

## Office of Internal Audit

Certified Audit of FIU Football Attendance for the 2017 Season in Accordance with the National Collegiate Athletic Association Operating Bylaws

Report No. 17/18-08

**February 2, 2018** 



#### OFFICE OF INTERNAL AUDIT

Date:

February 2, 2018

To:

Pete Garcia, Executive Director of Sports & Entertainment

From:

Allen Vann, CPA, Chief Audit Executive

Subject:

Certified Audit of FIU Football Attendance for the 2017 Season in

Accordance with the National Collegiate Athletic Association

Operating Bylaws, Report No. 17/18-08

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 Bylaws, *Article 20 - Division Membership*, §20.9 *Division I Membership Requirements*, ¶20.9.9.3 *Football-Attendance Requirements* [Football Bowl Subdivision].

The objective of our audit was to certify the accuracy of the season's attendance at FIU home football games reported by you to the NCAA for the 2017 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*. Audit fieldwork was conducted in January 2018.

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 ¶20.9.9.3.1.2 and ¶20.9.9.3.1.2.1 of the NCAA Operating Bylaws.

Certified Audit of FIU Football Attendance for the 2017 Season in Accordance with the NCAA Operating Bylaws February 2, 2018 Page 2 of 2

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 2017 *Football Paid Attendance Summary* sheets are supported by sufficient, relevant and competent records. The current year's average home attendance of 15,920 met the minimum required average.

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: FIU Board of Trustees
Mark Rosenberg, University President
Javier I. Marques, Chief of Staff, Office of the President



### Attachment B - Form 1: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL
Visiting Team:	CHARLOTTE
Game Date: (mm/dd/yyyy)	9/30/17

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.)

		Printed	Face Value Revenue		Comps		Sold	
Description: SUITE		255	18	4590	0	M Distance Management	255	:
Description: CLUB		336	18	6048	0		336	
Description:		346	9	3114	0	EPPER STATE FOR	346	

	Printed	Face Value	Revenue	Comps	Sold	
Description: ENDZONE	203	9	1827	0	203	
Description: CORPORATE/COMM. PART.	10404	. <b>7</b>	72828	0	10404	
Description: GROUP	49	7	343	0	49	
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#### TOTAL COUNTABLE SEASON TICKETS SOLD:

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## INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

	Printed	Face Value	Revenue	Comps	Sold	
Description: SIDE/SUITE/CLUB/VISIT	568	24	13632	0	568	
Description:						

	Printed	Face Value	Revenue	Comps	Sold
Description: STUDENT GUEST	414	10	4140	0	414
Description: INTERNAL	48	8	384	0	48
Description: FAMILY PACK	120	13.50	1620	0	120
Description: YOUTH	1118	10	11180	0	1118
Description: GROUP	20	18	360	0	20
Description: GROUP	78	15	1170	0	78
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TOTAL COUNTABLE DISCOU	INT TICKETS S	SOLD:				
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#### 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

		Total
TOTAL NUMBER OF STUDENT	TICKETS COLLECTED UPON ADMISSION TO GAME:	0
TOTAL NUMBER OF STUDENT	1593	
TOTAL BAND MEMBERS IN AT	140	
TOTAL PAID ATTENDANCE PE	16180	
	pelow, I certify that the reported attendance figures above were	verified through the annua
certified audit, as required	by NCAA Bylaw 20.9.9.3.2.	verified through the annua
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### Attachment B - Form 2: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL
Visiting Team:	TULANE
Game Date: (mm/dd/vvvv)	10/14/17

<u>Paid Attendance.</u> 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.)

	Printed	Face Value	Revenue	Com	nps	Sold	
Description: SUITE	255	16	4080	0	· · · · · · · · · · · · · · · · · · ·	255	
Description: CLUB	336	16	5376	0		336	÷ .
Description: SIDELINE	346	8	2768	0	A constraint of the constraint	346	

	Printed	Face Value	Revenue	Comps	Sold
Description: ENDZONE	203	.8	1624	0	203
Description: GROUP	49	7	343	0	49
Description: CORPORATE/COMM. PART	10404	7	72828	0	10404
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TOTAL COUNTABLE SEASON	TICKETS SOLD:				
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## INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

	Printed	Face Value	Revenu	е	Con	nps	Sold	
Description: SUITE/SIDE/CLUB/VISIT	628	24	15072		0	for it is a second	628	:
Description: ENDZONE	62	17	1054		0		62	

	Printed	Face Value	Revenue	Comps	Sold
Description: STUDENT GUEST	212	10	2120	0	212
Description: NTERNAL	228	8	1824	0	228
Description: FAMILY PACK	68	13.50	918	0	68
Pescription: YOUTH	1880	10	18800	0	1880
escription: GROUP	34	24	816	0	34
escription: BROUP	161	19	3059	0	161
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TOTAL INDIVIDUAL GAME	TICKETS SOLD:				
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#### **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.)

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		Total
TOTAL NUMBER OF STUDENT	TICKETS COLLECTED UPON ADMISSION TO GAME:	0
TOTAL NUMBER OF STUDENTS	S ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1101
OTAL BAND MEMBERS IN ATT	ENDANCE:	140
OTAL PAID ATTENDANCE PE	R NCAA CRITERIA:	16504
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### Attachment B - Form 3: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL
Visiting Team:	UTSA
Game Date: (mm/dd/yyyy)	11/4/17

<u>Paid Attendance.</u> 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.)

	Printed	Face Value	Revenue	Comps	Sold	_
Description: SUITE	255	16	4080		255	
Description: CLUB	336	16	5376		336	
Description: SIDELINE	346	8	2768	hada demanan	346	

	Printed	Face Value	Revenue	Comps	Sold
Description: ENDZONE	203	8	1624		203
Description: GROUP	49	7	343		49
Description: CORPORATE/COMM. PART.	10404	7	72828		10404
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## INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

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Description: SUITE/CLUB/VISIT/SIDE	717	24	17208		0		717	
Description: ENDZONE	126	17	2142		0		126	

	Printed	Face Value	Revenue	Comps	Sold
Description: STUDENT GUEST	406	10	4060	0	406
escription: NTERNAL	547	8	4376	0	547
escription: OUTH	143	10	1430	0	143
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TOTAL INDIVIDUAL GAME T	ICKETS SOLD:				
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		Total
OTAL NUMBER OF STUDENT	TICKETS COLLECTED UPON ADMISSION TO GAME:	0
OTAL NUMBER OF STUDENT	S ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	1691
OTAL BAND MEMBERS IN AT	TENDANCE:	140
OTAL PAID ATTENDANCE PE	R NCAA CRITERIA:	15878
By electronically signing because of	pelow, I certify that the reported attendance figures above were v	rerified through the annual
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## Attachment B - Form 4: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL				
Visiting Team:	OLD DOMINION				
Game Date: (mm/dd/vvvv)	11/11/17				

<u>Paid Attendance.</u> 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.)

	Printed	Face Value	Revenue	Con	nps	Sold	
Description: SUITE	255	16	4080	0	***************************************	255	
Description: CLUB	336	16	5376	0	- And State	336	
Description: SIDELINE	346	8	2768	0		346	

	Printed .	Face Value	Revenue	Comps	Sold
Description: ENDZONE	203	8	1624	0	203
Description: GROUP	49		294	0	49
Description: CORPORATE/COMM. PART	10404		62424	0	10404
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#### TOTAL COUNTABLE SEASON TICKETS SOLD:

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#### INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

	Printed	Face Value	Revenue	Com	nps	Sold	
Description: SUITE/CLUB/VISIT/SIDE	 457	24	10968	0		457	
Description: ENDZONE	54	17	918	0		54	

	Printed	Face Value	Revenue	Comps	Sold
Description: STUDENT GUEST	190	10	1900	0	190
Pescription: NTERNAL	3442	8	27536	0	3442
Pescription: FAMILY PACK	48	13.50	648	0	48
escription: OUTH	203	10	2030	0	203
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#### 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.**)

	Description	Printed	Face Value	Revenue	Comps	Sold
Description: INTERNAL		223	1	223	0	223

	Description	Printed	Face Value	Revenue	Comps	Sold
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TOTAL COUNTABLE DISCOU	JNT TICKETS S	SOLD:				
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#### **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
FOTAL NUMBER OF STUDENT TICKETS COLLECTED UPON ADMISSION TO GAME:		0
FOTAL NUMBER OF STUDENT	S ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	749
TOTAL BAND MEMBERS IN AT	TENDANCE:	140
TOTAL PAID ATTENDANCE PE	R NCAA CRITERIA:	17099
	pelow, I certify that the reported attendance figures above were value to the control of the con	verified through the annua
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## Attachment B - Form 5: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL
Visiting Team:	WESTERN KENTUCKY
Game Date: (mm/dd/yyyy)	11/24/17

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.)

	Printed	Face Value	Revenue	Con	nps	Sold	
Description: SUITE	255	16	4080	0		255	
Description: CLUB	336	16	5376	0	***************************************	336	
Description: SIDELINE	346	8	2768	0	***************************************	346	

	Printed	Face Value	Revenue	Comps	Sold
Description: ENDZONE	203	8	1624	0	203
Description: GROUP	49	6	294	0	49
Description: CORPORATE/COMM. PART.	10404	6	62424	0	10404
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TOTAL COUNTABLE SEASOI	N TICKETS SOLD:				
14502		. •			
11593					

## INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

	Printed	Face Value	Revenue	Com	nps	Sold	
Description: SUITE/CLUB/VISIT/SIDE	510	24	12240	0		510	I
Description: ENDZONE	128	17	2176	0		128	

	Printed	race value	Revenue	Comps	5010
escription: NTERNAL	3046	8	24368	0	3046
scription: MILY PACK	28	13.50	378	0	28
scription: UDENT GUESTS	258	10	2580	0	258
scription:				A CO MINIMUM CONTROL - CO. M. CO COMM. M. MINIMUM CO.	
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(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.**)

	Description	Printed	Face Value	Revenue	Comps	Sold
Description: INTERNAL		287	1	287	0	287

Description:		Description	Printed	Face Value	Revenue	Comps	Sold
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		***************************************		· 1882			
	TOTAL COUNTABLE DISCOU	NT TICKETS S	OLD:				
OTAL COUNTABLE DISCOUNT TICKETS SOLD:	87						
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
TOTAL NUMBER OF STUDENT	0	
TOTAL NUMBER OF STUDENT	S ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	175
TOTAL BAND MEMBERS IN AT	TENDANCE:	140
TOTAL PAID ATTENDANCE PE	R NCAA CRITERIA:	16165
certified audit, as required	elow, I certify that the reported attendance figures ab by NCAA Bylaw 20.9.9.3.2.	ove were verified through the annual
By electronically signing be certified audit, as required Signed: (Director of Athletics)	elow, I certify that the reported attendance figures ab by NCAA Bylaw 20.9.9.3.2. Pete Garcia	ove were verified through the annua
certified audit, as required Signed:	by NCAA Bylaw 20.9.9.3.2.	ove were verified through the annua
certified audit, as required Signed: (Director of Athletics) Date:	by NCAA Bylaw 20.9.9.3.2. Pete Garcia	ove were verified through the annua



## Attachment B - Form 6: 2017 Football Paid Attendance Summary

Institution:	FLORIDA INTERNATIONAL			
Visiting Team:	UMASS			
Game Date: (mm/dd/yyyy)	12/2/17			

<u>Paid Attendance.</u> 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:

- 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.)

	Printed	Face Value	Revenu	ne	Cor	nps	Solo	i
Description: SUITE	255	18	4590		0		255	i I
Description: CLUB	336	18	6048		0	***************************************	336	
Description: SIDELINE	346	9	3114		0	111111111111111111111111111111111111111	346	

Description: ENDZONE		Face Value	Revenue	Comps	Sold
	203	9	1827	0	203
escription: GROUP	49	7	343	0	49
escription: CORPORATE/COMM. PART.	10404	7	72828	0	10404
escription:					
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## INDIVIDUAL GAME TICKETS (Sold for at least 1/3 of the highest-priced ticket sold.)

	Printed	Face Value	Revenue	Comp	os	Sold	
Description: SUITE/CLUB/VISIT/SIDE	496	24	11904	0		496	
Description: ENDZONE	60	17	1020	0	And the contract of the contra	60	

	Printed	Face Value	Revenue	Comps	Sold
Description: STUDENT GUEST	197	10	1970	0	197
Description: INTERNAL	238	8	1904	0	238
Pescription: FAMILY PACK	28	13.50	378	0	28
Pescription: YOUTH	40	10	400	0	40
escription: GROUP	3	15	45	0	3
escription: PROMO	2	24	48	0	2
Pescription: PROMO	39	12	468	0	39
escription:	5	8.50	42.50	0	5
escription:					
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	• • • • • • • • • • • • • • • • • • • •		1, 200 100 100 100 100 100 100 100 100 100		L
TOTAL INDIVIDUAL GAME	TICKETS SOLD:				
(Season or individual game at less than face	e tickets sold for les e value. <b>Ticket ho</b>	DISCOUNT TICKE s than 1/3 of the hig lder is required to	hest-priced ticket	t and individual ga	ame tickets sold ted.)
	Description	Printed Fac	e Value Reven	ue Comps	Sold

210

210

0

210

Description:

INTERNAL

	Description	Printed	Face Value	Revenue	Comps	Sold
Description:						
Description:						
Description:						
escription:	-					
escription:						
escription:		:		1		
escription:						
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escription:	***************************************					
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TOTAL COUNTABLE DISCOU	NT TICKETS S	OLD:				
110						

#### 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
TOTAL NUMBER OF STUDENT	TICKETS COLLECTED UPON ADMISSION TO GAME:	0
TOTAL NUMBER OF STUDENT	S ENTERING THROUGH SPECIAL TURNSTILE OR GATE:	645
TOTAL BAND MEMBERS IN AT	TENDANCE:	140
TOTAL PAID ATTENDANCE PE	R NCAA CRITERIA:	13696
	elow, I certify that the reported attendance figures above were v	verified through the annua
	elow, I certify that the reported attendance figures above were very by NCAA Bylaw 20.9.9.3.2.	verified through the annua
certified audit, as required Signed:		verified through the annua
	by NCAA Bylaw 20.9.9.3.2.	verified through the annua