

## 5 EASY STEPS TO STARTING A STUDENT CLUB

1. Find members.
2. Discuss the description and mission of your club
3. Find an advisor
4. Fill out the form electronically and email it to [agiles@qvcc.edu](mailto:agiles@qvcc.edu)
5. Your advisor will be emailed a response. Plan on attending the next SGA meeting to see if your club is approved

Name of Group:

---

Description/Mission of Group:

---

---

Organization Officers

Title	Name	Email Address	Phone Number
<b>President*</b>			
Vice-President			
<b>Treasurer*</b>			
Secretary			
<b>Advisor*</b>			

\*Student clubs need a minimum of a president, treasurer, and an advisor to be considered.