

Alumni Admission Program Guidelines

- Alumni Admission Program (AAP) members are expected to be familiar with the University's [basic facts](#) and must abide by the ethical recruiting standards of our professional association (NACAC -- see "[Statement of Principles of Good Practice](#)").
- AAP members should provide feedback about University projects and activities to the Admission Office.
- AAP members are encouraged to attend on-campus or regional University events and should spread the word about IIT whenever possible.
- AAP members should always present a positive and accurate representation of the University, and be familiar with IIT's academic standards for admission of students, however they cannot discuss a prospective student's potential admission to the University.
- AAP members should promote often campus visits and the University's website (www.iit.edu).
- At college fairs, AAP members should...
 - Be approachable and friendly (a smile and handshake are great ice-breakers).
 - Establish eye contact with persons interested in learning more about IIT.
 - Do Not stand in front of the tables at college fairs nor solicit interest from persons standing at other colleges' tables.
 - Be honest! Don't answer a question if you truly don't know the right answer (but offer to find out the answer and then follow up).
 - Answer an interested student's questions and stay focused on their interests.
 - Make each person interested in IIT feel important.
 - Dress professionally.
 - Be on time, if not early, to recruitment events.

Alumni Admission Program members provide whatever services they can to assist the Admission Office with their recruitment efforts! We realize our volunteers are precious commodities and we value any and all contributions.