As a social media administrator for my student organization, I have received the TAMU-SA Social Media Procedures and the TAMU-SA Safe Practices and Tips for Social Media Behavior, and will provide contact information for the use of the Office of University Communications below. I understand that I am also responsible for ensuring that my organization will have access to all social media accounts when this position ends.

Administrator Name (please print clearly): ____________________________________________

Department/Student Organization: ________________________________________________

Position in organization: _________________________________________________________

Email: ________________________________

Phone: ________________________________

Organization’s advisor/department: ________________________________________________

Advisor Email: ________________________________

Advisor Phone: ________________________________

Social Media Sites/Address (list all that apply):
____________________________________________________________

____________________________________________________________

Signature: ________________________________ Date: ________________________________