

2016  
HOMECOMING HANDBOOK



# "Red Raiders Assemble: Heroes vs. Villains"

## Table of Contents

### **2016 Homecoming Handbook Overview .....Page 2**

A letter from this year's Homecoming Coordinator to briefly go over the Homecoming Handbook and provide IMPORTANT DATES for applications

### **2016 Homecoming Parade Information .....Page 3**

This section describes the requirements, judging and awards, safety requirements & measurements, and Parade line-up information for this year's Homecoming Parade.

### **2016 Homecoming Royalty Information .....Page 7**

This section describes the King & Queen candidate requirements, election information, community service requirements, judging criteria, and information about grievances.

### **2016 Homecoming Spirit Banner Information .....Page 10**

This section describes the requirements, submission deadline, materials & measurements, and judging and award information for this year's Spirit Banner competition.

### **2016 Homecoming Spirit Board Information .....Page 11**

This section describes the requirements, submission deadline, materials and measurements, information about the Sutherland's Homecoming Package discount rate, judging and awards, and pick-up deadline.

### **2016 Homecoming Spirit Contest Information .....Page 13**

This section describes the requirements, rules, and point system for the Spirit Contest.

### **2016 Homecoming S.O. Sing Information .....Page 14**

This section describes the Rules and Regulations, requirements, and judging of this year's Student Organization (S.O.) Sing Competition.

### **2016 Homecoming Handbook & Theme Signature Sheet .....Page 16-18**

This is the form\* that will need to be signed by all required parties and submitted before any applications for this year's Homecoming events can be submitted.

**\*Form due date:** September 9, 2016 between 8:00 a.m. and 5:00 p.m in Student Activities Office Room 020.

## 2016 Homecoming Handbook Overview

On behalf of the Tech Activities Board and the Homecoming committee, I want to thank you for showing interest in participating in this year's Homecoming Week events!

The Homecoming Handbook was designed as a place to find all of the information your organization will need for every Homecoming event you can participate in. Please make sure to read all of the information for the events your organization is interested in participating in. The last page of the Handbook is a signature sheet that **MUST BE COMPLETED AND SUBMITTED TO THE STUDENT ACTIVITIES OFFICE BEFORE ANY EVENT APPLICATIONS WILL BE ACCEPTED.**

Please make note of the following changes in the application process for this year:

- ALL applications will be completed and submitted online only. There will be no paper applications to turn in this year with the exception of the Handbook Theme/Signature Page.
- Organizations will be responsible for all policies and procedures outlined in the 2016 Homecoming Handbook. ALL Handbook signatures are required for an application to be considered complete. Online applications will be verified upon theme approval.
- A newer addition to Homecoming is the Spirit Contest. If you would like to participate in this contest, please indicate this on the Handbook Theme/Signature page.
- Your organization's online applications will not be accepted unless the Theme/Signature page at the end of this Handbook has been completed and submitted.
- If you experience problems submitting or attaching any application documents online, please submit a physical copy with your Handbook Theme/Signatures.
- If a Student Organization and a Greek Organization are partnering together, the organizations must decide to compete with either the Greek or Student Organization title. This choice will be in place for the entire week.

### IMPORTANT DATES

#### Groups Participating in Homecoming 2016 Events

- Theme Applications & Signature Pages are due to the Union Activities Office 020 (SUB West Basement under Barnes & Noble) by 5:00 p.m. on Friday, September 9, 2016.
- Event applications are due on OrgSync by Friday, September 16, 2016 at 5:00 p.m. All applications will be submitted online through OrgSync. For those participating in S.O. Sing, seating will be assigned by the Homecoming Committee based upon when your application is received. **APPLICATIONS WILL NOT BE ACCEPTED AFTER 5:00 p.m. ON FRIDAY, SEPTEMBER 16, 2016.**
- The Mandatory Meetings will be on Wednesday, September 28, 2016 in the Escondido Theatre (SUB West Basement-under Barnes & Noble. Check in time will be from 6:00 PM-6:30 PM. The presentation will begin at 6:45.

If you have any questions or concerns regarding the 2016 Homecoming Handbook or application process, please feel free to contact me at [Alexann.miller@tuhsc.edu](mailto:Alexann.miller@tuhsc.edu) or the Student Activities Office at (806)742-4708.

*A. A. Miller*

Alex Ann Miller

Homecoming Coordinator  
Tech Activities Board

## 2016 Homecoming Parade Information

The Parade will be on Friday, October 14, 2016 at 6:00 p.m. The time of the Parade is subject to change. In the event of any parade changes, all participants will be notified via email as soon as possible.

### Purpose

Show your Red Raider spirit and be part of the 2016 Homecoming Parade! Student Organizations, campus departments, and community businesses are welcome to participate in the parade as we prepare for the 2016 Homecoming football game against West Virginia.

### Mandatory Meeting

A Mandatory meeting for Texas Tech Student Organizations and local businesses will be held Wednesday, September 28, 2016 at 6 PM in the Escondido Theatre located in the Student Union Building West Basement (under Barnes & Noble). One representative from each organization or business MUST be present; if a representative is not, the organization(s)/business will be disqualified from participation. Check in time will be from 6:00 PM-6:30 PM. The presentation will begin at 6:45.

### Requirements

In order to participate, you must be a current Texas Tech registered Student Organization or a local business. If you are partnering with another organization, each organization MUST complete and turn in an application online. All organizations and businesses must complete an application, which includes a brief description and sketch of their float.

*Any organization or business who will be participating in the parade MUST have at least one person (representative) from the group stay behind and help clean up. If a group does not have a representative stay behind and clean, their float will be disqualified from the judging competition.*

### Judging and Awards

Five categories will be judged

- Area Bands/Cheer/Dance
- Greek
- Lubbock Area/Business Entries
- Residence Halls
- Student Organizations

A first (1<sup>st</sup>), second (2<sup>nd</sup>), and third (3<sup>rd</sup>) place will be awarded in each category.

## 2016 Homecoming Parade Information (continued)

### Safety Requirements & Measurements

The safety requirements and measurements that are listed below MUST be met. If any one thing is not in order, your organization or business may be disqualified from the Parade competition.

- Each person participating (riding the float, walking next to the float, etc.) needs to sign a Release and Hold Harmless Agreement waiver and turn it in by the required Mandatory Meeting on September 28, 2016. The waiver can be found at [www.homecoming.ttu.edu](http://www.homecoming.ttu.edu). You may need to make multiple copies of the waiver form depending on how many individuals participate from your organization/business.
- If the driver of your float is a Texas Tech University employee, or if you are going to utilize a Texas Tech University vehicle to pull your float, you may be asked to fill out an additional form when submitting your application.
- Floats cannot exceed twelve (12) feet in height, ten (10) feet in width, and fifty two (52) feet in length. The float will be measured during the week of Homecoming and on the evening of the Parade.
- Smokestacks may reach up to fourteen (14) feet to clear all telephone and electrical wires.
- Any float that does not meet the measurement requirements will need to be altered or will not be allowed to participate in the Parade.
- Floats must be able to make ninety degree (90°) right turns.
- Each float is limited to one pulling vehicle.
- All floats must be mechanically propelled, so they can keep TWO (2) CAR LENGTHS from the preceding float or group throughout the parade.
- It is the responsibility of sponsoring organizations to ensure that all vehicle drivers possess the appropriate Driver's License (class) and have Personal Liability Insurance. License and proof of insurance must be available the day of the parade. The person who submitted their Driver's License and Personal Liability Insurance is the ONLY person that can drive for the organization during the parade. The drivers will be checked before the parade begins.
- Parade participants may only be on or near the float while on the parade route!
- If participants are found to be abandoning the float at any time before their float arrives at the United Supermarkets Arena. PARTICIPANTS MUST RIDE THE FLOAT TO THE END LOCATION!
- All exhaust pipes must extend to the outside of the float.
- **Alcohol is NOT allowed during any portion of the parade, including line-up at the First Baptist Church parking lot at Broadway and Ave V. It is also not allowed during the building process of the floats. If any participants are found in possession of alcohol or suspected of being intoxicated on the day of the parade or while working on their float, their entire entry will be immediately disqualified from competition and participation in the parade.**
- Candy and/or promotional items are NOT allowed to be thrown from any homecoming float. People walking alongside the float can gently hand candy to parade viewers. Parade participants may hand out wrapped candy only. NO TORTILLAS!

## 2016 Homecoming Parade Information (continued)

### Limitations

The following guidelines should be used when decorating your float for the Parade. In the case that your float does not follow these guidelines, the final say will be held with the TAB Homecoming Committee.

- Floats decorated in a way that is not in good taste or keeping with good relations for the City of Lubbock and Texas Tech University WILL be disqualified and not permitted to participate in the parade. YOUR FLOAT REPRESENTS THE UNIVERSITY AND ALL TECH STUDENTS (be considerate).
  - Student Organizations may allow commercial sponsors to place two (2) signs, no larger than 2' x 3' on the float. Each entry is limited to three (3) sponsors. Sponsorship is not allowed for any activity that promotes or suggests the use of alcoholic beverages, promotes sponsorship by Texas Tech University, or violates any local, state, federal laws or University standards, rules and/or policies.
  - ANY FLOAT BUILT BY PROFESSIONAL FLOAT BUILDERS WILL NOT BE ELIGIBLE FOR COMPETITION.
  - No political campaign materials or advertisements will be allowed on any entry or passed out to parade viewers.
  - If at any time a float holds up the parade due to mechanical or obstruction difficulties, it will be automatically disqualified from the competition.
  - Float number signs will be provided for each participant (11" x 17"). The signs will be placed on each float (driver's side) before the beginning of the parade. These signs must not be obstructed or covered in any way.
  - All university policies and procedures as outlined in the Student Handbook 2016-2017 will be applied and enforced throughout the Homecoming Parade.
  - Float checks will take place on Wednesday October 12th after 9 PM. A representative will be required to be present at your float build location to meet with the Homecoming Parade Chair starting at 9 PM. Float checks are conducted to ensure floats and organizations are following the requirements listed above. If a representative is not present at their organization's float build location and unreachable by phone or email, the organization may be disqualified.
- 

### Parade Line-Up Info

Parade: Friday, October 14, 2016 6:00 p.m.

(All times are subject to change)

- All floats that have semis or a trailer must be present at the First Baptist Church Parking lot between 2:30 p.m. and 4:00 p.m. People who are riding and walking around these floats must be in the parking lot by 4:30 p.m.
- All other participants (floats without trailers, regular cars, etc.) must be at the parking lot by 4:30 p.m. People who are riding and walking around these floats must be in the parking lot by 5:00 p.m.
- A line-up of assigned parking spots for the floats will be made.
- All floats can continue to be worked on until the floats start leaving the lot (when the parade starts). If you are late, you will be able to be in the parade, but you cannot compete in the judging. This will be highly enforced!
- The parade will begin at 6:00 p.m.

Getting to the First Baptist Church Parking Lot:

When you are coming to the First Baptist Church Parking lot, we ask that you carpool since parking is limited. At the mandatory meeting on September 28, 2016 a map of the parade lot will be available for viewing and will include where you are able to park the evening of the parade.

---

## 2016 Homecoming Parade Information (continued)

### Judging Criteria

Four categories will be evaluated on a rating scale of 0-5, with five (5) points being the highest possible score in a category and twenty (20) points being the maximum amount of points possible.

Judging will be based on the following categories:

- Adherence to the Homecoming theme, including originality and creativity.
- Red Raider and Texas Tech spirit, including but not limited to enthusiasm and spirit during the parade and community appeal.
- Craftsmanship, including design, safety, appearance of materials and sturdiness, etc., and attractiveness, including colors, neatness, shapes, and presentation.
- Overall presentation of the float (including but not limited to participation of individuals representing the group and sportsmanship).

A panel of 5 judges will be selected from the University and the surrounding community. They will judge all eligible floats during the parade. The decision of the judges is FINAL.

Five categories will be judged:

- Area Bands/Cheer/Dance
- Greek
- Lubbock Area/Business Entries
- Residence Halls
- Student Organizations

### Awards

Floats will be judged according to the outlined criteria above. The organizations receiving the highest number of points in each category will be recognized. Recognition will be given for first, second, and third place winners in each category. There will be one "JUDGES' CHOICE" award presented.

If you have any questions or concerns regarding the measurements and requirements or if you would like additional information, please contact Katelyn Kim at [soo.kim@ttu.edu](mailto:soo.kim@ttu.edu) or call the Student Activities Office at (806)742-4708. We look forward to your participation in Homecoming 2016!

**The Texas Tech University Student Union and Activities department and the Tech Activities Board Homecoming committee reserve the right to have the final say on what is deemed inappropriate and whether any of the Safety Requirements and Measurements included above have been broken.**

## 2016 Homecoming Royalty Information

### Purpose

To nominate a 2016 King and Queen based on resumes, interviews, and student voting to represent the student body for the Fall 2016 to Fall 2017 academic year. The nominated King and Queen will be visible at on-campus events throughout their reign.

### Mandatory Meeting

There is a mandatory King/Queen Royalty meeting on Wednesday, September 28, 2016 at 6:00 p.m. in the Escondido Theatre in the SUB West Basement (under Barnes & Noble). **ALL ROYALTY CANDIDATES MUST ATTEND THIS MEETING!** Campaign rules, appearances, and regulations will be discussed and publicity photographs will be taken at this meeting so please have candidates arrive by 6:15 p.m. wearing red and black business professional attire for the pictures. Check in time will be from 6:00 p.m.-6:30 p.m. The presentation will begin at 6:45 p.m.

### Homecoming King/Queen Candidate Requirements

Organizations registered through the Center for Campus Life may sponsor ONE (1) King Candidate and ONE (1) Queen Candidate in the 2016 Homecoming elections. Candidates must sign the Homecoming Handbook Signature page found at the end of the Homecoming Handbook along with the Student Organization president and full-time TTU faculty/staff advisor to verify candidacy.

### Eligibility for Homecoming King/Queen Candidates

- Candidates must be full-time, undergraduate or graduate students. Students enrolled in a combined undergraduate/graduate degree program (i.e. BA 150) will be classified according to enrollment status in college/school.
- Undergraduate candidates must be enrolled in at least 12 hours at Texas Tech University for Fall 2016. Correspondence hours WILL NOT be included.
- Undergraduate candidates must have completed a minimum of sixty (60) semester hours before the Fall 2016 semester.
- Undergraduate candidates must have a minimum cumulative GPA of 2.50.
- Graduate candidates must be enrolled in at least 9 hours at Texas Tech University for Fall 2016. Correspondence hours WILL NOT be included.
- Graduate candidates must have a minimum cumulative GPA of 3.0.
- Any candidates graduating BEFORE May 2017 will not be considered. Please note that graduation dates will be verified through official university records.
- Students from Texas Tech Health Sciences Center and School of Nursing may run for Homecoming King and Queen.

**All requirements will be verified in accordance with Texas Tech University policies and procedures. By signing the Homecoming Handbook Signature page, you give permission to Texas Tech University personnel to access your academic records to verify candidacy requirements.**



## 2016 Homecoming Royalty Information (continued)

All candidates must attend the mandatory Royalty meeting, community service, and all scheduled activities throughout the week of Homecoming. Also be aware that, if chosen as King/Queen, you must be present throughout the Homecoming festivities the following year (appearances through Fall 2017). If a candidate is unable to fulfill these duties, the first runner-up will assume the title. In addition, any candidate under the influence of drugs or alcohol during any activity will be immediately disqualified and referred to the Office of Student Conduct.

### Homecoming King/Queen Method of Election

- Each candidate is required to attend a mandatory informational meeting on September 28, 2016 at 6:15 p.m. in the Escondido Theatre, in the SUB West Basement. Photographs will be taken at this meeting so dress appropriately -business professional and black and red is preferable.
- All candidates must submit a resume with the online application. CURRENT GPA MUST BE INCLUDED. Resumes should be no more than two (2) pages. Please include as much detail as possible.
- The Resume Screening Committee will narrow the applications to twenty (20)-ten (10) King and ten (10) Queen- candidates.
- The twenty(20)-ten(10) King and ten (10) Queen-candidate names will be announced at the end of S.O. Sing on Tuesday, October 11, 2016.
- The twenty (20) finalists will interview on Thursday, October 13, 2016 in the Masked Rider Room in the Student Union Building. King candidates will be assigned an interview time between 8:00 a.m. and 12:00 p.m. Queen candidates will be assigned an interview time between 1:00 p.m. and 5:00 p.m.
- The twenty (20) finalists must be in attendance at Techsan Memorial and the dinner that follows. Techsan Memorial is an occasion to honor the Red Raiders who have passed away in the last year. Techsan Memorial is on Thursday, October 13, 2016 at 5:30 p.m. at Memorial Circle. The dinner is located in the Ballroom immediately following the Memorial.
- The interviews will narrow the twenty (20) finalists to the top ten (10) –five (5) King and five (5) Queen – candidates. The top ten (10) are referred to as the Homecoming Court.
- The Homecoming Court will be presented at the Rowdy Raider Rally on Friday, October 14, 2016 at 12:00 p.m. in the North Plaza of the Student Union Building.
- The finalists will participate in a campus-wide election, beginning on Friday, October 14, 2016 at 1:00 p.m. and ending at midnight. No votes will be counted after midnight.
- The Homecoming Court will ride in the Homecoming Parade Friday, October 14, 2016
- The Homecoming Court will be presented at the Homecoming Pep Rally 2016 and Bonfire on Friday, October 14, 2016 at 7:30 p.m. at the United Supermarkets Arena.
- The Homecoming Court will be presented on the field and the 2016 Homecoming King and Queen will be announced during halftime at the football game on Saturday, October 15, 2016.

## 2016 Homecoming Royalty Information (continued)

### Community Service

For the 2016 year, the Tech Activities Board has chosen South Plains Food Bank as the philanthropy for Homecoming Royalty Candidates. **Every candidate will be required to volunteer on Saturday, October 1, 2016 from 9:00 AM to 12:00 PM.** Royalty candidates will be contacted with more information about the project.

### Judging Criteria

The Homecoming King/Queen and the court will be selected by the following:

$$(P \times 50\%) + ((I \times C) \times 50\%) = S$$

P= Popular Vote

I=Interview Score

C=Conversion Factor

S=Total Score

50% of the interview score is combined with 50% of the popular vote from the campus-wide election. The students receiving the highest combined score will be selected as King and Queen. The remaining individuals with the four highest combined scores will serve on the Homecoming Court. In case of a tie, the candidate with the highest popular vote will be selected as Homecoming King and Queen.

### Grievances

The Election Commission will supervise and coordinate all matters regarding the King and Queen elections. Any grievances or comments should be directed to the Student Government Association in the Student Union, Room 302, or at 806-742-3631. They will notify the Election Commission Advisor. The appropriate actions will be taken.

All grievances must be in writing and filed within 24 hours from the occurrence.

For all other Homecoming Royalty questions, please contact Caitlyn Butler at [caitlyn.butler@ttu.edu](mailto:caitlyn.butler@ttu.edu) for King Candidate questions or Neha Durrani at [neha.durrani@ttu.edu](mailto:neha.durrani@ttu.edu) for Queen Candidates. You may call Caitlyn or Neha in the Student Activities office at (806)742-4708. We look forward to your participation in Homecoming 2016!

## 2016 Homecoming Spirit Banner Information

### Purpose

This competition is geared towards fostering a sense of pride and school spirit for Texas Tech University during Homecoming Week. Show off your organization's school spirit while incorporating the year's Homecoming theme! Spirit Banners will be displayed throughout Homecoming Week in the Student Union Building.

### Mandatory Meeting

A Mandatory meeting for Texas Tech Student Organizations and local businesses will be held **Wednesday, September 28, 2016 at 6:00 p.m.** in the Escondido Theatre located in the Student Union Building West Basement (under Barnes & Noble). One representative from each organization or business **MUST** be present; if a representative is not, the organization(s)/business will be disqualified from participation. Check in time will be from 6:00 p.m.-6:30 p.m. The presentation will begin at 6:45 p.m.

### Spirit Banner Requirements+

In order to participate, you must be a current Texas Tech registered Student Organization. If you are partnering with another organization, each organization **MUST** complete and turn in an application online. All organizations must complete an application, which includes a brief description and sketch of their spirit banner.

### Spirit Banner Submission Deadline

Your banner needs to be dropped off on **Friday, October 7, 2016 by 5:00 p.m.** to the Student Activities Office 020 (SUB West Basement). **Banners must be submitted dry!** - Wet paint will not be accepted, so please allow time for your banner to dry completely. Any submissions turned in after 5:00 p.m. will be disqualified.

### Materials and Measurements

- White, flat bed sheet (the lower the thread count, the easier to paint)
- Must be cut to size 5' x 3'4" and designed to hang **HORIZONTALLY**
- No paper banners will be accepted
- Accepted Materials: paint, hot glue (if necessary)
- No oil paint, Elmer's glue, or glitter will be accepted
- Any objects attached to banner must be noted on the application and pre-approved by the Tech Activities Board. No heavy, sharp, or otherwise dangerous objects will be permitted. Objects cannot protrude off banner more than a quarter of an inch (.25"). No added objects are required on the banner.
- Banner must follow **ALL** materials and measurement requirements or participating organization(s) will be disqualified.

### Judging and Awards

All Spirit Banner entries will be displayed in the Student Union Building throughout the week of Homecoming 2016. A panel of judges chosen from the Tech and Lubbock communities will be judging the Spirit Banners.

Spirit Banner judging will be based on the incorporation of the Homecoming 2016 theme, Texas Tech spirit, artistic design, creativity/originality, and the incorporation of the participating Greek/Student Organization. All judges' decisions are final.

## 2016 Homecoming Spirit Banner Information (continued)

There will be two judging categories –Greek and Student Organizations. The winning spirit banners, Top 2 Greek and Top 2 Student Organizations, will be displayed at the Jones AT&T Stadium during the Homecoming football game on Saturday, October 15, 2016 to promote Texas Tech Homecoming spirit.

### Limitations

Greek/Student Organization name and theme should be incorporated in the spirit banner design. Keep in mind that spirit banners represent the organization as well as Texas Tech University. NO derogatory language or pictures will be accepted. NO banners should be decorated in a way that promotes alcohol or drug use, trademark logos, or any other offensive or illegal representation. Spirit Banners not following these standards of good taste will be disqualified.

If you have any questions or concerns or if you would like additional information, please contact Dawn Warren at [dawn.warren@ttu.edu](mailto:dawn.warren@ttu.edu) or the Student Activities office at (806) 742-4708. We look forward to your participation in Homecoming 2016!

**The Texas Tech University Student Union and Activities department and the Tech Activities Board Homecoming Committee reserve the right to have the final say on what is deemed inappropriate.**

## 2016 Homecoming Spirit Board Information

### Purpose

The Homecoming Spirit Board competition is a great way to get involved in Texas Tech's Homecoming festivities. This contest allows your organization to be creative by incorporating the year's Homecoming theme into your Spirit Board design. The Student Organization Spirit Boards will be displayed throughout Homecoming Week at the Broadway entrance to campus. The Spirit Boards competing in the Residence Hall category will be displayed along 18th Street.

### Mandatory Meeting

There is a mandatory Spirit Board & Banner meeting on **Wednesday, September 28, 2016 at 6:00 p.m.** in the Escondido Theatre located in the Student Union Building West Basement (under Barnes & Noble). One representative from each organization or business **MUST** be present; if a representative is not, the organization(s)/business will be disqualified from participation. Check in time will be from 6:00 p.m.-6:30 p.m. The presentation will begin at 6:45 p.m.

### Spirit Board Requirements

In order to participate, you must be a current Texas Tech registered Student Organization. If you are partnering with another organization, each organization **MUST** complete and turn in an application online. All organizations must complete an application, which includes a brief description and sketch of their spirit board.

### Spirit Board Submission Deadline

Your assembled Spirit Board needs to be dropped off on **Friday, October 7, 2016 between 3:00 and 5:00 p.m.** to the Texas Tech University Physical Plant. **Spirit Boards must already be assembled and must be submitted dry!** - Wet paint will not be accepted, so please allow time for the board to dry completely. Any submissions turned in after 5:00 p.m. will be disqualified.

### Materials and Measurements

Spirit Boards must be made with MDF board obtained by the applicant's organization. It is your responsibility to provide all materials necessary for your entry. You may purchase a Spirit Board Package of Supplies at Sutherland's for a discounted rate. Sutherland's is located at 3701 50th Street in Lubbock. A discount purchase sheet will be distributed at the mandatory meeting on Wednesday, September 28, 2015. **YOU MUST BRING THE SUTHERLAND'S HOMECOMING PACKAGE SHEET WITH YOU IN ORDER TO PURCHASE YOUR SUPPLIES AT THE DISCOUNTED RATE.**

Each Spirit Board will be 8' x 4'. Spirit Boards must be decorated so they can be placed **VERTICALLY**. Paint is the only thing that should be used to decorate the Spirit Board. **NO** glitter or 3-D objects may be used to decorate the Spirit Board. The Spirit Board **MUST** be covered with a clear topcoat varnish or painted with a glossy exterior paint for weatherproofing before the Spirit Board is submitted. Any Spirit Board not decorated to these specifications will be

disqualified. Assembly instructions will be provided.

## **2016 Homecoming Spirit Board Information (continued)**

### **Judging and Awards**

All Student Organization Spirit Board entries will be displayed at the Broadway Entrance to campus and all Residence Hall entries will be displayed along 18<sup>th</sup> Street throughout the week of Homecoming 2016. A panel of judges chosen from the Tech and Lubbock communities will be judging the Spirit Boards.

Spirit Board judging will be based on the incorporation of the Homecoming 2016 theme, Texas Tech spirit, artistic design, creativity/originality, and the incorporation of the participating Residence Hall/Greek/Student Organization. All judges' decisions are final.

There will be three judging categories - Greek Organizations, Residence Life, and Student Organizations. The Top 3 winning Spirit Boards will be announced during the Pep Rally on October 14, 2016.

### **Limitations**

Greek/Student Organization name and theme should be incorporated in the Spirit Board design. Keep in mind that Spirit Boards represent the organization as well as Texas Tech University. NO derogatory language or pictures will be accepted. NO Spirit Boards should be decorated in a way that promotes alcohol or drug use, trademark logos, or any other offensive or illegal representation. No outside sponsors are allowed for this event. Spirit Boards not following these standards of good taste will be disqualified.

### **Spirit Board Pickup Deadline**

All Spirit Boards will need to be picked up on Monday, October 17, 2016 between 12:00 p.m. and 5:00p.m. Please recycle! If there are any Spirit Boards that have not been picked up by 5:00 p.m. on Monday, October, 17, 2016, they will be disposed of.

If you have any questions or concerns or if you would like additional information, please contact Dawn Warren at [dawn.warren@ttu.edu](mailto:dawn.warren@ttu.edu) or Student Activities at (806) 742-4708. We look forward to your participation in Homecoming 2016!

**The Texas Tech University Student Union and Activities department and the Tech Activities Board Homecoming Committee reserve the right to deem what is an appropriate representation in regards to Homecoming 2016.**

## 2016 Homecoming Spirit Contest Information

### Purpose

The Homecoming Spirit Contest is a newer addition to Texas Tech's Homecoming. The Spirit Contest will allow organizations to gain points throughout the week for participating in and winning events.

### Mandatory Meeting

There is a mandatory Spirit Contest meeting on **Wednesday, September 28, 2016 at 6:00 p.m.** in the Escondido Theatre located in the Student Union Building West Basement (under Barnes & Noble). One representative from each organization or business **MUST** be present; if a representative is not, the organization(s)/business will be disqualified from participation. Check in time will be from 6:00 p.m.-6:30 p.m. The presentation will begin at 6:45 p.m.

### Spirit Contest Requirements

All Student Organizations are invited to compete in the Spirit Contest. In order to participate, you must attend all other mandatory meetings your organization is registered for.

### Point System

For each event entry, organizations will receive 10 points for entering and participating in the following events:

- Parade
- Royalty
- S.O. Sing
- Spirit Banner
- Spirit Board

Additional points will be awarded to the winners of each:

The first place winner will receive 30 points, second place will receive 25 points and third place will receive 20 points.

Organizations will also receive 5 points for sending members to each of the following events: Kick Off, every Homecoming Happenings event, and Rowdy Raider Rally. In order to acquire your points, one member of your organization must sign in with the representative at that event's Tech Activities Board (TAB) table (only one member of the organization will be calculated; additional members will not receive points.)

### Judging and Awards

Points will be calculated throughout the week and the winners will be announced at the Homecoming Pep Rally 2016.

If you have any questions or concerns or if you would like additional information, please contact Dawn Warren at [dawn.warren@ttu.edu](mailto:dawn.warren@ttu.edu) or Student Activities at (806) 742-4708. We look forward to your participation in Homecoming 2016!

## 2016 Homecoming Student Organization (S.O.) Sing Information

### Purpose

Any registered Texas Tech Student Organization can sign up to compete on the dance floor with their dance moves and costumes. The Homecoming week theme should be evident in every organization's performance.

### Mandatory Meeting

There is a mandatory S. O. Sing meeting on **Wednesday, September 28, 2016 at 6:00 p.m.** in the Escondido Theatre located in the Student Union Building West Basement (under Barnes & Noble). One representative from each organization or business **MUST** be present; if a representative is not, the organization(s)/business will be disqualified from participation. Check in time will be from 6:00 p.m.-6:30 p.m. The presentation will begin at 6:45 p.m.

Your organization representative will be responsible for submitting the following information with your application by September 16, 2016 in the Student Activities Office 020 (SUB West Basement):

### Requirements

All registered Texas Tech Student Organizations are invited to participate in the Homecoming 2016 S.O. Sing Contest. Each organization or partnering organizations can only enter one (1) act into the competition.

- No more than forty (40) people can be on the dance floor at one time. [More than forty (40) people may participate, but only forty (40) will be allowed on stage at a time; this includes Royalty Candidates.]
- S.O Sing Rehearsal is mandatory. S.O. Sing Rehearsal is Monday October 10, 2016 at 7:00 p.m. in the United Supermarkets Arena. A representative from your organization must arrive at 6:45pm in order to check in and receive your organization's wristbands.
- There will be two rehearsal groups, all performers in the first rehearsal group must arrive at 6:45pm in costume to set up, second rehearsal group must arrive at 8:00pm in costume to set up.
- S.O Sing is on Tuesday October 11, 2016 at 8:00pm at the United Supermarkets Arena. All performers must arrive at 6:45pm in costume to set up.

### Judging

A panel of judges chosen from the Tech and Lubbock communities will be judging the S.O.Sing competition.

S.O. Sing judging will be based on the incorporation of the Homecoming 2016 theme, Texas Tech spirit, creativity/originality of choreography, quality of singing and song choice, and overall presentation and enthusiasm. All judges' decisions are final.

There will be two judging categories - Greek Organizations and Student Organizations. The Top 3 in each category will be announced the night of S.O.Sing.

### Music and Props

The following Rules and Regulations are to provide you and your organization(s) guidelines to prevent disqualification. If any of the Rules and Regulations are broken, the organization(s) will be disqualified from S.O.Sing.

- An ORIGINAL C.D. must be submitted with your event application no later than September 16, 2016. No links to songs (YouTube, Pandora, Spotify etc.) will be accepted. Please be aware if you do use a downloaded song, we cannot guarantee the quality of the song.
- Song duplication for organization dances will not be permitted. Songs will be approved on a first-come, first-serve basis determined by date of submission.
- Music should be instrumental only. No music with singing/ voices will be accepted.
- Song length is limited to three (3) minutes.
- Song lyrics must be submitted with your applications by September 16, 2016. All lyrics must be sung. This is S.O. Sing, NOT a lip sync competition.
- Props cannot be larger than 3 feet by 3 feet and must be listed on the event application on OrgSync. A list of props is required with your event application.
- Every participant must be in FULL costume for the S.O. Sing Rehearsal. All props must be present at S.O.Sing Rehearsal.

## **2016 Homecoming Student Organization (S.O.) Sing Information (continued)**

Any changes in or additions to costumes or props between Rehearsal and S.O. Sing will result in disqualification.

- No glitter will be permitted!

- No feather boas will be permitted!

- All choreography and stunts must be performed the same at S.O. Sing Rehearsal and S.O. Sing. Any changes in or additions to choreography or stunts between Rehearsal and S.O. Sing will result in disqualification.

- No inappropriate or profane lyrics or dancing will be allowed. Any lyrics or dances deemed inappropriate by the Tech Activities Board Homecoming Committee will result in disqualification.

### **Limitations**

Any participant found to be under the influence of alcohol or other drugs will result in disqualification of the entire student organization and the student will be referred to the Office of Student Conduct. The partnering group in the performance will also be disqualified.

If you have any questions or concerns or if you would like additional information, please contact Imani Cutler at [Imani.cutler@ttu.edu](mailto:Imani.cutler@ttu.edu) or Student Activities at (806)742-4708. We look forward to your participation in Homecoming 2016!

**The Texas Tech University Student Union and Activities department and the Tech Activities Board Homecoming Committee reserve the right to deem what is an appropriate representation in regards to Homecoming 2016.**



# 2016 Homecoming Theme Selection Rules and Regulations

## Theme

The 2016 Homecoming theme is *RED RAIDERS ASSEMBLE: HEROES VS. VILLAINS*. Each organization has the opportunity to get creative and use their approved theme to get involved with the activities and show their Texas Tech spirit throughout the week.

## Guidelines:

- All Texas Tech Registered Student Organizations may apply
- The theme you choose will be your theme for the entire 2016 Homecoming Week:
  - Parade
  - S.O. Sing (Student Organization Sing competition)
  - Spirit Banner Contest
  - Spirit Board Contest
- Your organization will submit three (3) theme choices, one (1) of which will be chosen by the TAB Homecoming Committee, **based solely on the order your application was received.**
- The theme must follow these rules:
  - Have a song that can be used for the Student Organization (S.O.) Sing, if your organization is participating
  - Must be appropriate for representing Texas Tech University and the Lubbock community and may not include derogatory language, images, or topics
  - Once you turn in your application, you may *not* change your top three choices for theme
  - If for some reason all of your choices were taken or were not appropriate, your organization will be notified ASAP to determine an alternate theme option.

## Important Dates:

There will be a **Homecoming Overview Meeting on Wednesday September 28, 2016 at 6:00pm in the SUB Escondido Theater, located in the SUB West Basement under Barnes & Noble**. Organizations interested in participating in Homecoming should send a representative to get more information about the application process and general Homecoming updates.

This application is **due by Friday September 9, 2016 at 5:00PM** to the Student Activities Office, SUB West Basement Room 020.

- **No late applications will be accepted; therefore, if you do not turn in an application, your organization will not be included in any of the Homecoming Week activities.**
- **You will receive an e-mail confirming your theme no later than Monday, September 12, 2016 at 5:00PM.** Themes will be approved as applications are received and your organization will be notified within 72 hours of submitting your application for approval.

## Other Information:

Your organization **MUST** fill out this Theme Application & Signature Page form. If you are partnering with another organization, both organizations must fill out an application (two [2] corresponding applications must be submitted to be considered complete). If you do not turn in this application, you will **NOT** be able to turn in any other event application forms. **You MUST have a theme BEFORE you start working on other event applications.**

If a Student Organization and a Greek Organization are partnering together, the organizations must decide to compete with either the Greek or Student Organization title. This choice will be in place for the entire week.

If you have any questions or concerns pertaining to your theme, please do not hesitate to contact the TAB Homecoming Committee. We are here for you and want to make this year's Homecoming memorable!

If you have any questions or concerns about choosing a theme or your assigned theme, please feel free to contact Alex Ann Miller, TAB Homecoming Coordinator, at [Alexann.miller@ttuhsc.edu](mailto:Alexann.miller@ttuhsc.edu) or the Student Activities office at (806) 742-4708.

**\*\*HELPFUL HINT!!\*\***

Turn this application in **AS SOON AS POSSIBLE!** The earlier you turn it in, the sooner you will know your theme! Themes are given on a first come, first serve basis. Once your theme has been approved, you can begin working on your registered Homecoming events!

**REMEMBER:** You *must* fill out a Theme Application **before** you can begin work on any other event applications!!

## 2016 Homecoming Theme Selection and Entry Form

We, \_\_\_\_\_ (student organization name) have read and fully understand the 2016-2017 Homecoming Handbook for participation in the 2016 Texas Tech Homecoming week.

By signing this, we understand that we must comply by all rules explained in the 2016-2017 Homecoming Handbook available at [www.homecoming.ttu.edu](http://www.homecoming.ttu.edu) and any that are understood to be enforced by Texas Tech University and/or the 2016-2017 Student Code of Conduct. If we are found to be non-compliant with these rules, we understand that we will be disqualified from participating in the 2016 Texas Tech Homecoming week. All forms needed for event applications can be found at [www.homecoming.ttu.edu](http://www.homecoming.ttu.edu) and will be completed online via OrgSync.

_____ Student Organization Representative (print)	_____ Student Organization Representative (sign)
_____ Royalty Candidate (print)	_____ Royalty Candidate (sign)
_____ Student Organization President (print)	_____ Student Organization President (sign)
_____ Partnering Student Organization Representative (print)	_____ Partnering Student Organization Representative (sign)
_____ Partnering Student Organization President (print)	_____ Partnering Student Organization President (sign)
_____ Partnering Student Organization President e-mail	_____ Partnering Student Organization President e-mail

**Our organization and our partnering organization will be competing together under the title:**  
(circle one of the options below)

**Greek Organization**  
**Student Organization**

**Top Three (3) Theme Choices**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**The Texas Tech University Student Union and Activities department and the Tech Activities Board Homecoming Committee reserve the right to deem what is an appropriate representation in regards to Homecoming 2016.**

Please initial the following events for which your organization or business will be participating.

PARADE

\*\*Driver's License and Auto Insurance for Parade float driver submitted on OrgSync

\*\*Parade Hold Harmless Form required for anyone participating in the Parade due by mandatory meeting on September 28, 2016

ROYALTY

S.O. SING COMPETITION (Student Organization Sing)

\*\*C.D. and written lyrics required on OrgSync

SPIRIT BANNER CONTEST

SPIRIT BOARD CONTEST

Would your organization like to compete in the Homecoming Spirit Contest?

\*\* Organizations are scored individually, not as a partnership [ ] Yes [ ] No

As the full-time TTU Faculty/Staff advisor of the above organization, I confirm the support and sponsorship of \_\_\_\_\_ (Student Organization) as a Homecoming 2016 participant. The members of the above organization and I understand the regulations concerning the Homecoming Theme Selection as well as the Homecoming week events we choose to participate in and agree to abide by these terms and conditions (*A signature of the Advisor of the above organization must be on record in the Center for Campus Life, SUB Room 201*).

\_\_\_\_\_  
TTU Faculty/Staff Advisor (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
TTU Faculty/Staff Advisor (Signature)

\_\_\_\_\_  
TTU Faculty/Staff Advisor (E-mail address)

\_\_\_\_\_  
TTU Faculty/Staff Advisor (Phone Number)

**Return this form no later than 5:00pm on Friday, September 9, 2016 to the Student Activities**

**Office, SUB West Basement Room 020 (under Barnes and Noble).**