

**A. The following criteria are used by the SOBAC in evaluating budget requests:**

1. Activities: sponsorship of campus-wide activities, attendance at SGA meetings, and organization meetings and functions.
2. Past Use of Funds: the responsible use of funds allocated to the organization for the previous three years.
3. Image: how the organization is perceived on campus.
4. Publicity: efforts made by the group to publicize the organization and its activities.
5. Size: the number of active members in the organization.

An appeal of an allocation decision shall be handled in the following manner:

1. The organization may appeal to the Student Affairs Committee and the Vice Chancellor for Student and Diversity Affairs.

**B. Type of Organization:**

Student activity fees will not be allocated to student organizations of a political or religious nature except where such funds are requested and used for a specific activity of benefit to the student body as a whole. Social fraternities and sororities have restricted membership and are not eligible to apply.

**C. Travel:**

Money may be allocated for travel where members of the organization will:

1. Represent the University and thereby enhance the prestige of the University and the organization.
2. Gain knowledge or expertise of benefit to the student body and the individual organization.

**D. Charity**

Student activity fee money cannot be used as direct contributions to charitable organizations. Contributions may be made as a result of fund-raising events where net profits may be donated to said charity.

**E. Partisan Political Activities:**

1. No funds may be used for any political purposes or the support of political candidates, whether federal, state, local, or university level.
2. No funds raised by organizations receiving student activity funds may be used for partisan political purposes.

**F. Equipment**

All equipment purchased is the property of the University and must display a University inventory sticker. Equipment shall be audited as part of the audit process. Each organization will keep an up-to-date inventory coordinated with the University's inventory. The organizations will provide the committee a list of equipment on hand at the time of the budget hearings.

**G. Dues:**

1. The funding of national dues shall be evaluated on the basis of the purpose and benefits given by the national organization to the local organization. This data must be attached to the budget request.
2. All dues and other monies collected by a funded organization shall be reported as income and deposited in the student activity account.

**H. Reservation of University Facilities**

Subject to prior reservation, student organizations are eligible to use University facilities for meeting and other functions. Reservation forms may be obtained from the Student Life Office.

**I. USC Upstate Intoxicant Control Policy**

Beverages containing alcohol are not normally permitted at USC Upstate student functions. This applies to activities held off campus, as well as on campus. In addition, the possession or consumption of alcoholic beverages is not permitted on campus.

Exceptions may be granted for special social functions by application. The form can be obtained from the Office of the Student Life. An organization wishing to sponsor an event where beer and wine are permitted must apply for permission and meet certain requirements as stated in the USC Upstate Alcohol Policy.

**J. Hazing**

Hazing by individuals or organizations is prohibited at USC Upstate. Any action or situation created to produce mental or physical discomfort, embarrassment, ridicule, or humiliation is considered hazing.

**K. End of School Events**

There is a "two week rule" regarding events at the end of the semester. Clubs and organizations cannot have major events (parties, socials, fundraisers, etc.) after the two-week mark of the last day of class. Awards banquets, national meetings with uncontrollable dates, officer recognition, and meetings are pre-approved. Exceptions to this policy must be presented in written form to the Dean of Students.

**L. Student Social Event Policy**

In an effort to reduce potential safety risks and discourage alcohol consumption on campus, the following guidelines will be employed in reference to dances, parties or other selected social events held on campus.

**IX. USC Upstate Late Night Event Policy**

In an effort to ensure the safety of the university community and its guests, the following guidelines will be employed in reference to dances, parties or other selected social events held on campus.

**A. General Requirements**

1. This policy pertains to all parties or dances which are hosted by USC Upstate student organizations and which end after 11:00 p.m.

2. Each officially registered student organization may sponsor four late-night parties/ dances per semester. Co-sponsorships involving three or more officially registered organizations will not count as one of a group's four parties/dances. However, the room reservation must be signed by each advisor/president of the organization. When there is more than one sponsoring student organization, the name of the organization on the reservation is considered the primary sponsor.

3. All parties and dances must end by 1:30 a.m. and the facility must be cleared of USC Upstate party participants, equipment, and the facility must be cleaned by 2:00 a.m. Special arrangements must be made in advance for longer breakdowns necessitated by some bands. The student organization(s) sponsoring the party/dance will be responsible for assisting with the dispersion of groups of students