

# Clubs and Organizations Activity Approval Form

This form must be completed and turned in to the Student Life Office a **minimum of 10 business days prior to the event**. Attach a budget worksheet, if you anticipate any expenses.

**Today's Date:** \_\_\_\_\_ **Activity Name:** \_\_\_\_\_

**Club Name:** \_\_\_\_\_

Club Sponsoring the Activity, if different from your club: \_\_\_\_\_

**Proposed Date/Time:** \_\_\_\_\_

**Proposed Location:** \_\_\_\_\_  On Campus  Off Campus

**Activity Type:**  Educational  Service  Social

**Strategic goal** this activity supports:

- Student Success
- Employee Success
- Facility Improvement

**Briefly state the purpose of this activity:**

*If applicable, please attach a list of students participating.*

## Approvals

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Club Officer Signature

Date

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Club Advisor Signature

Date

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Director of Student Life

Date