

Planning an alumni reunion?

We're here to help every step of the way

1 Plan your event



Use our tools and resources to help you plan with confidence.

- Event planning checklist and forms.
- Volunteer toolkit.



Hosting on campus

Venue Cranfield can support you with spaces at CMDC or Mitchell Hall, catering, accommodation and alumni discounts (please mention your alumni status when enquiring).



Faculty involvement

Let us know who or what subject area you'd like to invite. While faculty availability can't be guaranteed, we'll do our best to help.



Campus visits and resources

Use our walking tour and interactive map to explore campus. Contact us about visiting a specific building. We can also provide alumni leaflets and updates from your School or Faculty.

2 Promote your reunion



Send us your event details using the event forms document. Email it to alumni@cranfield.ac.uk



Once your plans are confirmed, we'll help you spread the word.

Your event will be listed on the alumni portal.



Promote your reunion through our Cranfield University and Cranfield School of Management Alumni LinkedIn groups, as well as your own social channels.



Got a question? Need some advice?

Email alumni@cranfield.ac.uk and we'll be happy to help you.

3 Reconnect with your cohort



We can help you reach your cohort.

Send us the message you'd like to share and who you'd like to contact.

We'll send it on your behalf, with responses coming directly to you.



Please allow up to one week for emails to be sent.



In line with data protection legislation, our ability to contact alumni depends on the contact information available in our database.

4 After your reunion

We hope you had a fantastic time reconnecting with your classmates! Please send us your attendance sheet so we can record who attended.



Your story can inspire others to organise their own. Send us:

- a few photos (please ensure you have permission for us to share),
- a short summary of the event (up to 600 words).



Include:

- which cohorts attended,
- key highlights from the reunion,
- one or two quotes from attendees.

Email your reunion story to alumnicommunications@cranfield.ac.uk