

## Student Organization Application for Change of Status

Note: A student organization at OSU may request a change in status from Registered to Recognized only after the organization has been active on campus for at least 16 regular semester weeks (summers are not included). To obtain Recognized status, the Intent to Sponsor form must be completed and attached to this request. Forms should be submitted to the Campus Life Office at 006 Classroom Bldg. A representative from your organization may be required to attend a CSO meeting regarding this application.

**Please Type** (Typewriters may be found in the SGA office at 022 Classroom Bldg)

\_\_\_\_\_  
Name of Organization \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
President's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Vice President's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Advisor's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Purpose of Organization \_\_\_\_\_  
\_\_\_\_\_

Change status from \_\_\_\_\_ to \_\_\_\_\_

Rationale for requesting change in status: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**Do not write below this line**

CSO Action \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_ CSO Chair Signature \_\_\_\_\_

SGA/GPSGA Action \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_ SGA/GPSGA Chair Signature \_\_\_\_\_

## PROCESS FOR SPONSORSHIP

In order that a college council, student governing group, or university department (Campus Life, University Counseling, Residential Life, etc.) may sponsor a student organization, the following steps need to be followed:

1. The group seeking recognized status through the sponsorship process needs to contact a college council, student governing group, or university department (non-academic) about the possibility of having one of these groups serve as a sponsor. Both groups, the one seeking sponsorship and the potential sponsor, need to determine if the goals and purposes of both groups are compatible enough to warrant the sponsorship.
2. A request to become affiliated with the potential sponsoring group needs to be filed with an appropriate official in the recognized group (administrative director, or president of the college council or student governing group or advisor of same).
3. The potential sponsoring organization, by means of a process developed within its own structure, will determine if it wishes to sponsor the requesting group.
4. If the sponsoring group determines it is willing to undertake the sponsorship of the requesting organization, an "Intent to Sponsor" form will be submitted to the Committee on Student Organizations. If the group is unwilling to undertake the sponsorship of the requesting organization, the requesting group's officers should be notified immediately in order that they may seek an alternate sponsor.
5. The Committee on Student Organizations will consider the "Intent to Sponsor" form in the process of determining the requesting group's status.

### **Responsibilities of Sponsoring Groups:**

1. The sponsoring group should ascertain if its purposes and the requesting organization's purposes are compatible.
2. The sponsoring group should affirm the affiliation with the requesting organization by filing an "Intent to Sponsor" form.
3. The sponsoring group is not required to provide a faculty advisor to the group, however, it may desire to do so.
4. The sponsoring group will assist their constituent groups with the development of their Activity Fee budget requests, and submit these to the Student Government Association Activity Fee Allocation Committee or Graduate and Professional Student Association, as appropriate.

### **INTENT TO SPONSOR (Please print or type)**

To Committee on Student Organizations:

Date: \_\_\_\_\_

By the submission of this form, \_\_\_\_\_  
(name of sponsoring group)

indicates its willingness to serve as the sponsoring organization for

\_\_\_\_\_  
(name of group being sponsored)

Sponsoring Group: \_\_\_\_\_

Authorizing official: \_\_\_\_\_  
(Print name of the President/Advisor of sponsoring organization)

\_\_\_\_\_  
Signature of Authorizing official

\_\_\_\_\_  
Title of Authorizing official