

**Trinity University  
Campus & Community Involvement**

**STUDENT ORGANIZATION OFFICER LIST**

In order to maintain active status, this form must be completed annually and returned to Campus & Community Involvement. Please notify this office of any changes in officers made throughout the year. Mail related to organizations will be returned to the student organization mailbox in the Student Organization Resource Center located in the lower level of Coates University Center, West Wing.

Name of student organization \_\_\_\_\_

Information for the \_\_\_\_\_ academic year                      Today's date: \_\_\_\_\_

Tell us the principle contact persons and their position within this organization for – (please print)

reservations, including calendaring events: \_\_\_\_\_

publicity: \_\_\_\_\_

risk management, including but not limited to: travel, alcohol use permit: \_\_\_\_\_

Officers- (please print)

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

Advisor

By signing below, I agree to advise the above organization and to become knowledgeable of policies and procedures related to student organizations. Further, I agree to follow all University policies and procedures in the advisement of this organization. I understand that I can access policy and procedure information via the Student Organization Handbook which is available on the CCI website or that I can request a printed copy by calling x7547.

\_\_\_\_\_  
Primary Advisor's signature

\_\_\_\_\_  
University Department

\_\_\_\_\_  
Advisor's signature

\_\_\_\_\_  
University Department

\_\_\_\_\_  
Advisor's signature

\_\_\_\_\_  
University Department

*CCI Office Use Only*

Officer list \_\_\_\_\_

Mailbox # and combination \_\_\_\_\_

Orientation/Training \_\_\_\_\_

Student Organization Account \_\_\_\_\_

Hazing Policy Acknowledgement \_\_\_\_\_

Web page \_\_\_\_\_