

**Registered Student Organization
Sponsorship Agreement
Department Supported Student Organization**

Name of College/Department/Unit: _____

Name of Registered Student Organization: _____

Purpose

Registered Student Organization (RSOs) for the most part are independent of the University, but UCF recognizes that some RSO may have a connection to one or more Colleges/Departments/Units. In the Registered Student Organizational Policy, the University recognizes three different classifications for student organizations: General Student Organizations, Associated Student Organization and Department Supported Student Organizations. This agreement is designed to acknowledge and outline the expectations related to Colleges/Departments/Units that sponsor RSOs.

Department Supported Student Organization (DSSO)

DSSOs are student run organizations that are an extension of the University and serve one or more aspects of the College/Department/Unit's mission. The DSSO must operate within the scope and function of its affiliated University College/Department/Unit.

Department Sponsor Responsibilities

- Recognize DSSO as a function or program of the College/Department/Unit
- Assign a faculty or staff member to Advise and oversee the DSSO
- Make sure the faculty/staff advisor has proper training and experience to support DSSO
- Maintain knowledge and understanding of the mission and purpose of the DSSO and applicable University Policies and procedures related to Student Organizations
- Ability to provide appropriate resources to the DSSO that can include funding, space allocation, storage or other departmental resources per Registered Student Organization Policy
- Oversee DSSO activities to ensure the student organization is compliant with all University Policies and Procedures

RSO Responsibilities

- Stay active and in good standing as a DSSO at the University of Central Florida.
- Plan and execute events that align with the mission of both the DSSO and the supporting College/Department/Unit
- Comply with all University and College/Department/Unit policies and procedures
- Communicate and share updates on activities or events with the supporting College/Department/Unit as required
- Meet regularly with faculty/staff advisor
- Complete all required documentation for College/Department/Unit and Office of Student Involvement
- Provide all information and documentation requested by College/Unit/Department

This Sponsorship Agreement is active once both the College/Department/Unit and Registered Student Organization have signed the document and remains active for the current registration timeframe. Department Supported Student Organizations must re-register with OSI on an annual basis and provide a signed Sponsorship Agreement at each re-registration. At any point the College/Department/Unit or RSO can end this agreement by notifying the Office of Student Involvement in writing.

Signatures

By signing below, both the College/Department/Unit and the RSO acknowledge and agree with the responsibilities outlined in this agreement.

College/Department/Unit Information

Name: _____ Title: _____

Department/College/Unit: _____

Signature: _____ Date: _____

****College/Department/Unit approval must be a Department Chair/Director level position or above****DSSO President:**

Name: _____ Position: _____

Signature: _____ Date: _____

Office of Student Involvement (OSI) Use Only:

Reviewed by: _____ Title: _____

Signature: _____ Date: _____