Please complete **all** sections below to apply/re-apply for recognition as an official Donnelly College Student Organization. This will allow your organization to have and promote events on campus and to be eligible for funding. **Only those Student Organizations which complete this application will be considered for official status.**

Student Organization/Club:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APPLICATION TYPE:**

 New Application

 Existing/Returning Application (Renewal or Return to Active Status)

**STUDENT ORGANIZATION’S PURPOSE (MISSION STATEMENT)**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OFFICERS:** ThePrincipal officer must be *a full-time* Donnelly College student in *good academic*, *social, financial and disciplinary standing* according to the standards set forth in the Donnelly Code of Conduct. Groups may choose to have additional officers. If any change of officers occurs during the academic year, the group must notify Student Senate in writing within 30 days of the change(s).

**Principal Officers (Required)**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_President/Chair

Student ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Additional Officers (If Applicable)**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student ID#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DONNELLY COLLEGE FACULTY/STAFF ADVISOR**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MEMBERSHIP**

All viable clubs or organizations must have a total of at least six (6) members including the officers. If the club or organization does not have at least six members during the semester, it will be placed on probation. If after two weeks, the required number is not met, the club must be disbanded. The club or organization may reapply the following semester. ***Monthly attendance*** of club meetings must be submitted to the Senate Organizational Liaison. All new clubs or organizations and renewals must submit applications by **September 14 of the academic year** to be recognized as a Donnelly College club or organization for that year.

 Attach a typed list of all members for the current/upcoming semester.

**AUTHORIZATION**

**Any information on this form may be released to interested Donnelly College personnel.**

As principal officer representing this organization, I declare that I am a full-time student at Donnelly College in good standing (as defined above) and that I will serve as leader of this organization for the 20\_\_\_/20\_\_\_ academic year. I understand that, as primary leader, I will be responsible for establishing and maintaining the standards of conduct during all activities. I further understand that by signing this document, I, as the organization’s leader, am responsible for leading according to the guidelines above, the organization’s Mission Statement, and the policies of the Donnelly College Code of Conduct. I also understand that failure to do so will result in the forfeiture of the organization’s recognized status.

Principal Officer/Leader’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_

Faculty/Advisor’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_

**NOTE: ALL APPLICATIONS WILL BE REVIEWED AND A DECISION WILL BE DETERMINED WITHIN TEN BUSINESS DAYS OF RECEIPT OF APPLICATION.**

**DO NOT WRITE BELOW THIS LINE. (FOR OFFICIAL STUDENT SENATE USE ONLY).**

 **Approved Not Approved Date Determined: \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_**

**Student Senate President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Vice President of Academic and Student Affairs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_**