

**NEW COLLEGE OF FLORIDA  
REGULATIONS MANUAL**

**CHAPTER 1 - General Provisions and Executive Affairs**

**1-1006 Authority to Sign Contracts**

- (1) Authority of the President. The President has the authority to approve and execute all contracts, agreements, letters of understanding, and other documents regarding legal assurances, commitments, and obligations on behalf of the BOT.
- (2) Submission to General Counsel. All contracts, agreements, letters of understanding, and other documents regarding legal assurances, commitments, and obligations shall be submitted to the General Counsel for review and approval as to form and legality.
- (3) Delegation of Authority. The President may delegate to the Provost and Vice President for Finance and Administration (and their designee(s) in certain circumstances) the authority to sign described contracts and other documents.
- (4) Authority Limited to President and Persons Expressly Delegated. NCF employees must not sign any contract, agreement, letter of understanding, or other document regarding legal assurances, commitments, and obligations unless they have been expressly delegated the authority to do so. Employees should contact the General Counsel for information and advice regarding authority to execute documents.

*Authority: Article IX, Sec. 7, Fla. Constitution; Fla. Board of Governors Regulation 1.001*

*History: Adopted 04-27-02, as Policy 0-100; Revised and renumbered 11-05-05, 06-29-10; Revised 09-11-10, 03-11-17 (technical amendment)*