Membership List Guidelines

- You must have at least 20 members in total.

- One-half (½) +1 of your executive members must be UTSU members. UTSU members are full-time undergraduate students registered at UTSG.

- Your executive members must be listed above all general members at the top of your membership list.

- Your membership list should list your executive members in order according to your constitution.
  - Your executive titles listed in the membership list must match your constitution’s list.
  - All members who are not executive members and do not have voting rights should be listed as general members.
  - If you amend your constitution, you must get it Student Life approved before you’re eligible for registration. The constitution you submit to the UTSU must match the constitution linked on your SOP page exactly, including the format.
  - Your constitution must state your executives’ term length explicitly.
Membership List Guidelines

- Revisit the membership list template. You may only use the pre-generated options for each designated column. For example, Student Status options only include Full-Time Undergraduate, Part-Time Undergraduate, Graduate Student, Alumni, or Other. Any other answer is insufficient.

- You must indicate a PhD student’s program explicitly under the Program column. “PhD Student” is insufficient because it is unclear whether the UTGSU or UTSU represents the student.

- Your members should be listed chronologically, given that they would have registered in that order.

- All Full-Time Undergraduate student numbers will be verified. Make sure they are accurate to the member’s name.