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 off cial policy regarding the collection,

.

respects the trust and conf dence placed in the institutions and the

Family Educational Rights and Privacy

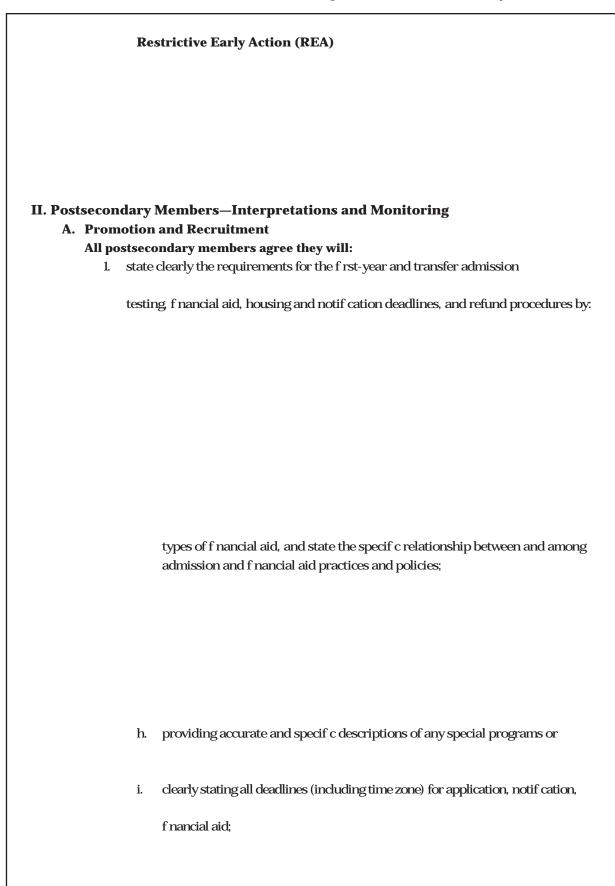
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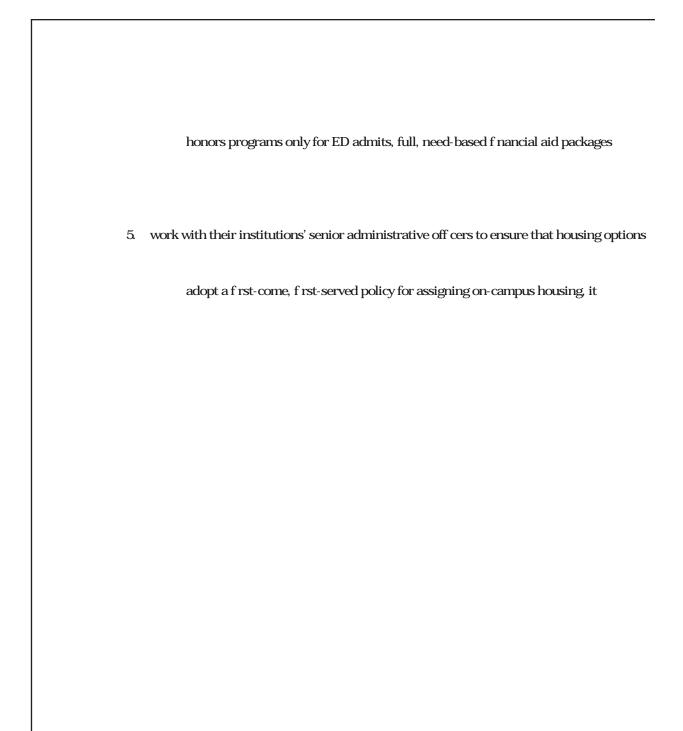
**B.** Admission, Financial Aid and Testing Policies and Procedures All members agree they will:

scholarships may also have some basis in f nancial need, members must

b. independent counselors contacting school off cials directly, instead of

e. creating an expectation of entitlement with regard to admission to specif c
send and receive information about candidates in conf dence by honoring all applicable laws and regulations with respect to the conf dential nature of such
a. admission off cers not revealing the admission or denial status
specif c colleges when doing so reveals applicants denied admission.
5. consider transcripts off cial only when transmitted in a conf dential manner, from
the awarding of f nancial aid.





### 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 conf dential

**B.** Admission, Financial Aid and Testing Policies and Procedures All counseling members agree they will:

6. work with school off cials and other relevant individuals to keep test results conf dential

# **Best Practices**

#### I. All Members-Best Practices

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All members should:	
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appropriate use of specif c 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 f rms

represent them and indicate how students may request this verif cation.

# **B.** Admission, Financial Aid and Testing Policies and Procedures All postsecondary members should:

1. provide in the notif cation letter or electronic communication of those

number offered admission, and the availability of f nancial aid and housing

**Best Practices** 

report f rst by division and then by special subgroups within divisions. Clear

20. on a case-by-case basis, and when requested, grant f exibility on the

additional admission notif cations.

#### **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 f nancial aid;

- 7. report any signif cant change in a candidate's academic status or qualif cations, including personal school conduct record between the time of
- 9. provide a school prof le, when applicable, that clearly describes special

