



Office of Student Life
 Roscoe Brown Rm. 309
 718-289-5194/5

Bronx Community College
 of the City University of New York
 2155 University Avenue
 Bronx, New York, 10453

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

Name Of Organization:			Semester: Fall / Spring 20__
Academic Dept.:	Meeting Day/s:	Meeting Time:	Meeting Location:

Executive Officers

	EMPLID	Phone Number	BCC E-mail	Office Use Only GPA Check Complete
President's Name:				
Vice-President Name:				
Secretary Name:				
Treasurer Name:				
I.O.C. Rep. Name:				
Alternate I.O.C. Rep.:				

 IOC Representative's Signature

 Treasurer's Signature

 President's Signature

My signature above 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 GPA & 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 CUNY, Bronx Community College, BCC Inc., Student Government Association, IOC and all federal, state and local policies.



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Instructional Staff Advisor

Instructional Staff Advisor's Name:

E-mail:

Extension:

Signature:

GENERAL RESPONSIBILITIES OF 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.