



CLUB & ORGANIZATION MEMBERSHIP LIST

(Clubs must have a minimum of 10 members. College-Wide Organizations must have a minimum of 15 members)



PRINT FULL NAME	E-MAIL ADDRESS	PRINT FULL NAME	E-MAIL ADDRESS
PLEASE PRINT NAME AND EMAIL ADDRESS			

GENERAL RESPONSIBILITIES OF THE INSTRUCTIONAL STAFF ADVISOR

- To offer students an opportunity to exercise initiative and judgment and to enjoy a proper measure of autonomy in self-directed activities: social, recreational, intellectual, cultural, or athletic.
- To help students formulate and pursue clear aims through bylaws, so that the club/college wide organization may operate for the welfare of all its members.
- To require adherence to Board of Trustees Bylaws and College Regulations as to the aims and practices of organization, their charters, budgeting and activities. (Bylaws available in the Office of Student Life).
- To protect the safety and security of student participation.
- To encourage student participation to gain useful and valuable experience, but not at the expense or jeopardy of academic responsibilities and standing.
- To help students foster good public and human relations.
- To help students achieve the highest moral, intellectual and social standards of which they are capable, in their best interest and those of the college.

PLEASE READ BELOW !

This registration form must be completed and returned to the Inter-Organizational Council (IOC) office RBSC, room 309 no later than **(45)** days from the start of the current semester for **returning** clubs/college-wide organizations or **(60)** days from the start of the current semester for **new** clubs/college-wide organizations. Be sure to complete the application in its entirety to ensure the timely processing of this application. Clubs/Organizations are expected to retain copies of all forms submitted to the IOC office. Please contact the Inter-Organizational Council Office, if you have any questions or comments, at (718) 289-5194/5 or go to RBSC, room 309.

Checklist:

- Sections A, B, C, D and E are complete and accurate (signatures, dates, etc.);
- I have made copies of this form for my file;
- I have submitted a constitution for the club (only for new clubs)
- I have read - a hard copy or online – the Club Handbook outlining IOC Policy & Procedure and the Roles and Responsibilities for Executive Officers.

For Office Use Only

- Date received: _____
- Received by: _____
- Date Chartered by BCC
Senate Student Activities
Committee: _____



**CLUB & COLLEGE-WIDE ORGANIZATION
REGISTRATION FORM
(TO BE COMPLETED EACH SEMESTER)**

Semester: Fall / Spring 20__

NEW RETURNING

P L E A S E P R I N T L E G I B L Y !

NAME OF ORGANIZATION:	Faculty Advisor's Name:		Faculty Advisor's Signature:		Extension:
	Academic Dept.:	Meeting Day/s:	Meeting Time:	Meeting Location:	

MY SIGNATURE BELOW CERTIFIES THAT THE FOLLOWING STATEMENTS ARE TRUE:

- I AM CURRENTLY REGISTERED FOR CLASSES AT BRONX COMMUNITY COLLEGE;
- I MEET OR EXCEED THE MINIMUM ACADEMIC REQUIREMENTS TO BE A CLUB OR COLLEGE-WIDE ORGANIZATION OFFICER:
 - (2.0 G.P.A. & 6 CREDITS FOR CLUBS OR 12 CREDITS FOR COLLEGE-WIDE ORGANIZATIONS);
- I WAS ELECTED BY THE MAJORITY OF THE MEMBERS (50% + 1) OF THE CLUB OR COLLEGE-WIDE ORGANIZATION NAMED ABOVE;
- I AM NOT AN EXECUTIVE MEMBER OR OFFICER OF MORE THAN 1 (ONE) BCC CLUB OR COLLEGE-WIDE ORGANIZATION;
- I AGREE TO ABIDE BY C.U.N.Y., BRONX COMMUNITY COLLEGE, B.C.C. INC, S.G.A., I.O.C. AND ALL FEDERAL, STATE AND LOCAL POLICIES.

PRESIDENT'S NAME:	President's Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

VICE-PRESIDENT'S NAME:	Vice-President's Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

SECRETARY'S NAME:	Secretary's Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

TREASURER'S NAME:	Treasurer's Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

I.O.C. REPRESENTATIVE'S NAME:	I.O.C. Representative's Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

ALTERNATE I.O.C. REP.'S NAME:	Alternate I.O.C. Rep.'s Signature:	DOB (mm/dd/yyyy)
Current Cumulative GPA:	Mobile #:	E-mail Address:

Important Dates to Remember for fall 2013

- 1st Meeting of the IOC – September 12th 2013, 12-2 PM, RBSC, room 310
- IOC mini-conference – September 27th 2013, 11:30AM-3 PM, RBSC, room 211
- Application Deadline (returning clubs), October 11, 2013
- Club Fair – October 17th 2013, 12-2PM, Colston Hall, LL
- Application Deadline (new clubs), October 25, 2013
- 2nd Meeting of the IOC – November 14th 2013, 12-2 PM, RBSC, room 310
- 3rd Meeting of the IOC – December 12th 2013, 12-2 PM, RBSC, room 310