

Sample activity schedule

Day, date	Time	Activity	Location	Goals
Monday Oct. 20, 2015	8:45–9:45 a.m.	Apply Missouri kick-off assembly	Gym	<ul style="list-style-type: none"> Distribute College Portfolios and materials Introduce any volunteers or speakers Explain how Apply Missouri events will work
	10 a.m.–3 p.m.	Senior English classes work on admissions essay	Classrooms	<ul style="list-style-type: none"> Students should write a complete first draft and turn it in before the end of the class period Teachers should be prepared to return the following day with comments, suggestions
	10 a.m.–3 p.m.	Personal finance and economics classes work on “college fit” worksheets	Classrooms	<ul style="list-style-type: none"> Students should complete as much information within the worksheet as possible before the end of the class period Teachers should be prepared to return worksheets the following day with comments, suggestions
Tuesday Oct. 21, 2015	8:15 a.m.	Morning announcements – include college trivia/contest question	Office staff to announce over intercom system	<ul style="list-style-type: none"> Offer a question such as a statistic (e.g., what is Missouri’s college completion rate?) or a fun fact about a Missouri college (e.g., which Missouri school’s mascot is a mule?)
	10 a.m.–3 p.m.	Senior English classes work on admissions essay	Classrooms	<ul style="list-style-type: none"> Return essays to students with comments, suggestions; students should finalize Printed copies may be saved in students’ College Portfolios
	10 a.m.–3 p.m.	Personal finance and economics classes work on “college fit” worksheets	Classrooms	<ul style="list-style-type: none"> Return worksheets to students with comments, suggestions; students should finalize Final copies may be saved in students’ College Portfolios
	1 p.m.–3 p.m.	Student individual appointments to discuss “college fit” worksheet	Classroom or counseling offices	<ul style="list-style-type: none"> Answer student questions Help students narrow school choices
Wednesday Oct. 22, 2015	8:15 a.m.	Morning announcements – include college trivia/contest question	Office staff to announce over intercom system	<ul style="list-style-type: none"> Offer a question such as a statistic (e.g., how many students received Missouri student aid in 2012–13?) or a fun fact about a Missouri college (e.g., name a private/independent Missouri college in St. Louis)
	11:20 a.m.–12:40 p.m.	Set up tables/stations	Cafeteria	<ul style="list-style-type: none"> Promote remaining Apply Missouri activities Answer student questions about college application processes
	8:45 a.m.–3 p.m.	One-on-one assistance submitting college admissions applications	Computer lab	<ul style="list-style-type: none"> Have students submit at least one admissions application each
Thursday Oct. 23, 2015	8:15 a.m.–9:30 a.m.	Game day activity	Classrooms	<ul style="list-style-type: none"> Play college bingo or make a card or worksheet whereby students must match teachers to their alma maters; have seniors submit the card to an Apply Missouri volunteer at the end of the first period to be entered into a drawing
	8:45 a.m.–3 p.m.	One-on-one assistance submitting college admissions applications	Computer lab	<ul style="list-style-type: none"> Have students submit at least one admissions application each
Friday Oct. 24, 2015	8:45 a.m.–12:15 p.m.	One-on-one assistance submitting college admissions applications	Computer lab	<ul style="list-style-type: none"> Have students submit at least one admissions application each
	1:45–3 p.m.	Apply Missouri closing celebration and tailgate party	School parking lot	<ul style="list-style-type: none"> Have students share the schools to which they applied Have students turn in their activity tracking cards and student survey forms; conduct door prize drawings from completed forms