



August 12, 2011

Dear NCASFAA Professional Affiliate:

I hope your summer is going well and you are preparing for the upcoming 2011-2012 school year. I am excited about serving as chair for the NCASFAA Professional Affiliates Committee this year and look forward to working with you.

This year has definitely been another year for change in the financial aid industry as well as NCASFAA and most especially for the lending community. In light of the changes in regulations which have impacted the very existence of our lending community, the NCASFAA Executive Board has decided to change the Sponsorship Policy for 2011-2012 with some options which will be to your benefit. The NCASFAA **Sponsorship Policy** is attached for you to review. Please note the changes that we made to reflect the Professional Affiliates opportunity to support NCASFAA in all its training efforts for their membership. Training will be the focus of all opportunities made available to Professional Affiliates activities.

2011-2012 Training Opportunities:

Fall Conference (November 2011)
**Embassy Suites
Greensboro, NC
November 6-9, 2011**

Webinars offered throughout the year
Intermediate/Mid-Level training
New Aid Officers training
Support Staff training
Annual Conference (Spring 2012)
**Holiday Inn SunSpree
Wrightsville Beach, NC
April 15-18, 2012**

Once you have had an opportunity to review the new Sponsorship Options and if you have any questions or concerns, please feel free to contact me.

- There will be no individually sponsored activities during any scheduled events conducted by NCASFAA. (This was initially approved by all the NCASFAA Vendors at the spring 2007 conference.)
- There will be four levels of support being offered this year:
 - o Platinum Level - \$2500 (See attached Sponsorship Options)
 - o Gold Level - \$1500 (See attached Sponsorship Options)
 - o Silver Level - \$1000 (See attached Sponsorship Options)
 - o Bronze Level - \$500 (See attached Sponsorship Options)

- NCASFAA membership and Conference Registration is not required to be a Professional Affiliate. But, Association membership is required to serve on any NCASFAA committee.
- All Professional Affiliates wishing to be an Association Member of NCASFAA must pay the yearly Membership Fee as stated in Article IV, Section 2 of the NCASFAA Bylaws.
- All Professional Affiliates wanting to attend conference sessions, meals, and other functions must complete the NCASFAA Conference Registration Form and pay the NCASFAA conference registration fee.
- **NEW for 2011-2012**, all Professional Affiliates attending one or both of the conferences MUST be at the minimum a Bronze Level Supporter.
- **Registered Platinum Level Professional Affiliates who pay their exhibitor fee by a priority date of September 30, 2011, will be placed in a lottery for prime exhibit table location in the Exhibitor area during the Fall and Spring Conferences. The remaining Platinum Level Professional Affiliates who pay their exhibitor fee after the priority date will be placed in a separate lottery for the remaining Platinum Level table locations in the Exhibitor area.**

Registered Gold, Silver and Bronze Level Professional Affiliates exhibit tables will be assigned based on the date of their paid registration on a first come, first serve basis for the remaining Exhibit space after the Platinum Level tables have been assigned.

Please note that there will no longer be complimentary NCASFAA Membership Fees or Conference Registration Fees. All Professional Affiliates wishing to be members of NCASFAA and attend conference functions such as sessions and meals must pay the associated fees as well as at least the Bronze Level. This is for the protection of the Professional Affiliates as well as NCASFAA. The Executive Board hopes that a majority, if not all, of our Professional Affiliates will continue to be members and attend the conference events and meals.

There will still be breaks during the association's conferences. Those breaks will be located in the Exhibitor Area, in addition to other special activities or promotions during the conferences. There should still be plenty of traffic in the Exhibitor Area during the conferences.

Please complete and e-mail the attached Exhibitor Form **by September 15, 2011 or earlier**. My e-mail address is listed below.

THANK YOU in advance for your continued support of NCASFAA. Please let me know if you have questions or suggestions.

Sincerely,

Janet Nowicki
 2011-2012 NCASFAA Professional Affiliates Chair
 Asst Vice President & Account Executive, SunTrust Education Loans
 644 Doe Run Drive
 Kernersville, NC 27284
 PHONE: (336) 831-3137
 EMail: janet.sain@suntrust.com



NCASFAA 2011-2012 Professional Affiliates Form

Professional Affiliates Information (please print neatly or type)

Organization Name: _____

Contact Name: _____

Title: _____

Mailing Address: _____

Telephone #: _____ Fax #: _____ E-Mail: _____

Names and e-mail addresses of associates you want on the Professional Affiliates Committee mailing list:

Professional Affiliates-2011-2012 NCASFAA Sponsorship Options

Platinum Level \$2500

- **Booth at Fall and Spring Conference**
- Priority location based on receipt of full payment by Sept 30, 2011
- Sponsor and/or Present a training webinar for 2011-2012 (topic to be determined in conjunction with NCASFAA Professional Advancement Committee)
- Online Conference Support Recognition with logo, URL and contact info
- Full page ad in Conference Program
- Full page ad in all newsletters
- Permitted to be at all NCASFAA Training Activities for 2011-2012 at no charge except conference (for example, Support Staff, New Aid Officers, Mid-Level, etc)
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Gold Level \$1500

- **Booth at Fall and Spring Conference**
- Online Conference Support Recognition with URL and contact info
- ½ page ad in Conference Program

- ½ page ad in one newsletter
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Silver Level \$1000

- **Booth at either the Fall or Spring Conference**
- Online Conference Support Recognition with contact info
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Bronze Level \$500*

- **General Support, no booth**
- Online Conference Support Recognition
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

(Professional Affiliates who choose not to exhibit may attend both conferences, but will be required to participate at this level as well as paying the required conference registration fees)*

Please e-mail a copy of the NCASFAA 2011-2012 Professional Affiliates Form by September 15, 2011 or earlier to:

Janet Nowicki
NCASFAA Professional Affiliates Chair
E-mail at: janet.sain@suntrust.com

Make a copy of your NCASFAA 2011-2012 Professional Affiliates Form and mail it along with your check payable to NCASFAA by the PRIORITY DATE OF September 30, 2011 to:

Teresa Williams
NCASFAA Treasurer
PO Box 923
Wingate, NC 28174-8289
Fax: (704) 233-9396

Payment Information: Check enclosed _____ Check will follow _____ Invoice required _____

Organization Name _____ Signature _____ Date _____



NCASFAA Professional Affiliates Policy

GENERAL GUIDELINES:

1. The NCASFAA President shall appoint the Professional Affiliates Committee Chairperson. The Chairperson shall work closely with the Budget and Finance Committee Chairperson, the NCASFAA Treasurer and the Conference Committee Chairperson(s) to coordinate activities and funding.
2. Professional Affiliates shall be established for the NCASFAA fiscal year, July 1 – June 30.
3. There will be no individually sponsored activities during any scheduled events conducted by NCASFAA.
4. Previous and potential Professional Affiliates will be sent the NCASFAA Professional Affiliates Form in the summer of each year.
5. There will be four levels of support as described below for 2011-2012 (**please note fees are non-refundable**):

Platinum Level \$2500

- **Booth at Fall and Spring Conference**
- Priority location based on receipt of full payment by Sept 30, 2011
- Sponsor and/or Present a training webinar for 2011-2012 (topic to be determined in conjunction with NCASFAA Professional Advancement Committee)
- Online Conference Support Recognition with logo, URL and contact info
- Full page ad in Conference Program
- Full page ad in all newsletters
- Permitted to be at all NCASFAA Training Activities for 2011-2012 at no charge except conference (for example, Support Staff, New Aid Officers, Mid-Level, etc)
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Gold Level \$1500

- **Booth at Fall and Spring Conference**
- Online Conference Support Recognition with URL and contact info
- ½ page ad in Conference Program
- ½ page ad in one newsletter
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Silver Level \$1000

- Booth at **either** the Fall or Spring Conference
- Online Conference Support Recognition with contact info
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

Bronze Level \$500*

- General Support, no booth
- Online Conference Support Recognition
- May Present/Moderate at the request of the Professional Advancement Committee and the Conference Committee

(* Professional Affiliates who choose not to exhibit may attend both conferences, but will be required to participate at this level as well as paying the required conference registration fees)

6. NCASF AA membership and Conference Registration is not required to be a Professional Affiliate. Association membership is required to serve on any NCASF AA committee.
7. All Professional Affiliates wishing to be an Association Member of NCASF AA must pay the yearly Membership Fee as stated in Article IV, Section 2 of the NCASF AA Bylaws.
8. All Professional Affiliates wanting to attend conference sessions, meals, and all other conference functions must complete the NCASF AA Conference Registration Form and pay the NCASF AA conference registration fee as well as at least the Bronze Level.
9. All fees must be paid to the NCASF AA Treasurer **by October 15th**, unless other arrangements have been made with the Professional Affiliates Chairperson.
10. Platinum Level Professional Affiliates whom pay their Fee by a priority date of **September 30th**, will be placed in a lottery for prime exhibit table location in the Exhibitor area during the Annual Conference.

All other exhibit tables will be assigned based on the date of their paid Fee on a first come, first serve basis for the remaining Exhibit space after the Platinum Level tables have been assigned.

11. Ad sizes in b/w jpeg for the NCASF AA Newsletters and Conference Program will be determined by the level of support paid.
12. No random drawings for prizes will be allowed during any NCASF AA sponsored event or activity. Items or giveaways of nominal value (\$10 or less) are allowed at the conference Exhibitor's tables.
13. In the event of a merger between two or more Professional Affiliates during the NCASF AA fiscal year. No refund of the Fee to the no longer existing Professional Affiliate will occur.
14. The Executive Board reserves the right to deny a Professional Affiliate the opportunity to pay for exhibitor space at the association conferences. Generally, this would occur when a

Professional Affiliates appears, by action and/or words, to not be in concert with the Association's goals and objectives.

Revised 7/28/11