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Club registration for 2025 is coming up!

We know that there are some questions regarding the new SSA and how Clubs will transition into the new body. We will provide more details on this transition as soon as we are able to, however we are doing our best to make sure the move is smooth and that our processes for re-registration are relevant and accessible

With these changes in mind, we are currently finalising all compliance items and the registration process and we will share further details with you on the compliance items for this year soon.

In the meantime, please see below the timeline for this year's registration 📅

2025 Club Registration Timeline

September 2024

📅 Clubs to fill out the [Club Asset Register Form](#), and [Club Social media accounts and Logo](#)

📅 Clubs to submit the AGM Event Notification Forms on UniOne. Please check this link - [Event Essentials - Club training!](#) - it has everything you need to know about club events, and it includes a QR Code to a step by step on how to submit ENF's on UniOne.

October 2024

📅 Clubs to run AGMs

📅 All clubs have online voting forms.

November 2024

📅 Clubs to complete all compliance items.

December 6th, 2024

📅 All Club Committee Working with Children Checks Due.

👉 **Asset Register:** Clubs must complete an asset register for all non-single-use items (e.g., equipment, uniforms). This new system will help manage and track club assets efficiently, though it may take time to complete initially.

👉 **Logo Submitted:** To streamline promotions and merchandise purchases, clubs are asked to submit a high-resolution logo (.ai, PDF, or high-res PNG). Please send an updated version if the logo changes.

👉 **Online voting forms:** We're removing the outdated AGM minutes and will accept online voting forms to simplify attendance tracking and vote counting. Stay tuned for an example of the required items!

👉 **Club Compliance Items (Stay tuned):** We're updating compliance tasks to be more relevant and streamlined. These tasks will include completing club processes like event creation, fund requests, and member communication. More details will be shared as they're finalised.

We will provide further updates regarding compliance items as soon as we have confirmed them.

Warmest regards,

The Clubs Team

Got a question?

Get in touch with Student Life at clubs@swin.edu.au



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