[INSERT ORG LOGO HERE]

Dear NAME,

Thank you for submitting the program proposal **SESSION TITLE** for the 202\_ STATE School Counselor Association Conference in CITY, STATE.

The \_SCA Program Committee reviewed each of the proposals and submitted their evaluations and recommendations for compilation. The committee’s job was a difficult one because the quality of the proposals submitted was outstanding.

The process of selection and review is now complete, and we regret to inform you that your proposal was not selected as we were only able to select 38% of the programs that were submitted. All sessions are selected by the Conference Planning Committee, which consists of practicing school counselors, school counselor educators, and supervisors across the state. Each committee member evaluates all proposals based on the following criteria:

- Anticipated interest  
 - Alignment to the ASCA National Model  
 - Practical application of material

- Well-written goals, strategies and objectives

Thank you for your interest in and support of \_SCA and the 202\_ Conference. We appreciate your effort and hope that you will consider submitting programs for future conferences.

Sincerely,

Contact

\_SCA Title

STATE School Counselor Association