



Formal request for a new student organization

FORMAL REQUEST FOR A NEW STUDENT ORGANIZATION

Please complete and turn into Student Services via email or drop it by the Henry A. Moses Building.

1.

* Name of proposed organization:

2.

* Purpose (goals and objectives) of proposed organization:

3.

* Organization affiliations:

Local

Regional

National

None

4.

* Contact Person Name & Phone Number:

5.

* Contact Person's Email Address:

* Name of Faculty/Advisor

* What is the funding source for your organization? (Select all that apply)

Fee funded through student fees

Collect dues from members

Solicit funds from MMC Departments and Faculty/Staff

Solicit funds from entities outside the Meharry Community

* Please indicate below that you would like to request an on-campus account if your new student organization request is approved.

Yes, we would like an on-campus account

No, we do not plan to have events that require funding

Each student organization is required to have a constitution and/or bylaws. Please upload the documents here.

 [Upload files](#)

Please upload a proposed calendar of events and budget for your events here.

 [Upload files](#)

* Please select the target membership of your organization. (Select all the apply)

Medical Students

Dental Students

Graduate School Students

Male Students

Female Students

All Meharry Medical College Students

Non-traditional students (Students with families and/or students older than 30)

Other

If other for target membership, please indicate below.

Director of Student Life Signature & Date:

Sr. Vice President of Student Services Signature & Date:

6. If the organization is School or Department specific, the signature of the Associate Dean or Department Head is required.

Approval of Associate Dean or Department Head & Date:

7. Obtain approval from the Dean(s) of your specific school(s)

Signature of the Dean & Date (if applicable):




8. Paperwork verifying submission of all required documentation and signatures will be forwarded to the General Counsel's Office.

General Counsel Signature & Date:

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