



# STUDENT ORGANIZATIONS HANDBOOK



**ALUMNI**  
ASSOCIATION

# K-STATE HOMECOMING 2025

## POINTS



The events listed below will be used to determine the overall Homecoming winner. All judges score strictly on the criteria in your handbook. **An average is taken of the judges' scores to determine the winner.** All individual event and overall winners will be announced for the first time at the Pep Rally on Friday, Oct. 10. In all competitions, the judges' decisions are final.

Points will be awarded as follows for participation and achievement in the following activities:

PHILANTHROPY 5K RUN/WALK	5 points for each individual that completes the race for your organization	
CANVAS ON CAMPUS	20 points for participation	1st = 50 points 2nd = 40 points 3rd = 30 points 4th = 20 points 5th = 10 points
CHILDREN'S CARNIVAL	20 points for participation *Bonus points possible	1st = 50 points 2nd = 40 points 3rd = 30 points 4th = 20 points 5th = 10 points
PARADE	50 points for participation	

Top three winners in the student organization category receive the following:

- 1st = \$300
- 2nd = \$200
- 3rd = \$100

\*All events are optional for student organizations

# K-STATE HOMECOMING 2025

## STUDENT ORGANIZATION CHECKLIST



*If you are interested in participating in Homecoming, but need more information or don't have everything ready by Sept. 22, that is completely fine. Please come so we can answer your questions and help in any way we can. The committee allows additional time for student organizations to turn in entries because we understand most haven't had meetings completed yet.*

Guidelines and forms can be found at [k-state.com/guidelines](https://k-state.com/guidelines).

All forms should be submitted to [studentprograms@k-state.com](mailto:studentprograms@k-state.com) except for 5K registration.

- ☐ **Monday, Sept. 15** **Student Organization Meeting at Purple Pride Room (3rd floor), K-State Alumni Center**  
**All participating organizations at 6 p.m.**
- ☐ **Wednesday, Sept. 17** Submit completed 5K Run/Walk registration by 12 p.m. (noon) [5K@k-state.com](mailto:5K@k-state.com). 5K waivers will be sent individually to all registrants.
- ☐ **Thursday, Sept. 18** Apply for Student Ambassador by 12 p.m. (noon) at [k-state.com/studentambassadors](https://k-state.com/studentambassadors)
- ☐ **Monday, Sept. 22** **Mandatory Student Organization Meeting at 7:45 p.m.**
- ☐ **Wednesday, Sept. 24** Deadline to submit organization entry form at [k-state.com/guidelines](https://k-state.com/guidelines) is at 12 p.m. (noon).
- ☐ **Friday, Oct. 3** 5K packet pick-up, between 2-5 p.m. at the Hagans Library, K-State Alumni Center or 8-8:30 a.m. prior to the Run/Walk. Students are only allowed to pick up individually or for friends, not for the group.
- ☐ **Sunday, Oct. 5** 5K Run/Walk packet pickup from 8-8:30 a.m.  
**Packets will not be available for pick up after 8:30 a.m.**
- ☐ **Sunday, Oct. 5** Canvas on Campus in Bosco Plaza at 12-4 p.m., judging begins at 4 p.m.
- ☐ **Monday, Oct. 7** **Student Organization Meeting at Purple Pride Room (3rd floor), K-State Alumni Center**  
**All participating organizations at 7 p.m.**  
**Discuss all parts of Homecoming and answer questions.**
- ☐ **Wednesday, Oct. 8** Children's Carnival from 5:30-7 p.m. No expense report.
- ☐ **Thursday, Oct. 9** Vote for Student Ambassador, 8 a.m.-5 p.m. by going to [k-state.com/studentambassadors](https://k-state.com/studentambassadors).
- ☐ **Friday, Oct. 10** Parade and Spirit Competition

# K-STATE HOMECOMING 2025

## PHILANTHROPY

## 5K RUN/WALK



### *Benefiting Be Able*

When: Sunday, Oct. 5 | 9 a.m.

Event Location: K-State Alumni Center

Cost: \$25 per student

### POINTS

5 points: For every participant that completes the race

## REGISTRATION

### RUNNERS/WALKERS

- ☐ **Entry form – Deadline – Wednesday, Sept. 17, at 12 p.m. (noon)**
  - Each member needs to complete the 5K Run/Walk Entry Form and waiver found online at [k-state.com/5K](https://k-state.com/5K).
  - To receive competition points, be sure to have your runners include your group name in the box provided on the entry form.
- ☐ **Entry fees**
  - \$25 for students if registered before noon on Wednesday, Sept. 17.
- ☐ **Late entry is allowed for individuals that missed your deadline, but they will be required to enter at [k-state.com/5K](https://k-state.com/5K) with additional fees through the portal.** Late entries are allowed for group points. Entry is \$30 for students if registered after 11:59 p.m. on Sept. 17 (T-shirt not guaranteed).

*Tuesday, Sept. 30, at 5 p.m.*

- ☐ No substitutions between 5K Run/Walk participants will be allowed after this date.

*Friday, Oct. 3, at 2-5 p.m. – Hagans Library, second floor, K-State Alumni Center*

- ☐ Students must pick up their packets individually (you may also pick up for a friend). No group pick-ups.

## RACE DAY

*Sunday, Oct. 5, at 9 a.m. – Johnson Terrace, Alumni Center*

- ☐ Students can also pick up packet from 8-8:30 a.m. but you will be responsible to carry your bag.
- ☐ Race begins at 9 a.m.
- ☐ Race packets will include a race number that must be worn during the 5K Run/Walk.
- ☐ Participation points are figured from the timing chips that cross the finish line.
- ☐ A map of the race course is available at [k-state.com/5K](https://k-state.com/5K). To obtain points, race must be completed in 70 minutes.
- ☐ Nothing can be left inside Alumni Center during the race.

No pets allowed.



# K-STATE HOMECOMING 2025

## CANVAS ON CAMPUS

When: Sunday, Oct. 5 | 12-4 p.m. \*Judging begins at 4 p.m.  
Event Location: Bosco Student Plaza



### POINTS

100 points will be awarded based on the following categories:

- 40 points - Originality and Creativity
- 35 points - Overall Appearance
- 25 points - Adherence to Theme

### OPTION 1 - SIDEWALK CHALK

#### RULES AND GUIDELINES

1. You will be assigned one 8' x 8' area of sidewalk.
2. The Homecoming theme must be incorporated into your design.
3. Include the name of your organization in the design.
4. You will have a four-hour time limit to complete your work.
5. Your organization will be responsible for supplying the sidewalk chalk, no sidewalk paint allowed. There is no need for clean-up.
6. The Homecoming Committee reserves the right to remove any sidewalk chalking deemed inappropriate.
7. In case of inclement weather, a plan will be in place by 9 a.m. on the day of the event. Your Homecoming chair should check their email or call 785-532-2775 for more information.
8. Judging begins at 4 p.m. on Oct. 5. No member of your organization is allowed to communicate with the judges during this time.

### OPTION 2 - PAINT A WINDOW AT RADINA'S

#### RULES AND GUIDELINES

1. The Homecoming theme must be incorporated into the design.
2. Groups must provide all supplies needed for the event (paint, step stool, drop cloth, etc.).
3. **One window per group.** Placement will be first come first serve.
4. Make sure to order supplies in advance.
5. Window markers are not allowed.
6. Window must be painted with only water-based paint. No tempura paint should be used (tends to bubble and flake). NO Latex paint!
7. No access to the inside of the window is allowed. Penalties will be given if there is a violation. Keep in mind that window sizes may vary.
8. Painters tape must be used to outline your work. Once completed, remove the tape.
9. Groups will be penalized 5 points for getting paint on sidewalks or building.
10. In case of inclement weather, a plan will be in place by 9 a.m. on the day of the event. Your Homecoming chair should check their email or call 785-532-2775 for more information.
11. The Homecoming Committee reserves the right to clean any window that is deemed off-theme or unsuitable.
12. Judging will take place at 4 p.m. on Sunday, Oct. 5. Painting must be completed at this time.
13. Your group is not responsible for cleaning the windows after the week concludes. The Alumni Association uses a professional window cleaning company to clean each window.

Reference on how painters tape goes on the window.



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## CHILDREN'S CARNIVAL



**When:** Wednesday, Oct. 8 | 5:30-7 p.m.  
**Event Location:** K-State Student Union

### POINTS

100 points for booth in the following categories:

30 points – Design and Appearance

35 points – Adherence to Theme

35 points – Good Interaction with Children

Bonus Points (max of 30 points) – Individuals with Theme Attire, 3 points per person

### RULES AND GUIDELINES

1. Booth size will be an approximately 10' x 10' space. One 6' table and two chairs will be provided.
2. Set up will take place from 5-5:30 p.m. Do not leave vehicles unattended while unloading.
3. Your booth location will be assigned upon your arrival for setup.
4. Masking or painters tape only. No scotch or duct tape.
5. Each group's booth must carry out the theme and must be in good taste, as this is an event attended by the parents and young children of the Manhattan community.
6. Each group must have a minimum of 5 individuals at the booth, with a maximum number of 10 individuals (fewer or more volunteers will result in a penalty).
7. Points will be awarded based on the number of people at the booth when judges arrive.
8. Bonus points will be awarded for each individual of your group at the booth that is dressed in attire to promote the theme.
9. Judging will take place during the event.
10. No expense reports are required for the Children's Carnival.

### DO'S AND DONT'S:

- Think safety first: no sharp objects, weapons, dry ice, smoke effects or violent themes.
- Plan an interesting and interactive display to engage as many ages of children as possible.
- Make candy or giveaways a reward for participants.
- Keep activity simple.
- If you want to hang something, a Union maintenance repair technician or other Union employee must do it. No scotch or duct tape or tacky putty allowed.
- Helium tanks need to be secured to pillars or permanent secure objects.
- No hay, straw or cornstalks.
- No microplastics allowed (i.e. confetti, glitter, beads).
- Power will not be available or allowed at the booth.
- No water games allowed.
- No rice.



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## PARADE AND SPIRIT COMPETITION



**When:** Friday, Oct. 10 | 5 p.m. (must arrive by 4:30 p.m.)

**Event Location:** Dillard's northwest parking lot.

- All participants must arrive by 4:30 p.m.
- Carpooling is encouraged and personal vehicles are not allowed in parade assembly area.
- In case of inclement weather, alternative plans will be announced by 12 p.m. (noon) on parade day.

### POINTS

50 points for participation

### RULES AND GUIDELINES

1. Respect the rights of other entrants and follow the instructions of the Riley County Police Department and other parade traffic directors.
2. Report to the assigned assembly area at the appointed time.
3. Keep distance between parade entries (10-15 feet).
4. Entries cannot hold up the parade route due to performances or demonstrations and must continue to move along the parade route.
5. DO NOT perform any actions that could be dangerous to spectators or participants (i.e. dangerous driving).
6. Group participation is required through parade route to the destination (City Park), where participants can exit floats and disband from walking groups. Failure to continue all the way to the park will result in disqualification from the competition.
7. Contact the parade committee the day of the parade if there are any problems. The parade committee will be easily identifiable with colored flags on clipboards.
8. Contact the parade committee the day of the parade if there are any problems.
9. No pets allowed.



## K-STATE HOMECOMING 2025

# PEP RALLY

Join us for the annual Homecoming Pep Rally on Friday, Oct. 10, at the Larry Norvell Band Shell in City Park immediately following the parade. All winners will be announced at this time, including overall winners.



## Football Game: K-State vs. TCU Saturday, Oct. 11

