

# PHI THETA KAPPA HONOR SOCIETY

## ANNUAL CONVENTION EXHIBITOR/SPONSOR REQUEST



To:  
From:  
Date:

I'm writing to request approval to attend the **Phi Theta Kappa Honor Society's Catalyst Conference, April 3 – 5, 2025, in Kansas City, MO**. This is an incredible opportunity that could make a big impact on our transfer recruitment efforts and enhance our institution's visibility with high-achieving community college students.

PTK Catalyst is Phi Theta Kappa's premier annual event, bringing together **approximately 3,000** student members, PTK chapter advisors, administrators, and university transfer representatives for personal and professional development and celebration of the accomplishments within the PTK community.

### My registration as a PTK Catalyst transfer fair exhibitor will include:

- 6' table to exhibit at largest transfer fair for community college students (4 hrs total over Fri & Sat)
- Waived registration to attend all components of the 3-day national convention
- Name of our institution promoted on Catalyst website & event mobile app
- Professional development opportunities:
  - Educational Forum sessions specifically designed for transfer recruiters
  - Inspiring, world-class keynote speakers
  - General Sessions speeches delivered by PTK President CEO & PTK Student President
  - Networking Reception for transfer recruiters

*NOTE: Sponsorship package upgrades include 10'x10' booth for 18+ hrs of additional exposure (Thur - Sat) & institution's logo displayed on Sponsor Page of Catalyst website & event mobile app.*

### ESTIMATED EXPENSES

Airfare: \$	<input type="text"/>	Transportation: \$	<input type="text"/>
Hotel*: \$	<input type="text"/>	Registration**:	<input type="text"/>
Meals: \$	<input type="text"/>	<b>TOTAL: \$</b>	<input type="text"/>

*\*Hotel Room Block information/cost*

*\*\*Full [sponsorship/exhibitor menu](#) available for registration costs*

Immersing myself in PTK Catalyst will accelerate my learning curve about all-things PTK. For example, I will return to campus better equipped to calibrate our recruitment messaging to this population of prospective students. PTK Catalyst offers a unique opportunity to directly recruit students while engaging in transfer-specific training sessions to sharpen my professional skills. I would be thankful for this opportunity to participate and represent our university.

Thank you for your consideration of my request,