

Freshmen Orientation 2019 Subcommittee Application

* Required

Programmes

- Planning and execution of orientation activities
- Coordinating orientation dry runs
- Planning of Early Matriculation activity
- Liaising with 5th Rows
- Liaising with logistics committee closely

Welfare

- Coordinating food
- Running risk assessments
- Managing manpower (OGLs, Camp Executives)

Logistics

- Managing logistics (e.g. purchasing and inventory)
- Booking of venues
- Liaising with the offices & respective 5th Rows
- Liaising with programs committee closely

Creative Media

- Aesthetics and Theme
- Publicity (e.g. Social Media, Posters)
- Designing of shirts
- Orientation Website

Finance

- Budget allocation
- Managing expenditure and housekeeping (e.g. approving fund requests)
- Settle finance related admin matters

Marketing

- Scouting and liaising with external companies for sponsors
- Liaising with Creative Media committee for publicity

1. Why do you want to be part of the Orientation Subcommittee? *

2. Do you have any past experience? If yes, please specify (event planned, skills possessed, role in event or leadership position, etc.)

3. 1st Choice of Subcommittee **Mark only one oval.*

- ☐ Programmes
- ☐ Welfare
- ☐ Logistics
- ☐ Creative Media
- ☐ Finance
- ☐ Marketing

4. 2nd Choice of Subcommittee **Mark only one oval.*

- ☐ Programmes
- ☐ Welfare
- ☐ Logistics
- ☐ Creative Media
- ☐ Finance
- ☐ Marketing
- ☐ NIL

5. 3rd Choice of Subcommittee **Mark only one oval.*

- ☐ Programmes
- ☐ Welfare
- ☐ Logistics
- ☐ Creative Media
- ☐ Finance
- ☐ Marketing
- ☐ NIL

Personal Details

6. Name *

7. Student ID *

8. Contact number *

9. School email address *

10. Current course of study *

Mark only one oval.

- ☐ Freshmore
- ☐ Sophomore
- ☐ Junior
- ☐ Masters/PhD

11. 5th Rows / Other commitments *

Summer Programs

12. Any plans for summer programs? (e.g. ALP/GLP/Exchange/Internship)

**Thank you for your application :) We will contact you shortly,
so please look out for it!**

By submitting my details here, I agree that Orientation 2019 Committee may collect, use and disclose the information above, within the planning committee, for planning purposes. My personal data will not be retained and will be disposed appropriately upon the completion of this event.

