



COLLEGE APP WEEK PREPARATIONS

Invite education and community leaders. Include school board members, school administrators and local and state representatives to speak to students before or during College App Week about the importance of attending college, and invite them to participate in the week's events.

Contact local media. Inform them of the event and request media coverage.

Contact local businesses. They may agree to donate snacks—or even lunch!--for participating students and/or volunteers. Finding a local business willing to provide pizza or an ice cream party for participating students can be a fun and exciting way to wrap up a week of applying to college.

Give away items. Ask local colleges, universities and vocational centers to consider providing college gear and freebies for students participating in the event. Students who apply to at least one college could have their names entered into a drawing for prizes.

Hold a senior assembly or pep rally. Do so at the beginning of the week to communicate expectations of the event and get the students excited about applying to college.

Have a "College Day." Encourage faculty, staff and volunteers to wear clothing from their colleges. Consider picking a day where all students could wear their favorite college t-shirts.

Encourage college-planning activities in the classroom. Encourage teachers to build lesson plans as part of the event. English teachers may want to organize writing workshops for personal statements or essays so students are prepared before the event. Visit www.commonapp.org for some great ideas for essay prompts.

Print or locate the "I Applied" stickers. Most students love these stickers and wear them with pride.



Gather folders for seniors. Each senior will need a folder to collect necessary documents before completing a college application. You may want to ask seniors to bring one from home.

Display Flyers. Templates can be found at

<http://www.ocap.org/CAW/Documents/Coordinators/CAWFlyers-no-date-tabloid.pdf>

Provide morning announcements. Include information about the event in your daily messages.

Print “Quick Answers” worksheets for all seniors. They will need these for their applications.

