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 (best contact number):

Organization’s advisor/department:

Advisor Email:

Advisor Phone:

Social Media Sites/Address (list all that apply): (Note: Keep in mind that Facebook account names cannot be changed once registered, so pay particular attention to how you type the account name.)

______________________________________________________________

______________________________________________________________

Signature: ____________________________ Date: ____________________