



# Chartered Club/Organization Contract Agreement Form

This agreement certifies that \_\_\_\_\_ will conduct itself according to the following statements, in exchange for the privileges given to chartered organizations as stated in the Policy Toward Chartered Organizations. Should an organization abuse its privileges or should a complaint be filed with the Assistant Director of Student Center and Activities, a hearing will be held and a decision made as to whether the organization's chartered statues should be revoked for the remainder of the academic year.

The organization agrees to:

- Act in a manner consistent with the student bill of rights and mission statement of St. Catherine University;
- File an end-of-semester report of its activities with Student Center and Activities;
- Accept full responsibility for any bills incurred, with the understanding that the University will not in any way be liable for bills or other action of the organization;
- Uphold the privileges and policies of the University and the Senate;
- Not sponsor any events or activities that will be detrimental to the university community, as determined by the Student Senate;
- Assure that its members will actively participate in events or activities that it sponsors;
- Update the Assistant Director of Student Center and Activities when changes occur in rosters, contact information, governing documents, etc.;
- Maintain a full-time faculty/staff member as an advisor;
- Have a minimum of 5-7 members; officers must maintain a cumulative 2.0 gpa to hold office;
- Check their organization's mailbox in the Student Organization Center once per week;
- Attend club leader's meetings; and
- Receive prior approval from the Dean of Students to distribute publications or promotional materials off-campus utilizing the University's name or seal.

**We understand that our organization and all of its members must comply with the aforementioned responsibilities when chartered as a student organization at St. Catherine University. We have read the previous policies and procedures and ensure that our organization will adhere to them. We submit this application and request for chartered status as a student organization at St. Catherine University.**

\_\_\_\_\_  
Signature of President/Chair of Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Additional Officer

\_\_\_\_\_  
Date

## OFFICE USE ONLY

The above listed organization has in fact been granted such a charter by the Student Senate and Dean of Students and is therefore, eligible for the rights and responsibilities of such organizations as stated in this agreement and in the Policy Toward Chartered Organizations.

Senate Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Senate President: \_\_\_\_\_ Date: \_\_\_\_\_

Organizational Affairs Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Assistant Director: \_\_\_\_\_ Date: \_\_\_\_\_

Continuing approval by the Dean of Students is contingent upon the compliance with college guidelines and policies include Chartered Club/Organization's use of the University's name and seal.

Dean of Students: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return to the Student Center and Activities office, Coeur de Catherine 270**