



Student Organizations

Account Request Form

Part I: Organization Information

Organization Name: _____

Requested Account Name: _____ @bama.ua.edu

Requested Mail Name: _____ @ua.edu

Part II: Advisor Information

This should be the official faculty/staff advisor for your organization. He or she will receive the account information sheet when the account is created.

Name: _____ (Please print)

UA CWID: _____

Bama E-mail Address: _____

Department: _____

UA Phone Number: 348- _____ Campus Box Number: 870 _____

Part III: Advisor's Agreement

As the advisor for this organization, I acknowledge that I have read and understand the following and will instruct officers of the student organization to comply with the following requirements:

- This account must be used in accordance with all local, state, and federal laws and all University of Alabama policies, including those related to political activity, commercial ventures, and Web publishing. If the student organization's use of the account violates any laws or policies, the account may be restricted or revoked without notice and sanctions imposed on the student organization and/or its officers or members found responsible for violations of the Student Code of Conduct.
- This account is only authorized for University purposes for this organization only. Only active faculty or staff members and currently enrolled students of The University of Alabama may use this account.
- The users of this account must cease using it when they leave the university or when they are no longer authorized to do so by the responsible organization. All activity on this account is subject to inspection to ensure compliance with these policies.

Advisor Signature: _____ Date: _____

Part IV: Approval of the Office of the Student Involvement & Leadership

I verify that this student organization is registered with the Office of Involvement and Leadership for the current academic year and is subject to all rules and regulations governing student organizations of The University of Alabama.

Authorized Signature: _____ Date: _____

HelpDesk Staff Use Only	
Assigned Bama SSN: storg _____	Account: _____ Mail Name: _____
Creation date: _____	Completed by _____ (HelpDesk Staff Member)
Copy sent via campus mail to Office of Involvement and Leadership on _____ (date)	