
STUDENT LEADERSHIP ELIGIBILITY

To hold an office or leadership position in a student organization, a student must meet all of the requirements as defined in the *Handbook of Student Activities*.

- **What are the requirements for holding a position in a student organization?**
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What are the requirements for holding an elected or appointed position in a student organization?

The requirements for holding an office or a leadership position in a student organization are defined in the *Handbook of Student Activities* under Managing Your Organization: Officer Eligibility.

Officer Eligibility

1. All students are free to join student organizations at the University, subject to all applicable University regulations, policies and procedures. Registration and official recognition of student organizations is administered by the Center for Student Involvement. All student organizations must be officially registered in order to meet on campus, and to use University facilities. All student organizations and groups are subject to the regulations and policies of the University of Florida, including but not limited to, Regulations 6C1-4.016 and 6C1-4.017, concerning the Student Conduct Code and the Student Honor Code.
2. The following are minimum eligibility requirements for any student to hold a leadership position in an officially registered student organization at the University of Florida. Student organizations are encouraged to consider higher requirements if appropriate for their specific group. In order to hold an elected or appointed office in a student organization, a student must:
 - a. Be enrolled in a degree-seeking program at the University as an undergraduate, graduate, professional, or postgraduate student. Postgraduate student shall include enrollment as a post-baccalaureate student;
 - b. Meet requirements for full-time registration and academic standing described below:

- i. Undergraduate students must be registered for twelve (12) credits in the Fall and Spring semesters, have a minimum 2.5 cumulative academic average and cannot have an academic warning or be on academic probation;
 - ii. 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 eight (8) credits if appointed to a half-time graduate assistantship, or nine (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;
 - iii. Postgraduate students, including post-baccalaureate students, must be enrolled for at least twelve (12) credits. Postgraduate students may not hold an office in a student organization for more than one semester while in postgraduate status.
 - c. Correspondence courses will not be considered for (a) or (b) above. Students will be allowed to enroll for one in-residence course at another college or university and have those credits count toward full-time status only if that course is a required course and is either not offered at the University in the current semester, or is full during that semester. The foregoing provision may only be used by a student for one semester, and the student must present documentation from the academic department showing the course was either not offered at the University or was full as described above;
 - d. Have no late or delinquent obligation for fees or other late or delinquent debts owed to the University; and
 - e. Be free of conduct probation.
3. Notwithstanding subsections (2)(a) and (b) of this regulation, students in the last semester before graduation are eligible for participation in campus activities if they are enrolled for the required number of credits needed for graduation that term.
 4. Students who otherwise meet the requirements of subsection (2) (a) and (b), but who have received approval from the Dean of Students' office to have a reduced course load due to a registered disability, are eligible to hold leadership positions in student organizations as described herein.
 5. Students not meeting the eligibility requirements as outlined in this policy will be required to relinquish their office. If a student no longer meets the eligibility requirements, he or she must notify the faculty/staff advisor and the highest ranking officer in the organization other than the student, in writing of the student's ineligibility at the time he or she becomes ineligible. If, however, the ineligibility is due to the student's cumulative academic average, the student is required to notify the Center for Student Involvement prior to the first day of classes of the next semester. Appeals of this policy must be filed within ten (10) days of when the basis for the ineligibility occurs.

6. The Dean of Students Office shall conduct eligibility checks for each of the student positions outlined in section (7) each term. Students not meeting the eligibility requirements will be notified by the Dean of Students Office that they must relinquish their offices. Appeals of any such notice must be filed within ten (10) days of the date on the notice and will be heard by the Student Activities Appeals Committee, chaired by the Dean of Students, and consisting of staff from the Reitz Union, the Department of Housing and Residential Education, an academic advisor, and two students appointed by the Student Body President.
7. Elected or appointed student leadership positions to which this regulation applies are student leadership positions in student organizations that are all-University in their scope and responsibility. A list of these organizations is available in the University of Florida Center for Student Involvement.

Specific Authority: BOG Resolution dated January 7, 2003

History--New 9-29-75, Amended 1-28-80, 3-25-85, Formerly 6C1-4.03, Amended 4-30-95, 5-1-96, 6-28-98, 1-19-03, 6-15-07.

Is there an appeal process if I want to maintain my position?

A student who is notified of their ineligibility may file an appeal with the Student Activities Appeals Committee. The committee meets each semester to consider special circumstances for which an exception to university policy is acceptable.

Where can I get an APPEAL FORM?

Students may download the *STUDENT ACTIVITIES APPEAL FORM* from the Dean of Students website at <http://www.dso.ufl.edu/publications/activitiesappealform.pdf>. Copies of the form also can be obtained from the Information Desk in the Dean of Students Office.

How soon should I submit my Student Activities Appeal request?

The deadline for submitting your completed Student Activities Appeal Form and supporting information will be indicated on your Dean of Students Office ineligibility notice.

Who will decide?

Decisions are made by the Students Activities Appeals Committee. The committee is chaired by the Dean of Students and consists of staff from the Reitz Union, the Department of Housing and Residence Education, an academic advisor, and two students appointed by the Student Body President.

When will I be notified of the decision?

The decisions of the committee will be mailed by 5:00 p.m. on the business day following the Student Activities Appeals Committee meeting. The committee meets the week following each appeals deadline.

What are examples of circumstances that receive favorable decisions?

Each situation is reviewed individually. It is important to remember that coursework and academic progress are the number one priority. Therefore, situations regarding insufficient GPAs are scrutinized most closely.

What happens if I don't receive a favorable decision?

If your appeal is not approved, you will be required to relinquish your position. You may resign from your position by submitting a letter to the president (vice president if you are the president) of your organization stating your resignation from office. A copy of this letter must also be sent to your organizational advisor and Ms. Sarah Cunningham in the Center for Student Involvement, Rm. 308 J. W. Reitz Union.

If I know that I will be ineligible to hold a position in a student organization next semester, can I appeal in advance?

The committee will consider your appeal if you wish to determine your eligibility for holding a position in a student organization during the next semester.

If you have additional questions, please contact Sylvia Parker, 202 Peabody Hall, 392-1261, ext. 212.