

## COLLEGE APP WEEK SAMPLE EVENTS

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Below is a sample schedule that you may consider using during the week of your event. The items on this schedule are just examples. Use the options that work best for your students, and feel free to add your own ideas!

If you are hosting College App Week/Day at a location *other than a school*, the events listed below can be modified as time and resources allow. Before the event, do your best to communicate the need for students to bring their necessary information with them on the day they apply for college. If you have to limit your event to only one day, you may want to consider having a celebration time after all seniors have completed their applications.

### Daily Announcements

- Each day, a college admission tip or fact can be presented during the morning and afternoon announcements. Seniors will also be encouraged to attend the day's or the following day's activities. Ideas:
  - **Monday** – Hey, seniors! It's College Application Week, and you can't enroll if you don't apply! Today's event is...
  - **Tuesday** – College graduates make about a million dollars more in salary over their lifetimes than do non-college grads. Get involved in College App Week! Today's event is...
  - **Wednesday** – Worried about a job after high school? College grads have low unemployment rates compared to those that don't have a degree. High school dropouts are four times more likely than college graduates to be unemployed. Check out College App Week! Today's event is...
  - **Thursday** – Planning for college is a team effort. Who's on your team? Your parents, teachers, coaches and school counselor(s) are all here to help you during College App Week. Today's event is...
  - **Friday** – Seniors, we're wrapping up College App Week with a few reminders:

- File a Free Application for Federal Student Aid (FAFSA) as soon as possible after Oct. 1 to make sure you get all the financial aid you are eligible to receive. And remember, the FAFSA is a FREE application, so be sure to fill it out at the FREE website, StudentAid.gov.
- The day before College Application Day, make announcements in senior classes reminding them to bring their bio information (and application fee, if required).

### Apparel

- Students and teachers can be encouraged to wear college clothing each day of the week.

### Daily Events

#### **Monday**

- Whether you decide to do a pep rally or a presentation in an auditorium or cafeteria, a kickoff event will inform students of the week's activities and build enthusiasm, as well as encourage students to attend.

#### **Tuesday**

- Invite an expert you know to talk to your seniors about career exploration, college preparation and the financial aid process.
- Invite professionals from your community to mix and mingle with seniors who may be interested in their career field. Students are encouraged to dress in professional attire to practice professional networking during the event.

#### **Wednesday**

- Invite representatives from local colleges (or other colleges your seniors may be able to attend) to set up booths for an allotted time during the school day so students can ask questions and gather information about the colleges.

#### **Thursday**

- College App Week Event (College App Day)
  - During the event, students (by class, or by any other method that works best at your organization) will be brought to a computer lab with the

application folder they've used to gather their information. Volunteers will help students apply to at least one college during this time. GEAR UP students should also complete the online exit survey before they leave. Students who complete an application will receive an "I Applied" sticker. This may take more than one day, depending on the number of participants.

- Provide a sign-in sheet for seniors to sign as they enter. As each student is leaving, gather information from them about: Number of applications started, name(s) of college(s), and whether applications are complete or incomplete. This information will be used for reporting purposes later, and will aid you in your follow-up efforts.
- Be sure to stress the importance of protecting and destroying their biographical information worksheets and payment information when they're finished. Emphasize that this information can be used to commit fraud using their (or their parents') information.
- If possible, provide a shredder for them to use to destroy documents containing sensitive information.

## Friday

- Celebration
  - Whether you decide to do a pizza party, ice cream social or other event, students who completed at least one college application will be invited to celebrate their future.

