

Admission Coordinator Board Report

February 2013

- Created recruiting presentation and materials for Tourism/Hospitality Management and Computer Networking (2 yr. programs)
- Scheduled presentations at each home school district for 2 yr. programs
- Completed admitted and wait lists for 2013/14 school year according to district space available in each program and overall application score
- Visited 8 of 11 districts to meet with guidance counselors to review student for next school year and give 2 yr. program presentations to the entire 10th grade class.
- Assisted with visits for Tourism and Hospitality management that are held at Courtyard Marriot
- Continued to process applications as they are sent