



**University of Nebraska–Lincoln
Office of Admissions
Nebraska Alumni Association
Alumni Recruitment Volunteer Code of Conduct**

As an alumni volunteer, you are a representative of the University Of Nebraska–Lincoln. In order to maintain the reputation for professional excellence of the University, the UNL Office of Admissions and the Nebraska Alumni Association, you are expected to display good judgment and courtesy when dealing with prospective and current students.

If you serve as a UNL volunteer, you must adhere to the following code of conduct:

- Represent the University of Nebraska–Lincoln in a professional and positive manner. Always provide accurate information.
- Be good stewards of the University of Nebraska–Lincoln and its brand.
- Promote the University of Nebraska–Lincoln through Office of Admissions and Nebraska Alumni Association officially-sanctioned events. This may include but is not limited to: college fairs, scholarship events, Office of Admissions admit receptions and/or next step visits, Scarlet Scholar retention programs, and/or other approved events. Events must be approved in writing by the Executive Director of Admissions and/or Executive Director of the Nebraska Alumni Association or his or her designee.
- Familiarize yourself and abide by the National Association for College Admission Counseling Statement of Principles of Good Practice (SPGP) at admissions.unl.edu/alumni.
- Do not communicate with students (potential or current) outside of University sanctioned events, including the use of any form of social media, personal email or individual meetings.
- Encourage students to contact their Admissions Counselor (prospective students) or the Nebraska Alumni Association (current students) if you are uncertain about the answers to a question.
- Refrain from making negative or inflammatory remarks about the university and other institutions, The Nebraska Alumni Association, the Athletic Department its administrators and students.
- Refrain from accepting and/or providing gifts, incentives, and perks to or from prospective and current UNL students.

Questions regarding the Alumni Recruitment Volunteer Code of Conduct should be directed to:

**Amber Hunter, Executive Director of Admissions
Diane Mendenhall, Executive Director for Nebraska Alumni Association**