Abbreviated Guidelines for Student Organizations

1. Currently employed members of the faculty/staff and currently registered students shall be eligible for an active membership into student organizations.

2. Fulltime, currently registered undergraduate students shall be eligible to serve as appointed or elected officers in a registered student organization.

3. Students must be in good standing with the university, have at least a 2.0 cumulative GPA and in good standing with the university. The time that a student is placed on university disciplinary probation or suspension, he or she becomes ineligible for organization membership.

4. Students must meet other academic standards established by the student organization that is included in the organization’s constitution and/or by-laws.

5. All organizational funds must be deposited with a federally registered banking facility with a copy of signatories for account on file in the office of student organizations. At minimum, signatures should include: advisor, president and treasurer or business manager.

6. Center for Student Engagement and Inclusion (CSEI) must be notified of any changes in your officer list. CSEI must approve changes in advisors.

7. Each student who applies for a position in the Student Government Association must meet the qualifications for the office as stated in the SGA Constitution.

8. All organizations will ensure that prospective students are not subjected to hazing, cruel horseplay, harassment or punishment by imposition of excessively heavy or disagreeable tasks, beating, scolding, frightening activities or annoyance by playing abusive or humiliating tricks.

_____________________________________   _____________________
Signature of the President     Date

_____________________________________   _____________________
Signature of the Primary Advisor     Date
Student Organizations
Advisor’s Consent Form

Each registered student organization must have a faculty or staff advisor for special reasons; some clubs are requested to have more than one advisor. All faculty or professional staff members are eligible to serve in this capacity.

The advisor’s function is to offer assistance in programming, budget planning and interpreting the university’s policy to student members. The advisor, in addition to the president, treasurer or business manager, must approve all expenditures from the organization’s budget. Advisors are expected to be present at all activities sponsored by their respective organization.

Consent

I have read the above statement and agree to abide by all indicated rules and requirements.

Organization

Primary Advisor

Name

Address

Email ________________________________ Phone________________

Department ________________________ ___________________________________

Secondary Advisor

Name

Address

Email ________________________________ Phone________________

Department ________________________ ___________________________________

Signatures:   __________________ ___________________________

Primary Advisor

__________________________________________________________

Secondary Advisor