



NEW ORGANIZATION REQUIREMENTS FOR RECOGNITION

Students interested in forming a new organization at Jefferson State Community College must complete the following steps for official recognition.

- Hold an interest meeting to attract students who might wish to join the organization.
- Complete a Petition for Recognition with a list of at least fifteen students who wish to be members in the proposed organization.
- Secure a full-time faculty or staff member of Jefferson State Community College to serve as advisor for the proposed organization.
- Form a constitution and by-laws under which the organization will operate. You may want to use the Student Government Association Constitution and By-laws as an example. The proposed constitution must be approved by a majority of the organization's charter members.
- Submit the Petition for Recognition and three copies of the proposed organization's constitution and by-laws to the Student Activities Advisor. This information will be forwarded to the Student Government Association for consideration.

The proposed organization will be notified by the Student Government Association President of the approval or denial of petition within fourteen calendar days of submission.

Official recognition by Jefferson State Community College does not guarantee that an organization will receive funding from the Student Government Association.