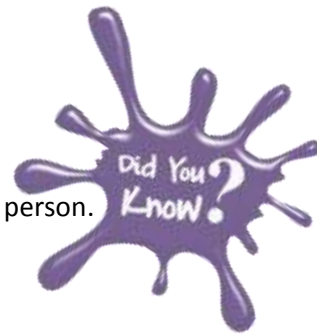


College & Military Representative Visit Protocol

Hey! You should know that:

- The rep you meet is usually the one who will read your application & advocate for you.
- It's cheaper & easier to meet with reps in the CCC than visiting each of the campuses in person.
- Meeting with reps shows them that you're interested. Some colleges track that—it's called "demonstrated interest."



Here's how to participate:

On Naviance:

1. Log into Naviance account.
2. Click Colleges, upcoming visits.
3. Click on college that you'd like to visit.
4. Click sign up; you will receive an email reminder 24 hours prior to visit.

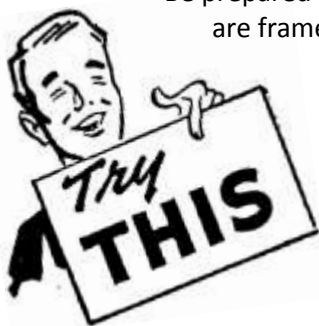
After signed up on Naviance:



1. Pick up a **gold** College Rep Visit Pass from CCC/Counseling
2. Complete pass with your name and ID-- write clearly!
3. Ask teacher for permission to attend **PRIOR** to visit (like a day before--not 5 minutes before); teacher approves and signs. *It is up to the discretion of the teacher as to whether you are able to leave class to attend.*
4. Present student ID and pass with staff signatures; sign in on attendance form in CCC
5. If needed, pick up gold pass to return to class
6. If visit runs into next hour, please take gold pass to Ms. Christine in the main office to clear attendance--this is **YOUR** responsibility and not the responsibility of your teacher.

Tips for a good visit and for making a great impression!

- Be ready to introduce yourself and answer questions about intended area of study or interest in institution.
- Be a great audience, no phones or side chatting. Take notes--after a while, colleges begin to sound alike.
- Be prepared with "Tier 2" questions. These are questions to which answers go beyond just a simple fact and are framed to prompt more discussion from the rep.



- "Tier 1" questions are those for which the answers can be easily found on the website. Examples include: Where are you located? Do you have ___ major? How many students are enrolled?
- "Tier 2" demonstrate actual interest and knowledge about institution. Examples include: Please describe the internship or research possibilities available for freshmen. Where do students interested in advanced degrees typically enroll? Can you describe your career services and job placement services? Can you describe the ___ vibe on campus? (i.e., sports, fine arts, theater, intramurals, political activism, social justice, etc).

A couple of important things of which you need to be aware:

- All visits take place in the Career & College Center, room W106. Report to the CCC on time, and we'll redirect you, if needed.
- Due to the timeline of the college application process and the priorities of college admission offices, **visits are reserved for juniors and seniors only.**
- Visits are **not open to parents/guardians** who wish to attend. Adult participation changes the dynamic of the visit. Instead, take advantage of the community meetings hosted by many colleges and plan to attend the National College Fair.
- Can't stay the whole time? Stop by to meet the rep and/or grab materials. As indicated above, many reps will make note of contacts in applicant's file.

