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|  | <b>FGCU POLICY 4.008</b>                     | <b>Responsible Unit:</b><br>Office of Student<br>Involvement |
|   | <b>Student Activities Eligibility Policy</b> |  |

**A. POLICY STATEMENT**

The Student Activities Eligibility Policy is utilized to verify the eligibility of students to hold leadership positions on the Florida Gulf Coast University (“University”) campus.

**B. REASON FOR POLICY**

This Policy implements FGCU Regulation 4.005, Student Activities Eligibility.

**C. APPLICABILITY AND/OR ACCOUNTABILITY**

This Policy applies to all eligible degree-seeking students, or those students participating in an academic program of the University that may apply to a degree, who currently hold, or are seeking to qualify for or will hold leadership positions within a Student Organization or the Student Government. A Student Organization may have more stringent leadership eligibility requirements than FGCU Regulation 4.005, Student Activities Eligibility.

**D. DEFINITION OF TERMS**

1. *Student Government*: The official representative and governing organization of the student body.
2. *Student Leader Position*: President, Vice-President, Treasurer, or Secretary of a Student Organization, whether elected or appointed, as defined by this Policy, and the Editor-in-Chief of The Eagle News.
3. *Student Officer*: Any eligible student who is currently holding or seeking qualification to hold a leadership position in a Student Organization or The Eagle News.
4. *Student Organization*: A registered student organization, Student Government, or The Eagle News

**E. PROCEDURES**

1. A list of student leaders and those who seek to qualify to hold a student leader position will be compiled by the Office of Student Involvement and submitted by the Director of the Office of Student Involvement to the Office of Records and Registration. This list will be compiled within three (3) class days of the close of the new Student Organization

registration period and within three (3) days of the last day for the dropping or adding of classes without academic penalty.

2. The Office of Records and Registration will review its records and prepare a report documenting grade, conduct probation, and enrolled hours of each student on the list. The Office of Records and Registration will prepare this report twice a semester upon receipt of the list from the Office of Student Involvement.
3. A student who does not have a grade point average (“GPA”) at the University will be evaluated for compliance with FGCU Regulation 4.005, Student Activities Eligibility, based upon review of the student’s previous undergraduate or high school GPA and conduct record. Notwithstanding, the student must meet the enrolled hours requirement of FGCU Regulation 4.005, Student Activities Eligibility,.
4. A student who is a student leader, or who seeks to qualify to hold a Student Leader Position but does not meet the eligibility requirements of the Regulation, will receive written notice from the Director of the Office of Student Involvement through the student’s University e-mail address notifying the student of the deficiency. Upon notification, the student will not be eligible or is no longer eligible to hold a Student Leader Position within the Student Organization. The notification from the Director of the Office of Student Involvement to the student will include information on how to file an appeal.
5. The President of the Student Organization (or Vice-President in the case where the President is ineligible), Student Organization Advisor, Office of Student Involvement or Campus Recreation and Dean of Students will receive a copy of the written notice.
6. If a student wishes to appeal the determination of ineligibility, the student must submit a written appeal to the Dean of Students within five (5) class days, not including Saturday, of receiving the notification from the Director of the Office of Student Involvement or Campus Recreation. The appeal should state why the determination should be reconsidered along with written supporting documentation for the appeal.
7. An appeal may be based upon, but not limited to, one (1) or more of the following grounds:
  - a. The student suffered a medical emergency that affected the student’s grades or the number of hours the student was able to enroll in during a specific semester.
  - b. The student suffered a family emergency involving immediate family members (siblings or parents) that affected the student’s grades or the number of hours the student was able to enroll in during a specific semester.
  - c. In the student’s last semester prior to graduation, the number of credits the student has registered for is less than the number of credits that the student is required to be

registered for by FGCU Regulation 4.005, Student Activities Eligibility, because the student needs only those credits registered for to graduate.

8. The Dean of Students will arrange for the appeal committee to meet and the appeal committee will hear the appeal within five (5) class days, not including Saturdays, of receipt of student's appeal.
9. All appeals will be heard by the appeals committee. The appeals committee will review the information and prepare a recommendation to the Dean of Students. The Dean of Students will send the student written notice of the final decision through the students' University e-mail account.
10. The appeals committee will be appointed by the Dean of Students and consist of the following members:
  - a. Coordinator of Leadership Development;
  - b. One (1) staff member from the Division of Student Success and Enrollment Management;
  - c. One (1) staff member from outside of the Division of Student Success and Enrollment Management;
  - d. The Student Government Chief Justice who will chair the meeting and in the case of a tie vote, will cast a vote; and
  - e. Two (2) students outside of Student Government.

*Authority*

*BOG Regulation 1.001, University Board of Trustees Powers and Duties*

*History of Policy*

*New 05/17/11; Format Changed 09/10/19*

**APPROVED:**

\*s/Wilson G. Bradshaw  
Wilson G. Bradshaw, President

May 17, 2011  
Date