



## College Application Week Volunteer Tasks

Although familiarity with the college application process is a plus, it is not required for someone to fulfill a useful task and have a meaningful volunteer experience at our high school's College Application Week event. Here are tasks that volunteers could perform:

- Post directional signs in and outside the school for the event. Good signage is key to reminding students of the event and helping students and volunteers get to the right place.
- Greet students as they arrive to the computer lab or greet them virtually if holding an event online.
- Help students navigate to [LearnMoreIndiana.org/Indiana-college-map](https://LearnMoreIndiana.org/Indiana-college-map) to access websites of Indiana colleges. Or, if internet access for all students is an issue, hand out paper applications.
- Print off and post information about colleges that are waiving their fees – or that have free applications year round. Visit [LearnMoreIndiana.org/educators/classroom-materials/#college-go](https://LearnMoreIndiana.org/educators/classroom-materials/#college-go) to find this and more College Application Week materials.
- Guide students through the college application process and help answer any questions students may have, regardless of where the student wishes to apply.
- Monitor printers to ensure that any applications that need to be printed remain in order and replenish the paper supply as needed.
- Help ensure students register for the FSA ID after they submit their college application(s) at <https://fsaid.ed.gov> and write their FSA ID on the Next Steps handout.
- Share personal college experiences with students, as requested.
- Instruct students to fill out the sign-out sheet as they exit.

College Planning



Career Success

A red ribbon banner with the text "COLLEGE GO!" in white, bold, uppercase letters. The banner is set against a background of horizontal bars in various colors: blue, yellow, green, red, and grey.

COLLEGE GO!