



Student Organization Leadership Roster

Name of Organization: _____

The five (5) individuals listed below must be active UW Tacoma students. These students shall serve as leadership for the abovementioned student organization. They shall bear responsibility for the organization & will be able to do business in the organizations name (ex: reserve rooms, request funding, submit fundraising applications).

1. Name: _____

UW Email: _____ Phone: _____

Title within Organization (ex: President, Chair): _____

Program (ex: Gen Ed, Business, IAS): _____

Class Standing (circle one): Fresh Soph Jr Sr Grad

2. Name: _____

UW Email: _____ Phone: _____

Title within Organization (ex: President, Chair): _____

Program (ex: Gen Ed, Business, IAS): _____

Class Standing (circle one): Fresh Soph Jr Sr Grad

3. Name: _____

UW Email: _____ Phone: _____

Title within Organization (ex: President, Chair): _____

Program (ex: Gen Ed, Business, IAS): _____

Class Standing (circle one): Fresh Soph Jr Sr Grad

4. Name: _____

UW Email: _____ Phone: _____

Title within Organization (ex: President, Chair): _____

Program (ex: Gen Ed, Business, IAS): _____

Class Standing (circle one): Fresh Soph Jr Sr Grad

5. Name: _____

UW Email: _____ Phone: _____

Title within Organization (ex: President, Chair): _____

Program (ex: Gen Ed, Business, IAS): _____

Class Standing (circle one): Fresh Soph Jr Sr Grad



Student Organization Email/Web Account Request & Agreement Form

Organization Name _____ Date _____

Please choose one:

_____ Renew Existing Account, please provide existing Net ID _____

_____ Requesting New Account

In order of preference, list three (3) login names of eight (8) characters or less:

1 _____

2 _____

3 _____

Please note: This name won't be guaranteed until approved by Computing and Communications (C&C).

Please provide the names and UW Net IDs of two (2) Registered Users (RU's); these RU's will be responsible for your email account and web site:

- _____
Name UW Net ID
- _____
Name UW Net ID

Email/web accounts are governed by existing University, C&C and Student Life policies. By signing this Agreement, your organization has agreed to abide by these policies. Please refer to this internet address for applicable C&C policies regarding computer ethics, copyright issues, and proper use of computer resources:

<http://www.washington.edu/computing/rules.html>

x _____
RU #1 Printed Name

x _____
RU #2 Printed Name

x _____
RU #1 Signature & Date

x _____
RU #2 Signature & Date

Thank you. Student Life will process your request through C&C. Once it is approved, Student Life will email the two RU's listed above the account login name and password. They can then access your group's email account and create a web page directory on an assigned C&C system. Student Life will also notify you if this request is denied.

For Office Use Only

Date Received: _____ Org in good standing: Yes No Date Contacted C&C: _____

By agreeing to the policies, both Student Life and the RSO agree to the following:

1. Only RSOs are eligible to receive an assigned account.
2. This computing use account will be registered as belonging to Student Life for the above mentioned RSO.
3. Computing and Communications reserves the right to temporarily or permanently close any RSO account for any suspected violation of University or Computing and Communications policy.
4. RSOs must register their email/web accounts on an annual basis for continued use.

Student Life will:

1. Inform the RSO of their account name and password.
2. Inform the RSO of the limited purposes of their accounts and to familiarize them with relevant Computing Policy documents provided by the University, in addition to policies outlined in this Student Organization Handbook.
3. Inform the RSO of which Student Life administrative list serve(s) they belong to and the guidelines set forth by each list serve.
4. Handle any complaints regarding behavior or content arising from the use of these accounts.
5. Designate a primary contact to receive any such complaints that are received by Student Life via telephone or email.
6. Assume responsibility for any other disciplinary action regarding accounts furnished to RSO's and may request that other University departments temporarily or permanently close or disable an RSO account.
7. Reserves the right to change passwords at any time or temporarily or permanently close any account furnished to a student organization for any suspected violation of University policy.
8. Will notify appropriate University representatives when an RSO has lost its email/web account privileges, acknowledging that any accounts associated with that organization will be closed and all data associated with that account will be lost.

The Registered Student Organization will:

1. Be "in good standing" to maintain their accounts and status as a registered group as defined in the Student Organization Handbook.
2. Agree to be subscribed to one or more Student Life administrative list serve(s) and abide by the guidelines set forth by each list serve.
3. Not change their assigned email account (name) to serve as a 'list serve/list proc' (list procs can be obtained from Computing & Communications at www.washington.edu/computing/listproc).
4. Acknowledges that advertising any commercial activity (i.e., sales, donations, fundraisers, or raffles) on its organization's web page constitutes "use of campus resources" and will seek a fundraising permit from Student Life prior to posting any such event on their assigned web page account.
5. Will notify Student Life when the registered users and contact for the account have changed.
6. Acknowledges that when an RSO has lost its email/web account privileges that any and all data associated with that account will be lost.

For further information on registered student organization email/web accounts, please stop by Student Life in MAT 108, call us at 692-4481, or email us at uwtlife@u.washington.edu, or visit the Student Life web site at <http://www.tacoma.washington.edu/uwtlife>.

We have read and agree to the terms listed above:

x _____
RU #1 Initials

x _____
RU #2 Initials

