ADVISOR COMMITMENT LETTER

Dear Student Organization Advisor,

The Department of Student Engagement and Leadership appreciates your commitment to serve as an advisor to a Recognized Student Organization (RSO) at North Carolina Central University. The advisor plays an integral role in helping student leaders create an environment within their organizations that is productive, safe, enjoyable, and educational.

As an advisor you agree:

- That you are a full-time employee (faculty or staff) at NCCU and that you will notify the Assistant Director for Student Engagement & Leadership immediately if your employment status changes
- To assist the RSO you advise to develop realistic goals for the academic year. This will contribute to the educational and personal development of the students involved
- To be familiar with the RSO’s constitution and all other governing documents, so that you may advise effectively
- To attend executive officer meetings, general meetings, and organization events when possible
- To receive and review monthly financial reports from the organization’s treasurer if applicable
- To encourage the officers of the organization to share information with the general membership
- To assist in the orientation of new members and with the transition process each year
- To be familiar with the University’s Student Code of Conduct and other institutional guidelines that establish expectations for student behavior and activities
- To guide the group and its officers to establish policies, answer policy questions, and explain the consequences for choosing to operate outside their parameters

The Department of Student Engagement and Leadership will continue to be a resource for you as an advisor in a variety of capacities. In an effort to provide enhanced resources and guidance for advisors, the department will continue to provide information about student risk management, event planning, travel, fundraising, and organizational development.

By signing this agreement letter you have affirmed that you have read and understand the role of advisor, and that you are willing to serve as an advisor to the Recognized Student Organization (RSO) named below. If you have any questions regarding the information presented in this document, please contact the Orok Orok at orok@nccu.edu.

____________________________________________________________________
Name of Organization

Organization President Signature

Advisor Signature

____________________________________________________________________
Print Name

Print Name

Date

Date