Academic Advising Plan for Undergraduate Students

Purpose and Philosophy
The School of Energy Resources values holistic and proactive advising with our undergraduate students. We seek to develop a professional relationship with our students for the duration of their academic career focusing on making informed decisions. Students assume an increasing role in developing their own goals and are expected to take the initiative in maintaining the advisor-advisee relationship. We focus on providing support around the four pillars of student success.

Academic Ability
- Understand the academic requirements of the Energy Resource Management and Development program including the University Studies Program.
- Understand advising and how to register for classes.
- Establish a profile for the EPIC program and complete milestones at the appropriate points of their academic career.
- Establish a relationship with their academic advisor.
- Understand and use academic success resources.

Financial Capability
- Establish a basic knowledge of student financial aid.
- Understand how to maintain financial aid.
- Apply for scholarships offered by outside entities including professional organizations and through the Academic Works program.
- Work with family members (parents, spouse, etc.,) on paying for their education.

Sense of Belonging
- Connect with a student community at the University of Wyoming through recognized student organizations, Greek Life, Freshmen Interest Groups and activities offered through the Campus Activities Center and Campus Recreation.
- Students in the Professional Land Management concentration join the Wyoming Student Chapter of Professional Land Managers and become an active member based on our accreditation requirements. They are also required join the American Association of Professional Landmen and the Wyoming Association of Professional Landmen.
- Students in the Energy Air Land and Water concentration are encouraged to join the Restoration Outreach and Research RSO to gain membership in the American Society of Mining and Reclamation.
Wellness

- Establish a sense of wellness as first-time freshmen and transfer students transition to the University of Wyoming.
- Become aware of the resources available for physical, mental and social wellbeing.
- Make appropriate use of these resources as needed.

Please refer to our New Student Orientation Guide for information provided to new students.

Advising Model

School of Energy Resources students are advised by professional advisors for all four years with a focus on establishing professional relationships and having students assume an increasing role in developing their own goals.

Advisor Assignment

An advisor is assigned when students confirm their enrollment. The School of Energy Resources academic programs website will be updated so the landing page shows how to identify and contact advisors.

First-Time Freshmen

Initial relationships begin during the recruiting process. Advisors are recruiting students to the Energy Resource Management and Development program and we are establishing a communication plan where students are contacted via email and phone calls throughout the recruiting season to discuss questions regarding the program. Students are encouraged to apply for the Freshmen Interest Group hosted by the School of Energy Resources.

The relationship is further established during orientation through discussions with students and their parents at College Connect. Each student and parent are provided a folder including the orientation guide, the advisor’s business card, and the 4-year degree plan. During advising, students are shown how to access their UW email and we discuss the importance of checking email daily. Students print a copy of their schedule at the end of their advising session.

During orientation advising, an appointment is set up for the second week of the semester to discuss issues with transitioning to college. Topics discussed include time management, study skills, where to study and living in the residence halls. EPIC is utilized for time management and study skills including strategies for using a planner. Syllabi are reviewed with the student to be sure they understand the requirements of each course and that textbooks and other required material have been purchased.

A follow-up appointment is scheduled for a week after their first math exam. Exam grades for all classes are discussed with an emphasis on using tutoring resources as appropriate. Additional appointments may be scheduled on a weekly or bi-weekly basis throughout the semester depending on the student’s performance on the first round of exams.

Freshmen are invited to attend advising information sessions held prior to the beginning of semester advising. A similar session is offered to students registered in the Freshmen Interest Group. We review how to utilize the 4 year degree plan and the degree evaluation to decide which classes to schedule for the upcoming semester. They use the Plan Ahead feature to establish their schedule and are shown how to schedule an advising appointment.
Summer Bridge
Students admitted with support or with a low ACT math score are provided with information about the Summer Bridge program. We offer a $1,000 scholarship to encourage them to participate with $500 awarded in the fall semester and $500 awarded in the spring semester if they pass the credit-bearing math course taken in the fall.

Transfer Students
Transfer students are contacted when they are admitted to the University of Wyoming. Transcripts are reviewed to determine which courses transfer and are degree applicable. A list of courses are identified where a syllabus is needed. A phone appointment is requested to discuss classes taken at their previous institutions and how they are transferring to the University of Wyoming. Emails and phone calls are utilized to work through transferring coursework and onboarding to the University of Wyoming. We plan to begin using Zoom as an additional communication tool. Our goal is to have students ready to confirm enrollment and be advised on the first day they are eligible to register.

Transfer students are encouraged to attend orientation so we can meet them and discuss areas of concern face-to-face.

An initial appointment during the second week of the semester is set to discuss any issues the student has transitioning to the University of Wyoming. Follow-up appointments are scheduled based on the needs of the student.

We invite transfer students to attend the advising information sessions discussed above for freshmen.

As we establish articulation agreements with the Wyoming community colleges, we are planning to visit their campuses annually to meet students.

Early Alert
All students flagged in the Early Alert program are contacted by their advisor and asked to set up an advising appointment to discuss issues with the course(s). Students are referred to the appropriate student success resources and follow-up appointments are scheduled to resolve problems and challenges identified in the initial appointment.

Subsequent Undergraduate Years
Students are advised by professional advisors until graduation. Semester advising appointments focus on the four pillars of student success and career advising.

- Academic ability – utilizing the appropriate academic success resources, working with the student to achieve a 3.0 or better GPA, developing a degree plan to show anticipated graduation dates
- Financial aid – filing FAFSA, completing the Academic Works general application and submitting applications for outside scholarships
- Belonging – identify participation in recognized student organizations and extra-curricular activities
- Wellness – referral to the appropriate resources based on the student’s need
• Career services – writing resumes, preparing for job fairs, interview preparation and establishing Handshake and LinkedIn profiles with a separate appointment scheduled as needed

Academic Probation
Students on academic probation are provided additional support through weekly or bi-weekly meetings, identification of weaknesses, discussion on how to adjust time management and study skills, and referral to the appropriate wellness resources as needed.

Faculty Role
School of Energy Resources faculty are not involved with academic advising. We are seeing a trend towards a mentoring role with the Professional Land Management faculty. We will be formalizing the faculty mentor role after discussing their interest in mentoring students with the appropriate training.

Staffing
Current staffing includes one Student Advising Coordinator with a caseload of 55 to 60 students. Our enrollment has been as high as 95 students. The School of Energy Resources Executive Director has agreed to hire another Student Advising Coordinator. The current coordinator’s PDQ will be rewritten for the Student Advising Manager position and audited by the Human Resources Department. A PDQ will be written for the new position and the new position posted once approval has been received from the Human Resources Department and Academic Affairs.

The new advisor will complete the advising training modules by December 2018 and will be observed by the Student Advising Manager. A caseload will be assigned as the new advisor progresses through the training with the goal of assuming at least half the students in the Energy Resource Management and Development program. Caseloads will be monitored each semester and adjusted as needed.

The Student Advising Manager will complete the training modules by December 2018 and is considered grandfathered for advising.

Certification will be reviewed annually to verify advisors are in compliance. Advisors are required to join NACADA and participate in at least one webinar or conference per year. Advisors will also join the Collegiate Career Services Association and participate in at least one conference per year. Advisors will attend the mini-advising conferences hosted by the ACES Center and take advantage of NACADA webinars.

Advising will be covered during academic breaks by identifying the advisor to be contacted. Vacations and breaks will be coordinated so at least one advisor is available throughout the calendar year. Coverage will be rotated between the advisors.
Organizational Chart

Student Responsibilities
Student responsibilities will be communicated during orientation and Cowboy Connect. These concepts will be reinforced through advising appointments and weekly student newsletters.

Evaluation and Assessment of Academic Advising
Currently, students complete an outcome survey each semester (copy attached.) The survey will be expanded to include questions about career preparation including resumes and interviewing preparation. Questions regarding academic advising will be developed and added to the survey.

The School of Energy Resources is transitioning to using AdvisorTrac to establish a baseline for the number and type of appointments currently conducted. Advising notes will be written to summarize discussions with students. AdvisorTrac reports will be used to evaluate and assess our approach to academic advising.
Welcome!

Welcome to the University of Wyoming and the School of Energy Resources! The New Student Orientation Guide is designed to help you with your transition to the University of Wyoming.

Orientation Goals

Our goals for orientation focus around the four pillars of student success.

Academic Ability

- Begin to understand the academic requirements of the Energy Resource Management and Development program.
- Understand advising and how to register for classes.
- Establish a profile for the EPIC program.
- Meet and begin to know your academic advisor.
- Introduction to Academic Success Resources.

Financial Capability

- Establish a basic knowledge of student financial aid.
- Understand how to maintain your financial aid.
- Begin discussions with your family (parents, spouse, etc.) on how you are paying for your education.

Sense of Belonging

- Connect with one person at the University of Wyoming.
- Begin exploring the communities available at the University of Wyoming and identify your areas of interest.
- Complete professional membership applications for the Professional Land Management concentration.

Wellness

- Begin to develop a sense of wellness as you transition to the University of Wyoming.
- Completed Alcohol Edu and Haven. It becomes available to take starting July 21, 2017. You will receive an email from the Dean of Students when the courses are open. Visit http://www.uwyo.edu/ucc/aware/alcoholedu-and-haven.html.
- Become aware of the resources available for physical, mental and social wellbeing.
Academic Ability

Academic Requirements

- The Energy Resource Management and Development program is 128 credit hours.
- You must be enrolled in at least 12 semester credit hours to be considered a full-time student. Plan to enroll in 15 to 16 credit hours and to take classes during the summer after your freshman and sophomore years if you plan to graduate in 4 years.
- Review the 4 year degree plan and the degree evaluation for your concentration of interest.
- Demonstrate a basic understanding of the University Studies Program or general education requirements.
- All classes must be passed with a grade of C or better. A grade of C- is not considered passing.
- Maintain a GPA of 2.0 or better to be in good academic standing.
- We expect School of Energy Resources’ students to achieve and maintain a 3.0 or better GPA. This opens doors to scholarships, internships, and job opportunities.
- Review the Academic Success Resources available to you.
- Know how to order textbooks.
- Purchase a planner!

Advising and Registration

- The University of Wyoming has a mandatory advising policy for all students. Academic advising is an important partnership between the academic advisor and the student. In this partnership, issues regarding personal, professional, and educational goals are examined. Students are expected to take the initiative in developing the advisor-advisee relationship and assume an increasing role in developing their own goals.
- Understand how to use WyoRecords.
- Student Medical Insurance Coverage
  - The university makes available a basic student medical insurance policy for all eligible students. Eligibility is determined by status and credit hour load. Undergraduates must take 6 or more credits.
  - Discuss with your family if you need to accept the student medical insurance coverage.
- PERC number – You will enter your PERC number as a part of the registration process each semester. The PERC number tells WyoRecords that you have been advised and can register for classes. A new PERC number is assigned each semester.

EPIC Profile

EPIC is a free online learning tool designed to help you prepare for your academic and career success. Learn skills to help you succeed in the class and obtain advice on all areas of career preparation.

- Click New User? Register Here and create a new account.
- We will set up your EPIC profile during advising.
Know Your Advisor

Pam Henderson is your academic advisor with the Energy Resource Management and Development program. Her contact information follows.

Energy Innovation Center Room 338
Email: pamelah@uwyo.edu
Phone: 307-766-6879

Stop by her office when you have questions or concerns. You may also schedule an appointment online by visiting http://www.uwyo.edu/ser/academic-programs/student-services/appointment-scheduling.html.
Academic Success Resources

- Talk to your instructor if you are struggling with class material or have questions.
- STEP Tutoring Center – Free tutoring is available at the STEP Tutoring Center. Visit www.uwyo.edu/studentaff/step/tutoring.
- Free online tutoring: www.uwyo.edu/etutor.
- EPIC - Help with academic success and transition
  - Visit https://epicwyo.tuapath.com/
- The Student Learning Center, located in the lower level of the Washakie Center, offers free academic support services to students on a drop-in basis Sunday through Thursday. Resident Assistants are available to provide assistance on a variety of subjects, including math, engineering and writing. Visit http://www.uwyo.edu/reslife-dining/slc/ for the schedule.
- Math Assistance Center
  - Math 1400, 1405, 1450, 2200, 2205, 2210 – Ross Hall Room 29
  - Monday – Thursday 9:00 am to 6:00 pm
  - Friday 9:00 am to 1:00 pm
  - The Math Assistance Center is informal. Students may stay for 10 minutes or all day.
- LCCC Math Lab
  - Math 0900, 0921, 0925 – Ross Hall Room 26
  - Monday – Thursday 1:00 pm to 4:00 pm
- Tau Beta Pi Free Tutoring
  - Open to all UW students
  - Free tutoring in engineering, math, and science
  - Engineering Building Room 1070
  - Monday – Friday 8:00 am to 5:00 pm
  - Monday – Thursday 7:00 pm to 9:00 pm
- Oral Communication Center
  - Help with oral communication and presentation skills
  - Ross Hall Room 442
  - Visit http://www.uwyo.edu/cojo/occ/index.html for information about their hours and to make an appointment
- Writing Center
  - Supports writers in their efforts to improve their writing skills, not simply to improve the writing.
  - Visit http://www.uwyo.edu/ctl/writing-center/ to schedule an appointment
- Supplemental Instruction (SI)
  - Supplemental Instruction (SI) is out-of-class study sessions led by a student who has successfully taken the class before. It is a great way to practice the material and work with other students to learn the content. SI works best if you attend the entire semester, not just before exams.
Financial Capability

Develop an understanding of your student financial aid and how to maintain aid eligibility.

- Review your award letter and visit the Student Financial Aid Office during the Orientation Resource Fair in the Union Senate Chambers.
- Maintain your aid eligibility by being in good academic standing. You must have at least a 2.0 or better GPA and be enrolled full-time with a minimum of 12 credit hours.
- Review your scholarship award letters to determine the minimum GPA you must maintain.
- Locate and accept your awards in WyoRecords by August 1.
- Begin discussion with your family (parents, spouse, etc.) on how you are paying for your education.
- Complete the Federal Family Educational Rights and Privacy Financial Information Release Form if your family will be paying your bill online.

Sense of Belonging

It is important to establish a sense of belonging to the University of Wyoming.

- Connect with one person at the University of Wyoming. This can be another student, a staff or faculty member.
- Visit https://uwyo.collegiatelink.net/ and log in with your UW username and password. Explore the communities available at UW and identify your areas of interest.
- Professional Land Management students will complete required membership applications for the following organizations.
  - Wyoming Student Chapter of Professional Land Managers
  - American Association of Professional Landmen
  - Wyoming Association of Professional Landmen

Wellness

Numerous resources are available for you to maintain your physical, mental and social wellness.

- Student Health Service – visit http://www.uwyo.edu/shser/
- Half Acre Gym – visit http://www.uwyo.edu/rec/index.html
- Campus Recreation Programs
  - Group Fitness programs
  - Wellness Center located in Half Acre Gym
  - Intramural Sports
  - Outdoor Program
  - Club Sports
  - Aquatics
- University Counseling Center – visit http://www.uwyo.edu/ucc/
  - University Counseling Center offers individual counseling and group counseling
- University Disability Support Services (UDSS) - http://www.uwyo.edu/udss/
o UDSS provides disability-related accommodations for UW students and visitors with disabilities as well as technical assistance, consultation and resource information for students, faculty, staff, and campus visitors.

More Information

W Number – Student Identification Number
Memorize your “W” number. This serves as your student identification number. You must provide your “W” number anytime your records are accessed by UW personnel.

UW Email Account
Check your UW email account daily. Be sure to read and respond to email messages appropriately. A weekly student newsletter is sent to keep you updated on current events, activities, advising information, and scholarships during the academic year.

Tuition and Fees
Be aware of the deadlines for tuition and fees payment and make timely payments. This information is included in the weekly student newsletter. Visit the academic calendar on the Office of the Registrar’s website for more information on deadlines.

Student Classifications
- Freshman – less than 30 credit hours
- Sophomore – 30 through 59 credit hours
- Junior – 60 through 89 credit hours
- Senior – 90+ credit hours

Early Alert
Early Alert is a program that allows faculty to provide academic feedback on student performance during the fourth week of classes, long before mid-term grades are assigned. The intent is to give students a glimpse of their early performance and seek help (or adjust their habits) before it is too late to impact their final grade. Early alert sends clear messages to students who frequently assume “no news is good news” if they have no indication of how they are performing at UW. Students can see if they are passing or struggling in individual classes.

This alert encourages them to speak with their instructor and seek academic support services such as tutoring and Supplemental Instruction. Students will also be contacted by their academic advisor.
FERPA: A Student's Right to Privacy

Information regarding the Family Educational Rights and Privacy Act (FERPA) is contained in the class schedule each semester. This Federal law indicates that you have a right to request that your "directory information" not be made public. "Directory Information" includes:

- your name
- your local address and phone number
- your permanent address and phone number
- your college, department, major
- dates of enrollment
- degrees received
- honors received
- full or part-time status
- email address
- participation in officially recognized activities and sports
- weight and height of members of athletic teams

The University of Wyoming has the responsibility for effectively supervising any access to and/or release of official data/information about our students. However, because Wyoming is a Public Records state, the above information may be released to any outside entity that requests it unless a student has requested that a Privacy Flag be placed on his or her records.

If you do not want any of the above information to be released to anyone outside the university, you need to complete a Request for Privacy Flag form and submit it to the Office of the Registrar. This form must be received no later than the 10th class day in order for your information not to be included in the Campus Directory. A Privacy Flag means that your name and address will not appear in the Campus Directory, that your name will not be included in any news releases (including honor rolls or graduation). Information will not be released to prospective employers, insurance companies, credit agencies, etc. If anyone requests information in person, by fax, mail or telephone, UW will respond to the requestor with the following statement: "We do not have any information available on that individual."

FERPA Annual Notice to Reflect Possible Federal and State Data Collection and Use

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records - including your Social Security Number, grades, or other private information - may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.
FERPA: A Parent's Guide

The University of Wyoming is concerned about the privacy of your student's records. When your student was in elementary and high school, the Family Education Rights and Privacy Act (FERPA) gave you and your student rights to access and control your student's educational records. Now that your student is in college, these same laws transfer ownership of the records directly to your son or daughter.

According to FERPA, college students, regardless of their age, are considered responsible adults and are allowed to determine who will receive information about them. While parents understandably have an interest in a student's academic progress, they are not automatically granted access to a student's records without written consent of the student. Parents are encouraged to consult with the student if academic information is needed.

We have provided the following answers to frequently asked questions to clarify elements of FERPA.

Questions About Access to Student Records

How can I get a copy of my student's grades?
The quickest, easiest way for you to receive information about your student's grades, financial statement, or other student information is for him/her to provide it to you. Students can look information up online, print it off, and give or e-mail a copy to their parents. Student records are available on their WYOWEB account. Your student may also request that a copy of their official transcript be sent to you directly from the Office of the Registrar.

If I'm paying for my student's education, why can't I get a copy of his records?
FERPA requires that access to a college student's records must be granted by approval of the student. You can, however, receive information about your student if you submit proof that he/she is a dependent. Contact the Office of the Registrar for information regarding this process. Students can sign a release form to grant you access to financial information. This form is included in the student's bill.

I want to visit with my student's academic adviser about his/her academic performance. Can this be done via e-mail or over the phone?
As a matter of policy, the University of Wyoming does not release private information over the phone or by e-mail. This includes information from the student's academic adviser. Advisers would require written permission from the student in order to discuss information with parents.

What information is covered under FERPA and what is not?
FERPA regulations protect a student's "education records," which include grades, finances, and discipline records. Physical and mental health records are covered by other University policies, federal law, and professional ethics. In general, professionals working in these areas will not release student information except in emergency situations. Your son or daughter can choose to release information from these records to a third party, but this is done on a case-by-case basis. They can talk to the practitioner or the records office in the Student Health Center related to medical records or the University Counseling Center for counseling records; to the Dean of Students Office for discipline records; or to Residence Life for housing information.

Will I be contacted if my student is sick or hurt? What if my student is in academic trouble, or facing disciplinary action?
In most cases, the University will not contact you or provide medical, academic, or disciplinary information without your student's permission. In the case of an extreme emergency, where the health of your son or daughter is in serious jeopardy, or if there is a concern that he/she poses a threat to him or herself or to someone else, the University will contact you. As a general guideline, if your student is able to communicate about the situation, it is up to him/her to decide whether and how to discuss the issues.
Isn't there a FERPA provision that colleges and universities can contact parents if a student violates alcohol or drug policies?

FERPA regulations allow, but do not require, higher education institutions to provide notice to parents when a student violates federal, state or local laws related to alcohol or drugs. University of Wyoming policy states that we can release this information to parents of students under the age of 21.

Policy on the release of personally identifiable information in a deceased student's education record

The Family Educational Rights and Privacy Act (FERPA)'s protection of personally identifiable information in a student's education record ends at the time of a student's death. The University of Wyoming's policy on the release of a deceased student's records is as follows:

Within the first year following the death of a student, the University will release the educational records of the decedent to the following individuals:

- If the student submitted a signed Authorization to Release Educational Records form which designated the person(s) eligible to request and/or receive educational records, the information will be released to the individual on that form.
- The decedent's next of Kin. The request must be accompanied by official documentation.
- The individual designated as the personal representative of the decedent's estate. The request must be accompanied by official documentation.
- Members of the family or other persons with the written approval from the decedent's next of kin or the personal representative of the decedent's estate. Absent written approval from the family or representative of the estate, only directory information will be disclosed.
- In response to a subpoena or court order.
- To any other individual, if determined by the University to be in the best interest of the decedent or the University.

After one year has elapsed following the death of an individual student, the University may release the educational records of the decedent at the University's discretion.

Where can I find out more about FERPA?

The U.S. Department of Education is responsible for overseeing FERPA. See the Department's Web site for additional information: http://www.ed.gov/policy/gen/guid/fpco/ferpa/. 
Student Outcomes Template

General Information
Please complete this questionnaire regarding your activities for the current academic year.
1. First Name*

2. Last Name*

3. Concentration*
   - Air Land Water
   - Professional Land Management
   - Renewable Energy
   - Undecided Concentration

4. Class Standing*
   - Freshman
   - Sophomore
   - Junior
   - Senior
   - 2nd Bachelors

Student Outcomes Template

Work and Academic Experience
5. Did you work while attending school?*
   - Yes
   - No

6. If yes, who is your employer?

7. Job Title

8. Second employer (if applicable)

9. Second job title (if applicable)

Student Outcomes Template

Summer Internship or Job
10. Will you be taking classes during the upcoming summer term?*
    - Yes
    - No

11. Have you accepted an internship or summer job?*
    - Yes
    - No

12. If yes, who is your employer?

13. Internship or job title

14. Second employer (if applicable)
Student Outcomes Template

Extra-Curricular Activities

16. Please check the extra-curricular activities you were involved in during this academic year.
   - [ ] Club Sport
   - [ ] ENR Club
   - [ ] Fraternity
   - [ ] Intramurals
   - [ ] Iron Skull
   - [ ] Mortar Board
   - [ ] Residence Hall Association
   - [ ] ROaR
   - [ ] ROTC
   - [ ] SPURS
   - [ ] Sorority
   - [ ] Student Athlete
   - [ ] Sustainability Club/Coalition
   - [ ] Wyoming Honors Organization
   - [ ] Wyoming Student Chapter of Professional Land Managers
   - [ ] None
   - [ ] Other, please specify

17. Are you an officer with any of these organizations?
   - [ ] Yes  [ ] No

18. If you are an officer, list the officer positions held for each organization

Student Outcomes Template

Community Service

19. Check the community service activities you were involved with during the current academic year.
   - [ ] Adopt a Highway/Greenbelt
   - [ ] Big Brothers Big Sisters
   - [ ] Big Event
   - [ ] Earth Day Events
   - [ ] Easter Egg Hunt
   - [ ] Juvenile Diabetes
   - [ ] Relay for Life
   - [ ] SLCE
   - [ ] Special Olympics
   - [ ] Soup Kitchen
   - [ ] None
   - [ ] Other, please specify