

UNIVERSITY OF  
**NORTHERN COLORADO**

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**Office of Admissions**

**Virtual Group Visit Policies**

Thank you for taking the time to bring your group to the University of Northern Colorado. In order to best coordinate your visit to UNC, please respect and adhere to the following policies

**UNC Group Visit Contact**

Evan Lewis, Coordinator of Campus Visits  
evan.lewis@unco.edu  
970-351-1868

**Timely Arrival**

Please make every effort possible to enter the scheduled visit 10 minutes early. During this time, make sure your camera and audio are set to off. The host will notify you during the meeting if you be needing to turn on these functions.

**Eliminate Distractions**

In an effort to create the best experience for all, we request that all guests eliminate distractions prior to entering the Zoom Meeting. Please turn off cell phones and background noise.

**Appropriate Name, Dress, and Setting**

Upon entering the meeting, you will be asked to use your first and last name for your Zoom Display Name. This will be used by your educator for attendance purposes. Any inappropriate names will result in being removed from the meeting.

Please be aware that you might be asked to turn on your video during your scheduled visit for breakout sessions and/or small tour groups. Please be dressed appropriately and aware of your surroundings. Keep all inappropriate images out of view of your cameras. Any inappropriate images will result in being removed from the meeting.

**Respect**

Keep in mind that as an institute of higher education, our campus and community should be treated with respect. Please be polite and considerate to the presenters and tour guides. Our presenters and tour guides reserve the right to remove disrespectful attendees from the Virtual Group Visit at any time due to inappropriate behavior.