Student HawkCard Video Contest
Overview, Rules, and Guidelines

Access, Card, and Parking Services (ACaPS) encourages all currently enrolled Illinois Institute of Technology (IIT) students to tap into their creative sides to create an informational video about the Illinois Tech student HawkCard.

Prizes
Winners will be chosen by the ACaPS Office

First place: $60.00 Amazon gift card
Second place: $40.00 Amazon gift card
All other participants will be placed in a raffle for a chance to win a $10.00 Amazon gift card.

Contest Timeline
Launch: Friday, October 5th, 2018
Submissions Accepted: Friday, October 5th – Noon, Wednesday, October 31st
Winner Announcement: by Monday, November 5th

Video Submission Requirements
Participants must submit their video via email.

1. Videos must be created by at least one student. Videos may be created with no more than 2 students.
2. Only one video submission per group.
3. Student participants creating/submitting the video must include themselves in the video
   a. Include live action of yourself on campus (i.e, swiping in at the Commons, entering Keating, getting a replacement ID, etc)
   b. Include narration throughout video
   c. Wear Illinois Tech gear
   d. Video must be at least 3 minute long and no longer than 4 minutes
   e. Make it your own, be creative and have fun
4. Email file to acaps@iit.edu with the subject line “HawkCard Video”
   a. Include full names and CWID numbers of the student group
5. Submit video by noon on Wednesday, October 31st

To be eligible for consideration, all videos must be received by the submission deadline. It shall not be sufficient to show that you sent or otherwise transmitted your entry before the Submission Deadline. The Sponsor is not responsible for and will not pay any costs or expenses associated with the preparation and submission of any video.
Official Rules

DESCRIPTION OF THE CONTEST: The HawkCard Video Contest is intended to give Illinois Tech students an opportunity to create an informational video about the Illinois Tech HawkCard for the Access, Card, and Parking Services department to serve as a resource for any new incoming student. The video will be posted on the ACaPS department website and Facebook page. To enter the Contest, Participants (as defined below) must submit a video that conforms to each of the following requirements:

Video Requirements

1. Include an introduction explaining the purpose of the video
2. Explain how and where to obtain a HawkCard
3. Show how to use the HawkCard
4. Explain the functions of the HawkCard as it relates to the following:
   a. Campus identification
   b. Campus Access (academic campus buildings, resident housing, dining and meal plans, Keating, library services, printing, TechCash, permit parking lots)
5. Steps to take if the card is lost/stolen
   a. Report lost/stolen(MyHawkCard, Acaps Office)
   b. Replacement Fee
6. Conclusion to sum up the video

No Participant may submit more than one video. The ACaPS office will choose, in accordance with these Official Rules, finalist entries from qualified entries submitted as provided for in these Official Rules and prizes will be awarded to eligible winning Participants. Each individual submitting an Entry as provided for in these Official Rules shall be deemed a “Participant”.

1. SPONSOR: The Contest is sponsored by Illinois Institute of Technology – Access, Card, and Parking Services (the “Sponsor”).

2. BINDING AGREEMENT: In order to enter the Contest, Participants must agree to these Official Rules (collectively, the “Rules”). Therefore, Participants should read these Rules before entry to ensure they understand and agree to them. Participants acknowledge and agree that submission of a video in the Contest constitutes their agreement to be bound by these Rules. A Participant may not submit an Entry to the Contest and is not eligible to receive the prizes described in these Rules unless he or she agrees to these Rules. These Rules form a binding legal agreement between each Participant and the Sponsor with respect to the Contest.

3. ELIGIBILITY: The Contest is open to any individual who is currently enrolled as a student at Illinois Tech and who has agreed to these Rules. Illinois Tech faculty members and staff are not eligible to participate. Participants under 18 years of age must demonstrate that they have the consent of a parent or legal guardian for submission of their video in order to be eligible for the Contest and to receive any prizes.
4. CONTEST PERIOD: Subject to the submission deadlines set forth in Paragraph 5 of these Rules, the Contest begins at 9:00 a.m. (CDT) on Friday, October 5, 2018 and ends at 12:00 p.m. (CDT) on Wednesday, October 31, 2018 (“Contest Period”).

5. SUBMISSION OF VIDEOS: In order to submit a video to the Contest, Participants must submit their design by 12:00 p.m. (CDT) on October 31, 2018. Entries received after the Submission Deadline will not be considered. It is the sole responsibility of the Participant to ensure that his or her entry is received by the Submission Deadline.

Video Requirements
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      a. Report lost/stolen(MyHawkCard, Acaps Office)
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   6. Conclusion to sum up the video

6. JUDGING: Each video will be judged by the Sponsor in its sole discretion to determine finalists. Each video determined by the Sponsor, in their discretion, in accordance with these Rules will be deemed a completed video. The Sponsor’s decisions in the foregoing matters are final and binding. All completed videos will be evaluated and ranked based on the following factors: (1) accuracy of information (2) creativity, (3) originality, (4) quality of work, and (5) overall impression of the presentation. The selected best video will be declared winner of the first prize. The selected second best video will be declared the winner of the second price. Winners will be announced on or before 5:00 p.m. (CST) on Monday, November 5, 2018. Illinois Tech reserves the right to disqualify any Entry, at any time, for any violation of the Official Rules.

7. OWNERSHIP AND USE OF SUBMITTED VIDEO; PRIVACY: By entering the Contest, each Participant agrees that: (a) the Sponsor will own the Participant’s video and (b) as between the Participant and the Sponsor, the Sponsor will own all publishing rights, of whatever kind, in and to the Participant’s video, provided that the Sponsor grants each Participant the non-exclusive, world-wide, royalty-free right to use his or her video for non-commercial purposes. Each Participant hereby irrevocably grants, transfers, assigns and conveys to the Sponsor all present and future right, title and interest of every kind and nature whatsoever, including, without limitation, all copyrights to the video for advertising and promotional purposes as well as the right, as it sees fit, to identify the Participant by name as the author of the video, except for the above-granted right back to each Participant. Each Participant hereby acknowledges that he or she does not reserve any rights in his or her video, except as provided herein.
8. PRIZES
Prizes are non-transferable and will only be awarded to the video participant(s) winner(s).
1st Place: $60.00 Amazon gift card
2nd Place: $40.00 Amazon gift card
All other participants will be placed in a raffle for a chance to win a $10.00 Amazon gift card.

9. TAXES: WINNING PARTICIPANTS ARE SOLELY RESPONSIBLE FOR ANY AND ALL TAXES OF WHATEVER KIND OWED ON ANY PRIZES AWARDED. SPONSOR WILL REPORT ALL PRIZES AWARDED IN ACCORDANCE WITH APPLICABLE LAWS AND REGULATIONS.

10. GENERAL CONDITIONS: Prizes are awarded without warranty of any kind from the Sponsor, express or implied, without limitation, except where this would be contrary to federal, state, or local laws or regulations. All federal, state and local laws and regulations apply. Submission of a video in this Contest constitutes agreement by the Participant to the terms and conditions of these Official Rules. All decisions of the Sponsor and the judges are final and binding on all matters pertaining to this Contest.

11. WARRANTY AND INDEMNITY: Each Participant represents and warrants to the Sponsor as follows: (i) the video submitted is the Participant's own, original, previously unpublished and previously unproduced work; (ii) the video submitted is wholly original to the Participant; (iii) the video submitted neither infringes upon nor violates the intellectual property rights or other rights of any other person or entity; and (iv) the video submitted does not and will not violate any applicable laws and complies with these Official Rules. Each Participant hereby agrees to indemnify, defend and hold the Sponsor, its trustees, officers, employees and agents, harmless from and against any and all third party claims, actions or proceedings of any kind and from any and all damages, liabilities, costs and expenses (including, without limitation, reasonable attorneys’ fees) relating to or arising out of any breach or alleged breach of any of the warranties, representations or agreements of Participant hereunder.

12. DISQUALIFICATION: Any false information provided within the context of the Contest by any Participant concerning his or her eligibility, identity, mailing address, telephone number, e-mail address, ownership of right or non-compliance with these Official Rules or the like may result in the immediate disqualification of the Participant from the Contest. The Sponsor further reserves the right to disqualify any video that it believes in its sole and unfettered discretion infringes upon or violates the rights of any third party or otherwise does not comply with these Official Rules.

13. ARBITRATION: By entering the Contest, each Participant agrees that any dispute, claim or demand related in any way to the Contest will be decided by binding arbitration in accordance with the applicable rules of the American Arbitration Association. The venue for any dispute between a Participant and the Sponsors of whatsoever kind or nature arising out of these Rules shall be at a location selected by the Sponsor, but such location must be within the boundaries of Chicago, Illinois.
14. FORFEITURE OF PRIZES: Prizes will be announced and awarded no later than November 5, 2018. The recipients of prizes will be notified by email. All prizes will be available for pick-up by the winning Participants presentation of either a valid government-issued or valid Illinois Tech issued photo identification at the Access, Card, and Parking Services Office, 3241 S Federal Street, Hermann Hall, Room 201, Chicago, IL 60616. The Sponsor shall have no further responsibility of liability for the awarding of prizes to the selected recipients.

15. WINNERS LIST: A list of winners may be obtained from the Access, Card, and Parking Services Office on or after November 5, 2018.