

# OFFICE OF THE DEAN OF STUDENTS



The University of Alberta recognizes the benefits of and the need to establish a good relationship with any external affiliate that supports a student group. This letter is to ensure understanding about the **supporting** role the external affiliate should play in regards to a student group that is registered with the University of Alberta via the Office of the Dean of Students.

One of the priorities of student groups at the University of Alberta is to provide involvement and leadership development opportunities for current students. As such, we expect that current students be the main supporters and organizers of the student group. Students should be the primary organizers when running events and coordinating activities for the student group. Furthermore, students must be the contact and representative of the group when dealing with any office in the University, including the Office of the Dean of Students, the Students' Union, Student Group Services (SGS), the Office of Risk Management and Insurance, Campus Services, and Campus and Community Recreation.

**Please have the representative of the external affiliate initial the following statements:**

\_\_\_\_\_ I confirm that as the representative of the external affiliate, I understand that the U of A students are the primary organizers of the student group and the group's activities.

\_\_\_\_\_ I confirm that as the representative of the external affiliate, I am not permitted to make any space bookings on campus on behalf of the Student Group or gain access to any online system used to coordinate student groups.

\_\_\_\_\_ I confirm that as the representative of the external affiliate, I will work with the students in an advisory capacity.

\_\_\_\_\_ I confirm that the external affiliate does not retain sole decision-making powers in regards to membership in the student group, executive eligibility, or executive appointment or election.

\_\_\_\_\_ I confirm that, where the external affiliate is involved in any financial matters concerning the student group, the student group's funding is accessible to the group and is being managed in a transparent and fiscally responsible manner.

By signing below, the President of the student group and a representative of the external affiliate (representing the external affiliate organization as a whole) indicate that they understand the relationship between a student group and an external affiliate as detailed in this letter. In the event of a relationship that does not fit this ideal, the student group in question could be derecognized by the University of Alberta and have its student group status revoked.

# OFFICE OF THE DEAN OF STUDENTS



Student Group Name

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President's Name

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Signature

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Date Signed

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External Group Name

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Representative Name

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Representative Position

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Signature

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Date Signed

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