



Alumni groups: an overview

ALUMNI ASSOCIATION RESOURCE PACK

ADVANCEMENT OFFICE
THE UNIVERSITY OF MELBOURNE



THE UNIVERSITY AND ITS

ALUMNI COMMUNITY

Each year, the University welcomes significant numbers of students from interstate and overseas, many of whom return to their home state or country after the completion of their courses.

Former students, or alumni, are important members of the University of Melbourne community.

You do not have to apply to be part of the University of Melbourne alumni community. Membership is free and automatically applies to those who have:

- Successfully completed a University of Melbourne accredited, Award-level* course, including Professional and Specialist Certificates of 25 points or more
- Been awarded an honorary degree
- Completed at least one year of full-time study at the University
- In the case of international students, completed a semester-length study abroad program at the University.

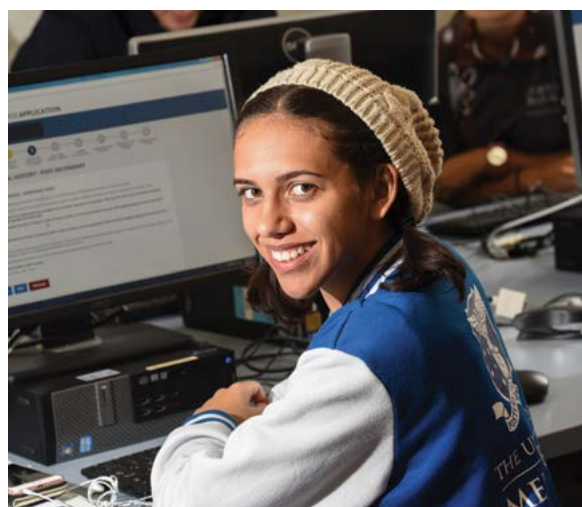
If you obtained a Professional or Specialist Certificate prior to 2018, you may not have been automatically included in the alumni community. As you are now eligible, you can start enjoying the benefits that come with being a part of the Melbourne alumni community.

There are no joining fees, nor any need to sign up. All alumni who keep their contact details up-to-date with the University will be treated as active members of the University's alumni community. Alumni can update their details online at: <https://go.unimelb.edu.au/tv5r>

*Award courses are those that lead to a formal award of the University as determined by the Academic Board. These award courses require the obtainment of a minimum of 25 points.

ALUMNI GROUPS

There are more than 450,000 alumni of the University living and working in more than 150 countries around the world. While the majority live within Victoria, significant growth in the international student population is leading to large numbers of graduates living outside Australia in regions including the US, the UK, Malaysia, Singapore, Mainland China and Hong Kong.



This widespread geographic distribution of alumni, combined with the increasing mobility of new graduates, places great importance on the University's need for a strategic approach to maintaining its connection with alumni communities.

The University has many graduates who wish to help foster links with fellow alumni and assist them to remain actively involved in the life of the University. Alumni groups, organised and managed by alumni volunteers, offer regular opportunities for alumni to connect with one another for personal and professional benefits and extend the University's connection with alumni on a global scale.

This support may come in the form of welcoming alumni returning or relocating to their region upon graduation, assisting with logistics for University events, establishing social and business connections for fellow alumni and offering professional mentoring.

Alumni groups may be organised based on:

- Region (focusing on alumni in a city, country or region)
- Faculty or academic discipline
- Extracurricular interests

Alumni groups serving a large alumni community (more than 1000 alumni) and in areas of specific focus for the University may wish to formalise their connection to the University by becoming formally affiliated Alumni Associations. Informal groups that serve smaller communities or connect alumni based on industry or professional interests are referred to by the University as Alumni Networks.

DIFFERENCES BETWEEN NETWORK AND ASSOCIATION

Alumni Network	Alumni Association
Fewer than 1000 alumni	More than 1000 alumni
No formal affiliation	Formally affiliated
No reporting required	Reporting required
Funding by negotiation	Funding by application
Two events/year (min.)	Four events/year (min.)
No meetings required	Four meetings/year (max.)
No Annual General Meeting	Annual General Meeting required

Alumni Associations are supported primarily by the University of Melbourne Advancement (UoMA) Alumni Relations office.

Alumni Networks are groups that represent smaller regional communities, or are grouped by faculty or discipline, and may be supported by the UoMA Alumni Relations office. See Alumni Networks Guidelines.

Alumni are encouraged to contact UoMA's Alumni Relations office with any questions, comments or suggestions about alumni groups. To advise the team of an alumni group or to find out if there is one operating in your area, please contact Alumni Relations at jennifer.williams1@unimelb.edu.au or call +61 3 8344 1746.

CRITERIA

In order to best service the University's alumni community, UoMA requests that formally affiliated Alumni Associations meet the following criteria:

- The group serves a community of more than 1000 alumni
- The group serves a community that is not currently being served by another University of Melbourne Alumni Association
- The group is governed by a formal committee structure comprising (at minimum) an executive committee, including a President, Vice-President, Secretary and Treasurer.

PURPOSE

The University works with its Alumni Associations to deliver beneficial outcomes for the global alumni community and strengthen a lifelong affiliation with the University. Alumni volunteers involved in leading Alumni Associations are important in that they:

- Represent the views, needs and interests of their alumni communities
- Act as trusted advocates for the University
- Foster a culture of contribution among alumni in support of the University and its initiatives by becoming volunteers, contributing to scholarships or supporting other philanthropic activities

- Design and deliver opportunities for the alumni community to engage with each other and the University
- Offer voluntary assistance to the University in the organisation of events, including reunions and interstate and overseas functions.

CONTACT US

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BENEFITS

In return, volunteers engaged in the management of Alumni Associations stand to gain several benefits, including:

- Development of new leadership skills
- Expanded personal and professional connections
- Understanding of how to plan, promote and execute events
- Experience in teamwork and advocacy.

The University respects that its Alumni Associations will have varied expectations and modes of operation, however it encourages these groups to maintain a close relationship with the University, sharing ideas, comments and suggestions, co-hosting events and communicating with University departments on a regular basis.

GOVERNANCE

Alumni groups are required to sign an Alumni Association Agreement, which establishes the affiliation between the Alumni Group and the University. Once signed by two members of the Association's Executive Committee, this agreement confirms that the Alumni Association agrees to adhere to the University's terms particularly regarding the correct use of the University of Melbourne name, logo, funding and access to alumni personal information.

The agreement officially recognises the Alumni Association and ensures that it is covered by the University's insurance provisions (see: **Insurance**).