



# INTERNATIONAL

# ACAC

INTERNATIONAL ASSOCIATION FOR  
COLLEGE ADMISSION COUNSELING

Vice President for Admissions Practices

3-year term

### **Responsibilities**

1. The Vice President for Admission Practices serves as chairperson of the Admissions Practices (AP) Committee. The AP Committee's responsibilities are
  - a. To educate admission and counselling professionals and their institutions regarding the nature of ethical standards as adopted and prompted by NACAC and International ACAC;
  - b. To assist them to fully integrate such policies and procedures into their practice;
  - c. To review annually the Statement of Principles of Good Practice: NACAC's Code of Ethics and Professional Practices, especially to how it relates to international students;
  - d. To promote the adoption of similar standards by non-members within the profession; and
  - e. To promote awareness of ethical practices among students and their families.
2. Directs the Admission Practices Committee in a review of the Statement of Principles of Good Practice, the monitoring procedures, and any other International ACAC-related policies when deemed appropriate;
3. Ensures the confidential nature of the work while reporting all appropriate actions of the Admission Practices Committee to the Executive Board;
4. Represents the Association in discussions and presentations of admission practices, ethical concerns, and challenges faced by members;
5. Assists in the preparation and presentation of professional development opportunities and materials for International ACAC members, admissions practices counterparts, other allied associations, and students as deemed appropriate;
6. Periodically notifies the general membership on trends or issues relating to admission practices;
7. Responds to questions relating to admission practices from the membership and media; and
8. Serves as a voting member of the Executive Board.

**Required Knowledge/Skills:** The VP for Admission Practices should have an interest in making certain that all International ACAC members maintain the highest professional standards. NACAC's Statement of Principles of Good Practice: NACAC's Code of Ethics and Professional Practice is the guide that members are asked to

*International ACAC Policies and Procedures*

*Approved by the International ACAC Executive Board, July 13, 2018*

follow an in the rare case when an institution or individual does not abide by the Statement of Principles of Good Practice, the VP for Admission Practices is responsible for investigating alleged violations.