

WILLIAMS COLLEGE — OFFICE OF CAMPUS LIFE/STUDENT ACTIVITIES

NEW STUDENT ORGANIZATION APPLICATION

This form is an *application* for recognition, not a recognition in itself. A committee of representatives from College Council, the Office of Campus Life and the Office of the Administration and Treasurer will meet to review your application and any materials provided, and will notify the contact listed below once they have reached a decision. *Until approved, the group is not allowed to meet under the College name or receive/use College funding or resources.*

Please complete this application and submit it, along with a written description of the group's goals and objectives, a budget proposal, and any other pertinent information, to the Office of Campus Life, Student Activities, 2nd Floor Goodrich Hall.

Please note that once approved and recognized by the College, all information, except for the membership information, is public and may be reproduced in publications. Registration with and recognition by Williams College should not be considered as endorsement of the purposes or beliefs of the student organization or its members.

Recognition as having "active status" must be renewed every year in order to have access to funds, facilities, and resources provided by the College. Williams College reserves the right to grant, refuse, and/or suspend recognition to any student organization, given due process. Failure to adhere to Williams College policies and failure to maintain recognition will result in the loss of recognition and funding for the academic year.

Organizations will be asked to register each year in order to confirm their status. The Main Contact you list below will be mailed a form to confirm your status in the spring, early fall, and during Winter Study.

Please Note: In order to maintain "Active Status" recognition by the College, your student group will be required to do the following:

- Attend the annual Student Organization Summit (S.O.S.) in the fall.
- Table at semesterly Purple Key Fairs--you may also table in Goodrich Hall two times to waive this requirement, should the timing of the group's recognition as a student organization not permit tabling at a Purple Key Fair.
- Submit all registration confirmation forms, keeping all records up-to-date with the Office of Campus Life/Student Activities.

The above information and all policies concerning Williams College student organizations are outlined in the Williams Activities Resource Manual (WARM). For more information please contact the Office of Campus Life/Student Activities.

Proposed Organization Name: _____

When and where might your group meet? _____

Main Contact: _____ **SU Box:** _____ **E-mail:** _____

Head Officer(s): _____ **SU Box:** _____ **E-mail:** _____

(you may list up to three)

_____ **SU Box:** _____ **E-mail:** _____

_____ **SU Box:** _____ **E-mail:** _____

Finance Officer: _____ **SU Box:** _____ **E-mail:** _____

Please answer the following questions to the best of your ability, and feel free to use another sheet of paper if necessary:

What kinds of activities does your organization plan to participate in, plan, facilitate, etc?

What are the goals of your organization? What do you hope to accomplish?

How many active participants does the group have, or how much participation can you project?

Does the organization have, or is it planning to have a Faculty/Staff Advisor? If so, what is his or her name?

Please choose ONE group classification:

Diversity Religious/Spiritual Service Academic Governance Student Media Special Interest Arts

For use by the Office of Campus Life Only

Accepted Declined

College Council Treasurer

Date

Office of Campus Life/Student Activities

Date