



To:

NACAC's 2019 National Conference is an opportunity for me to fine-tune my skills, learn new techniques, network with peers, and learn about issues affecting the profession and the students and families we serve. I will learn new ways to enhance student interactions, which social, political or other issues or trends are affecting the field of college admission counseling, how to develop approaches to various audiences, and find out how our institution can benefit from using technology in various settings. With more than 140 educational opportunities, I will learn about best practices, success stories, tools, and practical solutions.

I plan to achieve the following three objectives:

- Objective 1:
- Objective 2:
- Objective 3:

I plan to attend the following specific sessions to achieve my objectives, gain education and tools to bring back and implement within our institution, and network with other attendees. *List sessions you plan to attend as well as learning objectives, and indicate how they will benefit you and your institution.*

- Session 1:
- Session 2:
- Session 3:
- Session 4:
- Session 5:

I plan to attend the following events. *List the events that you plan to attend and how you will benefit from each one. For example, by attending the Access College Fair, you can network with nonprofit organizations that provide direct services and/or programs in educational advising, college access/admission counseling and/or financial aid advising to students in the transition to postsecondary education. Other events could include the Counselors' College Fair, the Welcome Reception, the Opening General Session, Affiliate Membership Meetings, Special Interest Group (SIG) Meetings, or other non-NACAC sponsored receptions/events.*

According to the list of attendees, the following people are planning to attend that I think can help our institution. *List organizations and/or suppliers with whom you plan to connect with and how they will benefit you and/or your institution.*

Budget Estimates

[Conference Registration:](#)

[Hotel:](#) Rate per night _____ x _____ # of Nights x 16.07% tax = \$

Travel (*include flight/train, cabs*):

Meals:

I look forward to learning about successful methods and best practices from leaders in the profession and then sharing and applying those methods with my colleagues when I return.

Sincerely,