

**STUDENT GROUP REGISTRATION and RENEWAL**

**PREAMBLE**

**Student Groups**, defined by CCSS Clubs Policy as Common-interest and Recreation Clubs, Course Unions, and Class Projects, must be currently registered and "*in good standing*" to be eligible for funding and logistical support. Existing groups **must** renew their Student Group in the first 60 days of each semester to be recognized. All required registration and funding/support forms are online at: http://CamosunStudent.org/Clubs/

**TO BE "IN GOOD STANDING"**

All Student Groups:

Must meet the requirements for recognition as defined by Clubs Policy Section II.

Must be in compliance with the CCSS Clubs Policy at all times.

Must be registered or renewed during the current semester.

Must comply with the requirements of Clubs Policy VI, B: Group Insurance

Must comply with the requirements of Clubs Policy VI, C: Terms of Conduct

All Clubs and Course Unions:

Must submit renewal forms within the first 60 days of each semester.

Must submit meetings and activities to the CCSS Website Calendar.

Cannot duplicate the scope of any other Club or Course Union.

Must submit an activity report upon request.

All Clubs:

Must have at least five (5) current Camosun student members.

Must submit a membership list within the first 60 days of semester.

Cannot have a membership exceeding one-quarter (25%) community members.

Cannot have a membership exceeding one-quarter (25%) college employees.

Must hold at least one (1) advertised meeting per month to maintain funding.

Must have a clear common-interest or recreational activity.

Common-Interest Clubs:

Must hold at least one (1) monthly meeting at a Camosun campus.

Recreation Clubs:

Cannot duplicate paid programs offered by Camosun Recreation.

Course Unions:

Represent a department in a school, or a program by exception only.

Must have a faculty sponsor to attend all meetings and provide support.

Must hold at least one (1) public seminar per academic year.

Class Projects:

Must have membership who are all registered in the same Camosun course.

Must assist in achieving a graded requirement of a specific Camosun course.

Must submit a written summary upon completion of Class Project.

*Student Groups are encouraged to review the CCSS Clubs Policy, at* ***http://CamosunStudent.org/Clubs/Policy***



**CLUB MEMBERSHIP LIST**

This form **must** be submitted by **CLUBS** within the first 60 days of semester to be "*in good standing*".

**GROUP NAME: Semester:**

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| **#** | **Name** | **Student Number** | **Email - please spell clearly!!!** |
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