**Background**

The University of Melbourne’s clubs have been offering sporting opportunities for student cohort for over 150 years. Affiliated clubs continue to provide competitive, recreational and instructional opportunities for students, staff, alumni and other friends of the University community. Our clubs deliver fun, friendship, fitness and University spirit – all important facets of the Melbourne Experience.

**New Club Criteria**

Individuals considering forming a new competitive, recreational or instructional club should consider the following information:

* + New clubs wishing to provide sporting, recreational or instructional opportunities already provide by existing clubs will not be supported.
	+ New clubs should provide opportunities for both men and women.
	+ **Competitive clubs** should be regularly competing in fixtured community competitions.
	+ **Recreational clubs** should be providing regular activities, trips and tour opportunities and may include the opportunity for competition.
	+ **Instructional clubs** should be providing the opportunity for personal discipline development and may include the opportunity for competition.
	+ New clubs may only be nominated by currently enrolled UoM students and nominations should be for sporting activities recognized by the [Australian Sports Commission](file:///U%3A%5CStaff%5CClubs%5CForms%20and%20Guidelines%5CRecognised_NSO_and_NSODs_as_at_January_2015.pdf) (existing clubs are excluded from this provision).

**New Club Checklist**

|  |  |  |
| --- | --- | --- |
| ***Task*** | ***Timeframe*** | ***Status*** |
| 1. Apply for Probationary Club Status (see attached application form)* + President-elect and Treasurer-elect details to be provided
	+ Statement of Purpose to outline proposed club activities
 | Week 0 |  |
| 2. Develop a club flyer and promote on-campus  | Week 2 |  |
| 3. Open a bank account in the club’s name* Must be opened at the Commonwealth Bank (University branch)
 | Week 4 |  |
| 4. Develop club constitution and provide contact details for elected club executive | Week 8 |  |
| 5. Provide MU Sport with completed club membership forms The club must have a minimum of 20 paid members* A minimum membership of $20 for students and $30 for non- students must be charged
 | Week 12 |  |
| 6. Design a Club Uniform for MU Sport Approval  | Week 24 |  |
| 7. Provide updated club membership lists | ongoing |  |
| 8. Meet with MU Sport to discuss club moving forward | Week 40 |  |

**For More Information**

All queries in the first instance should be directed to Clubs Coordinator Tom Mullumby via clubs-coordinator@unimelb.edu.au or 8344 39455.

|  |  |
| --- | --- |
| **Proposed Club Name:**  |       |

##### CONTACT DETAILS

**Club Contact Person #1: (President elect)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Given name:** |       | **Family name:** |       |
| **Phone mobile:** |       | **Email:** |       |
| **Student #:** |       | **University Course:** |       |

**Club Contact Person #2: (Treasurer elect)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Given name:** |       | **Family name:** |       |
| **Phone mobile:** |       | **Email:** |       |
| **Student #:** |       | **University Course:** |       |

##### CLUB DETAILS

**Club Category: Competitive** **[ ]  Recreational** **[ ]  Instructional****[ ]**

|  |
| --- |
| **Statement of Purpose:** |
|      (Please provide specific information on which competition(s) you intend to compete in (sporting clubs), trips or activities you plan to provide (recreational) or opportunities for instruction and development or any competitions you may enter (instructional) as well as how you feel the addition of your club will contribute to the student experience of Melbourne University Students) |

##### CLUB AUTHORISATION

**We agree to be bound by the guidelines and criteria set out for interim club membership status.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |       | **Date** |       |
| **Signature:** |       | **Position:** |       |

##### MUS OFFICE USE ONLY

|  |  |  |  |
| --- | --- | --- | --- |
| **TASK** | **Date Completed** | **TASK** | **Date Completed** |
| **Application Received:** |       | **Completed Memberships Received:** |       |
| **Club Flyer:** |       | **Club Uniform Design Provided:** |       |
| **Club bank Account:** |       | **Updated Club Memberships:** |       |
| **Club constitution received:** |       | **Meeting with MU Sport:** |       |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Approved :** |  | **Signed:** |  |  | **Date:** |  |