

# Re-Registering a Student Organization Scribe



Tip! Only begin the re-registration form if you are the Primary Contact of the student organization. The Primary Contact will be the designated member to receive any communication about registration.

1

Navigate to [uky.campuslabs.com/engage](https://uky.campuslabs.com/engage)

2

Click here. This is your tool bar.

BBNvolved

Search...

## Explore University of Kentucky

**Spring Travel Plans**  
Traveling with your student organization? We recommend submitting your event to EMS and BBNvolved 6 weeks in advance!

**Update to Student Organization Event Policy**  
Update to Dean of Students, Student Organization Event policy effective 2/1/23. Review policy updates [here](#).

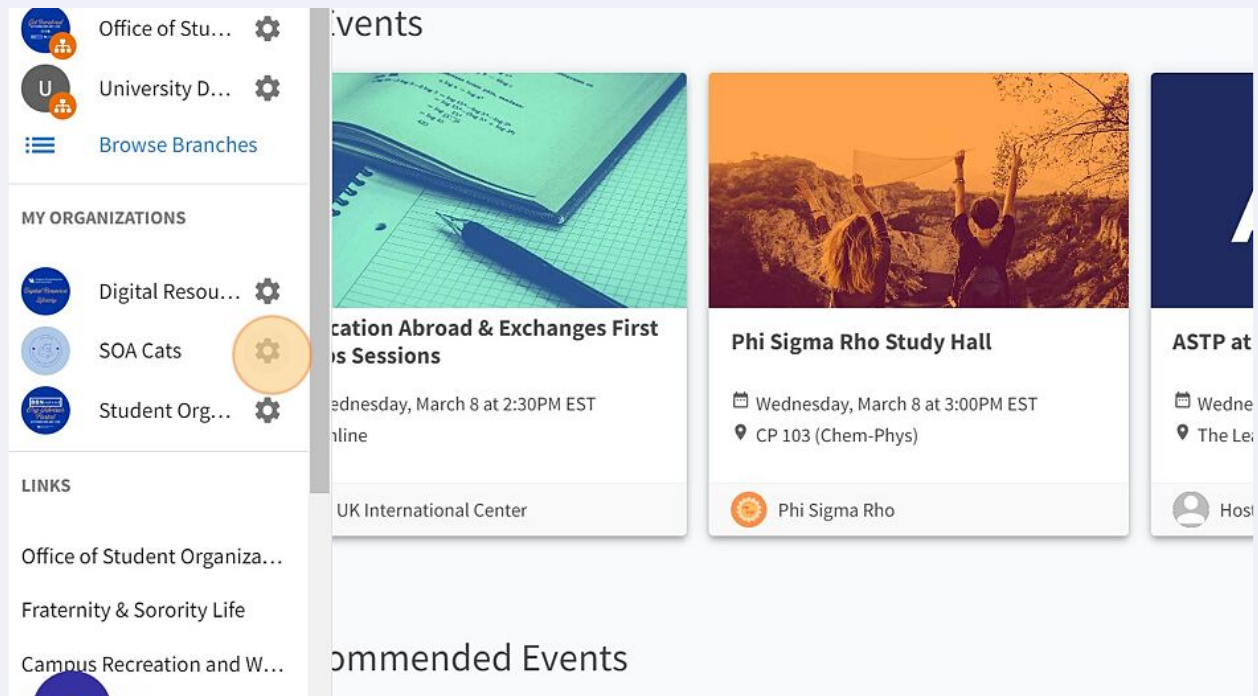
**Award**  
Submit your event and the BBNvolved logo

### All Events

UK Fraternity and Sorority Life  
**ASTP**  
FSL 101

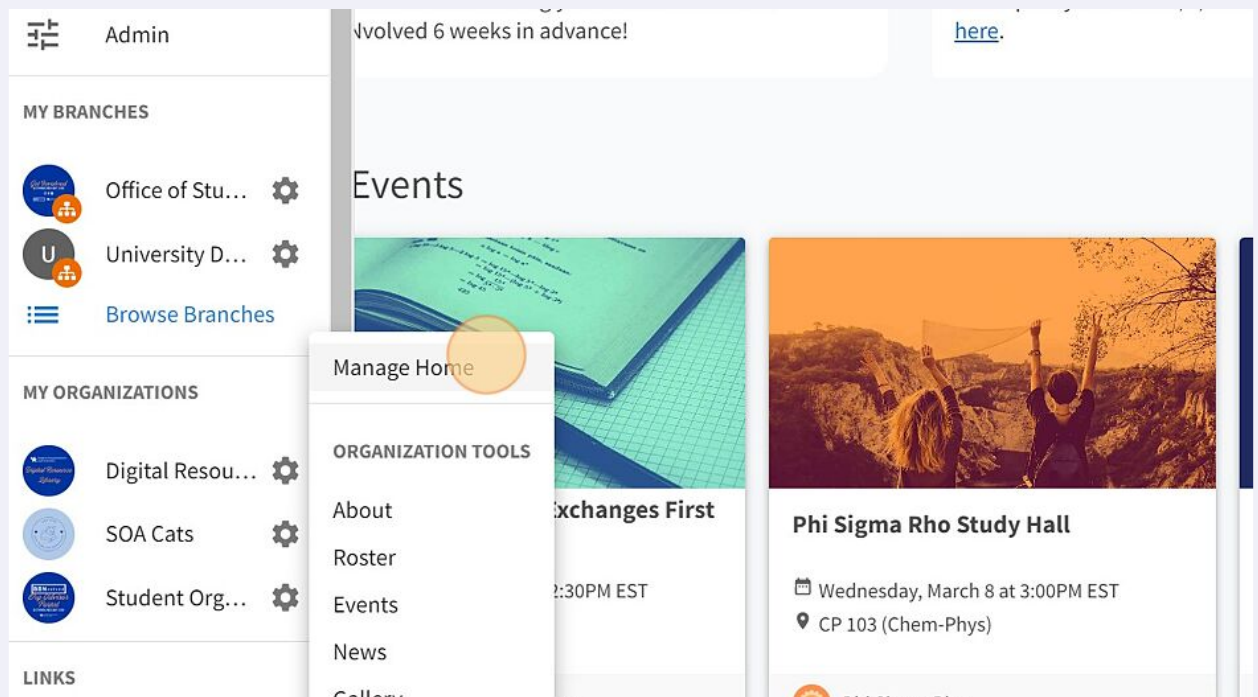
3

Under "My Organizations" you will find the organizations you are a member of on BBNvolved. Click the gear icon to access the management features of your organization. Don't see your organization or have access to the gear icon? You may be missing from the organization's BBNvolved roster. Email [studentorgs@uky.edu](mailto:studentorgs@uky.edu) for assistance.



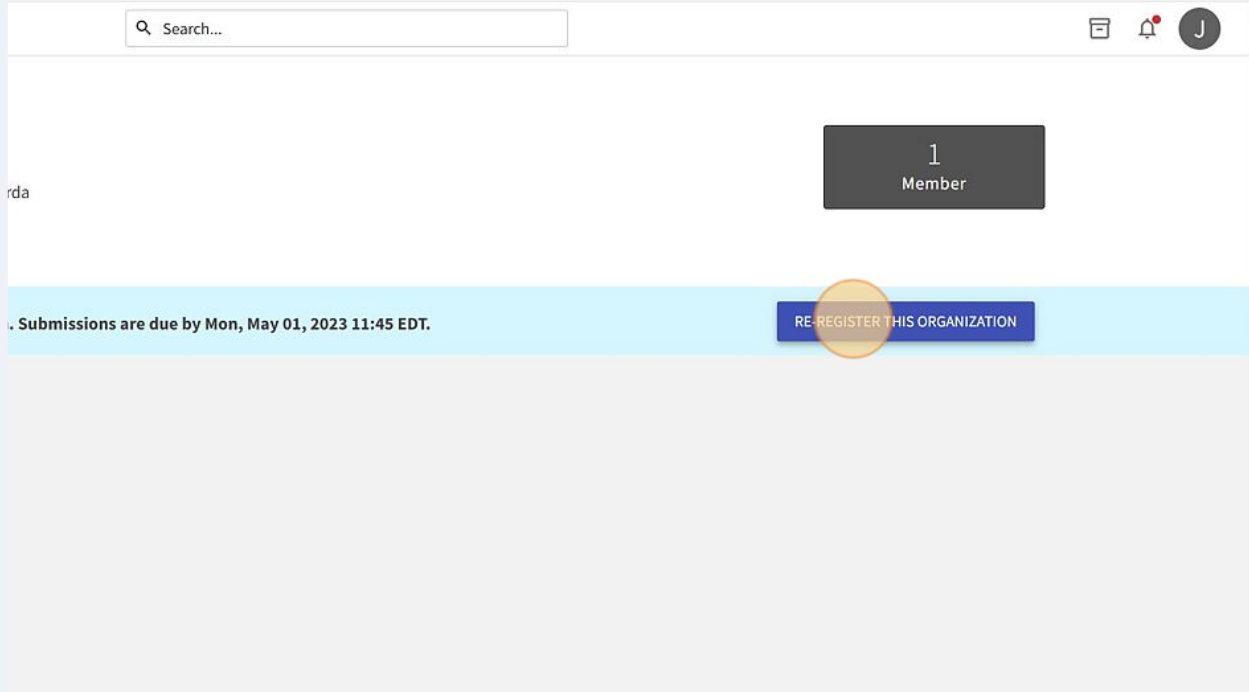
4

Click "Manage Home" to access the management page for your student organization.



5

A blue banner with the message "This organization is eligible for re-registration" will be displayed. Click the blue "RE-REGISTER THIS ORGANIZATION" button to access the re-registration form.



6

You are now in the re-registration form. Instructions will guide you through the submission prompting when to upload documents or provide organization details.

## 2023 - 2024 Registered Student Organization (RSO) Registration - Step 1 of 10

Please review the following instructions.

### Registration Instructions

If your submission is approved, you will become the Primary Contact of the organization. Continue only if you are to be the Primary Contact on record for the organization.

The registration process can be continued at any time by resuming it from your [Submissions](#).

Thank you for registering your student organization! This registration form is for Registered Student Organizations re-registering for the 2023/2024 academic year and new student organizations registering for the first time.

Please only continue this form if you are the **Primary Contact** of the organization. The Primary Contact of the student organization will receive all communication related to registration. If you need to update your organization's Primary Contact, please email [studentorgs@uky.edu](mailto:studentorgs@uky.edu).

Once you begin the registration form, you can return to your progress at any time by accessing your submission from "My Submissions" located in your Profile icon in the top right corner of BBNvolved.

The Office of Student Organizations and Activities wants to thank you for your continued support of student involvement at the University of Kentucky. Registered student organizations play a vital role in creating a community for the Big Blue Nation.

Review all registration requirements [HERE](#).

NEXT

