Wright State University – Lake Campus
Student Organization Registration Application

This form must be completed by two student organization representatives and their Faculty/Staff advisor(s) [minimum of one required] by the end of the second week of Fall Semester classes for existing organizations and second week of Spring Semester for new organizations (Saturday, 5pm) each academic year. Organizations which have not completed the registration application by deadline will be ineligible for funding. Submit the completed form to the Student Activities Coordinator - 219 Dwyer, via campus mail through the Front Desk, or via email to candace.phlipot@wright.edu. Please plan in advance according to campus operating hours.

Name of Organization: ____________________________________________

Purpose of Organization: __________________________________________

___________________________________________________________________

Regular Meeting Times: ____________________________________________

Please indicate monthly, weekly, as needed, etc. and the typical meeting days/times, if known.

Estimated # of Active Members: ________________ Additional Notes: __________________________

I/We, the undersigned, have read and do hereby agree to assume the responsibility of ensuring the organization abides by the WSU and Lake Campus Student Organizations policies/guidelines:

Advisor Name(s) – minimum of 1 required:

(please print) *required* (signature)

(please print) *optional* (signature)

STUDENT POSITIONS:

(President - Name) *required* (Treasurer - Name) *required*

(Vice President - Name) *recommended* (Secretary - Name) *recommended*

(Other: ) (Other: )

Office Use Only:

Date Received/Initials: __________________________ Notes: __________________________

☐ Approve ☐ Disapprove Student Activities Coordinator Signature: __________________________

☐ Approve ☐ Disapprove Student Services Director Signature: __________________________

☐ Approve ☐ Disapprove Dean/Associate Dean Signature: __________________________

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