



Off Campus Recruitment Guidance

At times, faculty and staff may participate in recruitment or outreach activities off campus. Please consider this guidance to best prepare you to interact with prospective students.

- ✓ Plan to bring Admissions brochures in addition to any department materials you have. You can pick up materials at the University Visitors Center or contact Debra Paraskiewicz debrap@udel.edu to request materials be sent to your office. Please note up to 50 brochures will be provided to each department upon request. Additional copies can be ordered at .15/brochure.
- ✓ If the event calls for an opportunity to talk about UD beyond a major/program, request an Admissions representative to join you when possible. If Admissions cannot participate, they can provide business cards for the Admissions representative for that school/region for you to share or you can find the specific counselor on the [Meet Your Counselor](#) webpage. (Note: There are vacancies so students can always email admissions@udel.edu)
- ✓ Collect student information using this [inquiry form](#) link or an Admissions generated QR code to have with you for people to scan. They will then be added to the UD mailing list for more information. <https://apply.udel.edu/register/prospectivestudent>
- ✓ Keep these Admissions Resources in mind to refer students to as needed.
 - [Major Finder](#)
 - [Meet Your Counselor](#)
 - [Admissions Checklist, Requirements, and Timeline](#)
 - [Plan Your Visit](#)