

REGISTRATION OF STUDENT ORGANIZATIONS

Article 1: Policy

1. UNI and NISG recognize and support the right of students to form voluntary organizations and associations dedicated to pursuing mutual interests, developing leadership and organizational skills, providing pre-professional experiences, and fostering educational, social and recreational opportunities.
2. Responsibility for developing and administering procedures for the registration of student organizations is delegated to NISG. The registration process is the mechanism through which student organizations are able to access University facilities and University and NISG services.
3. Registration of a student organization does not constitute UNI or NISG endorsement or approval of viewpoints or activities of the organization. It is the policy of the University and NISG to register any student organization formed in good faith for a lawful purpose.
4. Registration criteria and procedures must be consistent with applicable University, Board of Regents, state and federal policies and laws.
5. The NISG Senate is charged with approving, denying, and/or revoking registration of student organizations. Appeals of registration decisions will be heard by the NISG Supreme Court. The President of the University or designee shall have appellate jurisdiction over rulings of the Supreme Court.

Article 2: Registration Procedure & Requirements

1. Any student organization requesting official registration must have a student member appear before the Committee unless the Committee sees fit to vote on the request without meeting with an organization representative by a 2/3 vote with quorum.
 - a. Quorum shall hereinafter be established as a simple majority of the current appointed Committee members.
2. Application materials must be submitted by the student organization online and include any information necessary for the Committee to make a registration decision.
3. The following criteria will be used by the Committee in registering student organizations:
 - a. Registered student organizations must be nonprofit or not for profit in nature.
 - i. Non-profit shall be defined as not being explicitly designed to make a profit for an individual or organization
 - ii. Organizations may raise their own funds in order to more adequately fund their programs
 1. Funds raised must not be in the personal possession of any one member
 2. Funds must be transferred year to year to appropriate executive, officer or other leadership positions
 - iii. Organizations may not be created in order to exclusively raise funds for their own personal gains or into their own personal accounts
 - b. Registered student organizations must demonstrate a viable program and/or purpose as determined by the Committee's review of the organization's constitution and proposed activities.
 - i. Viable programs will not be determined on judgement of the content itself but rather the quality of the content and dedication the organization has to the content
 - c. Registered student organizations must maintain a current constitution on file with the Office of Student Life.
 - i. The constitution should include the following:
 1. Name of organization
 2. The purpose of the organization
 3. Membership requirements

4. Officer positions, qualifications and functions
5. Provision for amendments
6. Provision for financing the organization
- d. Registered student organizations must update all organizational information with Office of Student Life annually.
- e. Newly formed student organizations must have a minimum of two currently enrolled student members before initiating the registration process.
- f. Registered student organizations must have an advisor who is a member of the UNI faculty or staff.
 - i. The role of an advisor shall be to assist students in their direction of the group
 - ii. Advisors shall not have the ability to make decisions about the registration status or general direction of the student organization
 - iii. Advisors must not make decisions on behalf of the student organization, unless requested by the officers of the organization
 - iv. Any requests for funding must be made independently of the advisor, to ensure the limited funds of Northern Iowa Student Government go to activities entirely conceived of, planned by, and implemented by students.
- g. Registered student organizations must demonstrate a financial structure to sustain a viable program.
- h. Registered student organizations must consist of at least 90 percent UNI students who are currently enrolled or who have been enrolled within the last year.
 - i. However, if the organization shows that its purpose and function may be enhanced by including more non-student members, it may be recognized with a membership including up to a maximum of 25 percent non-students.
4. Registration of social fraternities and sororities which purport to affiliate with a national fraternity or sorority must first apply to the Interfraternity Council or Panhellenic Council and the Office of Student Life.
 - a. With the approval of the application, according to the established guidelines in this document, the social fraternity or sorority can then continue the registration process in the same manner as other organizations.
 - b. Academic and service fraternities and sororities shall follow the regular registration guidelines.

Article 3: Membership Criteria

1. Registered student organizations must abide by the following membership criteria:
 - a. Membership and participation in registered organizations must be open to all students without regard to age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, veteran status or on any other bases protected by federal and/or state law.
 - b. Membership and participation in registered student organizations must also be open without regard to gender, unless exempt by law.
 - c. Registered student organizations that select their members and/or leaders on the basis of a commitment to a set of beliefs may limit membership and participation in the organization to students who, upon individual inquiry by the organization, affirm that they support the organization's goals and agree with its beliefs.
 - i. This remains true so long as no student who meets the other criteria for membership or participation is excluded based on their status regarding age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, veteran status or on any other bases protected by federal and/or state law. Organizations intending to limit their membership and participation in this way must outline these restrictions in their constitution or by-laws.
 - d. No student may be compelled to be a member in a student organization.

- i. Northern Iowa Student Government is the only exception, being the government of all students.
 - ii. Violations will result in deregistration of student organizations.
2. In order to receive and maintain registration, student organizations must abide by the above parameters of Section I, Article 3.

Article 4: Deactivation

1. All student organizations will be required to attend an annual Student Organization Re-Registration meeting in September in order to re-register the organization, make new officers aware of the services available to student organizations, and to keep an up-to-date record of student organizations in the online database.
2. Student organizations which miss the informational meetings in September will be able to attend one final make-up meeting in October.
3. Following failure to attend a reregistration meeting, a list of any student organizations which have not re-registered will be brought before the Committee where a vote will be taken to officially deactivate these student organizations.