

Admission Coordinator Board Report

January 2014

- Reviewed applications
- Prepared applications for Instructors to review
- Prepared 10th grade presentations of the 2 yr programs
- Communicated with building principal and home school counselors regarding failing students and students with low grades
- Worked with students, parents, and districts requesting program changes at semester time
- Worked with students, parents, and districts applying for semester entrance into an ECTS program