

UEA Alumni Group and Alumni Association

As a graduate of UEA, you are a lifelong member of our alumni community and join over 175,000 people in over 200 countries. There are plenty of opportunities to get more involved and one of the best ways to do this is to engage with fellow UEA graduates near you.

There may be an active group in your area already, and you can check on our Networks page. The local contact will be best placed to tell you how to get involved.

However, if there is no active group in your area, why not start one? The UEA Development, Alumni and Campaigns team is here to help you through every step of the way, and you can start off as small as you like. As ever, you are welcome to get in touch to discuss with us, but the basic process for starting a group is as follows. You can always adapt this to suit your needs.

Step 1: Contact Us and Check Feasibility

Do you live in a small country where you could feasibly unite all local UEA alumni? Or do you live in a city in a very large country? Do you want to bring people together in one particular state, province, region? Once you've got some thoughts in mind get in contact with us and we can tell you more about how many alumni there are in your area.

Step 2: Collaborate

Do you already know one or more UEA graduates in your area? The strongest groups share responsibility between friends, and we encourage you to see if they might be interested in collaborating. Starting from scratch? That's OK too. As your network grows you can start to consider new friends to help you organise network events and communications.

Step 3: Set up a Structure

Most groups are informal **alumni groups** and that's absolutely fine. However, you might find, especially as your group grows, that you would benefit from having defined roles and responsibilities in your group. If you've got friends on board from the start, consider giving defined roles on events, finances, promotions, or administration. You can also start with these roles vacant. Once you have multiple named roles and ambitions beyond the occasional social event, we will talk to you about becoming an **Alumni Association**.

You may wish to use any number of social media networks to manage and communicate with your group. We can help you publicise these networks, but we cannot be responsible for their upkeep and maintenance – so keep in mind which platforms have the functionality you need, along with popularity in your area.

Step 4: Promote your group (with our help)

You need to let people know you have a new group! We hold the alumni database and can send out an email to alumni in your area on your behalf. You should utilise your social media platforms and existing networks to invite people to join.

Step 5: Launch your group

Hold a launch party! Once you have established a new communication platform, you should use this to manage the event, but we can also help to spread the word. Once you have launched, you should update us so we can share your successful launch.

Group Status

Alumni groups and associations are not covered by the university's insurance policies and do not speak on behalf of the university. We will support your group remotely, but unfortunately no funding is available for alumni groups which must be self-sustaining.

All alumni groups are expected to conduct their business with respect and in a manner that boosts the university's reputation. The University of East Anglia's Development, Alumni and Campaigns team reserves the right to delist any alumni group from its public pages and withdraw support at any time.