NEW STUDENT ORGANIZATION APPLICATION

School of Physical Therapy – Student Affairs

University of the Incarnate Word 9160 Guilbeau CPO #412 San Antonio, Texas 78250 (210) 283-6948

dptstudentaffairs@uiwtx.edu

STATEMENT OF COMPLIANCE & APPROVAL OF REGISTRATION

No organization shall discriminate in membership or activities on the basis of race, creed, gender, sexual orientation, age, national origin and/or handicap. Purposes and activities of a registered student organization must not conflict with the purposes and regulations of University of the Incarnate Word, including its mission. All officers of the organization must be registered students. A majority of the members of a registered student organization must be registered University of the Incarnate Word full or part-time students. Participation of faculty and staff is encouraged. Failure to follow all applicable campus, state and/or federal policies, procedures, or statutes may result in the suspension or loss of any or all benefits as a registered student organization.

Review the following guidelines for starting a new student organization:

- 1) Meet with the SoPT Office of Academic Success and Student Affairs to review the approval process and application materials.
- 2) Necessary paperwork must be completed and/or revised if necessary: New Student Organization Application, Constitution and Bylaws, Student Membership Roster and Agency Account Authorization.
- 3) An advisor must be selected among the faculty or staff of the SoPT.
- 4) At least five (5) student members must be listed on the Student Membership Roster.
- 5) The purpose and activities of the organization must be in line with the mission of the University.
- 6) New Student Organizations are approved by the Assistant Dean for Academic Success & Student Affairs at the School of Physical Therapy.

Student Organizer Name	Signature			Date
Faculty/Staff Advisor Name	Signature			Date
Assistant Dean - Academic Success & St	udent Affairs	 Date	Approv	ed/Denied

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Name of Organization: Abbreviation: Academic Athletic Category: (check one) ____ Greek ____ Multicultural ____ Professional Honors _____ Special Interest _____ University Sponsored ____ Service Purpose of the Organization: _____ Activities and Events: _____ **Membership Requirements** (If applicable, list GPA, classification and/or credit hour requirements) Amount of Dues: \$ _____ How often are dues collected? _____ **Meeting Information** We meet: (Circle response) Weekly Bi-Weekly Monthly Day of the Week: _____ Time: ____ Location: ____ When are elections held? **Application Checklist**: (submit paperwork in the following order) _____ New Student Organization Application ____ Constitution & Bylaws ____ Student Membership Roster _____ Agency Account Authorization _____ Advisor Appointed ______

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* * * Organization officers are required to be in good standing with a minimum 2.50 GPA * * *

Student organization officers agree and accept the rights, responsibilities and privileges associated with being a registered student organization at the University of the Incarnate Word. Officers further agree to uphold all the policies of the University of the Incarnate Word. The Office of Academic Success and Student Affairs reserves the right to access grade point averages from the Office of the Registrar to determine officer eligibility.

<u>President</u>		
Name:	Student ID:	
E-Mail Address:	Phone:	
Local Mailing Address:		
<u>Vice President</u>		
Name:	Student ID:	
E-Mail Address:	Phone:	
Local Mailing Address:		
<u>Treasurer</u>		
Name:	Student ID:	
E-Mail Address:	Phone:	
Local Mailing Address:		
<u>Secretary</u>		
Name:	Student ID:	
E-Mail Address:	Phone:	
Local Mailing Address:		
On-Campus Advisor (REQUIRED - must be a UIW faculty/staff/administrator)		
Name:	Faculty/Staff ID:	
University Title:		
E-Mail Address:	Phone:	
Department:	Campus CPO #	
<u>Off-Campus Advisor</u> (If applicable)		
Name:		
E-Mail Address:	Phone:	
Local Mailing Address		