

1995

Sample Format for Charter Submission 1995

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THE COLLEGE OF
WOOSTER

Sample charter format for submission to Campus Council

*For specific instructions regarding requirements,
refer to the Charter Instructions, p. 2*

1) Place the name of your organization here

2) and here

3) State your group's purpose here, making sure to include the italicized statement as stated in the instructions.

4) Declare the nature of your membership, including the italicized non-discriminatory clause as stated in the instructions. Declare any membership subcategories (i.e. social members) and any dues or fees in this section.

5) State the existence of any selection, induction, or new member education process here. Any such procedures must be approved by the Committee on Social Organizations.

6) List the titles and duties of all of your organization's officers here. Officers must be degree-seeking students at the College.

7) Detail the advisor's role in the organization. Make sure that your advisor reads and understands both the advisor contract and your organization's charter.

8) State any affiliations your organization has with any organization outside of the College of Wooster. If your organization has no such affiliation, state so here.

9) Amendments must be submitted to and approved by Campus Council. If your organization has a formal process for amending this charter, state so here.

10) Place the signature of your contact person and your advisor here. Signatures are required on the final copy of the charter. Be sure to print the names and titles underneath the signatures.

Proposed Charter of _____

NAME: _____

PURPOSE: _____

MEMBERSHIP: _____

INDUCTION: _____

OFFICERS: _____

ADVISOR: _____

AFFILIATION: _____

AMENDMENTS: _____

Date Submitted: _____

Date Approved: _____

To be Reviewed: _____

Submitted by:

_____, President _____, Advisor