



The GACRAO Institute for Strategic Enrollment Management (GISEM)

Application

Name _____ Date _____

Address _____

Telephone (_____) _____ Email _____

Institution _____

Institution Type: 4-Year Public TCSG
 2-Year Private

Position Title _____

Total Years in Profession (all institutions included) _____

Core Area: Admissions Records Both

Education: Degree(s), Institution(s): _____

Enrollment Objective (please check one):

- Registered Enrollment Professional Certificate (30-Hour REP Program, vita/resume required)
 REP Exemption as a non-veteran professional (see below for authorization sponsorship)
 Veteran Advance Track Sessions Only (no resume required, non-certificate track)

REP Program Entrance Qualifications

To attend this professional development program, participants must satisfy four criteria or be exempted because of special circumstances.

- 1. Position of VP, Dean, Registrar, Director, Associate, Assistant, Counselor, Evaluator, or Coordinator
2. Five years experience in the field(s) of Admissions, Recruitment, Registrar, Records, Enrollment Services
3. Minimum of a BA/BS degree from a regionally accredited institution
4. Employed by a GACRAO institution

Certificate/Program Requirements

To complete the REP program and receive the REP Institute Certificate, the following is required.

- 1. Application with resume/vita accepted by the GISEM steering committee
2. Payment of GISEM registration fee of \$75 at two annual conferences
3. Attendance at 12 GISEM advanced track sessions within 3 years
4. Conduct three six hour documented visits with Registrar and Admissions offices at approved GACRAO campuses

Exemption Sponsorship: Applications for candidates not meeting above criteria may be approved if sponsored by employee's Enrollment Services Director, VP, Dean, College President, GACRAO President or former GACRAO President.

Approved by _____ Title _____

Institution _____

Telephone _____ Email _____

Send to Julie Fleming, Vice President for Enrollment Management, Reinhardt University, JCF@Reinhardt.edu