

FORMATION OF A SPORT CLUB
University of Northern Iowa
Wellness and Recreation Services
wrs@uni.edu

All Sport Clubs at UNI must be approved and recognized by Wellness and Recreation Services. Sport Clubs are governed by the guidelines established for all UNI student organizations and by Wellness and Recreation Services. New Sport Clubs, in the development stages, must observe the following guidelines:

- Meet initially with the Sport Club Coordinator to present interest in club formation and to discuss opportunities.
- Secure a faculty or staff member who is willing to serve as an advisor to the Sport Club.
- Hold an organizational meeting with students to determine interest, share ideas and explore plans.
- Develop a constitution and by laws, which define offices, officer duties, club membership status and dues, committees, meetings, and other guidelines appropriate for continuity and success of the Sport Club.
- Consult with the Sport Club Coordinator about procedures for financial matters, field/facility usage, travel, scheduling, club members' behavior, equipment/uniform policies, and other considerations necessary for establishing a Sport Club.

The following items must be **provided prior to receiving provisional recognition.**

- Proposed constitution and by-laws
- List of offices, officers, and club members
- Selection and approval of faculty/staff advisor
- A statement of proposed activities for the school year

Provisional recognition will be granted to allow the club to function for one year in preparation for full recognition. Subject to applicable guidelines, provisional status allows the club a) to use the University name, b) to request use of University facilities/fields, and c) to solicit donations or sponsor fund-raising events.

