



STUDENT ORGANIZATION RECOGNITION

Recognition is the process through which a student organization receives “active” status within the Office of Student Life and the University. Recognition is a privilege given to student organizations that successfully complete the registration process and comply with University guidelines at all times. The Office of Student Life will review all applications and determine recognition.

Organizations apply to be recognized annually during the Fall term.

Each organization must have and maintain a minimum of six (6) currently enrolled BSU full-time students at all times, in order to be considered “active.” Organizations that fall below the minimum of six (6) members will be considered “inactive” and will lose all programming and funding privileges.

Registration of student organizations shall not be construed as agreement, support or approval by the University, but only as recognition of the rights of the organization to exist at the University, subject to the conditions established herein.

No organization shall obtain or maintain registration that discriminates on the basis of race, color, creed or religion, sex, sexual orientation, national origin, age, physical or mental handicap, or veteran status with respect to its membership, programming or operations.

Every student organization is bound to all rules of the University System of Maryland, Bowie State University, Bowie State University’s Office of Public Safety, City of Bowie, Prince George’s County, and the State of Maryland including, but not limited to, the Maryland State Penal Law, the Maryland State Vehicle and Traffic Law, the Alcohol Beverage Control Laws, and applicable Federal Laws.

STUDENT ORGANIZATION RECOGNITION PROCESS

Every student organization seeking recognition must successfully complete the registration process implemented by the Office of Student Life. Failure to do so will result in automatic denial of the respective organization to become a recognized student organization. Every prospective organization must submit the following to the Office of Student Life for review:

1. Constitution
2. Organization Officer and Membership Form
3. Letter of Intent
4. Advisor Consent Form - Primary
5. Calendar of Events

Step One

Obtain Reactivation Packet from the Office of Student Life or download it from our website.

Step Two

Return completed forms to the Office of Student Life. Plan to attend the mandatory Student Organization Summit in September to review your recognition materials, and receive important information regarding the new space request process, fundraising rules, SGA budget request procedures, monthly meeting requirements, and mandatory leadership workshops.

Step Three

The Dean of Student Life will review the recognition materials and inform you in writing of the status of your reactivation.

Please note that your organization will have to submit new forms every year to be considered “active.” Once your constitution has been approved, you will only need to submit the Organization Officer and Membership Form, Letter of Intent, Calendar of Events, and Advisor Consent Form.