



CEE 2015 Checklist (Cebu, Philippines)

PARTICIPANT

Task	Description	Due Date
<input type="checkbox"/> COURIER PROGRAM MATERIALS	Please send medium-large poster+ program/admission brochures/giveaways by courier to: The Canada Network c/o Earl Blaney #28 Beverly Glen, Lahug Cebu City, Cebu Philippines 6000	March 25, 2015 Please email us tracking number

MINOR SPONSOR

Task	Description	Due Date
<input type="checkbox"/> LOGO	At least 571 width x 318 height (pixels) Email to: info@thecanadanetwork.com	March 20th
<input type="checkbox"/> COURIER PROGRAM MATERIALS	Please send medium-large poster+ program/admission brochures/giveaways by courier to: The Canada Network c/o Earl Blaney #28 Beverly Glen, Lahug Cebu City, Cebu Philippines 6000	March 25, 2015 Please email us tracking number
<input type="checkbox"/> PROGRAM OFFICER NOTES	All program officers will be knowledgeable about your admissions policy/standards as well as your programs via brochures. Write an informal letter to direct us on any further details and points of emphasis you would like stressed to CEE attendees.	March 30 th (Training begins on April 04).

MAJOR SPONSOR

Task	Details	Deadline
<input type="checkbox"/> LOGO	At least 571 width x 318 height (pixels) Email to: info@thecanadanetwork.com	March 20th
<input type="checkbox"/> COURIER PROGRAM MATERIALS	Please send medium-large poster+ program/admission brochures/giveaways by courier to: The Canada Network c/o Earl Blaney #3 Jade St, Guadalupe Cebu City, Cebu Philippines 6000	March 25, 2014 Please email us tracking number
<input type="checkbox"/> PROGRAM OFFICER NOTES	All program officers will be knowledgeable about admissions policy/standards /programs via brochures. Write an informal letter to direct us on any further details and points of emphasis you would like stressed to CEE attendees.	March 30 th (Training begins on April 04).
<input type="checkbox"/> POWER POINT PRESENTATION	Slides : 1 st slide cover slide school name & logo. 2nd & 3 rd slides: (both free design) Speaking notes to support 5-7 minute presentation.	March 30 th