



**University of Alaska Anchorage
Student Club Update Form**

**Please fill in all information. Forms can be found at www.uaa.alaska.edu/clubs
Then print, collect signatures, and return to the Student Clubs and Greek Life Office in
Student Union room 210.**

We ask that you list the TOP FOUR executive officers for your organization. You must also include the member of your organization that will serve as your delegate to Club Council and information for your faculty or staff advisor.

Name of Organization	Date
E-mail address for organization	

By signing, you understand and consent to 1) give duly authorized representatives of the Student Clubs and Greek Life Office permission to check your academic record to determine your eligibility to be an officer in a registered student club; and 2) if you are the Treasurer or President, the possibility that you could be held personally liable for any financial commitments you make in the name of the organization if the organization is unable or refuses to remit payment for an outstanding debt.

President	Signature
Student ID #	

Vice President	Signature
Student ID #	

Secretary	Signature
Student ID #	

Treasurer	Signature
Student ID #	

Club Council Delegate	Signature
Student ID #	



**University of Alaska Anchorage
Statement of Compliance**

**Please fill in all information and return to the Student Clubs and Greek Life Office in
Student Union room 210.**

I, _____, of the _____
at the University of Alaska Anchorage do hereby affirm to the University of Alaska Anchorage that the student club represented by my signature does comply with the following policy on membership in Student Clubs adopted by the Board of Regents of the University of Alaska: *In recognition of the value of broadening student educational, social, cultural, recreational, and leadership experiences and opportunities for personal growth, the University of Alaska will provide opportunities for the establishment of student organizations around common goals and objects (P09.07.010.A).*

It is the policy of the Board of Regents of the University of Alaska that recognized student clubs shall not deny membership to any student on the basis of race, age, color, religion, national origin, gender (excluding Greek fraternities and sororities and Sport Clubs organizations), disability, sexual orientation, veteran status or disability.

All recognized student clubs shall affirm to the University that their membership selection policies and procedures are in compliance with this policy. In case of regional, national, or internationally affiliated groups, the University of Alaska Anchorage chapters must affirm to the University that membership selection policies and procedures of the parent organization do not require the chapter to unlawfully discriminate on the basis of race, age, color, religion, national origin, gender, disability, sexual orientation, veteran status or disability.

Liability Coverage

I acknowledge that as a club officer or individual member of a University of Alaska Anchorage student club, I may not be protected from liability by the university of Alaska Anchorage, the Board of Regents of the University of Alaska System or the State of Alaska while participating in any student organization activity(ies).

President's Signature

Date

Board of Regents Policies referenced from: <http://www.alaska.edu/bor/policy/policy.xml>
08/2008



**University of Alaska Anchorage
Student Club Faculty/Staff Advisor Agreement Form**

A primary advisor is required of every recognized student club. If we are unable to contact the student leadership, we will contact the primary advisor directly with any questions/concerns. The primary advisor will also be listed for public access. A secondary advisor is allowed and would be contacted in the event that the primary advisor is unavailable. A secondary advisor will not be granted permission to authorize account expenditures.

The following criteria must be met to be a faculty/staff advisor for a Registered Student Club at the University of Alaska Anchorage:

1. Full-time or part-time Faculty, Administrative Professional or State Classified staff member. If the act of advising a student club falls outside of the scope of employment written permission from supervisor must accompany this agreement.
2. Actively participate in the organization and regularly attend meetings of the organization.
3. May not perform the role of Student Club Advisor during sabbatical leaves.

Statement of Commitment and Consent: I, the advisor, have read and understood the rules and regulations pertaining to registered student clubs in the Student Clubs Information Guide for Registration and Recognition, and affirm that the information contained on the attached registration forms are true and correct to the best of my knowledge. I have agreed to be the faculty/staff advisor to the organization listed below for the 2010 – 2011 academic year. Further, I acknowledge that the officers listed on the Registration Form are the official representatives of this organization.

Liability Understanding: As a University of Alaska Anchorage (payroll) employee, you may have liability protection if you are acting within the scope of your assigned duties and are not acting willfully or wantonly. If you have any specific questions about liability protection, please contact your department or division's designated Human Resource Services Representative.

Financial Account Understanding: UAA's registered student clubs can maintain a Student Club Financial Account. Any monies deposited into a Student Club Financial Account are considered State money (regardless of where the money originated) and must be spent per State rules and regulations. No University allocated funds may reside in a non-university financial account.

Instructions: Please print, sign, and return the following page to the Student Clubs and Greek Life Office in Student Union room 210.



Name of Organization

Primary Faculty/Staff Advisor's Name
UAA Title
Campus Mailing Address
Office Phone Email Address
Advisor's Signature

Secondary Faculty/Staff Advisor's (If applicable) Name
UAA Title
Campus Mailing Address
Office Phone Email Address
Advisor's Signature

If you have any questions about advisor responsibility or University policies and procedures, please contact the Student Clubs and Greek Life Office at 786-1385.