COLGATE RECREATION CLUB SPORTS PROGRAM

How to Start / Establish a Club
Please contact the Colgate Recreation Office in the Department of Physical Education, Recreation and Athletics if you are interested in forming a new Sport Club. All Sport Clubs are administered through the Department of Recreation and by the Director of Recreation and Chair of Physical Education, Christina (Amato) Turner.

The group must:
1) Request a Registration Packet at the Recreation Office or request via Email from the Director of Recreation.
2) Submit the completed registration packet which includes:
   a. a new club proposal which includes a draft of a constitution describing the purpose of the organization, membership criteria, procedure for election of officers, role of officers, etc.
   b. a petition with 30 signatures (ten of which must be members of the organization). The petition shall read, “We the undersigned do hereby petition the Colgate University Recreation Office for the registration of (name of proposed organization).”
   c. a completed officer and member listing.
3) Completed Registration Packets will be reviewed by the Recreation Department and discussed with the Club Sport Council.
4) The Recreation Director will set-up a meeting with the proposed club’s officers once all documents have been completed fully and submitted to the Recreation Department and the Director has fully reviewed them with the Club Sport Council.
5) Registered status is granted once the Recreation Office authorizes approval. A group may be denied ‘Club status’ for many reasons but most commonly if the group:
   • Duplicates the purposes of an existing organization.
   • Represents a controversial purpose not in line with the mission of Colgate University
   • Engages in an activity deemed “high risk” by a University official.
   • Requires extensive funding, facilities, or resources that are not available.

New clubs are subject to one (1) year probation. During this time, no monies will be allocated to the club from the University. New clubs will be given the opportunity to raise money through fundraising activities or by having members pay dues to the club.
Note: If a student wishes to reactivate a currently existing but dormant club; some of the above steps may be skipped or adjusted but will be dealt with on a case by case basis.