

Club Application Form

Club name:	Club advisor:
List of club officers:	
List the members of the club:	
Meeting time and days:	Meeting place:
Will the club raise money? Y _____ or N _____. If yes, indicate specifically to whom the money will be sent and when it will be sent:	
Objectives of the club:	
Projects planned by the club:	

Upper School Club procedures:

1. The club advisor must submit an application form to the Dean of Students. Forms can be downloaded from the Upper School website.
2. Completed application forms should be submitted to the Guidance committee for approval.
3. Approved clubs must :
 - a. Submit weekly attendance records.
 - b. Submit monthly updates on progress of projects.
 - c. Submit monthly financial statements (*applies to service clubs only*).

Failure to follow club procedures will result in the cancellation of the club.