NEW CLUB REGISTRATION

SPRING DEADLINE: December 2, 2019

New Club Registration will be open for the 2019-2020 academic year

In order to start a new club you will need to attend one New Club Meeting AND the Club and Organization Registration Education

Specific information will be covered in the New Club Meeting and the CORE workshops, but all new clubs may want to prepare the following when ready to fill out the myBAR registration:

- President must attend one New Club Meeting.
- The President, Scheduler, and Treasurer should be identified and attend the CORE conference.
- Minimum of 5 Cal Poly Pomona students to start the club.
- Mandatory Executive Board Positions: President, Scheduler, and Treasurer.
- All Executive Board members must have at least a 2.0 GPA term AND cumulative, be enrolled in at least 6 units each term and be in good judicial standing. Eligibility will be checked before a new club can be registered and each term.
- Identify an on-campus advisor. The on-campus advisor needs to be a faculty or staff member at Cal Poly Pomona (cannot work for ASI or Foundation Services). Complete the Advisor form.
- Prepare purpose, goals, general description, profile photo for your club.
- The club cannot already exist at Cal Poly Pomona.
- 3-year sustainability plan. Each club must plan to be on campus for at least 3 years – how will you recruit, retain membership, and transition to keep the club successful?
- Bylaws/constitution of the club.
- President and Treasurer must complete CORE Online financial trainings.

Click here beginning October 21, 2019 to access the registration site, log in using your CPP credentials, click on “organizations” and scroll to the bottom and click on the button that says "register an organization", click the "register a new organization" button

Please note that new clubs will need to wait until the 2019-2020 ASI Attorney General is appointed and trained to have their by-laws reviewed. More information will be covered in the New Club meeting.

The deadline for all clubs and organizations (continuing and new) to submit fall registration is 11:30pm on December 2, 2019.

If you need help, please visit the myBAR Lab (26-126) or you may also email us at ldgilford@cpp.edu.