

«Student_First_name» «Student_Middle_name» «Student_Last_name»
«Student_Email»

Dear «Student_Salutation»,

Whenever someone inquires about the [Alumni Council on Admissions \(ACA\)](#) at Penn, we like to send the enclosed information. We hope you find it helpful!

If you are planning a visit to the Penn campus, we hope you'll attend one of our **Legacy Advising Sessions**, in addition to the information session and campus tour offered by the Office of Undergraduate Admissions. You may attend any of these sessions, and reservations are not required. If you mentioned a preferred date and time to visit the ACA, we have noted it here:

«Interview_date» «Interview_time»

Be sure to read the information following our signature below. Please feel free to call or email if you have any questions.

Sincerely,

Alumni Council on Admissions

E. Craig Sweeten Alumni House

3533 Locust Walk

Philadelphia, PA 19104-6226

(215) 898-6888 Fax: (215) 898-5383

aca@dev.upenn.edu www.alumni.upenn.edu/aca

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[Alumni Council on Admissions \(ACA\)](#) is a resource for Penn alumni who have children or grandchildren, "legacies," considering an application to one of Penn's four undergraduate schools. We offer advice and guidance about the college search and application process, mainly through Legacy Advising Sessions.

Please remember that our resources are most helpful before an application has been submitted to Penn. We do not offer evaluative interviews, as our office has no influence on Admission decisions. For every legacy applicant, we send a note to the Admissions Office, verifying the legacy status.

**The day of your campus visit:**

Prior to visiting the Alumni Council on Admissions, we strongly recommend that all prospective students attend the information session and campus tour offered by the Office of Undergraduate Admissions.

The ACA hosts **Legacy Advising Sessions** after the campus tours. These are informal sessions that allow prospective legacy applicants and alumni to learn more about the ACA, Penn's application process, and the college search process in general. [Click here](#) to learn more about these sessions, and to see a full schedule of options (including additional holiday offerings).

**If a student has a particular interest** in the [Wharton School](#), the [School of Engineering](#), or the [Nursing School](#), we would strongly recommend taking their [school-specific tour](#) as well.

**To further assist you in planning your travel to the Philadelphia area**, [our website](#) offers directions to campus, information about local accommodations, and other regional information.

**If you can't make it to campus, no problem!** The ACA staff is also accessible by [phone and email](#).

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Alumni Council on Admissions: [www.alumni.upenn.edu/aca](http://www.alumni.upenn.edu/aca)

Legacy Advising Sessions: [www.alumni.upenn.edu/aca/las.html](http://www.alumni.upenn.edu/aca/las.html)

Frequently Asked Questions: [www.alumni.upenn.edu/aca/faqs.html](http://www.alumni.upenn.edu/aca/faqs.html)

Getting to Know Penn: [www.alumni.upenn.edu/aca/gtkp.html](http://www.alumni.upenn.edu/aca/gtkp.html)

Campus map, directions, parking, local accommodations and regional attractions:  
[www.alumni.upenn.edu/aca/visiting.html](http://www.alumni.upenn.edu/aca/visiting.html)

Penn Admissions: [www.admissions.upenn.edu](http://www.admissions.upenn.edu)

Schedules of admissions information sessions and tours:  
[www.admissions.upenn.edu/visiting/tours.php](http://www.admissions.upenn.edu/visiting/tours.php)

School-specific information & tours:

Wharton School: [www.wharton.upenn.edu/undergrad](http://www.wharton.upenn.edu/undergrad)

The School of Engineering: [www.seas.upenn.edu/under/tour\\_schedule.html](http://www.seas.upenn.edu/under/tour_schedule.html)

The Nursing School: [www.nursing.upenn.edu](http://www.nursing.upenn.edu)