

# Outreach Request Form

To request an ISAC representative for your event, please email this completed Outreach Request Form no more than *six (6)* months and no less than *three (3)* weeks prior to the event to [isac.outreach@illinois.gov](mailto:isac.outreach@illinois.gov).

In-person events will be conducted in accordance with local health guidelines.

## SECTION I – Event Logistics

Event Name: \_\_\_\_\_

Event Date: \_\_\_\_\_ MM/DD/YYYY      Event Time: From: \_\_\_\_\_ a.m. p.m. To: \_\_\_\_\_ a.m. p.m.

If first choice for date is not available, please indicate second choice: \_\_\_\_\_.

Event Location: \_\_\_\_\_

Street Address \_\_\_\_\_ Building/Room Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

Event Contact: \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Title \_\_\_\_\_ Organization \_\_\_\_\_

( \_\_\_\_\_ ) \_\_\_\_\_

Area Code & Phone Number & Extension \_\_\_\_\_ Email Address (required) \_\_\_\_\_

## SECTION II – Event Profile

**Outreach Event Type:** (select one) – See following pages for descriptions.

- Financial Aid Process Presentation     Financial Aid Application Completion Workshop     Information table

*If selecting one of the events below, please enter specific event name from descriptions on pages 2-4.*

Financial Aid/Literacy event: \_\_\_\_\_

Postsecondary Exploration/Preparation event: \_\_\_\_\_

Career Exploration event: \_\_\_\_\_

Parent Engagement event: \_\_\_\_\_

**Event Preference** (select one):     In-person     Virtual

**Language** (select one):     English     Spanish

**Anticipated Number of Attendees:**     Under 20     21-30     31-50     Other: \_\_\_\_\_

**Audience** (select as many as apply):

Freshmen     Juniors     Sophomores     Seniors     Parents     Professionals/Educators

Younger than high school     Nontraditional students     Adult learners     Other: \_\_\_\_\_

**Social Media Promotion:** Would you like for your event to be promoted via ISAC's social media and listed on ISAC's Student Portal (<https://studentportal.isac.org/events>)?     Yes     No

## College Changes Everything Campaign

Yes! Please have a Corps member contact me so that we can become a College Changes Everything (CCE) site by having a financial aid application **and** college application workshop between Labor Day and Thanksgiving.

CCE sites will receive free promotional materials for their workshops, along with some CCE t-shirts while supplies last.

## Financial Aid & Literacy

### **The Financial Aid Process Presentation** (45 minutes – 1-hour presentation) *Available in English and Spanish*

This session outlines the general financial aid process and provides insight on how financial aid works, how to apply for it, student eligibility, and how it can be used to help pay for college. It introduces the *Free Application for Federal Student Aid* (FAFSA) and the *Alternative Application for Illinois Financial Aid*, along with summarizing state and federal aid programs among other topics.

### **Financial Aid Application Completion Workshop** – (seniors & college students; 1 – 1½ hours)

During this workshop students will be able to get questions answered to complete either the *Free Application for Federal Student Aid* (FAFSA) or the *Alternative Application for Illinois Financial Aid (Alternative Application)*, intended for qualifying undocumented and transgender students. These are the forms used to apply for financial aid, such as the Federal Pell Grant and/or the Illinois Monetary Award Program (MAP). Many colleges also use these forms to consider students for institutional money. Individuals should create an FSA ID prior to the workshop to expedite the submission of the FAFSA. The FSA ID is also used to retrieve their tax and income information via the IRS Data Retrieval Tool. Please note that the FSA ID is not used with the Alternative Application. Individuals should have readily available information regarding their income and asset information.

### **FSA ID workshop** – (juniors & seniors; approximately 45 min)

Attendees will be given information on how to obtain an FSA ID, and ISAC staff will be available to answer individual questions and troubleshoot any issues. An FSA ID is required for an individual to sign a FAFSA electronically and to electronically transfer to the FAFSA the income and tax information submitted to the IRS. By using an FSA ID, it increases data entry accuracy and can expedite the completion and submission of a FAFSA. An FSA ID can be created by all students and parents with a social security number.

### **FAFSA Follow-Up** - (seniors; approx. 30 minutes)

Many students and their families have additional questions after completing the FAFSA. This presentation addresses what happens after a FAFSA is completed, including the SAR (Student Aid Report), completing the verification process, using the IRS Data Retrieval Tool, reviewing aid award letters using ISAC's interactive tool, how financial aid is disbursed, and addressing extenuating circumstances.

### **College Knowledge Jeopardy** - (freshmen through seniors; approx. 60 minutes)

This presentation is meant to motivate students to go to college and teach them more about the process. Presented in an engaging multimedia format, this activity is available in two difficulty tiers: beginner and expert. Topics include paying for college, types of colleges, college admissions, and picking a major.

### **All about Scholarships** - (juniors and seniors; approx. 30 minutes)

This introduction to the process of applying for scholarships addresses the basics of a scholarship application, along with tips on how to submit a successful application. It is designed to flexibly integrate high school resources while informing students of reputable sources of information.

### **Scholarships for Aspiring Educators** - (juniors, seniors, college students, and returning adults; approx. 30 min)

Aspiring educators wishing to become teachers in Illinois have various options to help accomplish their goal. In this presentation an introduction and overview will be given of the various teaching scholarships available to future educators, including the Minority Teachers of Illinois (MTI) scholarship, Illinois Special Education Teacher Tuition Waiver (SETTW), Early Childhood Access Consortium for Equity (ECACE) scholarship, and Golden Apple scholarship.

**Financial Aid Award Letter Comparison Workshop** - (parents and seniors; 1 – 1½ hours)

This workshop is designed to help seniors and parents evaluate financial aid award packages. Corps members begin with a brief presentation on financial aid and how to read and evaluate financial aid award letters. With the help of a comparison worksheet (paper or online form), families compare financial aid offers while Corps members provide one-on-one support as needed. Ideally, this workshop is done in the second half of senior year after a student has received his/her financial aid offer from the college(s) to which the student has applied.

**Managing College Costs: Students** - (seniors; approx. 45 minutes)

The goal of this presentation is to get students thinking about their college budget. Topics include how to plan your college financing, as well as strategies for saving money without losing out on academic opportunities. Increasing a student's financial base, scholarships, and working on campus are also discussed.

**Managing College Costs: Parents** - (parents of juniors and seniors: approx. 45 minutes)

This presentation provides tips on how parents can support their student as he/she searches for the "right fit" college. Topics include knowing the facts about college value, types of colleges and degrees, college visits, financial aid basics, teaching your student to budget, tips on managing money in college, and common concerns.

## **Postsecondary Education, Exploration, Preparation & Selection**

**College is Possible** (middle school students & parents; 45 minutes to 1 hour) *Available in English and Spanish*

It is never too early to start planning for college. This presentation outlines the college and financial aid processes in general terms, lays the groundwork for what to expect with the college-going process, and provides tips and tools students and parents can use to learn more about planning, applying, and paying for a postsecondary education.

**Welcome to High School** - (8<sup>th</sup> graders, freshmen, and sophomores; approx. 30 minutes)

This presentation introduces 8<sup>th</sup> graders, freshmen, and sophomores to the importance of high school and how to make the most of it to prepare for college. Students will learn the important basic information about college, as well as how they can prepare for college academically, socially, and behaviorally during high school.

**College Application Process** - (juniors and seniors; approx. 45 minutes)

Applying to colleges can be daunting. Through this presentation, juniors and seniors will learn the ins and outs of the college application process, including typical components of college applications, the timeline and logistics of the college application process, tips on personal statements/essays, and basic financial aid information. Students will also learn about helpful resources they can use to prepare for standardized tests often required for college admissions.

**College Application Workshop** – (seniors and college students; 1 – 1½ hours)

ISAC has partnered with the American College Application Campaign to promote applying to college in a timely fashion. As part of this campaign, Corps members will assist students with completing college applications to the college(s) of their choice. Conducted in a computer lab or virtually; schools are encouraged to work with ISAC staff to hold other activities (e.g., career exploration, college search, essay workshop, etc.) prior to the application workshop so they are able to successfully submit a complete application.

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**College 101** - (juniors and seniors; approx. 45 minutes)

Typically, people hear “college” and assume it means living away from home to attend a 4-year university. This presentation covers detailed information about various post-secondary options and why it is important to start thinking about life after high school. Topics include but not limited to types of colleges and how to research colleges, college match, and importance of college visits.

**Headed to College** - (seniors; approx. 30 minutes)

As recent college graduates, Corps members offer an important perspective to high school seniors as they prepare to transition into college. This presentation is a practical discussion regarding that transition, particularly behaviors and characteristics that will help assure it is a smooth one. The presentation covers common college resources and important logistical information, like how to accept financial aid and manage the student billing process.

**Being a First-Generation College Student** - (seniors; 30-60 minutes)

Transitioning to college can be a challenge for many students, but for students who will be the first in their family to obtain a college credential, it holds some additional challenges and issues. Common questions and concerns of first-generation college students are discussed along with highlighting the various campus resources available to help support students. Strategies and suggestions from others that have successfully navigated the college experience as a first-generation college student are also shared.

## **Career Exploration & Development**

**Claim Your Future** – (middle school through seniors; 30 – 60 minutes)

This interactive activity encourages exploration of education and training after high school, future careers, and money management. Ideal for groups of 30 or smaller.

**Connect the Dots** - (8<sup>th</sup> graders, freshmen, and sophomores; approx. 45 minutes, in-person event)

In a presentation and engaging activity, students connect post-secondary education with career options. The brief presentation introduces students to ways they can identify their interests and explore related careers, and the basics of post-secondary education, including how to prepare in high school.

## **Parent Engagement**

**Overview of ISAC Services** – (parents; approximately 30 minutes) *Available in English and Spanish*

ISAC provides numerous services and initiatives for students and their families that can assist them with their postsecondary plans. An overview of these free services and initiatives will be given along with how parents can benefit from them and utilize them to help support their student.

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**Parent Conversations** – (30 – 60 minutes per session) *Available in English and Spanish*

Parents and other adult family members of first-generation college students are often unfamiliar with the college application and financial aid process that their students face. Through this series of five separate informal, interactive conversations, ISAC's parent outreach coordinators will address the core elements of the US educational system; discuss strategies for career exploration; discuss and explain the different types of postsecondary institutions; provide a general overview of the financial aid process and terminology; and how those who may be new to the college-going process can support their student with their postsecondary plans.

**Supporting Your High School Student** – (approx. 60 min per presentation) *Available in English & Spanish*

Parents and other family members can play an integral role in helping get their students ready for college. This series of four presentations address and discuss the various activities and tasks at each high school grade level that parents and other adult family members can conduct to help support their student and prepare them for the postsecondary path that best fits their needs and goals.