



STUDENT SUPPORT SERVICES
 2800 S. Lone Tree Road
 Flagstaff, AZ 86001
 Phone: (928) 226-4323 FAX: (928) 226-4114

STUDENT ORGANIZATION REGISTRATION APPLICATION

DATE:

- Re-registering Organization
 (Needs 2 officers and staff or faculty advisor) Name of Organization
- New Organization
 (Needs a Constitution, 2 Officers with 2.25 GPA, 3 other members with a 2.0 GPA, a staff or faculty advisor) Web Address

GENERAL INFORMATION (Please type and sign your name)

Officer Information (Every organization must have 2 Officers with a minimum 2.25 GPA)

Name:	Name:
Title:	Title:
Telephone:	Telephone:
E-mail:	E-mail:
Signature: _____	Signature: _____

*By signing next to **your name above, you are giving the Student Support Services Department permission to disclose your current class standing and G.P.A. to both your organizational advisor and to the club president.** This is done only for the purpose of officer eligibility, which affects the registration status of the organization. Officers must maintain a 2.25 cumulative G.P.A.*

Advisor Information:

Name:	E-mail:
Address:	Telephone:
Department:	Position: <input type="checkbox"/> faculty <input type="checkbox"/> staff

ORGANIZATIONAL DESCRIPTION

How do you characterize your organization? Please indicate the description that best fits your organization (*choose only one*). This will be the heading under which you are listed in the Organizational Directory, published by Student Support Services.

- | | |
|--|--|
| <input type="checkbox"/> Academic Organization | <input type="checkbox"/> Recreation/Game Organization |
| <input type="checkbox"/> Advocacy Organization | <input type="checkbox"/> Religious Organization |
| <input type="checkbox"/> Cultural Organization | <input type="checkbox"/> Service/Honorary Organization |

Special Interest Organization

In 30 words or less, please write a concise description of your organization and its purpose. This may be used in brochures, publications, on the Student Support Services web site, and/or reviewed by prospective members.

For planning purposes, please list the major events/activities your organization plans during the year.

ORGANIZATIONAL AFFILIATIONS

Does the organization have affiliations with any organizations/corporations external to the College?

Yes No If so, please list:

FUNDING

Please list any anticipated sources of operating funds: Dues, contributions, fund-raising, etc?

OFFICER ELECTIONS

Month(s) that elections are held:

Current officers' term of office expires in _____ (Month, Year)

MEMBERSHIP

Approximate number of student members:

Criteria for membership (if any):

Please describe your selection process (if any):

If your organization agrees to adhere to the policy stated below, the College Rules and Regulations appropriate to student organizations and their members and verifies that the information supplied on this form is correct, please sign where indicated.

"We agree to abide by Coconino Community College's policy prohibiting discrimination in organizational membership on the basis of race, color, culture, creed, religion, national origin, gender, sexual orientation, marital status, disability, age, or veteran status."

_____ Date _____
Student Organization President

_____ Date _____
Advisor

_____ Date _____
Student Support Services Staff Signature

LEARNING COMPETENCIES

Students and advisors, please give some thought to learning that would be taking place by members who are in your student organization. The provided list has examples of what we call Learning Competencies. Below is a list of examples that members of the student organization would be able to demonstrate.

More specifically, "A member of your student organization should be able to demonstrate the following abilities through active learning and involvement with the group." Please check the following that apply.

- Lead
- Follow
- Apply rules to situations (by-laws, college policy, etc.)
- Orient new members to a group
- Explain the purpose of the group to others
- Work collaboratively with diverse groups
- Actively make sure all members get "a turn" (can participate)
- Compromise when appropriate
- State one's own views in a non-threatening way
- Hear the views of others whose thinking differs from one's own
- Practice Decision Making
 - Voting
 - Reaching Consensus
- Write an annual report
- Publish an agenda
- Write minutes
- Plan an event or activity
- Publicize an event or activity
- Plan a trip for a group
- Consciously act to keep others and self safe
- Design a budget
- Manage a budget
- Other – Please Describe