



## **EDUCATORS & COMMUNITY HELPING HISPANICS ONWARD**

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Dear Director of Admission/Multicultural Recruiter:

July 2011

Since its creation, the members of Educators & Community Helping Hispanics Onward (ECHHO) have been dedicated trailblazers from various non-profit colleges/universities, businesses and community organizations whose focus is the development of productive recruitment efforts throughout Latino communities in Ohio. ECHHO is fully committed to working in collaborative efforts with parents, high school/vocation center counselors and administrators to provide a much needed vehicle that showcases quality Latino students through college fairs and college access information sessions. And as the demand for college-prepared students increases so will the need for more organizations that promote college access and awareness.

It is with this increase in mind that ECHHO requests to collaborate with your institution as we attempt to prepare Latino students for college. Our goal is to reach Latino students where they are to provide them with college access information and assist them as they make the transition from high school to college. We provide recruitment opportunities in communities with large Latino populations and provide a venue for members to network and advise each other in multicultural recruitment issues. Our members come from a variety of two-year and four-year institutions across Ohio and surrounding states to promote educational opportunities for this particular group of students that continues to grow. Most institutions have experienced increases in the number of applications received and the number of students enrolled at their institutions because of their participation in ECHHO and we hope that your institution considers joining the ECHHO family.

Membership in ECHHO comes with a plethora of benefits, not only for the students and communities we serve but for your institution as well. We are currently hosting college access/recruitment programs in Bowling Green, Toledo, Leipsic, Fremont, Lorain, Youngstown, Columbus, Dayton and Cleveland, Ohio. These programs are publicized throughout each community, but only ECHHO member institutions are eligible to participate. In addition to the college access/recruitment programs, ECHHO annually awards scholarships to deserving students who are currently enrolled at or are planning on enrolling at one of our member institutions. Membership in ECHHO also provides the opportunity to plug into the Latino communities throughout Ohio as we work with local colleges/universities and community partners to organize our college fair programs.

To become an ECHHO member, you must submit a membership application and membership fee. Please review the membership packet, dues invoice and program schedule provided in this packet for more information about the terms of membership. Once all of your membership materials are received, you will receive confirmation of your membership and information about all ECHHO programs and quarterly meetings. Of course, if you do have questions please do not hesitate to contact me directly at [jcumba@bw.edu](mailto:jcumba@bw.edu) or 440.826.8023. Thanks in advance for your time and we look forward to working with you this year to promote educational opportunities!

Cordially,

Julio Cumba  
ECHHO President



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### Terms of Membership

#### Benefits of Membership

- Invitations to ECHHO programs
- Opportunities to meet college bound Latino students from across Ohio
- Student contact information from ECHHO fairs attended
- Scholarship opportunities for students attending ECHHO member institutions
- Listed in ECHHO Web Directory
- Added to the ECHHO members listserv
- Information sharing on Latino resources and student success strategies

#### Responsibilities of Membership

ECHHO is a non-profit organization that relies on volunteers to accomplish its goals of increasing awareness and participation in higher education by Latino students. Member institutions are expected to appoint a representative to:

- 1) Serve as a liaison to ECHHO
- 2) Attend its college fairs and quarterly meetings

**Note: All ECHHO members who participate in College Fairs must adhere to OACAC College Fair guidelines. Please refer to ECHHO & OACAC Guidelines at the end of this packet.**

- 3) Assist with ECHHO programs and services.
- 4) Provide in kind service as a volunteer for your institution

#### Membership Dues

The membership year for ECHHO is July 1 through June 30. Dues are as follows:

Four-Year Colleges/Universities ** (public or private)	\$150.00
**Regional and branch campuses are expected to pay a separate fee	
Regional Colleges (community colleges, technical schools, branch campuses)	\$125.00
Additional Active Staff Dues (additional institution membership fee per person)	\$35.00
Associate Members (individuals not affiliated with a college or university)	\$35.00
College Student Membership (Attends any member college or university)	\$20.00
Businesses, Government Entities or other Corporations	\$150.00

#### Dues Payment

A check for membership, payable to ECHHO, must accompany the membership application. Payment and application **must be received by September 7<sup>th</sup>** in order to be included in the ECHHO membership directory. Send all items to the address listed at the end of the membership application.



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### 2011-2012 Membership Application

1. To be included in membership directory, payment & application must be received **no later than September 7<sup>th</sup>**
2. Calendar year runs from July 1, 2011 – June 30, 2012.
3. Please notify ECHHO president of any changes in personnel throughout the calendar year.
4. Membership checks, **payable to ECHHO**, are to be accompanied and mailed with this application to:

**ECHHO Membership Committee**  
**3104 W. 25<sup>th</sup> St, 4<sup>th</sup> Floor**  
**Cleveland, OH 44109**

### Membership Application

(Please check one):

\_\_\_\_\_ New Member

\_\_\_\_\_ Membership Renewal

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Web Site Address: \_\_\_\_\_

**Primary ECHHO Representative Information:** Please complete the following for the primary representative.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_



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**Additional Staff:** List the names of all people on your staff who wish to hold individual membership in ECHHO at \$35.00 per person. (Not including the primary representative listed above)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_



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### 2011-2012 Program Schedule

Below is the ECHHO programming schedule for fall 2011. Most college fair programming will take place between the hours of 9:00am - 1:00pm. Please indicate the programs that your institution will attend and you will receive detailed information regarding each ECHHO program your institution has elected to attend.

**Institution Name:** \_\_\_\_\_

Paid ECHHO members for 2011-2012 are able to participate at:

\_\_\_\_\_ **\*\*Central Ohio: Franklin County ECHHO College Fair at OSU**  
Saturday, September 17, 2011 (\*\*in collaboration with HSF)

\_\_\_\_\_ **Northwest OH: Lucas/Wood County ECHHO College Fair at Owens Community College**  
Tuesday, September 20, 2011

\_\_\_\_\_ **Northwest OH: Putnam County ECHHO College Fair at Leipsic HS**  
Wednesday, September 21, 2011

\_\_\_\_\_ **Northwest OH: Sandusky County ECHHO College Fair in Fremont, OH**  
Thursday, September 22, 2011

\_\_\_\_\_ **Northeast OH: Lorain County ECHHO College Fair at LCCC**  
Wednesday, September 28, 2011

\_\_\_\_\_ **Northeast OH: Mahoning County ECHHO College Fair at The OCCHA, Inc.**  
Thursday, September 29, 2011

\_\_\_\_\_ **Southwest OH: ECHHO College Fair (TBA)**



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### Dues Invoice

<u>TYPE OF MEMBERSHIP</u>	<u>AMOUNT</u>
<b>FULL VOTING MEMBERSHIP DUES:</b>	
FOUR-YEAR COLLEGES/UNIVERSITIES - \$150.00 (Non-profit institutions only) This fee include institution & primary ECHHO member	\$ _____
REGIONAL INSTITUTIONS - \$125.00 (Community college, technical school, or branch campus) This fee include institution & primary ECHHO member	\$ _____
ADDITIONAL ACTIVE STAFF DUES - \$35.00 (Additional institution membership fee per person)	\$ _____
ASSOCIATE MEMBER - \$35.00 (Individuals not affiliated with a college or university)	\$ _____
STUDENT MEMBER - \$20.00 (Attends any ECHHO member institution)	\$ _____
BUSINESSES, GOV'T OR CORPORATIONS - \$150.00 (Community Partners, Financial Institutions, Government Entities) This fee include institution & primary ECHHO member	\$ _____
<b>TOTAL AMOUNT DUE:</b>	<b>\$ _____</b>

Please make check payable to ECHHO. Tax Federal ID#: 34-1713260. Please mail the invoice, application form, college fair registration form, and payment to:

**ECHHO Membership Committee  
3104 W. 25<sup>th</sup> St, 4<sup>th</sup> Floor  
Cleveland, OH 44109**



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### **OHIO ASSOCIATION FOR COLLEGE ADMISSION COUNSELING (OACAC) COLLEGE FAIR PARTICIPATION**

The following guidelines apply to OACAC members, or affiliated members, or any organization when participating in an OACAC supported college fair. These guidelines are consistent with the guidelines developed by the National Association of College Admissions Counseling (NACAC) for the National College

Fair programs:

1. OACAC makes every attempt to keep the focus of college fairs on education, not promotion. You may distribute only:

- ◆ Brochures, catalogs, and other appropriate items that provide a factual description of your institution and its programs and only from your table.
- ◆ You may not distribute plastic bags, calendars, bumper stickers, buttons, pennants, candy or any other promotional material at the fair site.

College representatives who exhibit at Articulation are expected to distribute only official printed materials regarding the educational programs or student life of their respective colleges or universities so the intent of the exhibit remains intact. Promotional exhibits or displays and any kind of “give-a-ways” are prohibited. This may include, but is not limited to, promotional items such as pens, key chains, clothing, toys, food or gifts of any kind.

2. All participants are required to remain behind their tables when interacting with students.

3. If audiovisual equipment is permitted, it must be confined to the representative’s assigned space. All audio equipment must be used at low volume, and noise levels kept to a minimum. The host institution reserves the right to determine at what point sound constitutes interference with others and must be discontinued.

4. Table top displays must not impede the view of other participants’ tables and must allow representatives to remain behind their tables.

5. No more than four representatives shall staff one institution’s table at any one time. The site coordinator must approve exceptions to this table limit, in advance.

6. Representatives should arrive and be set up at any program prior to the announced opening and should remain until the announced closing.