

# ROSEMONT COLLEGE

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## New Club Proposal

If you would like to start a new club/organization on campus, this is your first step! Please provide the following information below to help inform the Office of Student Engagement of your ideas and interest. Once completed, you will be contacted by the board of Student Government (SGA) with your pending status.

Before any club/organization can acquire "Active status", the following steps must be completed:

- Complete and submit this form to the Director of Student Engagement at [Activities@rosemont.edu](mailto:Activities@rosemont.edu)
- Acquire a faculty, or staff advisor (minimum of 1 required)
- Secure 4 Executive Board Members
  - President
  - Vice President
  - Treasure
  - Secretary
- Create a constitution (Template attached below)
- Gain Approval of the Student Government Board (SGA)

Who is submitting this proposal? \_\_\_\_\_

New Club Name \_\_\_\_\_

Contact email address \_\_\_\_\_

Full name of the Faculty and/or Staff Advisor \_\_\_\_\_

President's Full Name \_\_\_\_\_

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Vice President's Full Name \_\_\_\_\_

Treasure's Full Name \_\_\_\_\_

Secretary's Full Name \_\_\_\_\_

Write the description and goal of the club/organization you would like to start

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To view “**Constitution Templates**”, click the links below. In addition, please note that you do not have to follow a particular format. Please create your own by using the templates as a guide.

[Constitution Template 1](#)

[Constitution Template 2](#)

[Constitution Template 3](#)

[Constitution Template 4](#)