**CLUB/ORGANIZATION PROPOSAL FORM**

The Office of Student Affairs encourages a vibrant student life where students pursue activities that complement their academic experience at the College in order to achieve their fullest intellectual, social, spiritual, emotional and physical potential. In registering your student club/organization with the Student Government and the Office of Student Affairs, the College can assist you in planning, promoting, and financing activities.

Please download, complete and return this form, along with a projected budget and initial constitution to the Office of Student Affairs at [studentaffairs@acg.edu](mailto:studentaffairs@acg.edu). Budget and constitution templates are available in the Student Affairs container on blackboard.

Refer to the Clubs and Student Organizations Guidebook for further details on the process of establishing a new club or organization at DEREE.

**NAME OF GROUP:**

**Description /Purpose of new group *(include learning outcomes /opportunities for members)*:**

**Types of Activities:**

Weekly:

Monthly:

Semester:

**Budget requirements/academic year**

Total projected expenses requested from Student Life College Account:

*Please attach detailed budget spreadsheets*

**Club/Organization Advisor:**

Name:

E-mail:

Contact Phone:

**Student Contact Information**

Name: E-mail: Cell-phone:

Name: E-mail: Cell-phone:

Name: E-mail: Cell-phone:

**List of students interested in creating/maintaining the club/organization – minimum 5 students**

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