

1. OVERVIEW

- a. i2 Passport Program ("Program") was created by the Peter T. Paul Entrepreneurship Center (ECenter), 21 Madbury Road, Suite 101, Durham, NH. The 2017-18 Program occurs August 28, 2017 - May 7, 2018 and has been designed to test the feasibility and scalability of the Program.
- b. The i2 Passport Program encourages full-time UNH Durham undergraduate degree-seeking students—from all colleges—to engage in various events and activities surrounding ideas, innovation, and entrepreneurship on campus and reward them with the chance to win prizes totaling \$25,000 to help pay off student loans. This includes a FirstGen category (specific for students who are the first in their family to attend college and now at UNH).
- c. Graduate students are not eligible to participate in the i2 Passport program.

2. REGISTRATION

- a. Time Frame
 - i. Any qualified undergraduate full-time degree-seeking student at University of New Hampshire, Durham, NH ("Participant") may register online at the i2 Passport.com page anytime starting at 7:00 A.M. on August 28, 2017. Registration closes 6:00 P.M. on April 30, 2018 which is the full year portion of i2 Passport. The Fall 2017 portion of i2 Passport Program occurs August 28– November 26, 2017. The Spring 2018 portion of i2 Passport Program occurs January 23, 2018 – May 7, 2018.
 - ii. In order to be considered a Participant, each full-time undergraduate degree-seeking student at UNH Durham must be fully registered (including all required fields) via i2 Passport web pages. i2 Passport will email confirmation of official acceptance into the Program within 14 days.
 - iii. Participants who participate in events prior to Registration will not receive any Visa Stamp Credits with NO exceptions. There will be NO retroactive Visa Stamp Credits provided for events prior to Registration. Participation and Visa Stamp Credits may occur prior to official acceptance notification, but in the event of Participant not being accepted all points and participation is terminated.
- b. i2Passport.com
 - i. i2Passport.com and i2Passport.co are the two official sites for i2 Passport information, Visa Stamp Credits, and tracking.
 - ii. These two official sites allow us to track Participant attendance accurately and will ensure that Participant Visa Stamp Credits will be allocated correctly.
- c. FirstGen Students
 - i. There is an additional category for First Generation students defined as first in their family to attend college ("FirstGen"). i2 Passport will verify your FirstGen status through UNH Center for Academic Resources ("CFAR"). Status participation is restricted to those students who indicated they are FirstGen during the UNH undergraduate admissions application process and/or if Participant has been verified by the CFAR office at UNH even if they did not indicate FirstGen during the admissions process. If you are FirstGen and elect to register as FirstGen during the i2 Passport Program registration process, you must self-select. There is no retroactive identification allowed as FirstGen after Program registration. If you are unsure of your FirstGen status you need to confirm with CFAR UNH prior to completing this registration. In the event it is determined UNH does not currently identify you as FirstGen, i2 Passport will be deem Participant ineligible in this category, but Participant can still participate in the general i2 Passport program.

3. ELIGIBLE STUDENT PARTICIPANTS

- a. Open to all full-time undergraduate degree-seeking students at UNH Durham only who are in good-standing (as defined by the University Registrar). Currently restricted to those students on UNH Durham campus. Graduate students are not eligible to participate in the i2 Passport program
- b. Required
 - i. You MUST have fully completed the registration process and received notification of acceptance.
 - ii. Participant gives permission to use their name, likeness, image, voice, and/or appearance as such may be embodied in any pictures, photos, video recordings, audiotapes, digital images, and the like, taken or made on behalf of i2 Passport Program and the University of New Hampshire ("UNH"). Participant agrees that the i2 Passport Program/UNH have complete ownership of such pictures, etc., including the entire copyright, and may use them for any purpose consistent with the i2 Passport Program/UNH mission. These uses include, but are not limited to illustrations, bulletins, exhibitions, videotapes, reprints, reproductions, publications, advertisements, and any promotional or educational materials in any medium now known or later developed, including the Internet. Participant acknowledges that Participant will not receive any compensation, etc. for the use of such pictures, etc., and hereby release the University of New Hampshire and its agents and assigns from any and all claims which arise out of or are in any way connected with such use.

4. COMMUNICATIONS

- a. Information will be posted on i2Passport.com. You are required to have access to this information to participate.
- b. Email is our primary form of communication and sent to your UNH email as supplied by Participant in Registration process. Providing accurate UNH email address is required. It is the Participant's responsibility to check their UNH email to stay informed of any event or Program changes, time changes, other updates, new information and/or additional Visa Stamp Credit opportunities. Failure of Participant to monitor their Program emails may impact knowledge and impact any/all aspects and success of i2 Passport for Participant. It is required for Participant to provide a legal and accurate mailing address (in addition to PO Box if provided) during the Registration process. Registered mail and courier services that have the ability to track packages/letters may also be used. Participant is solely responsible and must provide updated address by email to the ECenter Program Manager in the event of change.

5. PARTICIPATION PROCESS

- a. Official i2 Passport Visa Stamp Credit events/activities are posted on the i2 Passport pages of the ECenter website and the i2Passport.com website. Participant participation is voluntary. Pre-registration for events is strongly recommended, and in some instance, may be required, to help ensure Participant attendance matches the scanning/manual collection of participation to record Visa Stamp Credits.
- b. There are additional activities/events that require you to indicate you are a Participant in the i2 Passport Program. If you fail to make that indication, i2 Passport Program will not be required to award you Visa Stamp Credits for each or any of those activities/events even if you inform the Program after the fact of your participation in an event/activity.
- c. There are additional activities that require you to submit documentation to i2 Passport by specific deadlines. Any required/requested documentation submitted after specified deadline(s) will not be awarded any Visa Stamp Credits.

- d. It is the intent to allow participation by all Participants in all of the i2 Passport posted events and activities. However, in the event that there are room capacity issues/limits or other issues, i2 Passport Program reserves the right to limit participation to the first pre-registered Participants for each event. Pre-registered Participants must arrive at event no later than 10 minutes prior to start to guarantee a seat. If pre-registered Participants fail to claim their seat as described, Participants on the wait list will then be given a seat in the order of wait list. If there is still remaining space, those who did not pre-register will be allowed seats on a first-come, first-serve basis. It is the sole responsibility of each Participant to pre-register for each event.
- e. If Participant pre-registers for an event and does not attend and does not cancel online prior to event start they may be penalized by i2 Passport Program subtracting the same value of Visa Stamp Credits of that event/activity from their total Visa Stamp Credits.

6. TRACKING

- a. Use of Participant's UNH Durham student ID ("ID") is required for participation and tracking in most circumstances in i2 Passport Program. UNH Durham student ID's will be swiped into the tracking system to record participation. By registering you agree to its use by i2 Passport Program. You are responsible for ensuring your ID is in working condition (if it is not, it is recommended that Participant gets a new working ID), that it has been swiped, and/or your ID number has been recorded electronically or manually at each event/activity. If you attend an event/activity, but do not swipe your ID in, you will not receive Visa Stamp Credits. i2 Passport does not take responsibility to swipe/manually record your ID.
- b. In the event that the swipe process breaks down or is unavailable, you must physically sign in on the attendance sheet for your Visa Stamp Credit participation to be captured. At the discretion of the i2 Passport attendants, alternative means of manual recording may be required.
- c. Post-event participation tracking is limited to the errors in your participation not being captured despite your actively having swiped your card or other accepted participation recording. Request for Visa Stamp Credits are allowed as outlined in the Appeal Process in section 12 below.

7. SOCIAL MEDIA

- a. In order to be eligible to receive Visa Stamp Credits through the use of social-media activities, Participant's applicable handles ("Social Media Names") should be disclosed at the time of registration. Visa Stamp Credits will not be awarded retroactively for any prior social media activity prior to the submission of the Social Media Name.

8. EVENTS/ACTIVITIES

- a. Applicable events/activities will be listed on the i2Passport.com website and i2 Passport pages on the ECenter webpages. These are subject to change, cancellation, and/or addition of new activities, at any time. i2 Passport will use reasonable efforts to inform Participants of any changes.
- b. Participants who are declared/declare as Entrepreneurship minor and majors will receive Visa Stamp Credits for either one of these academic programs. Participants are required to submit the signed major/minor form found on the i2 Passport and Wildcat Link websites no later than the date indicated on the form.

- c. The Social Venture Innovation Challenge, Holloway Prize, Maurice Prize, and Summer Seed Grant competition Visa Stamp Credits will be awarded to each student member of the team who is also a registered i2 Passport Participant.

9. PRIZES

- a. Participants may only win one "Grand Prize"; "Second Prize"; or "FirstGen Prize" (defined in paragraph 9 a-l below) per Fall and per Spring semester portion and one prize in the full year portion. In the event a Participant is eligible for two prizes, the larger prize will be given preference except as defined in Section 9 (c). i2 Passport prizes are intended to pay off student loans or be used for upcoming tuition. While there is no legal requirement that the money be applied to loans/tuition, the University of New Hampshire, the ECenter, and i2 Passport Program all strongly encourage each winner to use the prize money in that manner.
- b. Participant **must be** present at the i2 Passport Fall Finals on December 4th, 2017 to win any of the Fall portion prizes and/or the i2 Passport Spring Finals on May 7th, 2017 to win any of the Spring/Full Year portion prizes; unless for each Finals you receive prior written approval from i2 Passport to be absent for extraordinary circumstances. The written request must be submitted to the ECenter Director no less than 2 hours prior to the i2 Passport Finals and include the Participant's name, reason for absence, and the name and mobile telephone number of the person or persons (up to three) who will be in attendance and can receive the prize on absent Participant's behalf. Dates subject to change and will be announced at least two (2) weeks prior.
- c. *FULL-YEAR 2017-18 PRIZES*
 - i. Full-Year Grand Prize - All Participants are eligible. One (1) \$7,500.00 cash prize ("Full-Year Grand Prize") will be awarded to the Participant who has the most Visa Stamp Credits after a full year of i2 Passport participation. Total approximate retail value: \$7,500. In the event that more than one Participant has the same number of Visa Stamp Credits, those Participants will either (i) split the prize equally if there are two tied Participants, or if more than two tied Participants, (ii) if and only if, all Participants who have the same leading amount of Visa Stamp Credits agree in advance, in confidential voting, to split the prize equally (allowing for 2nd prize drawing prior). Or in the event there is not unanimous agreement to split prize, will (iii) be entered into a drawing for the Full-Year Grand Prize, with the remaining Participant(s) eligible for the Second Prize.
 - ii. Full-Year Second Prize - two (2) \$2,500.00 cash prizes ("Full-Year Second Prizes"). Those Participants having achieved minimum level of 50% of total possible Full-Year Visa Stamp Credits will be entered into a drawing. (Total possible Visa Stamp Credits to be announced no later than January 23, 2018 and subject to change in the event of event/activity (as outlined in 8 (a) above) Total approximate retail value of each Prize: \$2,500.
 - iii. Full-Year FirstGen Prize - One (1) \$2,500.00 cash prize ("Full-Year FirstGen Prize"). Those FirstGen Participants having achieved minimum level of 50% of total possible Full-year Visa Stamp Credits will be entered into a drawing. (Total possible Visa Stamp Credits to be announced no later than January 23, 2018 and subject to change in the event of event/activity (as outlined in 8 (a) above). Total approximate retail value: \$2,500.
- d. *FALL SEMESTER 2017 PRIZES*
 - i. Fall Semester Grand Prize - All Participants are eligible. One (1) \$1,500.00 cash prize ("Fall Semester Grand Prize") will be awarded to the Participant who has the most Visa Stamp Credits after the Fall Semester of i2 Passport participation. Total approximate retail value: \$1,500. In the event that more than one Participant has the

same number of Visa Stamp Credits, those Participants will either (i) split the prize equally if there are two tied Participants, or if more than two tied Participants, (ii) if and only if, all Participants who have the same leading amount of Visa Stamp Credits agree in advance, in confidential voting, to split the prize equally (allowing for 2nd prize drawing prior). Or in the event there is not unanimous agreement to split prize, will (iii) be entered into a drawing for the Fall Semester Grand Prize, with the remaining Participant(s) eligible for the Second Prize.

- ii. Fall Semester Second Prize - two (2) \$1,000.00 cash prizes ("Fall Semester Second Prizes"). Those Participants having achieved minimum level of 50% of total possible Fall Semester Visa Stamp Credits will be entered into a drawing. (Currently the Visa Stamp total for Fall Semester is 32,000 but subject to change in the event of event/activity change (as outlined in 8 (a) above). Total approximate retail value of each Prize: \$1,000.
 - iii. Fall Semester FirstGen Prize - One (1) \$1,000.00 cash prize ("Fall Semester FirstGen Prize"). Those FirstGen Participants having achieved minimum level of 50% total possible Fall Semester Visa Stamp Credits will be entered into a drawing. (Currently the Visa Stamp total for Fall Semester is 32,000 but subject to change in the event of event/activity change (as outlined in 8 (a) above). Total approximate retail value: \$1,000.
- e. *SPRING SEMESTER 2018 PRIZE*
- i. Spring Semester Grand Prize - All Participants are eligible. One (1) \$1,500.00 cash prize ("Spring Semester Grand Prize") will be awarded to the Participant who has the most Visa Stamp Credits after the Spring Semester of i2 Passport participation. Total approximate retail value: \$1,500. In the event that more than one Participant has the same number of Visa Stamp Credits, those Participants will either (i) split the prize equally if there are two tied Participants, or if more than two tied Participants, (ii) if and only if, all Participants who have the same leading amount of Visa Stamp Credits agree in advance, in confidential voting, to split the prize equally (allowing for 2nd prize drawing prior). Or in the event there is not unanimous agreement to split prize, will (iii) be entered into a drawing for the Spring Semester Grand Prize, with the remaining Participant(s) eligible for the Second Prize.
 - ii. Spring Semester Second Prize - two (2) \$1,000.00 cash prizes ("Spring Semester Second Prizes"). Those Participants having achieved minimum level of 50% of total possible Spring Semester Visa Stamp will be entered into a drawing. (Total possible Visa Stamp Credits to be announced no later than January 23, 2018 and subject to change in the event of event/activity (as outlined in 8 (a) above). Total approximate retail value of each Prize: \$1,000.
 - iii. Spring Semester FirstGen Prize - One (1) \$1,000.00 cash prize ("Fall Semester FirstGen Prize"). Those FirstGen Participants having achieved minimum level of 50% of total possible Spring Semester Visa Stamp will be entered into a drawing. (Total possible Visa Stamp Credits to be announced no later than January 23, 2018 and subject to change in the event of event/activity (as outlined in 8 (a) above). Total approximate retail value: \$1,000.
- f. *MONTHLY PRIZES*
- i. Monthly prizes will be awarded on a monthly basis at the end of the months of October (2017), November (2017), February (2018), March (2018), and April (2018). Participants who participate in at least two events/activities per month will be entered into a drawing for a chance to win one of two \$50.00 gift certificates or a pair of Que Acoustics QE3 Sports Bluetooth Earphones. No one person allowed to win more than one Monthly Prize over the 2017-18 i2 Passport Program. Each Winner is required to have a tax ID number/social security number prior to being awarded the Prize and to receive Prize at the ECenter and have photo taken and promoted.
- g. *OTHER*

- i. i2 Passport Certificate - Participants who have achieved minimum level of 50% of total possible Full-Year Visa Stamp Credits will receive the i2 Passport Certificate indicating engagement in the ideas, innovation, and entrepreneurial opportunities at UNH. (Total possible Visa Stamp Credits to be announced no later than January 23, 2018 and subject to change in the event of event/activity (as outlined in 8 (a) above).
- ii. For ALL PRIZES - ALL EXPENSES, FEDERAL, STATE, AND LOCAL TAXES AND COSTS ASSOCIATED WITH ACCEPTANCE AND USE OF PRIZE NOT SET FORTH IN THESE RULES ARE THE SOLE OBLIGATION OF THE PRIZE WINNER. No assignment, transfer, or substitution of any Prize is permitted by the Winner. Participants agree that, and as provided in Sections 9 and 11, if a Winner is found to have violated rules described herein, or otherwise does not meet the i2 Passport eligibility criteria, such Prize will be forfeited and awarded to an alternate Winner in a random drawing from among all remaining Entries. i2 Passport reserves the right to substitute any Prize for a different prize of equal or greater value, in its sole discretion.
- iii. Each winner agrees to be available for any media interviews and photo images.
- iv. Each Winner understands and accepts that winning and receiving the prize money may have an impact on future financial aid calculations from FAFSA, the University of New Hampshire, and any other financial or scholarship aid source resulting in possible reduction of such aid to the Participant Winner.
- v. Each Winner is required to have a tax ID number/social security number prior to being award the Prize. Any Prize winning International Participants are required to meet with UNH Office for International Student and Scholars (OISS) for tax and other potential implications.
- vi. Each prize winner (except Monthly Prize winners) is required to meet with the designated UNH Financial Aid officer between May 8, 2018 - May 18 2018 For Full-Year and Spring-Semester and December 5th and January 23, 2018 for the Fall-Semester to discuss the Prize and benefits to using it to pay off student loans or toward tuition. A signed confirmation of that meeting is required prior to the award of any prize. Failure to meet designated UNH Financial Aid officer and provide the signed documentation will terminate the Participant Winner's status. In such circumstances, the respective Grand Prize will be awarded to the next highest point participant and/or second place as outlined in Section 9 (c, f, i) herein. The Second and/or FirstGen prizes will be subject to new drawing(s) as described in Sections 9 (c ii, ciii, d ii, d iii, e ii, eiii) herein. Any subsequent Prize Winner(s) is subject to all of the requirements described herein and must meet with the designated UNH Financial Aid officer within ten (10 days) of notification of being a Prize Winner.

10. NO LIABILITY

- a. The University of New Hampshire (and thereby also, but not limited to, i2 Passport Program or the Peter T. Paul Entrepreneurship Center) assume no liability or responsibility in the event of any errors, omissions, or other aspects of the Program.
- b. Participant understands and accepts that (a) there are initial limitations as to Participant and event/activity criteria and (b) as the first pilot program, there may be unexpected issues that arise that will be handled in as expedited and as consistent way as reasonably possible. While unlikely, these unexpected issues may have impact on some or all of the Program components and impact Participants directly or indirectly.
- c. NEITHER UNIVERSITY SYSTEM OF NEW HAMPSHIRE, THE UNIVERSITY OF NEW HAMPSHIRE nor any of its employees, TRUSTEES, agents, or contractors shall be liable under any claim, charge, or demand, whether in contract, tort, criminal law, or otherwise, for

any loss, cost, charge, claim, demand, fee, expense, or damage of ANY nature OR kind arising out of, connected with, resulting from or sustained as a result of participation in the i2 program.

11. CAUSES FOR PARTICIPANT TERMINATION

- a. Any Participant found providing false information, misconduct, or cheating, which includes, but is not limited to having another person swipe Participant's ID for an i2 Passport event when Participant is not in attendance, scanning and immediately leaving, submitting false information, and/or having additional Visa Stamp Credits issued to Participant profile for activities or events in which Participant did not participate in, will be immediately terminated from the Program. An appeal is allowed by requesting a hearing with the i2 Passport Board as further described in Section 12.

12. APPEAL PROCESS

- a. Visa Stamp Credits
 - i. If you feel that you are missing Visa Stamp Credits, you may appeal to the i2 Passport Board within seven (7) days after the time of the event or when Visa Stamp Credits are posted. Any appeals after this window will not be accepted, and you will forfeit the potential Visa Stamp Credits. A Participant may appeal no more than three (3) times during the Program (August 28, 2017 - May 7, 2018). To **appeal**, the following steps must be taken:
 - ii. Submit using the online Appeal Form found on i2passport.com to the Director or Program Manager of the ECenter, a signed letter ("Letter") from the event sponsor or club leader saying that you were present and actively participated. In the event of an activity, provide the details and evidence of participation that includes dates and times.
 - iii. If the event sponsor/club leader Letter cannot be produced for a valid reason, a 250-350 word statement explaining the content of the event as well as the time and location ("Statement") will be accepted in its place.
 - iv. After the Letter or Statement has been submitted, the participant will meet with a small selection of the i2 Passport Board to discuss the appeal. This step can be omitted by the i2 Passport Board if it is seen as unnecessary.
 - v. The i2 Passport Board has the right to reject an appeal at its sole discretion. Once an appeal is rejected, it cannot be overturned and the Visa Stamp Credits will be forfeited. All decisions made by the Board are final.
 - vi. If the i2 Passport Board finds that Participant is **not eligible** or does not meet the requirements for Visa Stamp Credit(s), efforts will be made to notify Participant within fourteen (14) days or before the close of the Program on May 7, 2018, if the event less than 14 days.
- b. Termination
 - i. In the event Participant is terminated from the program as outlined in Section 11, the Participant has the right to appeal the termination.
 - ii. Participant may appeal to the i2 Passport Board within seven (7) days after the date of termination notification. Any appeals after this window will not be accepted and termination will remain in effect. To **appeal**, the following steps must be taken:

- iii. Submit to the Director or Program Manager of the ECenter, a signed termination appeal letter ("Appeal Letter") outlining the reasons for the termination and why they are not accurate.
- iv. After the Appeal Letter has been submitted, the Participant will meet with a small selection of the i2 Passport Board to discuss the appeal. This step can be omitted by the i2 Passport Board if it is seen as unnecessary.
- v. The i2 Passport Board has the right to reject an appeal at its sole discretion. Once an appeal is rejected, it cannot be overturned and the termination will stand. All decisions made by the i2 Passport Board are final.
- vi. The i2 Passport Board will render its decision within fourteen (14) days of the letter or in-person appeal meeting or before the close of the Program on May 7, 2018, if the event less than 14 days.