GEAR UP Utah Contact Log

2023/2024 School Year

Check one: **Counselor   First-year Specialist   Outreach Mentor   Parent Specialist   Tutor**

School Name: _____

Staff Name: _____

Student Name:	Student Code:	Service Name: Service Method: D VA VS	Date:
		Service Description:	
Parent Name: Parent Only? Y N	Parent Code:		Length of Service:
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		Service Description:	
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Parent Activity Codes

Parent/ Family Counseling/ Advising	**CO**
Parent/ Family Workshops of College Prep/ Financial Aid	**FW**
Other-Survey	**SV**

Student Activity Codes

Academic Enrichment (ACT Prep, Act Reg.)	**AE**	Rigorous Academics (encourage AP, Honors, CE Courses)	**RA**
Academic Planning (grades, college, career)	**AP**	Tutoring/Homework	**TH**
Financial Aid (scholarships, FAFSA)	**FA**	Worshops (time management, study skills, etc.)	**WO**

Types of Contact: D = Direct Service   VA = Virtual Asynchronous   VS = Virtually Synchronous

Employee Signature_____   Counselor Signature_____

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