



What is the College Advising Corps?

The College Advising Corps (CAC) is a college access program based at Brown University that works to increase the number of students who enter and complete a college education. The CAC provides a number of activities to help students and families navigate the college application and financial aid application process. For the past ten years the CAC has done this work in schools across Rhode Island (Providence, Pawtucket, Central Falls, West Warwick, Woonsocket, Newport). The CAC provides the following supports to students:

1. Near-to-Peer College Adviser (Academic Year)

During the school year the CAC places recent college graduates to serve as College Advisers at seven high schools in Providence. College Advisers focus on helping students to identify colleges that match their needs and interests, and those that give them the best chance to succeed academically, and to graduate without incurring large amounts of debt.

College Advisers work with students individually, in small group and large group settings to do the following:

- a. Build a college list
- b. Visit college campuses
- c. Complete college application forms
- d. Create a resume
- e. Identify non-college post-secondary opportunities
- f. Complete the FAFSA, CSS profile and other financial aid forms
- g. Find and apply for scholarships
- h. Learn how to build a compelling academic, co- and extra-curricular profile for college admission (9th, 10th and 11th grade students)

***Small group and large group meeting will take place at the student's high school. College Advisers do not meet students outside of school.

College Advisers also support school staff and other college access partners in hosting/staffing events including:

1. College Information Night (for students and families)
2. College Application Week
3. College Fairs
4. School Visits from College Admission Representatives
5. FAFSA night
6. Decision Day Celebrations

2. SAT Prep Tutors

The CAC deploys current Brown University students to provide group SAT prep tutoring to students at our partner schools. SAT prep tutors help 11th and 12th grade students prepare to take the SAT in the spring of their Junior year and the fall of their Senior year in high school.

3. Summer Advisers

During the summer after graduation, CAC Advisers (current college students) support students who have recently graduated high school in completing final college enrollment steps. This additional support helps to ensure that they do not encounter any barriers that will keep them from starting college in the fall. Students opt in to receive this support service. Summer support includes:

- a. Help with additional financial aid and/or scholarship forms
- b. Course enrollments
- c. Housing forms
- d. Transportation plans to get to college

What is the College Advising Corps asking for and why?

The CAC requests your permission for your child/ward to work with a College Advising Corps Adviser. We would also like your permission to have the Providence Public School Department release information from your child's student record. The student record has information such as your child's attendance, scores on assessments (SAT for example), types of services they may receive, discipline history, and other information. We are interested in the information listed below in order to provide precise and individualized guidance to students about their post secondary options:

1. Student First and Last Name
2. Student Date of Birth
3. Student race/ethnicity
4. Student first generation status
5. List of courses the student has successfully completed and those currently underway
6. Student Grade Point Average (weighted and unweighted)
7. SAT and PSAT scores

*We may also work with the school department to devise surveys to collect information about your child's experience working with the College Advising Corps.

We would like your permission to share the information we collect from you and your child with your child's school. Examples of the type of information we would share are the schools/programs to which your child applies, their college and financial aid application completion status. If the College Advising Corps provides this kind of information to your child's school, then we should be better able to work together to provide services for you and your child.

Are there any risks?

We do not anticipate any risk to the student or parent associated with working with the College Advising Corps. We make every effort to safeguard any information that is shared with the CAC.

Are there any benefits?

Students and families will have access to individualized support in identifying, applying to, financing and enrolling in college (or other post-secondary programs). They will also be able to access tutoring to improve their SAT scores.

How will the College Advising Corps protect our confidentiality?

Only your child/ward's College Adviser and the CAC Program Manager can see the specific information about your child/ward. College Advisers and program staff receive training in privacy and confidentiality procedures. All identifiable information will be stored electronically on the CAC student tracker platform, G.R.A.C.E. This information will be password protected.

What if I do not want my child/ward to participate?

Your child/ward's participation is completely voluntary.

If I do not give permission to share the information that the CAC requests, can we still receive support from the CAC?

The minimum requirement for participation is your child/ward's name and date of birth. If you provide this information your child can work with the College Advising Corps. The College Adviser will provide the support outlined above but will not keep a record of any additional identifying information. The program will keep track of any advising meetings with your child and any college or financial aid steps completed during these interactions. There are no penalties if you decide that you do not want to share any information.

Who should I contact if I have any questions?

You may contact Elena Vasquez (CAC, Program Manager) at (401) 863-2338 if you have any questions now or in the future about any matter related to the College Advising Corps.

[PERMISSION SLIP ON NEXT PAGE. PLEASE SIGN AND RETURN]

(please sign and return this portion by October 1, 2017)

Yes I have read and understand the information above and voluntarily agree to participate [or allow my child to participate] during the academic year(s) indicated below (please check one or more boxes below):

2017-2018

No I have read and understand the information above and do not agree to participate [or do not give permission for my child to participate].

PPSD releasing information from my child's student record to the CAC

Yes I understand why the College Advising Corps is asking my permission to access my child's student record and I grant permission to the Providence Public School Department to share that information with the College Advising Corps.

No I do not give permission to the Providence Public School Department to release information from my child's student record.

College Advising Corps sharing information with PPSD

Yes I understand why the College Advising Corps is asking my permission to share information about me and my child **collected by College Advising Corps staff** (College Advisers) with appropriate school faculty(classroom teachers, school administrators, and school clinicians) and I grant permission to College Advising Corps to share that information with school faculty.

No I do not give permission to the College Advising Corps staff to share information with my child's school.

Name of Child

Date of Birth of Child (Month, Day, Year)
(complete if you checked 'yes' above to allow voluntary participation)

Name of Child's School

Name of Parent or Guardian (please print)

Signature of Parent or Guardian

Date

I understand that my records are protected under the Federal Confidentiality Regulations (42CFR Part 2), Mental Health Law (40.1-2-26) and Health Care Information Act (RI General Laws 5.37.3-4), and cannot be disclosed without my written consent except as otherwise specifically provided by law. Any information released or received as a result of this consent shall not be relayed in any way to another person, organization or entity, without additional written consent from me unless it is by the Executive Director of the College Advising Corps acting in my behalf. I understand that state law mandates reporting of suspected abuse/neglect (to children, elderly and disabled persons) to the appropriate State authorities. I may withdraw this consent by giving written notification to the above party, at any time prior to the disclosure or release of the information. I understand and consent to my case file, and record being reviewed and information being used for administrative case review and program evaluation. I have read (or had it read to me), understand and agree to the conditions as outlined in this consent form and release.