



American Higher
Education Alliance



— AHEA —
MEMBERSHIP
FAQ

AHEA MEMBERSHIP FAQ

Get answers to frequently asked questions about American Higher Education Alliance (AHEA) membership.

1

How does my institution become a member of AHEA?

If you would like your institution to be considered for membership, fill out the membership request form (www.ahealliance.org/membership) on our website. A representative from our membership department will be in touch within five (5) business days.

Upon initial review, AHEA will send you an official application form. It will include your institutional prospectus form, and AHEA's Quality Assurance Measures (QAMs) principles and guidelines, and membership agreement.

2

Does an institutional membership mean that anyone at that institution belongs to AHEA?

Once your college or university joins AHEA, faculty, administrators, and campus leaders will gain access to our international network, technology platform, and higher education resources. It is the institutional administrator's responsibility to assign and register its staff for membership.

Can I become a member of AHEA if my institution doesn't join?

If your institution is not a member, you may submit a request for an individual membership to membership@aealliance.org and an AHEA representative will contact you.

Prospective members working at an institution that is not an AHEA member or is not affiliated with an academic institution (e.g. think tank), may apply for individual membership, as well.

3

What are the requirements for membership?

To be considered for membership to AHEA an institution must:

- be accredited or have an accreditation equivalent
- agree to and sign AHEA's membership agreement
- reflect a commitment to principles of good practice in post-secondary education as demonstrated through compliance with the Quality Assurance Measures (QAMs) established by AHEA
- pay membership dues

For a complete list of membership requirements and documentation, contact membership@aealliance.org.

4

When does my membership become active?

Institutional membership: Upon receipt of the four (4) items mentioned above (show proof of accreditation, agree to membership agreement, comply with QAMs, and pay dues), AHEA and its experts will review the materials and contact you if we have questions.

The administrator who set up the AHEA account for your college or university will receive an email from our organization confirming the institutional membership has been activated. Typically, the email is sent within five (5) days of AHEA receiving payment for dues.

Your IT department will then send an email announcement to the appropriate education professionals at your institution announcing the partnership with AHEA. All members will be able to access InspiRED, our renowned academic platform, at that time.

Individual membership: You will receive a "Welcome" email from AHEA confirming your membership is active. Typically, the email is sent within five (5) days of receiving payment for your AHEA membership.

5

Will my membership expire?

To continue to enjoy membership benefits, AHEA recommends renewing your membership at least 60 days prior to expiration. Expiration takes place 12 months after joining AHEA.

6

If I no longer work at a higher education institution, can I still join AHEA?

If you are no longer employed at a college or university, you must apply for individual membership with AHEA. Contact membership@aealliance.org to begin the process. Prospective members working at an institution that is not an AHEA member or are not affiliated with an academic institution (e.g. think tank), may apply for individual membership, as well.

7

What is AHEA's membership cycle?

AHEA's memberships correspond with the U.S. academic calendar. They begin on July 1st and run through June 30th of the following year. Please note, we do not pro-rate membership fees.

8

How do I renew my AHEA membership?

Your membership automatically renews.

9

How do I transfer my AHEA membership to a different institution?

If you are listed on your college's or university's institutional account, you may transfer the account to another faculty member, administrator, or campus leader at that institution. Simply send their name and contact information to membership@thealliance.org. The account transfer will remain valid through the end of the membership term unless otherwise notified.

To maintain your membership with our network, you must contact the AHEA administrator at your new place of employment and request to be added to the institutional account. To see if your institution is an AHEA member, or to find out the contact information for your institutional administrator, email membership@thealliance.org.

If your new place of employment is not a member of the AHEA network, or you are no longer affiliated with a university (e.g. a retired professor), you may purchase an individual membership by contacting membership@thealliance.org.

10

Can I cancel my AHEA membership?

If your institution belongs to the AHEA network, your membership will stay open as long as you remain employed at that college or university. It is up to your institution to cancel membership.

However, if you are an individual member, you have the ability to cancel your membership.



AHEA MEMBER BENEFITS & SERVICES

1

What are the benefits of AHEA membership?

As an AHEA member you will be able to participate, contribute, and collaborate with a growing community of higher education institutions around the globe. You will gain access to our InspirED platform, the only cloud-based platform that natively combines a learning management system, CRM, student information system, and professional engagement platform.

InspirED empowers you with the tools and technology to:

COLLABORATE

- Develop co-taught courses
- Collaborate on research
- Co-author papers and articles
- Host informal peer reviews
- Lead study abroad programs

NETWORK

- Cultivate professional growth
- Boost academic networking
- Discover opportunities & events
- Volunteer for activities
- Post blogs

ACCESS RESOURCES

- View tutorials
- Learn best practices
- Access how-to guides
- Utilize professional templates
- Apply for grants

In addition, you will receive free upgrades, analytics, and unlimited use of AHEA's educational resources.

As a member, you also have the peace of mind of knowing that all colleges and universities in the AHEA network have met mutually accepted Quality Assurance Measures (QAMs) to make student mobility and the transferring of credits easier and more consistent.

2

Are membership benefits available immediately?

Please allow five (5) business days for AHEA to consider and process your membership application.

3

How do I find out if my institution is an AHEA member?

To learn if your institution is a member of the AHEA network, email membership@thealliance.org.

4

What are Quality Assurance Measures (QAMs)?

AHEA's Quality Assurance Measures (QAMs) are tied to the organization's mission to facilitate opportunities and interactions within the global higher education community to enhance the international learning experience and contribute to the development of future leaders. These measures ensure colleges and universities have met mutually accepted quality standards to make student mobility and the transferring of credits easier and more consistent.

Our QAMs are based on six important principles:

1. Integrity and transparency
2. Institutional characteristics
3. Educational characteristics
4. Student learning and services
5. Faculty and staff
6. Financial and physical resources

5

Are members able to contribute to the Best Practices library within InspirED?

All resources available in the Best Practices library, of the InspirED platform, must be approved and posted by an AHEA administrator. If you would like to submit best practices for consideration in our Resources section, email administrator@thealliance.org.



MEMBERSHIP DUES & BILLING

1

What are AHEA's membership dues?

AHEA offers two types of memberships.

Institutional membership: Provides education professionals at your college or university access to AHEA's international network, technology platform, and higher education resources. A senior representative pays for and renews membership each year in accordance with the U.S. academic calendar (July 1 st – June 30th). Contact membership@thealliance.org for pricing.

Individual membership: Gives education professionals who are not affiliated with a college or university (e.g. a retired professor) the benefits of AHEA's international network, technology platform, and higher education resources. It's also a good option for faculty and administrators working at institutions that haven't joined the AHEA network. Contact membership@thealliance.org for pricing.

You will receive your "Welcome" email when your membership is active. Please allow five (5) business days for processing after AHEA receives payment.

2

Are institutions and individuals required to sign an annual agreement?

Institutions and members are only required to sign the Membership Agreement when joining the AHEA network. Renewal of dues is considered an automatic opt-in to this agreement, therefore re-signing the agreement is not required. If the terms of the Membership Agreement change, AHEA will provide updates to its members.

3

What if I have membership questions that are not answered in the FAQs?

Email your questions to membership@thealliance.org.

About AHEA

American Higher Education Alliance (AHEA) is a nonprofit educational organization that seeks to lower barriers to international education through content, connection, leadership, and technology, and stand by institutions of higher education to make a difference in their students' academic and career success. To learn more visit thealliance.org.

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