



Club Advisor Responsibility Acknowledgement

Club Name: _____

Advisor's Name: _____

Department: _____

Subject: _____

Phone #: _____

Email: _____

I understand I am responsible for the following (Initial by each item):

____ Attending all club meetings and events.

____ Securing the appropriate insurance when club members attend off-campus events (includes conferences, service oriented events, etc.).

____ Overseeing all club fundraisers and expenditures.

____ Ensuring club members follow campus rules and regulations.

Would you be interested in attending a training session to learn more about club regulations and your responsibilities as club advisor?

Yes _____ No _____

If Yes, when are you available? Please include days and times. _____

Advisor Signature: _____ Date: _____