

## MEM Alumni Admissions Ambassadors Program: Information for Volunteers

The MEM program accepts applications in three cycles for Fall 2018:

Round	Application Deadline	Decision Notification	Enrollment Decision Deadline
1	January 15	by March 15	April 15
2	March 15	by May 1	June 1
3	June 1	by June 15	July 1

Select admitted students receive an email from an alum, and alumni will receive assignments no later than one week after the Decision Notification date. Alumni should contact their assigned student as soon as possible but at least one week before the Enrollment Decision Deadline. You'll receive a reminder of this is with each assignment. If you will not be able to make contact in the suggested time, please contact the office at [memp@duke.edu](mailto:memp@duke.edu) right away so that we can reassign your student.

When making contact, introduce yourself as an alum of Duke's Master of Engineering Management Program, and congratulate the applicant on admission to the program. Offer to answer questions about student experiences, classes, activities, campus/the surrounding area, and the effect the program had on your career.

If an applicant asks logistical program questions that you cannot answer, simply tell him or her to contact the MEM Program office at [memp@duke.edu](mailto:memp@duke.edu).

Some helpful links are below, with the **MEM Main Website** at <http://memp.pratt.duke.edu/>

**Current Class Profiles (campus and distance):** <http://memp.pratt.duke.edu/admission-profiles>

**Information on Enrollment Decision Deadlines:** <http://memp.pratt.duke.edu/apply/deadlines>

**General Information for Admitted Students:** <http://memp.pratt.duke.edu/apply/admitted-students>  
**Housing, Durham, etc:** <https://memp.pratt.duke.edu/apply/admitted-students/life-durham>

**Current Tuition and Fees (campus and distance):** <http://memp.pratt.duke.edu/Tuition-redirect>

**Curriculum: Campus -** <http://memp.pratt.duke.edu/campus/degree-requirements>  
**Distance -** <http://memp.pratt.duke.edu/distance/degree-requirements>

**Current Employment Information (campus only):** <http://memp.pratt.duke.edu/campus/employment>