**CSM Welcome Activity offer for external partners:**

There will be two all-day Welcome days for the new cohort of CSM students:

* **Friday 8th September** will be the CSM Welcome Day for incoming Foundation students.
* **Friday 29th September** will be the CSM Welcome day for incoming Undergraduate and Postgraduate students.

This is **an opportunity for partners to introduce themselves to our new cohorts**, free of charge.

The offer is of one table (6ft x 3ft) for partners to promote themselves. Partners will need to bring printed materials with them. In exchange for a free stall (and we should stress that, looking forward to future Welcome periods, we expect to charge for this space) we will look for partners to present offers for our students. This might be via freebies/giveaways and discounts. This could take the shape of reduced entry to shows/exhibitions, free guides, tours, service offers, etc. We also request that they have handouts e.g. key service information/relevant publications, etc. Partners that want to take part should be briefed to understand the tone of the events; that we are welcoming our new students to our community, thanking them for choosing us and helping them to join CSM’s community and create their own communities that will support them now and in to the future.

We would also like to invite our partners to **bring engagement activity to the days**. If they wish to do something creative with our students, we welcome this. For example, House of Illustration are developing an illustration workshop for our students.

If a partner would like to proceed with reserving a space, please send them the below to complete:

|  |  |  |
| --- | --- | --- |
| **Welcome Day attending** | 🗆 FAD (only) Welcome: 8th September | 🗆 FAD/UG/PG Welcome: 29th September |
| **Organisation** |  | |
| **Space requirements** | *e.g. access to a power source/AV requirements etc.* | |
| **Description of offer** |  | |
| **Description of activity** | *If relevant.* | |
| **Number of people present** |  | |
| **Contact name** |  | |
| **Contact email** |  | |

We also ask for any inserts that partners wish to have included in student goodie bags. This applies if the partner wishes to take a stall or not; the more goodies the merrier! Inserts to be sent to the below address by the following dates:

**Inserts for Foundation CSM Welcome Day - 8th September:** to be sent by Monday 4th September.

**Inserts for UG/PG CSM Welcome Day - 29th September:** to be sent by Monday 29th September.

All inserts should be send to:

FAO: Rachel Maughan, College Management Office, Central Saint Martins, 1 Granary Square, N1C 4AA.