2015-2016
As an officially recognized organization by the Florida Memorial University Student Government Association, our organization has read and understands the following rights and privileges stated in our student handbook:

1. The Use of the University’s name in accordance with the name of the organization or service club.

2. Use of the University facilities in accordance with the policies governing them.

3. Solicitation of members on campus.

4. Listing of the organization in the official publications of the University.

5. Right to request use of campus mailboxes, if available.

6. Use of the University’s Lifestyles Monthly Calendar which is the master calendar outlining official events being held in and around the campus community, sanctioned bulletin boards (etc.) used to publicize events and activities. (Managed by the Office of Hospitality).

Listed Below are the procedures that need to be followed in order to complete the Organization Contract/Renewal Packet:

All Organizations must:

- Be in good academic and social standing with the university.
Complete the attached Organization Contract/Renewal Packet in its entirety.

Pay organizational fee of $75.00 to the Bursars Office for a year. Deadline for organizational fees is Friday, September 11th, 2015 by 5:00 pm.

Submit a color copy of your Shield, Crest of Insignia on 8” X 11” glossy paper.

Complete 75 community service hours, to remain active for the year.

Submit the names of two members of your organization that will serve in the Student Government Association (SGA) Student Senate (Mandatory). These individuals must have a 2.5 Cumulative GPA.

Submit your official constitution and bylaws (Mandatory).

Submit a FMU faculty/staff to serve as your campus advisor whom will be present at your events and oversee the overall functions of the organization. Complete the attached advisory agreement in its entirety.

Perform 3 events per semester, a total of 6 events for the academic year.

Failure to complete the application in its entirety, perform all community service hours, and all events for the semester can result in your organization’s inactive status.

All of the required items must be submitted to the office of the SGA by September 11th, 2015 at 5:00 PM. Failure to meet the required deadline will incur a late fee of $35. Late registration ends on September 16th, 2015 at 5:00 pm, absolutely NO FEES will be accepted after this date.

“Student Organizations play a vital role in helping students become productive citizens in a democratic society that functions through decision-making and problem solving. Each organization and service club is an integral part that drives the University towards a quality education for all students as well as service to all mankind. Participation in these various organizations gives the student an opportunity to develop a sense of awareness in a community that emphasizes these values.”

If you have any questions, or desire further information, contact the office of Student Government Association at (305) 626-3717.

Sincerely Yours,

Wesley Strapp
Vice President 2015-2016
wstr0925@fmuniv.edu
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Name of Organization:

_________________________________________________

Chapter:

_________________________________________________

Members in Organization:

_________________________________________________

Executive Board

President’s Name:

_________________________________________________

Residence Hall/Room Number:

_________________________________________________

Cell Number:

_________________________________________________

Home Number:

_________________________________________________

Email Address:

_________________________________________________
Vice President:
_________________________________________________
Residence Hall/Room Number:
__________________________________________
Cell Number: _______________________________________
Home Number: _______________________________________
Email Address: _______________________________________

Senator:
_________________________________________________
Residence Hall/Room Number: _________________________
Cell Number: _______________________________________
Home Number: _______________________________________
Email Address: _______________________________________

Alternate Senator:
_________________________________________________
Residence Hall/Room Number: _________________________
Cell Number: _______________________________________

Home Number: ________________________________________

Email Address: ________________________________________

**Faculty/Staff Advisor:**

____________________________________________________

Building/Office: _______________________________________

Cell Number: _________________________________________

Office Number: ________________________________________

Email Address: _________________________________________

**2nd Advisor:**

____________________________________________________

Building/Office: _______________________________________

Cell Number: _________________________________________

Office Number: ________________________________________

Email Address: _________________________________________
Organization/Service Club Bio Sheet

The Student Government Association would like to keep accurate information on each organization and service club. Please use the space provided to tell us about your organization, including its history, purpose, principles, founding date, colors, mascot and members. Also, feel free to include or attach any additional information you feel is important for the Student Government Association to know about your Organization.

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Organization Contact Sheet

Secretary: ___________________ Telephone #: ____________________

Treasurer: ___________________ Telephone #: ____________________

Chaplain: ___________________ Telephone #: ____________________

Events Chair: ___________________ Telephone #: ____________________

Roster of Members (PLEASE PRINT):

_________________________  ______________________

_________________________  ______________________

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Please note that all organizations are required to have representation at these meetings, through the assigned senators.

Please see the *Rules and Regulations of the Senate* for further details.

**Senator Registration 2015-2016**
(Please Print in Black or Blue Ink)

Name of Organization (Do not abbreviate):

_____________________________________________________

Name of Senator:

_____________________________________________________

Signature __________________________________________ Date: _____________________

Name of Alternate Senator:

_____________________________________________________

Signature __________________________________________ Date: _____________________
Senators are required to attend Senate meetings. An organization shall become inactive for the following semester if its representing Senator has two unexcused absences. If at any time the senators of this organization changes during the 2015-2016 academic school year, this form must be re-submitted to the Senate President with the updated information immediately.

**SENATE MEETING DATES**

Senate meetings for this Academic year 2015-2016 will be held every other Monday at 8:00 pm FIU/FMU auditorium, unless state other ways by the President of the Student Senate.

Please keep in mind that the dates are subject to change.

**Monday August 24th, 2015 8:00pm** - Welcome Back / Meet and Great (Rules, Procedure, Dates, Events, New and Old Business for the Year)

**Monday, September 7, 2015** - Labor Day (NO Meeting)

**Monday, September 21, 2015** - Senate Meeting Day

**Monday, October 5, 2015** - NO Meeting / Beginning of Midterms

**Monday, October 19, 2015** - Senate Meeting Day

**Monday, November 2, 2015** - Senate Meeting Day

**Monday, November 16, 2015** - Senate Meeting Day

**Monday, November 30, 2015** - Senate Meeting Day