

**STUDENT ENGAGEMENT
NEW STUDENT CLUB APPLICATION 2023-2024**

A recognized student club and to receive club funding requires the following:

- Completed New Student Club Application
- Active Membership of a minimum of (7) seven currently enrolled students
- Faculty/Staff advisor
- Meet with Student Engagement Manager or Coordinator
- Attendance at the Club Leadership Training in fall (must meet with Student Engagement Manager or Coordinator if club recognition occurs after training date).
- Advisor must review the Advisor Training and meet with the Student Engagement Manager or Coordinator to review questions.
- Advisor and Club President must review and submit the Advisor Agreement.
- This form needs to be filled out and returned to SE after first meeting where officers are elected.
- All new club applications must be submitted by November 1 for the fall semester and April 1 for the spring semester. No new club applications are reviewed over the summer semester.

Date _____

Name of Club _____

Officers President _____

Email _____

Cell _____ Harper ID# _____

Treasurer _____

Email _____

Cell _____ Harper ID# _____

Advisor(s) _____ Mail Code _____ Extension _____

_____ Mail Code _____ Extension _____

Advisor has read and understands the Student Engagement Clubs and Organizations Procedures Manual and the Advisor's Agreement:

(Manual and agreement are located in the Student Engagement Club and Organization Advisor Teams Site)

Club Meetings

Time _____ Day _____

Location _____ Starting Date _____

How Often _____

Name of (7) seven currently enrolled Harper College students who are committed to being members of the club:
PLEASE PRINT CLEARLY AND INCLUDE YOUR HARPER ID NUMBER.

<u>Name</u>	<u>Harper ID Number</u>	<u>Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Is this club affiliated with any national, state or local organization? Yes___ No___
If yes, what organization?

Will membership be open to all Harper students or will it be restricted to those enrolled in a particular program or sectarian group? Please note that Harper College student clubs and organization membership is limited to Harper College students. Community members are only able to attend advertised public, special events, not general meetings.

All Students ___

Particular Program or Sectarian Group ___ Name of Program or Group _____

Please Attach the Following to The Club Application Form:

1. Application (7) seven signatures and Student ID numbers of currently enrolled students)
2. Proposed Club Constitution that includes a detailed Statement of Purpose.
3. Any other information related to history or club goals which will serve Harper students on this campus.

This statement certifies that the applicant above seeks recognition by Student Engagement to be an officially recognized student club of Harper College. Official recognition is issued with the understanding that the club agrees to participate in Student Engagement activities, remain in regular communication with Student

Engagement, and abide by all regulations officially established by Harper College and Student Engagement. I willingly assume responsibility for the above named club activities and the appropriate use of college property and funds.

Club President's Signature

Date

Advisor's Signature:

Date

NOTE: Your club will not receive funding until two students attend the Club Leadership Training Session and the Advisor reviews Advisor Training.

OFFICE USE ONLY

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Approved:

Student Engagement Manager Signature

Date