

# VOLUNTEER SUPPORT FOR HOST SITE COORDINATORS AND VOLUNTEERS

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 a participating Campaign host site.

**Here are a few tasks that volunteers can contribute to the initiative at any Campaign host site:**

## VOLUNTEER TASK LIST

- Greet students as they arrive to the computer lab.
- Manage sign-in and/or sign-out sheets.
- Help students log on to the website portal (if available) or application site and begin an application. If the state does not have a portal or the school does not have enough computers or reliable internet service, the counselor office should be prepared with paper applications. Volunteers, in that case, can hand out applications.
- 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 or confirmation pages 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).
- Share personal college experiences with students, as requested.
- Instruct each student to complete an evaluation of his or her College Application Campaign event experience, if applicable.

- Handout materials to students after they complete their college application(s) such as an “I Applied!” button or sticker, a “What’s Next?” handout, and a reminder to attend a financial aid event (FAFSA Day, FAFSA Frenzy, or College Goal events) held in your state.
- Congratulate each student on applying to college and encourage them to complete their admission file by sending in their high school transcript, test scores, or any other documentation that the college may require.
- Encourage students to share their experience with other classmates.
- Wear college gear with the name of your alma mater so students know they can ask you about your experiences at that particular college or university.
- Participate in national ACAC #WhyApply Day on Friday, September 20, 2024 to kick off college application season.
- Join the conversation on social media using **#WhyApply** and **#IApplied**. Encourage volunteers to follow ACAC on Facebook and X (formerly known as Twitter) as well as any social media channels for the state campaign and high school(s).
  - Facebook: [www.facebook.com/americancac](http://www.facebook.com/americancac)
  - X (formerly known as Twitter): [@American\\_CAC](https://twitter.com/American_CAC)

