$510
\$1,000,000 to \$9,999,999	\$730
\$10,000,000 and up	\$1,200

**Please note:** Entities that provide scholarships which are awarded without meaningful criteria and/or on a random basis (e.g. through sweepstakes or a lottery) are not eligible for the NSPA Membership. Entities that are not student membership based (as defined previously) and charge students for access to their scholarship information (either the application or the award criteria) are not eligible for membership in the NSPA.

### Supporting Scholarship Providers - Annual Dues: \$1,500 - \$5,000

Supporting Memberships give NSPA members a way to contribute to the enhancement and development of resources and professional development opportunities for members. If your organization is interested in this type of expanded membership to support the NSPA and the scholarship sector, three levels are available that include additional benefits. A complete description of supporting member benefits may be found [here](#). For Supporting Scholarship Provider annual dues see the chart below:

<u>Supporting Level</u>	<u>Annual Dues</u>
Scholarship Provider Bronze	\$1,500
Scholarship Provider Silver	\$3,000
Scholarship Provider Gold	\$5,000

**Supporting memberships can be customized to each member’s budget and communication needs.** For example, along with annual dues, include scholarships for NSPA memberships and/or conference registrations. The scholarships would be available to public charities or public institutions with financial need. This supports scholarship giving at its best and the NSPA by involving more scholarship professionals.

**A grant-in-lieu of membership dues is also an option.** For example, along with annual dues, include an unrestricted grant for the NSPA to build capacity and enhance its support to scholarship providers.

### Individual Affiliate – Annual Dues: \$500

This membership type is for individuals who support NSPA's mission but are not employed by an NSPA member or a potential member. This membership is granted to individuals engaged in a small (1-2 employees) for-profit business related to scholarships or higher education. Companies with three or more employees should apply for the **Affiliate** membership.

### **Affiliate - Annual Dues: \$1,500**

Membership includes member benefits for unlimited number of individuals from each member organization.

### **Supporting Affiliate – Annual Dues: \$2,500 - \$5,500**

Supporting memberships give NSPA members a way to gain more exposure for products and services among scholarship providers, as well as a way to contribute to the enhancement and development of member benefits. If your entity is interested in this expanded membership to support the NSPA and the scholarship sector, three levels are available that include additional benefits. A complete description of Member Benefits may be found [here](#). For Supporting Affiliate annual dues see the chart below:

<u>Supporting Level</u>	<u>Annual Dues</u>
Affiliate Bronze	\$2,500
Affiliate Silver	\$3,500
Affiliate Gold	\$5,500

Supporting memberships can be customized to each member's budget and marketing needs.

### **Conditions to Affiliate and Supporting Affiliate Memberships**

1. If an entity is invited to join the NSPA in the Affiliate membership category at any level and the entity provides scholarships without meaningful criteria, or those that are randomly awarded through sweepstakes or by lottery, these scholarships will not be permitted to be shared with the NSPA membership through the Broadcast E-mail Service or through other NSPA communications. Further, entity websites that market such scholarships will not be permitted to utilize the NSPA logo or name on the specific page in which such scholarships are listed or mentioned.
2. Entities that share students' information with third parties will be asked to provide documentation of their current privacy policy, including language presented to student(s) to opt-in or opt-out of the selling or sharing of their student data as well as verification of internal controls ensuring that information is only shared with the express permission of the student(s) and for the express purposes of assisting the student(s) in accessing

information about potential scholarships for which he/she may be eligible, as well as evidence of compliance with any data privacy and security laws applicable to the students' information. Entities that sell students' data or share it for the purposes of allowing third parties to offer goods and services for sale to student(s) and do not have clearly articulated and visible language for students to affirmatively opt-in or opt-out of the selling or sharing of their student data and/or those entities that do not have the verifiable internal controls designed in the best interest of students' privacy and ensure that information is only shared with the express permission of student(s) are not eligible for membership in the NSPA.

3. Affiliate members may inform other NSPA members about the existence of their products or services through the Broadcast E-mail Service or through the member contact information. However, no solicitation of new customers for such products or services is permitted (although invited, personal communications and one promotional webinar as part of the Gold Affiliate Supporting Membership are allowed). Affiliate members that exhibit at NSPA annual conferences may send announcements to conference attendees via US or Canadian mail services based on an advance list of NSPA conference attendees provided by the NSPA. There may be a charge for the advance list of NSPA conference attendees.

### Reservation of Rights

The NSPA reserves the right to deny membership to organizations or individuals whose purpose or practice for awarding scholarships the NSPA deems inconsistent with the goals of the organization, or for any other reason in the sole discretion of the NSPA. The NSPA Board of Directors and staff reserve to its sole discretion all review of applications for membership and all determinations regarding initial or continued eligibility for membership, as well as determinations regarding type of membership found by it to be appropriate to the applicant. The NSPA also explicitly reserves the right to revoke membership of any current member found to be engaged in practices not in the best interests of students and/or not consistent with NSPA goals, or for any other reason, in the sole discretion of NSPA.

NSPA has determined that the following practices are not in the best interests of the organizations we serve, and the student constituents our members serve, and will therefore exclude from eligibility for membership any individual or entity which NSPA has reason to believe employs any of these practices:

- Entities that are not student membership based (as defined previously) and/or charge students for access to their scholarship information (either the application or the award criteria);
- Entities that create scholarship eligibility criteria that requires potential awardees to purchase products or services;

- Entities that sell students' data or share it for the purposes of allowing third parties to offer goods and services for sale to student (s) and do not have clearly articulated and visible language for students to affirmatively opt-in or opt-out of the selling or sharing of their student data and/or those entities that do not have the verifiable internal controls designed in the best interest of students' privacy and ensure that information is only shared with the express permission of student (s);
- Entities that disregard or violate any law or regulation applicable to the entity's business, the granting of scholarships, or otherwise; and
- Any other such practices that the NSPA deems to be not in the best interests of students and/or inconsistent with the goals of the NSPA.

Please also note that the list of prohibited practices described here is illustrative and not exhaustive.

### NSPA Goals

- Provide, and strive to improve, value to members.
- Communicate effectively to all stakeholders the mission, vision and goals established to serve the Association and its membership.
- Ensure that membership is open to all qualified organizations and individuals.
- Work with organizations or individuals that effectively serve the best interest of their student constituents.
- Maintain privacy of the information entrusted to the NSPA by its membership.

### NSPA Membership Good Standing

A member in good standing is one whose dues are paid, is in compliance with all applicable NSPA policies and requirements, and has agreed in writing to uphold the Mission, Bylaws, and Goals of the NSPA. The NSPA Board of Directors and staff reserves to its sole discretion all decisions regarding membership.

NSPA Bylaws are available on the NSPA website [here](#).

### Use of NSPA Name, Logo, Website Address, and Twitter Handle

Subject to obtaining the prior written approval of the NSPA in each instance, NSPA members in good standing may display the NSPA name and logo together with the phrase "Member of the National Scholarship Providers Association" and a link to the NSPA website if applicable, on the member's own website or social media pages, in email communications, and in printed materials regarding the member, in accordance with NSPA policies and guidelines. In order to obtain such approval, members should submit a detailed description of the proposed use (including links to the applicable page(s) of the member's website or social media pages), the approximate date of

the proposed use, and a mockup of the proposed use (including text of any proposed emails), to [info@scholarshipproviders.org](mailto:info@scholarshipproviders.org) at least 30 days prior to the date of proposed use. NSPA has the right to reject any such proposed uses for any reason, in its sole discretion.

Other than upon receiving written approval as described above, the NSPA name, logo, and links to the NSPA website may not be used by anyone, including NSPA members. Although the NSPA encourages its members to follow NSPA on Twitter and to re-tweet NSPA messages if the message is intended for a public audience, no other use of the NSPA's Twitter handle will be permitted.

NSPA members may not use or register any company names, product or service names, domain names, logos, or otherwise use any identifier that is confusingly similar to any NSPA trademark, or would be likely to misrepresent the entity's relationship with the NSPA. In addition, NSPA members may not issue any press releases or public announcements mentioning the NSPA, nor may they respond to any media inquiries regarding the NSPA, without the prior written consent of the NSPA in each instance.

NSPA memberships that have not renewed are not in good standing, or memberships that have been revoked, must immediately remove the NSPA logo and/or link to the NSPA website from all electronic and print material, including their website and on Social Media Channels if applicable.

**The NSPA does not allow its members to indicate their affiliation with the NSPA on any type of commercial solicitation targeted toward students or parents.**

As a condition to NSPA Affiliate membership, entities that provide scholarships without meaningful criteria (as determined by the NSPA) or those that are randomly awarded through sweepstakes or by lottery will not be permitted to share information on such scholarships with the NSPA membership through the Broadcast E-mail Service or through other NSPA communications including Social Media Channels. Further, entity websites or Social Media Channels that market such scholarships will not be permitted to utilize the NSPA logo or name on the specific page in which such scholarships are listed or mentioned.

All Social Media Channel postings about the NSPA, whether to the member's own channels, NSPA's channels, or channels owned by third parties, and any public references to the NSPA, must be done in a professional manner and align with NSPA policies and practices.

Any use of the NSPA website by NSPA members must be in full compliance with the NSPA Terms of Use and this NSPA Membership Policy. Failure to comply with the Terms of Use and this NSPA Membership Policy may result in termination of a member's access to the NSPA website and/or termination of NSPA membership, in the sole discretion of NSPA.

### **Use of NSPA Contact Information and Other Data**



NSPA permits affiliate members to use the NSPA Broadcast Email Service when necessary to inform other NSPA members about the existence of the affiliate members' products and services. However, affiliate members are prohibited from engaging in any solicitation of new customers via this service.

NSPA members are prohibited from providing to third parties any non-public NSPA information or materials (including without limitation NSPA members' contact information, materials featured in the members-only sections of the NSPA website, or data and materials otherwise provided to NSPA members), without the express written permission of the NSPA.

NSPA members may not market or otherwise send information about their products or services by using any NSPA contact lists, except in compliance with any applicable NSPA policies and procedures (including without limitation any restrictions on use of the NSPA Broadcast E-mail service). One exception is a webinar given by Gold Affiliate Supporting Member (s) to NSPA members if applicable.

### NSPA Membership Application Process

Individuals, scholarship providers, colleges or universities, or other business entities interested in membership in the NSPA must complete the [NSPA Membership Application](#), as well as provide any follow-up information requested by NSPA. Failure to provide complete information will result in a determination of ineligibility. Applicants will receive confirmation of receipt of a completed application, as well as confirmation of timeframe for review and decision. **Completed and signed applications will be reviewed weekly** by NSPA staff. Once approved, membership dues will be processed with the payment information provided or a check request will be made. Any prospective or current member whose membership is denied or revoked will be provided a written explanation of NSPA's decision.

### NSPA Membership Cycle

NSPA members pay dues on a year-round basis. For example, if an organization joins in May, then their dues will be renewed in May of the following year.

Submit applications online at [NSPA Membership Application](#)! We accept MasterCard, Visa, Discover, and American Express. If you prefer to pay by check, please make checks payable to the National Scholarship Providers Association.

If you have questions about the application process, please contact Maggie Brubaker, NSPA's Membership and Programs Manager, at 303-442-2524 or [mbrubaker@scholarshipproviders.org](mailto:mbrubaker@scholarshipproviders.org).