

Alamo Colleges Foundation

The Alamo Colleges Foundation, established in 1984, is charged with raising philanthropic funds to support scholarships, programs and to provide long-term sustainability by growing the endowment. The Foundation works with donors to provide life-changing gifts that help students like you to come in and stay in to achieve their dreams of a college education. On average, more than 2,600 scholarships are awarded every year. Student scholarships are often the difference for students who face financial challenges and also make it possible for them to complete their educational goals.



Our goal is to raise funds to assist in a community-wide effort to end poverty in San Antonio through education, via scholarships, emergency support and a variety of other needs. Donors play a critical role in increasing access to education and providing greater social mobility in our community.

Perks of Being an Ambassador

Lead. Connect. Grow.

✓ Resume-Worthy Experience

Gain real-world leadership, communication, and event-planning skills that stand out to future employers.

✓ Networking Opportunities

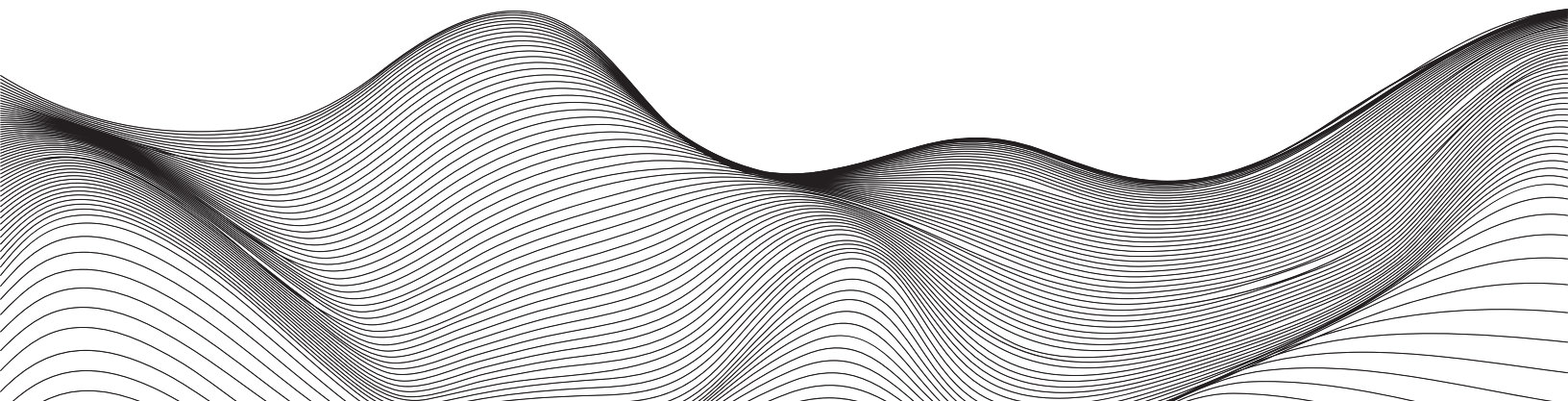
Connect with college leadership, alumni, faculty, and fellow student leaders.

✓ Free Swag & Perks

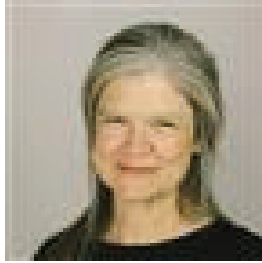
Get ambassador merch, priority access to events, and potential stipends or recommendation letters.

✓ Be a Campus Leader

Make an impact, represent your peers, and help shape student experiences.

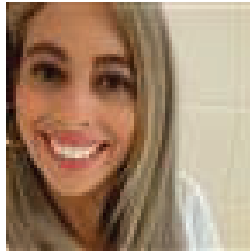


CONTACTS



Amy Carcanagues
Director of Scholarship Programs

O: (210) 485-0776
E: acarcnagues@alamo.edu



Sofia Ongay
Scholarship Systems & Reporting Manager

O: (210) 485-4346
E: songay@alamo.edu



Evelyn Campos
Foundation Scholarship Coordinator

O: (210) 485-0140
E: ecmpos134@alamo.edu



Communication & Event Sign-Up Guide

Welcome, Ambassadors!

As a valued part of our college community, we want to make it easy and flexible for you to stay connected and choose events that match your interests and schedule.

Here's how we'll stay in touch and how you can sign up for upcoming opportunities:

How You'll Hear from Us

You'll receive regular updates through:

-Email & Text Notifications

We'll send you a sign-up link where you can view and select upcoming events.

-Alamo Experience

Events will also be listed on Alamo Experience, where you can RSVP directly using your student account.

How to Sign Up for Events

You'll have two easy ways to sign up:

Sign-Up Form Link:	Alamo Experience:
-Choose the events you're interested in -Sign up for roles that fit your schedule and preferences -Get reminders before the event	-Log in to your student account -Search for upcoming Student Ambassador events -RSVP and get event details all in one place

What to Expect



Reminders & Updates:

You'll get confirmation emails and reminders for any events you RSVP to.



Flexibility:

You choose which events to attend based on your availability—no pressure.



Impact:

Every event is a chance to lead, represent your college, and build your resume.

Event Etiquette

Making a great first impression

- Introduce yourself - Say your name, classification, and major.
- Shake hands, stand straight, don't cross your arms, don't slouch and maintain eye contact during conversations.



Keep phone on silent and off the table

- Do not attend to phone calls or text messages unless it is an emergency.

Be a good listener and look attentive

- Donors often enjoy sharing their personal stories and professional experiences.
- They also value hearing from students like you—your educational and career goals matter to them.
- Participating in these conversations helps you build strong listening and communication skills, which are great to highlight on your resume.



Following up with those you meet



- You just never know who will turn out to be a valuable resource.
- Ask for a business card from anyone you've had a meaningful conversation with—it's a helpful way to stay connected.

Did you Know??

You can use Canva to design your own student business cards—for free!

It's a great way to showcase your name, major, contact info, and even your career interests.

➡ Just go to canva.com, search “business card” templates, and start customizing.



Student Ambassador Attire Guide

Represent with Pride. Dress with Purpose.

Formal Events (e.g., Galas, Award Ceremonies)



Dress Code: Business Formal

Purpose: Impress and represent your institution with professionalism and elegance.

Do:

- Men: Suit & tie or dress pants with blazer, dress shoes.
- Women: Cocktail dress, dress pants/skirt with blouse, or pantsuit; closed-toe shoes or formal heels.
- Neat grooming & minimal accessories.

Don't:

- Sneakers, denim, overly flashy accessories, casual fabrics.



Luncheons & Networking Events

Dress Code: Business Casual

Purpose: Professional but approachable — ideal for donor meetings, Foundation Board meetings, or guest panels.

Do:

- Slacks or khakis with collared shirts or blouses.
- Optional blazer or cardigan.
- Flats, loafers, or clean dress shoes.

Don't:

- Ripped jeans, graphic tees, shorts, or flip-flops.

Volunteer & Community Events



Dress Code: Branded Casual

Purpose: Unified, active, and community-focused.

Do:

- Provided Ambassador polo (unless specified).
- Clean jeans (no rips).
- Closed-toe shoes or sneakers (comfortable for movement).

Don't:

- Athletic wear (unless specified), hats indoors, or unapproved logos.



General Tips

When in doubt, dress one step up.

Always wear your name badge when representing the college when provided.

Keep personal grooming tidy and professional.

Ambassadors should embody the college's values — attire is part of that impression!