Club Charter Form

Name of Club/Organization

❏ Charter School Year

❏ Recharter

Membership

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Name | ID Number | Active Email | Officer |
| 1 |  |  |  | President |
| 2 |  |  |  | Vice Pres. |
| 3 |  |  |  | Secretary |
| 4 |  |  |  | Treasurer |
| 5 |  |  |  | ICC Rep |
| 6 |  |  |  | Member |
| 7 |  |  |  | Member |
| 8 |  |  |  | Member |
| 9 |  |  |  | Member |
| 10 |  |  |  | Member |

Primary Advisor Signature Extension

Secondary Advisor Signature Extension

(If Applicable)

STUDENTS ON ROSTER MUST HAVE:

AT LEAST 2.0 GPA

1 UNIT FOR REGULAR MEMBERSHIP

6 UNITS FOR OFFICER POSITION

ROSTER MUST HAVE AT LEAST 5 MEMBERS

\*ROSTER MUST HAVE AT LEAST 10 MEMBERS TO BE ELIGIBLE FOR A CLUB ACCOUNT

 MEMBERS MUST HAVE PAID ACTIVITY FEE

**Sample Constitution**

Articles and sections should be stated in sentence form. The titles and content of articles and sections will vary, but the general format should be as outlined. All topics in the following suggested form should appear in either the constitution or the by­laws of every organization.

ARTICLE I ­ Club Name

ARTICLE II ­ Purpose

ARTICLE III ­ Membership

Section 1. Eligibility for Membership

Section 2. Special Requirements (if any)

ARTICLE IV ­ Officers

Section 1. Title and Duties of Officers Section

2. Term of Office

Section 3. Eligibility for Office

ARTICLE V ­ Elections ARTICLE VI ­ Meetings

Section 1. Frequency of Regular Meetings

Section 2. Special Requirements (if any)

Section 3. Quorum Requirements

Section 4. Special Meetings

ARTICLE VII ­ Amendments