Each of these points will be added up through the fisdcal year of events. The Assistant Director of Alumni Programs will keep a spreadsheet of the chapters points. You may check your points at anytime by emailing bmiller18@twu.edu .

**SUBMITTING EVENT REQUEST FORMS: *1 POINT***

The amount of events that have been submitted through the event request form online will be calculated for the fiscal year ending August 31. Events will be counted even if they are cancelled for lack of attendance or weather concerns. Each event will gain the chapter 1 point.

**SUPPORT OF Texas Woman’s University: *2 POINTS***

The following activities will count toward the reward system when reported to the Alumni Engagement office:

* Post giving message, story, and link to social media via chapter pages
* communicating the importance of being a **donor**
* 100% committee **giving**. All participants of the chapter committee are **donors**.

Consistently meeting this criteria throughout will result in a total of two points for the chapter at the end of the calendar year.

**GENERAL ACTIVITIES: *1.5 POINTS***

The following activities will count toward the reward system when reported on an event request form: Attending college fairs on behalf of **Texas Woman’s University,** sending notes to admitted students through the Admissions Office, assisting with a **Texas Woman’s Alumni** event, hosting a Dinner with 12 Pioneers, and/or any other specific strategic outreach assisting Alumni Engagement. Points will be given regardless of attendance and recognizing that some events get cancelled due to weather or other unforeseen circumstances. **Chapters must fill out an online event request form in order to receive the points. Each activity will gain the chapter 1.5 points.**

**ATTENDANCE LISTS: *1 POINT***

Chapters will be rewarded for submitting lists and sign-in sheets acquired during all events to the Alumni Engagement office. Chapters will be rewarded one point per list, per event**. Attendance lists must be turned into the Assistant Director of Alumni Programs within 72 hours after the event in order to count toward award points**. Each list submitted will gain the chapter 1 point.

**PHOTOGRAPHS*: 1 POINT***

Chapters will be rewarded for all event and activity pictures. In order to be counted toward the rewards system, photos must be submitted to Alumni Engagement in electronic form. A point will be rewarded each time photos are submitted within 15 days post event. **Photographs must be taken with at a 150 dpi minimum resolution. Please send pictures as email attachments or via Google Drive.** Photographs sent via Facebook links will not be counted for rewards. Each event in which pictures are submitted will count as 1 point for the chapter.

**SUBMITTING POST EVENT SURVEY: *1 POINT***

The amount of post event survey’s that have been submitted through the online form will be calculated for the fiscal year ending August 31. **All** questions on survey’s must be answered and attendance list must be attached to survey to gain **full point**. Chapters will be rewarded 1 point per post survey, per event.