

Acknowledgment of Registration

1. We have read and are aware of the policies and procedures noted in the Student Organization Manual for the University of Pittsburgh Titusville. On behalf of this organization, of which we are officers, we hereby apply to become a registered student organization at Pitt-Titusville from this date until the end of the spring term of this academic year.
2. We affirm that neither the organization, nor the officers or members acting on behalf of the organization, will represent itself or themselves as official “agents” of Pitt-Titusville.
3. We affirm that this organization does not discriminate unconstitutionally in its membership practices or in its activities against any otherwise qualified person on the basis of handicap, national origin, race, religion, sex, age, veteran status, sexual orientation or political affiliation. All students at the University of Pittsburgh at Titusville are eligible to participate in organization activities and to become a member. If there are academic restrictions to membership they must be stated in the club Constitution. All meetings must be open to students, faculty and staff.
4. We affirm that the officers of this organization are currently enrolled Pitt-Titusville students and that voting membership is limited to Pitt-Titusville students, faculty, and staff members. Following each election, a registration revision reporting the names of new officers will be submitted to the Student Activities Office. We agree to allow the Office of Student Activities to verify our enrollment status through the Office of the Registrar.
5. We understand that Pitt-Titusville is not responsible for the debts of this organization.
6. We affirm that this organization will abide by all university, local, state and federal policies, regulations, and laws. **We understand that the president of the organization and other executive officers can be individually or collectively held responsible by judicial affairs for their actions and the actions of their club members at the organization’s meetings, events, or activities.**
7. We affirm that, in consideration of these agreements, this organization agrees to release the university from any and all claims and/or damages that may arise from or incident to this registration and any rental use of university facilities including, but not limited to, any and all claims for personal injury, bodily injury or damage to property. This organization further agrees to hold the university harmless and indemnify the university against all loss and damages arising from the use, misuse, or abuse of university facilities. This release agreement shall apply to the university and all of its agents or employees.
8. We understand that this organization must require all participants to complete an Emergency Medical and Liability Release Form at all events where physical activity is involved. These forms must be filed in the Office of Student Activities.
9. This organization will be financially responsible for repairs and/or replacements of property in and on the facility that may be damaged by actions beyond the normal use category.
10. We understand that all student organizations are strictly prohibited from collecting and holding funds in any manner without the approval of the Director of Student Life or Campus Dean.
11. Any revisions to this registration (including changes of officers or official contact person) will be reported to the Office of Student Activities.
12. All contracts for events must be verified by the Director of Student Life prior to execution. Only University contracts will be used to process payments for events requiring contracts.
13. Student organizations are encouraged to have a representative attend SGA meetings to be a voice for the group and to pass along information from other groups and SGA.

Registration is due by the second Friday of fall semester to be eligible for funding

Return this form to the Student Life Office

Student Union 217 • 814-827-4455 • stthomas@pitt.edu • www.upt.pitt.edu