HOW TO HOST A UNIVERSITY EVENT **Where do you start?**

* Find a team of passionate individuals who display interest in rare disease.
* Seek a faculty advisor who is supportive of the event.
* Set a date and book a location on campus or schedule the virtual event.

**Generate your idea**

* There are several options for events on campus: panels; guest speakers; tabling on campus; movie night on rare diseases.
* Decide if you are going to focus on rare diseases in general or on one rare disease.

**Research your topic**

* Know what you are talking about! Take advantage of all the information and resources available on [NORD’s website](https://rarediseases.org/) including the [Rare Disease Day Fact Sheet](https://rarediseases.org/wp-content/uploads/2020/11/nord-rddus-fact-sheet.pdf).
* If you are focusing on one disease, use [NORD’s Rare Disease Database](https://rarediseases.org/for-patients-and-families/information-resources/rare-disease-information/) reports and [Rare Disease video library](https://rarediseases.org/for-patients-and-families/information-resources/rare-disease-video-library/) to help education yourself.

**Find opportunities to collaborate**

* Patient and caregiver speakers have personal views on rare diseases that can be critical to understanding diagnosis, treatment and everyday life.
* Disease-specific patient organizations can provide additional information and resources.
* Make connections on campus! Your event should be interesting for a variety of people regardless of their academic focus.

**Promote the event**

* Spread the word on social media!
* Poster your campus with the event details or use social media and email campaigns to promote a virtual event.
* Ask your professors and departments to share the event information with their students and in their weekly emails.
* Share the event with NORD! We would love to share your event on our [calendar](https://rarediseases.org/events/) and with our community!

**Don’t forget**

* NORD® is here to help with your events!
* Take a group picture and share with NORD at [education@rarediseases.org](mailto:education@rarediseases.org).

**Stay involved**

* Are you interested in staying involved with NORD beyond Rare Disease Day®? [Sign up](https://confirmsubscription.com/h/j/C1C6BB35C81CAF4B) for our bi-monthly Student Newsletter to stay up to date with what is going on!
* Consider starting a Club or Chapter to raise awareness about rare diseases on campus all year long! Email [studentsforrare@rarediseases.org](mailto:studentsforrare@rarediseases.org) for more information.

Questions? Write to NORD at [education@rarediseases.org](mailto:education@rarediseases.org).