



**Application for Formation of Student Club or Organization**

Name of Club/Organization: \_\_\_\_\_

Purpose of Club/Organization: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Who is Eligible for Membership? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Membership Terms/Conditions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Financial Obligations of Members: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Officers—Qualifications, Election Procedures: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

College Advisor: \_\_\_\_\_

(Signature)

\_\_\_\_\_ (Date)

Student Contact: \_\_\_\_\_

(Signature)

\_\_\_\_\_ (Date)

Student Contact College Email Address: \_\_\_\_\_

Student Contact Student ID (SNumber): \_\_\_\_\_

A petition must be attached with the personal signatures of those students wanting recognition of this student club/organization. A copy of the proposed constitution or by-laws of the club/organization must be attached. See the Student Government Association (SGA) Advisor for all club formation documentation. The completed application and any additional documents must be submitted to the SGA Advisor. The Campus SGA and SGA Advisor will review the application and make a recommendation to the Vice President for Student Services. The Vice President reviews and makes a recommendation to the College President. The President has final approval and notifies the proposed club/organization's college advisor and student contact in writing.



**Student Club or Organization Petition**

Name of Club or Organization: \_\_\_\_\_

Please sign this petition in support of College recognition of this club or organization by Southern West Virginia Community and Technical College. Your signature implies support for recognition, but does not imply membership in this club or organization.

**Printed Name**

**Signature**

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**Student Club or Organization Approval Process**

**Campus SGA**

We, the SGA of the \_\_\_\_\_ Campus of Southern West Virginia Community and Technical College, in a regularly called meeting, have reviewed the application for recognition of the following student club or organization: \_\_\_\_\_.

We recommend the following action:

\_\_\_\_ Approval      \_\_\_\_ Non-Approval

\_\_\_\_\_

SGA President Signature

\_\_\_\_\_

Date

\_\_\_\_\_

SGA Advisor Signature

\_\_\_\_\_

Date

**Vice President of Student Services**

I have reviewed the above referenced student club or organization. I recommend the following action:

\_\_\_\_ Approval      \_\_\_\_ Non-Approval

\_\_\_\_\_

Vice President Signature

\_\_\_\_\_

Date

**President of Southern West Virginia Community and Technical College**

Upon review of the application and required attachments, as well as the recommendations of the above named parties, I authorize the following action concerning the College recognition of the above referenced student club or organization:

\_\_\_\_ Approval      \_\_\_\_ Non-Approval

\_\_\_\_\_

College President Signature

\_\_\_\_\_

Date