



Student Club Application

In order to maintain an active status as a club at Gulf Coast State College the following form must be completed. Please complete and return this form to Taylor Holmes or an SGA E-Board officer in the Student Government office.

The information recorded on this form must be accurate and current. Any changes in the status of the club (changes in the information supplied on this form) must be reported to the Student Government office as soon as they occur. As stated in the GCSC MOP (7.036), a student must have a 2.0 cumulative grade point average to participate in any extra-curricular activity. First-time students at Gulf Coast must use their high school or college-transfer G.P.A. to qualify. **For complete student club/organization requirements/regulations, please refer to the GCSC Student Handbook located on the Gulf Coast website.**

Club Requirements:

- All meetings of the group (regular, called, social, etc...) must be placed in advance for the college event/activity calendar in the Student Government Office. **NO** meeting is official until this is completed. Four (4) club members are required to start a club.
- If you need assistance in securing a location for your Club's regularly scheduled business meetings or other events, you can contact Taylor Gilmore @ ext. 3498.
- In order to assist in advertising and marketing as well as scheduling, please contact Taylor Holmes @ tholmes9@gulfcoast.edu or the Internal Affairs Liaison with information regarding any events your club may have.
- In order to retain your eligibility as a Club for the following school year, a Year-End-Club Report **must** be submitted to SGA at the end of the spring semester.
- All Club expenditures must be approved by both the Club Advisor and the SGA Advisor, Taylor Holmes. If you have any questions regarding purchasing, contact Taylor Gilmore @ tgilmore1@gulfcoast.edu or at ex. 3498.

GPA eligibility for Club membership will be checked. Please ensure that students provide proof. This may be printed through their Lighthouse account.

All items listed below must be received by the Student Government Office in order to be eligible for funding:

- | | |
|---|--|
| <input type="checkbox"/> Completed Club Application | <input type="checkbox"/> Completed SGA Membership Application(s) for Club Representative |
| <input type="checkbox"/> Copy of Constitution and Mission Statement | <input type="checkbox"/> Copy of Projected Budget (if requesting SGA allocation) |



Club Name: _____

Advisor Name _____ Ext: _____

Name of Club Representative: _____

Officer Position	Officer Name	Student ID #	Email/Phone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Committees within the Club

Meeting Schedule

Day of Week: _____ Time: _____ Location: _____

Weekly Bi-Weekly Monthly Other _____

Please attach an up-to-date constitution and mission statement to your application.



List all Active Members

(Four (4) people are required to establish club. Including a member roster is mandatory)

Name	Student #	Name	Student#
1. _____	_____	20. _____	_____
2. _____	_____	21. _____	_____
3. _____	_____	22. _____	_____
4. _____	_____	23. _____	_____
5. _____	_____	24. _____	_____
6. _____	_____	25. _____	_____
7. _____	_____	26. _____	_____
8. _____	_____	27. _____	_____
9. _____	_____	28. _____	_____
10. _____	_____	29. _____	_____
11. _____	_____	30. _____	_____
12. _____	_____	31. _____	_____
13. _____	_____	32. _____	_____
14. _____	_____	33. _____	_____
15. _____	_____	34. _____	_____
16. _____	_____	35. _____	_____
17. _____	_____	36. _____	_____
18. _____	_____	37. _____	_____
19. _____	_____	38. _____	_____



CLUB PROJECTED BUDGET

(DISREGARD IF CLUB IS NOT REQUESTING AN SGA ALLOCATION)

Each club or organization has the opportunity to request an allocation from the SGA. New clubs will be placed on a probation period for their first semester and granted allocation for the following semester as long as they continue to be active. Returning clubs from the previous year must submit a Year-End-Club Report to maintain active status.

SGA ALLOCATION (PROJECTED) _____	<input type="checkbox"/> Requesting SGA Allocation
FUNDING FROM OTHER SOURCES (ESTIMATED) _____	<input type="checkbox"/> No SGA Allocation
TOTAL OF TWO SOURCES: _____	

SGA ALLOCATION PROJECTED SPENDING		
ITEM DESCRIPTION	COST	REMAINING BALANCE
ENDING BALANCE:		

OTHER FUNDING (FUNDING RAISING, DONATIONS, ETC.)		
ITEM DESCRIPTION	COST	REMAINING BALANCE
ENDING BALANCE:		