

Club Sport Requirements

Club Information Sheet	Required at the beginning of EACH semester, and when there is any change in officers or other information. Must be typed and/or submitted electronically.
Club Roster Form	Required at the beginning of EACH semester AND updated as new members join. Must be typed and/or submitted electronically. Can be printed off in ImLeagues.
Confidentiality Form	Required at the beginning of the Fall semester and is valid for one academic year. Both the Student Leader and the Coach must sign.
Coach/Instructor Form	Required at the beginning of the Fall semester and is valid for one academic year. Must be completed and signed by the club team official and the prospective coach prior to the coach being allowed to work with the team.
Social Media Form	Required at the beginning of the Fall semester and is valid for one academic year. To be completed by the team leader.
Club Team Registration Form	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Release and Waiver	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Medical Emergency Form	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Code of Conduct	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Social Media Policy	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are

	listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Statement of Risks & Hazards	Required for each student athlete prior to them attending a try-out or practice with a club team, and for all who are listed on the roster. (valid for one academic year) Must be filled out in ImLeagues.
Equipment Inventory Form	Must be kept up-to-date by either the Student Leader or Coach.
Travel Roster & Trip Planning Form	Must be filled out and submitted to the Intramural office prior to traveling.
Visiting Team Waiver	Must be filled out by any team visiting our campus for a 'friendly', a clinic, or a game.
Accident/Incident Report	Must be filled out within 24 hours of any accident or incident occurring during a schedule event.
Summer Status Report	Must be filled out no later than May 1 st of each year by all club teams.

Each club team is also required to submit their procedures/methods for tryouts for their respective team and have them available for all students. Tryout dates should be posted and made public to all students either via fliers, email, or message boards in Felix and/or the Web.

All marketing must be pre-approved before posted and must have the required logos on it. Please submit all items in either a jpg, Microsoft Word or Publisher format.

All gear purchased for resale must be pre-approved and meet all University guidelines.

Each Club Team must select a Student Leader. The leader will be responsible and in charge of all affairs of their respective sport team. The excellence of your team depends upon your enthusiasm and leadership. The Student Leader should keep the Director apprised of all changes to the roster, player issues, coaching changes, etc. He/She is responsible for dissemination of any pertinent information concerning their team that is sent from the Director and or their Coach. The Student Leader will also be responsible for enforcing G.P.A. requirements of all players.

Club Teams are not required to register with Student Activities. A team may choose their level of involvement with Student Activities and respond accordingly to information received.