

2017-18 Sport Club Administrative Point Requirements

Category	Items	Point Value	Total Points Possible	(Late) Deductions	
Weekly Numbers	8/28-9/3	1/9-1/14	2 points each	62 points	-2 pt per day; No credit if more than 2 days late, but still must turn in
	9/4-9/10	1/15-1/21			
	9/11-9/17	1/22-1/28			
	9/18-9/24	1/29-2/4			
	9/25-10/1	2/5-2/11			
	10/2-10/8	2/12-2/18			
	10/9-10/15	2/19-2/25			
	10/16-10/22	2/26-3/4			
	10/23-10/29	3/5-3/11			
	10/30-11/5	3/12-3/18			
	11/6-11/12	3/19-3/25			
	11/13-11/19	3/26-4/1			
	11/20-11/26	4/2-4/8			
	11/27-12/3	4/9-4/15			
12/4-12/10	4/16-4/22				
12/11-12/15	4/23-5/5				
Travel Paperwork	Pre Travel (Required if Traveling) Pre Travel Reimbursement Request & Post Travel Expense Report (both required if seeking reimbursement) Post Travel Results (required)	N/A	N/A	Deadline: 3 business days before trip, 3 business days after trip; -5pts/day if late/incomplete after deadline; 25% deduction of total reimbursement amount per traveler for each day late	
Recruitment Night	Fall	10 points	10 points	-10 pts if no show or 5 pts deduction if club leaves before halfway mark	
Fall Paperwork	Club Roster Coach/Instructor Agreement Consent Forms Equipment Agreement Form Fall Semester Schedule Advisor Form Risk Management Plan New Member Education Plan	10 points each	80 points	-5pts for each item per day that it is late	
Spring Paperwork	Equipment Agreement Form Roster Update Spring Semester Schedule	10 points each	30 points	-5pts for each item per day that it is late	
Website Checks	8/15; 9/15; 10/15; 11/15; 12/15; 1/16; 2/16; 3/16; 4/16	5 points each	45 points	-5 pts if social media account is deemed inactive for prior month	
Final Paperwork	End-of-the-Year Report (mandatory) End-of-the-Year Meeting(mandatory)	11 points for End-of-Year Report 12 points for End-of-Year Meeting	23 points	-10 pts if not completed a week after initial deadline	
Awards	Sport Club of the Year Club Officer of the Year Most Improved Club of the Year New Officer of the Year Community Service Award Fundraising Award Community Partner (FSU & Tallahassee Partners) Indoor Club of the Year Outdoor Club of the Year Highest Tomahawk Male Rookie of the Year Female Rookie of the Year Male Athlete of the Year Platinum "Nole" Award	+10 points per award received			
			Total Points=250		

Tier System Points Breakdown

Garnet

225

Gold

200

White

175