EARMA NOVICE WORKSHOP
Tuesday, November 30, 2004
8:30 AM to 4:00 PM
The Mansion on Main Street - 3018 Main Street - Voorhees, NJ 08043

Agenda

8:30 – 9:00  Registration & Continental Breakfast
9:00 – 9:10  Welcome

**Concurrent Sessions**

9:10 – 10:30  ** Managing the Perkins Loan Cycle from Beginning to End**
** Successful Strategies for Collecting Tuition Receivables
10:30 – 10:45  Break
10:45 – 11:30  ** Cash Security**
** Selecting the Right Collection Agency for Your School
11:30 – 12:15  ** Skip Tracing – Locating your Students**
** Partnering with your Collection Agencies
12:15 – 1:15  Lunch
1:15 – 2:00  Telephone Collections
2:00 – 2:45  ** Time Management**
** Exit Interviews
2:45 – 3:00  Break
3:00 – 4:00  ** Hope & Life Time Learning Tax Credits & 1098T**
** Understanding the Fair Debt Collection Practices