

The College Board:

Connecting Students to College Success

The College Board is a not-for-profit membership association whose mission is to connect students to college success and opportunity. Founded in 1900, the association is composed of more than 5,400 schools, colleges, universities, and other educational organizations. Each year, the College Board serves seven million students and their parents, 23,000 high schools, and 3,500 colleges through major programs and services in college admissions, guidance, assessment, financial aid, enrollment, and teaching and learning. Among its best-known programs are the SAT[®], the PSAT/NMST[®], and the Advanced Placement Program[®] (AP[®]). The College Board is committed to the principles of excellence and equity, and that commitment is embodied in all of its programs, services, activities, and concerns. For further information, visit www.collegeboard.com.

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2009 Gateway Place, Suite 550
San Jose, CA 95110-1051



28th Annual Summer Institute

On College Admissions and
School Relations

July 27–31, 2008

New Location:

University of San Diego



Cosponsored by:
The College Board and
Western Association for
College Admission Counseling

www.collegeboard.com

The Program

Participants will examine topics such as:

- Demographics
- Marketing and recruitment
- Ethical dilemmas
- Aspects of diversity
- Communication skills
- High school relations
- Evaluation of applicants
- Use of standardized tests
- Financial aid

Who Should Attend?

The College Board Summer Institute has been specifically designed to help train newly hired professional staff in admissions and outreach offices. A quarter of a century ago, several visionary leaders identified the need for an in-depth professional development opportunity for new college admissions and school relations personnel. The result was the College Board Summer Institute on College Admissions and School Relations. By attending this career development institute, participants from four-year public and private colleges gain firsthand knowledge of how an admissions office functions and about the various roles admissions staff assume. Past participants have gone on to hold senior-level positions in admissions, financial aid, and other sectors of the higher education landscape. Some have even returned as members of the Summer Institute faculty. Now in its twenty-eighth year, the Summer Institute continues to serve as the premier training venue to prepare the next generation of admissions professionals.

Register Now

Enrollment is limited and applicants are accepted on a rolling basis. We limit the number of participants from an institution to two. A waiting list for additional participants is established, and they will be notified two weeks prior to the Summer Institute if there is space available. Applications must be received by June 27, 2008. Fees are payable by credit card or check to the College Board. After June 27, please call 408 367-1436 to learn if space is still available.

Registration Fees

The fee for each participant is as follows:

- \$900 Member Institution
- \$950 Nonmember Institution

Registration fees include tuition, a private bedroom in an apartment, meals and refreshment breaks, all resource materials, and parking. (All participants must reside in the on-campus housing during the Summer Institute.)

Cancellations

Registered participants who cancel less than two weeks before the Summer Institute will be charged a \$100 service fee. No refunds will be given for cancellations made three days or less before the Summer Institute begins.

Tax Deduction

An income-tax deduction is allowed for educational expenses (including tuition, travel, meals, and lodging) undertaken to maintain and improve professional skills. (See Treasury Regulation 1:162-5 or *Coughlin vs. Commissioner* 270 F2d 307.)

Schedule

The program begins at 12 noon on Sunday, July 27. It concludes on Thursday, July 31, following lunch. Participants are expected to attend all workshops and events.



Faculty

Nationally recognized leaders in the rapidly changing field of admissions will share their knowledge and offer insights to newcomers to the profession. Selected for their diverse administrative backgrounds, the faculty will provide participants with solid, basic training in outreach, recruitment, and admissions.

Philip Ballinger, University of Washington
Tony Cabasco, Whitman College
Deren Finks, Harvey Mudd College
Alice Kleeman, Menlo-Atherton High School
Mary Ontiveros, Colorado State University
Alicia Ortega, Oregon State University
Stephen Pultz, University of San Diego
Michael Reilly, Humboldt State University
Lisa Rhone, University of Southern California

College Board Adjunct Faculty

James Montoya, Ken Woods, and Kris Zavoli

Consultation with Faculty

The Summer Institute offers a well-balanced program of formal and informal instruction by providing ample opportunity for student-faculty exchange in and out of the classroom.



More than 250 colleges and universities have sent participants to the College Board Summer Institute on College Admissions and School Relations. Among those institutions that have sent representatives are:

Abilene University
Academy of Art College
Adams State College
Albertson College of Idaho
Arizona State University
Azusa Pacific University
Ball State University
Bastyr University
Belmont Abbey College
Bethany Bible College
Boise State University
Brigham Young University
California College of Arts & Crafts
California Institute of Technology
California Lutheran University
California State University
–All Campuses
Carleton College
Carroll College
Champlain College
Chapman University
Claremont McKenna College
Clarkson University
Cogswell College
Colby College
College of Eastern Utah
College of Great Falls
College of Santa Fe
College of the Redwoods
College of St. Catherine
College of St. Scholastica
Colorado College
Colorado Mountain College
Colorado School of Mines
Colorado State University
Columbia Christian College
Concordia College
Concordia University
Cornell University
Depaul University
DePauw University
Dominican College
Drake College
Eastern Washington University
Eckerd College
Embry Riddle Aeronautical
University
Evergreen State College
Fairleigh Dickinson University
Fort Lewis College
Fresno Pacific College
Golden Gate University
Gonzaga University
Goshen College
Grand Canyon College
Grinnell College
Gustavus Adolphus College
Hardin-Simmons University
Harvey Mudd College
Hawaii Pacific University
Holy Names College
Humboldt State University
Humphreys College
Idaho State University
Indiana University
International University Bremen
Johns Hopkins University
Kalamazoo College
Kansas Wesleyan University
Lake Forest College
La Sierra University
Lewis & Clark College
Linfield College
Loma Linda University
Loyola Marymount University
Marymount College, Palos Verdes
Marymount Manhattan College
Menlo College
Metropolitan State College
of Denver
Mills College
Montana State University
Montana Tech
Mount Holyoke College
Mount St. Mary's College
Multnomah Bible College
Murray State University
Nevada State College
New College of California
New Mexico Military Institute
North Georgia College & State
University
Northern Arizona University
Northrop University
Northwest Christian College
Northwest College
Northwest Missouri State
University
Northwestern State University
Notre Dame de Namur University
Oberlin College
Occidental College
Oregon State University
Otis College of Art and Design
Pacific Lutheran University
Pacific Northwest College of Art
Pacific Union College
Pacific University
Pepperdine University
Peru State College
Pitzer College
Pt. Loma Nazarene College
Pomona College
Prescott College
Reed College
Regis University
Reinhardt College
Rocky Mountain College
Rosary College
Saint Martin's College
Saint Mary's College of California
Samuel Merritt College of Nursing
San Francisco Art Institute
Santa Clara University
Sarah Lawrence College
Scripps College
Seattle University
Sheldon Jackson College
Soka University
Southeast Missouri State
University
Southern California College
Southern Illinois University,
Edwardsville
Southern Oregon University
Southern University at New
Orleans
St. Edward's University
St. Joseph's College New York
St. Mary's University of San
Antonio
Stanford University
Swarthmore College
Teikyo Westmar University
Texas A&M University
The Culinary Institute of America
Trinity Western University
Tulane University
University of Alaska, Anchorage
University of Alaska, Southeast
University of Arizona
University of California
–All Campuses
University of Chicago
University of Colorado at Boulder
University of Colorado at Colorado
Springs
University of Dallas
University of Denver
University of Great Falls
University of Hawaii, Manoa
University of Houston, Clear Lake
University of Idaho
University of Judaism
University of La Verne
University of Minnesota
University of Nevada, Las Vegas
University of Nevada, Reno
University of New Mexico
University of Notre Dame
University of Oregon
University of Pennsylvania
University of Portland
University of Puget Sound
University of Redlands
University of San Diego
University of San Francisco
University of Southern California
University of Southern Colorado
University of St. Thomas
University of Texas
University of Texas, Arlington
University of the Pacific
University of Utah
University of Washington
University of Wyoming
U.S. Air Force Academy
U.S. Coast Guard Academy
U.S. International University
Utah State University
Vassar College
Villanova University
Washington State University
Webber College
Wesleyan University
Western Baptist College
Western Bible College
Western College of Colorado
Western Montana College
Western Oregon State College
Western State College of Colorado
Western Washington University
Westminster College
Westmont College
Whitman College
Whittier College
Whitworth University
Wichita State University
Willamette University
William Jessup University
Woodbury University



Application Form

College Board Summer Institute on College Admissions and School Relations

We limit the number of participants from an institution to two. Applications and payment are due no later than June 27. Copies may be made for additional applicants.

Full name: _____

Name tag to read: _____

Title: _____

Institution: _____

E-mail: _____

Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home/Mobile Phone: _____

Experience in college admissions: _____ month(s) _____ year(s)

Ethnicity (optional): _____ Gender: _____ Date of Birth (MM/DD) _____

Name of Direct Supervisor: _____ His/Her E-mail: _____

Names of additional staff members whom you would like to be put on the waiting list:

Please check the appropriate box.

Member Fee \$900

Nonmember Fee \$950

Total due \$

**If paying by check, please make payable to
The College Board.**

Please mail or fax application form and payment to:

The College Board

Summer Institute

Attn: Chung-Fen Hsieh

2099 Gateway Place, Suite 550

San Jose, CA 95110-1051

Phone: 408 367-1429 Fax: 408 367-1459

Credit Card Payment: American Express MasterCard Visa

Your credit card will be charged the lowest appropriate rate depending on the membership status of your institution in the College Board's record.

Credit card number: _____ Expiration date: _____

Signature: _____

For further information, contact:

Shelley M. H. Arakawa
Director, sarakawa@collegeboard.org

Maritza Rae Muñoz
Senior Educational Associate, mmunoz@collegeboard.org

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