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## How to Become a Sport Club

Interested teams must contact the Sport Clubs Coordinator prior to submitting any paperwork.

### Step One

In order to be eligible to become a Sport Club, an organization must first meet the following requirements:

1. Be athletic in nature.
2. Be a registered student organization (RSO) with the Office of Student Involvement for a minimum of one semester.
3. Plan to compete against at least one non-FGCU entity per year.
4. Must be able to identify feasible options for practice, games, competitions, etc.

### Step Two

All interested organizations must submit a written proposal to the Sport Clubs Coordinator. Applications are accepted once a month during Fall & Spring Semesters, see list of deadlines below. *Contact with the Coordinator prior to submission is required.* The proposal must include:

1. A brief description of the club's purpose, including a statement regarding the club's athletic nature.
2. Explanation of the club's officer board (President, Vice President, Treasurer, etc.), along with contact information for each officer.
3. The regional or national governing body that hosts competitions/activities/events.
4. Any local, regional or national competitions the team attends or plans to attend.
5. Why the organization wants to become a Sport Club, and what benefits it can offer the Sport Clubs program and/or the FGCU community.
6. Plans on how to meet the Sport Club requirements in Step Six and how the club may continue to grow and increase membership and/or community support.

### Step Three

If an organization's application is approved by the Sport Clubs Staff, a meeting will occur with the Sport Clubs Council Executive Board. Upon the Executive Board's approval, the following will occur:

1. Organization will be asked to petition their request to the full Sport Clubs Council (SCC) during one of the Council's meetings - see below for dates.
2. The SCC will vote to accept or deny the organization.
3. Upon approval, the team will be admitted to the SCC and Sport Clubs program for a probationary term of one full semester.

### Step Four

A team in First Semester Probationary Status must:

1. Attend all SCC meetings and events required by the Sport Clubs program.
2. Follow all policies set forth by the Sport Clubs Program.
3. Submit all applicable forms by the deadline dates.
4. Have two meetings with the Sport Clubs Coordinator and/or the SCC Executive Board during their first semester.

5. Demonstrate financial responsibility and have fundraising efforts.
6. Host at least one Community Service project during their first semester.
7. Demonstrate team growth by maintaining a minimum of six members.
8. Maintain good standing with the University (See Student Code of Conduct).

### Step Five

A final vote will take place following the one semester probationary period:

1. A vote by the SCC Executive Board for formal acceptance into SCC.
2. A minimum of four out of six of the Executive Board Officers must vote in favor of formal acceptance. In the event of a tie, the Coordinator's vote will act as a tie breaker.
3. Upon formal acceptance, access to SCC funding will be granted for the following fiscal year.

### Step Six

To maintain an organization's standing in the Sport Clubs program, the following standards must be met during the probationary status and every year thereafter:

1. Maintain good standing with the University.
  - All FGCU student organizations must abide by Florida Gulf Coast University's Student Code of Conduct. Please refer to <http://studentservices.fgcu.edu/judicialaffairs/conduct.html> for policies.
2. Must have at least one fundraiser per year.
3. Meet all paperwork submission deadlines.
4. Attend and actively participate in all SCC meetings.
  - Attendance at all Council meetings is mandatory and necessary to achieve quota when voting.
5. Complete a minimum of one community service project per academic year.
  - Projects range from an informational practice with a high school team to service efforts benefiting the local communities.
  - Projects count for FGCU service learning hours; for more information on service opportunities through FGCU's Service Learning Office, visit [www.fgcu.edu/connect](http://www.fgcu.edu/connect).
6. Attend all required workshops and trainings
  - Attendance at officer trainings
  - Two individuals from each team must be First Aid/CPR certified
7. Actively support and attend SCC sponsored events.
  - Attend Sport Club Programs and events co-sponsored by the Department of Campus Recreation (i.e. Campus R'Expo, Week of Welcome, etc). Participation and support from our Sport Clubs Council members is vital to the success of our programs.

Sport Club Application Deadlines	If all requirements are met, you will:
<u>Fall 2011</u> August 31 September 28 October 26 November 16	present your club to the SCC in September present your club to the SCC in October present your club to the SCC in November present your club to the SCC in December
<u>Spring 2012</u> January 11 February 1 February 29 March 28	present your club to the SCC in January present your club to the SCC in February present your club to the SCC in March present your club to the SCC in April