Introduction

As a student-centered, Catholic university rooted in the Jesuit and Marymount traditions, Loyola Marymount values the creation of a campus community in which all members are appreciated, respected and free to develop their personal gifts. The University recognizes the importance of undergraduate student organizations and University programs in fostering the educational mission of the University and provides support through the department of Student Leadership & Development.

Student organizations must register with the University on an annual basis through the process coordinated by Student Leadership & Development.

University programs are designated annually by the University as such based on the dedication of fiscal, human and/or space resources by the University to the program.

Student sponsored events on-campus or in conjunction with the University may only be sponsored by registered student organizations and University programs. Individuals and groups are expressly prohibited from sponsoring such events. All organization events, on- or off-campus, must comply with the University mission and represent the University in a positive light.

New Organization Registration

Undergraduate & graduate LMU students seeking to register a new organization, or who wish to revive an inactive one, must meet with a Student Leadership & Development staff member to discuss the nature and goals of the potential new student organization.

The criteria for registration includes:

- Completion of the registration process with Student Leadership & Development which includes but is not limited to:
  - Submit a roster of 10 interested LMU students (potential members).
  - Completion of student constitution.
  - Completion of registration form (which includes name, contact info, etc.).
  - Secure a faculty or staff member to serve as an advisor
  - Read and sign all rules and regulation forms.
- Provide for an experiential opportunity that is not a duplication of an existing student organization
- Adherence and advancement of the University mission

Student Leadership & Development staff will review these materials and may suggest changes to the content of the documents. If all documentation is in order then Student Leadership & Development will grant registration.

Registration is effective from the date registration is granted until registration reopens for the following school year.
Benefits of Registration

The benefits of University registration include, but are not limited to:
- Using the Loyola Marymount University name or logo
- Ability to hold official events or fundraisers on campus and reserve and use space in the Malone Student Center or other campus locations
- Requesting funds from Associated Students of Loyola Marymount University
- Access to a mailbox in Student Leadership & Development
- Access to an on-campus bank account
- Approval to recruit new members

Re-Registration

Organizations must re-register on an annual basis to continue to be registered from year to year through the process coordinated by Student Leadership & Development.

Annual Reports

Organizations must complete the Annual Report each spring.