



Admission Training Institute // Sample Agenda

Program Day 1 - Tuesday

7:15 a.m.–8:15 a.m.	Registration & Breakfast
8:15 a.m.–9:00 a.m.	Welcome, Introductions & Warm Up
9:00 a.m.–9:45 a.m.	General Session: Office Operations
10:00 a.m.–10:40 a.m.	Advisory Groups
10:45 a.m.–11:25 a.m.	Break Out Sessions <ul style="list-style-type: none">● Retention: A Collaborative Approach● Outreach & Recruitment for Boarding Schools
11:30 a.m.–12:10 p.m.	Break Out Sessions <ul style="list-style-type: none">● Financial Aid 101● Conversations Heard Around the Admission Office
12:10 p.m.–1:00 p.m.	Lunch
1:00 p.m.–1:40 p.m.	Advisory Groups
1:45 p.m.–2:30 p.m.	General Session: Internal Marketing - Making Admisison a School-Wide Priority
2:30 p.m.–3:00 p.m.	Break
2:35 p.m.–3:15 p.m.	Breakout Sessions <ul style="list-style-type: none">● The Admission Committee Process● Navigating the Virtual World
3:20 p.m.–4:05 p.m.	General Session: Campus Visits & Events
4:10 p.m.–5:00 p.m.	Advisory Groups
5:00 p.m.–6:00 p.m.	Pre-Conference Workshops Reception & Dinner On Your Own

The Enrollment Management Association



Program Day 2 - Wednesday

7:30 a.m.–8:15 a.m.	Breakfast
8:15 a.m.–9:00 a.m.	General Session: Managing Up - The Art of Working on a Team
9:10 a.m.–9:50 a.m.	Advisory Groups
10:00 a.m.–10:40 a.m.	Break Out Sessions <ul style="list-style-type: none">• Live in Boarding Schools• It's All in the Data
10:45 a.m.–11:25 a.m.	Break Out Sessions <ul style="list-style-type: none">• Beyond Admission - Extracurriculars in the Equation• Essentials of Interviewing
11:30 a.m.–12:30 p.m.	Advisory Groups
12:30 p.m.–1:00 p.m.	Lunch
1:30 p.m.–2:15 p.m.	General Session: But I'm Not the Diversity Director
2:15 p.m.–3:00 p.m.	General Session: Charting Your Professional Journey
3:10 p.m.–4:00 p.m.	Advisory Groups
4:00p.m.–4:30 p.m.	Closing Session