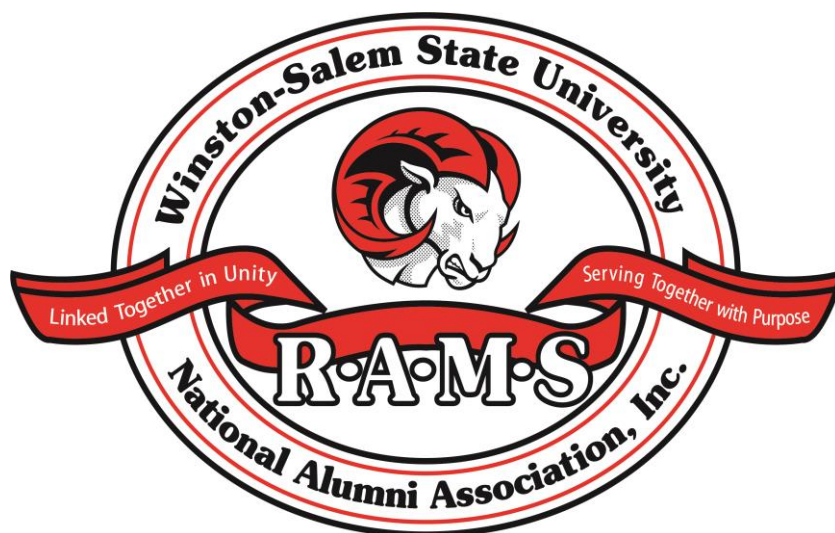


**Winston-Salem State University
National Alumni Association**

Miss & Mr. Alumni Contest Guidelines

Revision January 12, 2019



**Winston-Salem State University ■ National Alumni Association
S. G. Atkins House
Winston-Salem, NC 27110
www.wssunaa.org ■ 336-750-2122**

MISS & MR ALUMNI CONTEST IMPORTANT DATES

January 15	Application materials due from interested contestants
January	Contestants will be notified of their eligibility to run
January	Orientation Session will be held. All Contestants must attend Orientation Session.
January	Contest begins at conclusion of Orientation
February 25	Contestants submit money for ads/contributions***
March 25	Contestants submit money for ads/contributions***
April 25	Contestants submit money for ads/contributions***
May 25	Contestants submit money for ads/contributions***
June 25	Contestants submit money for ads/contributions***
July 25	Contestants submit money for ads/contributions***
August	Contestants submit money for ads/contributions for receipt by deadline (TBD)
August or September	Final Reconciliation (TBD). The winner(s) will be announced following the close of the reconciliation
January of Following Year	Detailed audited financial data for each candidate will be presented as part of the Homecoming Report at the Winter Board meeting

*** Money may be turned in at any time during the month. However, candidates are encouraged to make monthly deposits.

MISS & MR. ALUMNI CONTEST – RULES AND REGULATIONS

Revised January 2019

HISTORY OF THE CONTEST

The Alumni Association assumed complete management of Homecoming in 1945. The Association developed the annual homecoming weekend into an event recognized as “Tops in Homecoming Attractions.” At the suggestion of Jack Atkins, the “Miss Alumni” contest was inaugurated in 1945. The first “Miss Alumni,” Jennie Green Fletcher of Henderson, was crowned at the Friday night Homecoming Gala. Other activities during the 1945 Homecoming Weekend included the “Guest Club” contest, with the Kimberley Park Club as the first “Guest Club”; a gala, parade, football game, barbecue and Saturday night dance. (Source: The History of Winston-Salem State University 1892-1995 by E. Louise Murphy)

At the Alumni Association’s September 2005 Fall Board Meeting, several Board Members indicated that there were male alumni members interested in vying for the title of Mr. Alumni. As a result, the Board voted favorably to include male contestants in order to broaden the candidate base. The name for the activity would now become “Miss & Mr. Alumni” Contest.

In 2006, the contest was changed to (1) eliminate membership dues as votes and (2) to permit men to vie for the title of Mr. Alumni. The contest became strictly a fundraiser; that is, the winners are determined by the female and male contestant that raises the highest amount of money through contributions and ads.

A. PURPOSE

The Winston-Salem State University (WSSU) National Alumni Association’s Miss & Mr. Alumni Contest is the major fund-raising event for the Association. Funds raised are used to support the WSSU National Alumni Association’s scholarship efforts.

B. BASIS OF CONTEST

Contributions to the WSSU National Alumni Association may be credited to the Miss & Mr. Alumni Contest provided they are donated during the contest period. Contestants will receive full credit for all monies that are received by the association prior to contest deadline. The contest deadline will be **no more than 60 days** prior to the Friday of homecoming each year.

1. Allowable Contributions -

- a. Unrestricted contributions from chapters, regions or individuals
- b. Homecoming souvenir booklet advertisements
- c. Any other unrestricted contribution to the Association

2. Un-allowable Contributions – Credit will not be given toward the Miss & Mr.

Alumni Contest for contributions sent to the Association for special purposes, such as membership dues, Annual Fund, scholarships, matching gifts, Athletic Fund, admission tickets, or any other purpose where there is a restriction for use of funds.

3. Returned Checks – If a check is returned to the Association unpaid, no credit will be allowed for that contribution. If credit has been given for contribution, then it will be cancelled. Credit will be reinstated if the returned check and applicable fees are satisfied prior to the contest deadline via the association's lockbox

4. All monies must be received in the Association's Lockbox or Paypal Account (via donate button on association's website) by the established deadline.

C. ELIGIBILITY

The contest is open to any graduate of Winston-Salem State University who is in good standing with the Alumni Association by having paid his/her Life Membership or Regular Membership dues for the fiscal year in which he/she submits an application for the contest **and** pays Regular Membership dues for the upcoming fiscal year in which he/she will participate as a candidate in the contest.

The chapter which the contestant represents must be in good standing with the association for the current and upcoming year. A Chapter's good standing for the current year requires that the chapter has paid its annual Charter Fee, submitted its Audit Report, submitted Listing of Officers & Members and paid applicable Homecoming Fee and the President of the Chapter is financial. Good standing for the upcoming year requires the chapter to pay for the upcoming year's Charter Fee at the time of the candidate's application for Miss & Mr. Alumni.

D. CLOSE OF THE CONTEST AND RIGHTS TO OBSERVE COUNT

The contest closes **no more than 60 days** prior to the Friday of Homecoming. The exact date will be provided at contestant orientation. The Treasurer, Special Events Chairman, Miss & Mr. Alumni Chairman and Office Manager will verify the accuracy of monies reported. Contestants or a representative must be present. Reconciliation will take place approximately one calendar week after the close of the contest. The winner(s) will be announced following the close of the reconciliation.

E. DETERMINING WINNERS

The contestant(s) having the largest sum of monies posted in the Association's Lockbox or paypal account (via the donate button on the association's website) by the contest deadline and meets the eligibility noted in Item G below will be determined to be "Miss & Mr. Alumni."

F. DEADLINE DATES AND OTHER REQUIREMENTS

1. Contestants must provide a black & white and/or color HEAD SHOT photograph, membership dues, Entry Form (Appendix I) and Biographical Data Sheet (Appendix II) by the deadline.
2. Contestants must attend the Contestant Orientation Session. A Contestant Orientation Session will be held at the Winter Board Meeting.
3. A Photo Session will be held at the conclusion of the Contestant Orientation Session. Business Attire Required.

4. All contributions for Miss & Mr. Alumni are to be received and posted in the lockbox or paypal account (via the donate button on the association's website) by the established deadline.
5. Miss. & Mr. Alumni and Attendants should plan their wardrobes according to the "Required Attire for Miss & Mr. Alumni and Court". (Appendix III)
6. Contestants may begin campaigning after they have been notified of their eligibility and have completed the Contestant Orientation Session.
7. All contestants must participate in all required alumni association homecoming activities provided in an itinerary that will be given to everyone approximately 2-3 weeks prior to Homecoming. Failure to participate in required homecoming activities will forfeit all awards and amenities indicated in the awards and amenities section of this document.

G. AWARDS & AMENITIES

To be eligible for any amenities or awards, contestants must raise a minimum of \$5,000. Participants who raise under \$5,000 and at least \$2,500 are entitled to items shown below with asterisks. All awards and amenities will be presented no later than the Sunday following Homecoming with the exception of photographs.

1. *Monetary Award* - "Miss & Mr. Alumni" will each receive a monetary award of \$500.00.
2. *Amenities* – Contestants will receive the following amenities during Homecoming weekend:
 - a. Thursday, Friday and Saturday nights' lodging for Miss & Mr. Alumni in accordance to the Association's Travel Policy. All other nights are the responsibility of Miss & Mr. Alumni.
 - b. Friday and Saturday nights' lodging for eligible court participants in accordance to the Association's Travel Policy. All other nights are the responsibility of the participants. *
 - c. Travel to and from Homecoming for Miss & Mr. Alumni in accordance to the Associations' Travel Policy
 - d. Flowers and corsages. *

- e. Transportation to specified events – The Special Events Committee will determine annually the vehicle type used based on the number of contestants for the year.*
- f. Photographs of Homecoming Weekend will be provided to Miss & Mr. Alumni only.
- g. Miss & Mr. Alumni each will receive a complimentary table at the Alumni Gala, a complimentary ticket for his/her entry into the Homecoming football game, and two complimentary tickets to all other Homecoming events sponsored by the WSSU National Alumni Association.
- h. Attendants will receive two complimentary tickets to all events sponsored by the WSSU National Alumni Association. *
- i. Game Day
 - i. Miss & Mr. Alumni and attendants will ride on the parade float.
 - ii. Miss & Mr. Alumni and attendants will be provided access to the Chancellor's Tailgate.
 - iii. Chancellor's Box access is provided to Miss & Mr. Alumni only.
 - iv. Stadium Halftime Vehicle Ride is for Miss & Mr. Alumni only.

H. ADDITIONAL RECOGNITION FOR MISS & MR. ALUMNI

In addition to the above, Miss & Mr. Alumni may be invited by the President of the Alumni Association to attend specific activities during his/her reign. Expenses for travel, lodging and meals will be reimbursed in accordance to the Alumni Association's Travel Policy. Miss & Mr. Alumni are also encouraged to serve as members of the Alumni Association's Public Relations, Special Events and other committees.

I. OUTGOING MISS & MR. ALUMNI

Expenses for travel and Friday and Saturday nights' lodging will be reimbursed by the Alumni Association in accordance to the Association's Travel Policy. All other nights are the responsibility of the former King/Queen.

J. MISS & MR. ALUMNI REIGN

The reign and amenities for Miss & Mr. Alumni are for one year only. Amenities for crowning the succeeding Queen or King will be in accordance to Outgoing Miss & Mr. Alumni guidelines identified above.

K. SOUVENIR JOURNAL COVER PAGES

A lottery will be held at the Winter Board Meeting of candidates interested in purchasing specific cover pages of the Souvenir Journal. Available Cover Pages include, Inside Front, Inside Back and Outside Back.

APPENDIX I

**MISS & MR. ALUMNI CONTEST
ENTRY FORM**

Due by January 15

Please Print

NAME _____ CLASS YEAR _____
(Include maiden name, if applicable)

STREET ADDRESS _____

CITY, STATE, ZIP _____

HOME TEL _____ WORK TEL _____

E-MAIL ADDRESS _____

EMPLOYER _____ OCCUPATION _____

CHAPTER _____ REGION _____

PRESIDENT (Chapter/Region) Signature _____

I have read the Miss & Mr. Alumni Rules and Regulations and agree to be governed by them.
I am in good standing with the Alumni Association and have enclosed membership dues for
the current year, if not already paid, upcoming fiscal year's membership dues and my
Chapter's Charter Fees for the upcoming fiscal year.

Signature

Date

Please scan and email by January 15 to:

Specialevents@wssunaa.org

**MISS & MR. ALUMNI CONTEST
BIOGRAPHICAL DATA SHEET**

Due by January 15

Please supply the following information on this form or on a separate sheet of paper in the order listed.

Note: The Executive Council reserves the right to make editorial and grammatical changes. You will be able to review the information before publication.

Name (maiden, if applicable): _____

Major: _____

Graduation Year: _____

Alumni Chapter Affiliation: _____

Region: _____

Please give your reason for entering this contest and how you hope to make a difference as an ambassador for WSSU (maximum five sentences):

Education (List any additional degrees received or additional studies):

Employment (Company/Job Title):

Professional Affiliations:

Awards/Recognition:

Volunteer Service or Organizations:

OFFICE USE ONLY

_____ Date Rec'd _____ Information to be printed verified with contestant
Please scan and email by January 15 to:

Specialevents@wssunaa.org

APPENDIX III

REQUIRED ATTIRE FOR MR. & MISS ALUMNI AND ATTENDANTS

Mr. & Miss Alumni and Attendants should use the following guidelines when planning his/her wardrobes for Homecoming weekend activities. Activities with an asterisk beside them are REQUIRED. Contestants may be asked to participate in other activities throughout Homecoming weekend.

<u>ACTIVITY</u>	<u>SUGGESTED OUTFIT</u>	<u>SUGGESTED COLOR</u>
*Founder's Day Program	Dress or Suit (Miss)	Red, White or Black
	Dress or Suit (Attendants)	Red, Black or Grey
	Business Suit (Mr.)	Black or Grey
	Business Suit (Attendants)	Black or Grey
*Crowning Ceremony	Evening Gown (Miss)	White
	Evening Gown (Attendants)	Red or Black
	Tuxedo (Mr.)	Black
	Tuxedo (Attendants)	Black
*Parade and Game	Pants, Dress or Suit (Miss)	Red or White
	Pants, Dress or Suit (no jeans) (Attendants)	Red or Black
	Suit, Sports Coat & Slacks (no jeans) (Mr.)	Red or Black
	Suit, Sports Coat & Slacks (no jeans) (Attendants)	Red or Black
*Alumni Party	Casual Wear	

ORIENTATION DISCUSSION POINTS

1. Contest close date
2. Returned checks (responsibility, fee)
3. Campaign Manager
4. Homecoming Accommodations
5. Homecoming Itinerary
6. Crown(s) & Keepsake Crown(s)
7. Wearing of the Sash
8. Suggested dress for events (to be discussed in detail later)
9. Ads & layout
10. Cover Pages
11. Best practices