

- 1. Registration with the Center for Leadership and Involvement (CfLI).** This may be completed online at [cfli.wisc.edu](http://cfli.wisc.edu). Documentation must be provided.
- 2. Demonstration of interest.** Submit a list of names and signatures with UW ID numbers of at least ten (10) active members. All members must be fee-paying students, faculty, or staff of the University of Wisconsin-Madison, with the majority (> 51%) being students.
- 3. Demonstration of organization.** An applying club must define its purpose, goals and objectives; submit officers' names and responsibilities; have a continuity procedure consisting of established office election dates and the procedure for election; and defined membership requirements. This information should be included in the club constitution.
- 4. Demonstration of need.** An applying club must demonstrate that interest in their sport is not being adequately met by existing campus programs. Sports currently recognized by the Division of Intercollegiate Athletics may be duplicated. A sport or form of a sport currently recognized as a member of the Sport Clubs program may not be duplicated.
- 5. Demonstration of safety.** An applying club must demonstrate that the welfare of its members is safeguarded. Evidence should be presented showing well-qualified instructors, the existence of safe equipment, the supervision of practice and competitive sessions, and the procedures to follow in case of accidental injury.
- 6. Satisfaction of a "true sport" definition.** An applying club must demonstrate that it falls within the following guidelines:
  - a. The club must be physical and active in nature.
  - b. The club must demonstrate that learning and development of skills of the sport is the main objective.
  - c. The club must be a sport with a regional, national, or international governing body and be a member of said governing body.
  - d. The club must participate in a local or regional league (as available).
  - e. The club must have regularly scheduled practice and club meetings.
  - f. The club must compete in a minimum of two competitions, demonstrations, or exhibitions per academic year.
- 7. Space availability and equipment.** Availability of Rec Sports facilities and equipment for practice and competition is very limited due to use by Rec Sports programs and informal recreation. Allocation of practice space and time will be limited to Rec Sports facilities that are not currently utilized. Club petitions that do not require and/or cannot be accommodated by existing Rec Sports facilities will be considered. The Assistant Director of Competitive Sports in conjunction with the Associate Director of Programs will make decisions regarding space availability.
- 8. Provisions.** An applying club may only be departmentally sponsored by one campus entity. For example, a Business School club could not petition to also be part of the Sport Clubs program.