**APPLICATION FORM FOR STUDENT ORGANIZATIONS**

**Approval Sheet**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Student Organization** |  | | |
| **President** |  | | |
| **Faculty Adviser** | *Full Name* | | *Status of Appointment* |
|  | | * permanent * temporary * job order |
| **Assistant Adviser** |  | | * permanent * temporary * job order |
| **Total Number of Officers** |  | | |
| **Total Number of Members** |  | | |
| **Official Social Media Accounts** | *Social Media Site* | *Link* | |
| * Facebook |  | |
| * Instagram |  | |
| * Twitter |  | |
| * Others |  | |
| **Application Type** | * *renewal (student organization previously granted recognition)* * *new (newly organized student organizations or inactive for more than one school year with at least fifteen (15) founding members)* | | |
| **Classification of Organization** | * University-wide: * Fraternity/Sorority * Religious * Academic * Socio-Civic * Other Interest Group | | |
| * College-based   Name of College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

***To be filled out by SOU staff:***

Date received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Required Attachments:

Status of Application:

* Approved
* Disapproved

Reason/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Student Organizations Unit Head*

* Statement of Involvement/Commitment/Acceptance of the President and Faculty Adviser(s) (TSU-SOU-SF-02)
* Information Sheet of Student Organization Officers (TSU-SOU-SF-03)
* Directory of Officers and Members (TSU-SOU-SF-04)
* Constitution and By-Laws (for new student organizations)
* Organization Logo
* Accomplishment Report (not for new organizations)
* Financial Statements/Report (not for new organizations)
* General Plan of Action and Budget (*TSU-SOU-SF-09)*