



**FACHEX and Tuition Exchange (TEP) Programs
for
Dependents of Marquette Faculty and Staff
Entry Term: Fall 2024**

Marquette University is pleased to participate in two tuition exchange programs:

- 1) Faculty and Staff Children Exchange (FACHEX) program which is sponsored by twenty-six (26) Jesuit colleges and universities, and
- 2) Tuition Exchange (TE) program which includes more than 660 member institutions.

Through these programs, dependent children of faculty and staff eligible for tuition remission at their home institution (Marquette) *may* be granted tuition remission at another participating institution. Eligibility for the programs does not mean an award is guaranteed. FACHEX and TEP awards are determined by each university individually and are based upon a competitive review of all certified applicants, utilizing the student's entire freshman application file for each respective university. The information below is pertinent for students entering the Fall 2024 freshman class.

Procedures & Timeline for Outbound FACHEX and TEP Consideration at Participating Universities

1. **(New this year)** Fill out [EZ App](https://telo.tuitionexchange.org/apply.cfm) by December 1st 2023. <https://telo.tuitionexchange.org/apply.cfm>
No forms need to be filled out by Marquette Employees.

Student Information - fill in your dependent's information.

Employee Information - fill in Marquette Employee's information.

Current School Employer - choose "Marquette University – WI (WI)"

Years of Employment

- fill in the number of years of serving as full-time employee at Marquette till **August 2024**

Total number of academic years

- If applying as first-year student, fill in 4;

- If applying as transfer student, fill in the number of years needed to graduate.

Total number of semester

- If applying as first-year student, fill in 8;

- If applying as transfer student, fill in the number of semesters needed to graduate.

Applying To – choose all the schools that the dependent would like to apply to.

**** Please note:** three FACHEX only Universities (Boston College, College of Holy Cross, and University of Detroit Mercy) are at the bottom of the drop-down menu.

2. **Make the certification request fee payment**

- For certification requests to TE schools only (TE schools excluding FACHEX schools), an administrative fee of \$25 per school for the first 10 certifications requested and \$35 per school thereafter is charged for TE certification.
- There is NO certification fee for the FACHEX schools. There are 26 FACHEX schools; 22 of them offer both FACHEX and TE awards, and 4 offer FACHEX awards only. For certification request to any of these 22 schools, we will automatically certify you for both FACHEX and TE awards, at no cost to you.
- Please make the payment through this [electronic payment page](#). If you are not sure about the payment amount, please feel free to contact Yao Andrew to confirm.
- **NOTE: SOME INSTITUTIONS MAY HAVE EARLIER DEADLINES FOR SUBMITTING CERTIFICATION. IT IS UP TO THE FAMILY TO MEET ANY APPROPRIATE DEADLINES FOR OTHER INSTITUTIONS.**

3. When eligibility is confirmed, the coordinator will approve certifications on EZ App to all universities to which the dependent is interested in applying to.

Student and her/his sponsoring parent will receive an automated message from Tuition Exchange (whether for FACHEX or TEP or both), confirming the schools to which certification was submitted. Tuition Exchange oversees the administrative functions of these programs and is not involved in the awarding of scholarships by individual institutions.

4. Apply for first-year admission to universities being considered, according to the specific application requirements and deadlines, etc. of each university.

To be considered for a FACHEX or TEP award, a student must be admitted to the university. Please note that these awards are competitive, and certification does not automatically qualify you for admission, nor does an offer of admission mean that an award will be extended.

It does not matter which one is submitted first, the first-year admission application or the FACHEX/TE certifications. It is important to be aware of deadlines for each school you are applying to.

5. (Optional) File the Free Application for Federal Student Aid (FAFSA) as soon as possible after October 1, 2023.

While applying for financial aid is not necessarily required for FACHEX or TEP consideration, financial aid programs may assist award recipients with housing costs or make it financially possible to attend the university of choice if not offered a FACHEX or TEP award. Additionally, some member schools require the filing of the FAFSA to be considered for these awards. We suggest checking with each university to confirm whether there is a recommended “file by” date for the FAFSA. The FAFSA can be found at www.fafsa.ed.gov.

6. FACHEX and TEP Review and Notification: March 2024 to May 2024

FACHEX and TEP awards are competitive, and merit based. Decisions for these awards are based entirely on the credentials included in the student’s admission application and are made independently by each university. Initial FACHEX or TEP award notifications are typically made in early/mid-March of the student’s senior year of high school. For some universities (check with the admissions office of the universities of choice), admitted students that are not offered an award will be placed on a wait list and will be reviewed for additional awards if they become available throughout the spring. Normally, universities notify students that are placed on the wait list of their status. Institutions vary as to the method of notification, using phone calls, e-mails, letters through USPS, or posting updates to the student’s financial aid offer online.

NOTE: Students must comply with any date requirements for tuition and housing deposit submission at the university of choice.

7. Accept or Decline FACHEX/TEP Award

If a FACHEX or TEP award is extended, please notify the awarding university as soon as possible of the decision to accept or decline the award. Information on how to accept/decline the award and the appropriate deadlines will be included with the award letter.

Recent History of Marquette University Dependents Receiving FACHEX or TEP Award Offers

The information below is provided as a reference regarding the number of Marquette dependents requesting certification and FACHEX/TEP awards, etc. Every year is different as the number of FACHEX/TEP scholarships offered is based upon a balance of inbound and outbound students for all schools.

Entry Term	# of Marquette Dependents Requesting FACHEX/TEP Certifications	# of FACHEX/TEP Awards to Marquette Dependents	# of Marquette Dependents Accepting FACHEX/TEP Awards
Fall 2023	42	40 to 20 students	16
Fall 2022	37	29 to 22 students	9
Fall 2021	43	49 to 34 students	19
Fall 2020	34	25 to 17 students	11
Fall 2019	42	49 to 27 students	18
Fall 2018	26	32 to 18 students	5
Fall 2017	25	17 to 14 students	5
Fall 2016	23	24 to 15 students	9
Fall 2015	28	13 to 12 students	6
Fall 2014	38	30 to 21 students	8

General Information about Awards

FACHEX and TEP awards are not automatically granted nor guaranteed to eligible dependents of employees of participating Jesuit institutions. FACHEX and TEP awards are selected upon competitive and merit-based review.

Preference for FACHEX and TEP awards is given to new freshman applicants. Students currently attending a participating university without a FACHEX or TEP award and who remain eligible/become eligible for the program during their enrollment should contact the Incoming FACHEX or TEP coordinator at that university to learn whether it is possible to be placed on a waiting list for any available awards not filled by new freshmen applicants and to confirm any necessary certification or other requirements. It is highly unusual for a student to receive a new FACHEX or TEP award after the freshman year.

FACHEX awards are for full tuition. TEP awards may be for full tuition or for a set amount of \$40,000. Each institution determines whether they will award the set amount or full tuition.

Some institutions in the programs have other fees associated with the award. Be certain to read any award letter carefully to know what is expected of award recipients.

It is worth noting that 23 of the 26 Jesuit schools in the FACHEX program are also members of Tuition Exchange. In some cases, those schools offer different award amounts for FACHEX and TEP. An award recipient is not given a choice of which they want (FACHEX or TEP). That decision is made by the awarding institution. Awards made

under FACHEX and TEP are based on the numbers required to maintain a balance of imported and exported students in each exchange program (the balances for each program are independent of each other).

FACHEX and TEP awards are applicable to undergraduate study only.

FACHEX and TEP awards do not apply toward part-time, interim sessions, summer studies, or graduate studies, nor do they cover student fees, room, meal plan, books or other school-related expenses.

Each university determines whether the FACHEX or TEP award covers the additional tuition fee if students enroll in more than 18 credits per semester.

The FACHEX or TEP award may apply toward some study abroad programs held off the university campus. Please consult with the university's student financial aid and study abroad offices for specific information.

FACHEX or TEP award recipients are expected to complete their undergraduate degree in four years (8 semesters) and are not ordinarily eligible for tuition remission for longer than four years. Any exceptions are considered on a case-by-case basis.

Exchange Fee for TEP

There is a **\$50 annual fee** charged to Marquette dependents attending a TE/FACHEX school under a TE/FACHEX award. Parents will receive an invoice at the beginning of each of the fall semesters when it is confirmed that their child has enrolled at the TE/FACHEX school.

For FACHEX and TEP Award Recipients - Terms and Conditions for Award Continuation at Marquette University*

FACHEX or TEP award recipients must remain eligible to return to the university each semester, maintain continuous, full-time enrollment at the university, enroll in and complete at least 12 credits each semester, meet the usual academic and other requirements for admission to, and retention by, the university and his/her college or school, remain in good academic and disciplinary standing with the university, and meet university Satisfactory Academic Progress standards.

The parent/guardian who serves as the eligible employee for the award recipient must remain eligible for the benefit at Marquette University (or the student's home institution). Certification of eligibility is submitted annually by the FACHEX/TEP coordinator to the university that the student is attending.

*These continuation requirements apply to students attending Marquette University. Students attending other universities should carefully review that specific university's continuation requirements to remain in compliance.

For additional information, contact:

Yao Andrew, FACHEX/TEP Coordinator – Outgoing Awards

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