So You Want to Start a Sport Club?

The information here will be helpful in starting up either a new Sport Club or continuing an existing Sport Club at Idaho State University.

All Sport Clubs must register with the Department of Campus Recreation at the start of the school year. Here is a checklist of items that must be taken care of before your Sport Club will be considered fully active.

______All clubs must have a minimum of 12 students to be recognized as a club
______All sport clubs are required to have a national governing body
______Draft a club constitution (refer to the sport clubs website for a blank template and a guide on what should be included)
______Elect club officers based on constitutional guidelines (must include a President, Vice President, Secretary, Treasurer, and Sport Clubs Council Representative)
______Select 2 club members to be your club’s safety officers (safety officers must be certified in CPR, AED, and first aid)
______Clubs are required to have an advisor. Your advisor must be full-time faculty or staff. (Refer to the Policies and Procedures for the Sport Clubs Program on the responsibilities of an advisor)
______Complete and submit a Sport Clubs Registration form along with a copy of the constitution
______Club Membership Form for each club member
______Acknowledgment of Risk and Assumption of Responsibility forms for your advisor, safety officers, and coach (if applicable)
______Coaching Application (if applicable)
______If your club is planning to travel, it might be prudent to collect copies of drivers’ licenses, auto registration, and insurance from all potential drivers and submit with all other paperwork

Randal Miller is the director for Sport Clubs and is available to answer all your questions regarding the registration process or any other issues regarding the Sport Clubs Program. His office phone is 282-6152 and email address is millran2@isu.edu

Good luck! Please let us know if we can be of any more assistance.