Intent to Organize

The following is a statement of purpose for which this organization is to be formed, similar to a mission statement. This Organization will have complete club privileges and responsibilities for a limit of thirty (30) school days from the date this form is returned to the Student Activities Office. During the first thirty (30) days the new organization is required to develop and adopt a draft constitution, complete a Intent to Organize form, officer’s card, roster of membership, constitution and arrange a meeting with the Student Activities Director for final approval.

Name of Club:

Statement of Purpose:

Club Membership
Campus Clubs must have a minimum of four (4) student members, including club officers. In addition, clubs are required to have a faculty member serve as the club’s primary advisor.

Name of student completing this form. Please print.

Name:_________________________ Phone:_________________________
E-mail:________________________ Date:_________________________

Advisor’s Name:__________________ Phone:________________________ Office: Rm______ Bldg______
Email:________________________ Date:________________________

Category: Please indicate the one category which best describes your student group:

_____ ACADEMIC/HONORARY
_____ PROFESSIONAL
_____ COMMUNITY/CIVIC SERVICE
_____ SPECIAL INTERESTS
_____ CULTURAL/ETHNIC
_____ SPORT
_____ RELIGIOUS/SPIRITUAL
_____ OTHER____________________

Intent to Organize Form — Officers Card + Roster + Club Constitution — Meet with Director = APPROVED
(30 day limit) (you are at this step)

For office use only

☐ Approved  ☐ Denied  Signature:____________________________________ Date:______

Rev. 12-2009