

Beverly Hills Manners™
Presents

“Stand Out Interviews”

Monday, January 18, 2010
3:30pm to 5:30pm
Children Ages 11-14 / Registration Fee \$100

An interview is a meeting between a student and a representative of the school such as a Dean or Director of Admissions. The meeting is typically an in-person introduction and an opportunity to learn more about you, your background and your interests. The purpose of the interview is for the school to determine if you are a good candidate and match for the school. It is also an opportunity to ask questions about the school's philosophy and curriculum to determine if the school is the best fit for you.

To get into the top schools, children must ace the interview. They should be civilized, even likable. A quick review of proper etiquette and manners before the formal interview process begins provides candidates with that extra edge in the increasingly competitive school admissions game.

Program Highlights Include:

- Interview Preparation
- Grooming & Wardrobe Suggestions
- Appropriate Behavior
- Positive First Impressions
- Making Introductions (Handshaking & Eye Contact)
- Greetings (Formal vs. Informal)
- Listening & Conversation Skills
- Preparing List of Pertinent and Intelligent Questions to Ask
- Final Thoughts
- Graceful Goodbyes
- Thank You Notes (Email vs. Handwritten)
- Follow Up

Enrollment Policy: Please complete the attached enrollment form and mail along with your payment of **\$100.00** to: Beverly Hills Manners, 1075 Angelo Drive. Beverly Hills, California 90210. Upon receipt of your payment, your space will be reserved. For more info, contact info@beverlyhillsmanners.com.



Date & Time

Monday, January 18, 2010
3:30pm to 5:30pm

Location

**McCORMICK
& SCHMICK'S**
A PACIFIC SEAFOOD GRILL

**McCormick & Schmick's—
Beverly Hills**

206 North Rodeo Drive
Beverly Hills
(310) 859-0434

Dress Code:

Please come dressed to class
in appropriate attire for
interviewing.

No jeans or sweat suits.
No flip flops please.

Parking

Validated parking is
Available in the garage below.

Contact Information

Lisa Gaché
Beverly Hills Manners™
310.276.9078 ph
310.467.1211 cell



