Reaching across the desk – Best practices for Admission & Secondary School Counselors

Presenters:
Caitlin Engel, M.A.
Director of First Year Admission, Robert Morris University

Danyelle Boyd, M.A. N.C.C.
School Counselor, Chartiers Valley
What’s new in our world

- Current state of affairs
- How Covid has challenged and changed our work
What we want you to know: a School Counselors Perspective

- Letters of Recommendation
  - What is the value and impact of recommendation letters

- We are not Collegiate Advisors/Counselors
  - Our role in the area of post-secondary planning is to help students and families find their best fit

- Challenges: caseload demands & time
  - Responsible for 300+ students, role is diverse
  - Scope of our responsibilities vary greatly (mental health, personal/social concerns, academic needs)
What we want you to know: a School Counselors Perspective

- Technology is our friend (sometimes :) )
  - It can take away the personal touch
  - Does simply application process
    - Assists in data collection and record keeping

- Admission requirements & financial aid
  - Our role is to help students through the process, not do it for them or provide all the answers
  - We are not financial advisors, but can link students and families to resources
What we want you to know: an Admissions Counselor Perspective

- We are student advocates and will fight for your students
- We are a great resource for students and families, even if they don’t choose higher education
- We have connections across campus
  - We don’t know it all, but we can usually find the answer and connect prospective students to campus resources
- The application completion game
  - We can’t make the class without the apps!
- We know financial aid
What we want you to know: an Admissions Counselor Perspective

- We’re here to support you
  - We want to communicate with your students and guide them through the process
  - Refer them to us

- Technology is our friend too (sometimes)
  - Things get lost in cyberspace
  - Documents aren’t typically shared with us directly, a processing team may be involved
Communication is key

● Professional development opportunities to come together and discuss our roles

● Is there still value in the traditional high school visit? College fairs?

● Overwhelmed with emails, mailers
  ○ Best way to communicate?

● Give us the scoop
  ○ If you know of other ways to engage your students (i.e. fairs, events) let us know

● Come visit us
  ○ Admissions professionals often connect with you at your school, but you’re always welcome to visit us on campus
Thank you!