Club Sport Compliance Checklist  
Club Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Fully Completely Fall Paperwork ***10 points*** All required paperwork and forms sent out by the Coordinator or uploaded on EngageXU   * Fully Completed, 10 points   Beginning of Year Events ***10 points***   * Club Day, Aug 25th * Officer Training, August 22nd   Club Sport Council Meetings ***10 points***   * September 8th * September 22nd * October 6th * October 20th * November 3rd * November 17th * Spring (TBD)   Club Leadership Meetings with Dave. Clubs must be prepared with updated budgets and EngageXU pages prior to the meetings, ***10 points***   * Fall Semester (1)   President’s Meeting   * Spring Semester (1)   Consistently completing the travel form within 5 days of the game/event. The submission must be full of accurate and complete information.   * On-Time, 10 points * Often On-Time, 5 points | End of the Semester Reports ***10 points***   * Fall Semester due December 3th * Spring Semester due May 1st   Fundraising (Must provide a summary and show proof of how funds were raised.) ***10 points***   * > 50% of allocation, 10 points * > 25% of allocation, 2 points   Community Service (Must provide a summary and show proof of service hours completed) ***10 points***   * > 5 hours per club member, 10 points * > 3 hours per club member, 2 points   Good Standing: Clubs must be in good standing with the university in terms of code of conduct and fiscal responsibility, ***20 points***   * Considered good standing, 10 points * No Code of Conduct Violations, 5 points * Fiscally responsible, 5 points   **Point Totals: \_\_\_\_\_\_\_\_\_\_\_/100** |
| *Disclaimer: Club Sport Coordinator reserves the right to give points and deduct points as best seen fit.* | |