

Admissions Coordinator Board Report

February 2015

The beginning of February is spent reviewing applications. To date 386 students have applied to ECTS. I review each application and highlight areas that may be of interest to the teachers. I also write comments to be discussed with the home school guidance counselors. Teachers spent a working lunch reviewing applications. I was then able to move the applicants into classes for next year based on the number of open seats per district. Appointments are made to meet from the middle of the month through the first week of March to discuss each applicant with the home school counselors and agree on each new student attending next year. Counselors also share information about the admitted students that will assist the ECTS staff in serving students individual needs.

On the day I meet with counselors to review applicants I also recruit for Computer Networking and Tourism and Hospitality. A presentation is prepared for the entire sophomore class. After the presentation students sign up to visit the programs in March. I have worked with the Computer Networking Instructor to prepare for these potential students to visit. I will be taking all students interested in Tourism and Hospitality to the Ambassador Hotel and Conference Center on March 25th for a presentation. I am working with the General Manager of Scott Enterprises and their sales staff to coordinate the logistics of this day. Students will begin applying to the 2 year programs in March.

I spent an evening with the 8th grade students in the General McLane District and had the opportunity to meet small groups for 7 minutes in 12 different sessions and then set up a display in the cafeteria for 45 minutes. It was a great evening and a nice way to give the incoming freshman a glimpse of ECTS.

Applications will continue to trickle in this month and preparations will begin for the New Student Greeting sessions during the end of March and beginning of April.

We are beginning the exciting process of redesigning the ECTS website. I am enjoying the opportunity to be a part of the team.