



The Ivy League Connection

THIS IS A GENERIC SET OF GUIDELINES

AN APPLICANT'S GUIDE

to the

XXX INTERVIEW

Congratulations on making it to the Ivy League Connection's interview session to be a member of the XXX cohort. Just to get this far is testimony to your abilities.

The purpose of these guidelines is to give you the specific information you'll need and want to continue with this process. Should you have any questions, please feel free to contact Don either by email at dongosney@comcast.net or on his land line at 233-2060. If, for some reason, you need to call Don as you approach the interview time, please call him on his mobile number at 685-2403.

MAJOR PREPARATION

The most important thing you can do to prepare for these interviews is to **relax**. There is absolutely nothing for you to be anxious or worried about. When you arrive for the interviews, you will be met by people who are all on your side. If they had the means, all of you would be heading to XXX this summer. You have to ask yourself what the very worst thing that could happen to you might be: you don't get selected. We've been there before and can assure you that this will not be the end of the world. Life will go on.

ADVICE: Make sure that you eat something before arriving. We will not have snack food but we will have water and you don't want to get light headed because you need sustenance.

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THE WHERE AND THE WHEN

The when is **XXX** morning (**XXXth**) at **X:00 AM/PM**

The where is the **XXX**.

IF YOU ARE HAVING DIFFICULTIES BEING THERE ON TIME, CALL DON AT 685-2403.

HOW TO DRESS

Dress like you would if you were applying for a senior management position at the White House.

For the ladies: a dress, skirt and blouse or pantsuit would be appropriate.

For the gents: if you have a suit **that fits** or slacks and a sport coat, these would be appropriate. If you wear a tie, check out the many YouTube videos and learn how to tie a decent knot. Use the mirror in the waiting room to make sure that your knot is centered and appropriately located. The broad part of your tie should come to about one and a quarter inches below the top of your slacks.

Just like at a snazzy night club, dress inappropriately and you will be turned away. Street clothes, jeans, t-shirts, sports shoes or sandals will get you turned away at the door.

ADVICE: Facial jewelry and wildly colored hair may make you the hit in your classrooms but at this level the panelists won't hear a single word you say. They'll spend the entire interview staring at you and wondering why you're not taking them seriously. Do what you feel is best for you but don't be surprised if the results you're seeking are not the results you end up with. [See next page for some visual aids.]

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INTERVIEW TIPS

A set of interview tips has been provided to you well in advance on the web site but they've been attached here, too. Accept them or reject them—what you do with them is up to you but they can be helpful.

HOW LONG WILL I BE THERE?

You will all need to be there for the duration. Without rushing anyone, we will work to expedite the interview process so we can all get out of there at a reasonable hour.

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Bring something to read or homework to do. You will be waiting in a conference room with plenty of table space. We'll have drinking water but no snacks, no TV and no athletic facilities.

WHAT TO EXPECT

From start to finish, this is what you can expect:

- You will be brought over for Don to take a passport style head shot photo.
- Don will speak to you all about what to expect.
- The group will draw lots to decide the order that you will be interviewed.
- You will be brought in for the interview.
- For the interview, you will sit at the head of the table with the panelists sitting on either side of you.
- Introductions will be made.
- You will be asked 10 questions. [There are no right or wrong answers. We want to know how you think, how you comport yourself, whether you understand the questions and can you sell your position.]
- The questions will be on a card in front of you. Look only at the question you are being asked. Flipping through the questions will be an automatic disqualifier. If you do not understand the question, ask for a clarification.
- Expect that your interview will last between 14 and 18 minutes.
- Your interview will be videotaped and photographed.
- If you lose focus and start to ramble, Don will give you a signal to get you refocused.
- If you ignore Don's signal and refuse to refocus, Don will speak up and cut you off. [Last resort.]
- The last question is given to you in advance so you can prepare for it. This question is listed at the bottom of these guidelines.
- When your interview is concluded, you will return to the waiting room. **You should not discuss your interview with the others who are still**

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waiting to be interviewed. If they learn from your comments, this may give them the advantage over you.

- When all of the applicants have been interviewed, the panelists will review each of your interviews and determine who should become the newest members of The Ivy League Connection.
- If you are not selected, you will be excused from the room.
- If you have been selected, you will need to remain in the room where we will take a group photo of the new cohort with the panelists.
- You will then need to sit and have a brief talk with Don where he will explain what's next for you. He will also give you a packet of forms to read and fill out. Your parents need to read these, too, since their signatures are also required.
- Go home and pack your bags and wait for the shuttle to the airport in July.

At the risk of sounding repetitive: Relax and have some fun every chance you get.

QUESTION #10: Is there anything you can tell us to convince us that you're the best applicant for this scholarship? Do you have any questions?

Best of luck to you all.

