

NM HIGHLANDS UNIVERSITY COLLEGE NIGHT WEDNESDAY, OCTOBER 24, 2018



School Announcement:

Any students interested in attending the NM Highlands University College Night in Las Vegas, New Mexico on October 24, 2018, need to sign up as soon as possible with your MESA Advisor

During the day, MESA school students have time to explore the campus, meet with individual departments and attend insightful college preparation presentations. In the early evening, NMHU sponsors a College Night where high school students from around the state have the opportunity to visit with NMHU staff and faculty.

If you would like more information, come to the MESA club meeting on _____ (weekday) at _____ (time) in _____ (advisor name) room # _____. Thank you.

ADVISORS CHECKLIST



Tasks	Timeline	
Request trip approval and student permission forms from your school administration.	TRIP APPROVAL/ PERMISSION FORMS: Immediately	
Advertise using the announcement and flyer	ADVERTISE: Immediately	
Sign-up students on included sign-up sheet and handout/collect permission forms.	SIGN-UP: On-going until registration due date	
Register students on www.nmmesa.org event site.		
Prepare students to attend the event with the Pre- Event Assignments. Can be done as an advisor-led lesson or as independent student work. Initial Sign-Up Sheet to indicate completion.	PRE-EVENT ASSIGNMENT: DUE: October 24	
Eligibility and Logistics: Check club roster to see if the A-1 has been checked (<u>indicates student is eligible to attend trip</u>) and remind students of travel logistics, expectations, and event schedule.	ELIGIBILITY AND LOGISTICS: DUE: October 22	
Post-Event: Provide an opportunity for attendees to complete the post-event assignment. Submit the press release to the school newsletter, newspaper or on the announcements.	POST-EVENT ASSIGNMENT DUE to Advisor: NOVEMBER 9	
FINAL SUBMISSION: Send Sign-Up sheet (ALL students participation—including ones that were unable to make the trip) to Anita at anita@nmmesa.org or FAX 877-464-6642	FINAL SUBMISSION DUE to Anita: NOVEMBER 9	


NEW MEXICO HIGHLANDS UNIVERSITY®

COLLEGE NIGHT

Sponsored by New Mexico Highlands University
and NM MESA

October 24, 2018

Las Vegas, New Mexico

Any students interested in attending the NM Highlands University College Night in Las Vegas, New Mexico on October 24, 2018, need to have all paperwork submitted with advisor.

College Night is a great opportunity for high school students to visit with NMHU staff and faculty. Students will have time to explore the campus, meet with individual departments, and attend insightful college preparation presentations.

**Attend the next MESA club
meeting for more information.**



MESA Club Meetings are held

_____ (day) at _____

(time) in room # _____.