



**COLLEGE GOAL WISCONSIN REGISTRATION POLICY**  
**Collegegoalwi.org**  
**Email questions to Collegegoalwi@gmail.com**

The purpose of College Goal Wisconsin is for students and families to receive assistance filing the FAFSA.

**Registration Criteria:** The following items will be collected on the registration site:

First Name	Last Name
Address	City, State, Zip
Phone number:	School student is attending:
Year of Graduation:	Email address:
Date of event student plans to attend (individuals can only register for one event at a time):	

**Virtual Registration Requirements:**

1. Registration is required for all virtual FAFSA completion events.
2. Registration will open the beginning of September.
3. A confirmation will be emailed to the registrant.
4. Three days before the event, an email reminder will be sent with information about how to apply for an FSA ID.
5. On the day of the event, an email will be sent to the registrant with the log in information for the FAFSA completion zoom meeting.
6. Registration will close for each virtual event when registration reaches 150.
7. Registrants should only register for one event at a time.

**In person Registration Requirements:**

1. Registration for in person attendance is highly recommended.
2. Registration will open the beginning of September.
3. If a registrant registers, a confirmation will be emailed to the registrant.
4. A list of the registrants and their emails will be provided to the site coordinator one week before their event.
5. Registration will close three days before the event.
6. Three days before the event, an email reminder will be sent from College Goal Wisconsin with information about how to apply for an FSA ID.
7. An email from the site coordinator may be sent to the registrant about any specific site COVID protocols.
8. On the day of the event, a reminder email may be sent from the site coordinator to the student.
9. If a person does not register, they may be placed in a waiting area when they arrive if the site can only accommodate so many families.

**Registration Data:**

1. The registrant's registration information will not be sold or given to anyone that is not affiliated with College Goal Wisconsin.
2. Only the College Goal Board Executive Committee will have access to the registrants' information.
3. Email addresses will be shared with the site coordinator where the registrant is attending for the purpose to notify the registrant of COVID protocols and to email details about the event.
4. Site coordinators will be given specific instructions that they are not to use the registrant's email for any other purpose than listed in 3 above.
5. After the event, the registrant may receive additional information from College Goal Wisconsin re: financial aid information and college going tips. If the registrant is not interested in receiving this information, they will be given the option to unsubscribe to the emails.

**Closing Registration:**

1. Registration will be closed for the virtual event when it reaches 150 people.
2. Registration for in person events will close three days before the event.

7/11/2021