

Utica College  
Student Senate

**Student Organization Registration Form - Fall 2011**

For an organization to maintain its recognized status and be recognized for funding purposes by the Utica College Student Senate, a registration form must be sent to [Plehmann@utica.edu](mailto:Plehmann@utica.edu), **no later than Monday, September 27**. The Utica College Student Senate will not fund any organization that has not registered with this completed form by the due date indicated and does not have a current constitution on file with the Dean of Students office.

**CHECK ONE:** ☐ **Continuing Club**    ☐ **New Club** (If new, must attach a constitution and meet with Dean of Students)

**Organization Name:** \_\_\_\_\_

**Faculty/Staff Advisor:** \_\_\_\_\_

**Advisor's Department:** \_\_\_\_\_

**Number of Members:** \_\_\_\_\_

<b>Officers</b>	<b>Name</b>	<b>cell phone #</b>	<b>UC email address</b>
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President: \_\_\_\_\_

Vice President: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Secretary: \_\_\_\_\_

**Please list the all other members of your organization on the back of this sheet**

By signing below, the President and Advisor of this organization agree that they have received information regarding Utica College policies addressing behavior that does not support the mission and values of Utica College, such as hazing, nonconsensual sexual activity, and bias related offenses. The officers of this organization are responsible for ensuring that this organization does not engage in any behavior that violates these policies. The advisor(s) will reinforce these concerns with the organization's officers and members. If the organization or any member of this organization are found to be responsible for having violated these policies, all penalties as described in the Utica College Student Handbook and other College publications will apply, which may include withdrawing permission for this organization to function at Utica College.

The Utica College Student Senate requires the signature of the President and Financial officer for verification of monetary transactions. (Note these are the only officers who can sign for funds from the Utica College Student Senate).

President: \_\_\_\_\_

Financial Officer: \_\_\_\_\_

Faculty/Staff Advisor: \_\_\_\_\_

Return this form to the Student Senate office or to the Dean of Students office  
by 5:00 P.M. on Monday, September 27.

<b><u>Late penalties:</u></b>	<b>1 day... -10%</b>	<b>2days...-20%</b>	<b>3 days... -40%</b>
	<b>4 days... -80%</b>	<b>5 days... Zero Funding</b>	

***NOTE: On the back, please PRINT the names of the members of your organization.***

**In the spaces below, please PRINT NEATLY the names of the members of your organization. The information below is entered into a database that is used for some award selections. Student ID# is very helpful for this input.**

Name

[illegible]