

PURCHASE STUDENT GOVERNMENT ASSOCIATION
COUNCIL OF CLUBS & ORGANIZATIONS
HOW TO START A CLUB

A Club is a group recognized by the PSGA for students with a common interest, goal or cause. A Club's funds are derived from the Mandatory Student Activity Fee. Each new club receives \$50 from the Council General Fund for its first year of operation.

STEPS TO BECOMING A CLUB

Before you get started: Contact the Coordinator of Clubs, Organizations & Services (psga.cocoas@purchase.edu) to make sure your idea complies with PSGA policies.

Step 1: Hold a general interest meeting to gauge student interest.

Step 2: Get 50 signatures from Student Activity Fee-paying students who support your club. (Note: These people are not necessarily pledging to join the club, they are just supporting your right to start one.)

Step 3: Create a charter and decide who will be on your executive board (president, vice president, treasurer, and secretary) and submit it to the Coordinator of Clubs, Organizations, & Services.

Step 4: Create a budget detailing the potential costs of your Club and submit it to the Coordinator of Clubs, Organizations, & Services. Remember that you will only have \$50 to start out.

Step 5: Write a proposal addressed to the Council of Clubs & Organizations and submit it to the Coordinator of Clubs, Organizations & Services.

Step 6: Present your charter, proposal and budget to the Council of Clubs & Organizations for their approval. A majority vote (greater than 50%) will be required to pass the proposal.

Name_____

Club Name_____

Purpose of Club_____

Contact Email_____

Contact Phone Number_____

PETITION TO START A CLUB

Name of Club _____

Print Name	Signature
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