

Knox College Student Senate New Club Form

To be turned into the Campus Life Office prior to 4pm on Monday when applying to be a recognized student club.

Club Information:

Club Name: _____

Leadership Contact Information:

Primary Student Contact (President): _____

K-Box Number: _____ Email: _____ Phone: _____

Secondary Student Contact (Vice or Co-President): _____

K-Box Number: _____ Email: _____ Phone: _____

Primary Budget Officer (Treasurer): _____

K-Box Number: _____ Email: _____ Phone: _____

Faculty / Staff Advisor: _____

Department: _____

K-Box Number: _____ Email: _____ Phone: _____

Advisor and Officer Signatures:

We verify that we have read and understand the Officer and Advisor Responsibilities. We verify that the information supplied on this application is, to the best of our knowledge, correct. We also agree to hold these positions until an information change has been filed with the Campus Life Office.

Student Contact's Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____

Will your group be asking for funding from Student Senate? ☐ Yes ☐ No

If yes, for what and how much money?

Special Note about Funding/Budgets: New clubs are limited to \$150 the first two terms of existence and \$200 the third term. After this introductory period, clubs will request budgets through the typical Student Senate budget process.

Please attach a typed response to the following prompts:

Note: If/when your group is approved, the responses you provide will be used on the Clubs and Organization website listing. Please be as thorough and descriptive as possible.

Description of Club: Give a brief description of the organization's purpose and proposed activities.

Mission, Goals and Objectives

Mission, Goals and Objectives for Clubs and Organizations at Knox College should include the following information:

- Mission Statement: Purpose, aim, and function of the organizations
- What makes this organization unique from other organizations on campus
- Goals of the club
- Why this organization is/would be valuable to the Knox Community
- Why recognized club status is necessary
- Examples of types of programs this organization will sponsor
- If activities include regular practices, games, or tournaments, please describe how you plan to secure the necessary field, court, or other spaces needed.
- What are your plans for the transition of leadership from year to year within this organization?
- In 5 years what do you hope this club will have accomplished?

Is this club affiliated with a national organization? _____ Yes _____ No

If yes, which one? _____

If yes, does this national organization require dues or other regular payments? _____ Yes _____ No

If yes, please explain how this organization will meet these funding requirements:

Primary Function / Type of Organization:

Select the **one** category that best describes the purpose of your organization based on the descriptions provided below:

Academic: Group seeks to further intellectual goals, specific to a subject area. Group is often linked to and supported by an academic department. This does include honorary organizations who's membership is based on merit, accomplishments, honors, or qualifications in specific areas.

Community Service: Group exists to promote interested and support experience in service to community through volunteering and service- learning opportunities.

Culture and Politics: Group exists to educate, engage, and support cultural knowledge and identifies that many include but is not limited to: social justice issues, traditions, celebrations, or intersections of culture in daily life. Group may also exist to foster relationships and serve as a support system for students' social interests, past times, and causes (e.g. political affiliations, advocacy groups, and hobbies).

Greek: Group is a social fraternity or sorority recognized by the Interfraternity Council (IFC) or Panhellenic Council (PHC).

Media: Group exists to promote interest in, creation of, and appreciation of literary or visual media.
(e.g. newspaper, radio, magazine, online journal)

Performing Arts: Group exists to promote interest in, creation of, and appreciation of performing arts
(e.g. vocal, instrumental, dance, theater)

Recreation and Games: Group exists to promote interest in, experience in, and appreciation of physical games, sports, and outdoor activities.

Religion: Group exists to educate, engage, and support religious and/or spiritual growth, belief, or affiliation.

Please classify our club as: _____

Campus Life Use Only

Application Received by: _____

Date: _____

Finance Committee Recommendation: _____

Date: _____

Senate Approval: _____

Date: _____

Club information added to webpage: _____

Club given email list serve: _____

Club leadership information added to email list serve: _____

Club leadership information added to CX: _____