



Club Sports Program Handbook



Jacksonville University Club Sports Handbook: 2022-2023

Table of Contents

| | |
|--|----|
| Welcome..... | 3 |
| General Rules & Eligibility..... | 3 |
| Starting the Year | 3 |
| Club Leadership & Administration..... | 4 |
| Practices, Field Policy, Event Requests, Visiting Teams, & Equipment | 8 |
| Injuries, Safety, and Weather..... | 9 |
| Standard of Conduct..... | 11 |
| Travel..... | 13 |
| Budget and Finance | 15 |
| Promoting Your Club..... | 17 |
| Appendix... .. | 18 |
| Safety Officer Acceptance of Responsibility Form | 19 |
| Release of Liability & Assumption of Risks (Waiver)..... | 20 |
| Coach/Instructor Agreement..... | 23 |
| Accident/Injury Report... .. | 26 |
| Visiting Team Release of Liability..... | 28 |
| Executive Board Form..... | 31 |

Jacksonville University Club Sports Handbook: 2022-2023

Welcome

Club sports are student-run organizations for individuals who have a passion for a particular sport or want to learn a sport. The Club Sport Program at Jacksonville University emphasizes leadership, commitment, service, and education through sports. Club sports are welcome to participants of all skill level and offer the opportunity to compete with other colleges locally, regionally, and nationally.

There are no limitations on the number of members each team has. To allow for maximum participation, clubs may offer multiple teams, such as an 'A' team and a 'B' team. The executive board and members of each club are responsible for all management decisions related to the club. Event scheduling, practice instruction, and budget management are decided by the members.

To become a JU Club Sport, you must register your team on Echo as a Student Organization.

This handbook outlines the Club Sports specific requirements and protocols, as well as the responsibility breakdown between the Club Sport and the Club Sport Advisor or Liaison.

General Rules and Eligibility

1. Eligibility to participate in Club Sports is based on the following criteria
 - a. Currently enrolled and fee-paying Jacksonville University students are eligible
 - b. Spouses/partners of currently enrolled and fee-paying Jacksonville University students are eligible.
 - c. Faculty, staff, and their spouses/partners are eligible.
 - d. Dependents (children) are not eligible for participation regardless of age. Alumni and members of the local community are not eligible to participate.
2. Faculty, staff and spouses/partners may not hold leadership positions in the club
3. Contact the governing body for your sport to confirm exact eligibility requirements. Many sports have specific standards for collegiate competition.
4. Clubs may not "cut" or disallow anyone, who meets the eligibility criteria, the opportunity to participate with a club.

Starting the Year

A. Waivers

All Club Sport participants must sign a waiver for each club they are participating in prior to starting any activity with that club – whether they intend to compete all year or just show up to a single practice. The electronic waiver will be on IMLeagues when you are added to the roster. Minors, 17 years of age and younger, will need to have a waiver signed by a parent/guardian. In those instances, the waiver can be e-mailed, faxed, or scanned back. A copy of the waiver must be sent to the Club Sports office. The purpose of the Club Sports waiver is to make the participant aware that playing or practicing in any sport can be a dangerous activity involving many risks of injury. The participant also acknowledges that Jacksonville University does not carry ANY type of accident or health insurance policy on individuals participating in Club Sport activities and that sports injuries can be devastating for those without proper medical coverage. In hosting any club sport event, the visiting team must complete the Visiting Team Release of Liability and

Jacksonville University Club Sports Handbook: 2022-2023

Assumption of Risks Waiver and return to the Club Sport President.

B. IMLeagues

All club sports must have a roster of the team registered on IMLeagues. All members practicing and competing must be on the IMLeagues roster. If a student is on their related club sport roster to start the semester, they are considered a club sport athlete until the next academic year. For example, if a club soccer player is on the roster in fall 2022, they are considered a club athlete until fall 2023.

C. Insurance

The University does not provide medical, health, or other insurance for participants. The University requires that all eligible students be covered by a health insurance plan that is comparable or exceeds the University's Insurance Plan. All students who wish to waive University coverage are required to obtain their own insurance. Additional team or individual insurance is required by some sports' governing bodies (ex. USA Boxing requires special health insurance for teams and individual members). The University assumes no responsibility for any participant with an existing health condition that makes it inadvisable for him/her to participate in any given activity.

D. Classification System

The Classification System is designed as an incentive for club sports to prove to the JU community and staff the importance of staying a club sport. The classification system includes fundraising, community service, hosting or traveling to events, and involvement. Club sports that meet the classification system requirements will be eligible to keep club sports status and receive allocation.

E. General Administrative Responsibilities

1. Club officers must provide the Club Sports office with updated officer contact information and make sure all officers are eligible. If your group of officer's changes at the end of the Spring semester, please let our office know of the new group of officers so they can be added to the contact list.
2. All club officers must attend monthly club sport meetings to discuss anything and everything club sport related.
3. Prior to participation each year, all sport club participants must sign a waiver.
4. All club sports must be on Echo.
5. All club sports must sign a constitution.
6. All club officers along with their faculty advisor and coach (if they have one) must read the Standard of Conduct.

Club Leadership and Administration

A. Executive Board Officers

Below are the required Club Sport executive members and their duties.

- **President:**
 - Serve as the liaison between the club and the Club Sports professional staff
 - Inform club officers & members of the program's policies, procedures, and resources including the Handbook
 - Structure the club's activity and elections; preside over club meetings

Jacksonville University Club Sports Handbook: 2022-2023

- Responsible for meeting all administrative requirements and working with the VP, and Treasurer to adhere to the program's deadlines (classification system, etc.)
- Work with the treasurer to maintain knowledge of the club's finances and submit the budget request report annually
- Work with other officers on the maintenance and timely replacement of club owned equipment.
- **Vice President:**
 - Assist the President to meet Club Sports administrative requirements and deadlines
 - Preside in the absence of the President
 - Inform club officers & members of the program's policies, procedures, and resources including the Handbook
 - Have a comprehensive knowledge of the Handbook and attend club meetings to support the president in his/her responsibilities
- **Treasurer:**
 - Handle all financial actions and maintain club financial records
 - Follow the program's policies in regard to use of purchase orders, check requests, fundraising, and donations
 - Lead the budget request presentation (annually)
 - Manage individual club budget to keep track of expenses and income
- **Safety Officer:**
 - Be familiar with the promotion of safe club activity and the identification of risk
 - Assure the presence of the properly trained personnel (athletic trainer) at club home events
 - Responsible for enacting the communication action plan in case of an emergency (call JU Campus Security) and enforce the departments' inclement weather policies (lightning, thunder, tornado etc.)
 - Each club must have a minimum of one (1) Safety Officer active on their roster
 - Safety Officer(s) must be certified in CPR/AED and First Aid.
 - This certified member(s) can provide care during on campus or travel emergencies
 - Safety Officers must fill out *Safety Officer Acceptance of Responsibility Form*

B. Officer Eligibility

The following are minimum eligibility requirements to hold a leadership position in an officially registered club sport at Jacksonville University. Club Sports are encouraged to consider higher requirements if appropriate for their specific group. In order to hold an elected or appointed office in a club sport, a student must:

- Be enrolled in a degree-seeking program at the university as an undergraduate, graduate, professional, or postgraduate student. Postgraduate students shall include enrollment as a post-baccalaureate student.
- Meet requirements for full-time registration and academic standing described below:

Jacksonville University Club Sports Handbook: 2022-2023

- Undergraduate students must be registered for twelve (12) credits in the Fall and Spring semesters, and have a minimum 2.0 cumulative academic average and cannot have an academic warning or be on academic probation
 - **Students who do not meet the 2.0 cumulative GPA standard have until the end of the academic year to raise it to the minimum GPA. If they do not meet the minimum GPA they will be removed from the executive board.**
- Graduate and professional students must meet the requirements for full-time status for the graduate or professional program in which they are enrolled, or be registered for 8 credits if appointed to a half-time graduate assistantship, or 9 credits if appointed to a one-third time graduate assistantship. Graduate and professional students must also have a minimum of 3.0 cumulative academic average, or at least the minimum grade point average required to remain in good standing with the graduate or professional program in which they are enrolled, and otherwise be in good academic standing.
- Postgraduate students, including post-baccalaureate students, must be enrolled for at least 12 credits. Postgraduate students may not hold an office in a club sport for more than one semester while in postgraduate status.
- Have no fees or other late debts owed to the University
- Be free of conduct probation

C. Forming a New Club

Admission into the Club Sport Program at JU as a part of Campus Recreation & Wellness is determined each year by the Associate Director of Campus Recreation & Wellness. To be a member of the Club Sport Program, students must be registered as a student organization through Presence and fill out the club sport application. After both of those steps are complete, the club must start completing the classification system. The club will be officially named a club sport when the executive board presents to the Club Sport Committee and is approved. You will have to present on why you should be a club sport at JU, with already having completed some of the classification system requirements. If you present that you should become a club sport without completing any of the classification system requirements, you will most likely be denied. You will need to show the committee that you deserve to be a club on campus. The club can present at any time they feel they are ready and qualified (e.g., 2 weeks, 1 month, 2 months, 3 months, etc).

- **Active** - A club in good standing with no more than 25% consisting of faculty and staff
- **Provisional** - New club will have provisional status until accepted as an official club sport.
- **Suspension** - Club is suspended if club continues to violate rules and regulations. All funding will be confiscated and the club will not be recognized in the department. The suspension can last up to 3 years.

D. Coaches/Instructors

The coach/instructor will be coaching on a volunteer basis and solely for personal reasons and benefit, and in the absence of any promise, expectation, or receipt of compensation. Coaches are considered volunteers and are NOT employees of the University. Clubs can use funding from their budget to offset the cost of coach travel expenses (hotel, gas, and food) for club competition, but funding cannot be used as coaches or instructor salary/payments. In addition, JU assumes no responsibility for risks posed to the coach.

All coaches need to fill out a Club Sports Coach/Instructor form prior to beginning their role as club coach/instructor.

Jacksonville University Club Sports Handbook: 2022-2023

Role and Responsibilities

If appointed, the coach will:

- Promote fair play and good sportsmanship at all times;
- Conduct safe and well-organized practice sessions and instruction designed to develop and improve the skills of Club Sport members
- Observe appropriate safety practices, including the inspection of sport gear, and promptly report any hazardous facility conditions.
- Have knowledge of the club sport he/she is involved in, specifically rules, governing body requirements, and sport specific activity
- Act only in those areas in which he or she has been empowered by the officers of the Club Sport
- Not solicit any money from any source or purchase, rent, or commit to anything in the name of Jacksonville University, unless explicitly authorized to do so in writing by a staff member
- Restrict contributions to coaching/instruction and refrain from activities involved in the club's management (e.g. Club Sport business matters including hosting events, submitting forms, meetings, facility requests);
- Not use University equipment or facilities for private instruction or lessons
- Always act in the best interests of the Club Sport they seek to coach or instruct and the University's Club Sports Program

E. Elections

It is highly recommended that elections take place annually and near the end of the Spring semester. Clubs should elect a president, vice president, secretary, treasurer, and safety officer. The election should be announced in advanced and allow for all qualified applications. At the election, nominations should be made and seconded. Report election results to the club sport office including the officer's name, phone number, e-mail, and year in school. It is recommended that each club have provisions for replacement of officers who are unable to serve due to personal situations, school requirements or other circumstances that may arise during their term.

F. Faculty Advisor

Clubs may opt to utilize a faculty advisor; however, our office will provide an advisor to all clubs regardless of a club utilizing their own faculty advisor. Graduate Assistants are not eligible to serve as advisors.

The advisor should be consulted as one part of the decision-making process on a regular basis and should be aware of obvious concerns expressed by members in the club. They should be informed of all communication and regularly invited to practices, games, and business meetings. Advisors need not be full-time coaches or instructors to make a contribution to the club.

G. Campus Recreation & Wellness Staff

Campus Recreation & Wellness employs an Associate Director to oversee all club sports. The Director of Campus Recreation & Wellness is also a supervisor for club sports. The staff is responsible for ensuring that club sports operate in a safe and mature manner benefiting both the club participants and the university community as a whole.

General roles of the staff include but are not limited to:

Jacksonville University Club Sports Handbook: 2022-2023

- Advise club on day-to-day operations
- Ensure rules and regulations are being followed
- Develop and oversee the budget
- Provide oversight for events/tournaments
- Approve purchases/expenditures and oversee revenue

Practices, Event Requests, Field Policy, Visiting Teams, & Equipment

A. Practice Times

Club Sports will request practice times on 25Live. Practice times and spaces are allocated at the beginning of each semester based on availability and information submitted through 25Live. For most clubs, their practice schedules will be consistent throughout a semester. Some practice times and spaces may vary mid-semester due to Intramurals. It is the club's responsibility to notify the Campus Recreation & Wellness staff of any cancelations, regardless of whether it is a one-time only cancelation or for a prolonged period of time. Reserved space that is continually found to be unused will be reallocated.

Practices and events during University closures are not permitted. Clubs that are still in season (travelling or competing) are allowed to hold practices during the exam period, but member attendance cannot be mandatory.

B. Event Requests

Requests to host events such as games, scrimmages, tournaments, or seminars require 25Live to be completed and approval from the JAX RecWell department. It is highly recommended that clubs begin the process as soon as they know they are hosting an event. Facility requests should be submitted through 25Live a minimum of 3 weeks in advance to ensure adequate time is given to confirm space, deny space and find an alternate location and/or to properly inspect facility playing surface for safety issues. In addition, clubs should begin the process of contacting potential traveling clubs and any needed officials and/or judges **at least three weeks prior to the event.**

C. Valley Athletic Field & Dolphin Green

Valley Athletic Field & Dolphin Green Policy

Please read the following guidelines regarding the Valley Athletic Field and Dolphin Green.

“The Valley Athletic Field is to be used by Jacksonville University students, faculty, and staff. Individuals without a Jacksonville University Identification Card will not be permitted to use the Valley Athletic Field or Dolphin Green. These fields are for club sport and intramural competitions. They cannot be used for open recreation to non-Jacksonville University individuals.

The Valley Athletic Field or Dolphin Green can be reserved through 25Live for a fee to non-Jacksonville University individuals. Contact: bcarson@ju.edu.

Disorderly conduct, abuse of the field, equipment, or staff and/or disregard for the Valley Athletic Field and Dolphin Green will result in immediate removal from facility. Sanctions may include: disciplinary action, reimbursement for damages, and/or potential suspension from the facility and program.

Jacksonville University Club Sports Handbook: 2022-2023

Pets, with the exception of service animals, are not allowed on outdoor recreation fields.”

Clubs are expected to treat facility space with care. All spaces must be cleaned and returned to their normal settings following use. Upon completion of trainings and competitions, trash is to be picked up, bagged and disposed of in the nearest dumpster. Any damage or maintenance problems with the facilities should be reported immediately to the staff contact. Misuse of facility space or failure to comply with the above regulations may result in a loss of facility use privileges.

Lining of Fields: Clubs needing lines painted on any outdoor fields should submit their request to Campus Recreation & Wellness staff *no less than two weeks prior to the event*. This request should be submitted in the Event Request form as well.

D. Visiting Teams

JU club members are responsible for the behavior of all visiting team members. Issues pertaining to property damage and violations of the Student Code of Conduct (possession of alcohol at club events) should be handled appropriately by club members to avoid being held accountable.

All visiting club members must sign a **Visiting Team Waiver** (one waiver per team). It is recommended that clubs send out the waiver to visiting team’s club presidents or another officer a minimum of one week in advance to provide enough time for the form to be completed and turned in. All participants must sign the form prior to engaging in any form of club activity. It is the responsibility of the club officers to ensure all participants have signed the waiver prior to engagement in any activity. Waivers must be turned into the Campus Recreation & Wellness office (either electronically or in person) within 3 days of the event’s completion.

E. Meeting Rooms

Clubs that want to have informational meetings may reserve rooms through 25Live. The meeting must be confirmed to occur. Requests should be submitted through 25Live a minimum of 3 weeks in advance to ensure adequate time is given to confirm space, deny space and find an alternate location.

F. Equipment

All equipment purchased on behalf of the club becomes property of Jacksonville University’s Campus Recreation & Wellness Department. A formal inventory of all university-purchased equipment will be conducted annually. **Clubs are not allowed to purchase equipment themselves – purchases must go through the Campus Recreation & Wellness staff.** If a club member pays for equipment, he/she will not be reimbursed. Clubs will be held responsible for lost or damaged equipment.

Injuries, Safety, and Weather

A. Insurance

Jacksonville University does not provide medical, health, or other insurance for participants. The University requires that all eligible students be covered by a health insurance plan that is comparable or exceeds the University’s Insurance Plan. All students who wish to waive University coverage are required to obtain their own insurance. Additional team or individual insurance is required by some sports’ governing bodies (ex. USA Boxing requires special health insurance for teams and individual members). The University assumes no

Jacksonville University Club Sports Handbook: 2022-2023

responsibility for any participant with an existing health condition that makes it inadvisable for him/her to participate in any given activity.

B. CPR and First-Aid

The Safety Officer(s) of each club must be CPR/First Aid certified. With no athletic trainers on site, it is the job of the Safety Officer to act in their place. This person should be able to administer basic first responder assistance in the event of an injury or emergency. There are free classes offered through Jacksonville University.

C. Facility Inspection

In cooperation with Campus Recreation & Wellness, each club shares responsibility for its own safety at games and practices. A facility inspection should take place before all events. All hazards should be documented and avoided. Practices and games should be canceled if the safety of all participants involved cannot be guaranteed. If any hazards are found, please notify the Campus Recreation & Wellness staff as soon as possible.

D. Return to Play Policy

Any participant who has sustained an injury that requires a physician's referral (including concussion) will be required to be cleared by the physician prior to resuming participation. Once a player has received a physician referral, that player must notify the President of the team and the Assistant Director of Club and Intramural Sports that they are ineligible. The program staff will then flag the player as ineligible until they bring a signed note from the physician to the Assistant Director of Club Sports and Intramurals indicating they have been cleared for participation. The Assistant Director will also keep a list of all ineligible players to assist intramurals in tracking injured participants.

E. Injury Reporting

It is the responsibility of the club to report and document any injuries that occur during club practices or events. A club safety officer or club officer must fill out the injury report and turn it into the Campus Recreation & Wellness staff as soon as possible.

For non-life threatening or less serious injuries, please contact Campus Security at 904-256-7585.

For life threatening or serious injuries, please call 911 and then Campus Security at 904-256-7585.

Campus Security must know anytime you call 911 onto campus. They will help direct the emergency responders to your location.

F. Inclement Weather Policy

The Campus Recreation & Wellness staff reserves the right to cancel indoor or outdoor practices or events if weather poses a threat to club participants. However, every effort will be made to provide ample notice to Club of such cancellations or delays.

Lightning Policy (Use of Weather Sentry APP)

Weather Sentry sends a 15 mile alert. The game administrator/operations staff will be warned that lightning or severe weather is approaching the area. At the next break in action, the game official(s), the JU head coach or designee, the visiting team Certified Athletic Trainer and/or coach will also be warned that lightning or severe weather is approaching the area.

Jacksonville University Club Sports Handbook: 2022-2023

Weather Sentry sends an 8 mile alert. The game administrator/operations staff will be notified that lightning or severe weather is in the area. All the activities are to stop IMMEDIATELY. The field/courts will be cleared and all personnel will move to safe structures or locations.

Weather Sentry sends a 6 mile alert. All personnel should be inside a safe location.

If unable to reach a safe structure, stay away from tall or individual trees, poles, metal objects, standing pools of water, and open fields. Avoid being the tallest object. Find a thick grove of small trees surrounded by taller trees or a dry ditch. Do not lie flat on the ground. Crouch on the balls of your feet, keep them close together and wrap your arms around your legs.

Returning to activity guidelines as per the NWS, NATA, NCAA is that you must wait **30** minutes or longer after the last flash of lightning within the 6-mile local range. Weather Sentry will send an all-clear alert and only then will players be allowed to resume practice. Any time you have a flash of lightning within the 6-mile local range, the clock automatically resets.

Standard of Conduct

A. Discipline

Club Sport participants have an obligation to conduct themselves and their organization in a manner that is compatible with the University's philosophy and function as an educational institution. All Clubs must comply with the Campus Recreation & Wellness Code of Conduct, which shall be a part of the basic rules, charter, constitution, and bylaws of club sports. In addition, clubs must adhere to the policies and procedures set forth in the Club Sport Handbook.

Club members are expected to act in a mature and responsible manner both on and off campus, when participating in club related activities. Further, all clubs must comply with the code of conduct. Violation of this code may result in disciplinary action by the Office of the Dean of Students.

B. Code of Conduct

As a participant of the Club Sport Program at Jacksonville University, clubs and its members are expected to abide by the following:

- All club members will conduct themselves responsibly and professionally, at all club-sponsored activities. These include, but are not limited to, home and away events, practices, fundraisers and socials. Acceptable behavior includes whether on or off campus and in or out of Jacksonville.
- All club members understand that their actions as an individual, group, or entire club impact the whole club, the Club Sports Program, Campus Recreation & Wellness Department, and Jacksonville University.
- All club members will show respect to all teammates, opponents, referees, officials, spectators, staff and employees.
- All club members will adhere to all Club Sports policies and procedures, as outlined in the Club Sport Program Handbook.

Jacksonville University Club Sports Handbook: 2022-2023

- All club members must understand that their actions whether as an individual, group, or entire club may affect an individual or club's ability to receive any of the privileges afforded to Club Sports.

C. Hazing Policy

Definition of Hazing Violation:

Any action or situation that recklessly, by design, or intentionally endangers the mental or physical health or safety of a student for any purpose including but not limited to initiation or admission into or affiliation with any student group or organization. In such an instance, hazing occurs if an individual or group:

- Causes or attempts to cause physical injury or other harm to a student including but not limited to emotional distress, or engages in any conduct which presents a threat to the student's health or safety, which shall include but not be limited to any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, alcohol, drug, or other substance, or other forced physical activity that could adversely affect the physical or physical and mental health or safety of the student, and any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced sexual conduct, and forced exclusion from social contact.
- Engages in an action or activity which has a tendency to or which is intended to demean, disgrace, humiliate, or degrade a student, which shall include but not be limited to, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student.
- Conduct that by design, intent or recklessness causes a student to be unable reasonably to pursue, or interferes with or attempts to interfere with a student's academic schedule or performance; or
- Causes, induces, pressures, coerces, or requires a student to violate the law or to violate any provision of Jacksonville University regulations.
- In response to allegations of hazing under this regulation it is not a defense that:
 - The victim gave consent to the conduct.
 - The conduct was not part of an official organizational event or sanctioned or approved by the organization.
 - The conduct was not done as a condition of membership in the organization.

D. Improper Behavior

Acts that may cause a club, its members or coach(es)/instructor(s) to be disciplined include, but are not limited to:

1. Inappropriate conduct or actions, including the misuse of equipment or facilities, while participating in any club-related activity.
2. Club members participating in an inappropriate activity that violates the Code of Student Conduct, campus regulations or state/federal law including, but not limited to:
 - Physical harm or threat of physical harm to any person or persons, including but not limited to, assault, sexual abuse or other forms of physical abuse.
 - Physical, verbal, or written harassment or conduct that threatens the physical health or safety of any individual(s).
 - An alleged violation engaged in by individual members that was sanctioned, encouraged or approved by the organization itself.
 - Hazing

Jacksonville University Club Sports Handbook: 2022-2023

3. The presence of alcohol at an event involving the club including, but not limited to competitions, practices, fundraisers, and banquets.
4. Carelessness when turning in forms, requests, reports, equipment return, etc.

Travel

Club Sports has implemented the following travel policies to help clubs make safe travel arrangements for competitions off campus. It is important that clubs follow all policies and procedures pertaining to each type of travel. Failure to do so may result in disciplinary action, including but not limited to, denial of reimbursements/funds or a travel suspension.

All travel must be approved through the department and proper paperwork must be submitted. Prior to traveling, clubs must be in good standing with the Club Sports office, submit the appropriate paperwork, and meet with Campus Recreation & Wellness staff for a travel meeting.

A. Class Absences

Regular class attendance is the responsibility of the student. Students are responsible for all work, including tests and written assignments, as well as special class meetings.

Membership in the Club Sport Program does not give a student the right or privilege to be absent from class meetings. Club members that will miss class for a club related game need to talk to their professors ahead of time. The Campus Recreation & Wellness department can prepare a memo outlining the details and authenticating the trip, however, the professor will have full discretion as to whether the student is excused for any academic responsibilities.

B. Drivers

Club teams may choose to drive to their destinations as long as the destination is no longer than 10 hrs. Traveling members are expected to arrive at/depart from their destination as a team. Requests for individual members to travel separately are evaluated on a case-by-case basis and must be approved in advance by the Club Sports professional staff. Overnight stays are highly recommended for all trips involving 6+ total driving hours.

When driving, clubs must adhere to the following guidelines:

- All drivers must possess a valid driver's license and have a clean driving record.
- All drivers are required to obey the speed limit and traffic laws.
- All individuals in a vehicle must wear a seatbelt.
- Clubs are NOT permitted to be on the road between 12am and 6am.
- Drivers must stop every 3 hours for a minimum of 15 minutes to avoid driver's fatigue.
 - It is encouraged that the clubs switch drivers at this time.
 - Limit of 2 – 4 hours behind the wheel for a single student.
- Drivers should be 21 years of age or older.
- Students must sign a Jacksonville University authorized driver form.
- Clubs must avoid driving in inclement weather and/or hazardous road conditions.
- Have a detailed map of the destination area, including competition sites. Use of a GPS is advised.
- Have an emergency plan for the competition site & knowledge of the hospitals/urgent care facilities in the area.

Jacksonville University Club Sports Handbook: 2022-2023

Have contact information for the host(s) of the competition and emergency contact information for all traveling members.

C. Personal Vehicles

Individuals traveling in personal vehicles understand they do so at their own risk. Drivers must be aware that by choosing to drive personal vehicles, they assume responsibility for the safety of those traveling in their vehicle. Jacksonville University is not liable for any costs as a result of an accident, including injury and property damage. Therefore, both the driver and the owner of the vehicle should understand that taking personal vehicles exposes him/her to personal liability as a result of an accident.

D. Rental Vehicles/Air Travel

For clubs traveling further than 10 hours for their competition, please consult the Campus Recreation & Wellness Department for alternate methods of transportation. It is a requirement to discuss these needs a minimum of four (4) weeks prior to the competition date.

E. Lodging

Clubs wishing to stay overnight in a hotel should consult the Campus Recreation & Wellness Department for rules and regulations regarding lodging needs. Clubs are encouraged to efficiently spend funds by sharing rooms. However, co-ed teams must have separate sleeping arrangements for male and female members.

F. Alcohol/Tobacco

For University funded events there is no alcohol or tobacco allowed during any part of travel for any students at Jacksonville University, regardless of being 21 years of age or older.

G. Travel Procedures

Prior to travel

- A. Submit a list of all planned travel to the Campus Recreation & Wellness Staff via the google doc. This list should include date(s) of travel, date(s) of event, time of event, type of event and estimated number of travelers.
- B. Update this list continually throughout the semester.
- C. All travelers must sign a waiver.
- D. Club officers should ensure that sufficient funds are available to the club per what it plans to reimburse to its travelers.
- E. Receive the emergency contact list from your club liaison. If this is not received within 24 hours of departure, contact your club liaison immediately.
- F. Ensure the emergency contact list is given to at least two traveling members of the club, preferably traveling in separate vehicles.
- G. Check out a first aid kit from the Campus Recreation & Wellness office (optional).

Within 5 days after return

- A. Complete the Club Sport Post-Travel form via google docs. Only club officers may complete this form and no reimbursements may be processed until this form is completed.
- B. Collect receipts for travel (gas, tolls, and hotels) and reimburse member(s).

Jacksonville University Club Sports Handbook: 2022-2023

Required travel forms:

- Pre-Travel Form
- Post-Travel Form
- Injury Report Form

Budget and Finance

The purpose of a budget is to establish a sound financial record for club activities. Once the budget is created, it is used as an instrument to plan for future events, provide an accurate historical record for new officers, and finally, as a means to determine to what extent support is needed in the form of budget allocation.

A. Applying for Allocation

In order to receive a budget, clubs must submit a budget request form and give a budget presentation to the Club Sport Committee. **If clubs do not submit a budget request form, then they will not receive a budget for the next academic year.** The Campus Recreation & Wellness staff will go over all the budget information and the documents that should be submitted.

B. Types of Budget Items

Travel

This budget line is used for tournament entry fees, vehicle rental, gasoline, tolls, and hotel. Restrictions include meals or other food purchases and hotel incidentals (movies, internet, and room service). The club must collect all its travelers' itemized receipts. This budget line does not roll over to the subsequent year, and cannot be combined or transferred to another line.

Fees

This budget line is used to pay for state, regional or national governing body fees and/or dues for the entire club. This budget line does not roll over to the subsequent year, and cannot be combined or transferred to another line.

Personnel

This budget line is used to pay for officials, referees, or judges who are working at special events where an entry fee is not being charged. This budget line does not roll over to the subsequent year, and cannot be combined or transferred to another line.

Equipment

This budget line is used to pay for all equipment the club will utilize. All equipment purchased will become property of Jacksonville University. This budget line does not roll over to the subsequent year and cannot be combined or transferred to another line.

Foundation

This line rolls over from year-to-year and includes money received in the club's name via donations from parents, friends, alumni, or businesses. Funds in this area may be used for equipment, travel, coaching, food, trophies, and t-shirts. The same procedures for accessing Department-allocated funds apply to Foundation.

Jacksonville University Club Sports Handbook: 2022-2023

Outside Revenue

This line rolls over from year-to-year and includes entry fees collected when hosting events, t-shirt sales, car washes, group work, restaurant promotions, etc. This money may be used to pay for equipment, uniforms, jerseys, governing body fees, personnel (coaches, officials, and referees), travel, awards, and food. The same procedures for accessing department-allocated funds apply to Outside Revenue.

C. Process for Accessing Funds

Fees

To pay governing or sanctioning body fees, clubs must submit invoices in advance of the time they need to be paid. Simply contact the Governing Body, have them send an invoice to our office for payment. Our office cannot pay these costs on a reimbursement basis. It is recommended clubs contact their governing body early in the school year and have the invoice sent to our office.

Jacksonville University does not pay for any individual's membership fee, insurance, or application for promotion.

Personnel

Any club in need of officials, referees & judges must reach out to the Campus Recreation & Wellness staff to let them know ahead of time. The club must have their home game dates finalized and provide them to the Assistant Director of Intramurals and Club Sports.

Equipment

All club equipment must be purchased by the Campus Recreation & Wellness Department. Equipment cannot be purchased by club members or related individuals, nor can the cost of equipment be reimbursed to club members or related individuals.

When a club wants to purchase equipment or rent a facility, it should notify the office of its intentions with the vendor's contact information, a written (or e-mailed) description of the item, quantity, price and any other relevant specifications. This can be in the form of an estimate from the vendor, a link to the online catalog, or simply an e-mail from the club officer. Vendors who have done business with the university are typically already in the system. Vendors not in the system require a Vendor Application completed prior to making any purchases. Be aware that delays can be caused by unresponsive vendors, shipping time, out-of-stock items, etc. Clubs need to allow for additional time if this is the case. Allow at least 2 weeks for any purchase to be approved and processed. This is especially important if the club needs a certain item by a specific date. When your club needs something such as trophies, shirts, or anything for an event, you need to plan accordingly and in advance.

Delivery instructions must state that the equipment is to be delivered to the Jacksonville University Student Affairs office in Davis Student Commons. If equipment is coming from a local vendor, arrangements should be made with the office staff to have the items picked up.

All equipment purchased on behalf of the club becomes property of the Campus Recreation & Wellness Department and will become part of the club's official inventory. A formal inventory of all University-purchased equipment will be conducted annually. Clubs will be held responsible for lost and/or damaged equipment. Individual club members and officers can also be held personally responsible for lost and/or damaged equipment.

Jacksonville University Club Sports Handbook: 2022-2023

Club members, coaches, and others associated with the club cannot be reimbursed for equipment that has been purchased without authorization. Purchases must be made through university procedures.

Promoting Your Club

A. Use of University or Athletic Logo

Clubs wanting to use any University logo must get permission from the University. This includes any mark, logo, symbol, nickname, letter(s), word(s) or combination of these that can be associated with the University. There are also certain licensed vendors that have permission to use University-approved logos.

Appendix

Jacksonville University Club Sports Handbook: 2022-2023

Safety Officer Acceptance of Responsibility Form

Club Sport: _____ Academic Year: _____

Last Name: _____ First Name: _____

Phone: _____ Email: _____

JU ID: _____ Expiration Date of Certification: _____

Please attach a copy of your First Aid/CPR Certification Card.

I hereby accept the responsibility of serving as a Safety Officer for the above listed club sport program.

I understand that in order to serve in this capacity, I must maintain certifications in Adult CPR/AED, and Standard First Aid from a Club Sports program-approved provider (American Red Cross, American Heart Association, or others) and the certification must be obtained from an in-person or blended learning course (online only certifications will not be accepted). I understand that it is my responsibility to monitor the safety of the environment in which my organization is participating, and report any unsafe conditions, accidents, and/or incidents to the RecWell Department.

I understand that my organization will not be allowed to participate in any Club-related activity without a safety officer present. I agree to show valid personal identification when asked by any Club Sport program or RO staff.

I agree to complete with Jacksonville University Incident Report form for all injuries and incidents sustained to/involving members of my organization or guests at our practice/event to the best of my knowledge and return it to the RO Department as soon as possible following the injury/incident.

Signature

Date

Jacksonville University Recreation, Intramural, and Club Sports

Release of Liability and Assumption of Risks

This form must be signed by all participants in activities of Jacksonville University Recreation, Intramural, and Club Sports. Please fill out one form for each activity in which you will participate. This Release of Liability and Assumption of Risks Agreement must be completed annually. It is strongly recommended that participants purchase insurance that covers accidents which may occur during activities of Jacksonville University Recreation and Intramural Sports. Please write legibly and provide the appropriate response in all blank spaces.

Sport/Activity: _____ Participant Name: _____

DOB ____/____/____mm / dd / yyyy E-mail: _____

Local Address: _____

City, State, ZIP: _____ Phone Number: _____

Emergency Contact Name: _____

Relationship: _____ Phone: (____) _____

I understand that Jacksonville University does not require me to participate in this Activity, but I want to do so despite the possible dangers and risks and notwithstanding this Release of Liability and Assumption of Risks Agreement. In consideration for the benefits to be derived from my participation in the above Activity, I hereby acknowledge the following: (1) I am aware that all activities involve risk, and that some are violent contact sports; (2) I am aware that playing or practicing in any activity may be dangerous and involve many risks of injury; and (3) I UNDERSTAND THAT THE DANGERS AND RISKS OF PLAYING OR PRACTICING THE ACTIVITY COULD RESULT IN PHYSICAL OR PSYCHOLOGICAL HARM AND RANGE FROM MINOR INJURIES SUCH AS SCRATCHES, BRUISES OR SPRAINS; MAJOR INJURIES SUCH AS CONCUSSION, JOINT OR BACK INJURIES OR HEART ATTACK; OR CATASTROPHIC INJURIES SUCH AS PARALYSIS OR DEATH. I further understand and acknowledge that the dangers and risks of playing or practicing the Activity may result not only in injury, but serious impairment of my future abilities to earn a living, to engage in other business, social, and recreational activities, and generally to enjoy life. I understand that these injuries or outcomes may arise from my own or others' actions, inaction, or negligence; conditions related to travel; or the condition of the Activity location(s). **Nonetheless, I assume all related risks, both known and unknown to me, of my participation in the Activity, including travel to, from, and during the Activity.**

Because of the danger of participating in the above Activity, I acknowledge and understand the importance of following any and all rules and regulations established by Jacksonville University and/or of Jacksonville University Recreation and Intramural Sports. I hereby agree to obey such rules, regulations, and instructions.

Jacksonville University Club Sports Handbook: 2022-2023

I further acknowledge that I am in good physical condition and do not know of any condition or reason that I should not participate in the Activity. I RECOGNIZE AND ACKNOWLEDGE THAT JACKSONVILLE UNIVERSITY DOES NOT CARRY ANY TYPE OF ACCIDENT OR HEALTH INSURANCE POLICY ON THE PARTICIPANTS IN ACTIVITIES WITHIN THE DEPARTMENT OF RECREATION OR INTRAMURAL SPORTS. I ALSO REALIZE THAT SPORTS INJURIES CAN BE CATASTROPHIC FOR THOSE WITHOUT PROPER MEDICAL COVERAGE. **I hereby release, waive, discharge, and covenant not to sue** Jacksonville University, and its coaches, officers, trustees, directors, volunteers, agents, and employees (collectively "JU") from any and all claims, demands, damages, actions, liabilities, causes of action, or suits in equity of whatever kind or nature, **including, without limitation, claims of JU's negligence**, resulting from any physical or psychological injury (including paralysis and death), illness, damages, or economic or emotional loss I may suffer because of participation in the Activity, including travel to, from, and during the Activity.

I agree to indemnify and hold JU harmless from all losses, liabilities, damages, costs or expenses (including but not limited to reasonable attorneys' fees and other litigation costs and expenses) incurred by JU as a result of any claims or suits that I (or anyone claiming by, under or through me) may bring against JU to recover any losses, liabilities, costs, damages or expenses which arise during or result from my participation in the Activity, regardless of whether or not caused in whole or in part by the negligence or other fault of JU.

I understand that the terms hereof serve as a release and assumption of risk for me as well as my heirs, estates, executors, administrators, and assignees.

I hereby give consent for JU to provide me with medical care and treatment and emergency medical services associated with participation in the Activity. I agree to assume all costs related to such treatment, including transportation costs. I further authorize the release of any medical information necessary to process a claim for accident/medical payment insurance for an injury or illness incurred while I am participating in the Activity. I grant permission for JU to take and make public visual/audio images of me. I agree that JU owns the images and all rights to them. Without notification to me, the images may be used in any manner or media, including but not limited to, JU-sponsored websites, publications, promotions, advertisements, or posters. I waive any right to inspect, approve, or be compensated for the use of such images.

I have read this document in its entirety and understand all of the terms and conditions it contains. I am signing this document freely. No oral representations, statements, or inducements apart from this general release of liability and assumption of risk form have been made. I execute this document for full, adequate, and complete consideration fully intending to be bound by the same, now and in the future.

I agree that this document shall be governed for all purposes by Florida law, without regard to such law on choice of law.

THIS IS A RELEASE OF YOUR RIGHTS, READ CAREFULLY AND UNDERSTAND BEFORE SIGNING.

Participant Signature: _____

Participant Name (print): _____

Date: _____

Jacksonville University Club Sports Handbook: 2022-2023

IF YOU ARE UNDER 18 YEARS OF AGE, you must have a parent or legal guardian sign in the section BELOW.

I am the parent or legal guardian of the Participant. **I understand the legal consequences of signing this document, including: (a) releasing JU from all liability on my and the Participant's behalf, (b) promising not to sue on my and the Participant's behalf, and (c) assuming all risks of the Participant's participation in the Activity, including travel to, from, and during the Activity.** I allow Participant to participate in the Activity. I give my consent to JU and its medical representatives to obtain medical care from any licensed physician, hospital, clinic, or medical provider for the Participant for injury that could arise from the Activity. I agree to be financially responsible for any costs incurred as a result of such medical care. I understand that I am responsible for the obligations and acts of Participant as described in this document. I agree to be bound by the terms of this document.

I have read this document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

Signature of Minor Participant's Parent/Guardian

Name of Minor Participant's Parent/Guardian (print)

Date

Minor Participant's Name

Jacksonville University Club Sports Handbook: 2022-2023

Jacksonville University Club Sport Coach/Instructor Agreement

Please Print and Fill Out **COMPLETELY**

Name of Club Sport: _____ Year: _____

Name: _____
Last First Middle

Home Address: _____

Work Address: _____

Home Telephone Number: _____

Work Telephone Number: _____

Cell Telephone Number: _____

E-Mail Address: _____

Occupation: _____

Emergency Contact: _____

Relationship: _____

Phone Number: _____

Jacksonville University Club Sports Handbook: 2022-2023

Please state what qualifications/experiences you have that will benefit the members of the club for which you are providing services. Please include a copy of any certification(s). Discuss your goals for the club, and how you hope to accomplish them.

Name: _____ Years of Playing Experience: _____ Years of Coaching: _____

Describe your goals and expectations for coaching or instructing this club:

Experience:

Certifications/dates:

- 1. Compensation and Status.** I understand and acknowledge that, if approved, I will be coaching or instructing on a volunteer basis. I understand and acknowledge that I am volunteering solely for my own personal reasons and benefit, and in the absence of any promise, expectation, or receipt of compensation. I understand and acknowledge that I will unpaid employee of Jacksonville University.

- 2. Role and Responsibilities.** I understand and agree that, if approved, I will:
 - Promote fair play and good sportsmanship at all times;
 - Conduct safe and well-organized practice sessions and instruction designed to develop and improve the skills of Sport Club members;
 - Observe appropriate safety practices, including the inspection of sport gear, and promptly report any hazardous facility conditions;
 - Act only in those areas in which I have been empowered by the officers of the Sport Club;
 - Demonstrate knowledge, experience, and a strong foundation in the sport I am coaching;
 - Not solicit any money from any source, or purchase, rent or commit anything in the name of the Jacksonville University, unless explicitly authorized to do so in writing by a Campus Activities administrator;

Jacksonville University Club Sports Handbook: 2022-2023

- Restrict my contributions to coaching/instructing and refrain from activities involved in the club's management (e.g., Sport Club business matters, including hosting events, submitting forms, meetings, facility requests);
 - Not use University equipment or facilities for private instruction or lessons
 - Always act in the best interests of the Sport Club I seek to coach or instruct and the University's Sport Club program.
- 3. Insurance and Waiver.** I understand, acknowledge and agree that I am not covered under any of the University's insurance or workers' compensation programs. I also understand, acknowledge and agree that because instructing or practicing in any Sport Club will be a dangerous activity involving many risks of injury, the University strongly recommends that I carry personal liability insurance. I certify that I carry personal medical insurance and that I will provide proof of personal medical insurance to the Sport Club before I begin to coach or instruct. I further understand, acknowledge and agree that I will not hold the University liable for any injury I cause or incur while serving as a Sport Club coach or instructor.
- 4. Term and Termination.** If approved, I understand and agree that this agreement must be signed annually by the appropriate representatives listed below to be valid. I further understand and agree that, if approved, the Club Sport (via its officers) or I may terminate my position as Club Sport coach or instructor at any time and for any reason.

The Department of Recreational and Operations reserves the right to investigate any and all inquiries related to the performance, ability, and/or actions of the above named individual. If the behavior and/or abilities of the volunteer are deemed improper by the Recreation and Operations staff or club officers, the volunteer may be removed from his/her position in the club, with or without reason. Any objections to a decision of such must be brought to the Assistant Director of Club Sports and Intramurals.

I have read and understand the above information, including the fact that this is a Volunteer Coaching Form which indicates that I will not be paid for my services.

Signature of Coach/Instructor: _____ Date: _____

Signature of Club President: _____ Date: _____

Signature of Club Sport Staff: _____ Date: _____

Jacksonville University Club Sports Handbook: 2022-2023

If Yes, which hospital? _____

Is follow-up care/ treatment required? Yes: ___ No: ___

If yes please describe:

Witness Name: _____

Witness Telephone: _____

Witness Signature: _____

Recreation & Wellness Staff on Duty: _____

Signature of person filing report: _____

Today's Date: _____

Jacksonville University Club Sports Handbook: 2022-2023

Visiting Team Release of Liability and Assumption of Risks

The undersigned participant wishes to participate in a Club Sport Game of _____ at Jacksonville University (the "Activity"). The undersigned participant fully recognizes that certain risks are involved in participating in the Activity and they voluntarily assume these risks for the undersigned participant.

In consideration for the benefits to be derived from my participation in the above Activity, I hereby acknowledge the following: (1) I am aware that all activities involve risk, and that some are violent contact sports; (2) I am aware that playing or practicing in any activity may be dangerous and involve many risks of injury; and (3) I UNDERSTAND THAT THE DANGERS AND RISKS OF PLAYING OR PRACTICING THE ACTIVITY COULD RESULT IN PHYSICAL OR PSYCHOLOGICAL HARM AND RANGE FROM MINOR INJURIES SUCH AS SCRATCHES, BRUISES OR SPRAINS; MAJOR INJURIES SUCH AS CONCUSSION, JOINT OR BACK INJURIES OR HEART ATTACK; OR CATASTROPHIC INJURIES SUCH AS PARALYSIS OR DEATH. I further understand and acknowledge that the dangers and risks of playing or practicing the Activity may result not only in injury, but serious impairment of my future abilities to earn a living, to engage in other business, social, and recreational activities, and generally to enjoy life. I understand that these injuries or outcomes may arise from my own or others' actions, inaction, or negligence; conditions related to travel; or the condition of the Activity location(s). **Nonetheless, I assume all related risks, both known and unknown to me, of my participation in the Activity, including travel to, from, and during the Activity.**

Because of the danger of participating in the above Activity, I acknowledge and understand the importance of following any and all rules and regulations established by Jacksonville University and/or of Jacksonville University Club Sports. I hereby agree to obey such rules, regulations, and instructions.

I hereby release, waive, discharge, and covenant not to sue Jacksonville University, and its coaches, officers, trustees, directors, volunteers, agents, and employees (collectively "JU") from any and all claims, demands, damages, actions, liabilities, causes of action, or suits in equity of whatever kind or nature, **including, without limitation, claims of JU's negligence**, resulting from any physical or psychological injury (including paralysis and death), illness, damages, or economic or emotional loss I may suffer because of participation in the Activity, including travel to, from, and during the Activity.

I agree to indemnify and hold JU harmless from all losses, liabilities, damages, costs or expenses (including but not limited to reasonable attorneys' fees and other litigation costs and expenses) incurred by JU as a result of any claims or suits that I (or anyone claiming by, under or through me) may bring against JU to recover any losses, liabilities, costs, damages or expenses which arise during or result from my participation in the Activity, regardless of whether or not caused in whole or in part by the negligence or other fault of JU.

I understand that the terms hereof serve as a release and assumption of risk for me as well as my heirs, estates, executors, administrators, and assignees.

I hereby give consent for JU to provide me with medical care and treatment and emergency medical services associated with participation in the Activity. I agree to assume all costs related to such treatment, including transportation costs. I further authorize the release of any medical information necessary to process a claim for accident/medical payment insurance for an injury or illness incurred while I am participating in the Activity. I grant permission for JU to take and make public visual/audio images of me. I agree that JU owns the images and all rights to them. Without notification to me, the images may be used in any manner or media, including

Jacksonville University Club Sports Handbook: 2022-2023

but not limited to, JU-sponsored websites, publications, promotions, advertisements, or posters. I waive any right to inspect, approve, or be compensated for the use of such images.

I have read this document in its entirety and understand all of the terms and conditions it contains. I am signing this document freely. No oral representations, statements, or inducements apart from this general release of liability and assumption of risk form have been made. I execute this document for full, adequate, and complete consideration fully intending to be bound by the same, now and in the future.

I agree that this document shall be governed for all purposes by Florida law, without regard to such law on choice of law.

THIS IS A RELEASE OF YOUR RIGHTS, READ CAREFULLY AND UNDERSTAND BEFORE SIGNING.

Participants from (University/School Name): _____

| Participant Name (print) | Participant Name (signature) | Date |
|---------------------------------|-------------------------------------|-------------|
| 1 _____ | _____ | _____ |
| 2 _____ | _____ | _____ |
| 3 _____ | _____ | _____ |
| 4 _____ | _____ | _____ |
| 5 _____ | _____ | _____ |
| 6 _____ | _____ | _____ |
| 7 _____ | _____ | _____ |
| 8 _____ | _____ | _____ |
| 9 _____ | _____ | _____ |
| 10 _____ | _____ | _____ |
| 11 _____ | _____ | _____ |
| 12 _____ | _____ | _____ |
| 13 _____ | _____ | _____ |
| 14 _____ | _____ | _____ |
| 15 _____ | _____ | _____ |

Jacksonville University Club Sports Handbook: 2022-2023

16 _____

17 _____

18 _____

19 _____

20 _____

IF YOU ARE UNDER 18 YEARS OF AGE, you must have a parent or legal guardian sign in the section BELOW.

For Participants under 18 years of age:

I am the parent or legal guardian of the Participant. **I understand the legal consequences of signing this document, including: (a) releasing JU from all liability on my and the Participant's behalf, (b) promising not to sue on my and the Participant's behalf, and (c) assuming all risks of the Participant's participation in the Activity, including travel to, from, and during the Activity.** I allow Participant to participate in the Activity. I give my consent to JU and its medical representatives to obtain medical care from any licensed physician, hospital, clinic, or medical provider for the Participant for injury that could arise from the Activity. I agree to be financially responsible for any costs incurred as a result of such medical care. I understand that I am responsible for the obligations and acts of Participant as described in this document. I agree to be bound by the terms of this document.

I have read this document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

Signature of Minor Participant's Parent/Guardian

Date

Name of Minor Participant's Parent/Guardian (print)

Minor Participant's Name

Jacksonville University Club Sports Handbook: 2022-2023
Executive Board Form

President: _____

Phone Number: _____

E-Mail Address: _____

Vice President: _____

Phone Number: _____

E-Mail Address: _____

Treasurer: _____

Phone Number: _____

E-Mail Address: _____

Safety Officer: _____

Phone Number: _____

E-Mail Address: _____

Optional

Social Media Manager: _____

Phone Number: _____

E-Mail Address: _____