

FSU.  **Campus Recreation**
SPORT CLUBS

2011-12 Administrative Points Checklist

Form	Due Date	Points	Form	Due Date	Points		
Sport Club Application	8/31	<input type="text"/>	10	Equipment Agreement (Spring)	1/20	<input type="text"/>	10
SC Recruitment Night	9/8	<input type="text"/>	10	Roster Updates	1/20	<input type="text"/>	10
Constitution Addendum	9/14	<input type="text"/>	10	Spring Schedule	1/20	<input type="text"/>	10
Club Roster	9/23	<input type="text"/>	10	December Monthly	1/11	<input type="text"/>	10
Consent Forms	9/23	<input type="text"/>	10	January Monthly	2/8	<input type="text"/>	10
Equipment Agreement (Fall)	9/23	<input type="text"/>	10	February Monthly	3/14	<input type="text"/>	10
Coach/Instructor Agreement	9/23	<input type="text"/>	10	Active Website Check (Spring)	4/1	<input type="text"/>	10
Fall Schedule	9/23	<input type="text"/>	10	Spring Weekly Reports *	Ongoing	<input type="text"/>	10
Advisor Form	9/30	<input type="text"/>	10	Travel Paperwork **	Ongoing	<input type="text"/>	30
September Monthly	10/5	<input type="text"/>	10	March Monthly	4/4	<input type="text"/>	10
October Monthly	11/2	<input type="text"/>	10	April Monthly	4/25	<input type="text"/>	10
Active Website Check (Fall)	12/1	<input type="text"/>	10	End of Year Reports	4/25	<input type="text"/>	10
November Monthly	12/7	<input type="text"/>	10	Transition Notebook/File	4/25	<input type="text"/>	20
Fall Weekly Reports *	Ongoing	<input type="text"/>	10	TOTAL			300

Half points earned if late paperwork is turned in within a week of due date

* Each Weekly Report missed is -2 points, cannot be earned for being late

** Travel Paperwork missed is -2 points, cannot be earned for being late

March and April Monthly Reports, End of Year Report and Transition Notebook will be due after the 2012-13 Tier System will be determined for the following year. Points will affect Spring 2012 Reallocations.

A total of 250 administrative points are possible by April 2, 2012, when the tiers will be determined for each club that affect 2012-13 allocations. To achieve the Garnet Tier, a club shall earn at least 220 points. The Gold Tier minimum is 200 points. White Tier clubs shall earn 180 points by the deadline.