

FORMS

Purchase Order Request Forms are only available in the Student Life Center, room E2562.

[Student Organization Report](#) - This form is used for the end of each semester report due to Student Life.

[Club Deposit Ticket](#) - This form is to be submitted to the Student Payment Office room E1314 for all organization deposits.

Co-Curricular Verification - This form is to be completed by the student, verified by an advisor, and submitted to Student Life Center room E2562 for input into a personal co-curricular transcript.

[Event Notification](#) - This form must be submitted to Student Life at least 2 weeks prior to sponsoring a campus wide event.

[Event Evaluation](#) - This form must be submitted to Student Life no later than one week after conducting a campus event.

[Student Organization Registration](#) - This form is to be completed and submitted to the Student Life Center in order for clubs to maintain their charter status for the academic year.

[Club/Student Travel](#) - This form is used for organizations that plan on any type of travel, to include conferences, competitions, workshops etc.