MLTS Student Organization Registration Form

Requirements of Becoming a Registered Student Organization
A group of 3 or more currently enrolled students may form a registered student organization by following these steps:

- Complete a yearly registration form (see below)
- Secure a full-time faculty/professional staff advisor
- Develop a constitution and/or bylaws to govern the organization and ensure a version is on file with the Assistant Dean of Students. The bylaws must include the following information:
  - Name of organization
  - Purpose of the organization
  - Eligibility for membership
  - Description of the duties of each officer
  - Voting procedures
  - Schedule of meetings
  - Description of committees and their functions (if any)
  - Provisions for amendments to the constitution
- Limit group membership to students, faculty and staff at Meadville Lombard
- Extend membership without biases prohibited by applicable law, including but not limited to sex, race, color, national origin, religion, age, veteran status, disability, marital status or sexual preference
- Agree to conduct organization affairs in accordance with school regulations
- Only students in Academic Good Standing as defined by the Student Handbook can participate in student organizations
MLTS Student Organization Registration Form

Organization Name: ___________________________  Short Name: ______________

Purpose of the Organization:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Membership Requirements:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Membership Fee (if any): ________________

Officers:
President: ________________________________  ________________@meadville.edu

Name                      Email

Vice President: ____________________________  ________________@meadville.edu

Name                       Email

Other Officer: _____________________________  ________________@meadville.edu

Name                        Email

Faculty/staff advisor: ___________________________  ________________@meadville.edu

Name                                    Email

My signature indicates that I will inform others in my organization about Meadville Lombard
policies affecting us and will assure that we comply with policies found in the Student
Handbook.

President: ___________________________  Date: ___________________________

*Please attach Bylaws