

January 12, 2010

Dear Ms. Baizer,

The Office of Admissions at St. Mary's College of California is looking forward to your campus visit. Your group is scheduled and confirmed for:

**El Cerrito High School**

Date of Visit: April 10<sup>th</sup>, 2010

Number of Visitors: 10

Presentation: 10:00 AM

Tour: 11:00 AM

When you arrive on campus, please stop at the Security Gate. A Public Safety Officer will direct you to the visitor parking lot. If your group plans on traveling by bus, the bus will need to make a left turn and drop the students off at the first corner. The Admissions Office is located in Brother Jerome West Hall, the building on the left side of the first corner. Please send one representative inside Brother Jerome West Hall. Our Student Ambassadors will greet your group and either begin the tour or take them to the presentation room. The bus can turn around and park in our bus stop while waiting for the students.

Please encourage your students to turn off their cell phones and put away iPods before arriving on-campus. We require our guests to bring one chaperone for every ten students.

Feel free to contact me if you have any questions about your campus visit. I can be reached at 925-631-4983 or [smcadmit@stmarys-ca.edu](mailto:smcadmit@stmarys-ca.edu).

Sincerely,

Jordan Raya,  
Senior Student Ambassador