NACAC Guidelines

NACAC is committed to maintaining high standards that foster ethical and social responsibility among those involved in students' transition process. NACAC's Statement of Principles of Good Practices (SPGP) outlines these standards. For more information on the Principles of Good Practice please visit www.nacacnet.org.

The University of Dayton is a member of NACAC and fully adheres to the guidelines in its Principles of Good Practice. By serving as a parent or alumni representative for UD, you are also required to adhere to these guidelines and principles. Here is a list of NACAC do's and don'ts when representing UD at a college fair.

DO

• Arrive on time and stay until the end of the college fair.
• Check in at the information booth.
• Wear the nametag we provide.
• Be courteous to attendees and to other exhibitors.
• Distribute only educational and informational materials about your institution.
• Stay in your booth/behind table while having conversations with fair attendees.
• Fill out an exhibitor evaluation and return it to the information booth.

DON'T

• Attempt to determine who should or shouldn't apply to the University of Dayton.
• Allow more than three representatives in your booth at a time.
• Leave your booth unattended.
• Extend displays beyond the limits of your booth.
• Distribute candy, pens, bags, pennants, or other promotional materials.
• Leave materials about your institution in the restrooms or any areas other than in your booth.
• Discourage anyone from applying, even if you believe the student is not qualified.
• Make comparisons between high schools or colleges.
Remember that you are UD to the prospective students and parents you meet, so be enthusiastic, friendly and professional! Let the students or families come to your table; please do not call them over. And never speak negatively about another institution.