



**SUMMER INSTITUTE FOR NEW ADMISSION AND HIGH SCHOOL COUNSELORS**

**Manchester University  
Manchester, IN**

**JULY 24-25, 2017**

**\*\*Schedule is subject to change\*\***

**Monday, July 24, 2017:**

- 2-2:30/3 p.m. REGISTRATION AND CHECK-IN**
- 3 to 4 p.m. BOARD INTRODUCTIONS, STAFF INTRODUCTIONS,  
NETWORKING AND ICEBREAKER**
- 4 to 5:15 p.m. AMAZING JOURNEY**
- 5:15 to 5:45 p.m. IACAC MENTORSHIP & SUPPORT**
- 6 to 6:30 p.m. FREE TIME, PREP FOR DINNER**
- 6:30 to 8:30 p.m. DINNER: (TBD: Off-Campus Location)**

**Tuesday, July 25, 2017:**

- 7:30 to 8:30 a.m. BREAKFAST AND CHECK-OUT OF HALLS**
- 8:30 a.m. to 9:10 a.m. WELCOME, INTRODUCTIONS, NACAC, AND IACAC**  
*Mitch Warren, Director of Admissions at Purdue University (on board to do again)*
- 9:10 to 10 a.m. DAY IN THE LIFE: ADMISSIONS VS HIGH SCHOOL COUNSELING**
- 10 to 10:15 a.m. BREAK AND NETWORKING**
- 10:15 to 12:15 p.m. TWO TRACKS: PICK ONE FROM EACH SESSION**
- 10:15 to 11 a.m. PICK ONE:**  
**ADMISSIONS: INTRODUCTION TO ENROLLMENT MANAGEMENT**  
*Sacha Thieme, Executive Director of Admissions, Indiana University Bloomington*
- HIGH SCHOOL: SHARED RESOURCES, WORKING SMARTER NOT HARDER**
- 11 TO 11:40 a.m. PICK ONE:**  
**ADMISSIONS: EXPECTATIONS FROM THE GUIDANCE OFFICE AND TOP QUESTIONS  
YOU MUST KNOW ABOUT YOUR INSTITUTION**
- HIGH SCHOOL: EXPECTATIONS FROM COLLEGE REPRESENTATIVES AND WHAT  
WE LOOK FOR FROM YOUR STUDENTS**

- 11:40 to 12:30 p.m.**     **SPGP & FERPA Updates**  
*Sue Stemen, Director of College Counseling: Park Tudor High School (Sue is on board again)*
- 12:30 to 1:15 p.m.**     **LUNCH**
- 1:15 to 2 p.m.**     **PROFESSIONAL STANDARDS: SOCIAL MEDIA AND PROFESSIONALISM-**  
*Will Patch, Manchester University*
- 2 to 2:30 p.m.**     **PICK ONE:**  
**ADMISSIONS: RECRUITMENT AND TRAVEL TIPS**
- HIGH SCHOOL: COLLEGE PLANNING NIGHTS AND COLLEGE REP VISITS**
- 2:30 to 3:15 p.m.**     **PICK ONE:**  
**ADMISSIONS: APPLICATION REVIEW AND PROCESSES**
- HIGH SCHOOL: DIPLOMA TYPES/TRANSCRIPT REVIEWS**
- 3:15 to 3:30 p.m.**     **BREAK**
- 3:30 to 3:45 p.m.**     **COLLEGE BOARD**
- 3:45 to 4:30 p.m.**     **RECOMMENDATION WRITING AND ESSAYS**
- 4:30 to 4:45 p.m.**     **QUESTIONS AND ANSWERS, CLOSING**  
*IACAC Professional Development committee*

**HAVE A SAFE TRIP HOME!**