

Yale ALUMNI SCHOOLS COMMITTEE

Overview for Members

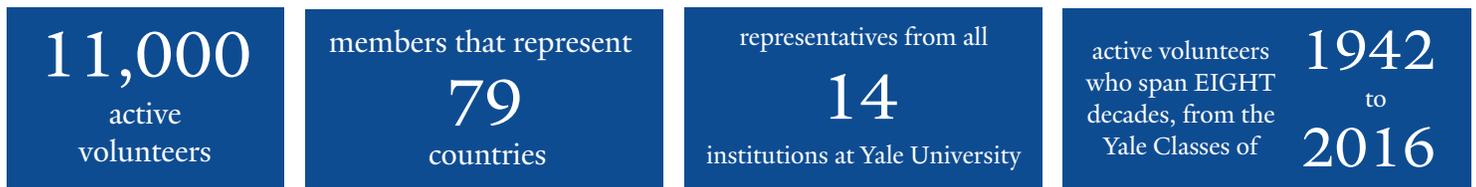
This resource is intended to give ASC members a quick overview of the ASC Program to help get you started with the 2017-2018 application cycle. We encourage you to visit the [ASC Orientation](#) for in-depth coverage of the ASC Program and the interviewing cycle.

Overview of the ASC

The ASC is a network of alumni volunteers who share a passion for Yale and conduct interviews on behalf of Undergraduate Admissions with the goals of:

1. Providing crucial information about applicants to Yale so that the admissions committee can make better decisions as it shapes the freshman class; and
2. Establishing a Yale presence that educates the local applicants and community about Yale's unique opportunities, values, and character.

As of September 2017, the ASC consists of:



The Interviewing Process



The process of completing an alumni interview involves several phases and action items. The following diagram outlines these phases, as well as key pieces of information that provide deeper guidance at each step of the process. We hope you enjoy conducting interviews for the ASC Program!

Why Your Work is Important

Ambassadorship: In many cases, the interview may be the only time the applicants have direct contact with a Yale community member. As a result, the interview can be an influential moment for the applicant, even beyond the application process. Your interaction with applicants can illuminate the University's strengths and ethos, and for admitted students, it may contribute significantly to their choosing us over other attractive options.

Interviews: Perceptive written impressions help the Admissions Committee envision the personal and intellectual qualities that may make some high-achieving students stand out among others. Additionally, your reports can lend important context for the applicant. The interview report remains one of the few documents that provides a window into a spontaneous interaction with the applicant. As a result, they are some of the most frequently viewed documents in our Admissions Committee.

NEXT PAGE



4

THE ASSIGNED VOLUNTEER RECEIVES NOTIFICATION OF AN INTERVIEW REQUEST VIA EMAIL AND CONFIRMS THE REQUEST



5

THE VOLUNTEER SCHEDULES THE INTERVIEW AND MEETS THE APPLICANT



6

THE VOLUNTEER WRITES THE INTERVIEW REPORT



7

THE VOLUNTEER SUBMITS THE REPORT THROUGH THE ASC PORTAL

Where To Conduct Interviews

Interviews tend to last between 45 minutes to 75 minutes. Anything shorter than that may miss out on important information; anything longer may feel exhausting. Like many great conversations, interviews happen in a variety of places:

- Coffee shops
- Public libraries
- Students' high schools

Please do not interview students in private residences (either your own or the students').

Guidelines for Writing Interview Reports

The impressions you form through the interview may provide key insights as we shape the class. While there is no set format for interview reports, here are a few examples of themes you may learn from the interviews:

- Intellectual strengths and energy
- Academic interests
- Flexibility in thinking, openness
- Expressive abilities
- Nonacademic interests or talents
- Personal qualities
- Distinctive or unusual talents and/or circumstances

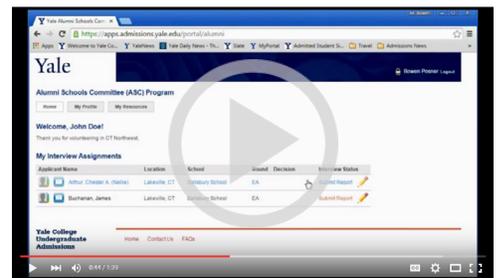
Yale interviews are meant to be conversations rather than interrogations, where applicants learn about Yale even as volunteers are learning about applicants. Expect applicants to ask about your own Yale experiences; they're just as curious as you are! Ultimately, we hope the interview is a meaningful interaction for both the student and the volunteer.

Quick Tips

- We recommend completing your reports shortly after the interview.
- If you have a problem completing an interview, let your ASC Director know right away. Please still submit a report if a student declines the interview or is unresponsive to your messages.
- Applicants may ask questions to which you do not know the answer. That's okay! Feel free to direct them to the admissions office for accurate information at asc@yale.edu.

The ASC Portal: Interview Requests and Reports

To see your interview requests, view applicant contact information, and to submit your interview reports, you should log-in to the [ASC portal](#). Please watch this [brief instructional video](#) to take a walk through the updated portal.



Important Dates and Additional Resources

Please keep the following dates and additional resources in mind during your work as an interviewer:

- **November 1st:** Early Action application deadline. While some interviews may happen before this date, this is the official kick-off of the interviewing season.
- **December 1st:** Deadline for Early Action interview reports
- **January 2nd:** Regular Decision application deadline. You may start interviewing before the start of the new year.
- **February 15th:** Deadline for all interview reports

