

Guidelines for Student Organizations at Ashesi University

Introduction:

The Office of Student and Community Affairs (OSCA) focuses its attention on Ashesi's community-building initiatives and helping individual students succeed academically and grow personally. A major part of this growth rests in students' ability to grow their interests and faith in a healthy, inclusive, and respectful environment. This adds value to their educational experience on campus and can serve to deepen the experiences of all who engage with it.

As stipulated in section 13 of the Students' Handbook, ***"student-created organizations show not only initiative but allow students to be in leadership positions which offers them the avenue to educate, enlighten and entertain fellow students, staff, and faculty alike. Ashesi University strongly encourages the creation of such student entities, and they are permitted to organize themselves as a club..."***

In the spirit of fostering a climate where respectful dialogue can occur and in support of the many who seek to deepen their faith and/or shared interests while at Ashesi, the following guidelines will apply to such groups in addition to what is already stipulated in section 13 of the Student's Handbook.

All student organizations seeking to assemble and function on campus must:

1. Be started and organized by Ashesi student(s).
2. Student(s) who will preside over the club should:
 - Be a current student of Ashesi University in good standing with a **CGPA of 3.0** or better.
 - Undergo a background check with the SLE team
3. Any new clubs or faith-based organizations must be registered, approved, and recognized as a club by the SLE office. Club registration forms can be found on the Ashesi website.
4. Membership should be open to all Ashesi students who have an interest in the club's purpose and mission.
5. Club status is renewable each academic year. A form will be sent at the beginning of each academic year to this effect and to update SLE's records.
6. **Meeting Time:** Club meetings should not exceed **2 days per week** and no longer than **2 hours per session**.
7. **Meeting Spaces:** All club meetings should be held in the Hive where a few indoor and outdoor spaces have been identified for club meetings. Clubs are allowed to book preferred venue through the Welfare Committee and Facilities Team.
 - These spaces are open to students after working hours from **5 to 9pm** and from **10am to 10pm** on the weekends and holidays.

- However, bear in mind that university events always take precedence and prior notice will be sent to students.
 - Spaces booked and approved by the Welfare Committee and Facilities team should be respected at all times.
 - All other campus spaces are reserved for academic work and should be used as such. Should other campus spaces become available this information will be made available to the community in due time.
 - Any student organization found to be meeting in spaces other than the Hive will be fined an amount to be determined by the Dean of Students & Community Affairs.
 - In the event of any damage to school property the Logistics & Facilities team will issue fine to the defaulting student organization.
8. **Guest Speakers:** Individuals who are currently employed at (staff, faculty, faculty interns) or are identified as alumni of Ashesi may be invited as a guest speaker to club meetings on campus.
- The SLE and Facilities team will have to be informed if a club intends to invite external guests.
 - External guests will be vetted by the SLE team.

Privileges of recognized organizations include:

1. Use of university bulletin boards and TV to advertise events.
2. Eligibility to apply for ASC funding (per ASC funding guidelines and timelines if applicable).
3. Access to the spaces identified in the Hive.
4. Booking of meeting spaces through the Welfare Committee and Facilities team.

****Kindly refer to section 13 of the Student's Handbook for more information on students' club privileges, responsibilities, and requirements.***

****All new clubs/organizations will be required to undertake an orientation with the SLE team before beginning operations.***