The University of Alabama at Birmingham
Office of Student Leadership
Hill University Center, Room 440
Phone: 934-8020 Fax: 975-6956
Birmingham, Alabama 35294-1150

Renewal Form for Recognition As A Student Organization

Proposed Name of Organization: ______________________________________________________

Membership qualifications: __________________________________________________________

For publication purposes, tell us about your organization (50 words or less): __________________________________________________________

Faculty Advisor: _____________________________________________________________
Advisor Address—campus plus zip _____________________________________________________
Advisor Address (campus & street): __________________________________________________
City/ State/ Zip __________________________________________________________________
Telephone Number & Fax: __________________________________________________________
Advisor’s Email Address ____________________________________________________________

President: ______________________________________________________________________
President Address __________________________________________________________________
City/ State/ Zip ___________________________________________________________________
Telephone Number Fax ______________________________________________________________________
President’s Email Address __________________________________________________________

Number Currently in Organization: __________________________________________________

When do you elect officers: ____________________________________________________________

Contact person for membership information: ________________________________________________

Is your membership made up of undergraduate or graduate students? (check one please)
Graduate ______ Undergraduate ______ Both ______

Please complete the following information:

<table>
<thead>
<tr>
<th>Name</th>
<th>SSN</th>
<th>Classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>President: ____________________________</td>
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<td></td>
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<tr>
<td>Vice-President: ________________________</td>
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<tr>
<td>Secretary: ____________________________</td>
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<tr>
<td>Treasurer: ____________________________</td>
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</table>

Please check accordingly.

Most current copy of organization constitution and by-laws are attached.

No changes made to organization’s constitution and by-laws since last renewal. A constitution and by-laws will be forwarded, if not found in database.
3. UAB shall not be responsible for injuries or damages to persons or property resulting from the activities of student organizations or for any debts or liabilities incurred by such organizations. Student organizations shall be responsible and liable for the conduct and actions of each member of the organization while acting in the capacity of a member or while attending or participating in any activity of the organization.

4. Organizations which violate UAB regulations are subject to disciplinary action as outlined in the Student Handbook, Direction. Disciplinary action will be determined by UAB Non-academic Judicial Affairs Officer. Such action may include, but not be limited to:
   a. Limitation of privileges
   b. Social probation for the organization
   c. Temporary suspension of the organization’s activities
   d. Withdrawal of recognition of the organization
   e. Community service hours

5. Pursuant to the policy of the University, no lease or other agreement affecting real property for a period in excess of one year or for rental in excess of $12,000 per year shall be entered into between the University and an organization without the approval of the Chancellor and the Board of Trustees or their designees.
POLICY STATEMENT
THE UNIVERSITY OF ALABAMA AT BIRMINGHAM
DIVISION OF STUDENT AFFAIRS

Subject: Conditions of Maintaining Recognition for Student Organizations

Source of Policy: Office of Student Life

Supersedes Policy: SA VII-005; 8/1/88

Recommended by: Director of Student Programs
       Date: 5/25/01

Approved by: Assistant Vice President for Student Life
       Date: 5/30/01

Approved By: Vice President for Student Affairs

Conditions for Maintaining Recognition for Student Organizations

1. Recognition status of a student organization shall be subject to an annual review by UAB.

2. Recognition status shall be contingent upon the organization's demonstration of compliance with the following conditions. The organization must:
   a. Continue to meet all of the requirements for initial recognition identified in SA VII-003.
   b. Adhere to the purposes, goals, and objectives as stated in the approved constitution and bylaws.
   c. Remain in compliance with all UAB rules and regulations and federal, state, and local laws.
   d. Submit all changes in the constitution and bylaws for approval to the Office of Student Leadership (HUC 440).
   e. Maintain a current list of officers and advisers with the Office of Student Leadership (HUC 440). Provide, upon request, to the Office of Student Leadership a list of all members, except for "just" cause.
   f. The Assistant Vice President for Student Life will hear appeals for exceptions to this policy.
   g. Properly schedule all sponsored events that are held on campus through the appropriate scheduling office.
   h. Maintain email addresses for the organization president and adviser that must be checked weekly.
   i. Participate in a minimum of one UAB Day coordinated by the Office of Undergraduate Admissions.
   j. Participate in a minimum of one New Student Orientation (freshman or transfer) during summer term.
   k. Have at least one member attend a student organization orientation conference per calendar year coordinated by the Office of Student Leadership.

NOTE: Organizations existing within Optometry, Medicine, Dentistry and select graduate level programs may be exempt from i.-k. above. Organizations must receive an exemption from these items through the UAB Office of Student Leadership. Contact 934-8020 with questions.