



## Event Registration

### Travel

### Updated COVID Policies

**If you have successfully transitioned out of your leadership role, please *forward this email to your newly elected leaders.***

We hope that you are off to a good start to Autumn quarter. It has been wonderful to see the campus come to life for the last week during our Engagement Fairs. We hope that you were able to recruit interested students for your organization.

Watching the energy in White Plaza reminded us how important it is to have vibrant and healthy ways to come together to socialize and connect with each other. Your organizations are essential to that experience, and we are grateful for the communities you provide.

## Event Registration

We appreciate your patience as we complete the integration of 25Live and CardinalEngage. Until further notice, [register your gatherings](#) (both events/parties) in CardinalEngage. If you need to reserve an academic space for meetings, you will still need to register your meetings and then reserve the space separately via 25Live.

Register your event & see upcoming events in CardinalEngage by going to the [Events](#) page. Event registration instructions can be found [here](#) & more information about how to use CardinalEngage for attendance and contact tracing can be found [here](#). It is important to keep your portal current with information as students are eager to find ways to get connected.

### Travel

OSE in partnership with ASSU and Stanford Travel are establishing a process and resources that student organizations must use for all student organization travel. Due to COVID-19, student organizations are permitted to attend events within a 150 mile radius from Stanford for student organization sponsored events and activities.

For bus transportation you are required to use [Charter Services](#).

For rideshare reimbursements, we are setting up a process with Uber to directly bill your organization for student organization business. Once the arrangement is complete, we will be updating the [travel website](#).

For air travel and overnight stays, we are setting up a process all student organizations will be required to use. We will be working with Stanford Travel, using Student Universe, which will directly bill your student organization account moving forward.

A streamlined process and corresponding requirements for car rentals and AirBnBs are still being determined. When renting a car, you must purchase auto liability insurance.

## **Updated COVID Policies**

We have compiled the updated policies thus far as we navigate the pandemic:

[Gatherings and Parties Policy](#)

[Events Policy](#)

[Temporary Community Members for Voluntary Student Organizations](#)

[In-Person Programs and Activities Involving Minors](#)

I know that you likely have many questions as you transition back to campus. My team and I remain committed to working to support your organizations to flourish during this time. Please email [studentengagement@stanford.edu](mailto:studentengagement@stanford.edu), and we will do our best to answer all of your questions in a timely manner.

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***I don't want to return to normal or a new normal. I want to return to better. For not some of us; for all of us.***