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All currently enrolled students at Caltech are eligible to be in any of the student groups recognized by the Institute. Only student clubs who comply with membership guidelines can apply for club funding from funding sources such as Student Affairs, ASCIT, GSC, and any outside funding sought in the name of Caltech. No club may be established to carry on a trade or business (sale of product or service).

Student groups are not residence halls nor are they office-sponsored programs for students, even though the make-up of these groups is mostly, or entirely, students. National chapters on campus which operate out of academic Divisions have their own membership guidelines and are not covered by this handbook. Such national chapters are not eligible for funding or resources associated with the Student Clubs program.
OVERSIGHT OF STUDENT CLUBS

The oversight of all student clubs is the responsibility of the Student Engagement Coordinator of Student Activities and Programs, and the Clubs and Organizations Steering Committee (COSC). The COSC is chaired by Student Engagement Coordinator of Student Activities and Programs who manages the meetings and scheduling of the group. The COSC consists of students and staff. The COSC makes recognition decisions and offers advice and support for the application, recognition, training, and disciplinary procedures for student clubs.

CLUB PURPOSE

All student clubs recognized by the Institute operate in the name of Caltech and must support the mission of the Institute and/or the mission of Caltech’s Student Affairs program as well as meet all expectations of Institute policies. Clubs are also expected to organize and provide support for students as the primary audience.

All student clubs at Caltech must have a clear purpose.

Their purpose statement should describe the role of the club within the context of Caltech. As part of applying for recognition the club must articulate their purpose and (a) provide a brief description of the scope and activities of the club; (b) demonstrate how the club’s purpose supports the Institute and the Student Affairs Missions; (c) identify an unmet need on campus so that the Institute can see the value to our students and community, and (d) describe some of the programs and plans of the club for the coming year.

PRIVILEGES AND RESPONSIBILITIES

It is a privilege to be a member of the Caltech community. This is true for our students – both undergraduate and graduate, for faculty and staff and affiliates of our recognized student clubs.

Therefore, we have outlined the privileges, as well as the responsibilities, of being a student club or organization on this campus. We hope we have made the expectations and the rewards clear in our work. No club may be established to carry on a trade or business (sale or product or service).
Privileges

Use of Name and Logo  Registered clubs and organizations are permitted to use the Caltech name for activities that are related to Caltech as long as this use is connected to the mission of Caltech and Student Affairs. All clubs must follow the Institute’s guidelines for planning and registering activities.

Use of Student Activities Center  Only registered/approved student clubs may reserve space in the Student Activities Center during their current approved club term.

Early Access to Reserving Spaces in the Hameetman Center  Hameetman Reservations are opened on a term by term basis. Officers of Recognized Student Groups will receive an e-mail before the start of each term informing them of when reservations are open.

Listing in the Caltech Clubs Directory

Participation in orientation and involvement fairs – as well as other membership drives during the year including the annual Student Clubs and Involvement Fair.

The ability to publicize events on campus and through campus email

Bursar support

Institute web space

Access to ASCIT or GSC funding and the opportunity to seek co-sponsorships from offices and departments on campus

Consultation from offices on campus and support for planning and implementing activities

Training  Club and organization leaders will receive Institute-sponsored training on all aspects of club and organization management. Club advisors will also receive training. In addition, trainings on how to run and manage events will be available each term.
Responsibilities

**Honor Code** All Club members must uphold the Honor Code, and should make all decisions consistent with Caltech’s mission and with Caltech’s best interest in mind. Please also refer to the Caltech community’s Statement on Ethical Conduct.

**Application** All student clubs must complete an application for recognition each year by March 31 and submit it to the Clubs and Organizations Steering Committee for review and approval.

**Recognition** All student clubs must be officially recognized on an annual basis in order to be in good standing with the Institute. Once officially recognized, the student club may plan on maintaining that recognition for the duration of the club term, ending September 30. However, recognized student groups may lose recognition on an interim basis, or permanently, for policy, behavior or financial violations. Once recognized, clubs will receive all privileges noted above.

**Behavior** Clubs at Caltech are expected to follow Institute policy, Student Affairs policies, and the Caltech Code of Conduct. See “Loss of Recognition” section below to understand how a club’s behavior could lead to loss of all privileges.

**Funding** Student clubs are responsible for managing their funding and applying for Institute and student funds as needed. For support with funding issues and budgeting, the Student Engagement Coordinator of Student Activities and Programs can be a resource.

**Bursar Accounts** All student clubs are required to do their banking by way of the Caltech Bursar. As long as the group is recognized by the Institute, the Bursar will support the work of the club (see banking section for more details). If the club is suspended for any reason, the Bursar funds will not be available. The account will be frozen until all issues have been resolved. Bursar accounts inactive for 2 or more years will be cleared, with remaining funds going back to the Student Affairs Program Fund.
Corporate Funding  All corporate fundraising and other contacts must follow the Corporate Engagement guidelines, below.

Events  Student clubs may meet with the Student Event and Club Coordinator and Student Engagement Coordinator of Student Activities and Programs to learn more about how to host an event and how to get an event approved.

Club Meetings  All club meetings must be held on campus locations. Any meetings/events off campus must be registered and approved through the Student Event Registration process.

Training  This is also included in privileges because it is, in part, a way to ensure the success of a student club. Club leaders must complete the Club Leadership training program annually. The training will cover topics such as leadership, risk management, event and travel planning, funding, policy guidelines and advisor support.

Participation  All student club leaders must attend meetings with the group’s advisor, the Interclub Council, and the Student Engagement Coordinator of Student Activities and Programs. The leaders of the club must also attend all trainings.

Advisors  All student clubs are required to have an advisor who must be a Caltech faculty or staff member. Exceptions are rare, but can be made in the case of the Caltech Y, for example. The role of the advisor is to act as a mentor to the group. Students are expected to access their advisors for ideas and input as well as for information about how best to pursue their club’s mission. The advisor will help the student leaders fulfill the club’s purpose, make decisions, and comply with Institute policies and procedures and will meet with the club regularly as initiated by the club’s leadership.
CLUB MEMBERSHIP AND LEADERSHIP

All clubs will be open to all currently-registered undergraduate and graduate students (“students”). Other members of the Caltech community, such as staff, faculty, spouses and JPL staff, may participate in club activities as affiliates. As such, they may not assume officer or other leadership positions. Clubs must maintain at least a 60/40% ratio of student members to affiliate members. If the club falls below this threshold, it may lose recognition during the academic year. Non-Caltech community members may not be accounted for when asking for funding. Activity fees are for currently-enrolled students. Non-students should pay dues or fundraise to accommodate the cost of their affiliate membership.

Club officers must submit a club members roster annually by November 30 every calendar year. This deadline will allow officers to provide the most updated roster after the annual Student Clubs and Involvement Fair.

Caltech is committed to equal opportunity for all persons regardless of sex, race, color, religion, national origin, citizenship, ancestry, age, marital status, physical or mental disability, medical condition, genetic information, pregnancy or perceived pregnancy, gender, gender identity, gender expression, sexual orientation, protected military or veteran status or any other characteristic or condition protect by the state and federal law. Student clubs and organizations must adhere to Caltech’s Nondiscrimination and Equal Employment Opportunity policy when they consider club membership.
APPLICATION FOR RECOGNITION

The annual application for recognition as a student club is done online at https://apply.clubs.caltech.edu. Some of the required information is listed here.

- **Club Name**
- **Purpose of the Club**
- **Names of Club Officers** (must be currently enrolled Caltech students) and their contact information. For signatory purposes the President and Treasurer may not be held by the same person.
- **Constitution and Bylaws**
- **Proposed Budget**
- **Name of the Club Advisor** (along with the advisor’s approval form which is submitted by the Advisor). When naming a club advisor an email from clubs@caltech.edu is automatically sent to the advisor for their review and approval.
- **Approximate Membership Size**
- **Funding Sources** (if applicable)

**Recognition/Reapplication Process**

Recognition of a student club is separate from the application process. Once the online application has been completed and submitted, the Clubs and Organizations Steering Committee (COSC) will review the application and make a decision about recognition. Key elements of recognition include, but are not limited to, having an advisor; an appropriate purpose; an infrastructure; and past activities of the group.

Continued recognition decisions will be based in part on how effectively the student club can manage the privileges and responsibilities identified here. Clubs may be given full recognition - or in special cases - may be offered feedback about how to earn recognition. Recognition letters will be sent via email to student club leaders and will be copied to the advisor and the Bursar’s. Student government funding decisions will be made once a year in the Fall for club operational costs. After the recognition decision is complete, the Student Engagement Coordinator of Student Activities and Programs will meet with each student club leader to finalize their club’s status, help complete paperwork and/or offer feedback for future recognition.
Loss of Recognition

Clubs at Caltech are expected to follow Institute policy, Student Affairs policies, the Caltech Code of Conduct and all applicable legal requirements. Potential policy or Code of Conduct violations by a club or in connection with a club event will be referred to the Assistant Vice President for Student Affairs and Residential Experience (AVP) or her designee, will either (a) manage the issue with the club through an appropriate Institute response, or (b) initiate an investigation into the incident. If an investigation is conducted, the investigators will report their findings to the AVP who will make a decision concerning whether any violations occurred and any consequences that may be imposed. The decision of the AVP may be appealed to the Vice President of Student Affairs within 10 days of the decision. All Club members must uphold the Honor Code and the Caltech Community’s Statement on Ethical Conduct, and should make all decisions consistent with Caltech’s mission and with Caltech’s best interests in mind.

During the investigation, the AVP may suspend the club’s recognition and planned activities, if deemed necessary, for the health, safety, or other benefit of the community. A range of outcomes may be considered as consequences to the club if the group is found to have engaged in a policy violation. Possible sanctions examples include education, suspension of some or all of the group’s privileges, or loss of their recognition status with the Institute. If the potential situation also includes a potential policy violation involving an individual student(s), the student(s) will be referred to the appropriate Dean’s office and may be subject to disciplinary action.

Training

Together with the help of the COSC, the Student Engagement Coordinator of Student Activities and Programs will coordinate training for all advisors and leaders each year. In addition to an annual training event, they will host meetings with both student governments - undergraduate and graduate - and all club presidents/chairs as part of an Interclub Council. Participation and engagement with the Student Engagement Coordinator of Student Activities and Programs is part of the ongoing student group recognition.
GOVERNANCE

Each club must develop an internal system to:

- Submit all of the appropriate forms online.
- Maintain communication with the Office of Student Affairs.
- Maintain club records and update as necessary, including mid-year change of leadership. Send an email to clubs@caltech.edu for leadership changes and visit the Bursar’s Office to complete a Bursar Account Update Form.
- Work with the AVP for Student Affairs Operations, and, as necessary the Office of Advancement and Alumni Relations, and the Career Development Center, if you intend to approach a corporation or business for any reason.
- Submit event paperwork before any event at https://spa.caltech.edu
- Submit funding requests and tracking within budget.
- Provide Student Affairs/Student Activities and Programs Office with liability waivers signed by all club members. Any club members who are under 18 years old will need a waiver signed by their parent or guardian.
- Notify Student Affairs/Student Activities and Programs Office of any injuries or unusual situations that occur during club events within 24 hours of the incident.

Each club is required to have a Club Constitution, which must be submitted as part of the annual registration. Content and formatting guidelines can be found at http://clubs.caltech.edu/forms
ADVISORS

In order to obtain recognition, each club must have an advisor who is a full-time employee of Caltech, either faculty or staff. Advisors are an important part of the leadership and organizational experience that clubs can offer students.

The advisor is expected to be active with club activities as follows:

- Provide guidance and leadership to the club
- Be knowledgeable about the club’s policies and procedures and activities
- Assists members in planning projects such as:
  - Budgeting
  - Club meetings
  - Fundraising
- Receive Clery training
- Ensure all club interactions with corporations and businesses, including those interactions initiated by the advisor, are coordinated with the Office Advancement and Alumni Relations.
- Periodic attendance at club meetings and events

Club advisors are required to submit the Club Advisor Application to confirm their understanding and responsibility of being an advisor as well as to acknowledge acceptance of the advisor role.

Please be aware that club advisors meet the definition of Mandated Reporters under Caltech’s Minors Policy. As stated in the policy, “a Mandated Reporter is an Institute employee whose duties bring them into contact with minors on a regular basis or who supervises employees whose duties bring them into contact with minors on a regular basis, as to child abuse or neglect occurring on Institute premises (including campus, JPL, or other locations where the Institute does business) or at an official activity of, or program conducted by, the Institute. Human Resources will conduct appropriate training. Requirements for Mandated Reporters are described in the Institute’s Policy on Minors: http://hr.caltech.edu/documents/2697/pm09-1.pdf
Each club must submit a budget with their annual online registration. A sample of a budget proposal can be found at http://clubs.caltech.edu/forms.

**FINANCIAL ACCOUNTING**

All club banking must be done through the Bursar’s Office. Clubs must be in good standing in order to have access to a financial account.

The President and Treasurer of each club (“Financial Officials”) will need to open the Bursar’s account. There may be up to 4 people with authorization to access the club Bursar’s account. (For signatory purposes the President and Treasurer may not be held by the same person). These officers must agree to personal financial responsibility for liabilities arising from their violations during club activities (such as for disbursements not supported by appropriate receipts or inappropriate use of club funds).

**DEPOSITING TO A STUDENT CLUB ACCOUNT**

The Bursar’s Office will accept a deposit from a club officer for deposit to a student club account. The depositor should state the club name to the Bursar’s Office cashier and present cash or a check for deposit. No account detail information is provided on the receipt.

**Disbursements**

**Type 1** Disbursements to individuals for personal services

- Independent contractors must fill out a W-9 form prior to any payments. Caltech will file 1099’s for these independent contractors per its policies.
- Caltech employees cannot be paid for services provided to clubs.
**Type 2** Cash advances and disbursements: The Bursar’s Office may disburse funds from a club account to those with authorization to the account. Disbursements may be paid by cash or by check.

- All disbursements shall be reviewed and approved (per the below practice), by the Student Activities and Programs Office.
  
  - Disbursement of Cash - A maximum of $500.00 in cash may be disbursed per day to a Financial Official for non-service related expenditures. Anything exceeding $500 will be processed by check.
  
  - Disbursement by Check - If the payment is for services, the payment must be disbursed by check only. In addition, the club’s Financial Official must submit the service provider’s W-9 information along with the Club Payment Request Form.

Forms can be found on the Office of Residential Experience website.

**STUDENT AFFAIRS PRACTICE WITH RESPECT TO DISBURSEMENTS**

- Student Affairs requires that all service providers be pre-registered in the Caltech payment system by completing a W-9 form for Procurement Services prior to the club officer requesting a payment for their services. (Club officers may verify the vendor’s W-9 status in Student Affairs by contacting Procurement Services.)

- Club Financial Officers must complete a Club Payment Request Form indicating if they are requesting payment for purchase of goods, payment of services or an advance of funds.

- If the completed Club Payment Request is for purchase of services or goods, the Club Financial Officer must attach original receipts for those services or goods to the Club Payment Request Form. The Student Activities and Programs Office will approve the payment request form before the club can submit the paperwork to the Bursar’s Office for payment. (Note: Original receipts and forms will be stored in the Student Activities and Programs Office.)

- A club Financial Officer may take an “advance” of funds against future event expenses, as long as there are funds in the club account to do so. (A negative club account balance is not allowed.) Once the payment request for advance of funds is completed, the Student Activities and Programs Office will approve the Payment Request Form so that the club may submit a copy to the Bursar’s Office for the advance payment.
Budgets

- Receipts for the advances are to be remitted to the Student Activities and Programs Office no more than thirty (30) days from the date of the request for the advance.

- If a club deviates from the above practices such as by not registering their vendor prior to payment, or not submitting receipts for advances then the Bursar’s Office will be notified to put a hold on the club account.

**OTHER FINANCIAL MATTERS**

- Club accounts do not bear interest.

- Club accounts that remain inactive for one year and do not have a current club registration will be liquidated and any balances disbursed to the named beneficiaries.

- Clubs may not have P-cards.

- Clubs may never ask for or store credit card numbers or social security numbers.

- Clubs must designate a beneficiary for their funds should they cease to exist. The beneficiary cannot be an individual, but can be another Club, a Caltech department or Caltech. If a club does not designate a beneficiary and its Bursar account is inactive for 2 or more years, existing funds will be deposited back to the Student Affairs Program Fund.

- Use of Caltech’s Tax ID number is prohibited.

- Clubs must pay all applicable sales or use tax on purchases of “tangible personal property.” There is no exemption from sales or use tax. Clubs may not have employees.
Fundraising on behalf of clubs is limited to:

- Requesting annual funding from ASCIT/GSC or other on-campus funding sources listed below.
- Requesting contributions from Caltech departments and affiliates ($500 per organization annual maximum). Affiliates are limited to: Caltech Employees Federal Credit Union, and the Gnome Club.
- Clubs must consult with the AVP for Student Affairs Operations before fundraising from a non-Caltech entity, whether that is alumni, other individuals, corporations, foundations or others.
- Any gifts to Clubs must be made as gifts to Caltech, and will be processed through the Caltech Fund.
- Clubs must consult with the AVP for Student Affairs Operations before engaging in any plans for sales or commercial sponsorships from non-Caltech entities. This is to ensure that such activities are conducted in accordance with Institute policy.

**FUNDRAISING PROCESS**

Once you have permission from the Chief Business Administrator to engage in off-campus fundraising, you will be directed to the Caltech Fund. Student organization fundraising supervision is a responsibility of the Caltech Fund and it can connect you with the Development Operations office to produce mailing lists or to advise you on communications strategies, printing, mailing, etc. They will review your printed materials, your goals and objectives, your budget and your fundraising plans. [http://fund.caltech.edu/the_fund](http://fund.caltech.edu/the_fund)

**ON-CAMPUS FUNDING SOURCES**

There are several resources a club can seek out for support to carry out general club operations and larger club events. Please visit Office of Residential Experience’s website to learn more about on-campus funding sources.
CORPORATE ENGAGEMENT

All corporate outreach for funding and other support must be coordinated and approved through the AVP for Student Affairs Operations. The Chief Business Administrator will coordinate with the Office of Advancement and Alumni Relations, and in the event of career development-related outreach, with the Career Development Center, as appropriate.

Office of Advancement and Alumni Relations  The goal of the Office of Advancement and Alumni Relations is to increase corporate interactions with Caltech through sponsored research agreements, student recruiting, technology licensing, continuing education, and philanthropy. The office facilitates access to the entire Institute. One of the mandates of the Office of Advancement and Alumni Relations is to monitor the entirety of Caltech’s corporate interactions.

Career Development Center  Caltech’s Career Development Center works with many companies and alumni to organize career related and professional development activities for students, postdocs, and alumni. They are happy to act as a resource for student clubs looking for tips and suggestions on how to connect with companies or on how to respond to companies that reach out to you.

USE OF CALTECH NAME/LOGO

Registered clubs in good standing are permitted to use the Caltech name for activities that are related to Caltech as long as this use is related to the mission of Caltech. Clubs must follow the Caltech guidelines for using the Institute’s name and logo.

http://identity.caltech.edu

CLUB WEBSITE

Registered clubs in good standing are permitted to have a presence on the Caltech website. Clubs with a designated administrator are eligible for an “access.caltech” account, which includes a free area for hosting a website. Administrators must have a current Caltech ID, and must not share the account password with others. See the IMSS website for more information about club accounts and associated websites.
CLUB EVENTS
All club events (on or off-campus) must register with Student Affairs as set forth in the Student Affairs policies and procedures. See http://studentaffairs.caltech.edu/policies. You can register your event on https://spa.caltech.edu. You will find some key information below regarding events, but please make sure to review the Student Events Handbook on http://ore.caltech.edu.

Event Registration
Student events, including parties, activities, and programs that are hosted by a house, residence, or recognized student groups are a privilege at Caltech and are part of the social framework of the Institute, but must be conducted in a safe and legally compliant manner. We expect the student body to follow laws, polices, guidelines for events, use common sense, and good judgement. All events that meet one or more of the following criteria must be registered:

- On-campus events of more than 15 attendees with alcohol service (e.g. Club Happy Hour Meet & Greet)
- On-campus events of more than 50 individuals without alcohol service (e.g. Techers for a Sustainable Future Clothing Swap)
- Off-campus events where Caltech funds will be used (e.g. any trips funded by the CAPRA Retreat Fund or any events funded by ASCIT/GSC)
- Any event where chemicals will be used, for example (e.g. LN2 ice cream)
- Events that include construction activities

Eligibility to Host an Event
Recognized student organizations who are in good standing can register events. Recognized student organizations include approved student clubs, Caltech houses and other Caltech student housing residences and governing organizations, teams, and office groups, etc. If a student organization has been placed on social probation or interim suspension they will not be eligible to host an event. At the same time, if a student group is not a recognized by the Institute as a student club or organization they may not host an event, advertise their plans or use Caltech facilities.

Caltech will register no more than one large event for undergraduate students and one large event for graduate students per weekend night. This is ensure coverage and safety. To secure a date in advance, you are encouraged to plan your events well in advance. That way you can secure the weekend night that work best for your members.
Registration Timeline
Interhouse events must be approved by the community in advance of the academic year.

- Large parties* must be registered 4 weeks in advance.
- Off campus events must be registered 4 weeks in advance.
- Small parties* must be registered 2 weeks in advance.
- Other events require meeting with the events office during office hours.

*Please contact the Student Events Coordinator to see if your event is considered a large or small party.

Leadership at Social Events
House/club and residential presidents and social chairs must be present at all large events and trained in Orange Watch in order to help lead safe and responsible events. While not all members of the executive board are required to attend an OW training, it is highly recommended and they consider being trained in OW in order to support a safe event. If leaders are not able to attend one of the OW dates, the Events Office will host a special training.

Bartenders or Caterers for Events
Professional bartenders, hired by Caltech, must serve all alcohol, and wristbands must be used. If alcohol is being served, an equal amount of water and an appropriate amount of substantial food must also be provided. Student organizations are responsible for cost of bartenders.

Purchase of Alcohol
Students may only purchase alcohol according to a pre-determined formula based on the size of the event. Alcohol purchased by the students is stored in CSS until the beginning of the event. After the students meet with the Student Event Coordinator, the alcohol formula will be available in the Student Activities & Programs office.
Waivers
Consent, Release and Assumption of Risk waivers will be required and must be signed by participants prior to any student organization off campus event where Institute funds or resources are provided or the event. Drivers’ forms are also required for any student driving other students as part of an Institute sponsored activity. The forms are provided by Student Event Coordinator, and the signed copies need to be returned to the same office prior to the students 48 hours prior to departing from campus.

Damage for events hosted by clubs
Damage for events that take place in Institute facilities will be charged to the club hosting the event. These charges will be determined by the Facilities office.

Accessibility for Students with Disabilities
The Office of Residential Experience highly encourages club officers to prioritize and consider accessibility for their events to allow inclusivity for all. For more information, please refer to cass.caltech.edu to learn about Caltech’s procedures and services for students with disabilities.

Political Activity on Campus
As a 501(c)(3) organization, Caltech must be mindful of the ban on political campaign activity set by Congress. This does not mean that an individual cannot express one’s political beliefs; the individual may not express their political beliefs as a representative of the Institute. Caltech encourages the community to engage in civic activities. For more details, visit the IRS webpage with frequently asked questions regarding this matter.


Emergency Contacts
A club representative must maintain an emergency contact information binder and assure that it is taken on all off-campus activities.
MEDICAL CONSIDERATIONS
Each participant in club activities is responsible for his/her own well-being. Club members are encouraged to check with their family doctor or the health center staff prior to starting a new physical activity to assure that the activity is within healthy guidelines for the individual.

EMERGENCIES
In case of an emergency off campus, call 911 and then immediately follow up with a call to Caltech Security at x5000 when it is safe to do so.

In case of an emergency on campus, call x5000.

Promptly report any incidences to the Office of Student Affairs. During nights and weekends, contact Security at x5000.

MISCONDUCT
Alleged misconduct and violations of Institute policies and practices will be forwarded to the Dean’s office for review.

COMPLIANCE WITH OTHER CALTECH POLICIES
All club members and club activities must comply with all applicable Caltech policies. These policies include but are not limited to the following:

- Alcohol [http://studentaffairs.caltech.edu/policies](http://studentaffairs.caltech.edu/policies)
- Conflict of Interest [http://hr.caltech.edu/documents/2922/caltech_institute_policy-conflicts_of_interest.pdf](http://hr.caltech.edu/documents/2922/caltech_institute_policy-conflicts_of_interest.pdf)
- Event Registration [https://spa.caltech.edu](https://spa.caltech.edu)
- Hazing [http://studentaffairs.caltech.edu/policies](http://studentaffairs.caltech.edu/policies)
- Nondiscrimination/Title IX [http://studentaffairs.caltech.edu/policies](http://studentaffairs.caltech.edu/policies)
- Safety/Fire [http://studentaffairs.caltech.edu/policies](http://studentaffairs.caltech.edu/policies)
- Sexual Harassment [http://studentaffairs.caltech.edu/policies](http://studentaffairs.caltech.edu/policies)