Case Studies: Day-of Schedule

<table>
<thead>
<tr>
<th>Time</th>
<th>Event Description</th>
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| 12:30-1:00 | Available staff there to set up registration and room  
--Put up directional signs  
--Hang student, parent, and rep check-in signs.  
--One registration list for each line  
--Separate name tags by student/parent/rep. |
| 1:00-1:30  | Reps arrive and sign-in; briefing for them in the main room  
--Welcome and thanks for attending  
--Introduce all of us.  
--Reminder about reception afterwards, timing on bus departure.  
--Quick overview of applications and explanation of separating parents/students.  
--Please remain anonymous.  
--Please guide students/parents through the highlights of what you’d look for in the application, help them draw out relevant material. We’ve asked them to read the cases ahead of time.  
--Pull panelists aside and prep them. |
| 1:30-2:00  | Check-in for students and families in the main lobby.  
--Nametags  
--Table assignments  
--One line for student check-in, one for parent, one for reps.  
--If unregistered students/parents show up, place them in empty seats first. When we run out of empty seats, have them wait to the side and we'll seat them just before the event begins.  
--Admission counselor questions/comments  
--Seating questions |
| 1:30-2:00  | Roamers in the room to handle moment-of issues with admissions folks.  
--Welcoming students and parents  
--Introducing all of us.  
--Explanation that guests are anonymously representing a range of colleges and universities.  
--Explain that they’re a mock admissions committee and must review applications and admit one, deny one, and wait-list one student.  
--Explain that we’ll come back together at the end to tally results and for a panel discussion |
| 2:00-2:15  | Welcome and introduction to program  
--Welcoming students and parents  
--Introducing all of us.  
--Explanation that guests are anonymously representing a range of colleges and universities.  
--Explain that they’re a mock admissions committee and must review applications and admit one, deny one, and wait-list one student.  
--Explain that we’ll come back together at the end to tally results and for a panel discussion |
<p>| 3:00 and 3:15 | Give 30 and 15 minute warnings. |</p>
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<thead>
<tr>
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<tbody>
<tr>
<td>3:25-3:30</td>
<td>--Pick up tally sheets as tables finish up, bring to front and add up results on notepad to reveal</td>
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<tr>
<td>3:30</td>
<td><strong>Panel discussion of outcomes with four admission reps</strong></td>
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| 3:55 | Reveal outcomes  
1.) What major factors did your committee consider in making final decisions?  
2.) What elements of the application proved to be the most important to your final decision?  
3.) How does this Case Studies experience differ from the way you really read applications and make decisions in your office?  
4.) Student/parent questions |
| 4:00 | **Program Ends** |
| 4:15-4:30 | **Bus loads for reception at GPS** |
| 5:00-6:30 | **Reception at GPS** | Admission reps are transported to the party  
Bus transport provided back to the Convention Center |