



**Southern University at New Orleans**

*Royal Court*

**Rules and Regulations Manual**



# INTRODUCTION

## Purpose:

The SUNO Royal Court serves as a distinguished representation of Southern University at New Orleans. Members of the Royal Court are ambassadors of the institution, exemplifying leadership, scholarship, service, and excellence. This manual outlines the expectations, responsibilities, and standards required to uphold the integrity and prestige of the Royal Court.

The Royal Court of Southern University at New Orleans are elected representatives of the entire Student Body and serve as members of the Student Government Association.

The Royal Court shall consist of the following elected positions:

- Miss Southern University at New Orleans
- Miss Senior
- Miss Junior
- Miss Sophomore
- Miss Freshman

Each of the aforementioned positions shall meet the necessary qualifications laid out in the Student Government Association's approved constitution.

## Qualifications:

To be eligible for and maintain a position on the SUNO Royal Court, each member must:

- Be a currently enrolled student at Southern University at New Orleans.
- Must have a 3.0 cumulative GPA at the time of the election filing period.
- Maintain a minimum cumulative 2.75 GPA as required by the Office of Student Affairs
- Be in good academic, disciplinary, and financial standing with the University.
- Demonstrate leadership, character, and a commitment to service.
- Be actively engaged in campus life and community involvement.
- Successfully complete the Royal Court selection process.
- Attend all required events and appearance on behalf of the Miss SUNO and her Royal Court

*\*Grades will be reviewed at the end of each semester*

### **Miss Southern University of New Orleans:**

- A cumulative grade point average of at least three point zero (3.0) by the last day of the filing period.
- At the time of the election, you must be at least a Junior and have acquired sixty (60) credit hours by the last day of the Spring semester.
- Candidates must have completed one (1) full year in the Student Government Association or in an elected or appointed position.
- Must be a single female.
- Must have successfully completed two (2) semesters of coursework at Southern University at New Orleans.
- Prior to running for office, candidates must have served one (1) full year in the Student Government Association or in another elected or appointed position or have been a member of a Greek Organization or a recognized university club.

### **Class Queens:**

- A Cumulative grade point average of at least a 3.0 at the time of elections.
- A member of the class which precedes the class for which she wishes to run. (Example: If a person wishes to run for Miss Junior, she must be at least a sophomore at the time of the election and is a Junior by the Fall semester).



# CODE OF CONDUCT

Members of the Southern University at New Orleans Royal Court are expected to carry themselves in an exemplary manner at all times. The rights and privileges bestowed upon you as a member or participant in the Royal Court is recognized as one of honor and respect. All members of the Royal Court must adhere to guidelines as set forth in the Southern University at New Orleans Code of Conduct and the Royal Court Rules and Regulations Manual.

Any violations of the Student Code of Conduct or the Royal Court Rules and Regulations manual may result in university disciplinary actions including but not limited to:

- Verbal Warning
- Suspension from Appearances and Royal Court Activities
- Removal from the Royal Court and relinquishment of title.

All members must answer all emails, phone calls and texts from advisors within 48 hours.

In the event that a royal court member participates in athletics, dance, cheerleading, or any other team or club, the Royal Court Activities take precedence. These restrictions are in place to ensure that members can devote their full attention to their responsibilities as representatives of the school.

As members of the Royal Court you will be called upon to represent various occasions at any moment. This means that you must always remain ready by maintaining a respectable wardrobe to ensure your preparedness for any situation that arises. If you are unable to fulfill your duties, you may be asked to step down from your position. It is very important that you take your responsibilities as an ambassador of the university very seriously and that you make yourself available when necessary.

Miss SUNO must be accompanied by a university official when making official appearances away from campus. The advisors of the royal court shall consist of one (1) male & one (1) female appointed faculty/staff member with the approval of the Vice-Chancellor of Enrollment Management and Student Success.



Nepotism will not be tolerated in the Student Government Association or the Royal Court. All members will be chosen based on their qualifications and abilities and not on any familial connection.

While having fun is encouraged, it does not constitute loud talking and laughing, chewing, and popping gum, whispering and gesturing to other students in a crowd or dancing and singing to be seen.

When on an appearance on or off campus, one will conduct himself or herself in an orderly manner at the dinner table, while promenading, and while on campus during their daily day-to-day lives. You are a constant representation of the university and so you are expected to act as such, Failure to comply may result in dismissal from the Court.

Travel with the Royal Court in student government is limited to those such parties and University Officials only, The family or boyfriend/girlfriend associated with the royal court are not permitted to travel. Leaving the hotel or designated place of activity and authorized appearance to deviate from the scheduled itinerary is not permitted. Failure to comply may result in dismissal from the Court.

The official spokesperson for Miss SUNO and the Royal Court is the Advisor, the Director of Student Activities and Organizations, and/or the Vice Chancellor of Student Affairs and Enrollment Management. If Miss SUNO is unavailable for an engagement, she may designate, on occasion, a class queen, which must be approved by the advisor or the director of student activities, Any deviation from this dialogue will result in action being taken to curtail this inappropriate behavior to be decided upon by the advisor or the Director of Student Activities and Organizations.

Miss SUNO and her Royal Court escort clothing for SUBR's coronation, SUSLA's coronation, and SUNO's coronation will be paid for by the university. This will in no way cover the complete cost of Miss SUNO's expenses; therefore, she must be financially able to supplement the funds.

Prior to selecting a wardrobe, a budget will be established. The Director of Student Activities and Organizations will approve and determine the budget.

# DUTIES & RESPONSIBILITIES

**Miss Southern University at New Orleans shall have the following duties and powers:**

- Officially represent the entire student body at any function on or off the University campus.
- Miss SUNO shall have a minimum of three 3.0 grade point average at the time of application and must maintain a 2.75 GPA average on a 4.0 grading scale throughout the academic year to remain in the position.
- Shall have the responsibility of representing the university at school-related functions and at other colleges and universities.
- Represent the University and act as host/hostess at university functions.
- Promote school spirit at athletic events and other campus activities.
- Must initiate and maintain several community service initiatives throughout their reign.
- Miss Southern University and her queens are the faces of the university and assets. They must display class, dignity, and the best decency always.
- Establish and maintain a platform.
- Shall be responsible to the SGA for coordinating, implementing, and executing programming and community service activities for the Student Body, including, but not limited to:
  - One (1) Female Empowerment Event
  - Two (2) Community Service projects per semester
  - Host/Lead Queen's Week each academic year.
- Miss SUNO must be active in the Greater New Orleans community.
- Participating in events like charity events, New Orleans area school functions, retirement.
- Miss SUNO shall receive a scholarship equal to the sum of the tuition, plus room and board for the Fall and Spring semesters of a full-time, in-state student.

## **Duties of Class Queens:**

- Represent Miss Southern University at New Orleans at events that Miss SUNO is unable to attend.
- Serve as members of their respective class cabinets
- Officially represent their respective classes at any function on or off the University campus.
- Assist Miss Southern University at New Orleans with her platform and community service projects.
- Class Queens are an extension of Miss SUNO and are the face of the university and its assets.
- Must display class, dignity, and the best decency at all times.

## Community Service & Engagement

- Each Royal Court member must plan and execute at least 3 events per semester outside of Queen's Week.
- Participation in University-sponsored service initiatives is required.
- Members are encouraged to develop and lead service projects aligned with SUNO's mission.

## Financial Responsibilities

Serving on the SUNO Royal Court requires a personal commitment, including financial responsibilities. Each member is expected to cover miscellaneous personal expenses, including but not limited to:

- Hair styling and maintenance
- Makeup services and products
- Clothing and Specific Attire
- Shoes and accessories
- Contribute to any approved group expenses or initiatives as determined by the Royal Court advisor.
- Manage personal finances responsibly to ensure preparedness for appearances and events.

The University may provide select official items; however, members should be prepared to invest in their personal presentation as well.

## Commitment to Excellence

By accepting a position on the SUNO Royal Court, each member agrees to:

- Uphold the honor and tradition of Southern University at New Orleans
- Serve with integrity, dedication, and pride
- Represent the University with excellence in all spaces
- Adhere to all parts of this rules and regulations manual.



## Appearances & Public Engagements:

Members of the Royal Court are expected to:

- Attend all planning meetings scheduled by the Royal Court Advisor and/or Miss SUNO.
- Attend and actively participate in all mandatory university functions, including but not limited to:
  - Leadership Conferences/Retreats
  - SU System Homecoming Events
    - Southern University and A&M College
    - Southern University at Shreveport
  - Recruitment and Enrollment initiatives
  - Community Service events
  - Official University ceremonies
- Represent SUNO at external events when requested. *Please Note: All events are scheduled in advance, but last minute appearances/event do arise.*
- Arrive **on time, fully prepared, and appropriately dressed** for all appearances.
- Maintain professionalism and poise in all public settings.

All appearances must be approved and coordinated through the designated Royal Court advisor.

## Attendance Requirements:

- Attendance at all mandatory meetings, rehearsals, and events is required.
- Members must notify the advisor in advance of any unavoidable absence.
- Excessive absences (three or more unexcused) may result in disciplinary action, including probation or dismissal.
- Punctuality is expected; repeated tardiness will be documented and addressed.

## Accountability & Disciplinary Action:

Failure to adhere to these rules and regulations may result in:

- Verbal or written warning
- Probationary status
- Suspension from Royal Court activities
- Removal from the Royal Court

All disciplinary decisions will be made by the Office of Student Affairs in consultation with the Royal Court advisor.

## Appearance Standards

- Members must maintain a neat, well-groomed, and professional appearance at all times.
- Official attire (crowns, sashes, and designated uniforms) must be worn as directed.
- Clothing should be appropriate for the occasion and align with the University's image.
- Personal presentation (hair, makeup, grooming) should be tasteful and reflective of professionalism.
- Hair colors must remain within natural tones throughout your entire duration as a member of the Royal Court. *Miss SUNO reserves the right to determine the appropriateness of any hair color or style.*
- Nails will be of neutral tones and designs
- Tattoos must be covered when visible, based on wardrobe selections for official appearances and events. Additionally, excessive piercings are not permitted and must be removed during all official Royal Court functions and engagements.
- Daily Appearance on campus shall not consist of but not limited to:
  - Bike shorts and/or tights
  - Crop tops/T-Shirts
  - Ripped Jeans/Short Shorts
  - Spaghetti Strap Tops
  - Sweatpants

## Self-Representation & Conduct

As official representatives of SUNO, Royal Court members must uphold the highest standards of conduct:

- Demonstrate integrity, respect, and professionalism at all times.
- Use social media responsibly; content should reflect positively on the University.
- Avoid behavior that may bring discredit to SUNO or the Royal Court.
- Adhere to all University policies and codes of conduct.
- Maintain a polished and appropriate personal image at all times.
- Physical altercations of any kind are not tolerated and will result in immediate removal from the Royal Court.
- Represent themselves & the Royal Court Advisor with the utmost respect

*Royal Court members are expected to embody the values of excellence, leadership, and service both on and off campus.*

# MISS SUNO & QUEENS REVUE

All candidates vying for a queen position on the royal court must participate in the Queen's Revue that takes place during the annual election week.

The Queen's Revue is a signature component of the Royal Court experience at Southern University at New Orleans, designed to showcase the poise, versatility, and presence of each contestant.

This event provides an opportunity for participants to embody confidence, elegance, and school pride while demonstrating their ability to represent the University across a variety of settings.

The Queen's Revue consists of three distinct segments, each highlighting a different aspect of presentation and personality:

- **Business Wear:** Contestants present a polished, professional look that reflects career readiness, confidence, and sophistication. This segment emphasizes leadership presence and the ability to represent SUNO in professional and academic environments.
- **School Spirit Attire:** This segment allows contestants to creatively display their Knight pride through spirited and stylish outfits that celebrate the culture, energy, and legacy of Southern University at New Orleans.
- **Talent: (For Miss SUNO Candidates only):** 2-3 minute displaying a professional talent ( dance, playing instruments, poetry, spoken word, etc.)
- **Formal Gown:** Contestants conclude with an elegant evening wear presentation, showcasing grace, poise, and stage presence. This segment reflects the timeless beauty and regal essence expected of members of the Royal Court.



# ACKNOWLEDGEMENT

I, \_\_\_\_\_, acknowledge that I have read and understand the SUNO Royal Court Rules & Regulations Manual. I agree to abide by all expectations and uphold the standards set forth during my tenure on the Royal Court.

Elected Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_



