



## Constituency Registration Form

GSS Bylaw VII, Section 2 states that "The Procedures Committee shall oversee the membership and verify credentials of both the membership and other graduate student organizations." The Procedures Committee requires a scanned electronic copy of the completed form by **September 20, 2017** in order that your constituency and its senators be in good standing with the Senate. **Please email your scanned copy to [graham.otoole@uconn.edu](mailto:graham.otoole@uconn.edu) or [gssuconn@gmail.com](mailto:gssuconn@gmail.com).**

**CONSTITUENCY:** \_\_\_\_\_

Senator Name	E-mail	Signature

*Does your constituency have a Tier II Graduate Student Organization? (circle one):*

**YES**

**NO**

**UNSURE**

**TIER II ORGANIZATION (if applicable):** \_\_\_\_\_

All Tier II Graduate Student Organizations seeking funding must register two financial points-of-contact (POCs) with the GSS Office for e-mail distribution of important funding-related information. POCs are typically your organization's Treasurer and President:

Financial Point-of-Contact	Email

Each constituency must ensure that it officially notifies the GSS Office of its senators. Someone holding a position of authority in your constituency (e.g., the president of your Tier II organization or a department faculty member or administrator) must verify the constituency's senators by contacting the GSS Office at **[gssuconn@gmail.com](mailto:gssuconn@gmail.com)**.

Constituencies are responsible for notifying the GSS Office of relevant constituency and Tier II organization personnel changes following submission of this form.

***Senators will not be recognized until this form has been submitted and an email verification from a person of authority from your constituency has been received by the GSS Office!***