

TWIN PEAKS MIDDLE SCHOOL

Associated Student Body

CLUB APPLICATION

(Name of Prospective Club)

HOW TO START A CLUB

1. You must share an interest with at least three other students on campus and have four officers (President, Vice President, Secretary, and Treasurer.)
2. Find a faculty member willing to serve as a club advisor. The advisor must state his or her intent to actively sponsor the club in a one-page statement. In this statement, the advisor should explain his or her interpretation of the club's purpose and his or her intent to fulfill the duties of a club advisor.
3. Complete the Club Application form and submit it to ASB. The Commissioner of Communications is responsible for the organization of all club paperwork.
4. The club application will then go through an approval process as designated by the ASB Constitution. The application must include:
 - A) A signed petition with at least 30 students' names stating that they support the purpose of the club
 - B) A Club Constitution
 - C) A signed Certificate of Acknowledgement

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D) A letter of intent from the club advisor

E) Up to date Club Information Sheet

The application must be COMPLETE in order to be presented during an ASB Business Meeting.

5. If the club is approved, you will be notified.

CLUB REQUIREMENTS

To remain an active club, it must:

1. Strictly adhere to TPMS and California State Education Code financial procedures.
2. If a cultural club, must participate in all ASB Multicultural Events.
3. Be sure to keep all club minutes in your classroom.
4. Complete a community service project every semester.
5. All communication must include Equity Clause statement printed on each paper.

CLUB INFORMATION SHEET

Club Name:

Advisor:

Meetings (when/where?):

President:

Cell Phone Number:

Email:

1st Period Teacher:

Vice President:

Cell Phone Number:

Email:

1st Period Teacher:

Treasurer:

Cell Phone Number:

Email:

1st Period Teacher:

Secretary:

Cell Phone Number:

Email:

1st Period Teacher:

Club Mission Statement:

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CERTIFICATE OF ACKNOWLEDGEMENT

The advisor must sign this application. By signing, the advisor agrees to fulfill all of the roles of an advisor.

(Club Advisor's Signature)

Date

Please attach the advisor's statement to this application.

CLUB PETITION

Petitioners are free to detach this page **ONLY**. Please reattach to the application.

Name of Club

Club Description:

By signing this petition, you are publicly stating that you support the purpose of this designated club.

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