

SUBU Clubs and Societies Criteria

SUBU commits to supporting students to run successful clubs and societies during their time at university. As a club or society, your group is a representative of SUBU and BU so it is important we have consistent guidelines to maintain the quality of our clubs and societies. This document outlines the criteria that all SUBU clubs and societies must adhere to.

Re-registering Criteria

At the point of re-registering each year, all clubs and societies will be asked a set of questions to determine their plans to fulfil the clubs and societies criteria. Where there are gaps, the Student Opportunities Team will be available to provide support. At the point of the clubs and societies 5* grading deadlines, if any club or society has not rectified any of these gaps, the Clubs and Societies Awarding Committee will have a conversation with the committee members in which the end result may be closing the club or society.

All active SUBU Clubs and Societies must adhere to the below points as stated in their constitution.

1. All SUBU clubs/ societies must have a minimum of 15 fully paid members (including committee members) to operate.
2. No club should have a membership base that consists of more than 50% of associate members.
3. All SUBU clubs/ societies must have at least one active social media platform to engage with their members.
4. All SUBU clubs/ societies should hold at least one meeting with their members each month
5. No club should hold a negative bank balance for more than 2 consecutive months

New Club/ Society Set Up Criteria

In order to set up a new club or society, there is an application form that must be filled in by the proposed committee. The application form includes a set of questions to determine whether the proposed society is likely to match the Clubs and Societies criteria. The Clubs and Societies Awarding Committee will assess the application form and consider whether the proposed committee have given thought into how they will meet the criteria and therefore deem the application either successful or unsuccessful.

All new SUBU clubs and society applications must demonstrate that they have given thought to how they will meet the below criteria.

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2. No club should have a membership base that consists of more than 50% of associate members.
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4. All SUBU clubs/ societies should hold at least one meeting with their members each month

Club/ Society Committee Member Criteria

In order to give students the best quality or service via your club or society, it is important that every club/ society committee member must demonstrate the below criteria to continue in your committee role to ensure that your society is active.



An active SUBU club/ society adheres to the above criteria and has a minimum of 3 committee members that adhere to the following;

1. All committee members have signed the club's constitution
2. All committee members have purchased their memberships online
3. All committee members have completed the Essential Clubs and Societies training, either at conference, a workshop or online.
4. Regular communication and timely replies to SUBU staff, existing and potential club members

Failure to remain an active club/ society committee member will result in the Clubs and Societies Awarding Committee having a conversation with the committee members to review the status of the club/society. The end result may be termination from your position or closure of the club/society should all committee members be inactive.