



Higher Education Consultants Association- HECA

Preliminary Schedule for New Consultant Training

Monday, June 23, 2008
University of Tampa, Tampa FL

8:30 - 9:00 am	Registration Coffee and Juice
9:00 - 9:30 am	Welcome
9:30 - 10:30 am	Session I - Your Consulting Focus a. How do you choose your consulting focus? b. Working effectively with family and student
10:30 - 10:45 am	Break
10:45 - 12:00 pm	Session II - Your Business Focus a. Setting up your business/Best practices b. Sustaining your practice c. Liability/insurance
12:00 - 1:00 pm	Lunch
1:15- 2:30 pm	Session III - Standards and Ethics a. Mentoring b. HECA membership c. Resources for Ongoing Professional Development d. Getting the Most Out of Your College Tour
2:30 - 2:45 pm	Break
2:45 - 3:45pm	Campus Tour of University of Tampa
4:00pm - 5:15pm	Session IV - Case Study Review (family and student focus) a. Determining the "best" solution for students and families b. Concluding remarks, addressing questions presented earlier in the day