



Advisor and Student Organization Agreement

Student organization advisors are integral to the success of student leaders, members and the overall organization. Any faculty or A&P staff may serve as the primary advisor for a student organization. The primary advisor is listed in the online organization directory and is responsible for completing annual registration renewal requirements. CCS staff, graduate students, alumni, community members or other non-university employees may serve as co-advisors.

Advisors serve as a connection between student organizations and the university. With the exception of key registration requirements, the advisor's role is negotiable with the student organization. A review of, and mutual agreement on, the advisor's role should take place annually between the student organization leaders/ members and the advisor. Below are some points to discuss together:

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1. **Attend organization meetings and events** (How many meetings will the advisor attend per semester? Does the student leader expect the advisor to be at specific events and meetings? Are there particular time constraints that the advisor has that should be taken into account?)

 2. **Meet individually with organization members** (Will the advisor attend executive board meetings? Will the advisor and leaders meet one-on-one? Will the advisor hold one-on-one meetings with members?)

 3. **Facilitate officer transition activities and share University information with members** (Will the advisor be responsible for assisting in transitioning officers? Will the advisor be responsible for reminding and communicating registration procedures with the executive board? What information does the organization need from the advisor?)



4. Help prepare the organization's budget (Will the student leader finalize the organization's budget with the advisor? Will the advisor provide feedback about the annual budget? Will the advisor provide feedback about event budgets?)

5. Review and edit organization communications (Will the advisor review marketing materials, emails, and other publications before they are distributed?)

6. Mediate inter-personal conflict (Will the advisor be responsible for mediating conflict between organization members? Will the advisor be responsible for upholding the processes of member/officer removal as outlined in the organization's constitution?)

All matters discussed in this agreement have been agreed upon by both the advisor, and the leadership of the student organization at hand. Any amendments to this agreement must be discussed between the advisor and the student organization.

Student Organization Leaders' Signatures:

1.
2.
3.
4.
5.

Advisor/Co-Advisors' Signatures

1.
2.
3.



Additional Resources for Student Organization Leaders and Advisors

The Student Organization Success Framework

Student organizations at The Ohio State University provide opportunities for individual leadership development, organizational success and community engagement. The Success Framework helps student organizations pursue and achieve these broad outcomes. The framework outlines three key areas for excellence: individual, organizational and community. Specific outcomes and related university resources are listed within each key area. Student organizations can use this framework to self-assess their progress in these three key areas, as well as identify opportunities for continued growth and sustainability of the organization and its members. The ultimate goal of this framework is to support organizations as they work towards achieving excellence and develop a student organization community characterized by growth and sustainability.

- [Student Organization Success Framework](#)
- [Organization Self-Assessment](#)
- [Framework How-To Guide](#)
- [Framework Action Plan](#)
- [University Resources for Framework Outcomes](#)
- [Framework Discussion Questions](#)

Risk Reduction

- [Ohio State University Student Code of Conduct](#)
- [Hazing and Alternatives to Hazing](#)
- [Alcohol Policy](#)
- [Diversity and Inclusion](#)
- [Suicide Prevention](#)
- [Sexual Violence Education & Support](#)
- [Activities and Programs with Minor Participants Policy](#)
- [Working with Minors](#)

Counseling and Consultation Service

Counseling and Consultation Service (CCS) strives to promote the well-being and academic success of students by providing comprehensive mental health services to the campus community and to provide a high quality, multidisciplinary mental health training program which supports this service to the OSU community. For more information or to schedule an appointment, please visit the CCS [website](#).

For more resources on marketing, funding, events, fundraising, technology, travel and more, please visit our [resources webpage](#).



THE OHIO STATE UNIVERSITY

Office of Student Life
Student Activities