

Membership and Affiliation

3.1 Membership of the AUC

In order for a club to be eligible for the benefits and grants from the AUC they must first apply for affiliation to the AUC. In the case of existing clubs, the club must fully complete the grant application process each year in order to maintain affiliation to the AUC.

In the case of new clubs the following are the steps required in order to apply for affiliation:

- a. **Apply for affiliation by means of a letter to the Honorary Secretary. This letter should provide information on the sport you are proposing to establish as a club, the activities you intend to run in the club, competitions you will enter etc.**
- b. **Submit the clubs Constitution outlining aims and objectives (samples of which are available from the Sports Office, see appendix 13 for Club Constitution Template).**
- c. **Elect a committee including Captain, Secretary and Senior Treasurer.**
- d. **Submit evidence of activity, including membership list with at least 10 students listed and details of their student numbers.**

This information should be forwarded to the AUC Executive Secretary who will forward it to the AUC Executive Committee for consideration at its next meeting.

Applications for affiliation by new clubs will be considered by the AUC Executive Committee on the following basis:

- **Uniqueness:** the activity must not be offered by an existing club in UCD.
- **Recognition of the activity by Sport Ireland:** the activity must be recognised as a sport by Sport Ireland, the statutory body for sport in Ireland.
- **Sustainable:** the group must be able to demonstrate that their activity, if approved, can be delivered in a sustainable way.

- **Insurable:** the AUC must be able to put in place relevant insurance as required by the University for the activity concerned. Where the AUC is unable to get said insurance or the cost of insuring the activity increases the AUC's premium costs by more than 10 percent, affiliation will not be granted.
- **Reputation:** the group must commit to the principle that their activity will be carried out in a manner that will enhance the reputation of the University.

Pending approval, the club will then usually be placed on a one/two year probationary period and will usually receive some limited funding for their activities.

Where a club has not been active in twelve months or more, or fails to complete the affiliation process in an academic year, it will be declared non-operational or dormant. To re-establish a dormant club you must follow the same steps for setting up a new club.

Please be advised that due to financial pressures on existing clubs and the current requirement to hire facilities off campus, the AUC has in place a moratorium on the affiliation of new clubs. This moratorium can only be revoked in exceptional circumstances, subject to the approval of the AUC's Executive committee.

3.2 Membership or office in a UCD Club

Membership or office in a University club is open to:

- a. **Students who are registered and in attendance at courses for degrees or diplomas;**
- b. **Recent graduates of the University as approved by the Athletic Union Council;**
- c. **Students recommended by the Athletic Union Council, who though not registered in a particular session, are continuing a course of study for a degree or diploma;**

d. Staff members of the University.

Each club must specify their membership requirements in their club constitution. Clubs must also establish a cost for membership and this should be adequate to offset some of the costs involved in the running of the club.*

** It should be noted that playing membership is restricted to recent graduates of the University as approved by the AUC. However, graduates are encouraged to become involved in a coaching and/or administrative capacity with clubs. Membership by graduates other than recent graduates is therefore permissible by the AUC for long standing graduates where they are involved in the administration and/or coaching of the respective club.*

The AUC recommends an annual minimum membership fee of €15. However, it is at the discretion of each individual club to determine their membership fee. For the purposes of grant allocations for the 2018/19 academic year, the AUC will only consider those members who have paid a minimum fee of €15 as a member of the respective club. However, given the cost of running clubs, committees are advised to charge a membership fee in excess of €15.

Please note that for those students aged 17 years of age and under, a signed parental consent form must be submitted for this student before they can become a member of a UCD Club.