New Organization Chartering Application

A group of six or more currently enrolled students may apply to become a registered student organization by filling out this Application Packet and by following these simple requirements:

A. Complete and return packet to Assistant Dean of Students
B. Petition for approval by Student Government Association.
C. Must receive recognition by Dean of Students
D. Limit its membership to students, faculty, and staff at Texas Wesleyan University.
E. Not deny membership on any basis prohibited by applicable law, including but not limited to sex, race, color, national origin, religion, age, veteran status, or disability.
F. Agree to conduct organization affairs in accordance with institutional regulations.(See Student Organization Handbook)

Complete This Checklist
— Enlist 6 or more chartering members (members must sign organization pledge sheet)
— Attach a copy of Organizations Constitution (The fundamental principals which governs its operations)
— Attach a copy of Bylaws (establish the specific rules for group function).
— Attach signed statement that the organization does not discriminate
— Attach a copy of Risk Management Policy and Plan
— Attach list of standards to become a new member.
— Attach a general description of the initiation process.
— Attach a copy of officer structure
— Do you have a philanthropy ____________________________
— Meetings: When: Day___________________& time____________________
  Where:___________________ How Often: weekly/ biweekly/ monthly/other________
— Obtain a Faculty/Staff Advisor, and get him/her to sign off on the “New Organization Packet”.

Faculty/Staff Advisor  E-mail __________________________ Phone __________________________
I, (Print name) __________________________ Hear by support the formation of the organization listed above, and agree to advise the members in their endeavors.

Signature __________________________ Date ____________________

Organization Founder/President
I hear by certify that all information contained in this packet is accurate, and I agree to conduct organization affairs in accordance with institutional regulations.

Signature __________________________ Date ____________________

SGA President __________________________ Date ____________________

Dean of Students __________________________ Date ____________________
Organization Pledge Sheet

Organization Name__________________________________________

As a chartering member I agree to the standards set for by Texas Wesleyan University and by this organization.

Name (printed) ________________________ Student ID # __________
Phone ______________________  E-mail __________________________
Signature ____________________________ Date ____________________

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