

Carmel High School Club Proposal/Renewal Directions

Can't find a club on our current club list? Start a club in a few simple steps.

New club proposals will not be accepted after February 28, 2020.

- 1.) Find a faculty sponsor on your own.
- 2.) Once the faculty member reviews the guidelines (bit.ly/clubstudent) and agrees to sponsor your club, determine the following information together:
 - a.) Name of Club/Description
 - b.) Social Media handles
 - c.) Grades open to
 - d.) Membership requirement
 - e.) Specific meeting dates/times-how can we find you!
- 3.) Fill out the google form at <http://bit.ly/CHSclub1920>
- 4.) **Turn in the signed agreement form to Student Services. You may also submit electronically.**
- 5.) Wait about one week for club approval communication from Mrs. Wiseman. You cannot conduct any meetings or activities until you are approved by the administration.

NAME OF CLUB: _____

I, the faculty sponsor, agree to review and follow all school organization policies and guidelines. <http://bit.ly/clubstudent> I am responsible for providing students with the organization's policies and guidelines. I will review Canvas occasionally for club updates and important information.

Faculty Sponsor Signature/Date: _____

I, the student leader, agree to work with my faculty sponsor to follow specific guidelines. I will review Canvas occasionally for club updates and important information. I will conduct the meetings and communicate with members.

Student Leader Signature/Date: _____