

Faculty/Staff Adviser Letter

Sport Club: _____ Semester: _____

Contact Name: _____ Contact No.: _____

IM-Recreational Sports Department,

I, _____, agree to be the faculty/staff adviser for the _____ club for the academic year of _____. I agree to oversee club activities and to advise the club's decision-making process, but never to interfere with the students' ability to make club decisions. Moreover, I acknowledge that I am acting in the advisory role for the club/organization. Furthermore, I agree to help ensure that the club abides by all IM-Rec. Sports and Western Kentucky University policies as well as State/Federal laws. For further information, please contact me via phone at _____ or via e-mail at _____.

Sincerely,

(Name)

(Job Title)

Comments:

Office Use Only

Date Received: _____

Approved By: _____

Comments: _____

