Event Sponsorship Information

What Is Welcome Week?
Welcome Week is a way to welcome Auburn University's new and returning students to campus fall semester. Welcome Week should provide new and returning students with a variety of programs and information to assist them in making Auburn University their home away from home. Students should have the opportunity through Welcome Week to get to know each other and the campus and become comfortable with the routine of campus life. Welcome Week is coordinated through the Division of Student Affairs' Office of Student Involvement.

Welcome Week activities should represent a balance of these various activities in order to promote the development of the whole student.
- Academics & Academic Services
- Campus & Community Awareness
- Student Involvement, Leadership & Community Service
- Social Opportunities
- Cultural Diversity
- Wellness and Recreation
- Athletics
- Auburn University Traditions

Event Sponsorship Form
Welcome Week would not be successful without the support of campus departments and members of the Auburn community. In 2014, Welcome Week included 130+ events that allowed students to engage with one another and learn more about various campus departments. Sponsorship forms should be submitted online by Thursday, May 21 at 4:45 PM through this link https://auburn.collegiatelink.net/form/start/63591.

All approved events will be posted on the Welcome Week Website as well as the Auburn Guides Mobile Application.

Because of the use of the Auburn Guides Mobile Application, we will be able to update event information and update students immediately. Please send John-Michael Roehm, roehmjm@auburn.edu any updated event information.
Event Planning Information
While planning your Welcome Week events it is important to remember to be sure to follow proper Auburn University rules & regulations. Most events may need to be registered with the Office of Communications & Marketing Event Planning & Protocol website. The Event Approval Form and other information regarding campus event planning can be found at auburn.edu/auevent or by contacting Chris Green, greenc1@auburn.edu. Events that have not been approved through the Campus Event Form are subject to removal from the Welcome Week schedule.

It is also important to secure your location in advance. Many campus buildings are accepting reservations for the fall semester. If hosting an event in the Student Center, please contact Andrea Conti-Elkins, contial@auburn.edu.

Event Planning Assistance
The Welcome Week Leadership Team consists of student leaders selected by the Office of Student Involvement. Their role is to plan signature Welcome Week events, compile event schedule, publicize all Welcome Week activities, and assist campus partners with their events. While it is the responsibility of each event sponsor to secure and plan all aspects of their event, the Welcome Week Leadership team is available to assist you along the way. Please contact Welcome Week 2015 Assistant Executive Director of External Relations, Chloe Sutton at chs0011@auburn.edu.

Important Dates
March 12- Event Sponsorship Form becomes available
May 21- Event Sponsorship Forms Due Online (see Event Sponsorship Form for link)
May 27- Welcome Week Schedule available on Auburn Guides Mobile Application
August 13-22- Welcome Week 2015.

Contact
If you have any questions or comments, please contact John-Michael Roehm, Coordinator of Student Organizations & Welcome Week at roehmjim@auburn.edu or 844-1344.