



Sport Club Addendum

1. A "Sport Club" is defined as a group of Cornell University students, faculty, and staff voluntarily organized for the purpose of furthering and promoting their interest in a particular sport or athletic activity. The club may be recreational, instructional, or competitive in nature. Members display a variety of skill levels and may place varying degrees of emphasis on extramural competition. These groups are student-organized, administered and funded, providing opportunities for student initiative, leadership and development of practical skills such as budget preparation and management, event planning and management, and organizational dynamics. The executive board and/or officers of the club must be 100% full-time Cornell students. An IO which meets this definition will for the purpose of this Addendum be referred to as a "Sport Club IO" and shall receive the benefits enumerated by the University and abide by their provisions as part of the Contracted Independent Organization Agreement (CIO).
2. The Sport Club IO must complete an injury report form for any injury that occurs during any club sport activity, including any injury that occurs during travel to or from the event. The Sport Club IO will contact the Office of Risk Management and Insurance to give notice of the injury and obtain the form.
3. The Sport Club IO is encouraged but not required to submit a proposed practice schedule and schedule of club competitions/tournaments to the Student Activities Office. If the Sport Club IO submits this information, the Student Activities Office will place this information in a club file, for use as a reference for current and future officers, however the Student Activities Office may purge files as deemed appropriate and has no obligation to keep documents on file indefinitely. The Sport Club IO must file a Use of University Property form (UUP) (www.activities.cornell.edu/EventReg) when seeking to use university property for club activities that fit within the parameters listed on the Student Activities Office web site, and must follow required procedures for submittal of this form to the Student Activities Office. All other requests for use of university property must be submitted to the Athletics Department in accordance with the guidelines that department sets, or to the Building Coordinator or other designated representative of the building, venue, or outdoor location in which the space sought to be used is located. For a listing of contacts, see the 'Resources' page on the Student Organizations web site – www.sao.cornell.edu/SO.
4. The Sport Club IO must register annually with the Student Activities Office. The Sport Club IO must provide the Student Activities Office with the names, email addresses and telephone numbers of the club officers and advisor via the on-line form at www.sao.cornell.edu/SO, and this information should be updated whenever a change is made to ensure it is current and accurate. In addition, the Sport Club IO is required to submit the following to the Student Activities Office:
 - Current copy of the club constitution
 - Sport Club Addendum
 - Membership roster
 - CIO form
 - CIO Addendum
 - Agreement to Assume Risks and Waive Claims forms

It is the responsibility of the Sport Club IO officers to maintain and submit to the Student Activities Office a current roster of club sport participants, and update that roster as necessary throughout the academic year. The roster should include each participant's name and email address. This roster should be kept on file by club officers for three years following the academic year it was compiled. It is also the responsibility of the Sport Club IO officers to maintain and submit to the Student Activities Office an "Agreement to Assume Risks and Waive Claims" form signed by each club member for each academic year, and to keep the signed waivers on file for three years following the academic year in which they were signed. These forms are available from the 'Resources' page from the Student Organizations website. Further, whenever a new member joins the Sport Club IO, it is the responsibility of the Sport Club IO officers to submit an updated roster and additional "Agreement to Assume Risks and Waive Claims" form(s) for the new member(s) to the Student Activities Office prior to letting the new member(s) participate in any Sport Club IO practices, competitions, tournaments or other activities.

The Sport Club IO understands and agrees that the University does not assume any responsibility for any injuries to anyone in connection with club activities, whether resulting from club practice or competition, travel or other activities, and that the University will not provide payment for medical care, or provide life or accident insurance coverage for students or others engaged in club activities, whether in Ithaca or away.

5. The Sport Club IO agrees to advise its members that accident medical insurance should be purchased by students from an insurance company. Catastrophic accident insurance may be available based upon a vote of the student governing body representatives. Neither Cornell University nor the student governing bodies make any representation about the availability, completeness, or appropriateness or any insurance coverage. It is the Sport Club IO's responsibility to verify coverage at the start of each semester and to purchase catastrophic coverage or additional catastrophic coverage if they feel it is appropriate.
6. The information requested in the CIO and Sport Club Addendum is for the purpose of purchasing the insurance policy referred to in Section 6 of the CIO and Section 5 of the Sport Club Addendum. The University will endeavor to maintain the confidentiality of the information if requested to do so by the Sport Club IO.

Name of Independent Organization:
Full name of person submitting this form:
(Authorized Organization Officer)

Title within Organization:
Email Address:
Today's Date:

For **CORNELL UNIVERSITY**
By: (University Authorized Signatory)
ROXANNE EDSALL-BEEBE
Administrative & Operations Assistant, Student Activities Office
521 Willard Straight Hall, Cornell University
Ithaca, NY 14853
(607) 255-4169

**** THIS DOCUMENT IS FOR REFERENCE ONLY ****

The official document must be submitted on-line at the Student Activities Office/Student Organizations website located at <http://sao.cornell.edu/SO>. For more information, contact the Student Activities Office at (607) 255-4169, or email activities@cornell.edu.