

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1085988
Vendor Name: IACAC
Invoice Number: 08112021
Invoice Date: 08/17/21
PO Number:
Check Number: 0284783
Check Amount: \$ 490.00
Check Date: 09/14/2021
Voucher Number: V0694247
Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: acctpay@cod.edu
To: [Nagle, Lynda](#)
Subject: Voucher Confirmation: V0694247
Date: Tuesday, August 17, 2021 3:42:24 PM

Voucher Number V0694247
Voucher Status In Progress (Unfinished)

Requestor Name Ms Lynda G. Nagle

Voucher Date 08/17/21

Due Date 09/03/21

Vendor ID and/or Name 1085988 IACAC

AP Type IM Invoices < \$15,000

Voucher Total \$490.00

AP VERIFIED
08/19/21 - BETHANY CRUSE

ITEM 1

Item Description College Fair registration

Quantity 1.000

Price \$430.0000

Extended Price \$430.00

GL Distribution 01-30-00445-5501002

Tax Info

ITEM 2

Item Description StriveScan

Quantity 1.000

Price \$60.0000

Extended Price \$60.00

GL Distribution 01-30-00445-5501002

Tax Info

COMMENTS

North Central College, 3/16/22

Hinsdale District 86, 3/17/22

Lyons Township High School, 4/6/22

APPROVAL

DATE

Justin Hardee
Digitally signed by Justin Hardee
Date: 2021.08.18 10:39:19
-05'00'

NEXT APPROVALS

From: [IACAC College Fair Committee](#)
To: [Nagle, Lynda](#)
Subject: [External] IRCF Registration Pending
Date: Thursday, August 12, 2021 7:30:39 AM
Attachments: [Lynda-Nagle-College-of-DuPage.pdf](#)

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IACAC Illinois Regional College Fair Registration

Thank you for registering for the IRCFs for 2021-2022. Confirmation information and directions will be sent to this account from the individual host site(s). **If you will not be the one attending, it is your responsibility to forward individual fair information to the appropriate representatives.**

Attached is a copy of your registration submission. Although your spot is reserved, your registration is not complete until your payment is received. *If payment is not received at least two weeks before the event, your registration will be canceled.*

Amount due: 490

Checks payable to: IACAC

Mail to:

IACAC
PO Box 279
Mount Prospect, IL 60056

Additionally, please be aware that the following guidelines apply:

Alumni representatives are not permitted to attend the following programs:

Plainfield School District 202, Macomb Area, District 211, College of Lake County - Fall & Spring, Five County at Southeastern Illinois College, Lewis University, Tri-State, Southern Illinois University Carbondale, Glenbrook

Cancellation Policy

Should IACAC or the host site need to cancel their fair, a full refund will be provided. Should an individual need to cancel their registration a 50% refund will be given, if the cancellation request is received more than one month from the fair. A 25% refund will be given if the request is received before 2 weeks from the fair. A \$10 cancellation processing fee will also apply. To cancel, contact Linda Haffner at lhaffner@iacac.org.

Additional information regarding unlocking your IRCF StriveScan credits will be forthcoming.

If you have any questions, please contact icf@iacac.org.

From: Nagle, Lynda <naglel@cod.edu>
Sent: Wed Aug 18 11:54:07 CDT 2021
To: invoicing@cod.edu
CC:
Subject: FW: IACAC College Fair registration - Check voucher request for \$490

Good morning COD invoicing.
If you are able to process the attached for us in this check cycle, that would be appreciated.
I trust all the documentation is in order. Thanks so much. Lynda

Respectfully,

Lynda Nagle
Administrative Assistant
Office of Admissions and Outreach
College of DuPage
425 Fawell Blvd. | SSC 2207 | Glen Ellyn, IL 60137-6599
Phone: 630.942.2441 | Fax: 630.790.2686 | naglel@cod.edu

From: Nagle, Lynda <naglel@cod.edu>
Sent: Tuesday, August 17, 2021 3:53 PM
To: Hardee, Justin <hardeej@cod.edu>
Subject: IACAC College Fair registration - Check voucher request for \$490

Hi Justin.
Please review check voucher and supporting documents for IACAC College Fairs in the amount of \$490.
With your approval, please digitally sign the voucher request and return to me.
Thank you. Lynda

Respectfully,

Lynda Nagle
Administrative Assistant
Office of Admissions and Outreach
College of DuPage
425 Fawell Blvd. | SSC 2207 | Glen Ellyn, IL 60137-6599
Phone: 630.942.2441 | Fax: 630.790.2686 | naglel@cod.edu



[attachment: Lynda- Nagle-College-of-DuPage.pdf]
[attachment: [External] IRCF IACAC Registration pdf.pdf]
[attachment: IACAC College Fairs Hardee approval 8 5 21.pdf]
[attachment: JH - Signed_IACAC College Fairs Voucher Confirmation_ V0694247.pdf]



College of DuPage

Registration for the Illinois Regional College Fairs

Name	Lynda Nagle
Email	naglel@cod.edu
Phone Number	(630) 942-2441
Organization	College of DuPage
Organization Membership Status	At least one person from our organization is an IACAC member
Organization Address	425 Fawell Blvd. Glen Ellyn, Illinois, 60137

Instructions

IACAC encourages institutions to have one person submit this registration form, regardless of whether that will be the person attending an individual fair. As long as one individual from your institution is a member, you can qualify for the member rate. To find out if your membership is active, [search here](#). Use advanced search to select Registered and search by institution name.

Basic Search

Advanced Search

Please select from the member types and status options available below.

Advanced Search: Step 1 of 2

Registered

Member Type*

**Selecting a specific member type will configure your search with optimal criteria*

Select: All | None

☐ Community Administrator

☒ College or University

☐ Secondary, Jr High, Elem, District

☒ Related Educational Services

☐ Independent Counselor

Continue

If you register at the member rate but are not in fact an active member, you will be billed the price difference.

Before completing this registration form, make sure no one else from your organization has already registered. The form will not submit if your organization has already submitted it. To edit an existing registration, contact Linda Haffner at lhaffner@iacac.org.

Registration fees for the 2021-2022 Illinois Regional College Fairs will now include the StriveScan Student Scanning fee automatically (no need to purchase credits separately for the IRCFs). IACAC is offering a generous discount on the StriveScan fee the more fairs you register for. See the chart below for the cost breakdown.

# of Programs Attending	Member Price	Non-Member Price	StriveScan Fee per Fair
Just 1	\$230	\$380	\$20
2 to 6	\$430	\$580	\$20
7 to 11	\$580	\$730	\$19
12 to 16	\$730	\$880	\$18
17 to 20	\$830	\$980	\$15
21 or more	\$955	\$1,105	\$10

Restrictions

Community colleges are not allowed at the Danville IRCF.

For-profit institutions are not permitted to register for the following programs:

Maine Township District 207, Parkland College, Plainfield School District 202, Danville Area Community College, Macomb Area, Marian Catholic, District 211, Greater McLean County, Joliet Junior College, College of Lake County - Fall & Spring, Five County at Southeastern Illinois College, St. Louis Metro East, Lewis University, Bradley University, Fox Valley, Tri-State, Niles Township District 219, Southern Illinois University Carbondale, District 214, Lyons Township High School, Glenbrooks

If you are a for-profit/proprietary institution and a fair that you are interested in does not allow your institution type to register, you are welcome to contact fair coordinators directly to see if they will make an exception. Fair coordinator's information can be found on the [IACAC College Fair Calendar](#). If they accept your registration, you can contact Linda Haffner at lhaffner@iacac.org to register manually.

Registrations will ONLY be accepted from accredited, degree-granting, postsecondary institutions; vendors, military recruiters and ROTC officers cannot be accommodated.

Alumni representatives are not permitted to attend the following programs:

Plainfield School District 202, Macomb Area, District 211, College of Lake County - Fall & Spring, Five County at Southeastern Illinois College, Lewis University, Tri-State, Southern Illinois University Carbondale, Glenbrooks

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Registration Certification

By proceeding with this registration, you are confirming that you have answered the above questions accurately and will only register for the fairs allowable per each site's rules. Should this form be falsely submitted, your registration will be canceled.

IRCF Registration

NCC IRCF	North Central College, 3/16, 6-8 pm
Hinsdale IRCF	Hinsdale District 86, 3/17, 6-8 pm
Lyons IRCF	Lyons Township High School, 4/6, 6:30-8 pm
Total Number of Fairs	3
Registration Fee	430
StriveScan Fee	60
Total Cost	490

From: [Hardee, Justin](#)
To: [Nagle, Lynda](#)
Cc: [Hardee, Justin](#)
Subject: RE: IACAC College Fairs - Registration deadline - Sept. 3rd - Some may already be filled
Date: Thursday, August 5, 2021 5:47:41 PM

Ok, lets register for them. I know the reps want to attend them, if possible.

Distant Regards,

-Justin Hardee
Pronouns: He/Him/His
Interim Manager for Admissions & Outreach and Campus Central
College of DuPage | Student Services Center
425 Fawell Blvd. | Glen Ellyn, IL 60137-6599
O: 630-942-3977 | E: hardeej@cod.edu

From: Nagle, Lynda <naglel@cod.edu>
Sent: Tuesday, August 3, 2021 3:48 PM
To: Hardee, Justin <hardeej@cod.edu>
Subject: IACAC College Fairs - Registration deadline - Sept. 3rd - Some may already be filled

Hi Justin.

The deadline to register is Sept. 3rd if we are interested in participating in IACAC College Fairs. Some **fairs may already be filling up per the email below.**

In the past, we've attended:

Wed. March 16, 2022 – North Central College from 6-8

Thursday - March 17, 2022 – Hinsdale District 86 from 6-8

Wed. April 6, 2022 – Lyons Township from 6:30-8:00

Cost: 2 to 6 Fairs is \$430 PLUS
\$20 for each StriveScan

So, \$430, plus \$60 would total \$490 and we could pay via Check voucher request. (\$500 limit)

More than that, we may need to ask Cesar to use his P-card or create a PO.

Additional considerations and cost would be if Rio wanted to attend Addison Trail (Tuesday, April 12 from 6-8) and Stephanie mentioned possibly attending out of district fairs.

I would also suggest outlining late night coverage for the office on those college fair nights, to

coordinate reps attending the fair and office late night office coverage, as that has caused some scheduling difficulties on the past.

Please let me know how I may assist going forward.

Thank you. Lynda

From: Illinois College Fair <icf@iacac.org>

Sent: Tuesday, August 3, 2021 8:03 AM

To: Nagle, Lynda <naglel@cod.edu>

Subject: [External] One month left to register!

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[View in browser](#)

IRCF Registration

Registration for the **Illinois Regional College Fairs (IRCF)** is underway and closes on September 3rd. Register for both fall and spring now to secure your spot at the fairs you want! To help everyone prepare for this year's registration, **[check out this video](#)** of a guide to submitting this year's form.

New features:

- Deadline of 9/3 for fall and spring fairs due to space limitations; if space allows, registration will re-open in the winter
- Only one submission allowed per institution
- StriveScan fee now included automatically
- New cancellation policy
- Real-time tracking of available spots at each fair

Only 10 spots left at one of the IRCFs!

IRCF Registration

Student Scanning is Back!

StriveScan is excited for the return of in-person college fairs to many parts of the country! In the coming weeks, we're launching several new features to make scanning easier, more secure, and better than ever.

Plus, StriveScan is coming to several states and fairs!

To get you and your team ready, StriveScan is hosting a [**series of training webinars**](#) before travel season kicks off! Share this with your office and pick the level that is right for you.

StriveScan 101

StriveScan 201

StriveScan 301

[Learn More](#)

6x6 Virtual Program Registration

IACAC has also partnered with StriveScan to offer a 6x6 virtual college fair program on September 19 & 20. Registration for that program is separate from the IRCF registration. Fees for the fall 6x6 are \$100 for members and \$150 for nonmembers. More information can be found [here](#).

[6x6 Member Registration](#)

[6x6 Nonmember Registration](#)

Illinois College Fair Calendar

The **2021- 2022 College Fair Calendar** is available on the IACAC website!

Calendar Features



- Filters
- Export to Excel
- View on a map
- Calendar view
- Student scanning
- Updates
- Help

Calendar

If you need to add your college fair to the calendar, please use the **add a fair form**. If you need to update the information already listed for your fair, please use the **update a fair form**.

Questions?
Contact
icf@iacac.org



This email was sent as part of your membership or prior relationship with the Illinois Association for College Admission Counseling.

IACAC
PO Box 279
Mount Prospect, IL 60056-0279
(800) 829-0176 / (847) 577-2953
iacac@iacac.org



If you would like to unsubscribe: <https://members.iacac.org/general/opt.asp?e=naglel@cod.edu>

