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Clubs Re-reg is almost over! 🚧

Hi Clubs!

We hope everything is going great with your exams and assignments!

This is a reminder for all Club Committee Members to complete the registration process for 2025.

Compliance Items for Committee Members

🌟 Compliance Training - ELMO

The deadline to complete the compulsory modules on ELMO is **Sunday 1st December**. Club committee members will not have access to the Clubs & Sport Management Software and Club Funding in 2025 until they have completed all compliance modules.

- **Executive positions (President, Secretary, Treasurer):** When all the students in these positions complete the training, the club can access SSAF funds in 2025.
- **General positions (Events Coordinator, Social Media Lead, Marketing Lead, etc):** Students in these positions that don't complete the training modules by the deadline, will lose access to the Clubs & Sport Management Software for 2025.

🌟 **The compulsory Courses to complete are:**







- Data Management, Security and Privacy
- Improper Conduct Awareness
- Conflict of Interest
- Child Safe Standards
- Working Together

🌟 **We also recommend these two courses:**

Click [HERE](#) for all the information about getting access to ELMO

🌟 Other compliance items to complete Club re-registration

To fully register your club for 2025, you need to:

-  Hold AGM and has your vote ratified by Clubs & Sport Team.
-  Complete the **Club Asset Register Form** - (If your club doesn't have any assets, please answer "NA" in all questions.)
-  Complete the **Club Logo Form Submission**
-  Have all committee members complete compliance items.
-  Have **10 student members** signed up for 2025 membership- you can let your members know to sign up now!
-  Complete your **Working with Children Check (WWCC)** and have it ready for 2025. If you have already had a WWCC, please hold onto it until we have a designated space to securely store them as Canvas will not be used in 2025 onwards.

The deadline for completing all compliance items is Sunday 1st December 2024.
Old Committee members will be removed from the Clubs & Sport Software on Monday 2nd
December 2024.

All of the 2025 committee members have been given access to the Clubs & Sport
Management Portal

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

Warmest regards,
The Clubs Team

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



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