This form is for all Graduate groups of “The College” that wish to start an affiliation as a fully recognized group. Please complete the following information and submit it to Janice Van Opdorp (see address below).

Organization name: 
Date: 
Mission for the group:

Please list at least three officers for the organization, their position, and contact information. The top line should be reserved for the main contact of the group, i.e. President. Please put a check in the *virtual EMS box for the person who will be responsible for submitting online reservations. They can also be your main contact.

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University recognition and affiliation is only awarded after successful submission of this form.

Once approved you must turn in a constitution and follow all procedures, rules and guidelines that are outlined by all University of Rochester entities. This includes but isn’t limited to Wilson Commons Student Activities, Residential Life and Housing services, University Dining, University Facilities and Environmental Health and Safety.

All groups require an advisor that is directly related to the planning, affiliation and mission of their organization. Faculty/staff tied to a department are often good selections for this position. Please have them fill out their information below.

Print name and position: ____________________________ E-mail: ____________________________
Advisor’s Signature: ____________________________ Phone: ____________________________

Date: ____________________________

Janice Van Opdorp
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Lattimore Hall Room 222