



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services

Nacogdoches, Texas 75962-3030

Phone (936) 468-2206 \* Fax (936) 468-4282

**Supplier:**

The Common Application, Inc.  
3003 Washington Blvd Ste 1000  
Arlington VA 22201-6710

**PO Number: B2400917**

**PO Date: 07/01/24**

**Delivery Date:**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

ladonna.ohara@sfasu.edu

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Admissions  
Rusk Bldg 206  
2008 Alumni Dr N  
SFA Box 13051  
Nacogdoches TX 75962

**Terms: Net 30**

**FOB: Not Applicable**

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	Exempt Policy 05-301 - Direct Publications ---- In accordance with iContracts #1014537 and Addendum I signed 03/26/2024. ---- For the period: 07/01/2024 - 06/30/2026 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received. ---- RE: B2400917 / R0080799  000P96348A MEMBERSHIP DUES	2.00 YRS	2,500.0000	5,000.00

**Purchaser:** LaDonna OHara

(936) 4684584

**ADDITIONAL CHARGE:**

Vendor ID: **20450539**

Collegiate Licensed:

**DISCOUNT/TRADE-IN:**

Req No:

Employee/Employee Relationship:

**TOTAL:**

**CONTINUED**

Blanket Order: **B2400917**

HUB Status:

Purchase Class: **Exempt per SFA Policy**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.



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Item	Description	Quantity	Unit Cost	Total Cost
2	Common App Annual Membership Dues ---- For the period: 07/01/2024 - 06/30/2025 For the period: 07/01/2025 - 06/30/2026  000P20911L SOFTWARE - ACCESS AND DELIVERY Custom Platform - Application Fees per Application ---- \$4.80 per application	5,834.00 EA	4.8000	28,003.20

<b>Purchaser:</b> LaDonna OHara (936) 4684584	<b>ADDITIONAL CHARGE:</b> .00
Vendor ID: <b>20450539</b> Collegiate Licensed:	<b>DISCOUNT/TRADE-IN:</b> .00
Req No: Blanket Order: <b>B2400917</b> Employee/Employee Relationship:	<b>TOTAL:</b> 33,003.20
HUB Status: Purchase Class: <b>Exempt per SFA Policy</b>	

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.