

ADVISOR AGREEMENT FORM

I certify that _____ is the advisor to _____
(Print Advisor Name) (Print Club Name)

and that said advisor has been informed of the provisions of the Association Constitution concerning advisors and that the membership thereof agrees to the relationship between the advisor and the group.

Note: An advisor to a Xavier University recognized student organization, must be a full-time employee of Xavier University with rank as a faculty member or administrator. Organizations may choose to have co-advisors and in such case an Advisor Agreement Form is required of both advisors. Clerical and/or support staff may serve in a co-advisor role, but cannot serve as the sole advisor to a student organization.

The provisions concerning advisors are:

The advisor will assist the students in the group with their own development as individuals and the development of the group as an institution. The advisor will serve as an ethical counselor to the group and inform members of University policy that may apply to their activities or decisions.

The senior student officeholder of each branch, body, organization and club of the Association will certify in writing the name of that group's advisor. This certification shall include a statement that the advisor has been informed of the provisions of the Association Constitution concerning advisors and that the advisor and the members of the group agree to the relationship between them. A new certification will be made each time the group is granted a status or a renewal of that status, or at least once an academic year.

In addition to the provisions stated in the Association Constitution, the advisor also promises to remain active in the club by attending all club meetings, serving as a chaperone for club events and meeting with the executive club members on a regular basis.

Additional advisor responsibilities according to the needs of this individual club include
(Individual club officers outline additional expectations below):

Advisor Signature

Club President Signature

Advisor Printed Name

Club President Printed Name

Signed this _____ day of _____, 20____ at Xavier University.

This form must submitted after your club or organization has registered the organization on Xavier University's OrgSync site. For more information, visit www.xavier.edu/sga for more information. Please return this completed form to Dustin Lewis, Assistant Director for Student Involvement. (SGA Office – 210 Gallagher Student Center)