

## NACAC Statement of Principles of Good Practice

All admission staffs of WACAC member institutions should read and be thoroughly familiar with the [NACAC Statement of Principles of Good Practice \(SPGP\)](#), a document outlining recommended and mandated ethical conduct of NACAC members. Because the SPGP is updated annually to address new issues as they crop up, it is strongly recommended that admission staffs sit down as a group and review the SPGP, **in its entirety**, once a year prior to the start of fall recruiting season, with extra review time spent with new staff members and on any changes that will take effect in the upcoming admission cycle.

WACAC is an affiliate association of the National Association for Admission Counseling (NACAC), and all members of NACAC agree “to support and enforce the Statement of Principles of Good Practice.” On the college side, issues referred most often to Admission Practices Committees involve postsecondary member mandated practices:

**II.B.3** “Postsecondary members agree that they will permit first-year candidates for fall admission to choose among offers of admission, financial aid and scholarships until May 1 and will state this deadline explicitly in their offers of admission.”

**II.B.5** “Postsecondary members agree that they will work with their institutions’ senior administrative officers to ensure that financial aid and scholarship offers and housing options are not used to manipulate commitments prior to May 1.”

Most violations of II.B.5 occur because different departments take over once the student is admitted. While you may not be able to influence your administrative offices to change their practices, you should, at the very least, make sure they are aware of the SPGP guidelines and mandates and do your best to encourage other departments to abide by them.

**II.B.12** “Postsecondary members agree that they will not establish any application deadlines for first-year candidates for fall admission prior to October 15 and will give equal consideration to all applications received by that date.”

Admission personnel should also be aware of and familiar with the [NACAC Students’ Rights and Responsibilities](#), which is available in pamphlet form. You may even want to have copies on hand in your waiting rooms.

NACAC-affiliate Admission Practices Committees across the country were polled on their thoughts for the creation of this page, and we would like to give special thanks to Scott Chrysler, Jr. (Southern ACAC) and Ann Harris (Texas ACAC) for their input and suggestions.