
Student Group Agreement

As the authorized Representative of a Student Group of the Graduate Students' Association (GSA), I confirm I have fully read and understand the GSA's Student Group Handbook and the corresponding Policy and Procedures in their entirety. In accordance with these policies and procedures, our Student Group agrees to:

- Maintain a minimum of three (3) executives including Chair, President, Presiding Officer, or equivalent, and a Treasurer that are Active Members at all times (as defined in the GSA Bylaws) and consist of a minimum of 10 GSA Members;
- Operate according to the ratified bylaws or Terms of Reference (ToR) as submitted to the GSA;
- Submit a current version of the Student Group governing document within two (2) weeks of any amendments;
- Abide by the GSA policies and procedures at all times, including but not limited to: Student Group Policy, Student Group Procedure guide, and any other applicable guidelines set out by the GSA;
- Submit the Change of Information Form annually before October 15 of each academic year, or as soon as our Student Group is able, to update the GSA with new executives' information, governing documents, and bank signing authorities;
- Ensure funds are spent appropriately to meet the mandate of our Student Group;
- Submit an Annual Report to the GSA by April 30 outlining the activities of the previous academic year;
- Ensure events are safe and healthy for members by properly assessing risks, administering waivers, and seeking additional outside necessary insurance for special events as outlined in GSA Events Handbook and required by the GSA;
- Submit a request for consent to the GSA for high exposure or high-risk events that require verification of coverage by the GSA insurance provider;
- Take responsibility for any repairs or replacement of the UCalgary property if damage has occurred during a Student Group event; and
- Fulfill transition requirements (including transfer of Student Group email, website, social media if applicable) when new executives are elected as outlined in the Student Group Handbook, and report this to the GSA within a reasonable timeframe.

Failure to comply with these terms may result in the suspension of Student Group funding, services, and other benefits as provided by the GSA up to and including de-registration. Further, our Student Group understands and agrees that any funding and/or services made available to Student Group are subject to availability of funds, equipment, and/or space allocation.

Signature:

Name: _____

Date: _____