

Eligible dates for hosting your WOW event are **Monday, January 6** through **Friday, January 10**. Please review this information and take the necessary steps to ensure your event gets published in the WOW brochure!

KEY ITEMS TO NOTE:

- All events must complete steps 1 and 2 to move forward to step 3. ALL three steps are needed to be considered for the WOW brochure.
- Events should be final submissions, with no changes or edits after being submitted to New Student Connections for the WOW brochure
- New Student Connections reserves the right to only include events, as well as edit event content, in the WOW brochure that meet the mission of WOW.
- Reserve your space early to allow enough time to complete the event review process by the **November 15th** deadline. Space is limited.



1

**RESERVE YOUR EVENT
LOCATION SPACE, STARTING
MONDAY, OCTOBER 21*.**

Please follow the individual location's event space request process, and indicate it is a WOW event. *Residential space will not be available to reserve until **November 1st**.

2

**COMPLETE THE EVENT
REVIEW PROCESS, BY
FRIDAY, NOVEMBER 15 @ 5:00 PM**

To be considered for publication in the WOW brochure, events must complete the Event Review process dictated by their location, no later than **November 15th**.

3

**SUBMIT YOUR EVENT ONLINE
TO THE WOW BROCHURE:**

www.newstudent.usf.edu

Must complete the Event Review Process before submitting event online. Submission for the WOW brochure will **begin Monday, November 4th** and **end Friday, November 15th**.

QUESTIONS? EMAIL WOW@SA.USF.EDU