



## UNIVERSITY SPONSORSHIP VERIFICATION FORM

The University of Houston Freedom of Expression Policy (MAPP 01.05.01) does not apply to official University events and activities that take place outdoors on University grounds. The policy defines “Official University event or activity,” (Item III, E.) in the following manner:

**“Any event, program, or activity sponsored by a University department in the course of fulfilling their University mission, activities that occur within the classroom, or events that occur within the regular or recurring sphere of activity of a University department.”**

Departmental sponsorship is indicated by a standard of “active involvement.” Active involvement is indicated when the department assigns staff to supervise, publicly advertises sponsorship of, funds, and/or otherwise exercises significant control over and accepts responsibility for a particular event or activity. Additionally, the activity must relate to the department’s mission and/or fall within the department’s regular or recurring sphere of activity per the definition of “official University event or activity.”

Departmental sponsorship of outdoor activities held on University grounds must be verified by a signature from the dean, director, or chairperson of an administrative unit of the University or a University department. Additionally, in the case of the Faculty Senate and the Staff Council, the Chair of the Faculty Senate and the President of the Staff Council must verify departmental sponsorship.

Date of Application: \_\_\_\_\_ Date of Activity: \_\_\_\_\_

Name of the Group Sponsored: \_\_\_\_\_

Name of Activity Sponsored: \_\_\_\_\_

Location of the Activity: \_\_\_\_\_

Sponsoring Department: \_\_\_\_\_

Sponsor’s Name: \_\_\_\_\_

Sponsor’s Title: \_\_\_\_\_

Sponsor’s Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Sponsor’s Signature: \_\_\_\_\_

*\*Dean, Director, Department Chairperson, Faculty Senate Chair, Staff Council President*

Student Life / Student Centers Office Approval: \_\_\_\_\_

Date: \_\_\_\_\_

10/2024