

**United States Air Force
High School Educators Program**

PROGRAM MANAGER

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PURPOSE OF PROGRAM

This program has been in existence since 1964 when the Academy realized the importance of the "first contact" concept - students seeking guidance from high school educators on college choices.

The objective of the program is to train educators in the process of identifying potential candidates for the Academy. This is accomplished through visiting the campus facilities, receiving briefings from the various staff agencies on the Academy, and spending time with the cadets.

APPLYING FOR THE PROGRAM

The Admissions Office, through the school ETS code, tracks productivity from the school the educator represents for a period of three years. This information provides us information on program effectiveness and target marketing area, therefore educators recommended for attendance should not be within three years of retirement. We also prefer only one educator from a school, but in special cases, will accept two (e.g., the school has a large student population).

The deadline to apply for the program is 30 June 2009 (see program application). Invitation/registration information is sent to the educators by mid-July to the educator's home address with a deadline to register by the end of September.

VISIT DATES AND PROGRAM

PROGRAM DATES

8 – 11 November or 6 – 9 December

It is the educator's choice which date to attend.

This is a Sunday through Wednesday program. Educators are welcome to come in early or stay after the visit (up to 7 days either way); however, they do so at their own expense, except for the airline ticket.

COSTS

HOTEL (Educator's Responsibility):

Admissions Programs Office arranges the location of the lodging. The hotel selected offers government rates (far below market rate), great service and outstanding amenities. Approximate cost for lodging is approximately \$290 for three nights. Exact lodging information will be sent with the invitation/registration package.

Educators may stay with friends or relatives that are in the Colorado Springs area.

TRAVEL (Provided by the Academy):

The Academy pays for and arranges all airline travel. Because the educators are traveling on government orders, they are subject to the arrangements we make for them. The Academy, through the Air Force, contracts with certain airlines and all flights go from the educator's requested place of departure (or nearest contracted airport) into Colorado Springs and return. We do not authorize or arrange any deviations in flights. Educators can drive if they live within 8 hours of Colorado Springs; however, they need to coordinate with the Programs Office in advance. They will be reimbursed for gas mileage.

Arrangements will be made to pick up and return the educators to the Colorado Springs Airport from the hotel (more information follows after registration) and we provide transportation to and from all scheduled events during the orientation.

MEALS (Provided by the Academy through Reimbursement):

The educators are put on government orders and will be paid a daily per diem for meals. The educators, however, do need to pay for their meals upfront and then upon completion of the orientation, they are paid the prevailing per diem for Colorado Springs at the time of the visit, approximately \$154.00.

SPOUSE/GUEST

A spouse or a guest can attend. The spouse or guest will be required to pay for their own transportation here and the activities they wish to participate in.

THE PROGRAM – A QUICK OVERVIEW

Sunday is a travel day with an opening Meet and Greet dinner at the hotel that evening.

Monday will consist of briefings with the mission of the Air Force Academy and facility tours. Lunch is at the Football Stadium press box with some coaches and Athletic Department personnel. Dinner is on your own that evening. There are some nice restaurants within walking distance of the hotel. (NOTE: During the academic year, sporting or other events are held on the weekend days only.)

Tuesday morning we will have a briefing and then you will go with a cadet escort to two classes and lunch at Mitchell Hall. After lunch we will have additional briefings and facility tours. Proposed: Dinner at Mitchell Hall followed by entertainment from our Cadet Performing Choir.

Wednesday is a travel day with no planned activities.