



## **KDC Advising Agreement (Matched)**

### **PURPOSE**

This document highlights an agreement between student and coach to most benefit from the program. By verbally confirming your agreement during your *first* call, both student and coach accept the responsibilities outlined below through the coaching period of June/July 2019 through June 2020.

### **As a coach, I agree to the following:**

#### Engagement

- Build a relationship with my student(s) designed to support their success in applying to colleges and getting admitted into the college of their choice.
- Commit to engage with my student(s) at least 2 hours per month, dependent on student's preference.
- Presently show up for my student(s), actively listening to their needs while at the same time challenging them appropriately to achieve their goals.

#### Communication

- Reach out to my student virtually at the dates and times we agree on, to share written feedback or answer written correspondence by the deadlines we set together.
- Reschedule at least 24 hours in advance, if possible, when I am unable to make these commitments. My student(s) and I have discussed and agreed on the best way for me to communicate when I need to reschedule a meeting.

#### Action Items & Follow-through

- Prepare for our sessions by completing any action items agreed upon, and to send reminders to my student to do the same when appropriate.

### **As a student, I agree to the following:**

#### Engagement

- Build a relationship with my coach designed to support my success in applying to colleges and getting admitted into the college(s) of my choice.
- Meet virtually or in-person with my coach during the dates and times that we agree upon.
- Commit to a minimum of 5 interactions with ScholarMatch between June 2019 - January 2020. Interactions are flexible and include the following options in Los



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Angeles: speaking to my coach (phone/text/video), working with ScholarMatch staff at the drop-in center, attending a workshop or event, etc.

### Communication

- Commit to sharing any written work or answer any written correspondence by the deadlines my coach and I set together.
- Understand that it's ok to postpone or cancel a meeting, as long as I proactively communicate and keep my coach and ScholarMatch in the loop if this happens. I also commit to rescheduling at least 24 hours in advance, if possible, when I am unable to make these commitments. My coach and I have discussed and agreed on the best way for me to communicate when I need to reschedule a meeting.
- Understand that information shared in our meeting will be held as confidential, with the exception of information shared with ScholarMatch staff when deemed necessary by my coach.

### Action Items & Follow-through

- Follow through on action items agreed upon during our coaching sessions, as they support my ability to be successful in the college application process.
- Submit brief monthly check-in forms sent by ScholarMatch via email, to keep ScholarMatch staff in the loop and monitor progress with my coach.
- Complete and keep track of my college ready milestones.