

**Florida State University
Panama City**

**Registered Student Organization
Re-Registration Packet**

Organization: _____

Semester/Year: _____

To be completed by September 15th each year or at the point an inactive organization intends to become active again.

Form Checklist:

Registration Application

RSO Officer Semester Update

Membership Roster

Release From Liability and Statement of Voluntary Consent Form

Hazing Policy Statement of Compliance

If any changes have been made to the Constitution and/or By-Laws, an updated version must be included with this Re-Registration Packet

**FLORIDA STATE UNIVERSITY
PANAMA CITY**

REGISTRATION FORM

Organization Name _____

Mailing Address _____

Email/URL (optional) _____

OFFICERS

President _____

Vice President _____

Secretary _____

Treasurer _____

Advisor _____ Phone _____

TOTAL NUMBER OF MEMBERS (at time of registration/re-registration) _____

1. What is the purpose of your organization?

2. What are the membership requirements? On what basis are members selected? (e.g., grades, interest, vote of members major, etc.)

3. GPA required: _____

4. When are officers elected? _____

5. What is their term of office? _____

6. Type of Organization (check one):

Academic Honorary Recreational Social
Departmental Leadership Religious Professional
Fraternal Other (specify) _____

6. This organization is: Local State National

7. Meetings: Day _____ Time: _____

Place: _____ How Often: _____

8. Will this organization regularly or annually sponsor any activities? Please note the month(s) in which you plan to schedule these activities?

9. a) Are dues assessed? _____

b) If yes, how much is charged annually? _____

c) How much benefits the local campus organization? _____

d) Where are the dues deposited? _____

e) State purpose of such dues: _____

10. a) Does the organization receive money from any source other than dues? _____

b) If yes, name the source(s) _____

c) State the annual amount(s) _____

d) Where are the funds deposited? _____

e) State the purpose of such funds: _____

Signed: _____

Date: _____

Title: _____

Semester/Year _____

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Statement of Compliance

No organization shall discriminate in membership or activities on the basis of race, creed, sex, age, national origin, handicap or the inability to pay dues.

Purposes and activities of registered student organizations must not conflict with the purposes and regulations of Florida State University, Board of Regents policies or with state or federal laws.

A majority of the members of a registered student organization must be registered Florida State University students. Participation of faculty and staff is encouraged.

I certify all of this information to be true and that this organization complies in policy and practice with the rules governing registered student organizations.

President:
Signature _____ Date _____

Vice President:
Signature _____ Date _____

Secretary:
Signature _____ Date _____

Treasurer:
Signature _____ Date _____

FACULTY/STAFF ADVISOR INFORMATION

Name _____ Dept. _____

I have agreed to serve as Advisor to

(Name of Student Organization)

Signature _____ Date _____

Position _____ Phone _____

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FSU INITIATION AND HAZING POLICY

Pledge-education or new-member programs and activities must not interfere with the rights and activities of others and should always reflect the best interests of the members of the organization it represents and the university community as a whole. Initiation week activities should not interfere with or be detrimental to organization members' or prospective members academic performance. Initiation week activities, therefore shall not be scheduled during the week prior to or the week of final exams and shall no be referred to as "hell week."

The University strictly forbids hazing. Hazing for the purposes of this policy shall mean any action, activity, or situation which recklessly, negligently, or intentionally endangers the mental or physical health or safety of a person for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of the University, hereinafter referred to as "university organization."

Hazing shall include, but not be limited to forcing, requiring, or expecting pledges, associate members or prospective members (hereinafter referred to as "pledges") or initiated members of university organizations to participate in any of the following actions or activities:

1. Drinking alcohol or any other substances.
2. Using any drug, narcotic, or controlled substance.
3. Eating spoiled foods, raw onions, goldfish, or anything a reasonable person would not eat.
4. Dropping food or other substances (e.g., eggs, grapes, liver) into another person's mouth.
5. Tying a person to a chair, pole, anchor, tree, or any other object or to another person.
6. Causing Excessive fatigue through physical exercise or psychological shock.
7. Branding.
8. Paddling, whipping, or beating of any nature.
9. Performing calisthenics (e.g., sit-ups, push-ups, runs).
10. Pushing, shoving, tackling, or any other physical abuse.
11. Throwing anything (e.g., whipped cream, garbage, water, paint, eggs) at a person or group of people.
12. Exposing oneself indecently or appearing nude or in a way that is considered offensive by a reasonable person.
13. Subjecting a person or group of people to verbal harassment.
14. Calling people demeaning names.
15. Misleading pledges in an effort to convince them that they will not be initiated, that they will be hurt during initiation, or any other activity that would cause extreme mental stress.
16. Carrying items (e.g., shields, paddles, bricks) that serve no constructive purpose or that is designed to punish or embarrass the carrier.
17. Waking pledges, or initiated members at odd intervals or permitting fewer than six continuous hours of sleep each night.

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18. Conducting activities that do not allow adequate time for study.
19. Wearing apparel or accessories that are demeaning and not normally in good taste or wearing items that cause discomfort.
20. Defacing property (e.g., trees, grounds, buildings, cars, or other university or private property).
21. Stealing any property (e.g., trophies, composites).
22. Compelling a person or group to remain at a certain place or transporting a person or group anywhere without their consent (e.g., road trips, kidnappings).
23. Assigning or endorsing pranks (e.g., stealing, panty raids, harassing another organization).
24. Engaging in public stunts, buffoonery, or other embarrassing activities.
25. Yelling when entering, traveling through, or leaving any public building.
26. Intentionally “trashing” any area for the purpose of annoying others or for having others clean the “trashed” area.
27. Preventing pledges from talking for an extended period of time for no constructive purpose.
28. Having pledges perform personal chores or errands.
29. Blindfolding and parading individuals in public areas, blindfolding and transporting in a motor vehicle, or privately conducting blindfolding activities that serve no constructive purpose.
30. Answering telephones or doors with a prescribed chant, riddle, song, or rhyme.
31. Allowing pledges to use only a particular door when entering or leaving any building or to use only a certain stairway within a building.
32. Conducting “interrogations” or any other non-constructive questioning.

For the purpose of this code, any activity as described above upon which the initiation or admission into or affiliation with a university organization is directly or indirectly conditioned shall be presumed to be a forced activity, the willingness of an individual to participate in such activity notwithstanding.

Any person suffering or witnessing a hazing activity is encouraged to report the incident to appropriate university officials in the Office of the Dean of Students.

The principal officer of each university organization shall be responsible for informing pledges and initiated members of the University Hazing Policy.

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HAZING POLICY STATEMENT OF COMPLIANCE

As part of the re-registration requirement, all student organizations must submit a signed Hazing Policy Compliance Form to the SGC/RSO Program Associate in Room 310 of the Barron Building, by September 15th of each year.

In addition, a new form must be submitted after each presidential election or appointment. Failure to do so may result in withdrawal of University recognition.

HAZING POLICY AGREEMENT

I _____ have read and understand the University Hazing Policy and assume responsibility for informing all members and initiates/pledges about the policy. All activities sponsored or required by our organization are in compliance with this policy.

Signature of President

Date

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INSURANCE CLARIFICATION STATEMENT

In accordance with State law and policy, Florida State University is unable to provide insurance covering any student organization or activity, other than for officers of the Student Government within the scope of his/he office. Approval by the Student Government of a student organization or activity does not establish State or University liability coverage for that organization or activity. Funding from Student Activity & Service Fees does not establish State or University liability coverage for that organization or activity. Registering with Student Government and becoming a Registered Student Organization is not recognized by the State of Florida Self Insurance Trust Fund and does not establish State or University coverage under the University's coverage with that Fund.

I, _____ of
(Name & Office Held)

(Registered Student Organization)

fully understand that Florida State University has no insurance covering the activities of my organization. If my organization chooses not to purchase commercial insurance coverage for its activities, I fully understand that my organization will be held fully liable for its activities and any claims, which may result, will be against my organization and its officers and members. I understand that Florida State University cannot defend the activities of my organization under its present insurance coverage or defray the costs of defending any lawsuit or claim against my organizations, its officers or members.

Understanding fully the above, I, on behalf of _____
(Registered Student Organization)

hold the State of Florida, Florida state University, the Florida Board of Regents, their officers and employees harmless for any claims caused by the activities of my organization.

Furthermore, I fully understand that it is my responsibility to inform the members of my organization regarding the content of this document.

Signature of RSO President: _____ Date _____

Approved for Florida State University: _____ Date _____
(Director of Student Affairs)

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RSO OFFICER SEMESTER UPDATE

To be turned in EACH Semester and at any time officers change

Total # of Members: _____ Total # FSU PC Students: _____

PRESIDENT:

Name: _____

Current Term Ends : _____ Mailing Address: _____

Phone: _____ Email Address: _____

VICE PRESIDENT:

Name: _____

Current Term Ends : _____ Mailing Address: _____

Phone: _____ Email Address: _____

SECRETARY:

Name: _____

Current Term Ends : _____ Mailing Address: _____

Phone: _____ Email Address: _____

TREASURER:

Name: _____

Current Term Ends : _____ Mailing Address: _____

Phone: _____ Email Address: _____

ADVISOR:

Name: _____

Current Term Ends : _____ Mailing Address: _____

Phone: _____ Email Address: _____

President Signature: _____	Date: _____
Advisor Signature: _____	Date: _____

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RELEASE FROM LIABILITY AND STATEMENT OF VOLUNTARY CONSENT

**** This form must be completed at the onset of each academic year and
at the point that new members are added to the organization.****

In consideration of my participation in: _____

(Description and designation of activity)

and for other good and valuable considerations received by me, receipt of which I hereby acknowledge, I the undersigned, having actual knowledge and conscious appreciation of the particular dangers involved in the activities described herein, including, but not limited to, those risks which are peculiar to this type of activity; do hereby voluntarily consent to my participation in the aforementioned activity and assume any and all risks arising there from.

I hereby declare and represent that in making, executing, and giving this release and statement of voluntary consent, I understand and acknowledge that I am relying wholly upon my own judgment, belief and knowledge of the circumstances involved in my participation in the described activity, and that I have read this statement, understood its contents, and executed it of my own free will and choice.

Signature

Date

Print Name Legibly

Signature	Date	Print Name Legibly

Print as many of these pages as needed

This form is designed for use by Registered Student Organizations and other activities of the Student Government at Florida State University Panama City. The form must be completed and signed by all participants and given to the SGC/RSO Program Associate Rm. 310 Barron Building, **prior** to the activity.

NOTE:

The Florida State University disclaims liability for any damage or injury, which may arise out of the activity described above.

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RSO Membership Roster

Organization: _____ Semester / Year: _____

Name – please print	Mailing Address	City	State	Zip Code	Phone Number	Email @my.fsu.edu

Print as many of these pages as needed.
When new members join, please add this sheet to other month reports.