

RSO Classification Assessment: Spring 2022

Please complete and return to:
Amy Miller – [Online Submission Location](#)

RSO: _____

Advisor 2021-22: _____

Sponsored RSO Criteria:

Purpose

(1) The purpose and operations of the RSO are considered integral and inherently linked to a specific department/school and/or the University.

- Applies to the above stated RSO.
- Does not apply to the above stated RSO.

Comments: _____

Authority

(2) The sponsoring department/school has approval and decision-making authority and will include a statement in the RSO constitution/by-laws stating as such.

- Applies to the above stated RSO.
- Does not apply to the above stated RSO.

Comments: _____

The department/school, through this advisor, provides oversight to the RSO. The departmental/school leadership has approval and denial authority for RSO activities

- Applies to the above stated RSO.

If checked, what position in your department has final decision-making authority for the RSO?.

- Does not apply to the above stated RSO.

Comments: _____

(3) The advisor meets with the RSO on a regular basis and is well-versed on the current and proposed activities of the RSO. In accordance with University policy, authorized signers for the department/school will request and sign all contractual agreements for all RSO events/activities.

- Applies to the above stated RSO.
- Does not apply to the above stated RSO.

Comments: _____

(OVER)

We affirm that the above stated RSO meets all of the criteria to be **SPONSORED**. We further understand the department/school assumes financial and legal liability for activities of the RSO. Therefore:

- **The department/school may incur liability and must oversee and give approval for the RSO activities.**
- **The department/school authorized signer must sign all contractual agreements for all RSO events/activities.**
- **The department/school may be held financially responsible/liable for claims incurred by the University as a result of RSO activities.**
- **The department/school is financially responsible for charges incurred by the RSO. The department will supply a University account number to the appropriate office upon request.**
- **The advisor will attend the annual RSO advisor training for sponsored RSOs.**

We affirm the above stated RSO does not meet all of the criteria to be sponsored and is therefore **INDEPENDENT**.

Department/School: _____

Advisor: _____

Signature: _____ Date: _____

Department/School Business Manager: _____

Signature: _____ Date: _____

Chair/Director: _____

Signature: _____ Date: _____

Dean of College: _____

Signature: _____ Date: _____

Final approval for classification will be granted by the Vice Presidents through the RSO Classification Review Committee. The Dean of Students Office will confirm the status of the RSO and send additional resources to assist the advisor/organization.