

Registered Student Organizations

This space contains resources and information for RSO leaders.

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RSO Information & Guidelines

Registered Student Organization Requirements

The requirements to be considered an active RSO include: A minimum of five members who must be A-State Jonesboro students, a faculty/staff advisor, a digital constitution on file in the Leadership Center, and a completed RSO application for the corresponding academic year.

Registration Information

An annual updated RSO application is required to remain an active organization. The RSO application opens annually during the summer for the upcoming academic year and remains open throughout the year for new organizations who want to become active mid-year. Registration applications are available online at [this link](#). If you are currently listed as an RSO President or Advisor, you will receive an email to re register your organization during the summer when registration opens. Registration must be completed by an active A-State student. Completion of this application also allows your organization to officially be recognized on campus. The Leadership Center will update the A-State website and connect interested students to your organization all year. RSOs cannot reserve spaces in the Reng Student Union without this registration form.

Registered Student Organization Categories

At the time of registration, you will be asked to choose a category to select what type of organization your RSO would fall under. There are several different categories to choose from. However, if you feel like your organization does not relate to any of the categories or you prefer not to categorize your organization, you are not required to select a category. If no category is selected, your organization will be automatically put into the 'Special Interest' category - which serves as a general category. On the contrary, if you believe your organization relates to several of the options, you will have the ability to select more than one category. If you are unsure what category your organization would fall under, you are welcome to contact the Leadership Center before submitting your registration form to talk through each category. The categories with their descriptions are as follows:

- Academic: These organizations support students in specific fields of study.
- Cultural: These organizations celebrate and promote the traditions, languages, and heritage of various cultures and ethnicities.
- Religious: These organizations provide spaces for worship and spiritual growth.
- Greek Life: Fraternities and sororities underneath the National Panhellenic Conference, National Pan-Hellenic Council, Interfraternity Council, or the Multi-Cultural Greek Council.
- Service: These organizations are dedicated to volunteering, community outreach, and social impact initiatives.
- Special Interest: These organizations bring together students with shared hobbies or passions.
- Music + Arts: These organizations focus on creative expression through performance, visual arts, and artistic collaboration.

- Recreational: These organizations promote physical activity, wellness, and fun through sports, fitness, and outdoor adventures.
- University Departments: These are affiliated with specific campus offices or departments.

[RSO Guidebook.pdf](#)

Important Contacts

Reservation for Reng Student Union Meeting or Event Spaces - [Union Events](#)

On Campus RSO Account - [Student Affairs Budget Specialist](#)

Catering and Dining - [Sodexo Catering](#)

Action Fund - [Action Fund Commissioner](#)

General RSO Questions - [Assistant Director of Student Activities](#)

Forms

[Registration Form 2025-2026](#)

[RSO Solicitation Request Form](#)

[Daily Digest submission](#)

[A-State Campus Calendar](#)

Daily Digest Submissions for Student Events

Each organization submission must include the following details:

- Event title (actual title, not a shortened or “working” title)
- Event date
- Event time
- Event location
- Name of event contact person or department (plus their email address and/or phone number)

Campus Calendar

All events submitted to the Daily Digest must also be entered in the [Campus Calendar Submit Event](#) system. DO NOT SKIP THIS STEP!

Posting Limitations

You may post three (3) times regarding an event or news item. You choose the dates. They should be for:

- **Announcement** – letting campus know of an upcoming item
- **Reminder** – alerting the campus of an event or deadline
- **Deadline** – a final reminder related to the event

If you need to post more than three times, contact University Marketing & Communications at marketing@astate.edu with information supporting your reason for additional postings.

Deadline

The deadline for submission is **1:00pm** on the business day before the first posting date.

Image Use

DO NOT include images in your announcements. This is an ADA (American with Disabilities Act) violation because text and other information contained in the image will not be accessible to users.