

Introduction

University insurance is a big benefit that is available to student organizations and student organizations will be liable for any deductible or payment that may arise, as is any University unit.

University Insurance covers SSOs and University units for property damage and general liability.

Organizations should contact Risk Management if they require additional or different types of coverage (Phone: (734) 764-2200 Fax: (734) 763-2043).

SSO

SSOs are covered under the University's self-insurance, as the sponsoring department would be, for all sanctioned events that are consistent with the missions of the University and the organization and that are within the Sponsorship Agreement. SSOs should contact the Risk Management Department to obtain a certificate of insurance, if one is needed.

VSO

VSOs are not covered under the University's self-insurance.

- VSOs that have an active Event Sponsorship Agreement with a University Unit, should be aware that **only** the event is insured under the University's insurance coverage.
- For any events that are not sponsored and that require insurance, VSOs must secure their own policies, or verify that the vendor/venue is carrying a policy that applies to the specific event.
- For any events that a VSO undertakes in collaboration with a SSO, if the need for insurance arises, the SSO and the event will be covered under the University's insurance. The VSO, if necessary, should obtain coverage from an outside vendor and should explicitly list the SSO and the University of Michigan as separately insured.
- VSOs are required to have insurance coverage for any event held in a U-M major venue. VSOs should contact UUAP-ME or Risk Management for more information.

Buying Insurance

VSOs that seek to purchase an insurance policy from an outside vendor should use the following guidelines as a place to start.

What to Buy

- What level of risk are you willing to assume (generally property damage and general liability)?
 - Property Damage coverage protects the organization's physical properties in the event of sudden and accidental damage due to a variety of conditions such as weather, explosions, theft or other unforeseen events. If the organization has little property at risk, foregoing coverage may be appropriate.
 - General Liability coverage extends to protect the organization and its members from claims for damages and/or injuries resulting from negligence. Purchasers should ensure that policies extend coverage to provide protection of an organization's representatives.

How to Buy

Insurance coverage may be purchased in separate policies, each of which addresses special needs and risks. For example, an organization might choose to buy property coverage from one company and general liability coverage from another, either because it is more economical or because the policies better fit the organization's needs. In some cases, organizations also have the option of purchasing special package policies that combine different sorts of commercial coverage.

Who should I contact?

Inquiries may be made directly to insurance companies. It may be helpful to contact a local insurance agent or broker, however, as they are often able to assist in analyzing risk and provide advice, direction and suggestions for appropriate and cost effective coverage.

Is there a form?

Insurance companies typically utilize their own forms for application for coverage and issue certificates of insurance on an insurance industry standardized form.

What information do insurance companies need?

Required information will vary by the type of coverage and events for which coverage is solicited. Typically, companies will require information with respect to the nature, location and size of events, safety and loss prevention measures being implemented, and the number of participants.