STUDENT-LED TREKS
(more than one or two individuals representing the school)
In student-led Treks the students are the brand!

A brand image—and reputation—are really the sum of all impressions and interactions for those who experience it. Every aspect of the trek experience—from planning to personal visits to follow-up—will influence how the Johnson School is perceived, and how we are remembered. All student treks have a direct or indirect impact on a number of departments within the Johnson School. To help you facilitate an effective trek, the Trek Approval Form and Trek Timeline were developed.

MUST BE APPROVED AND ON THE CALENDAR OF EVENTS AT LEAST FOUR MONTHS IN ADVANCE

STUDENT-LED TREK APPROVAL FORM

Trek Title:

Trek Date & Times:

Trek Location:

Sponsoring Club(s):

Briefly describe scope of event, including anticipated attendance:

Trek Organizers: (names & emails)

ATTACHMENTS: (all 3 required)

☐ Proposed Budget & Funding Sources ☐ Proposed Planning Timeline ☐ Proposed Trek Schedule

ENDORSEMENTS – BY SIGNING THIS FORM I INDICATE MY KNOWLEDGE AND SUPPORT OF THIS EVENT:

Trek Organizers: (at least two signatures required) – attach additional signature pages if multiple clubs sponsoring

Signature Date

Signature Date

Sponsoring Club Officers: (President and Treasurer required)

President’s Signature Date

Treasurer’s Signature Date

Sponsoring Club’s Advisor: (required)

Advisor’s Signature Date

Student Activities & Special Events Office: (required)

Signature Date

Corporate Programs Office: (required)

Signature Date

Career Management Center (Karin Ash): (required)

Signature

Associate Dean Approval (Doug Stayman): (required)

Signature Date

rhv 12/16/08