

Petition to Form a Student Organization
Campus & Community Involvement
Trinity University

Date submitted _____

Name of petitioner _____

Campus or local address _____

Phone _____ E-mail _____

Instructions

1. Confer with the coordinator for student organizations to schedule up to two organizational meetings for your intended student organization.
2. Identify officers for your intended student organization (* required):
 - President * (or applicable title: head, chair, etc).
 - Vice president *
 - Secretary
 - Treasurer
 - Web master
3. Submit the following documents as your petition package:
 - a. This form.
 - b. The responses to the questions that appear below.
 - c. Two copies of a draft constitution for your intended student organization.
 - d. The name/address/phone/e-mail of officers of your intended student organization.
 - e. Only for a proposed Sponsored student organization: completed Signature Form.
4. Wait for a response to your petition from the assistant director of Campus and Community Involvement (no longer than 30 days).

Questions (respond to these questions on a separate document):

1. What is the intended title of this student organization?
 2. In what category of student organizations do you seek approval: Chartered, Sponsored (Academic, Honor, Professional) Registered or Greek?
 3. What is the rationale for forming this organization? (i.e., what purpose will it serve? What needs will it meet?)
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My signature below acknowledges that the information submitted in this petition is factual and that I have read and understand the rules and regulations described in the "Student Organizations" section of the current-year Student Handbook. I understand that the mission and activities of this intended student organization must be in compliance with city, state and federal law as well as the rules and regulations of Trinity University.

Signature

This signature form verifies that a Trinity University academic or administrative department has agreed to sponsor the student organization named below. The petitioner is responsible for consulting with the appropriate chair or director of the department and for obtaining all needed signatures. The petitioner understands that in addition to the chair or director, approval will require the signature of the vice president of the division in which the department is located.

A copy of the proposed constitution and responses to questions concerning the petition to form the intended student organization must be attached to this form.

Date: _____

Name of intended student organization: _____

Name of petitioner: _____

Sponsored Student Organization

Sponsored student organizations are directly related to the purposes and functions of Trinity University and the academic or administrative department. Sponsored student organizations help fulfill the purposes and functions of the related department. Sponsored student organizations are supervised by faculty or staff of the related department and must have a faculty or staff advisor within that department. The sponsoring department provides faculty and staff time as well as resources to assist the student organization in meeting its goals.

Type or print name of faculty/staff who agrees to serve as advisor and her/his department:

Signature of Advisor: _____

Signature of Chair/Director: _____

Signature of Vice President: _____