**Grad Student Org**

**2024 Re-Registration Form**

Each organization must complete the re-registration process by submitting a completed re-registration form to the Graduate Student Association (GSA), Director of Policy at [gsapolicy@miami.edu](mailto:gsapolicy@miami.edu) by the March 30th deadline.

Failure to re-register by the deadline will result in org deactivation. Once an org is deactivated, they will not receive start-up funds in the fall ($250.00) and they no longer have the ability to reserve space with the Shalala Student Center Complex.

Re-registration is required to ensure that we have the most up to date contact information for each organization.

**Steps to Re-register:**

1. **Complete re-registration form.**
2. **Email completed form to** [**gsapolicy@miami.edu**](mailto:gsapolicy@miami.edu) **.**
3. **Ensure that Engage has been successfully updated with e-board information.**

**Org Updates:**

1. **Have there been any changes to your org’s constitution? If so, please attach an updated constitution with the submission of this form.**

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1. **List e-board member names, roles and email addresses for your organization.**

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1. **Please list the account number for your organization: PG\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **Do you currently have access to your organization’s page on Engage?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **Have the e-board members been updated on Engage? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**