

# Program Proposal Submission Planning Guide

## University Life Student Success Symposium 2026

**Directions:** Do you need a seamless way to prepare, plan, and edit your program proposal without the hassle of going back and forth through? Use this document as a tool in preparation for your submission for the 2026 UL Student Success Symposium! The content seen below will mirror what you will see on the [Proposal Submission Form](#). When you are finished completing this form, you can simply copy and paste your information into the form and expedite your submission process! We look forward to reviewing your program proposal submission! If you have any questions throughout the process, please do not hesitate to reach out to the UL Symposium Planning Team at [ulprodev@gmu.edu](mailto:ulprodev@gmu.edu).

- The 2026 UL Student Success Symposium Programs Committee

Note: **For your proposal to be considered, you MUST submit your program proposal formally through the [Proposal Submission Form](#) no later than 12:00 pm on Monday, April 6, 2026.**

## I. Program Proposal Submission Opening Page- Pre-Submission

To submit a program proposal for the 2026 University Life Student Success Symposium, please complete the following form.

Please note, there are two types of sessions you are able to submit a proposal for: Pre-Symposium Workshop and Educational Sessions. Specific criteria for program proposals are included below. Program proposals are due no later than **12:00pm on Monday, April 6, 2026**. Presenters will be notified by April 10, 2026 of the status of their program submission.

## II. Basic Contact Information

**First Name:**

**Last Name:**

**Pronouns:**

**Email:**

**Title:**

**Department:**

**Institution:**

**Phone Number:**

## III. Program Types, Proposal Guidelines, and Submission Criteria

### 2026 University Life Student Success Symposium Program Types:

For the 2026 University Life Student Success Symposium, presenters have the option to submit a program proposal for the following types of sessions.

#### **Pre-Symposium Workshops**

***Pre-Symposium Workshops are 2 to 3 hours in length***, with built-in activity and priority on participant interaction. These experiences should be planned to be interactive, engaging, and prepared to take place in-person. Participants should leave with action items from in-depth conversations on current topics and challenges facing our field. These sessions will be held on **Tuesday, June 2, 2026**.

#### **Educational Sessions**

***Educational sessions are 60-minute interactive sessions*** with time dedicated for dialogue to consider application of knowledge and implications for our work addressing student success. These sessions will be held on **Wednesday, June 3, 2026**.

Educational sessions must include the following:

- Situate the issue within the larger context of higher education, a specialized field/industry, or national/global trends.
- Describe the program, intervention, initiative, or idea that addresses the issue and provide evidence of its potential or demonstrated effectiveness.
- Highlight implications for student success or implications for professional development and enrichment.

### UL Symposium Program Proposal Guidelines

To ensure your proposal is in alignment with UL Symposium [program goals and learning outcomes](#), you are asked to consider the following in framing your proposal submission.

- Pose a question or situate the topic and provide information, insights and/or ideas on an emerging trend, issue, or topic to engage participants in conversation
- Explore how we might work differently to maximize student services and experiences while considering student pressures and issues
- Create conversation or interactive space to discuss innovative ideas, practices, and possibilities for our work in student retention, degree completion and well-being
- Provide relevant knowledge and “take-away” applications for participants

### UL Symposium Submission Criteria

- ***Program abstract:***
  - Provide an abstract of session to be shared in the UL Symposium schedule
  - Max 400 characters
- ***Learning Outcomes, UL Core Values, Professional Competency Selection***
  - Select appropriate options given the provided [framework](#)
- ***Detailed description and outline of session to include:***
  - *Participation and engagement opportunities with audience*
  - *Action items/strategies for next steps in professional development and implementation in unit*
  - *Timing for program in the outline*

## Session Type:

- Pre-Symposium Workshop: In-Person, 2–3-hour interactive workshop held on Tuesday, June 2, 2026
- Educational Sessions: In-person, 60-minute session held on Wednesday June 3, 2026

Note: On the Proposal Submission Form, you will have the option to select **one** of the two options listed above.

## IV. Session Title & Presenters

### Session Title

**Additional Presenters (Please include their name, title, department/institution)**

## V. Program Learning Outcomes, UL Core Values, Professional Competency Selection

### **University Life Values & Learning Outcomes**

In this section you will need to complete the following:

1. Select one or two University Life Core Values for your program.
2. Select relevant learning outcome(s) for your program.
3. Select one ACPA/NASPA Professional Competency.

For reference and further information on the [UL Core Values](#)

Please select no more than two University Life Values that best applies to your session:

- Collaborative Community
- Inclusion & Opportunity
- Leadership for Positive Change
- Strategic Transformation
- Well-Being

Note: On the Proposal Submission Form, you will select up to two University Life Values that best apply to your session.

## VI. Program Abstract, Brief Summary, & Outline of Program

**Program Abstract to be shared in 2026 UL Symposium Schedule (Max 400 characters)**

**Brief Summary & Outline of Program (Max 2500 words): Please include a detailed outline of your presentation and an outline of the learning outcomes.**

## VII. Closing Page – Post Submission Instructions

Thank you for submitting a proposal for the 2026 UL Student Success Symposium! You will receive a communication from the UL Symposium Programs team on Friday, April 10, 2026.

If you have any questions, please do not hesitate to reach out to the UL Symposium Planning Team at [ulprodev@gmu.edu](mailto:ulprodev@gmu.edu).

Thank you again!