



Cleveland Metropolitan School District College Application Day Workshops

Goal: Utilize school day time to complete and submit college applications with the assistance of higher education and community volunteers, counselors, staff, faculty and College Now advisors.

Agenda

- I. Welcome and Introductions(led by Volunteer or School Team Captain):
 - a. College Application Month (CAM) Volunteer introduces themselves, where they work and where they went to college.
 - b. CAM Volunteer describes what College Application Month is: opportunity **during the school day** to work on college applications and required supporting materials with the assistance of admissions representatives from higher education institutions, school faculty and staff and College Now advisors.
 - c. Ask other volunteers to introduce themselves, where they work and where they went to college.
- II. Application Completion and Submission
 - a. Students work independently or with volunteer to complete desired college applications
 - b. Volunteers may spend time answering questions, helping students find necessary information for applications (GPA's, test scores) or review essays
- III. FSAID (if time permits)
 - a. Once applications are completed, students should log on to FAFSA.gov and begin the process of obtaining their new FSAID (FSAID has replaced the FAFSA Pin)
- IV. All students who complete an application should receive the following items provided by the Compact
 - a. A flavored chapstick
 - b. An "I Applied" sticker
 - c. A piece of cake
- V. Conclusion and Thank You's
 - a. CAM volunteer thanks everyone for attending session and gives email address opportunity for additional essay feedback

Notes:

- Every student will need access to a computer.
- Important: students will be in varying places in their college application process. Volunteers may need to talk to them about where they think they want to apply, why, review their essay or complete an application. We hope everyone will embrace the need to be flexible and help students with applications to the best of their ability.

Helpful Documents:

- **Completed** College Application Information Sheet/Student Checklist Worksheet
- Completed college essay
- How to Create FSA ID Worksheet
- Personal Narrative Rubric (in case some students still need help with essays)