



Office of Student Organizations
 213 University Center
 Martin, TN 38238
 Office: 731.881.1864 Fax: 731.881.7529
 www.utm.edu/studentorgs

Petition for University Recognition of the Proposed Student Organization And Student Organization Information Sheet

Please provide all information requested. Upon completion of this form, please turn it in to the Office of Student Organizations for review. Your organization shall have the ability to meet in campus facilities, and have access to other such resources for organizational development. (Social Greek letter organizations will be required to submit more details.)

OFFICIAL ORGANIZATION NAME: _____

DATE: _____ Number of Current Members _____ TYPE OF ORGANIZATION: (Please check one)

- | | | | |
|------------------------------------|---|--|------------------------------------|
| <input type="checkbox"/> Academic | <input type="checkbox"/> Honor Society | <input type="checkbox"/> Club Sport | <input type="checkbox"/> Religious |
| <input type="checkbox"/> Governing | <input type="checkbox"/> Special Interest | <input type="checkbox"/> Service/Philanthropic | <input type="checkbox"/> Greek |

Is this group a local chapter of a national/international organization? YES NO

ORGANIZATION HOMEPAGE ADDRESS: _____

DECLARATION OF PRESIDENT

I am aware of the responsibilities of a student organization president as outlined in the Student Handbook and I agree to serve as president for the above-named organization through the _____ academic term.

Full Name	E-mail	Student ID
Local Phone Number	Student's Signature	Date

Faculty/Staff advisor: Eligibility and Role

All student organizations must have at least one qualified faculty advisor. Any full-time member of the university faculty or full-time professional administrator may serve as faculty/staff advisor to a student organization provided he or she has completed one year of service at UT Martin. Those persons not having one year of service must be approved by the University Council. Persons off campus with special interests or talents are permitted to serve as additional advisors to various student organizations with the approval of the University Council. A faculty/staff member who agrees to the request of a student organization to serve as its faculty advisor accepts responsibility for encouraging the organization in its purposes and activities within the limits of university policy. Faculty/staff advisors are responsible for being familiar with the following:

- *This policy and other university regulations pertaining to student organizations and speakers.*
- *The constitution and purposes of the student organization they are advising.*
- *The activities and projects of their organizations.*

The advisor should always be fully informed of any policy or program decisions reached at meetings at which the advisor is not present. . (Page 49 of the Student Handbook)

DECLARATION OF ADVISOR

I am aware of the responsibilities of a student organization advisor as outlined in the Student Handbook and I agree to serve as advisor for the above-named organization through the _____ academic term.

Faculty/Staff Advisor Name	University Department/Office	Campus Phone Number
Campus E-mail Address	Advisor's Signature	Date



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Signatures of Promoting Students (Must have a minimum of 10 signatures. *By signing this form, you are indicating your intent to become an active member in this organization as stated in the attached constitution. You must have a minimum of a 2.0 GPA and in good overall standing with the University.*):

	Name	Email Address	Student ID#
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____
7.	_____	_____	_____
8.	_____	_____	_____
9.	_____	_____	_____
10.	_____	_____	_____
11.	_____	_____	_____
12.	_____	_____	_____
13.	_____	_____	_____

We hereby certify that the above-named organization will abide by and conduct all activities in accordance with state and federal law, the organization constitution and bylaws, and policies and procedures governing student organizations as formulated by The University of Tennessee at Martin and stated in the Student Handbook. Additionally, we, the undersigned certify that organization membership currently includes at least ten (10) or more students currently enrolled at The University of Tennessee at Martin and verify that the information appearing on this form is true and correct to the best of our knowledge. This information may be released for directory and mailing purposes, The Office of Student Life will receive written notification of any changes in the organizational constitution and bylaws, officers, advisors, or general status.

_____	_____	_____	_____
President's Signature	Date	Advisor's Signature	Date

IF THE ORGANIZATION IS IN ANY WAY AFFILIATED WITH A COLLEGE, SCHOOL, OR DEPARTMENT, THE AUTHORIZATION OF THE DEAN, DIRECTOR, OR CHAIR MUST BE OBTAINED.

DEAN OR DIRECTOR STATEMENT: "I have examined this student organization's petition and the attached copy of the constitution and authorize their status as a student organization within our college/school."

_____	_____	_____	_____
Dean/Director's Name	School, College or Department	Dean/Director's Signature	Date

OFFICIAL USE ONLY	
Date Received _____	_____
Approved By _____	Date _____