

Core Values

Professionalism

Collaboration

Trust

Education

Fairness and Equity

Social Responsibility

Member Conventions



The following statements correspond with the same statement number in the Mandatory Practices section.

I. All Members—Interpretations and Monitoring

A. Promotion and Recruitment

All members agree they will:

- a. having and maintaining an official policy regarding the collection,

respects the trust and confidence placed in the institutions and the

Family Educational Rights and Privacy

Act

B. Admission, Financial Aid and Testing Policies and Procedures

All members agree they will:

scholarships may also have some basis in financial need, members must

- b. independent counselors contacting school officials directly, instead of

e. creating an expectation of entitlement with regard to admission to specific

send and receive information about candidates in confidence by honoring all applicable laws and regulations with respect to the confidential nature of such

a. admission officers not revealing the admission or denial status

specific colleges when doing so reveals applicants denied admission.

5. consider transcripts official only when transmitted in a confidential manner, from

the awarding of financial aid.

a.

them by those names and abide by the definitions and conditions below when

Non-Restrictive Application Plans:

to wait until May 1 to confirm enrollment.

Regular Decision

an application to an institution by a specified date and receives a decision

Rolling Admission

Early Action (EA)

Restrictive Application Plans:

Early Decision (ED)

a commitment to a first-choice institution where, if admitted, they definitely

application pending at any time. Should a student who applies for financial

The institution will respond to an application for financial aid at or near the

early plans. Institutions will clearly articulate their specific policies in their Early

Restrictive Early Action (REA)

II. Postsecondary Members—Interpretations and Monitoring

A. Promotion and Recruitment

All postsecondary members agree they will:

1. state clearly the requirements for the first-year and transfer admission

testing financial aid, housing and notification deadlines, and refund procedures by:

types of financial aid, and state the specific relationship between and among admission and financial aid practices and policies;

- h. providing accurate and specific descriptions of any special programs or

- i. clearly stating all deadlines (including time zone) for application, notification,

financial aid;

honors programs only for ED admits, full, need-based financial aid packages

5. work with their institutions' senior administrative officers to ensure that housing options

adopt a first-come, first-served policy for assigning on-campus housing. It

III. Counseling Members—Interpretations and Monitoring

A. Promotion and Recruitment

All counseling members agree they will:

1. establish a policy for the release of students' names and other confidential

B. Admission, Financial Aid and Testing Policies and Procedures

All counseling members agree they will:

6. work with school officials and other relevant individuals to keep test results confidential

Best Practices

I. All Members—Best Practices

All members should:

A.

B.

C.

D

E

appropriate use of specific tests from the sponsoring agencies.

II. Postsecondary Members—Best Practices

A. Promotion and Recruitment

All postsecondary members should:

2. be responsible for assuring that admission consulting or management firms

represent them and indicate how students may request this verification.

B. Admission, Financial Aid and Testing Policies and Procedures

All postsecondary members should:

1. provide in the notification letter or electronic communication of those

number offered admission, and the availability of financial aid and housing

Best Practices

report first by division and then by special subgroups within divisions. Clear

20. on a case-by-case basis, and when requested, grant flexibility on the additional admission notifications.

III. Counseling Members—Best Practices

A. Admission, Financial Aid and Testing Policies and Procedures

All counseling members should:

3. provide information about opportunities and requirements for financial aid;
7. report any significant change in a candidate's academic status or qualifications, including personal school conduct record between the time of
9. provide a school profile, when applicable, that clearly describes special

14. work with school officials and other relevant individuals to keep test results in

[REDACTED] DAC