

# A/PART Training Guide

For Alumni/ Parent Admission Recruitment Team Members



THANK YOU FOR  
VOLUNTEERING.

YOU HELP OHIO  
WESLEYAN GROW.

**You are a critical component of a network of more than 40,000 alumni around the world.**

Your commitment keeps OWU alumni, parents, and friends connected to each other and to the University, which furthers the recruiting efforts of the Office of Admission. The Ohio Wesleyan University Alumni Association and the Office of Admission are grateful for the time and energy you give toward our shared mission — to connect and engage OWU and its alumni.

**Laurie Patton '95, Senior Associate Director of Admission**

[lspatton@owu.edu](mailto:lspatton@owu.edu)

**Katie Webster, Director of Alumni Relations**

[kpwebste@owu.edu](mailto:kpwebste@owu.edu)

**Catie Kocian '18, Admission Counselor**

[cekocian@owu.edu](mailto:cekocian@owu.edu)

## What is A/PART?

A network of Alumni & Parents who are dedicated to building the next generations of Battling Bishops.

One of the most valuable contributions alumni and parents can make to OWU is to assist in our recruitment of new, talented students. The A/PART program is co-sponsored by the Office of Admission and the Office of Alumni Relations. A/PART assists with college fairs, contacting prospective students, contacting high school counselors, submitting student referrals, and hosting or attending regional admission events.

## A/PART's Primary Goals:

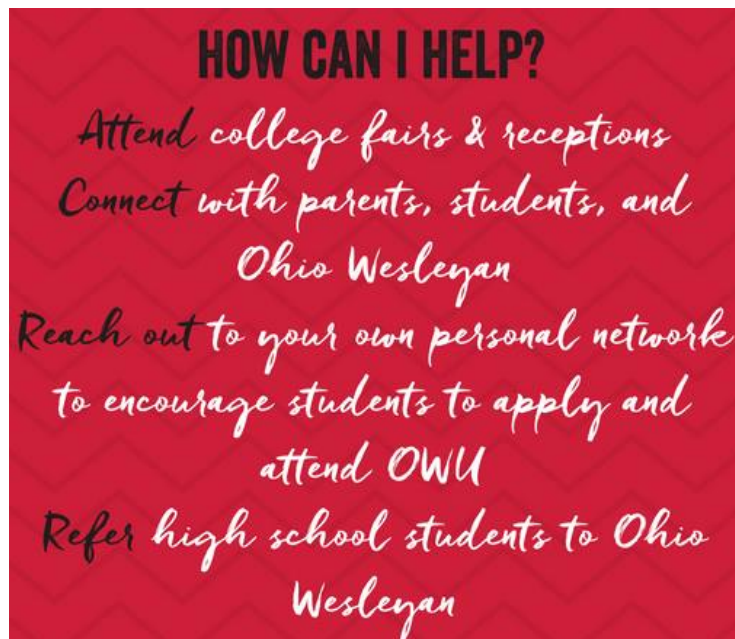
- **Identify** students who are good OWU prospects
- **Encourage** these students to apply
- Help accepted students see that they were **born to be Bishops**

## The Best Part of A/PART

You **contribute meaningfully** to the growth, health, and future of Ohio Wesleyan while **choosing** your level of involvement to **fit your time and schedule**.

### Ways A/PART Members Help:

- ✓ Attend college fairs throughout your local area (Fall and Spring)
- ✓ Refer students
- ✓ Contact parents (phone/ email/ written notes)
- ✓ Connect with students during the recruitment process (phone/ email/ written notes)
- ✓ Attend high school counselor receptions
- ✓ Represent OWU at receptions
- ✓ Personal follow-up throughout the recruitment cycle (phone, email, text, social media)
- ✓ Recommend high schools to visit through your own personal network
- ✓ Attend on-campus events to provide an alumni perspective



### OWU Rankings, Application, Financials, & Scholarships in 6 Pages Or Less

#### Things Bishops like to Brag About: Ratings and Rankings

**MONEY MAGAZINE:** One of the nation's "Best Colleges for Your Money" based on "educational quality, affordability, and alumni earnings" and one of the "20 Best Colleges for Merit Aid" (January/February 2015)

**FORBES MAGAZINE:** #1 in Ohio and #17 nationally for Entrepreneurship (2015)

One of "America's Top Colleges," top private colleges, and top Midwest colleges (2014)

**U.S. NEWS & WORLD REPORT:** One of the "Best National Liberal Arts Colleges" & "A+ Option for B Students" (2018)

**The Princeton Review:** One of the "200 Schools That Give You the Best Bang for Your Tuition Buck," according to its book, "Colleges That Pay You Back: 2018 Edition." One of "The Best 382 Colleges" and "Best Midwestern" colleges in the United States. (2017)

**COLLEGES THAT CHANGE LIVES:** One of only 40 U.S. colleges and universities included in the latest guidebook created by former New York Times education editor Loren Pope. (2013-2014 edition)

**COLLEGES OF DISTINCTION:** One of the nation's "Colleges of Distinction," providing strong opportunities for students "to learn, to grow, and to succeed." (2014-2015)

**PRESIDENT'S HIGHER EDUCATION COMMUNITY SERVICE HONOR ROLL:** Recognized for general community service & interfaith community service with distinction. Students logged more than 40,000 hours of service during the reporting period (2014 Honor Roll)

**GRADUATE SCHOOL ACCEPTANCE:** OWU's 5-year acceptance rates to medical and dental schools are more than twice the national average. Our law school acceptance rate is 95%, well above the national average

One of 40 **COLLEGES THAT CHANGE LIVES: Schools that will change the Way You Think about Colleges.**

## What Do OWU Admission Representatives Do?

### September – October: Fall Travel Season

Admission representatives travel to:

- **Recruit** new students
- Raise **brand awareness** for the University
- Attend **college fairs**
- **Visit** local high schools
- **Network** with community groups
- **Host** alumni training
- **Conduct** off-campus interviews

### November – January: Early Application Reviews

Admission counselors review Early Action and Early Decision Applications with the goals of:

- Quickly **notifying** prospective students of their admission decision and merit scholarship
- **Releasing admissions decisions** on or about the stated deadlines

Counselors also continue to **host** and **attend** receptions for high school students

### February – April: Critical Time for Decisions

Students are:

**Making decisions** on where to spend the next four years of their life.

Admission staff is:

Providing **personalized outreach** and continuing to **build relationships** with accepted students.

Hosting **overnight** visits

Showcasing what it's like being a Bishop through on-campus programming:

- **Honors Scholars Day** (for admitted honors students)
- **Celebration of Excellence** (for admitted students meeting specific scholarship levels)
- **Slice of College Life** events (for admitted students)

Creating connections between alumni and students

Hosting On-Campus events

Families are:

**Focusing on the value of the experience.** Outcomes and the campus experience are often as important to families as they are to the students.

### June – August: Summertime Planning

Crunch time ends but summer visits pick up as prospective students visit schools nationwide. This is the strategic planning period for staff.

## YOU'RE A BIG DEAL

### COLLEGE FAIRS



You staffed 32 college fairs in the 2017-18 academic year. That's exposure and connections for dozens of high school students.

### NEW MEMBERS

74 Alumni and Parents joined A/PART from August 2017 to August 2018.



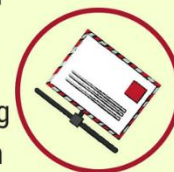
### ON & OFF CAMPUS



42 A/PART members attended off-campus events with OWU counselors and 13 attended on-campus events in Spring 2018

### POSTCARDS

Over 40 A/PART Members wrote postcards to every single student in the incoming 2022 Class to welcome them to campus.



[owu.edu/apart](http://owu.edu/apart)

# Application Dates, Deadlines, Decisions

## Deadlines for First-Year (U.S.) Students

<b>NOV 15</b>	Early Decision application deadline	<b>NOV 30</b>	Early Decision notification date
<b>DEC 1</b>	Early Action I application deadline	<b>DEC 1</b>	Priority FAFSA date
<b>DEC 15</b>	Early Action I notification date	<b>JAN 15</b>	Early Decision II application deadline
<b>JAN 30</b>	Early Decision II notification date	<b>MAR 1</b>	Regular Decision application deadline
<b>MAR 15</b>	Regular Decision notification date	<b>MAY 1</b>	Enrollment deposit deadline

**Free Application for Federal Student Aid (FAFSA):** Priority given to those who submit by December 1

**National Enrollment Deposit/Response Deadline:** May 1 (\$400, \$450 for International)

**Priority Housing deadline:** May 15 (all housing materials submitted)

## Early Decision & Early Action: a Tale of Two Students...

### The Differences

#### Early Decision:

- Earlier deadline
- Binding
- Best for students who know they will attend a college if accepted.

#### Early Action:

- Best for students who want to know sooner about their admission status so they can weigh all their options
- Non-binding.
- Gives students until May 1 to make a decision.

### Both Early Decision and Early Action are okay.

Some students have researched colleges extensively and are sure they want to attend a certain school. Others want to know early but aren't sure where they want to go. Both are totally okay, but students should speak with family members, school counselors, or trusted adults before choosing to apply EA or ED.

<b>JOE APPLIED EARLY DECISION</b>	<b>CARRIE APPLIED EARLY ACTION</b>
Joe must apply by November 15 to meet the ED Deadline.	Carrie must apply by December 1 to meet the EA deadline.
Joe will find out if he's accepted by OWU by November 30.	Carrie will know then if she's accepted by December 15.
If accepted, Joe will attend OWU.	Carrie doesn't have to come to OWU if she's accepted. She can weigh her other options.
Joe ONLY applied to OWU under early decision.	Carrie is accepted!! She submits her deposit just before the May 1 deadline.
Joe is accepted!! He submits his deposit long before May 1 and withdraws all other regular admission applications.	



## OWU Application Options

Ohio Wesleyan accepts the [Common Application](#) and offers an [OWU Online Application](#). Both options are free.

### Application Requirements

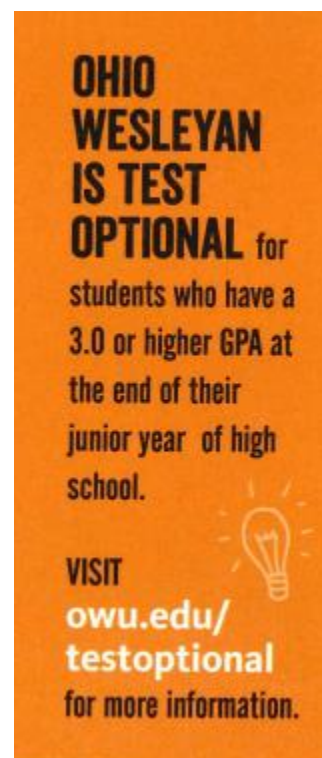
- ☑ Secondary School Report & Counselor Recommendation
- ☑ Official high school transcript
- ☑ SAT or ACT scores \*
- ☑ Admission essay

Students are also strongly encouraged to include a **teacher recommendation**.

**\*Why is OWU Test Optional?** We believe that college success is not based on a student's performance on a single test on a single day. We also look closely at recommendations from teachers and school and community extracurricular involvement.

Students may want to include test scores if they are above Ohio Wesleyan's average test scores. Scores are required to be considered for our top scholarships.

**All students who apply are automatically considered for merit scholarships but for best consideration students should apply by January 15.**



## Campus Visits and Events

**Campus visits** are available Monday through Friday and some Saturdays throughout the year. There are also special events designed to give students real insight to what Ohio Wesleyan has to offer.

OWU

**WHAT'S ON A CAMPUS VISIT?**

ALWAYS

**A CAMPUS TOUR**

**MEETING WITH AN ADMISSION COUNSELOR**

**OR GROUP PRESENTATION**

SOMETIMES/ UPON ARRANGEMENT:

**MEETING WITH A COACH/ PROFESSOR**

**LUNCH IN A DINING HALL**

**CLASS VISITS**

**STAYING OVERNIGHT (ADMITTED STUDENTS ONLY)**

**SPECIAL EVENTS:**

FALL PREVIEW DAY

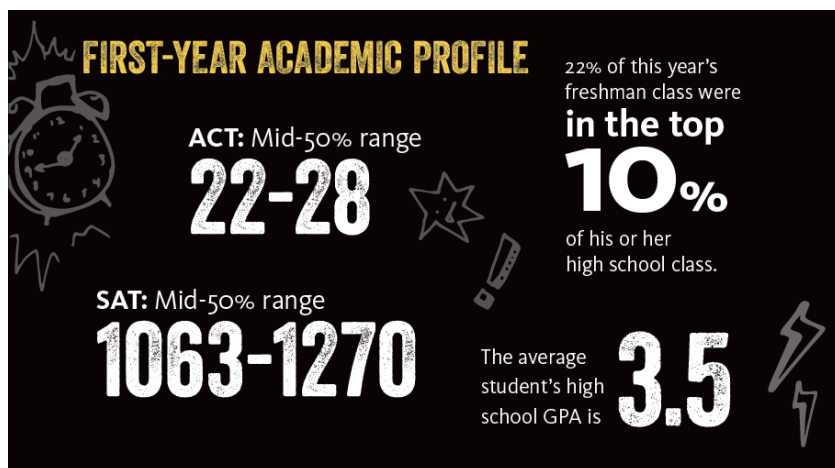
HONORS SCHOLAR DAYS

OWU VISIT DAYS

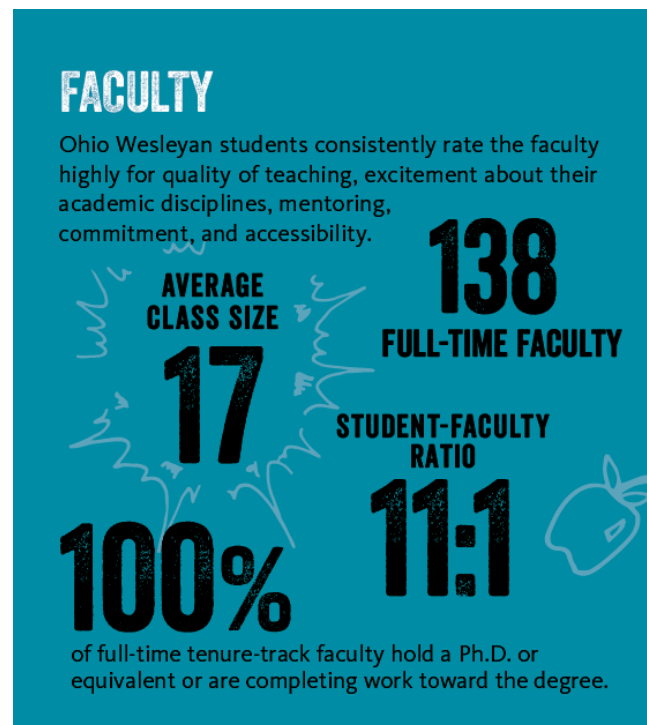
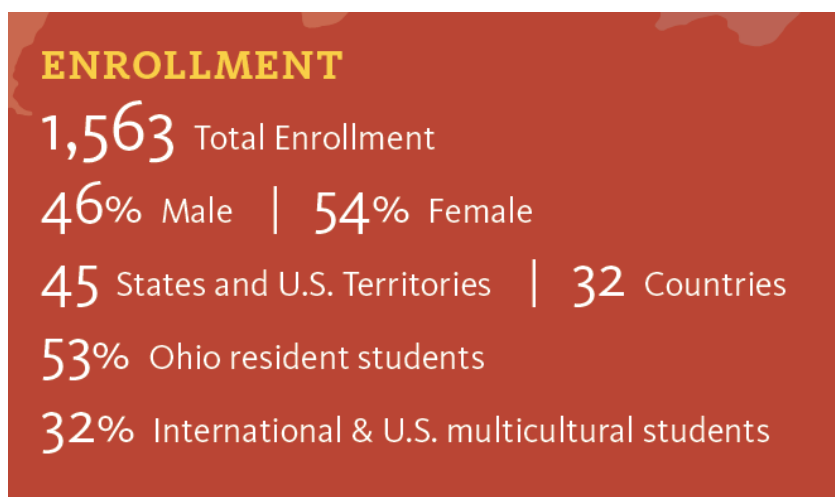
**SPECIAL EVENTS:**

"CONSIDER SCIENCE" DAY

"SLICE OF LIFE"



## OWU Snapshot



**Travel-Learning Coursework**  
Travel-Learning Courses provide a unique way to travel with classmates with the goal of putting what students are learning in the classroom into a global context. Trips associated with

Travel-Learning Courses usually take place over spring break in March, over winter break, or in May following the end of classes. The University covers a substantial portion of the total costs of travel, lodging, meals, and on-site transportation. The student is responsible for the remaining portion of fees. Past Travel-Learning Courses have included:

### **The Chamber Choir in Italy**

Highlight: Singing in the presence of the Pope

### **Biology & Math in the U.S. Virgin Islands**

Highlight: Educational snorkeling

### **Music on the Mississippi**

Highlight: Studying music in Congo Square

## **NCAA Division III Varsity Sports**

### **Men**

Basketball  
Baseball  
Cross Country  
Football  
Golf  
Lacrosse  
Soccer  
Swimming and Diving  
Tennis  
Track (indoor and outdoor)  
Wrestling

### **Women**

Basketball  
Cross Country  
Field Hockey  
Lacrosse  
Golf  
Soccer  
Softball  
Swimming and Diving  
Tennis  
Track (indoor and outdoor)  
Volleyball  
Rowing

## Tuition, Fees, Room, and Board

The general fees at Ohio Wesleyan are comparable to those at institutions of similar size and reputation. The table below reflects the direct and indirect charges for the 2018-2019 academic year.

2018-2019	RESIDENTIAL	INTERNATIONAL	COMMUTER	OFF-CAMPUS
Tuition	\$45,500	\$45,500	\$45,500	\$45,500
Activity Fee	\$260	\$260	\$260	\$260
Standard Room	\$6,800	\$6,800	N/A	N/A
Average Board	\$5,630	\$5,630	N/A	N/A
Total	\$58,190	\$58,190	\$45,760	\$45,760

Tuition covers up to 5.5 academic units per semester; facility use (library, wellness center, recreation etc.), and access to college activities.

The costs above represent the cost of a **standard room** fee which is based on double occupancy in a residence hall and our **average board** plan. All students who live in the residence halls and small living units must participate in the University meal plan.

## 97% of OWU Students Receive Merit or Need-based Financial Aid.

A red graphic with white and yellow text. At the top, it says 'FINANCIAL AID' in white. Below that, '\$14 MILLION' is written in large, bold, white letters. Underneath, it says 'AWARDED IN OWU GRANTS & SCHOLARSHIPS ANNUALLY to FIRST-YEAR STUDENTS.' in white. Then, 'The average package of merit-based and other financial aid for FIRST-YEAR STUDENTS is more than' is written in white. Below that, '\$40,000' is written in large, bold, white letters. At the bottom, it says '\$45,500 tuition; regular room & board \$12,430, for the 2018-2019 school year.' in white. There are some faint, stylized drawings of books and a soccer ball in the background.

### Legacy Scholarship

How do I qualify? This award is given to enrolling children, stepchildren, grandchildren, and step-grandchildren of OWU alumni. Renewable: Good academic standing for four years.

*Please note that the Legacy Award cannot be combined with another merit scholarship offers. Legacy students who qualify for a merit scholarship with a higher value than the Legacy Award will receive that merit award instead and will not receive the Legacy Award.*

### Meek Community Service and Leadership Awards

How do I qualify? Demonstrate commitment to service and leadership. Renewable: Remain in good academic standing and be involved with community service for the duration of studies at OWU.

### Child/Spouse of Clergy

How do I qualify? This award is given to dependent children and/or the spouse of an ordained minister (with benefit of pension) under appointment of a Bishop of the United Methodist Church.

Renewable: Good academic standing for four years at OWU.

### Departmental Awards

How much? Varying value. These are given directly by departments to a limited number of first-year students. Some departments offering scholarships include music (by audition), art (by portfolio review), education, economics, and theater & dance.

# A/PART Can Help: The Nitty-Gritty

## Staffing College Fairs: Overview

**What are they and why help?** College fairs/nights are when representatives from many schools get together in one location to give students and families the opportunity to talk with various college reps.

**What's my role?** To represent Ohio Wesleyan University, greet students, answer basic questions, and encourage students to complete a card requesting additional information. Draw on your own experiences as an alum/parent when speaking with students and families.

**How do I prepare?** OWU staff provides all of the relevant materials to pass along to interested prospective students so they can follow-up with their admission representative.

### Prior to the College Fair:

1. Review the A/PART training manual (if you've made it this far, congrats and thank you).
2. Review the OWU website, including the **training resources** found at [www.owu.edu/aparttraining](http://www.owu.edu/aparttraining)
3. Become familiar with the basic facts and figures so you can answer some common questions.
4. What you need for the fair:
  - ☑ **Travel Piece:** There should be enough for every student you talk to. Some students will just want to take one, but not talk, which is fine.
  - ☑ **Contact Card:** Encourage each student you speak with to fill out a card and give it to you.
    - **You'll notice that there are certain items highlighted on the card.** These are the bare minimum things we need a student to complete in order to get them into our database. So, if a student doesn't have time to complete the entire card, they can complete the highlighted sections at minimum.
  - ☑ **Apply and Visit postcards:** These will have deadlines and notification dates for the admission process as well as market OWU visit opportunities.
  - ☑ **Tablecloth:** Kindly return this after the fair. Any other materials left over can be given to school guidance counselors.
  - ☑ **Nametag:** Your nametag will have your name, class year, and "Alumnus/a" on it.
  - ☑ **Business Cards:** You will be provided with 15 business cards for the admission counselor responsible for your area. Feel free to distribute these to students who would like to contact their admission counselor.
  - ☑ **Pens:** We will provide you with pens, but do not throw all of them on the table or you will not have any left five minutes into the fair!
  - ☑ **Regional Snapshots** (if applicable)

Review the location, duration, start time, and other information about the college fair. Please arrive at least 30 minutes prior to when it starts. If there is a meal provided, feel free to join other admission and alumni representatives and/or the high school counselors for dinner and conversation.



### During the College Fair:

- “Business casual” is usually best. Jeans are too casual. A suit is more formal than necessary.
- Find the check-in table and let them know you’re there. Seek and find your assigned OWU table.
- Display the admissions materials in a professional and inviting way. There is no “standard” display setup so get creative, if you’d like! Training videos show different set-ups.
- **Things to do:**
  - Distribute the “travel piece” & “snapshot” (if applicable) to table visitors.
  - Encourage students to fill out the prospect card and leave it with you
    - This is the first step in gathering information for recruiting students.
    - Students should complete cards regardless of whether they have done so before.
    - **You’ll notice that there are certain items highlighted on the card.** These are the bare minimum things we need a student to complete in order to get them into our database. So, if a student doesn’t have time to complete the entire card, they can complete the highlighted sections at minimum.
  - Simply encourage students to apply for admission.
  - It is highly recommended that you defer questions about FAFSA and specific financial aid to the admission representative for OWU or to the OWU website.
- **Things to Avoid:**
  - Do not compare colleges or say negative things about other institutions.
  - Do not make any kind of promises or guarantees about admission, scholarships, or financial assistance. During the admission process, they will be reviewed for merit scholarship.
  - **Do not answer questions if you are unsure of the answer.** Write the question on the student's prospect card and someone in the admission office will contact the student and direct them to the OWU website.
    - i. Wrong information is far less helpful than saying, “I’m not sure, let me direct you to a good resource.”

**After the College Fair** return the completed contact cards to the Office of Admission using the postage-paid envelope provided. If you are representing OWU in the future, keep the remaining materials, but if you are done for the season, please return all materials and the tablecloth.

### Calling Admitted Students

**We need your help connecting with admitted students and parents as they decide where to spend the next four years.** The script is simple:

*“Good evening, I am \_\_\_\_\_, an alum of Ohio Wesleyan University. Congratulations on being admitted to OWU. I live in the \_\_\_\_\_ area and can be a local resource for you and your (son or daughter) OR you and your parents as you make a decision where to attend college next fall. Do you have any questions about OWU?”*

Feel free to share your story or experience. We’d love to have more experienced alumni contact parents and recent alumni connect with the student.

### Regional Receptions & Campus Events

We continue to host receptions for prospective students and events for high school counselors regionally. We need your support to simply share your experience during the events and to represent OWU. Much

like the regional and national receptions, we want you to share your story on campus during tours and at events.

### **Referral Program: Pass on the OWU Tradition**

The Office of Admission welcomes and encourages student referrals by OWU alumni and friends. Using the site [owu.edu/alumnireferral](http://owu.edu/alumnireferral) you can refer a student who you think would be a great Bishop. **That's what this program is all about!** The student will receive admission material, as well as a letter indicating that you have referred him or her.

### **Future Bishop Clipping Service**

If you see high school students doing amazing things, we want you to tell us about it!

Regional and local newspapers, school newsletters and publications, and other media outlets share stories about outstanding high school students and we want to hear about them. It can be anything from National Merit or Achievement recognition to athletic successes to participation in science fairs, a school musical, or outstanding community service. Alumni should send in the relevant publication or clipping along with any available information on the student including current high school, grade level, mailing address and phone number.

Clippings can be sent to the Alumni Relations Office (attention Catie Kocian) at:

**Mowry Alumni Center, 61 S. Sandusky St. Delaware, OH 43015**

Or to [owuapart@owu.edu](mailto:owuapart@owu.edu).

### **Frequently Asked Questions**

#### **What are OWU's entrance requirements?**

Minimum requirements include: 4 years of English, 3 years of social science, 3 years of math and science, and 2 years of foreign language study (3 years recommended). Home schooled students should contact admission directly.

Successful candidates for admission typically rank in the top quarter of their high school classes, have earned a minimum B average in their coursework and have demonstrated involvement and leadership in school or community organizations.

#### **How strong is your \_\_\_\_\_ department?**

Refer the student to the college website, which includes departmental information. Feel free to speak based on your personal experience about the departments.

#### **Is special consideration given to athletes, musicians, artists, dancers, etc.?**

Students with special talents/ interests who would like to continue their involvement in college are encouraged to contact coaches and professors directly. Students may submit the Ohio Wesleyan **arts supplement** for evaluation. This information is reviewed and evaluated by the appropriate academic department and these play a role in their admission. A student does not have to major in music, dance, or art to submit materials for evaluation. Performers and artists can still make a significant contribution to campus life without majoring in a certain field.

#### **Does OWU give credit for Advanced Placement (AP) courses?**

Yes. A score of 4 or better is usually required in order to receive credit. Contact an admission counselor or our website for information on specific courses accepted.

**Is it possible to defer admission to Ohio Wesleyan?**

Yes. If a student needs to defer, they need to submit the \$400 non-refundable enrollment deposit and indicate their intention to do so on the application.

Most of OWU's bachelor's degree programs can be entered in mid-year. If the student intends to enter at that time, applications for spring admission are due December 1.

**How would you compare Ohio Wesleyan to \_\_\_\_\_?**

Never compare Ohio Wesleyan to another college, no matter how well you know the other institution. Tell the student about Ohio Wesleyan's strengths and encourage them to get a good sense of the other school's strengths from that institution's representative.

**Does applying for financial aid at Ohio Wesleyan affect a student's chances of admission?**

Ohio Wesleyan is committed to being need-blind, within the limits of a very generous financial aid budget. We have been successful in maintaining a need-blind admissions selection process for the past ten years. At no time was any information concerning a student's financial circumstances included in the application, nor did that information in any way influence our decision to admit, wait-list, or deny an applicant.

Ohio Wesleyan is NOT need-blind in admitting transfer students, or in making offers of admission to students on our wait list. Any student who is not a US citizen will not qualify for federal aid and will be considered in a special category. Aid opportunities for non-US citizens are available and based on merit and financial need. We are not need-blind in assessing non-U.S. citizens who are aid applicants.

**Do I need to be an "A" student to be admitted to Ohio Wesleyan?**

Grades and class rank are never considered without more detailed information about the school, so it's not possible to say what grades will result in admission.

Thank you for your interest in helping to share the OWU story.