



Outreach Services Request Form

Office of Outreach and School Relations

Thank you for your interest in our services. In order to accommodate your request, please fill out the following form neatly and completely. Events are listed in order of the enrollment process (except Campus Tours) and should be requested following such sequence. Please allow at least 3 business days for a confirmation.

| | | | |
|-----------------------------|------|----------------|-----|
| School or Organization Name | | | |
| Mailing Address | | | |
| Address | City | State | Zip |
| School Phone | | Your Extension | |
| Contact Name | | | |
| Email | | Fax | |

CAMPUS TOURS

Guided by a Student Ambassador, students will have the opportunity to ask questions and explore Compton Center. For groups larger than 10, please allot at least an hour for tour (may vary by 15 minutes).

Requested date and time

| | | |
|--|--|--|
| 1st choice Date Time | 2nd choice Date Time | 3rd choice Date Time |
| Size of group | Special requests (more space on side-2) | |

INFORMATION SESSION **OR TABLE** (check which service you are requesting)

A Student Ambassador will set up a table with literature about the services offered at Compton Center and answer questions students may have and/or give a presentation about Compton Center services and programs along with the steps of enrollment. If requested, a table can be scheduled on a regular basis.

Requested date and time

| | | |
|--|--|--|
| 1 st choice Date Time | 2 nd choice Date Time | 3 rd choice Date Time |
| Location for set up or presentation | | |

APPLICATION WORKSHOP

An outreach representative and/or student ambassador will assist students to apply to Compton Center. Must have internet-ready computers, a minimum of 10 students in attendance and allot at least 40 minutes.

Requested date and time

| | | |
|--|--|--|
| 1 st choice Date Time | 2 nd choice Date Time | 3 rd choice Date Time |
| Location of the session | | |

NEW STUDENT ORIENTATION

An outreach advisor will go over Compton Center programs and services. Must have a minimum of 10 students in attendance and allot at least an hour and a half. Student must bring Compton Center I.D. number and a photo I.D.

Requested date and time

| | | |
|--|--|--|
| 1 st choice Date Time | 2 nd choice Date Time | 3 rd choice Date Time |
| Location of the session | | |

ASSESSMENT TESTING AND EDUCATIONAL PLANS

The assessment test will be proctored by an advisor for students who have completed a current admissions application. After completing the assessment, students will then meet with a counselor to complete an educational plan. Must have internet-ready computers, a minimum of 10 students in attendance and allot at least two and a half hours for testing. Student must know their Compton Center I.D. number and bring a photo I.D.

Requested date and time

| | | |
|--|--|--|
| 1 st choice Date Time | 2 nd choice Date Time | 3 rd choice Date Time |
| Location of Computer Lab: | | |

DEPARTMENT REFFERALS

If you would like to be connected with any of the departments below to provide information sessions or any other service, please check that apply and we will forward your request to the appropriate staff.

- | | |
|--|--|
| <input type="checkbox"/> Career & Technical Education (CTE) | <input type="checkbox"/> First Year Experience (FYE) |
| <input type="checkbox"/> Cooperative Agencies Resources for Education (CARE) | <input type="checkbox"/> Foster Youth / Y.E.S.S. |
| <input type="checkbox"/> Extended Opportunities Services and Programs (EOPS) | <input type="checkbox"/> Special Resource Center (SRC) |
| <input type="checkbox"/> Financial Aid | |

Additional Information, Special Needs or Requests:

MAIL, FAX OR EMAIL TO:
Outreach and School Relations
 1111 E. Artesia Blvd, Compton CA 90211
 Phone: (310) 900-1600 x2765 | Fax: 310-900-1697 | email: comoutreach@elcamino.edu