



NEW SPORT CLUB CHECKLIST

An individual may form a new sport club by following the steps listed below:

- Make an appointment with the Intramural Director to discuss the purpose and need for a new club sport.
- Schedule, conduct, and promote an organizational meeting to see how much interest there is in the club sport.
- Meet guidelines for becoming a recognized club team.
 - Must have at least 5 more than the required number of individuals necessary to play the sport. Or if an individual/dual sport, must have at least 10 individuals interested in joining the club team.
 - At the time of proposal, at least ½ of the students listed on the roster must have completed at least 24 credit hours and currently be enrolled in at least 6 credit hours.
 - At the time of proposal all persons listed on the roster must have an overall grade point average of 2.0 or above.
- Elect club officers and provide them with their respective job duties. The number and titles of all officers will be at the discretion of the club.
- Recruit a coach to assist with the team (optional).
- Have each individual listed on the roster complete all required paperwork listed in IMLeagues before being allowed to participate in practices and /or games. Each individual must also either upload a front and back copy of their insurance card or bring it to the Intramural office to be copied.
- Submit (and keep current), a Club Information Form, Social Media Form and Coach Agreement Form (if applicable) to the Department of Intramurals & Recreation. All forms can be found on the Club Sports website:
<https://www.fairmontstate.edu/falconcenter/fitness-activities/club-sports>

Once approved as a recognized Club Sport Team:

- Provide information on scheduled activities/events to the Intramural Office.
- Complete all required forms for off-campus games and visiting teams.