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| **OFFICE OF STUDENT LIFE AND LEADERSHIP** | |
| **Club/Organization Name** |  |
| **Purpose** |  |
| **Membership Qualifications** |  |
| **Dues/Fees** (if Applicable) |  |
| **Meetings**  **(Day, Time & Location)** |  |
| **Campus Location** | **Hampton**  **Historic Triangle**  **Both** |
| **Designation:**  **Club** – Student Interest Group (Attach a copy of the club’s constitution.) | |
| **Organization** - Affiliated with a state or national organization.  (Submit the constitution of the national organization and the by-laws for your Virginia Peninsula Community College Chapter)  **Name of the Affiliated National Organization:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |

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| **Officers** | **First Name** | **Last Name** | **Student ID** | **VPCC Email**  **(----@emai/.vccs.edu)** |
| **President** |  |  |  |  |
| **Vice President** |  |  |  |  |
| **Secretary** |  |  |  |  |
| **Treasurer** |  |  |  |  |
| **Other: \_\_\_\_\_\_\_\_\_\_** |  |  |  |  |
| **Advisor** |  |  |  |  |
| **Co-Advisor** |  |  |  |  |
| **Co-Advisor** |  |  |  |  |

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| **Agency Account Information**  **An agency account is your club/organization bank account at VPCC which is required for all student groups that collect funds, dues, fundraisers and donations. (Not required for club/organizations that don’t collect funds)** | | | |
| Please complete the [Agency Account Agreement Form](file:///C:\Users\archerk\OneDrive%20-%20Thomas%20Nelson%20Community%20College\FORMS%20-\AGENCY%20ACCOUNTS\Agency-Account-Agreement.docx) which is required for access to funds. Submit the completed form with the Club Application. See [APM 6.1](https://thomasnelsoncommunityc.sharepoint.com/Policies/APM%206.1.pdf) for more information. | | | |
| **Account Number** |  | **Account Balance** |  |
| **Name(s) of Officer(s) Authorized to Sign Financial Documents** |  | | |
| **Name(s) of Advisor(s) Authorized to Sign Financial Documents** |  | | |

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| **Membership Roster (Minimum of 5 Total Members Required- Insert Additional Rows as Needed)** | | | |
| Please ensure that all club members signup for your club on the Student Life – Clubs & Organizations web page at: https://www.vpcc.edu/life/clubs. Copy and paste your membership list here. | | | |
| **First Name** | **Last Name** | **Student ID** | **VPCC Email (----@email.vccs.edu)** |
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| **Officially Approved VPCC Student Club/Organization** | | | |
| **SGA Vice President**  **Hampton and/or Historic Triangle Campus(es)** |  |  | **Date:** |
| **Coordinator of Student Life and Leadership** | Kadisia Archer |  | **Date:** |

**Submit completed application to archerk@vpcc.edu**