

Idaho State University
Student Clubs and Organizations
New Officer Training Verification

I, _____, _____
(member's name) (officer position)

of the _____ Club completed training on _____ (date). The training included information on University Policies and procedures; conflicts of interest; nepotism; and the requirements for a registered student organization as established by ASISU. This information included (please initial):

_____ Ensuring that club benefits, such as travel and/or scholarships, are advertised and made available to all members subject to objective criteria for selections.

_____ All club members must be currently enrolled.

_____ All club events must have an Event Registration form completed and turned in to the Student Leadership & Engagement Center.

_____ All clubs are responsible for completing and submitting C.E.A.S.A.R. funding requests.

_____ It is my responsibility to ensure that I inform my clubs members of the policies and procedures presented in this workshop.

I understand that if I am unsure of any policy or practice that I should contact the Student Leadership & Engagement Center and failure to comply with University policies and procedures may be a violation of the ISU Student Conduct Code.

Signed Date

Witness Date

Name three things you learned today:

1. _____

2. _____

3. _____

What other workshops would you like the Student Organizations Office to provide?

Other Suggestions?
