

On-Campus Tour Proposal for Prospective Students

Office of University Admissions

Fall 2020

Rationale:

It is essential that NJIT resume on-campus visits for prospective students in order to ensure that the university meet its future enrollment goals. Visiting a college campus is one of the top factors a student uses to determine where to apply and eventually enroll. Both students and their parents want to experience first-hand the campus, facilities and environment of an institution.

We understand that the current COVID-19 pandemic will prevent the university from resuming large on-campus recruitment events; however, the Office of University Admissions proposes visits for small groups of prospective students.

Here are the details of the request:

- **When?**
 - Beginning Monday, September 28, 2020
 - Offer once a day – Monday through Friday

- **Who?**
 - Limit - 5 prospective students with 2 guests (15 people total)
 - Students must pre-register – walk-ins will not be permitted
 - High school seniors only
 - Students from NJ, NY, CT, PA only (driving distance)

- **What?**
 - External tour of campus – will not enter buildings
 - Tour given by a student ambassador or admissions recruiter
 - Tour will be limited to no more than 60 minutes

- **How?**
 - Face coverings will be required at all times
 - Social distance of at least 6 feet will be required
 - We will collect name and telephone number for all attendees
 - Only one guest will be permitted in the Admissions office at a time
 - Checking in and waiting for the tour to start:
 - One guest checks in while others wait outside of Fenster Hall
 - Any one-on-one conversation with the admissions recruiter should happen outside or in the Admissions lobby, one family at a time behind the plexiglass barrier
 - Send online resources to attendees after the visit - pre-recorded information session, virtual tour to check out spaces inside the buildings, etc.
 - Extra masks, gloves, and hand sanitizers will be kept in the Admissions office