



ALUMNI AMBASSADOR PROGRAM HANDBOOK

Things you should know when recruiting
students for UC Riverside.



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WELCOME BACK, HIGHLANDER!



We're thrilled that you're ready to reactivate your UCR heart, and we're looking forward to meeting the students you reach through your journey with the Alumni Ambassador Program.

As an alumna of the University of California, Riverside — you already know first-hand what rich experiences and vital opportunities live at UCR. This perspective makes you the ideal connection between our campus and prospective students who are looking for their next great adventure. We can't think of anyone better equipped than you to recruit new Highlanders!

Across the country, Alumni Ambassadors will speak with high school students seeking the university experience and share insightful and genuine stories about challenging but rewarding academics, accomplished but approachable faculty, exciting but laid back campus life, and so much more. Get out there and help the world understand how they can live their best life at UCR, just like you did.

The events that you will be representing UCR at are designed to inform students about the advantages of a UCR education. And, for many admitted students, this type of event is often the deciding factor in their choice to commit to our campus. Alumni add a personal touch at these events by sharing their UCR experience. So, remember to talk informally, genuinely, and transparently about your positive experiences. We encourage you to share what **#LifeAtUCR** is about.

Thank you for your ongoing commitment to our campus. We are honored that you are, and will always be, part of the UCR family. Go Highlanders!

Sincerely,



Emily Engelschall
Associate Vice Chancellor,
Enrollment Services



WHICH VOLUNTEER ROLE IS RIGHT FOR YOU?

(maybe both)

College Fair Representative

College fair representatives are friendly and engaging.

Alumni who will perform well in this role have a strong understanding of UCR and are willing to share their personal and positive experiences as a Highlander.

Represent UC Riverside at one of the many college fairs our campus is invited to across the country and speak to prospective students about

your experience at UCR. These events typically occur during the fall and spring quarters, are usually hosted at high schools, and only require a few hours of commitment for each event. We will provide you with promotional UCR materials (brochures, infographics, etc.), which you will set up at your assigned table/booth. Once the doors open, students, parents/guardians, teachers, and high school counselors

will visit your table. (This is your cue.) Your goal is to promote UCR by answering questions and engaging in conversations about the benefits of a UCR education, while discussing admission requirements, and encouraging campus visits.

See Page 5 for more details about this role.

Admitted Student Celebration Host

Admitted Student Celebration Hosts are friendly, engaging, and organized. Alumni who will perform well in this role enjoy event planning, have a strong understanding of UCR, and are willing to share their personal and positive experiences as a Highlander.

Welcome new Highlanders by hosting an Admitted Student Celebration Event in your area. UCR plans special celebrations for newly admitted students

and their family/friends to encourage enrollment. These events typically occur in the spring (before the SIR deadline) and require a few hours of commitment for each event. Sometimes, these celebrations are planned in collaboration with Alumni Engagement and are added to one of their Regional Reception events. And, at other times the celebrations are planned separately. In either case, Undergraduate

Admissions and Alumni Engagement will handle most of the planning. Your role will be to greet, entertain, and guide students through the opportunities that await them at UCR. (In some rare cases, when we need help finding a venue in your area, we may reach out for your suggestions.)

See Page 6 for more details about this role.



EXPECTATIONS OF A COLLEGE FAIR REPRESENTATIVE

Before the Fair

Our office will contact you when college fairs in your area are scheduled. If you are available during those times/dates, we will register you for the event and begin the preparation. If you are attending the college fair alone, we will mail a kit to your home a few weeks before the event. It will contain all the necessary promotional materials (brochures, infographics, etc.), personalized name badge, and UCR branded tablecloth. If you are accompanying a UCR staff member, they will bring the kit with them. In the meantime,

review the training materials and visit the suggested UCR websites (located at the end of this handbook) to update yourself on all the current UCR happenings. Also, if provided, review the college fair's guest guidelines.

During the Fair

Arrive 30-minutes before the fair's start time to allow for proper setup and preparation. Please check in at the information booth or with the event staff, who will direct you to your assigned table to set up your UCR display. During the fair, encourage prospective students to complete a contact

card in order to stay connected with UCR and receive more information. Enjoy your time talking to prospective students, parents, teachers, and counselors about your UCR experience and giving genuine and positive answers to questions about the institution.

After the Fair

Following the fair, someone from Undergraduate Admissions will contact you to discuss how remaining items from the kit will be returned to our office. If you haven't heard from us within a week, please feel free to reach out to us.

DO:

- Arrive early and stay until the end of the fair
- Dress in business casual attire
- Be courteous to other campus representatives
- Thank the high school guidance counselor who invited UCR
- Focus mostly on the student and not as much on the parent
- Create a conversation and prompt student with questions
- Put effort into the display of your materials
- Fill out an exhibitor evaluation and return it to the information booth
- Bring your own water
- Place personal cellphone on silent during the fair

DON'T:

- Be the first to leave
- Make up an answer to a question you don't know
- Speak negatively about another campus
- Distribute publications other than UCR-approved materials
- Leave your booth to have conversations with guests
- Discourage anyone from applying, even if you believe the student is not qualified
- Extend displays beyond the limits of your booth
- Distribute candy, pens, bags, pennants, or any other promotional material



EXPECTATIONS OF AN ADMITTED STUDENT CELEBRATION HOST

Before the Event

Our office will contact you if an Admitted Student Celebration is scheduled during an Alumni Regional Reception event. Since major planning will be completed by event staff and venue selection will already be decided, your role will be to simply support the event staff by greeting, engaging, and guiding students through the opportunities that await them at UCR.

If a celebration is needed in your area and more planning is necessary, we will contact you to confirm a time/date that accommodates your schedule. Our office will begin organizing the event, handling as much as we can from our Southern-California location. We will reach out when your localized support is needed. Support will most-likely include scouting and procuring the event location, which may be elaborate or modest. Past venues include community centers, local coffee shops, and the homes of alumni. Other planning duties include outreach to local admitted students

to extend the invitation, ordering refreshments, and reserving any equipment such as a projector or screen necessary for an admissions presentation. Early planning of these events are crucial, and most of them are hosted during spring (before the SIR deadline).

In the meantime, review the training materials and visit the suggested UCR websites (located at the end of this handbook) to familiarize yourself on all the current UCR happenings.

During the Event

Structure your day around greeting guests, assisting with registration, and sharing your UCR testimonial and experience throughout the day when appropriate.

After the Event

Once the guests have left, collect all materials and equipment, and ensure the venue is returned to its proper state. Make sure to “close out” with the venue and thank them for their time and space. Once you return home, place any completed forms from the students in the provided return envelope and mail back to UCR. Store the other belongings from your kit in a safe place that is easily accessible for the next event. Contact our office to report on the event and to share any feedback.



READY TO COMMIT? LET'S GET STARTED!

REGISTER: [GO.UCR.EDU/ALUMNIAMBASSADOR](https://go.ucr.edu/alumniambassador)

Once we receive your information, we will be in contact regarding your next steps.

(How exciting!)

**IN THE MEANTIME,
LET'S DO SOME LIGHT TRAINING.**



A DECADE OF BIG MOVES

What you (and prospective students) should know about our campus!

- Riverside is one of the most diverse research universities in the nation. First generation scholars comprise more than half of our 25,000+ student population. UCR also enrolls more Pell Grant recipients than nearly every university in the country — and more than the entire Ivy League combined.
- UC Riverside is a living laboratory for the exploration of issues critical to growing communities at home and abroad — air, water, energy, transportation, agriculture and more. Our award-winning authors, artists, and scholars engage and inspire global thought leaders and cultural influencers alike.
- UCR is among the top 1.3% of universities worldwide based on education, employability, faculty, and research. (*Center for World University Rankings, 2022–23*)
- UCR is the nation's leader for social mobility for the fourth year in row! (*U.S. News & World Report, 2020–23*)
- UCR graduates' average mid-career pay is \$118,400. (*PayScale, 2019–2020*)
- UCR is the 23rd Best Value College (Public Schools) in the nation. (*Princeton Review Best Value, 2022*)
- Home to the largest indoor atmospheric test chamber, UCR is a national leader in air pollution and alternative fuels research.
- UCR was the first UC campus to have a professionally staffed Black student resource center, an office focused on serving Native American students, the first Middle Eastern Student Center in the nation, and the first public university to offer a gender-neutral housing option to all students.
- Sustainability is a way of life at UCR, from the compostable utensils used in campus dining to the solar panels found across campus that are sending 100% renewable energy into our grid. No wonder UCR was included on *The Princeton Review's* 2021 listing of the Top 50 Green Colleges.

Our Specialty!

- UCR is a **Yellow Ribbon Campus!** The university and the VA split the non-resident tuition costs for Post-9/11 GI Bill® recipients with 100% eligibility. That means at UCR, out-of-state veterans pay the same, lower tuition rate as California residents!
- UC Riverside recently became the first **minority-serving member** of the Institute for Research on Innovation and Science (IRIS) and received the Seal of Excelencia in Education, the nation's premier authority on efforts accelerating Latino student success in higher education.
- UCR's Marlan and Rosemary Bourns **College of Engineering** is among the top 50 public engineering colleges in the nation. (*U.S. News & World Report, 2020*)
- A **national leader** for African American and Latino student outcomes. (*The Education Trust*)



STUDENTS WANT TO KNOW

Prospective students will hit you with these FAQs,
and you'll want to be ready.

Q: What is the minimum GPA requirement?

A: 3.0 (California Resident)
3.4 (Non-Resident)
2.8 (Transfer Students)

Q: How large are classes?

A: 23:1 Student to faculty ratio.

Q: When should I start the application process?

A: Applicants for fall admission can start working on the UC application as early as August 1 and must submit the application and must submit the application Oct. 1–Nov. 30. If applying for winter admission, the UC application can be accessed as early as July 1 and can be submitted through July 31. You can apply to as many UC campuses as you like with just one application, and each campus will receive your application and official test scores.

Q: Does UCR offer my major or program?

A: UCR has 100+ majors/minors to choose from. (Note: Review the entire list of offered programs with the student and show them their many options. The majors list can be found in many of our promotional pieces or online. admissions.ucr.edu/majors)

Q: Does UCR offer an honors program?

A: UCR offers a University Honors program that engages a diverse community of students, faculty, and staff in the creation of global citizens through high-impact experiences that emphasize original scholarship, contribution, creativity, and innovation. Admission to University Honors is dependent on application essays, demonstrated leadership, academic integrity, and GPA (as calculated by Undergraduate Admissions for first-year and transfer applicants). honors.ucr.edu

Q: What kind of athletics do you have?

A: UCR's intercollegiate athletics program features 17 men's and women's teams that compete at the NCAA Division 1 level sports teams in the Big West conference. Our athletics program enhances athletic and academic excellence, providing student athletes with the opportunity to grow outside the classroom. Student athletes often have higher GPAs than their non-athlete counterparts.

- Baseball
- Basketball
- Cross Country
- Golf
- Soccer
- Softball
- Tennis
- Track & Field
- Volleyball



THINGS YOU SHOULD KNOW

If you're going to walk-the-walk, you should also talk-the-talk.

A-G: A-G requirements refers to the rigorous sequence of courses in seven subject areas required to be eligible for acceptance into the University of California.

GPA: GPA is defined as a student's Grade Point Average in the A-G requirements as calculated by the University of California. The average high school GPA is computed from 10th and 11th grade coursework, including up to eight semesters of honors courses (no more than 4 from 10th grade). These GPAs are drawn from application data at the system wide admissions office.

First-year Applicant: A first-year applicant is a student who has graduated from (or is still in) high school, who has not enrolled in a regular (non-summer) term at any college or university following graduation. Students must graduate from an accredited high school or qualify for admission by examination. Students who attend a college or university summer term immediately after graduating from high school are considered first-year applicants. Students who complete college/university courses while in high school are also still considered first-year applicants, regardless of the number of credits earned.

Transfer Applicant: A transfer applicant is a student who has enrolled in a fall, winter, or spring term at a college or university after high school graduation. Students who meet this definition cannot disregard their college record and apply as a first year.

CA Resident: Students living in California, who are eligible for resident tuition and fees.

Non-Resident Domestic (Out-of-State): Non-resident students who come from outside California but within the United States to attend a UC campus.

Non-Resident International: Non-resident students who come from outside the United States to attend a UC campus.

Undergraduate: A student that enrolls in a degree program after post-secondary education (high school) or after a two-year enrollment at a community college. The term encompasses first year through senior college students.

Acceptance: Admission to the University of California is competitive, and most applicants present more than the minimum requirements when applying for admission. First-year and transfer fall applicants, who applied during the filing period generally will be notified on a rolling basis beginning in early March. Transfer winter applicants will be notified on a rolling basis beginning early September.

SIR: The SIR (Statement of Intent to Register) deposit is a non-refundable deposit required with acceptance of admission to reserve a place in the entering class at one of the UC campuses. It is applied to the first term's tuition. Low-income students may have the deposit postponed (deferred) until financial aid is disbursed to cover tuition and fees.

Waitlisted Applicant: The waitlist is reserved for first-year and transfer applicants who were not offered admission due to space limitations but who will be considered for admission if space does become available in the current admissions cycle. Being on the waitlist is not a guarantee that they will receive an offer of admission at a later date.

Financial Aid: Financial aid is either need-based or non-need-based assistance. Need-based financial aid includes subsidized loans, grants, scholarships, and federal work-study. Non-need-based financial aid is made up of unsubsidized loans, parent loans, and private loans. Applicants should submit their FAFSA or CA Dream Act application starting October 1st. At UCR, 86% of undergraduate students receive financial aid and 70% of those who receive aid have their full fees covered by grants and/or scholarships. UCR students who borrow federal loans graduate with an average student loan debt of \$21,500 – just 1/5 of the actual total cost of tuition and housing.

EXTRA CREDIT

If you want to ensure you're prepared for other questions that may arise (requirements, majors, costs, deadlines, financial aid, application process, etc.), please visit these suggested websites for an extensive look at UCR and the sunny Southern California city it calls home.

ucr.edu

(general campus info)

admissions.ucr.edu/out-of-state

(admissions-specific info)

admissions.ucr.edu/about-riverside

(discover what it's like to live in our city)

news.ucr.edu

(a collection of current events at/related to UCR)



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This information is accurate and reliable at the time of publication but may change without notice. Please contact Undergraduate Admissions for the most up-to-date information. (10/22)

As part of UC Riverside's federal reporting requirements under the Clery Act, you can access our Annual Security and Fire Safety Report at go.ucr.edu/CleryAct.
A full list of Consumer and Safety Information Disclosures is also available at go.ucr.edu/ConsumerSafety.