

Semester: \_\_\_\_\_ Year: \_\_\_\_\_

**FLORIDA ATLANTIC UNIVERSITY  
STUDENT ORGANIZATION STATUS REPORT**

**PLEASE READ:** All student organizations must complete a status report whenever there is a change of officers to be a recognized organization on campus. All organizations are required to have a *minimum* of two officers (different individuals). Any changes to this report (in officers, advisor, or contact information) must be completed as soon as the change has taken place. All undergraduate student officers must be enrolled in a minimum of six credit hours (for the fall and spring) and all graduate student officers must be enrolled in a minimum of three credit hours (for fall and spring). In accordance with FAU regulations, all officers must be in good academic standing, which is defined as having a minimum of a 2.25 cumulative GPA and not placed on probation. *New students may only serve as officers in a probationary status until grades are posted.*

**This form MUST BE COMPLETED in its entirety. Please type or print CLEARLY:**

Name of organization \_\_\_\_\_

Web address (if applicable) \_\_\_\_\_

Organization contact e-mail (**REQUIRED – must be an FAU e-mail address**) \_\_\_\_\_@fau.edu

**PRESIDENT**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**VICE PRESIDENT**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**SECRETARY**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**TREASURER**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**COSO REPRESENTATIVE**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**ADVISOR**

Name \_\_\_\_\_ Campus address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail address \_\_\_\_\_@fau.edu

**ORGANIZATION TYPE:**

Please circle the category that best describes your organization. The organization will be listed under this heading in publications designed to promote student organizations.

- |                      |                      |                         |                  |
|----------------------|----------------------|-------------------------|------------------|
| <i>club sport</i>    | <i>recreational</i>  | <i>academic</i>         | <i>religious</i> |
| <i>honor society</i> | <i>service</i>       | <i>Greek</i>            | <i>political</i> |
| <i>hall council</i>  | <i>international</i> | <i>special interest</i> | <i>diversity</i> |

**MEETING INFORMATION:** The following information will be made available to students inquiring about the organization.

Meeting day (circle one): *Monday Tuesday Wednesday Thursday Friday Saturday Sunday*

Meeting location(s): \_\_\_\_\_ Time(s): \_\_\_\_\_

How often does the group meet? (circle one)

- |                          |                                    |                                    |
|--------------------------|------------------------------------|------------------------------------|
| <i>Every week</i>        | <i>1st &amp; 3rd week of month</i> | <i>2nd &amp; 4th week of month</i> |
| <i>1st week of month</i> | <i>2nd week of month</i>           | <i>3rd week of month</i>           |
| <i>4th week of month</i> | <i>Irregularly</i>                 |                                    |

## **Non-Discrimination and Anti-Hazing Clause**

We hereby certify that the members of \_\_\_\_\_ will choose and accept new members without discrimination as to race, religion, national origin, age disability, sexual preference, or gender (NIC fraternities, NPC sororities and NPHC groups are exempt from the gender discrimination restriction). We further certify that the members of the above-named organization do not, as a part of their initiation procedures or at any other time, engage in hazing practices. We have read the University anti-hazing policy and will abide by the guidelines as set down. We further certify that a majority of this organization's membership is comprised of registered FAU students and the advisor is a full-time FAU administrator or faculty member.

President \_\_\_\_\_ Advisor \_\_\_\_\_

Return to the Office of Student Involvement & Leadership, SD 203 (phone number 954-236-1219).

## Student Organization Agreement Form

1. We confirm our willingness to abide by all University regulations and policies (namely the Club and Organization manual), as well as Federal and State laws.
2. We agree to notify the Student Involvement & Leadership office immediately if and when the purpose of the organization changes and/or when officers/advisors change. Furthermore, we agree to be responsible for this organization until the newly elected officers sign a new agreement and Club Status Form.
3. We acknowledge that all events, on or off campus (including meetings), must be cleared and registered with the Office of Student Involvement and Leadership via the *Program Registration Form* prior to any preparations being made. The organization understands that if a Program Registration is not filled out the organization will be suspended for a period of sixteen weeks. We acknowledge that the University determines all matters related to security and exercises control over access to all University buildings.
4. Contracts: All contracts, including those for performers, speakers, bands, and DJ's must be reviewed by the Student Involvement and Leadership office. Student organization officers, members, or advisors are not permitted to sign contracts.
5. In accordance with the University's statement of value of equal opportunity: we acknowledge that our organization may not on the basis of race, national origin, color, gender, sexual orientation, marital status, religion, or disability, exclude any persons from participation in, deny persons the benefit of, or subject persons to discrimination under any of its programs, activities, or meetings.
6. We acknowledge that the organization has the responsibility to make its activities as accessible as possible to all members of the University community. The organization agrees to not discriminate against any individual on the basis of handicap and to provide assistance to disabled students who wish to join the organization's activities or attend its events. Furthermore, all posters, flyers, banners, etc. must include the statement:

*If accommodation(s) for a disability is required contact  
Person/Phone Number/TTY 1-800-955-8770, a minimum of five (5)  
working days in advance of the date of the event.*

1. All monies that are collected from any event or activity sponsored by the organization must be deposited into the organization's on campus account (called the "76 account"). The University holds the right to request financial statements from organizations at any point during the year. The organization (not the University) assumes all responsibility for timely payment of all bills and debts. The University reserves the right to place holds on students' accounts until bills/debts are paid.
2. All student organizations agree to notify the University of any travel. All student organizations agree to fill out all forms necessary PRIOR to traveling (i.e. Travel Registration Request Form).
3. All student organizations must abide by all rules and regulations of the Club and Organization Posting Policy.

**I have read and understood the above rules and policies on behalf of \_\_\_\_\_ . The organization, \_\_\_\_\_, agrees to abide by these rules and policies at all times.**

\_\_\_\_\_  
President's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Officer's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Semester: \_\_\_\_\_ Year: \_\_\_\_\_



BROWARD CAMPUSES

EOSO Registration

***ROSTER LIST***

Effective immediately: During the re-registration period all student groups will be required to submit a roster list, detailing the members of their organization. **ALL** organizations must have 7 members (for vj g'Fam#0 All members must be registered FAU students (part-time status for undergraduate student means they are registered for 6 credit hours; 3 credit hours for graduate students). Officers can be listed on the roster list as a general member, as well.

**Name of Organization** \_\_\_\_\_

**E-Mail Address for Organization** \_\_\_\_\_

<b>Name</b>	<b>Z#</b>	<b>Phone Number</b>	<b>E-Mail Address</b>	<b>Signature</b>

I verify that the above information is correct (to the best of my knowledge):

**Signature of Advisor** \_\_\_\_\_

**Print Name** \_\_\_\_\_

**Signature of President** \_\_\_\_\_

**Print Name** \_\_\_\_\_