

Date Submitted: _____

Constitution approved: _____

Fall _____ Spring _____ 20 _____

McDaniel College Student Organization Registration

All student organizations, in order to maintain their official college recognition and the privileges therein (see back), must register with the College Activities Office early in the fall semester. All officer and advisor information, and membership rosters must be kept current from semester to semester along with an updated constitution. A listing of resources for student organizations is available in the Student Guide & Datebook.

PLEASE PRINT OR TYPE:

Organization Name: _____

Purpose: _____

To join, individuals must: _____

Officers elected: _____
(month/yr)

Regular meetings held: _____
(day/time)

	Name	Local Address	Local Phone #
President/Manager	_____	_____	_____
Vice Pres./Co-Mgr.	_____	_____	_____
Secretary	_____	_____	_____
Treasurer	_____	_____	_____

Advisor(s):	Name	On-Campus Department	Campus Ext.
	_____	_____	_____
	_____	_____	_____

I certify that this organization does not violate any state or federal discrimination laws in its membership policies.

Signatures:

President

Date signed: _____

Advisor

Date signed: _____

Advisor

Date signed: _____
(over please)

Mailbox information: (please check one)

_____ We would like to use campus mailbox # _____ as the official box for our organization.

_____ No, we do not wish to specify a campus mailbox for our organization mail.
Please forward our mail to the following address:

Privileges Granted to Registered Student Organizations:

A group becomes an organization when formally recognized by the college. Formal recognition of any organization generally means that a recognized student organization may have the following privileges:

1. Using the name of the campus organization and the name of the college when identifying its institutional affiliates.
2. Recruiting members on campus.
3. Holding meetings and social functions on campus.
4. Considered for Student Government Assembly funding.
5. Use of facilities of the college, building, grounds, and certain equipment.
6. Publicizing activities in The Arch, and Activities Calendars.
7. Using designated campus bulletin boards for publicizing activities and requesting office/clubroom space as available.
8. Inclusion in the Student Guide & Datebook and College Undergraduate Catalog.
9. Maintaining an account with the McDaniel College Business Office.
10. Choosing faculty and/or administrative advisor(s).
11. Solicit on campus where and when authorized.
12. Request alcohol for certain organization – sponsored events on campus.
13. Use of McDaniel postal system, copy center, and college store for organization business, provided a college account is established.
14. Establish dues and sponsor money-raising projects within the college's guidelines (see Student Guide & Datebook).
15. Qualify for awards and honors given to college student organizations.

RETURN FORM TO COLLEGE ACTIVITIES AS SOON AS POSSIBLE.