



*Welcome Home*

FAIRMONT STATE UNIVERSITY

**HOMECOMING**

————— OCTOBER 15-21, 2018 —————

Questions? Please contact:

The Office of Student Activities

[StudentActivities@fairmontstate.edu](mailto:StudentActivities@fairmontstate.edu)

304-333-3647

It is time to start preparing for our Homecoming celebration! We hope you and your organization will participate and make Homecoming 2018 a memorable experience for everyone. Please take the time and read this packet to completely inform yourself of all of the event details, rules, and regulations.

This year, homecoming will be centered on the theme **“Hollywood Glam.”**

As with previous years, we will be voting on a Homecoming King and Queen to represent our institution. All active student organizations are more than welcome to sponsor both a King and a Queen candidate; each candidate must have his/her own escort. For all rules concerning the candidates and schedule of events, please see the enclosed regulations. The Homecoming King and Queen will be announced at the home football game on Saturday, October 20<sup>th</sup> during the Halftime Ceremony.

**Please read over the King and Queen Selection Guidelines for further information.**

**Only a Fairmont State University Undergraduate or Graduate Student may be nominated as a Homecoming Court Candidate.**

**All organizations wishing to sponsor a candidate for Homecoming Court must participate in the following:**

- Homecoming Kickoff – October 16<sup>th</sup>
- Falcons Helping Falcons – Community Service Project, October 17<sup>th</sup>
- Community Pep Rally - Bon Fire, October 18<sup>th</sup>
- Homecoming Dance - October 19<sup>th</sup>
- Parade Line-up & Parade - October 20<sup>th</sup>
- Homecoming Football Game - October 20<sup>th</sup>

**All candidates will be introduced at:**

- HC Football Game Half-Time Coronation Ceremony, October 20<sup>th</sup>

# Schedule of Events

## **Thursday – October 4th**

- Mandatory Homecoming Candidate's Meeting (After Student Government Associations meeting)

1:00pm – 1:30pm, Hardway 128

## **Tuesday - October 16<sup>th</sup>**

- Homecoming Kickoff
  - 12:30pm, Gym 1
  - All Candidates will be present to hand out shirts/Welcoming Football Team
- Homecoming Candidate's Dinner
  - 5:00pm – 7:00pm – Falcon Center Conference Rooms

## **Wednesday - October 17<sup>th</sup>**

- "Falcons Helping Falcons" - Community Service
  - 10:00am – 1:00pm
  - Gravel Parking Lot – Locust Ave Clean up
- King & Queen Voting Starts at 8:00am (Qualtrix Survey – Sent out to student via campus email.)

## **Thursday - October 18<sup>th</sup>**

- Coronation Ceremony Rehearsal
  - 12:30-1:30pm Duvall-Rosier Football Field
- Community Pep Rally Bonfire
  - 7:00pm – Gravel Lot near Tennis Courts

## **Friday - October 19<sup>th</sup>**

- Homecoming Dance
  - 9:00pm – 12:00am
  - Colebank Gym
- King & Queen Voting Ends @ 3:00pm (Qualtrix Survey – Sent out to student via campus email.)

## **Saturday October 20th, Saturday**

- Parade Line-Up and Parade
  - Line-up at 9:00am
  - Parade starts at 10:00am
  - East West Stadium, 1200 Virginia Ave, Fairmont, WV 26554
- Homecoming Football game w/ half-time coronation ceremony
  - Line up 5 minutes before the half time.

# Forms Due

**Turn the Forms into the Student Activities Office in 318 Colebank.**

## **Monday, October 8 by 4:00PM**

1. Homecoming Court Application
2. Candidate Information Form
3. Candidate's Dinner RSVP Form
4. Candidate's Institutional Excuse Form
5. Candidate's Escort's Institutional Excuse Form
6. Parade Float Registration Form

## **Thursday, October 17<sup>st</sup> by 4:00PM**

1. Candidate Homecoming Expenditure Report

**TURNING IN ANY FORMS LATE WILL RESULT WITH 5 POINT  
DEDUCTION TO YOUR HOMECOMING VOTE.  
THERE WILL BE NO EXCEPTIONS TO THIS RULE.**

# Candidate and Escort Regulations

1. All candidates must be full time students at Fairmont State University and have an overall cumulative GPA of 2.0. Freshmen may not be Homecoming candidates. Candidates must have an escort. Escorts must be full time students at Fairmont State University. Freshmen may be escorts.
2. Candidates and escorts must be at all of the mandatory events. If you know that you will not be able to attend these events, DO NOT register to be a candidate or an escort. For candidates AND escorts, missing one event will result in the disqualification of that candidate. For candidates AND escorts, missing two or more events will result in automatic disqualification. No exceptions and no substitutions.  
The Candidate and Escort Institutional Excuse Form is due by **Monday, October 8<sup>th</sup> at 4pm to the Student Activities office in 315 Colebank**. ***THERE WILL BE NO EXCEPTIONS TO THIS RULE.***
3. Candidates **CANNOT** be replaced after **Monday, October 8<sup>th</sup> at 4pm**. It is the sponsoring organization's responsibility to nominate an eligible candidate.
4. Organizations are encouraged to campaign for their candidate(s) on campus. Sponsoring organizations and candidates are allowed to spend up to \$100.00 on marketing materials for their candidate(s). See page 6 for additional rules and information.  
The Homecoming Campaign Expenditure Report Form is due by **Friday, October 12<sup>th</sup> at 4pm to the Student Activities office in 315 Colebank**. You will be removed from the ballot if this report is not turned in. ***THERE WILL BE NO EXCEPTIONS TO THIS RULE.***
5. All organizations that wish to sponsor a candidate(s) must have a float in the parade.
6. Candidates and Escorts are not allowed to ride on the floats. Candidates must be in a vehicle sponsored by their organization.
7. Candidates must furnish their own transportation and signs for the parade. Each King and Queen Candidate (along with their respective escorts), must ride in a separate vehicle in the parade. Candidates are not permitted to ride in the same parade vehicles.

# Campaigning Rules/Information

- King and Queens candidates must be sponsored by an Active Registered Student Organization on campus.
- The organization is encouraged to campaign for its candidate(s) on campus.
- Campaigning is LIMITED TO THE FOLLOWING: (Student Activities will not provide any supplies, but feel free to utilize the Printing Center on the top floor of the Falcon Center to purchase posters)
  - 8.5x11 campaign flyers on general purpose bulletin boards across campus
  - Social Media
  - Chalking sidewalks
  - Banners in the Falcon Center- Student Activities will not provide any supplies to hang up the banners. Banners may not be any larger than a twin size bed sheet and must hang horizontal.
- **SETTING UP TABLES ON MAIN STREET & THE CREATION OF POLLING SITES IS STRICTLY PROHIBITED.**
- Candidates and their sponsoring organization are not allowed to spend more than **\$100.00** on their Homecoming King or Queen Campaigns, and must provide documentation of their expenditures via the Homecoming Campaign Expenditure Report Form, which is due by **Friday, October 12<sup>th</sup> at 4pm to the Student Activities office in 315 Colebank.** **You will be removed from the ballot if this report is not turned in.**
  - o Money spent on float decorations does NOT need to be included in the report.
  - o Money spent on clothing purchased for candidates does NOT need to be included in the report.
- Candidate campaigning begins **Wednesday, October 10<sup>th</sup>** and continues throughout Homecoming week.
- King AND Queen Voting (Qualtrix) starts on Wednesday, October 17<sup>th</sup> at 8:00am and ends on Friday, October 19<sup>th</sup> at 3:00pm
- Failure of the candidate and/or their sponsoring student organization to comply with any rules will result in disqualification of the candidate and their sponsoring organization from participating in Homecoming Comming events.

# **Falcons Helping Falcons – Community Service**

Wednesday, October 17th • Gravel Parking Lot (Across Locust Ave in front of school)  
• Time 10am-1pm

- All King and Queen Candidates and their escorts are to participate in the Falcons Helping Falcons Community Service Project.
- Please dress appropriately for the weather that day and wear comfortable shoes.
- Supplies for the community project will be provide.
- Snacks and drinks will be provided.

# Parade Float Regulations

Thursday, October 20th • East-West Stadium • Line-up: 9:00AM / 10:00AM Start Time

East West Stadium, 1200 Virginia Ave, Fairmont, WV 26554

1. All organizations that wish to sponsor a candidate(s) must have a float in the parade. **NO EXCEPTIONS.**
2. All registered and active student organizations are welcome to participate in the parade - it is not mandatory to sponsor a candidate in order to have a float in the parade.
3. An organization may build one float to sponsor a King and/or Queen candidate; however the King and Queen candidates (with their escorts) must ride in **separate cars**. Candidates are not allowed to ride on the floats. They must be in a vehicle sponsored by their organization.
4. To receive full credit for adherence to the rules on the Judge's score card, you must have a true float. A true float is a flatbed trailer pulled by another vehicle decorated **FROM ALL SIDES (360 degree view)**.
5. Floats cannot exceed a **13-foot height limit** from the ground up. Any floats not meeting the requirements will not be permitted in the parade and any candidate(s) associated with that organization will be disqualified. All decisions concerning float requirements are at the discrepancy of the Student Activities Office. Every float will be inspected and approved by Student Activities Office officials before the parade begins. Floats will be measured during lineup.
6. Balloons, ribbons, and other decorations are encouraged but not mandatory.
7. Try to incorporate the theme of the week, "**Hollywood Stars**" into your float.
8. The name of your organization must be **spelled out**, not just abbreviated, in order to be judged. (Eg: TKE= Tau Kappa Epsilon)
9. Organizations may pair up and build one float together. A limit of only **two** organizations can be represented by one float.
10. There is a limit of 10 people on floats; this includes people walking with the float. Floats co-sponsored by two organizations are still limited to 10 people on/around your float. This is for safety reasons.
11. The organization will be assigned a spot in the line-up. This spot is **NON-NEGOTIABLE**. Any student organization that changes the line-up for the parade will be disqualified from participating in any additional Homecoming festivities; this will also result in disqualification of the King/Queen candidate(s) that they are sponsoring.

The Parade Float Registration Form is due by **Monday, October 8<sup>th</sup> at 4pm to the Student Activities Office in 315 Colebank.** **THERE WILL BE NO EXCEPTIONS TO THIS RULE.**

ACE Hardware in Whitehall is sponsoring float supplies this year!! Each organization gets up to a \$100.00 for supplies sponsored by ACE Hardware, IF YOUR ORGANIZATION NEEDS SOMETHING ORDERED GET THERE EARLY. Just walk in and tell them who you are so they can write it down for their records.

- Please tell the manager on duty that your organization is there to pick up Homecoming Parade Float items.
- Inform the cashier that your items need to be applied to the Fairmont State University Homecoming account.
- All RSO's are instructed to stop by ACE Hardware at the Middletown Mall only during these days and times.
  - Monday: 7:00AM – 7:00PM
  - Tuesday: 7:00AM – 7:00PM
  - Wednesday: 7:00AM – 3:00PM
  - Thursday: 7:00AM – 3:00PM
  - Friday: 7:00AM – 3:00PM
  - NO WEEKENDS

**DEADLINE TO PICK UP SUPPLIES IS OCTOBER 17TH**



# Homecoming Dance

Friday, October 19<sup>th</sup> • Colebank Gym • 9pm-11pm

- **The Dance is only open to currently enrolled Fairmont State University students and their (1) guest.**  
All students must show a valid Fairmont State Student ID at the door in order to enter. Students are only allowed to bring **one** guest. Students must arrive with their guest.
- **Beer and wine will be served to attendees 21 years of age and older.**  
A valid driver's license will be required at the bar.  
Attendees already visibly intoxicated will not be permitted to enter the dance.
- **Attire/Dress Code:** Theme attire is required for Queen/King candidates. There will be a contest for the candidate's costumes.
- **Theme:** Hollywood Glam

# **Candidate & Escort Dress Guidelines**

This is a *guideline* for your candidates and escorts as to the appropriate clothing for each of the events. Please remember that at these events that your candidates and escorts are representing not only your sponsoring organizations but other organizations that he/she is a member of, as well as Fairmont State University. Photos will be taken at all events.

## **Thursday, October 4<sup>th</sup>**

**Mandatory Candidate's Meeting: Casual**

## **Tuesday, October 16<sup>th</sup>**

- **Homecoming Kickoff: Organization Shirts**
- **Candidate's Dinner: Formal**

## **Wednesday, October 17<sup>th</sup>**

- **Falcons Helping Falcons – Community Service Project - Casual**

## **Thursday, October 18<sup>th</sup>**

- **Coronation Ceremony Rehearsal: Casual (*Rain or shine! Ladies bring shoes you plan to wear on Saturday!*)**
- **Community Pep Rally Bonfire – Organization Shirts**

## **Friday, October 19<sup>th</sup>**

- **“Hollywood Glam” Dance: Theme attire (Costume Contest)**

## **Saturday, October 20<sup>th</sup>**

**Parade Line-up and Parade: Business casual**

**HC Football Game w/ half-time Coronation Ceremony: Business casual**

# Queen Candidate Application

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Fairmont State Student I.D # \_\_\_\_\_

CLASS (CIRCLE ONE):                      SOPHOMORE                      JUNIOR                      SENIOR

LOCAL PHONE: \_\_\_\_\_

Fairmont State E-MAIL: \_\_\_\_\_

SPONSORING ORGANIZATION(S):  
\_\_\_\_\_

## Escort

NAME: \_\_\_\_\_

Fairmont State Student I.D # \_\_\_\_\_

LOCAL PHONE: \_\_\_\_\_

Fairmont State E-MAIL: \_\_\_\_\_

“I hereby authorize the Office of Student Activities to verify my cumulative hours and grade point average with the necessary college officials. I fully understand the intended falsification of any information contained within this document could result in disqualification. The information will remain confidential within the Office of Student Activities. Finally, I completely understand the above paragraph and release this information solely to the Office of Student Activities.”

Candidate Signature: \_\_\_\_\_

Escorts Signature: \_\_\_\_\_

# Queen Information Form

NAME: \_\_\_\_\_

SPONSORING ORGANIZATION(S): \_\_\_\_\_

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DO YOU BELONG TO ANY OTHER CLUBS/ORGANIZATIONS: \_\_\_\_\_

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HOMETOWN: \_\_\_\_\_

MAJOR: \_\_\_\_\_

CLASS RANK: \_\_\_\_\_

PARENT(S) NAME(S): \_\_\_\_\_

ESCORT'S NAME: \_\_\_\_\_

HOBBIES OR INTERESTS: \_\_\_\_\_

COMMUNITY ORGANIZATIONS: \_\_\_\_\_

## Queen Candidate's Dinner RSVP

Queen Candidate's Name: \_\_\_\_\_

Escort's Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

### Candidate:

\_\_\_ YES, I AM ATTENDING

\_\_\_ I AM A VEGETARIAN

\_\_\_ I HAVE FOOD ALLERGIES: \_\_\_\_\_

\_\_\_ NO I WILL NOT BE ATTENDING

### Escort:

\_\_\_ YES, I AM ATTENDING

\_\_\_ I AM A VEGETARIAN

\_\_\_ I HAVE FOOD ALLERGIES: \_\_\_\_\_

\_\_\_ NO I WILL NOT BE ATTENDING

## King Candidate Application

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

Fairmont State Student I.D # \_\_\_\_\_

CLASS (CIRCLE ONE):                      SOPHOMORE                      JUNIOR                      SENIOR

LOCAL PHONE: \_\_\_\_\_

Fairmont State E-MAIL: \_\_\_\_\_

SPONSORING ORGANIZATION(S): \_\_\_\_\_

\_\_\_\_\_

### Escort

NAME: \_\_\_\_\_

Fairmont State Student I.D # \_\_\_\_\_

LOCAL PHONE: \_\_\_\_\_

Fairmont State E-MAIL: \_\_\_\_\_

“I hereby authorize the Office of Student Activities to verify my cumulative hours and grade point average with the necessary college officials. I fully understand the intended falsification of any information contained within this document could result in disqualification. The information will remain confidential within the Office of Student Activities. Finally, I completely understand the above paragraph and release this information solely to the Office of Student Activities.”

Candidate Signature: \_\_\_\_\_

Escorts Signature: \_\_\_\_\_

# King Information Form

NAME: \_\_\_\_\_

SPONSORING ORGANIZATION(S): \_\_\_\_\_

DO YOU BELONG TO ANY OTHER CLUBS/ORGANIZATIONS \_\_\_\_\_

HOMETOWN: \_\_\_\_\_

MAJOR: \_\_\_\_\_

CLASS RANK: \_\_\_\_\_

PARENT(S) NAME(S): \_\_\_\_\_

ESCORT'S NAME: \_\_\_\_\_

HOBBIES OR INTERESTS: \_\_\_\_\_

COMMUNITY ORGANIZATIONS: \_\_\_\_\_

## King Candidate's Dinner RSVP

King Candidate's Name: \_\_\_\_\_

Escort's Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

### Candidate:

YES, I AM ATTENDING

I AM A VEGETARIAN

I HAVE FOOD ALLERGIES: \_\_\_\_\_

NO I WILL NOT BE ATTENDING

### Escort:

YES, I AM ATTENDING

I AM A VEGETARIAN

I HAVE FOOD ALLERGIES: \_\_\_\_\_

NO I WILL NOT BE ATTENDING



## Queen HC Candidate Institutional Excuse Request Form

Fill out the following form to request institutional excuse requests to be sent to your professors.  
Ask for excuses ONLY for the events where you have a conflicting class.

Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

Fairmont State Student ID #: \_\_\_\_\_

Tuesday, October 16<sup>th</sup>

\_\_\_ Candidate's Dinner: 5 – 7 pm, Conference Rooms

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Wednesday, October 17<sup>th</sup>

"Falcons Helping Falcons" - Community Service - 10:00am - 1:00pm

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Thursday, October 18<sup>th</sup>

\_\_\_ Pep Rally: 7pm - 10pm, Gravel Lot Next to Tennis Courts

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

# King HC Candidate Institutional Excuse Request Form

Fill out the following form to request institutional excuse requests to be sent to your professors.  
Ask for excuses ONLY for the events where you have a conflicting class.

Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

Fairmont State Student ID #: \_\_\_\_\_

Tuesday, October 16<sup>th</sup>

\_\_\_Candidate’s Dinner: 5 – 7 pm, Conference Rooms

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Wednesday, October 17<sup>th</sup>

"Falcons Helping Falcons" - Community Service - 10:00am - 1:00pm

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Thursday, October 18<sup>th</sup>

\_\_\_Pep Rally: 7pm - 10pm, Gravel Lot Next to Tennis Courts

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

# Queen HC Escort Institutional Excuse Request Form

Fill out the following form to request institutional excuse requests to be sent to your professors. Ask for excuses ONLY for the events where you have a conflicting class.

Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

Fairmont State Student ID #: \_\_\_\_\_

Tuesday, October 16<sup>th</sup>

\_\_\_ Candidate's Dinner: 5 – 7 pm, Conference Rooms

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Wednesday, October 17<sup>th</sup>

"Falcons Helping Falcons" - Community Service, Gravel Parking Lot in front of Campus.  
10AM - 1:00PM

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Thursday, October 18<sup>th</sup>

\_\_\_ Pep Rally: 7pm - 10pm, Gravel Lot Next to Tennis Courts

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

## King HC Escort Institutional Excuse Request Form

Fill out the following form to request institutional excuse requests to be sent to your professors. Ask for excuses **ONLY** for the events where you have a conflicting class.

Name: \_\_\_\_\_

Sponsoring Organization(s): \_\_\_\_\_

Fairmont State Student ID #: \_\_\_\_\_

Tuesday, October 16<sup>th</sup>

\_\_\_ Candidate's Dinner: 5 – 7 pm, Conference Rooms

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Wednesday, October 17<sup>th</sup>

"Falcons Helping Falcons" - Community Service, Gravel Parking Lot in front of Campus.  
10AM - 1:00PM

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

Thursday, October 18<sup>th</sup>

\_\_\_ Pep Rally: 7pm - 10pm, Gravel Lot Next to Tennis Courts

Class Name: \_\_\_\_\_ Professor: \_\_\_\_\_

Class Times: \_\_\_\_\_ to \_\_\_\_\_

# Parade Float Registration Form

Organization(s): \_\_\_\_\_

Will your float also represent another student organization?      YES      NO

If Yes: which organization: \_\_\_\_\_

Sponsoring a Candidate(s)?      YES      NO

Candidate(s) Names: \_\_\_\_\_

Person in charge of float: \_\_\_\_\_

Local phone number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Description of float:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In addition to filling and submitting this form, the online parade sign-up form must also be completed.

<https://www.fairmontstate.edu/alumni/homecoming>

# Queen Campaign Expenditure Report Form

Name: \_\_\_\_\_

Sponsoring organization(s): \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Your e-mail address: \_\_\_\_\_

A total of \$ \_\_\_\_\_ was spent on our Student Organizations campaign for Homecoming Queen.

A copy of our Student Organizations mandatory 8.5x11 campaign flyer will be sent electronically along with this form.

Please list the items & amounts spent on your campaign:

<u>Item Description</u>	<u>Item Cost (Real or Donated Value)</u>
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# King Campaign Expenditure Report Form

Name: \_\_\_\_\_

Sponsoring organization(s): \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Your e-mail address: \_\_\_\_\_

A total of \$ \_\_\_\_\_ was spent on our Student Organizations campaign for Homecoming King.

A copy of our Student Organizations mandatory 8.5x11 campaign flyer will be sent electronically along with this form.

Please list the items & amounts spent on your campaign:

<u>Item Description</u>	<u>Item Cost (Real or Donated Value)</u>
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