



Criteria for Independent Counselors **Updated 2017**

Independent counselors/education consultants (as defined in IACAC By-Laws Article I. Membership, Section 1. Voting Membership, A4.) whose professional objectives are consistent with the purposes of IACAC and adhere to the NACAC Statement of Principles of Good Practice may be eligible for voting membership, provided they meet the established criteria:

1. Must have IACAC voting membership in the current or immediately preceding year prior to applying as an independent educational consultant.
OR
2. Must have membership with the Higher Education Consultants Association (HECA) or Professional Membership in Independent Educational Consultants Association (IECA). Applicants must provide proof of current membership in HECA or IECA at time of application.

If applicant does not meet either of the two preceding criteria, then applicant must have:

- ✓ A bachelor's degree and two years of college admission counseling experience in a secondary school or postsecondary setting or in a not-for-profit organization (e.g. community-based or religious) eligible for IACAC or NACAC membership or two years experience as an educational consultant or counselor.
OR
- ✓ Documented completion of a practicum-based counseling program from and IACAC or NACAC member eligible institution.

In addition, all applicants must submit:

1. A written recommendation from a current IACAC voting member from an IACAC voting-member high school, college, or university who has known the applicant for at least two years;

2. A brief description of the college admission and/or financial aid services provided.

3. Examples of online or in print literature used in promotion of the applicant's services. An application will be considered incomplete without literature.

Please return the following items to:

IACAC
P.O. Box 279
Mount Prospect, IL 60056

- Completed IACAC Membership Application
- Completed Supplement for Independent Counselors
- Written recommendation from a current IACAC voting member
- Brief description of the college admission and/or financial aid services provided
- Copies of promotional literature

Illinois Association For College Admission Counseling
2017-18
Membership Application Supplement
for Independent Counselors

_____ I am applying to be a member of **IACAC** as an Independent Counselor.

SECTION A

Name _____

Title _____

Mailing Address _____

City, State, Zip _____

Telephone _____

I am currently _____ Self-employed

Name doing business as: _____

Years employed as independent counselor: _____

or _____ Employed or affiliated with a business or organization

Name of business or organization: _____

Years employed as independent counselor: _____

SECTION B

Please attach to this supplement a letter of recommendation from a current IACAC voting member from an IACAC voting-member high school, college, or university who has known you for at least three years.

Name _____ Institution _____

SECTION C

By signing this supplement I show my agreement with the purposes of IACAC and NACAC and that I will adhere to the Bylaws and Statement of IACAC Practices and Courtesies.

Signature _____ Date _____

SECTION D

Please list your places of employment as a college counselor in a secondary school or college/university setting:

1) Employer _____

Address _____

City, State, Zip _____

Dates of employment _____

Title or area of responsibility _____

2) Employer _____

Address _____

City, State, Zip _____

Dates of employment _____

Title or area of responsibility _____

3) Employer _____

Address _____

City, State, Zip _____

Dates of employment _____

Title or area of responsibility _____