



21st Century Scholars Program Sample Strategies for Schools

Enrollment: With the Scholar application now on-line, enrollment strategies that involve computer access may be preferable over using the PDF files.

[Scholar Online application](#)

[Scholar On-line Application Worksheet](#)

Enrollment Strategies:

- ✓ During registration, invite your 21st Century representative to attend and station him/her next to the person designated to collect the free and reduced lunch application. The representative can walk parents through the application process and collect them on the spot!
- ✓ Invite your 21st Century Scholars representative to attend your Open House. Representatives can set up an informational booth with applications and brochures and encourage parents to complete the application!
- ✓ Include 21st Century Scholars information on daily announcements monthly starting in August (make the announcement brief and encourage students to visit the Guidance Office for more information – see example below).
- ✓ Include 21st Century Scholar information in every monthly parent newsletter (example newsletter paragraph included).
- ✓ Make an outbound call to all parents of students on the free and reduced lunch list with information regarding the 21st Century Scholars application process.
- ✓ Designate either your 21st Century Scholars representative, School Counselor, or Administrator to visit every 7th and 8th grade class in the fall to educate students and promote the program ([sample power point](#))
- ✓ Provide incentives to students who complete and submit applications.
 - Incentives might include a pizza party for the class with the most submitted applications; a fun activity in place of class one day; a drawing for a gift card or candy, etc. (donated items if possible!)
 - Apply for community foundation or other grants to use for incentives; postage and letters to spread the word about the program; breakfast or lunch meetings for students and parents, etc.
- ✓ Host a short (30 minute – 1 hour) parent workshop strictly focusing on 21st Century Scholars. Hold the meeting in the morning and/or after school off campus (such as a church, coffee shop, public library, etc.). Invite your 21st Century Scholars representative to attend and/or present. If possible, have refreshments and child care available. Send personal invitations to those who would qualify.

- ✓ Discuss the possibility of making personal contact with parents who would qualify with your 21st Century Scholars representative or designate someone in the school to make that contact (School Counselor, Social Worker, or Administrator).
- ✓ Send home a flyer or brochure as well as any information about incentives that you are offering throughout the school year (such as a pizza party, field trip to a University, etc.)
- ✓ Encourage teams of teachers to make direct contact and offer to answer questions in the spring with those students/parents who have not completed the application. Remind them that the deadline is quickly approaching!
- ✓ Invite all 8th Grade Students who turn in an application to attend a field trip to a postsecondary institution. If funds are tight, advertise it as the first 40 students who turn in an application will be invited to go on the trip or better yet, request matching funds from the postsecondary institution. Example agenda for a field trip:
 - 9:00-9:30 Meet with a professional from the Admissions Office
 - 9:30-10:30 Tour of Campus
 - 10:30-11:00 Tour of basketball Arena or football stadium
 - 11:00-11:30 Tour Residence Hall
 - 11:30-12:30 Lunch for students in a residence hall
 - 12:00-12:45 Bookstore Visit (contact the University ahead of time to see if they have any free gift bags or discounts for your group of students... oftentimes they do! Examples might include: a draw-string bag filled with a pencil, notebook, and t-shirt - all with the University logo or mascot)!
 - Arrive back at school by 2:30
 - Advertise the field trip in your parent newsletter, daily announcements, and in an outbound call to parents.
- ✓ Have available a document for parents with instructions for completing the application and perhaps frequently asked questions.
- ✓ Host a Community/Parent Night in the evening and serve refreshments or dinner and include informational booths with various vendors in the community that display their services. Include a 21st Century Scholars booth.

Activities to Promote Completion of the Scholar Success Program (SSP) Requirements:

- ✓ Meet with all freshman Scholars (as a group) in the fall to show them how to login to Scholar Track. Provide them with their Scholar ID at that time. Provide information on completing and documenting their SSP requirements. (See the handouts on the Scholar website under the Educators tab – [Educator Resources](#))
 - Meeting could be facilitated by the Scholars regional outreach coordinator, school counselor, or school counselor intern.

- Students could also complete one or more activities during this time. Ideally if they have one hour, they could start or complete at least one of the freshman requirements.
- ✓ Meet with all scholars each year to remind them of their login information, share updates on their status, and assist them in documenting their activities. Homeroom or Advisory is a great time to hold these meetings. Ask/require students to attend until they've met and logged the requirements.
- ✓ During second semester of each year work with those students who haven't yet completed and logged requirements on their own.
- ✓ Include the login setup, SSP requirements, and documentation of requirements as a part of the *Preparing for College and Careers* course. All students can participate but it's important to remember to have scholars login to document completion.
- ✓ Request that the Scholars outreach coordinator come one day and meet with scholars in each grade level (one meeting per grade level).
- ✓ Send monthly reminder e-mails to Scholars and their parents to complete their SSP activities.
- ✓ Assign counseling interns to a group of scholars and request that they meet with scholars in small groups a few times during the year.
- ✓ Assign junior and senior scholars to a freshman or sophomore scholar to walk them through the SSP requirements and serve as a mentor.
- ✓ Meet with any Scholar move-ins to make sure they are aware of their account and check their status on the completion of the requirements.
- ✓ Meet individually with scholars to go through the steps with them. Schedule follow-up meetings a few weeks later to share their status with them and remind them what they still need to complete.

21st Century Scholars: <http://scholars.in.gov/>

Educator Resources: <http://scholars.in.gov/educators/educator-resources/>

ScholarTrack: <https://secure.in.gov/apps/Che/scholartrack/>

Sample for Newsletter:



Attention Parents of 7th and 8th grade students: Interested in Free College Tuition for your Child?

We are starting our 21st Century Scholar Program application process for the 2016-17 school year. If you are the parent of a 7th or 8th grade student who qualifies for the program, your child can get up to **four years of college tuition** to attend an eligible Indiana public or private college, university or proprietary institution. There are income requirements and other student eligibility criteria to qualify for the program. Twenty-first Century Scholars does require proof of income in order to be eligible. See the chart below for income requirements.

Parents may stop in the counseling office to pick up a form for their child or contact one of the school counselors. Additional information can be found here:

<http://scholars.in.gov/parents/enroll/>.

2016-17 Income Maximums:

If your family income does not exceed these income maximums, stop in the guidance office to pick up an application and return the completed form no later than **June 30, 2009** to the counseling office.

Household size	Maximum Annual Income
2	\$29,637
3	\$37,296
4	\$44,955
5	\$52,614
6	\$60,273

For each additional person in your household, add \$7,696.

Sample Announcement:

Attention 7th and 8th grade students:

We are starting our 21st Century Scholar Program application process for the 2016-17 school year. If you are a 7th or 8th grade student that qualifies for the program, you can receive up to four years of college tuition to attend an eligible Indiana public or private college, university or proprietary institution. There are income requirements that qualify you for the program. Please see your School Counselor if you interested in more information about the program. Remember – this could mean you could go to college for free!! Come to the office and find out how to sign up!!