

Establishing a new student organization at Lake Superior College

All LSC clubs and organizations are required to be recognized by the LSC Student Senate, and chartered by the president of Lake Superior College.

All new clubs/organizations must complete and submit a petition to start a new organization on campus. This form can be picked up at the Student Life Center. All new clubs must have the following in order to be considered for a new organization:

1. A completely filled out petition to start a new campus organization.
2. A minimum of six students who wish to belong to the organization.
3. A faculty/staff advisor.
4. Written bylaws or constitution.

Club Registration

All chartered clubs must register each year with the Student Life Director. If a club fails to register, the club/organization may lose their chartered status and will not be eligible for any type of Student Life funding. Registration forms are available in the Student Life Center.

Club Reports

All chartered student organizations must submit the following reports to the Director of Student Life:

- ✓ By the end of each semester clubs are to submit a report of the semester's activities including:
 - All sponsored and co-sponsored campus wide activities.
 - All sponsored and co-sponsored community service activities.
 - All fund-raising efforts.
- ✓ By the end of September each academic year, clubs must submit a list of the membership and the officers.
- ✓ Clubs must submit a list of any changes to the organizations bylaws.



Petition New Student Organization

Complete items 1-5 and attach a copy of the organization's bylaws. Submit completed form and bylaws to Roger Johnson, Director of Student Life, room E2562.

1. Name of organization _____
2. Contact Person _____
3. Faculty Advisor _____
4. Number of potential members _____
5. What is the purpose of your organization ? _____

*****OFFICE USE ONLY*****

Student Senate

Recommend approval _____ Recommend approval with attached changes _____

Recommend not to approve (refer to attached for rationale) _____

Signed _____ DATE _____
Student Senate President

Director of Student Life

Remarks:

Signed _____ DATE _____
Roger Johnson

President

APPROVED _____ APPROVED WITH CHANGES _____

PETITION DENIED _____ (refer to attached for rationale)

Signed _____ DATE _____
Dr. Kathleen Nelson, President LSC