

## Admissions Director

Achieve's Admissions Director will streamline your school's entire Admissions process. From the moment a family expresses interest in your school through their student's enrollment and beyond, Admissions Director will help you track extensive information on each individual and family. Begin with tracking detailed prospective student data during the inquiry stage, through interview, visit, and ultimately registration. Gathering this information into a comprehensive system allows you to focus on prospective students and their families, not cumbersome data maintenance. Our integrated database will simplify your workload by providing you with the ability to send automated correspondence at each stage of the Admissions process.

With Admissions Director, your Admissions Office will quickly and efficiently track all of the following data:

- Grade and Year Applying For
- Dates of Inquiry and Application Progress
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- Evaluation Date and Time
- Parent Visit and Communication Details
- Open House and Tour Attendance
- Personal Referrals
- Non-Attending Sibling Information
- Lead Source
- Applicant Interests
- Forms Received
- Current and Previous Schools
- Teacher and School Evaluations
- Additional Comments or Notes
- Custom Fields