



Office of Internal Audit

**Certified Audit of FIU Football Attendance for the 2013
Season in Accordance with the National Collegiate
Athletic Association Operating Bylaws**

Report No. 13/14-10


January 31, 2014



OFFICE OF INTERNAL AUDIT

Date: January 31, 2014

To: Pete Garcia, Executive Director of Sports & Entertainment

From: Allen Vann, CPA, Audit Director 

Subject: **Certified Audit of FIU Football Attendance for the 2013 Season in Accordance with the National Collegiate Athletic Association Operating Bylaws, Report No. 13/14-10**

Pursuant to your request, we have conducted an audit of FIU's football home game attendance for this past season in accordance with the National Collegiate Athletic Association (NCAA) Constitution/Operating Bylaw, *Article 20 - Division Membership, §20.9 Division I Membership Requirements, ¶20.9.7.3 Football-Attendance Requirements [Football Bowl Subdivision]*.

The objectives of our audit were to certify to the accuracy of the season's attendance at FIU home football games, reported by you to the NCAA for the 2013 season. The audit did not include an evaluation of internal controls over ticketing procedures and related revenues, as the sole purpose of this audit was to verify attendance as defined by the NCAA. Our audit was conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing*.

According to the NCAA rules, "an institution must undertake an annual certified audit verifying its football attendance," and once every two years (on a rolling basis) the University is required to demonstrate that the average attendance at the season's home football games is at least 15,000. The average attendance may be determined by either of two methods: actual attendance or paid attendance. The Athletics Department has selected the paid attendance method, as it is the most advantageous method for the University towards meeting the requirement. Under the paid attendance method the University counts the number of paid tickets, regardless of actual attendance, so long as the ticket price is not discounted below one-third of the highest regular established ticket price. Tickets sold for less than one-third the highest priced ticket can be counted only if used for admission to the game. In addition, under this method the Athletics Department may count student attendance as paid attendance subject to specific conditions and verification methods as outlined in ¶20.9.7.3.1.2 and ¶20.9.7.3.1.2.1.

Based on the methodology adopted by the Athletics Department, we found that the football attendance data you have reported to the NCAA, and attached hereto, on the 2013 *Football Paid Attendance Summary* sheets are supported by sufficient, relevant and competent records.

Finally, I would like to express my appreciation for the cooperation and courtesies extended to us by your staff during the conduct of this audit.

C: Sukrit Agrawal, Chair, BOT Finance and Audit Committee and Committee Members
Mark Rosenberg, University President
Javier I. Marques, Chief of Staff, Office of the President

2013 FOOTBALL PAID ATTENDANCE SUMMARYINSTITUTION: FIUVISITING TEAM: UCF GAME DATE: 9/6/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

- a. The student paid an athletics fee;
- b. The student paid an institutional fee of which a certain portion was allocated to the department of intercollegiate athletics; or
- c. The student paid no athletics fee, but the institution allocated to the department of intercollegiate athletics a certain portion of tuition income or general operating funds as the equivalent of a student athletics fee.

Student-athletes and cheerleaders scheduled by the institution to be at the game and students performing services at the stadium (e.g., concessionaires, ticket takers, parking-lot attendants, ushers, groundskeepers) shall not be counted toward meeting the paid attendance requirements; however, each band member who satisfies any of the above-mentioned conditions for counting student attendance may be included in the calculation of paid attendance.

SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	20	7040		352
CLUB	460	20	9200		460
PUBLIC	223	10	2230		223
EMPLOYEE/INTERNAL	239	10	2390		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956

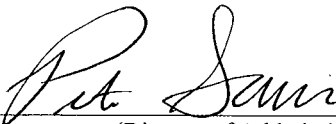
INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
INTERNAL	551	\$7	3857		551
STUDENT GUEST	572	\$7	4004		572

TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					1123
DISCOUNT TICKETS					
(Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					

STUDENTS	
(Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	3625
TOTAL BAND MEMBERS IN ATTENDANCE:	75
TOTAL PAID ATTENDANCE PER NCAA CRITERIA:	16779

By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: _____


(Director of Athletics)

DATE: _____

1-30-14

TELEPHONE: _____

PLEASE RETURN THIS FORM NOT LATER THAN **FEBRUARY 15, 2014**, TO:

NCAA
STEVE MALLONEE, DIVISION I GOVERNANCE LIAISON/AMA MANAGING DIRECTOR
P.O. BOX 6222, INDIANAPOLIS, IN 46206-6222
PHONE NUMBER 317/917-6222, FAX NUMBER 317/917-6842

ATTACHMENT B

2013 FOOTBALL PAID ATTENDANCE SUMMARYINSTITUTION: FIUVISITING TEAM: BETHUNE-COOKMANGAME DATE: 9/14/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

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- b. The student paid an institutional fee of which a certain portion was allocated to the department of intercollegiate athletics; or
- c. The student paid no athletics fee, but the institution allocated to the department of intercollegiate athletics a certain portion of tuition income or general operating funds as the equivalent of a student athletics fee.

Student-athletes and cheerleaders scheduled by the institution to be at the game and students performing services at the stadium (e.g., concessionaires, ticket takers, parking-lot attendants, ushers, groundskeepers) shall not be counted toward meeting the paid attendance requirements; however, each band member who satisfies any of the above-mentioned conditions for counting student attendance may be included in the calculation of paid attendance.

SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	16	5632		352
CLUB	460	16	7360		460
PUBLIC	223	8	1784		223
EMPLOYEE/INTERNAL	239	8	1912		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956

INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
SIDELINE	382	21	8022		382
ENDZONE/HANDICAP	331	15	4965		331
VISITING TEAM	844	21	17724		844
STUDENT GUEST	223	7	1561		223
INTERNAL	534	7	3738		534
GROUP	200	10	2000		200


GROUP	120	16	1920		120
TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					2634
DISCOUNT TICKETS					
(Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					

STUDENTS	
(Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1108
TOTAL BAND MEMBERS IN ATTENDANCE:	75

TOTAL PAID ATTENDANCE PER NCAA CRITERIA:	15773
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By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: _____


 (Director of Athletics)

DATE: _____

1-30-14

TELEPHONE: _____

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 P.O. BOX 6222, INDIANAPOLIS, IN 46206-6222
 PHONE NUMBER 317/917-6222, FAX NUMBER 317/917-6842

2013 FOOTBALL PAID ATTENDANCE SUMMARYINSTITUTION: FIUVISITING TEAM: UABGAME DATE: 10/12/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

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- c. The student paid no athletics fee, but the institution allocated to the department of intercollegiate athletics a certain portion of tuition income or general operating funds as the equivalent of a student athletics fee.

Student-athletes and cheerleaders scheduled by the institution to be at the game and students performing services at the stadium (e.g., concessionaires, ticket takers, parking-lot attendants, ushers, groundskeepers) shall not be counted toward meeting the paid attendance requirements; however, each band member who satisfies any of the above-mentioned conditions for counting student attendance may be included in the calculation of paid attendance.

SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	16	5632		352
CLUB	460	16	7360		460
PUBLIC	223	8	1784		223
EMPLOYEE/INTERNAL	239	8	1912		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956


INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
SIDELINE	353	21	7413		353
ENDZONE/HANDICAP	186	15	2790		186
VISITING TEAM	400	21	8400		400
STUDENT GUEST	291	7	2037		291
INTERNAL	698	7	4886		698
GROUP	120	10	1200		120

GROUP	121	16	1936		121
TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					2169
DISCOUNT TICKETS					
(Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					

STUDENTS	
(Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1761
TOTAL BAND MEMBERS IN ATTENDANCE:	75
TOTAL PAID ATTENDANCE PER NCAA CRITERIA:	
	15961

By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: _____


(Director of Athletics)

DATE: _____

1-30-14

TELEPHONE: _____

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P.O. BOX 6222, INDIANAPOLIS, IN 46206-6222
PHONE NUMBER 317/917-6222, FAX NUMBER 317/917-6842

ATTACHMENT B

2013 FOOTBALL PAID ATTENDANCE SUMMARYINSTITUTION: FIUVISITING TEAM: LOUISIANA TECHGAME DATE: 10/26/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

- a. The student paid an athletics fee;
- b. The student paid an institutional fee of which a certain portion was allocated to the department of intercollegiate athletics; or
- c. The student paid no athletics fee, but the institution allocated to the department of intercollegiate athletics a certain portion of tuition income or general operating funds as the equivalent of a student athletics fee.

Student-athletes and cheerleaders scheduled by the institution to be at the game and students performing services at the stadium (e.g., concessionaires, ticket takers, parking-lot attendants, ushers, groundskeepers) shall not be counted toward meeting the paid attendance requirements; however, each band member who satisfies any of the above-mentioned conditions for counting student attendance may be included in the calculation of paid attendance.

SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	16	5632		352
CLUB	460	16	7360		460
PUBLIC	223	8	1784		223
EMPLOYEE/INTERNAL	239	8	1912		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956

INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
SIDELINE	99	21	2079		99
ENDZONE/HANDICAP	37	15	555		37
VISITING TEAM	400	21	8400		400
STUDENT GUEST	94	7	658		94
INTERNAL	244	7	1708		244

TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					874
DISCOUNT TICKETS (Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					

STUDENTS (Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	520
TOTAL BAND MEMBERS IN ATTENDANCE:	75

TOTAL PAID ATTENDANCE PER NCAA CRITERIA:	13425
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By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: 
(Director of Athletics)

DATE: 1-30-14

TELEPHONE: _____

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STEVE MALLONEE, DIVISION I GOVERNANCE LIAISON/AMA MANAGING DIRECTOR
P.O. BOX 6222, INDIANAPOLIS, IN 46206-6222
PHONE NUMBER 317/917-6222, FAX NUMBER 317/917-6842

ATTACHMENT B

2013 FOOTBALL PAID ATTENDANCE SUMMARY

INSTITUTION: FIU

VISITING TEAM: EAST CAROLINA GAME DATE: 11/2/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

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- b. The student paid an institutional fee of which a certain portion was allocated to the department of intercollegiate athletics; or
- c. The student paid no athletics fee, but the institution allocated to the department of intercollegiate athletics a certain portion of tuition income or general operating funds as the equivalent of a student athletics fee.

Student-athletes and cheerleaders scheduled by the institution to be at the game and students performing services at the stadium (e.g., concessionaires, ticket takers, parking-lot attendants, ushers, groundskeepers) shall not be counted toward meeting the paid attendance requirements; however, each band member who satisfies any of the above-mentioned conditions for counting student attendance may be included in the calculation of paid attendance.

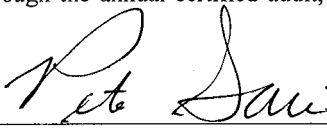
SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	16	5632		352
CLUB	460	16	7360		460
PUBLIC	223	8	1784		223
EMPLOYEE/INTERNAL	239	8	1912		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956

INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
SIDELINE	137	21	2877		137
ENDZONE/HANDICAP	57	15	855		57
VISITING TEAM	450	21	9450		450
STUDENT GUEST	10	7	70		10
INTERNAL	2392	7	16744		2392
DISCOUNT	57	7	399		57

TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					3103
DISCOUNT TICKETS (Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					

STUDENTS (Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1030
TOTAL BAND MEMBERS IN ATTENDANCE:	75
TOTAL PAID ATTENDANCE PER NCAA CRITERIA: 16164	

By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: 
(Director of Athletics)

DATE: 1-30-14

TELEPHONE: _____

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NCAA
STEVE MALLONEE, DIVISION I GOVERNANCE LIAISON/AMA MANAGING DIRECTOR
P.O. BOX 6222, INDIANAPOLIS, IN 46206-6222
PHONE NUMBER 317/917-6222, FAX NUMBER 317/917-6842

2013 FOOTBALL PAID ATTENDANCE SUMMARYINSTITUTION: FIUVISITING TEAM: MARSHALLGAME DATE: 11/23/13

Paid Attendance. For purposes of computing paid attendance figures, tickets must be sold for at least one-third of the highest regular established ticket price as established prior to the season, regardless of whether they are used for admission. Tickets sold at less than one-third of the highest regular established price may be counted as paid attendance only if they are used for admission. Student attendance may be counted as paid attendance if the student pays at least one-third of the highest regular established ticket price or, if the student actually attends the game and any one of the following conditions applies:

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SEASON TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
Description	Printed	Face Value	Revenue	Comps	Sold
SUITE	352	16	5632		352
CLUB	460	16	7360		460
PUBLIC	223	8	1784		223
EMPLOYEE/INTERNAL	239	8	1912		239
DISCOUNT	84	7	588		84
ENDZONE	636	7	4452		636
CORPORATE	4595	7	32165		4595
COMMUNITY PARTNERS	4329	7	30303		4329
VISITING TEAM	1038	7	7266		1038
TOTAL COUNTABLE SEASON TICKETS SOLD					11956

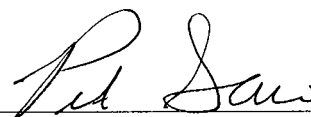
INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)					
SIDELINE	253	21	5313		253
ENDZONE/HANDICAP	78	15	1170		78
VISITING TEAM	640	21	13440		640
STUDENT GUEST	92	7	644		92
INTERNAL	1094	7	7658		1094
GROUP	44	16	704		44

GROUP	65	10	650		65
TOTAL COUNTABLE INDIVIDUAL GAME TICKETS SOLD					2266
DISCOUNT TICKETS					
(Season or individual game tickets sold for less than 1/3 of the highest-priced ticket and individual game tickets sold at less than face value. Ticket holder is required to attend game in order to be counted.)					
GAMEDAY ALUMNI CLUB	20	5	100		20
ALUMNI CLUB	139	5	695		139
PROMO	185	1	185		185
TOTAL COUNTABLE DISCOUNT TICKETS SOLD					344

STUDENTS	
(Students must attend game or pay at least one-third of the established ticket price in order to be counted. The documentation of such attendance must be audited and retained for inspection throughout each pertinent four-year period.)	
TOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:	
TOTAL NUMBER OF STUDENTS ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1112
TOTAL BAND MEMBERS IN ATTENDANCE:	75

TOTAL PAID ATTENDANCE PER NCAA CRITERIA:	15753
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By signing below, I certify that the reported attendance figures were verified through the annual certified audit, as required by NCAA Division I Bylaw 20.9.9.3.2.

SIGNED: 
(Director of Athletics)

DATE: 1-30-14

TELEPHONE: _____

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