



April 19, 2018

“The road to success is always under construction.”  
-Lily Tomlin

**Annual Reports are due April 30! Not submitting an Annual Report means you lose your registered status with the SU.**

## Important Dates

**April 30**  
[Annual Report](#) & Club Locker Cleanout Deadline

**May 4**  
[SU Club Survey](#) Deadline

**May 11**  
[Summer SEF](#) Deadline

**August 10**  
[Fall SEF](#) Deadline

You will now be able to see an orange box saying **Your Attention is Needed** on your ClubHub portal. Clicking **Update Now** will start the Annual Reporting process. Not sure about something, or have questions? Refer to our [Step-by-Step Guide](#).

**The Club Locker Clean-Out deadline is also April 30!**

**The Clubs Survey deadline is May 4.**

Do you have feedback about the SU Clubs system that you want to share? We want to hear what you have to say! Take the annual [SU Club Survey](#) this year for your chance to win a **Samsung Galaxy tablet** or a pair of **Happy Plugs Headphones!**



## Executive Transitions and Co-Curricular Record

In addition to the Annual Report, Club Locker cleanout, and Clubs Survey, many clubs go through executive transitions and submit their Co-Curricular Record (CCR) at the end of the year.

Need help transitioning your new execs? Check out our handy [Transition Guide](#) and our [Tips and Tricks](#).

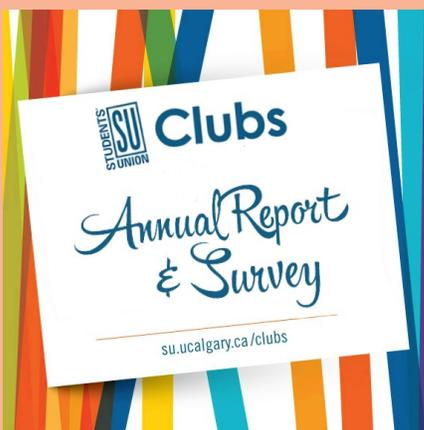


The CCR is an official document that recognizes students' out-of-classroom experiences that are still connected to the university. The last day to submit new activity and add positions with the [position form](#) is **April 30**. Make sure you upload your CCR hours to your club's Annual Report with this [template](#)! The last day for SU Club execs to add positions to their individual CCR is **May 4**. Questions? Check out this [FAQ Guide](#).

## Funding Deadlines



Is [SU Club Funding](#) the missing puzzle piece to holding a super awesome club event this summer? Lucky for you, we have Special Event Funding to help you out! If you have a big club event coming up **between July 1-August 31**, make sure to apply for Special Event Funding by **May 11**! You can get pre-approved for up to \$1,000.00 for your event. Create a ClubHub event and apply directly on the [Funding Form](#).



Don't forget to follow us for the latest updates!

[su.ucalgary.ca/clubs](http://su.ucalgary.ca/clubs)

@SUUofCCLubs

## Clubs Spotlight

This week's winner: [All Alberta Rotaract Forum 2018](#), presented to you by the **Rotaract Club**.

**When:** Friday, April 27—Sunday, April 29

**Where:** University of Calgary, various on-campus locations

**What:** A 3-Day forum for attendees to learn and discuss important civic engagement issues through workshops, fun and engaging activities, and meetings.

This is the last Clubs Spotlight of the year, but not to worry—Clubs Spotlight will be back in September 2018 to showcase some amazing club events on campus!



Questions? Comments? Email me at [clubsoff@ucalgary.ca](mailto:clubsoff@ucalgary.ca) to make an appointment!