

BLOOMSBURG UNIVERSITY
Bloomsburg Pennsylvania

PROCEDURE FOR PROPOSED STUDENT ORGANIZATIONS

**(Persons interested in forming social fraternities or sororities
must contact the Coordinator of Greek Affairs at 389-4997.)**

1. Discuss initial plans with the Advisor, Committee on Student Organizations, 350 KUB.
2. Complete and submit a *Petition for Recognition of Student Organization Status* to Advisor, Committee on Student Organizations, 329 KUB.
3. The Committee on Student Organizations will review the petition. Representatives from the proposed student organization may attend or may be requested to attend the meeting of this committee during which the petition is reviewed. The organization will be notified, in writing, of the action taken by the committee.
4. If the petition of the proposed student organization is approved, the members of the organization may begin drafting its constitution. The organization should follow the model constitution (available in the Student Affairs office, 329 KUB, and *Robert's Rules of Order, Revised Edition*, as closely as possible.
5. After the constitution is written in its final form, the organization is required to e-mail the constitution to Mona Bartholomew at mbarthol@bloomu.edu. Copies will be distributed to the members of the Committee on Student Organizations. The Chairperson of the Committee on Student Organizations may invite the president and/or the faculty advisor of the proposed organization to attend the meeting at which time the constitution will be reviewed for approval.
6. If the constitution is ratified, the organization will be notified, in writing, of that action. The organization will also be notified of all rights and privileges granted to recognized student organizations.
7. The President of the University and the Council of Trustees reserve the right to review any action taken by the Student Senate in regard to the approval and operation of student organizations.
8. An organization may appeal any action taken by the Committee on Student Organizations to the Student Senate.
9. If, for some reason, an approved student organization becomes inactive or disbands, it must notify Mona Bartholomew at mbarthol@bloomu.edu or the Advisor, Committee on Student Organizations at choser@bloomu.edu, or 329 KUB.
10. An inactive organization desiring to reactivate must petition the Committee on Student Organizations for active status.

Today's Date : _____

BLOOMSBURG UNIVERSITY
Bloomsburg Pennsylvania

PETITION FOR RECOGNITION OF STUDENT ORGANIZATION STATUS
(Persons interested in forming social fraternities or sororities
must contact the Coordinator of Greek Affairs at 389-4997.)

We, the undersigned students, hereby petition the Community Government Association and the Committee on Student Organizations of Bloomsburg University to recognize

_____ as an approved organization.
(Name of Organization)

The purposes of this organization shall be:

Membership in this organization shall be open to all students regardless of race, religion, or national origin who are in good academic and social standing at Bloomsburg University.

Activities of this organization shall be in accordance with the policies and procedures adopted by the student government association (CGA), university and/or local, state or federal laws.

Please return this application to the Student Affairs Office, 329 KUB, for review by the Committee on Student Organizations.

Signatures of Prospective Members:

_____ Please Print Student Contact's Name	_____ E-mail Address
_____ Local Address	_____ Local Phone

_____ Advisor's Signature	_____ Advisor's Address
_____ Please Print Advisor's Name	_____ Advisor's Phone

For Office Use Only	
Petition is <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	_____ Advisor, Committee on Student Organizations
08/10 Date	_____ Date