

July 16, 2008

Nathan Taylor, President
Sierra Student Coalition

Dear Nathan:

Congratulations! We are pleased to announce that the **Sierra Student Coalition** has fulfilled all the requirements to be a **Recognized student organization** at Drexel University for the 2008-2009 academic year. There are many new and exciting things in store for student organizations in the upcoming year! Please take special note of the information below so that your organization can ensure a successful year:

1. Now that your organization is recognized, take advantage of **all the opportunities** that are presented to recognized organizations on campus:
 - (a) Annual allocation funds have already been distributed by SAFAC for the 2008-09 year, but reserve funding is put aside for those organizations which did not receive a Fiscal Year 2009 SAFAC Allocation. Your account number(s) are: [REDACTED]. If you are a brand new organization completing recognition for the first time, or if your organization does not have a 17-account, account numbers will be created for you. Check out SAFAC's website for more details relating to student organization financial information (<http://www.drexel.edu/safac/index.html>).
 - (b) As a recognized organization, you can also reserve space around campus and utilize **DUST for FREE**. Check out Event Service's website for more details (<http://www.drexel.edu/eventservices/>).
 - (c) Checkout equipment, games, and a karaoke machine; advertise your events for free; advertise your events on our calendar; and apply for office/storage space. All of these services and many more can be done through the Office of Campus Activities. Checkout the OCA website to get more details on all the services we offer (<http://www.drexel.edu/oca>).
 - (d) Check your organization's mailbox [REDACTED] regularly to keep up on other opportunities offered to student organizations around campus and the city (Mailboxes are located on the bottom level of Creese Student Center-next to the Commuter Lounge).
 - (e) Your organization's copy code is [REDACTED]. The password is the same as the code and will allow you 50 copies (black & white) at no cost per quarter. Each copy after that will cost .03 (charged to your account). Copier is located in the Commuter Lounge.
2. To keep you up-to-date, Campus Engagement will send you bi-monthly newsletters (via email and paper) to keep you informed about campus organizations news and updates.
3. To assist us in keeping accurate records of your organization, we request that you keep your records up to date in our office and submit any changes to your officers/advisor. Also, send us an electronic copy of your constitution so we can keep it on record and assist your organization if they need it in the future.
4. We strongly encourage all student organizational leaders and members to take advantage of the **CEO and CEO II Leadership Development Programs**. Over 130 personal and professional development workshops are hosted during the year, and this is a main opportunity for you and your student group's members to develop interpersonal and organizational leadership skills. Please visit the Leadership website for more schedules, downloadable resources, and more information (www.drexel.edu/oca/Leadership).

On behalf of the Office of Campus Activities staff, I wish you much success in the upcoming year! If you are ever in need of assistance, please feel free to stop by our office in the Creese Student Center, Room 215; visit our website at www.drexel.edu/oca ; or call 215-895-1328.

Sincerely,

Ari Hauben
Director of Campus Activities

cc: Organization Advisor
Student Organization File