

## SPORT CLUB APPLICATION FORM

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### 1. Compliance Requirements

Club Name: \_\_\_\_\_

Sport: \_\_\_\_\_

Member(s) Applying for Designation: \_\_\_\_\_

Each applying sport club must check that they adhere to the following requirements.

National Governing Body: \_\_\_\_\_

Does the organization require dues or licensing?  Yes  No

Please explain any additional membership information or requirements:

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Registered with the Department of Student Leadership & Involvement. All applicants must have been designated a registered organization for at least 2 consecutive semesters.

Date of filing as an Registered Organization: \_\_\_\_\_

Duplicate club or redundancies: The Intramural Sports and Sport Clubs Program encourages a diversity of sports and sport clubs, not duplicate clubs. Please explain how your club differs from other clubs that may appear similar in name or structure (attach additional documents if necessary)

\*The SCEC and Intramural Sports and Sport Clubs staff reserve the right to determine club similarities and redundancies.

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Constitution: Please submit the most up-to-date club constitution.

Budget: The club must have the ability to identify and articulate their potential to generate the revenue necessary for club operation.

Please submit an example of an annual budget including all operational/special event costs and revenue generating plans.

# SPORT CLUBS

## 2. Club Information and Background

Please provide the following information for your club:

Club Vision Statement:

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Mission Statement:

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Club Goals:

List club goals, specific to the current and/or upcoming school year as well as those applicable to the longevity of the club.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

## 3. Leadership and Member Information

Provide the following information for both officers and club members. Please remember that all officers must be matriculated students of the University of Utah. SLI requires a minimum of 3 student officers for each club.

All sport clubs must have a minimum of 6 active members of their club.

Officers:

Office	Name	Year in School
President		
Vice President		
Treasurer		
Safety Officer*		
Secretary*		

\* Not a required position to be filled but recommended



# SPORT CLUBS



## 4. Competition/Instructional Information

Club Competition and Travel:

All clubs must compete in intercollegiate competition at least once per year. Please indicate your club's regular season opponents or other scheduled competitions. You may attach your season schedule separately.

Opponent:

Location:

Date:

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Does your club plan to host events on campus?  Yes  No

The Sport Clubs program encourages clubs to host and run events on campus, which include regional or national tournaments. These events require advanced planning with the Intramural Sports and Sport Clubs program office and additional requirements may apply. Please list which opponents will be visiting and the Campus Recreation Services facilities which will be required.

Opponent:

Location (e.g., Field, Room#):

Date:

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Practice Facility Request:

Indicate, in detail, which Campus Recreation Services facilities will be required for routine club practices.

Location (e.g., Field, Room #):

Days/Times:

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Is your club represented as a University of Utah Athletics Varsity team?  Yes  No

# SPORT CLUBS



## 5. Application Interview

To become a Sport Club with Campus Recreation Services, all organizations must prepare a short presentation to the Sport Club Executive Council (up to 10 members) and other Campus Recreation Services Professional Staff.

This formal presentation should demonstrate the following:

- The nature/background of the activity
- The entire club roster
- The 3 officers for the club and their respective positions
- The process of leadership transition beyond current members
- The marketing strategy for recruitment and retention
- The practice location(s) and any specific needs
- How the potential practice spaces will be utilized (a practice itinerary)
- The club's benefits of being designated a Sport Club
- Data to support the club's financial stability
  - An operational budget from the previous year of the club's existence, showing how the club has/is going to generate revenue and how those funds will be managed/used
- Coaching credentials if applicable
- Documentation from your league and national governing body that states you have the ability to join or are an accepted member
- The club's use of Orgsync and the successful completion of all club forms
- List of other geographically relevant colleges and Universities you will be competing against
  - Your competition schedule for the inaugural year

The information presented will be taken into account by the Sport Club Executive Council and other Campus Recreation Services Professional Staff. Please be aware that the Sport Club Executive Council and Campus Recreation Services Professional Staff have final approval/denial of all groups. Reasons for the denial of the designation of a Sport Club may include, but is not limited to:

1. Proposed club does not meet the outlined qualifications stated on this form and within the Sport Club Manual
2. Proposed club does not properly represent the University of Utah student body or is not consistent with the purpose and philosophy of Campus Recreation Services and the University of Utah
3. Proposed club does not demonstrate compatibility with currently available resources (facility space, funding, and personnel)
4. Proposed club does not fit within the current competitive nature of the Sport Club designation or would better serve the student population in another circumstance.
5. Proposed club does not sufficiently show a current ability to operate as a Sport Club

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### ***Office use only***

Date/Time of Presentation: \_\_\_\_\_

Location of Presentation: \_\_\_\_\_

Reviewer(s): Name/Title

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# SPORT CLUBS



## 6. Agreement

The Sport Club Executive Council will place any newly recognized club on probationary status for one academic year with a review process following. At the end of the academic year, upon successfully completing the review process, the club may receive full recognition. Successful completion of the review will require the club to have followed all policies and procedures, submitted all required paperwork as scheduled and not been the subject of any disciplinary action.

\*By signing below, signatories certify they have completed the form and have done so accurately to the best of their knowledge, and also agree to all policies and procedures as outlined by the Sport Club Manual.

**President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Vice President:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Treasurer:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

If you have any further questions about the Sport Club application process, please contact the Manager of Intramural Sports and Sport Clubs at (801) 585-8732 or email [Jacob.myers@crs.utah.edu](mailto:Jacob.myers@crs.utah.edu)

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### **Office use only**

**Date Received:** \_\_\_\_\_ **Date Reviewed:** \_\_\_\_\_ **Notification Date:** \_\_\_\_\_

**Reviewer(s): Name/Title**

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Application Status:  Approved  Denied

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