

**Annual Registration Form**  
Clubs & Organizations – Office of Student Life

Name of Organization: \_\_\_\_\_

Purpose of the Organization (as stated in the Constitution): \_\_\_\_\_

\_\_\_\_\_

Type of Organization: \_\_\_\_\_

Membership Requirements: \_\_\_\_\_

General (Dues, involvement, service, etc.): \_\_\_\_\_

Scholastic (GPA, major, etc.): \_\_\_\_\_

Removal Policy: \_\_\_\_\_

When are new officers elected (spring, fall, etc.)? \_\_\_\_\_

Dues: \_\_\_\_\_ Meeting Day(s) & Time: \_\_\_\_\_

Number of Members: \_\_\_\_\_ Meeting Location: \_\_\_\_\_

**\*\*Indicated time and location on this form does not guarantee reservation of the space. You must still go through the facility request process by submitting the online form and receiving confirmation from Facilities\*\***

Organizational Leadership:

Officer Position	Name	Cell Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Advisor (Printed): \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Acknowledgement of Organizational Registration:

*By typing your initials in the box below and checking the box, you are acknowledging that you have provided accurate information to the best of your ability and that you understand this information will be used to govern student organizations and influence organization allocations during the school year.*

\_\_\_\_\_  
Signature of Organization President:

\_\_\_\_\_  
Signature of Organization Advisor:

\_\_\_\_\_  
Signature of Director of Student Engagement:

\_\_\_\_\_  
Date Submitted:

<b>Office Use Only:</b> Petition _____ Constitution _____ Registration Forms Complete _____
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**Office Use Only:** Petition \_\_\_\_\_ Constitution \_\_\_\_\_ Registration Forms Complete \_\_\_\_\_