



# Mentoring Program

## Successful Business Building Steps

### Course 5 Module 4 Lesson 3

#### Assignment 2

#### ***“Create Your Enrollment Call Process”***

#### **Step 1 - The Intake and Scheduling Process:**

- A. How will you move them from a conversation in the grocery store, mall or a networking meeting to filling out intake forms and then scheduling an Enrollment call?
- B. If/ when you are scheduling from your webpage.
- What information needs to be on the page?
  - How will they access and complete the intake form?
  - How will you have them do the scheduling? *(Could be as simple as having them call you and you call them to set the time or as automated as having them complete an online intake form, going to an online calendar and scheduling based on times you have allotted specifically for enrollment calls.)*



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### **Step 2 - Will it be a free call or will you charge for it?**

What will you charge for a short introductory session?

How will you collect the payments?

\*\*\*IN PERSON sessions make all of this a breeze because you can meet with them, have them fill out the form, pay (if you are charging) and then schedule all in about 15 minutes. \*\*\*