

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 kdavis@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
President*			
Vice-President			
Treasurer*			
Secretary			
Advisor*			

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