

Table of Contents

<u>Contents</u>	<u>Page</u>
Timeline of due dates, events etc.	2
Events Outline	3
Court Guidelines	5
Spirit Award Guidelines	10
Paint the Town Red	13
Campus Decorating Rules	14
Spirit Award Point Sheet	15
Participation Application (<i>must be returned</i>)	17
Participation Signup Sheet	22

Homecoming 2011: We Are... The Nightmare on Floyd Street TIMELINE

September 15: First Homecoming Meeting at 1pm in SAC W307

September 24: 8th Annual BLOCK PARTY

September 28: Homecoming Packets DUE by 5PM in the Student Life Office.

October 3: Queen Interviews. 3pm SAC W310

October 4: King Interviews. 3pm SAC W310

October 12: Teams/Organizations may begin decorating approved campus locations.

October 14: Campus Decorations are DUE

October 15: Paint the Town Red. 1-4pm SAC Multipurpose Room

October 16: Window painting for Paint the Town Red due by 4pm

- Top 10 Announcement, 5pm SAC Multipurpose Room

October 19: HSC Cookout 11:30am -1pm

October 20: Foam Party. 9pm-12am at the Red Barn

October 22: Homecoming on Main Street

October 24: Wear Red to be Fed, 11am-1pm

October 26: Nightmare Challenge

- Homecoming Court Announcement 7:30pm

October 28: NPHC sponsored Homecoming Dance. NPHC Step Show

October 29: Homecoming Game and Announcement of Spirit Competition Winners and Homecoming King & Queen.

November 4: Windows in the SAC must be cleaned by 8pm, failure to do so will result in being charged by the Student Activities Office.

SOUL Day of Service: TBA

University of Louisville Homecoming 2011

Schedule of Events

September 24: 8th Annual Block Party

Time: 1pm-6pm Location: 3rd and Brandeis Streets

The Annual Block Party will feature grilled food & refreshments, inflatable games, live local band performances, and newly added tricycle races! Admission is free for students and \$3 for those without student ID's.

*****Attendance Points Will Be Given*****

October 12-14: Homecoming Decoration Contest

This year's decoration contest will take place inside various campus buildings and throughout Greek housing, spreading cardinal spirit all across campus.

October 15-16: Paint the Town Red

Time: 1pm-4pm on the 15th and 1-5:30pm on the 16th Location: SAC Multipurpose Room
Homecoming Spirit Teams will be decorating designated windows in the multipurpose to be put on display for the cardinal community throughout Homecoming. Everyone is encouraged to come out the 16th for this year's TOP 10 ANNOUNCEMENT taking place at 5pm!

October 19: HSC Homecoming Cookout

Time: 11:30am-1pm Location: HSC Courtyard

Grilled Food and Refreshments will be served during lunch for UofL's HSC students.

October 20: 12th Annual Foam Party

Time: 9pm-12am Location: GJ Howe Red Barn

Don't miss out on the best party on campus this year! The Annual SAB Foam Party will be put on by Bobby K Entertainment, featuring a live DJ, Projection video screen, Huge Foam Dancing Pit, along with other various games all happening down at the Red Barn.

***** Attendance Points Will Be Given*****

October 24: Wear Red to be Fed

Time: 11am-1pm Location: GJ Howe Red Barn

Just like it says in the name, students that show their Cardinal Pride and wear the color this day, will be served a grilled lunch for free just to kick off the week of Homecoming.

*****Attendance Points Will Be Given*****

October 26: Nightmare Challenge and Homecoming Court Announcement

Time: 6-8pm Location: West Lawn

Homecoming Spirit Teams will be competing for spirit points in this evening of relay races that will result in bringing teams closer to the title of Homecoming Champion.

After the challenge has finished, The Top 5 Homecoming Court Announcement will be given for King and Queen!

*****Attendance Points Will Be Given*****

I. Homecoming King and Queen Candidate Rules and Regulation

Candidate Qualifications

- A. All king candidates must be male in gender identity; likewise, all queen candidates must be female in gender identity
- B. All candidates must currently be enrolled at the University of Louisville and be in good academic standing within their respected discipline and not be on academic or social probation/restriction.
- C. All candidates must have a minimum 2.50 cumulative grade point average as determined by the University of Louisville and a minimum of 60 cumulative credit hours.
- D. Candidates must be sponsored by a recognized student organization (RSO), University department or approved University organization. Each sponsoring organization may represent no more than one (1) king and one (1) queen candidate. The candidates do not have to be a member of the sponsoring organization.
- E. Resident halls at the University of Louisville may sponsor one (1) king and one (1) queen candidate per hall. This includes all housing under the University of Louisville Housing and Resident Life and University of Louisville Properties.
- F. All candidates and sponsoring organizations must be in good standing with the University of Louisville.
- G. All sponsoring organizations of a King or Queen Candidate who nominate a candidate, must paint a window in the Student Activities Center during the Paint the Town Red event on October 15th and 16th at 1:00 pm.
- H. The candidate and sponsoring organization are responsible for making all necessary arrangements for the application process, entry fee, pre-determined requirements, transportation, ETC.

Entry Fee

A non-refundable entry fee of thirty United States dollars (\$30.00 US) must accompany the application or be turned in to SAC W310 no later than the application deadline (**Wednesday, September 28th, 2011**); this includes inter-university transfers. All checks must be payable to University of Louisville. There are no discounts for multiple applications (i.e. an organization nominating a king and a queen candidate). Applications without the proper entry fee will not be considered.

Application Deadline

Applications must be completed on-line at louisville.edu/homecoming no later than **Wednesday, September 28th, 2011 by 4:00PM** by the Homecoming candidate. Applications will not be taken after this time, no exceptions will be considered and no extensions granted. Once applications have been submitted, the appropriate persons will be notified. Please print a copy of the application for your records. It is the responsibility of the candidate and the sponsoring organization to comply with the established guidelines. Failure to do so will invalidate the candidate. Application fees must be received in the Student Activities Office (located on the upper level of the Swain Student Activities Center in Suite W310) **no later than 4:00PM on Wednesday, September 28, 2011.**

II. Campaign Rules and Voting Guidelines

Campaign Rules

Please read all campaign rules carefully. It is important to ask any questions you may have prior to the commencement of the campaign. Lack of understanding or failure to read the campaign rules will not be a valid reason or excuse for the candidate or the sponsoring organization. It is recommended that the entire organization be aware of the campaign rules and consequences.

A. Campaigning will not be allowed prior to **October 17th, 2011 and will officially begin at 7:00AM on October 18th, 2011. Campaigning must end by 11:00PM on Monday, October 24th, 2011.**

B. Total campaign expenditures must not exceed one hundred dollars (\$100) per candidate; this includes purchased and donated items. All receipts and a budget summary must be turned into the Executive Homecoming Committee no later than 5:00PM on October 25th, 2011 in SAC W310.

C. All posted material must have the 2011 Homecoming website prominently displayed - the website is <https://louisville.edu/studentactivities/homecoming>

D. All posted campaign material must follow all University of Louisville's policies. In addition, the authorities in the buildings you wish to post must approve all campaigning material.

E. Displaying of campaign flyers and/or posters on campus is permitted only on approved bulletin boards. The posted material cannot exceed eleven inches by seventeen inches (11" X 17"). Each candidate can only be represented once on each bulletin board. Candidates are not guaranteed space on bulletin boards. Displacing, altering or removing another candidate's flyer(s) is strictly prohibited.

F. Campaigning inside university buildings is limited to properly posted material, speaking engagements, and campaigning that does not disrupt University activity.

G. Campaigning is prohibited in any computer lab and prohibited within one hundred and fifty feet (150') of any polling station during the designated voting dates, unless authorized by the SAB executive board.

H. All campaigning in Resident Halls must be approved by the University Housing and Resident Life Department.

I. The use of staked signs by any candidate or sponsoring organization is prohibited.

J. No campaign material may be taped to the ground.

K. Chalking is permissible during the campaigning period. All chalking must adhere to the regulations as outlined in the University of Louisville Recognized Student Organization Manual: Chalking is permitted on sidewalks only using light colored chalk and is in open, horizontal areas to allow for eventual removal by rainfall. The use of paint (including chalk paint) on sidewalks or buildings is prohibited.

L. Electronic campaigning is permitted through means of instant messenger programs, (e.g. facebook.com, myspace.com, twitter.com ETC). **No e-mails may be sent out on any listservs.**

M. Personal computers and laptops may not be set up as an "ad hoc" polling station by any individual or sponsoring organization during the election, unless authorized by the Student Activities Board Homecoming Executive Committee. Any candidate found guilty of this violation may be automatically disqualified; any sponsoring organization found guilty may have their candidate(s) disqualified.

N. All grievances for campaign violations must be submitted to Nick Whitmer at cardhard.louisville@gmail.com within twenty-four (24) hours of the violation. The grievance must include the following: your name, e-mail, and phone number, the name of the violator, time, date and a detailed description of the violation. Strong, physical evidence is highly recommended when filling a grievance. Decisions concerning violations will be made by the Executive Homecoming Committee and all decisions will be final. Grievances will not be accepted after 5:00PM on October 25th, 2011.

O. Any violation of the stated rules or failure to comply with the regulations may result in a possible disqualification from the 2011 Homecoming Court. All decisions will be made by the Executive Homecoming Committee and all decisions will be final.

Election Dates

Elections will be held online **from 12:00 Am on Tuesday, October 18th 2011 until 12:00 AM on Tuesday, October 25th, 2011**. The online ballots can be accessed by logging on to: ulink.louisville.edu.

Voting Eligibility

Voting is open to all students at the University of Louisville that have a user identification and password. Voting is limited to one (1) vote per student ID. Once a vote has been placed it may not be changed for any reason. Voting will only be available on the dates mentioned above. No extensions will be granted.

Voting Instructions

Log on to ULINK via the web site ulink.louisville.edu with your University user ID and password. Once logged on, click on the Student Services tab near the top left of the page. Then click the Ballot button directly below the Student Services tab. Follow the instructions listed on that page. You can vote for up to three king candidates and three queen candidates. Once you have made your selection, click the Submit button. Once all your votes have been cast a "Thank you, all your votes have been cast." box will appear. You can then exit the system. If you have any problems voting, please contact the Help desk at 852.7997.

III. Interview Guidelines, Selection Methodology, and Responsibilities

Interview Guidelines

A. All candidates must present themselves for a ten minute interview on their respective dates. Queen interviews will be held on Monday, October 3rd, 2011 **beginning at 3:00 PM** and King interviews will be Tuesday, October 4th, 2011 **beginning at 3:00 PM**.

B. Candidates must sign up for an interview time after submitting their application and before 5:00 PM on Friday September 30th, 2011. Any candidate not signed up for an interview time by this date will not be able to participate in the interview process.

C. Candidates will be judged on the following criteria and weighted on the following percentages:

Leadership and Extracurricular Activities 25%

Academic 20%

Community Engagement 20%

Poise and Appearance 15%

School Spirit 20%

Spirit Award Guidelines

I. Participation Information

A. There are three (3) categories in which organizations are awarded the Spirit Award. Each organization will fall under the classification of Greek Letter Organization, Student Organization, or Resident Halls.

B. An organization will be classified as Greek if it pertains to one of the following divisions:

- a. Interfraternity Council
- b. National Pan-Hellenic Council
- c. Panhellenic Council

C. Any resident hall under the University of Louisville Housing and Residential Life or University of Louisville Property management will be classified under the "residence hall" category.

D. An organization will be classified under "Student Organization" if it is not a Resident Hall or Greek Organization.

E. All organizations participating must be registered as a recognized student organization or be an approved University organization.

F. All organizations will be required to submit an attached registration form stating their willingness to participate in the Homecoming Spirit Award no later than **5:00 PM on September 28th, 2011** to the Student Activities Office located on the third floor of the Student Activities Center in suite W310.

G. Each organization must be in good standing with the University of Louisville as stated in the Recognized Student Organization Manual.

II. Registration

All registration forms must be received in the Student Activities Office (Located on the third floor of the Student Activities Center in suite W310) no later than **5:00 PM on Friday, September 28th, 2011. No extensions will be granted.**

A. Each organization will have the opportunity to decorate an outside area of campus. Greek organizations may decorate outside a house or suite, residence halls may be able to decorate

their hall, and student organizations will be able to decorate an assigned meeting building. Any organization may ask to have their decorations moved to another outdoor location in their application. Awards will be given for each classification. To learn more about decorating restrictions- please see the Campus decorations section.

B. In order to receive attendance points, each person must sign their self in. No member will be allowed to sign in other attendees for their organization. Any organization found in violation of these guidelines will not receive any points for that particular event. Every person may sign in for each team or organization they are a member of.

C. Points will be tallied at the conclusion of all the Homecoming events and the winners will be announced at the Homecoming Half-Time Show on October 29, 2011. **Awards will be available for pickup on November 8th, 2011 in the Student Activities Office.**

III. Awards

Awards will be given in four (4) different areas: Best Greek Organization, Best Student Organization, Best Resident Hall, and Best Overall Organization.

Disclaimer

If there are any questions concerning the rules and regulations of Homecoming 2011 please contact the Executive Homecoming Chair for the Student Activities Board, Nicholas Whitmer at cardhard.louisville@gmail.com or through the Student Activities Office at 502.852.6691. Failure to read and understand all rules will not be an excuse for the penalties resulting from violations of these rules and regulations.

Please Note: Event times and dates are subject to change. The rules and regulations for the 2011 Homecoming festivities have been developed and approved by the Student Activities Board and the Student Activities administration. The Student Activities Administration will be responsible for the enforcement of the rules and regulations. Any clarification of the preceding rules and regulations will be given by the Assistant Director of the Student Activities Center for Involvement, the Coordinator for Special Projects, or the Executive Homecoming Chair for the Student Activities Board. All decisions made by the Student Activities Administration are final.

Categories of pairings:

Every organization participating in the spirit competition will be paired with two other recognized student organizations on September 22nd, 2011 at 1 PM in room W307.

3 categories:

RSO's

Greek Chapters

Residential Halls

Rules:

- A. Each team may consist up to 3 RSO's, Greek organizations or residential halls.
- B. No fraternity may pair up with another fraternity that both have more than 90 members.
- C. Pairings will be selected randomly at the September 22nd, 2011 Homecoming meeting, at 1 PM. The method of pairing will be determined based on the number of individuals within each organization. The executive Homecoming Committee reserves the right to determine the categorization of each participating organization.
- D. Three fraternities may not pair up together. Two sororities may not pair up together.
- E. All RSO's must be in good standing with the university to participate.
- F. Each group within a team may nominate 1 king and 1 queen nomination- and must also each pay a separate entry fee of \$30 per candidate.

Paint the Town Red

Each King and Queen Nominee's sponsoring organization must complete a window following the guidelines listed below, if a king and queen from the same sponsoring organization are semi finalist, only one (1) window has to be completed.

A. The window must pertain to the homecoming theme (We Are... the Nightmare on Floyd Street) and/or the Homecoming game.

B. No candidate's names are to be used in any way in the design of the window, but the name of the sponsoring organization must be on the window.

C. The Homecoming Committee will provide each organization with a limited amount of paint, paint brushes and drop cloths. Organizations will not be allowed to use their own paint unless it is approved by the Homecoming committee prior to the event. Organizations are encouraged to provide their own paint brushes and applicators.

D. Each organization is limited to one (1) window.

E. All painting must be completed by official members of the sponsoring organization.

F. All windows must be completed by **October 16, 2011** at 4 PM. Painting will begin on October 15th from 1-4 PM.

G. Judging criteria will be based on creativity, application of theme, school spirit, artistic ability, and visual appeal. Awards will be given in each spirit category for first, second and third place, and will be announced at the Nightmare Challenge on Wednesday, October 26, 2011.

H. Failure to paint a window will lead to the disqualification of the candidate(s).

I. Each organization is required to clean their window by November 4th, 2011 at 8:00 PM. Failure to do so will lead to a \$100.00 charge.

House/Hall Decorations

Each organization will be given one (1) wooden Cardinal Head on Wednesday, October 12th, 2011 in SAC W310 from 1-4 PM. The team/organization is responsible for decorating this decoration with paint and any other resources available within budget constraints to decorate.

*****ONE (1) Cardinal Head will be provided by the SAB Homecoming committee. All other objects or decorations must come from the organization*****

- A. Each "Cardinal Head" stand still must be **completed by Sunday October 16th and turned into the Student Activities Office, in suite W310, at 12 PM** for judging. The Homecoming Executive Committee will be responsible for placing and choosing locations for each cardinal to be placed at.
- B. Each organization will have the opportunity to decorate an inside or outside area of campus. Greek organizations may decorate outside their house or suite, residence halls may be able to decorate their hall, and student organizations will be able to decorate on outside their meeting buildings. Any organization may ask to have their display of decorations moved to another outdoor location in their application.
- C. Organizations may not spend more than \$75 on their decoration- and must be able to provide receipts for costs incurred if asked by the Homecoming Chair.
- D. Standstills may be 3-D or placed against a building, as long as the organization does not damage the building in doing so.
- E. Stand still decorations will be judged on:

Relativity to Homecoming theme	35%
Creativity	35%
Appeal to audience	30%
- F. Stand Still decorations may not take up space more than 5 feet by 5 feet, and no higher than 7 feet high.
- G. Decorations cannot block any walkways, handicap accessible areas, or fire hydrants.
- H. All decorations must be completed **October 12-15, 2011 and are due no later than 6 PM on Saturday October 15th, 2011. All decorations must be removed before November 4th, 2011.**
- I. Awards will be given for each category: Greek organizations, Resident Halls, and RSO's.

Homecoming Spirit Award Points:

<u>A. Event or Area</u>	<u>Points</u>	<u>Criteria</u>
King or Queen Nomination	5	per candidate
Homecoming Court Representative	10	per candidate
Homecoming King or Queen	20	per candidate
Paint the Town Red	5	team Participation
	30	First Place
	20	Second Place
	10	Third Place
House/Hall Decoration	10	Team Participation
	30	First Place
	20	Second Place
	10	Third Place
Cardinal Head Decoration	10	Team Participation
	25	First Place
	15	Second Place
	5	Third Place

Block Party Tricycle Races

10	Team Participation
30	First Place
20	Second Place
10	Third Place

Nightmare Games

10	Team Participation
40	First Place
30	Second Place
20	Third Place

Block Party Attendance

1 per attendant (max 200 per organization)

Foam Party Attendance

1 per attendant (max 200 per organization)

Wear Red to be Fed

1 per attendant (max 200 per organization)

SOUL Day

1 per attendant (max 200 per organization)

Maximum Possible Points: 1,035(assuming team won first in each competition)

Homecoming Participation Application

This form must be turned into the Student Activities Office on the Third floor of the Student Activities Center room W310 no later than September 28th, 2011 at 5:00 pm.

Please fill out each section if applicable. The Homecoming Representative Information is to be used as the main contact for all homecoming information for your organization. Please follow the instructions listed before each section.

If there are any questions please contact Nick Whitmer at cardhard.louisville@gmail.com

Name of Organization _____

Homecoming Representative Information

Name of Homecoming Representative _____

Email Address _____

Contact Phone # _____

Organization President's Name: _____

Email address _____

Cell phone # _____

Spirit Award Competition

Please check all that apply:

- Our organization will participate in the Spirit Competition
- We agree to be randomly placed in a team for the Spirit Award Competition.
- We will not be participating in the Spirit Award Competition

Event Participation Information

Please check the events in which you plan to participate. Please complete any subsequent information regarding any event.

- Paint the Town Red
- Homecoming Cardinal Head Decoration competition
- Block Party Tricycle Races
- Nightmare Games
- Homecoming King and Queen Nomination

King and Queen Representatives

Please write the names of your organization's nominees for Homecoming King and Queen in the following area. Each organization may nominate one king and 1 queen nomination. Your organization must be listed on the nominee's application. The candidates must fill out the application located at Louisville.edu/homecoming

Candidate for Homecoming King: _____

Candidate for Homecoming Queen: _____

Agreement

On behalf of our organization, we certify that all provided information is accurate. We have read and understood all information in the 2011 Homecoming Guidelines. We agree to uphold the rules, guidelines and policies of Homecoming 2011 set forth by the University of Louisville Homecoming committee and the Student Activities Board. We also understand that if the organization is found breaking any rules, they may be disqualified from any competition, and that all decisions made are final.

X _____

Signature

Date

X _____

President's Signature

Date

For more information or questions, contact Nick Whitmer at cardhard.louisville@gmail.com guidelines are located at <https://louisville.edu/studentactivities/homecoming> and can be found in the student Activities Office.

Team/Organization Sign up sheets for each Event

Participating Organization:

Tricycle Races (requires 3 people per Team) September 24th at 4:00 pm:

Paint the Town Red (4 painters Max) October 15th and 16th 1-4pm:

Nightmare Games (7 people per Team) Wednesday Oct. 26th 5pm
