

NUMBER: STAF 2.09
SECTION: Division of Student Affairs and Academic Support
SUBJECT: Sports Clubs
DATE: July 1, 1993
REVISED: November 10, 2016
Policy for: Columbia Campus
Procedure for: Columbia Campus
Authorized by: Vice President for Student Affairs
Issued by: Student Life and Development

I. Policy

Sport clubs are registered by the University of South Carolina as student organizations that participate in sport or physical activities and provide a program of instruction, recreation and or competition in a specific sport or physical activity. The members of sport clubs must be eligible for accident/medical insurance coverage.

The university recognizes that the purposes of sports clubs are to:

- Expose students to new activities
- Continue and enhance skills already acquired
- Develop student leadership skills
- Provide opportunities for students to develop positive interpersonal relationships and to promote an appreciation for cultural diversity
- Enhance holistic development through leisure and physical activities

II. Procedure

A. Registration for New Sport Clubs

1. All sport clubs must register as student organizations as outlined in University Policy STAF 3.10 Student Organizations (<http://www.sc.edu/policies/ppm/staf310.pdf>).

2. Student organizations that meet the criteria outlined in Section II A of this policy must have a representative meet with the Director of Campus Recreation or his/her designee to review the application for sport club status.

B. Sport clubs must meet the following criteria:

1. Be a registered student organization in accordance with the university regulations governing student organizations and be formally registered by the Office of Campus Recreation
2. Involve physical activity
3. Provide instruction for all club members and provide competition for members when appropriate
4. The University reserves the right to review and deem certain activities inappropriate for registration as a sport club.

C. Support for Sport Clubs:

1. A university registered sport club is eligible to:
 - a. Use university facilities, equipment, and services according to prescribed policies and procedures
 - b. Receive the assistance of the faculty/staff advisors
 - c. Collect reasonable dues, sponsor fund raising events, and solicit funds according to university policy
 - d. Receive awards and honors presented to university organizations and members
 - e. Be listed in university/student publications
 - f. Sponsor program activities consistent with the purpose of the organization
 - g. Participate in leadership training workshops and programs sponsored by the Division of Student Affairs and Academic Support, Department of Student Life, and Office of Campus Recreation
 - h. Submit to receive campus activity funds designated for sport clubs in accordance with Student Government codes

- i. Receive other privileges that may be derived from being affiliated with the Office of Campus Recreation.

D. Obligations of Sport Clubs

1. As a university registered sport club, the sport club is obligated to understand that the University of South Carolina is not responsible for the activities of the sport club. The university considers participation in sport club programs a purely voluntary activity, and individuals participate at their own risk. Participants should be aware of the possibilities of bodily injury and should understand that they are responsible for any and all costs arising out of injury or property damage sustained through participation.
2. The university views student organizations as private affiliations and does not endorse the mission, goal, or purpose of the organization. The University of South Carolina does not allow its name to be used in the organization's name in any form or allow the organization to represent the university. Registered organizations exist only on the University of South Carolina Campus.
3. Registered student organizations shall be referred to as “_____ Club at the University of South Carolina”.
4. The club must remain in good standing with local, regional and national affiliations as appropriate.
5. The club will submit an active membership roster to the Office of Campus Recreation. Active membership in a sport club shall be limited to currently enrolled students, faculty, and staff. Students enrolled in the spring semester and pre-registered for the fall are eligible for summer membership. All members must complete an online “Waiver of Liability and Release” prior to participating.
6. Complete and submit a “Waiver of Liability and Release Form” for all persons who participate in a game, tournament, etc. sponsored by a sports club. These forms should be completed before participating.
7. All sport clubs are required to have at least two representatives at each sport club meeting. Meetings are held at the request of the associate director of Campus Recreation.
8. Comply with all local, state, and federal laws and university regulations.
9. Sport club coaches/instructors must maintain proper certification by a national certifying agency or written documentation of competence and background in their area of expertise.

10. The club must abide by travel policies including, but not limited to, the following:
 - a. All persons driving to club activities must sign a form stating that they have proper vehicle insurance before driving to an event. This form will also include the name of the insurance company and the insurance policy number. This form must be submitted to the Office of Campus Recreation. The referenced form is available online at: <https://www.sc.edu/campusrec/travelinsformlogin.php>.
 - b. All persons driving university vehicles to club activities must follow university procedures for driver record screening which are detailed in policy VPMS 4.00, Motor Pool Operations, <http://www.sc.edu/policies/ppm/vpms400.pdf>.
11. Abide by equipment policies. These include, but are not limited to, the following:
 - a. Damaged or lost equipment must be reported to the Office of Campus Recreation within 24 hours.
 - b. In case of equipment damage, individual(s) may be held responsible for repayment costs due to negligent use or loss. Cases may be referred to the Office of Campus Recreation and/or the Office of Student Conduct for further action.
 - c. Donations of equipment may not be accepted by sports clubs. Offers of equipment may be referred to the Office of Campus Recreation for evaluation.
 - d. All equipment purchased by the campus activity fee funded student organization is property of the University of South Carolina and may only be used for recognized sports clubs activities. All use of and transactions involving property shall be done in accordance with University of South Carolina policy and the organization's constitution.
12. Complete and submit to the Office of Campus Recreation a general information sheet concerning game schedules, tournaments, practices, etc. at the beginning of each semester.
13. Deposit all money raised or collected from an activity sponsored in whole or in part by campus activity fee funds into the campus activity account of the organization. No part of the funds can be deposited into an outside bank account.
14. Receive approval from the Office of Campus Recreation prior to the sponsoring of fund-raising activities.

15. Complete and submit to the Office of Campus Recreation, “Sport Clubs Illness/Injury Report Forms” for accidents and injuries within seventy-two hours.

Violation of any of the conditions or obligations of affiliation may result in the loss of recognition by the Office of Campus Recreation and/or the University of South Carolina.

F. Conduct

1. All students and student organizations are expected to abide by University policy STAF 6.26 Student Code of Conduct (<http://www.sc.edu/policies/ppm/staf626.pdf>).
2. Any member of the club who is either faculty, staff, or coach must also abide by the regulations mentioned above if they wish to participate.

G. Violation/Disciplinary Procedures

1. Upon receiving a complaint of misconduct, or upon his or her own initiative, the associate director of Campus Recreation or designee, may review relevant evidence and consult with relevant parties regarding the incident in question. If the evidence warrants disciplinary action, the Office of Campus Recreation will send written notification to the accused student or student organization representative indicating the nature of the activity in question and what university rules were allegedly violated.
2. The student or student organization representative is given the opportunity to meet with the associate director of Campus Recreation or designee to discuss the charges. If the student fails to meet with the associate director of Campus Recreation or designee, the student A student and/or organization will be suspended from all Campus Recreation activities and may be referred to the Office of Student Conduct. After meeting with the student, the associate director of Campus Recreation or designee in conjunction with the Sport Club Executive Board may make a determination and impose a sanction by considering whatever evidence information is available or choose to refer the student organization to the Office of Student Conduct.

III. Related Policies

University Policy STAF 3.10 Student Organizations
University Policy STAF 6.26 Student Code of Conduct

IV. Reason for Revision

Policy reflects current practices. University Policies STAF 3.14 Eligibility and Membership in Sport Clubs, and STAF 3.24 Sports Club Program, have been incorporated into this policy.