Students wishing to form a new campus organization should complete the attached application. The following information must be provided:

- Name of Organization
- Description of Organization
- Qualification for Membership, to whom open, and eligibility requirements
- Financial Obligations of Members
- Election and Qualifications of Officers
- College Advisor/Sponsor Information (must be full time WSC Faculty or Staff or Spouse of a Staff/Faculty)
- Student Organization Registration Information Form. (10 interested students are required for approval.)
- Organization’s Constitution

The completed application and related information should be submitted to the Director of Student Activities. After review and action by the Student Senate, the VP of Student Services, notification of approval or non-approval will be communicated.

**Student Organization Application for Recognition**

1. **Name of Organization:**

   __________________________________________________________

2. **Description of Organization:**

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

3. **Qualifications for Membership:**

   a. **To Whom Open:**

      __________________________________________________________

   b. **When Eligible:**

      __________________________________________________________

4. **Financial Obligation of Members:**

   __________________________________________________________

5. **Election and Qualification of Officers:**

   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

6. **College Advisor or Sponsor/ Campus Office Location/Campus Extension:**

   __________________________________________________________

7. **Constitution-attached as a document**

**Please attach petition signed by students desiring recognition of organization as well as a copy of the constitution established for the organization.**

- [ ] Approved  ____________  Director of Student Activities  ____________  Date
- [ ] Disapproved

- [ ] Approved  ____________  President of WSC Student Senate  ____________  Date
- [ ] Disapproved

- [ ] Approved  ____________  Dean of Student Services  ____________  Date
- [ ] Disapproved

Revised February 24, 2016/Contact Information: Student Activities 402-375-7322
Student Organization Registration

Official Name of Organization

List Local/State/National/International Affiliations

Official Organization Meeting Time and Location

Student Organization Officers:

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<tr>
<th>Officer</th>
<th>Name</th>
<th>E-mail Address</th>
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<td>Advisor</td>
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<td>Secretary</td>
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What type of organization are you? (Circle One)

Art
Athletics, PE and Sports Clubs
Business
Campus Programming
Communications and English
Education and Counseling
Family/Consumer Sciences
Foreign Languages and Culture
Greek
Industrial Technology
Math and Science
Miscellaneous
Multicultural
Music
Political
Religious
Residence Halls
Service/Volunteer
Social Science
Theatre
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<tr>
<th>Active Member</th>
<th>E-mail Address:</th>
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</table>

*Only TEN interested students are needed for approval*
Wayne State College
Sample Constitution

Constitution
(your organization name)

Article I
Name
*The name of this student organization shall be (your organization name)

Article II
Purpose
*The purpose of this association is (list your organization purposes).

Article III
Members
*Section 1 Active members shall be students of Wayne State College with a minimum GPA of 2.0.
Section 2 Associate members shall be faculty or staff. They shall not be eligible to hold office or vote.
Section 3 Annual dues of $____ shall be paid by _____ each year.
*Section 4 Membership shall not be denied to any individual on the basis of race, color, national origin, religion, sex, sexual orientation, age, gender identity, disability, etc. (except for sex qualifications that are directly relevant to the organization purpose).

Article IV
Officers
Section 1 The officers of the association shall be named: These officers shall perform the duties as prescribed by the constitution and by-laws and by the parliamentary authority adopted by the organization.
Section 2 Officers shall be nominated at the first meeting of April with elections held the following meeting. Elections shall be done by secret ballot and candidates receiving the most votes shall be named to their respective offices.
Section 3 Officers shall serve a term of one year.
Section 4 Vacancies in offices shall be filled by nomination and voting of a quorum of members.
Section 5 Officers must have compiled at least ___ credit hours at Wayne State College.
Section 6 Officers must be full time students at Wayne State College.
Section 7 Officers shall not be on disciplinary or academic probation.

Article V
Meetings
Section 1 The regular meetings of the organization will be held on the first and third Wednesday’s of each month.
Section 2 Special meetings may be called by the president or the Executive Committee and shall be called with at least three days notice.

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Section 3  Fifty-one percent (51%) of the members of the organization constitute a quorum.

**Article VI**
Relationship

(Organization name) shall have no relationship or be controlled by any other local, state, or national organization.

**Article VII**
Activities

The Association shall hold regular business meetings with invited topics of interest.

**Article VIII**
Committees

Section 1  The Executive Committee shall include the officers of the organization and shall be considered a standing committee. They shall supervise affairs of the association between its business meetings, make recommendations to the organization and perform duties as specified by in the Constitution and bylaws.

Section 2  Other committees, standing or special shall be appointed by the President.

**Article IX**
Advisor

*One or more advisors affiliated with Wayne State College as a faculty, staff, or administrator will be selected to work with the organization.

**Article X**
Parliamentary Procedure

The rules contained in the current edition of the Robert’s Rules of Order will be followed in each meeting.

**Article XI**
Amendments

This constitution may be amended at any regular meeting of the organization by a two-thirds vote, provided that the amendment was submitted in writing at the previous regular meeting.

*All items denoted with this symbol must be included in your organization’s constitution.