

College Representatives at CHAMPS

Approximately 50 admissions officers will visit CHAMPS this coming fall, providing you with one of the best ways to learn more about the colleges they represent. In most cases, the college representatives who visit CHAMPS are those who read application files for our school and make the decisions about our students.

Seniors are permitted to miss class to attend these meetings, provided they follow the correct procedures for doing so.

The procedures are as follows:

1. You must register for all college meetings you would like to attend through Naviance/Student Connection 24 hours prior to the visit - please note, some sessions completely fill up, so don't wait until the last minute to register. If this is a school that is of high consideration and the event is full **prior to the deadline**, speak to Ms. Shepperd about accommodating you.
2. Visits typically last an hour (or less), so you will be expected to return to class when it is over. The exact visit time will be recorded and turned into the Attendance Office with your name to account for your absence.
3. **To register**, open the "colleges" tab, select "colleges" home, scroll down to the bottom "college visits" box, select "show more" for a full list of currently scheduled visits, Find the meeting(s) you wish to attend, select "register now." If you change your mind, please go back in and remove your name from the list. If you did not register and are missing a class, you will be turned away at the door. If you do not have a class and show up, you will only be admitted if space allows, however an excused absence notification will not be provided to the Attendance Office.
4. **You may not miss a test.** If you signed up early, before you knew a test was going to be given, please let the hosting counselor know before the rep visit (see the room assignment to determine which counselor is the host) and we will let the rep know you were interested but had to take a test. We will also get the handouts for you.
5. Do not abuse this privilege. If your teacher or your college counselor notices that you are taking part in such meetings to skip class, you will lose your attendance privileges for the rest of the year. Treat this opportunity seriously, alongside your daily schoolwork. Senior grades count!!!
6. Treat each college rep with politeness and professionalism. Remember, there are many high schools in the area for a rep to visit, it is an honor that they chose to see us -- you are representing CHAMPS, your classmates and future seniors. Be on time, ask meaningful questions that may not easily be found on a website, and act engaged. Be sure to complete the attendance card each rep will give you, as this starts your computerized file within each college.
7. As a courtesy, email or inform your teacher in person to let him/her know you will be missing class on a specific date/time for an on-campus college visit (state the name of the college).