

ASWPC Club Application/Guidelines

Structure: All clubs at Warner Pacific College are student initiated and student run. Each club application must be complete with names of at least 10 students committed to the club. Each club needs to identify two students in leadership, one primary (ie. president) and one financial (ie. treasurer). Clubs are not limited to two officers. Please include the contact information for each person. Each club must have a faculty or staff advisor.

Senate: One member of your club will be your designated representative to Student Senate. There must be a representative for each club at every Senate meeting. Communicate with the ASWPC Vice President for information on the times and locations of Student Senate meetings.

Service: Club involvement in service is encouraged, and relevant materials can be obtained through the ASWPC Vice President or the WP Service Learning Coordinator.

Continuance: To apply for club continuance, you must update your club information each year using the attached form.

Attachment Checklist:

___ **Member list:** List of at least 10 committed members

___ **Statement of purpose:** State the name and purpose of the club. This must be directly related to the mission, vision and values of Warner Pacific College. This must also directly address ways in which this club will benefit the whole of Warner Pacific College.

- **Mission-** Warner Pacific is a Christ-centered, urban, liberal arts college dedicated to providing students from diverse backgrounds an education that prepares them to engage actively in a constantly changing world.

___ **Statement of support from advisor:** This person must be an approved faculty or staff member. Please include their contact information. A statement of support from the advisor **MUST** be included with the application. This is a short letter addressed to ASWPC saying that they understand their role in the club and that they know they are responsible for all activities of the club and budget accountability.

___ **Projected Direction:** What are your plans and ideas for events and direction for your club?

___ **Club Structure:** Include a detailed description of the leadership structure of your club as well as your intended structure for how often you will hold meetings and what will be focused on during meetings.

___ **Budget Proposal:** if you anticipate needing funding for your club, please create a list of supplies, events, printing costs etc. of what you anticipate needing during the semester. Each new semester, you will be required to turn in a detailed budget proposal to Student Government in order to secure a budget.

Once your club application is submitted, Student Government will review the request and notify the advisor and officers of the proposed club via email of the status of the club (any clubs that are not approved will be given a detailed explanation as to why the decision was made).

Thank you for your desire to join ASWPC in making a difference in student's lives and college experience.

Please email aswpc@warnerpacific.edu and eritchie@warnerpacific.edu if you have any questions.



Date _____

Application for SG Sponsored Club

Club Name _____ Application _____

Are you requesting continuance for an existing club? _____

Advisor Info

Name	Email	Phone
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President Info

Name	Email	Phone
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As a club officer and a student leader, you are expected to uphold the standards of Warner Pacific College. Please sign below to indicate your understanding.

“I understand that as a leader I am responsible for upholding the values of the college and agree to abide by the standards stated in the Squire Student handbook.”

President

Name _____ Date _____

Financial Officer

Name _____ Date _____

Additional Officer (Optional)

Name _____ Date _____

Additional Officer (Optional)

Name _____ Date _____

List of Members (signatures not required):

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Additional: