



## Application for WCJC Student Organization Recognition

---

In accordance with the Policies and Procedures of Wharton County Junior College, and the Regulations Governing Student Organizations, the following student organization does hereby request official recognition as a student organization of Wharton County Junior College.

The student officers and the organization's advisor(s) have been made aware of and fully understand the Regulations Governing Student Organizations and the Policies and Procedures of the Wharton County Junior College as they relate to the formation and administration of student organizations.

Organization Name: \_\_\_\_\_

\_\_\_\_ New Organization      \_\_\_\_ Renewal of Organization

\_\_\_\_\_  
Name of Individual Submitting Form

\_\_\_\_\_  
Affiliation to Organization (i.e. officer, advisor)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

---

All necessary forms for recognition must be attached to this application.

1. Advisor Agreement
2. Officer List
3. Certificate of Compliance
4. Club Constitution / By-Laws (if new or amended)

Please be sure that all necessary forms are attached to avoid delay and/or denial of recognition.



# Student Organization – Officer List

Must be included with Student Organization Recognition form.

## Officers

<b>President/Chair:</b>	Student ID:
Email:	Phone Number:
<b>Vice President/Co-Chair:</b>	Student ID:
Email:	Phone Number:
<b>Secretary/Recorder:</b>	Student ID:
Email:	Phone Number:
<b>Treasurer:</b>	Student ID:
Email:	Phone Number:
<b>Parliamentarian:</b>	Student ID:
Email:	Phone Number:
<b>Other Position (please list):</b>	Student ID:
Email:	Phone Number:
<b>Other Position (please list):</b>	Student ID:
Email:	Phone Number:
<b>Other Position (please list):</b>	Student ID:
Email:	Phone Number:



# Student Organization – Certificate of Compliance

Must be included with Student Organization Recognition form.

Admission to Wharton County Junior College and any of its sponsored programs is open to qualified individuals regardless of race, color, religion, sex, national origin, or educationally related handicaps. Students must be advised that, by law, College recognition/registration will be given only if the organization is in compliance with Title IX of the Civil Rights Act of 1974, as amended, and the statement above. In order to comply with Title IX, the organization must provide equal opportunity for full participation by all individuals and must not discriminate on the basis of race, sex, color, creed, physical handicap, religion, or national origin in any area of activity of membership in the organization. In the case of sports clubs, separate teams (men/women) where necessary may be organized as long as equal opportunity exists for either sex to form a team. Honorary and professional organizations whose national organizations are exempt from Title IX must furnish proof by letter from the national office.

In compliance with Texas Educational Code 51.9361, student organization advisors and at least one student organization officer will complete a Wharton County Junior College sanctioned student organization risk management program on an annual basis. All student organization members will be informed of the program and be allowed to participate in the program. Certificates of program completion will be submitted and be kept on file in the Office of Student Life for three (3) years.

Wharton County Junior College cannot be held responsible for accidents and/or injuries incurred through activities sponsored by recognized student organizations on or off campus.

We hereby certify:

- The named organization does and will comply with Title IX and all applicable Federal and State regulations.
- The information appearing on our application for registration is true and correct.
- A copy of the organization's statement of purpose, constitution, and by-laws are on file in the Office of Student Life or included with this packet.
- The officers and members of the organization are students and meet the requirements for student leaders in accordance with the regulations for student organizations at Wharton County Junior College.
- We have read the current information pertaining to student organizations and agree to conduct business and activities in accordance with the rules set forth in those documents, to include policies and law related to alcohol and hazing.
- The advisors for this organization are employed as full-time faculty or staff members at Wharton County Junior College, and at least one advisor will attend each meeting or activity.

---

Club / Organization Name

---

Student Officer Name

---

Student Officer Signature

---

Office Held

---

Date

---

Advisor Name

---

Advisor Signature



# Student Organization – Advisor Agreement

---

Must be included with Student Organization Recognition form.

Student Organization Name:	
Advisor Name:	Employee ID:
Email:	Work Number:
Primary Campus:	Department:

I have read and understand the regulations governing Student Organizations and have reviewed the Student Club Manual.

I have read, understand, and agree to the responsibilities of advisors outlined in the manual.

I have received approval from my direct supervisor to serve as an advisor to the above named student organization.

Should I decide that I no longer wish to assume this responsibility, I will notify the organization's President and the Director of Student Life.

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Date