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Last call for AGM and re-registration 📣

Hi Clubs,

Hope you are holding up well with Week 12 and upcoming exams! Check out the important information for your club to be ready for 2025.

SWINBURNE STUDENT ASSOCIATION UPDATE 🕒



- Clubs & Sport will be transitioning to the new SSA.
- Clubs and Sport team have been attending workshops to get processes and resources ready for the SSA, including a new club management platform to replace UniOne. This is

- Club policies are being updated over the transition period and will be finalised in line with any new details relevant to the SSA.

During the transitioning period, the below items will be affected. Please account this when finalising your club activities.

🌟 Club registration:

- Please ensure your complete re-registration. if you do not hold an AGM, meet quorum, and share your results with C&S you **will not be able to re-register into the new SSA**. Last day to hold a valid AGM is **October 31st**.
- Please ensure that your AGM attendees are **current student members** of your club.

🌟 Finance:

- All outstanding finance items received prior to the cut-off deadlines of 20th of October will be processed, including outstanding sundry refunds.
- We will work with impacted students on any outstanding refunds.
- If you have submitted a sundry refund and are awaiting a refund, please get in touch with your C&S Officer.
- A reminder that we cannot make any payments or receive any funds after the finance cut off deadlines previously communicated. We acknowledge the inconvenience and appreciate your patience and cooperation to ensure a smooth financial transition to the SSA.
- The funding model is unlikely to change for 2025, with more details coming once we receive them.

🌟 Events:

- Clubs are encouraged to continue running No-fund events to keep your club members engaged, we will be announcing any updates to events and funding as soon as we hear them.

REMINDERS ABOUT RE-REG



✦ Assets:

- **Asset Register Form** – To keep a record of all club assets to enable the process of resource sharing within clubs, please complete the [Asset Register Form](#) by October 31st. All assets without an identified guardian will pass on to be SSA property and clubs would have to follow a booking process to use them.
- An [asset](#) represents any item considered as non-single use (e.g., Uniforms, equipment, Marquees, cameras, etc). If you are unsure on your asset register form, please contact your C&S Officers via clubs@swin.edu.au.
- **Club Logo** – Please submit your club logo in high-resolution (.ai, PDF, or high-res PNG), so it can be stored by the Clubs & Sports team and facilitate any promotional material for O-Week and WBW. [Club Logo form](#)

✦ AGM:

- Please make sure that **everyone voting during your AGM are student club members**. Our Club & Sports Officer – Alex Venning with assistance of Niamh Carmody are confirming with each of you that the results shared through the Online voting form are valid.
- The deadline to run the AGM is **October 31st**. Please submit the Event Notification form ASAP so the C&S Officers can approve it.

- Thank you everyone who has adopted a club this year. **The program is now closed** for 2024 and will reopen once the new association is set up. For those that has submitted an EOI, our Admin Officer will reach out with further details

🌟 Club Hub:

- Thank you to all the students who have come to Club Hub during the year, it has been very rewarding to help all of you through your club's journey. **Club Hub is now closed** for us to focus on ensuring everything is ready for the transition.

Clubs & Sports Program 2024 Survey 📄

We will be releasing soon a survey for all clubs and students to rate the Clubs & Sports Program during 2024. Stay tuned and share the link with all your members to help us improve for next year!

We will continue to provide updates regarding compliance items and other enquiries when information is confirmed.

Warmest regards,
The Clubs Team

Got a question?

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



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