

# LSUA Student Organization 2016-2017 Registration Form

Organization is:  Re-Registering  New

Name of Organization: \_\_\_\_\_

Category—please check only one (see category description on reverse side)

Academic/ Professional     Honorary/ Honors Society     Recreational/ Sport     Spiritual/ Religious

Arts, Entertainment & Publications     International     Social Issue     Fraternity/ Sorority

National Cultural     Special Interest     Governance/ Advisory Board     Political

Contact Name: \_\_\_\_\_  
President/ Chairperson

Contact Phone: \_\_\_\_\_

Organization's Email: \_\_\_\_\_

Organization's Website: \_\_\_\_\_

Total # of Members: \_\_\_\_\_

Purpose of the Organization (taken from the constitution):  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\* Organizations are required to have a President, Vice- President and Treasures with a 2.0 LSUA GPA\*\*\*

President/ Chairperson \_\_\_\_\_ Signature \_\_\_\_\_ LSUA ID \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Vice President: \_\_\_\_\_ Signature \_\_\_\_\_ LSUA ID \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Treasure: \_\_\_\_\_ Signature \_\_\_\_\_ LSUA ID \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Advisor: Signature \_\_\_\_\_ LSUA ID \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

President/ Chairperson Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# LSUA Student Organization Alcohol Policy Compliance Form

Louisiana State University at Alexandria prohibits alcoholic beverages from being served at any campus sponsored events. This includes events sponsored by student organizations and Student Life. The following is an excerpt from the Student Handbook:

### ***Sale or Use of Alcoholic Beverages***

LSUA complies with all federal and state laws which regulate the sale and use of alcohol. The University neither condones nor shields from prosecution any individual found in violation of the Louisiana Alcoholic Beverage Control laws. The University does authorize alcoholic beverages on campus for sanctioned events complying with state law. This authorization is granted on a case-by-case basis for beer and wine only and must be obtained from the Chancellor. The University will adhere to all laws which prohibit drinking by underage individuals.

As an active student organization at LSUA, all members are expected to comply with all policies of the University, and student organizations will not be allowed to serve alcohol at events.

Please read the following statement and sign below:

I, \_\_\_\_\_ (name) as president of \_\_\_\_\_ (organization name), agree to adhere to the alcohol policies of Louisiana State University at Alexandria. I also agree to ensure that members of my organization will be made aware of and adhere to this policy. I understand that failure to comply with alcohol policies of the University will result in disciplinary action, including the removal of my organization from campus as a registered student organization.

Signature of President

Date

Signature of Advisor

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# LSUA Student Organization Diversity Statement

Admission to Louisiana State University at Alexandria (LSUA) and any of its sponsored programs is open to qualified individuals regardless of race, religion, sex, sexual orientation, national origin or disability.

All student organizations must be advised that, by law, official recognition will be gained only if the organization is in compliance with Title IX of the Civil Rights Act.

In the case of sports clubs, separate teams (men/women) when necessary, may be organized as long as equal opportunity exists for both sexes to form a team.

National Social Greek Organizations are exempt from Title IX requirements only as they relate to their status as single-sex organizations. These rights are reserved. However, it is the expectation of LSUA that Social Greek Organizations are open to qualified individuals regardless of race, religion, national origin or disability.

Honorary and profession organizations whose national organization is exempt from Title IX must furnish proof by letter from the national office.

LSUA believes that freedom of thought; innovation and creativity are fundamental characteristics of a community of scholars. To promote such a learning environment, the university has a special responsibility to seek cultural diversity, to instill a global prospective in its students, and to nurture sensitivity, tolerance, and mutual respect. Discrimination against or harassment of individuals on the basis of ethnicity, sex, religion, race, or disability is consistent with the purpose of the university.

By signing the form below, you will indicate that you understand the above expectations and that your organization is in compliance with Title IX. This form must be submitted with you Registration Packet.

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
President's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor's Signature

\_\_\_\_\_  
Date

# LSUA Student Organization Hazing Policy

In accordance with the purpose and philosophy of the Louisiana State University System, Louisiana State University at Alexandria (LSUA), and the laws of the State of Louisiana, which include the belief that true fraternalism can be nurtured only in an atmosphere of social and moral responsibility and that hazing is inconsistent with the responsibility of student organizations to conduct safe, constructive student education, and in order to eliminate the harmful practice of hazing, LSUA establishes this policy to be complied with by all student organizations, including, but not limited to Greek social organizations, clubs and athletic teams.

A. No student organization shall employ a program of student initiation/pledge education which includes "hazing".

B. Hazing shall be defined as:

1. Any action taken or situation created, whether on or off university property, which is life threatening to the individual; and
2. kidnapping, paddling, slapping, branding, burning with cigarette, or any such activities which are life threatening to the individual or intended to physically hurt the individual or humiliate the individual mentally.

C. Hazing may include, but is not limited to the following activities, when these activities are life threatening or intended to hurt physically or mentally humiliate an individual:

1. Physical exercise, scavenger hunts, road trips, any activity resulting in excessive fatigue, physical or psychological shocks;
2. Wearing apparel which is uncomfortable to the individual, or if worn publicly, is conspicuous or not normally in good taste;
3. engaging in public stunts or buffoonery, hair cutting, morally degrading or humiliating games or activities, giving of food or drink (alcoholic or nonalcoholic) which is distasteful or designed to provoke nausea or inebriation;
4. Any form of verbal harassment, any action or situation which subjugates an individual to a condition where he/she might tend to lose self-respect or suffer injury to personal or religious values;
5. Any activities which interfere with the students scholastic responsibilities; and
6. The use of obscenities and vulgarities in dress, language or action.

D. It shall be the duty of all current and prospective members to report immediately, in writing, any violation of this policy to the Director of Student Services, the Coordinator of Student Activities, and/or the University Police. Any alleged violation of this policy shall be investigated and appropriate disciplinary sanctions, as provided in the Code of Student Conduct will be imposed if the allegation is substantiated.

E. This policy shall be published annually in the Student Organization Handbook, and will be distributed in the Student Organization Recertification Packet every fall, to insure dissemination each year. The president of each organization will be required to certify that he/she has disseminated the policy to the members of his/her organization.

Please read the following statement and sign below:

**Revised October 2008**

## LSUA Student Organization Hazing Policy Compliance Form

I, \_\_\_\_\_ (name) as president of \_\_\_\_\_ (organization name), have read the Hazing Policy of Louisiana State University at Alexandria. In addition, I have informed all members of my organization of the Hazing Policy. As president, I recognize that it is my duty to ensure that the hazing policy of LSUA is upheld by my organization. I understand that failure to comply can result in disciplinary action in accordance with this policy.

President's Signature

Date

Advisor's Signature

Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# LSUA Student Organization Event Registration/ Approval Form

Name of Organization: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Time and Location of Event: \_\_\_\_\_

Description of Event:

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Will this be a fundraiser for your organization?  yes  no Will

there be food served?  yes  no

Will campus security be needed?  yes  no

Specify any other needs: \_\_\_\_\_

Signature of President

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Signature of Advisor

For Office Use Only:

Request Granted or Denied: Date:

Additional Notes:

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Signature of Coordinator of Student Life

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# Student Life Advisor Agreement

8100 Hwy 71 South • Alexandria, La 71302

(318) 473-6545 • (318) 473-6580 -- Fax • (318)-427-4403 • [hmalone@lsua.edu](mailto:hmalone@lsua.edu)

Louisiana State University at Alexandria and Student Life requires all registered student organizations to secure and maintain an advisor who is currently a full-time faculty or administrative staff member at LSUA. Student organization advisors are integral to the success of the organization and the development of its student leaders. In order to serve as an advisor, faculty or staff must sign an Advisor Agreement which states the required and suggested roles of an advisor.

As outlined in the application guidelines for registered student organizations at LSUA, the following duties are required of student organization advisors:

- Verify the organization's founding documents and agree to the terms of the LSUA Hazing Compliance, Diversity, and Alcohol Compliance forms by signing & renewing the Application for new & recurring Student Organizations.
- Verify the organization's officer information by signing the Student Organization Officer Update Form annually.
- Reserving and signing reservation forms for University space and equipment with the appropriate university department granting the reservation.
- Sign all event registrations forms.
- Verify the organization's information on all required documentation for student life and the university.
- Verify the organization's president and treasurer information on the organization's checking account.

Duties that are negotiable with the student leaders include, but are certainly not limited to the following:

- Explain university policies when relevant.
- Meet individually with organization president before each meeting and attend those meetings.
- Attend the annual Student Organization Awards Luncheon
- Attend the monthly Student Organization and Activities Council meetings along with the president
- Attend officer and organization meetings.
- Take an active role in formulating the organization's goals.
- Help student leaders prepare an annual budget.
- Proofread any correspondence before it is sent out.
- Let the organization thrive or decline on its own merits; do not interfere unless requested to do so.
- Represent the organization in any conflicts with members of the University staff or faculty.
- Assist in planning events on and off campus.

By signing this agreement, the LSUA faculty/staff member certifies that he or she will fulfill the duties of a registered student organization advisor to the best of their ability and that he or she has read, understands and agrees to act in accordance with the **Hazing, Diversity and Alcohol Compliance Forms**.

Name of Registered Student Organization: \_\_\_\_\_

Advisor Name: \_\_\_\_\_ Campus Department: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Campus Address: \_\_\_\_\_

Campus Phone: \_\_\_\_\_ LSUA Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_