

## University of Massachusetts Lowell Graduate Student Organization Registration Package

To complete the registration process, please fill out or provide the information requested on the following forms:

- **Student Organization Registration Form**
- **Club purpose and activities**
- **Submit a copy of the current constitution**
- **Hazing Form**
- **Email Address Authorization Form**
- **Club Roster (minimum of 10 members)**

All Graduate Student Organizations (GSO) must register with the Graduate Student Association (GSA) and the Office of Student Activities.

**Please return this form to the Student Activities. All clubs must file this form and all supporting materials by the deadline posted on the GSA website to be considered active for the academic year, and to be eligible to receive GSA funding. Clubs must also register online at <http://umasslowellclubs.collegiatelink.net/>.**

### **Each GSO must:**

- register their club yearly (Remember to get you Advisor's signature!),
- present a budget proposal request for funding beyond the seed money granted to each club,
- send a representative to the monthly GSA meetings held during the academic year,
- submit a list of sponsored events and the minutes from at least one official club meeting at the end of each semester (December/May).

Failure to register a club by the posted deadline will result in no club funding for the academic year. In addition, when the club registers, it will be considered a new organization for funding status.

**University of Massachusetts Lowell  
Graduate Student Organization Registration Form**

**Academic Year:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_  
Room # \_\_\_\_\_ Box # \_\_\_\_\_ (North/South) Date Submitted: \_\_\_\_\_  
Club Email: \_\_\_\_\_ Web Page: \_\_\_\_\_  
Number of Members: \_\_\_\_\_ Number of Meetings a Semester: \_\_\_\_\_

**Club Officer Information**  
(Please Print Clearly)

**President:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Vice President:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Secretary:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Treasurer:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Senator:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Alternate Senator:** \_\_\_\_\_ Year of Graduation: \_\_\_\_\_  
Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_  
School Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## Club Information

Faculty Advisor: \_\_\_\_\_  
Department: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Advisor's Signature: \_\_\_\_\_ By**  
**signing this form the club advisor listed acknowledges that s/he**  
**understands her/his responsibilities as a club advisor and will oversee**  
**club activities and events.**

**Please complete this form:**

Please briefly describe the purpose of your Organization.

Please give a short list of the type of activities your club participates in or sponsors.

**Please attach a copy of your current constitution. Your club registration is not complete without a copy of your Constitution.**



# Compliance Confirmation Form

G.L. 269 Section 17, 18, & 19  
Revised January 5, 1988

## **An Act Prohibiting the Practice of Hazing**

### **Organization Information:**

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

\_\_\_\_\_  
**Name of Assigned Officer**

\_\_\_\_\_  
**Position Held**

### **Required Acknowledgement:**

The undersigned acknowledges that the above noted organization has received, distributed to each member and pledge, and agrees to comply with the provisions of G.L. 269 Section 17, 18, & 19.

\_\_\_\_\_  
**Signature of Officer**

\_\_\_\_\_  
**Date**

### **Filing Procedure:**

This form must be filled annually as follows:

Graduate Student Clubs through both the Graduate Administration Office and the Office of Student Activities and Leadership Development

## Hazing Law

What follows is the actual MASSACHUSETTS LAW prohibiting the practice of hazing. Please read carefully. As required, every student is to receive a copy of this law.

### **An Act Prohibiting the Practice of Hazing**

*Chapter 269 of the General Laws as Amended January 5, 1988.*

#### **Section 17.**

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one year, or both such fine and imprisonment.

The term "hazing" as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or other person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action.

#### **Section 18.**

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars.

#### **Section 19.**

Each institution of secondary education and each public and private institution of post secondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and sections seventeen and eighteen to unaffiliated student groups, teams or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams or organizations.

Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgement stating that such group, team or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full time student in such institution a copy of this section and sections seventeen and eighteen.

Each institution of secondary education and each public or private institution of post secondary education shall file, at least annually, a report with the board of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers and participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The Board of Regents and, in the case of secondary institutions, the Board of Education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report.

For more information visit GENERAL LAWS OF MASSACHUSETTS <http://www.mass.gov/legis/laws/mgl/gl-269-toc.htm>



## Student Leader Email Address Authorization Form

We are currently attempting to improve our communication between students, faculty, staff and student organizations. We are often asked for contact information by interested students, university offices, and/or the local media seeking additional information about our student groups.

By law, the University is not permitted to release the e-mail address of any student without written consent. Do you give this office permission to share the email addresses of club officers upon request and through the web page information?

**Date:** \_\_\_\_\_

(Please Print Clearly)

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

**President:** \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Vice President:** \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Secretary:** \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Treasurer:** \_\_\_\_\_

Yes \_\_\_\_\_ No \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

