



Document Checklist

- Student Organization Renewal Form
- Complete Member Roster w/w-numbers
- Organization Constitution/Bylaws
- Meeting Time and Place
- End of the Semester Report & Budget

**Associated Students of Western Nevada
Student Organization Renewal Form**

Recognition Type: **Renewal**

Please review the ASWN Student Organizations/Clubs Operating Manual before submitting this form. You can find this document at www.wnc.edu/clubs/. Following review of all documents, please drop this form off at the ASWN Office, Dini 105, with any ASWN Government representative or advisor. Once your application has been reviewed by the appropriate persons, an ASWN representative will contact you. The application will then be voted on in the Governing Board meeting for final approval. If you would like to contact the ASWN Student Government, you can do so by calling 775-445-3323 or by email at aswn@wnc.edu.

Date: _____

Formal Name of Organization: _____

Organization Leaders: Please write legibly and use full name (first, middle and last name)

President

Name: _____

Email: _____

Telephone: _____

Secretary

Name: _____

Email: _____

Telephone: _____

Primary Advisor (required)

Name: _____

Email: _____

Telephone: _____

Vice President

Name: _____

Email: _____

Telephone: _____

Treasurer

Name: _____

Email: _____

Telephone: _____

Secondary Advisor (if needed)

Name: _____

Email: _____

Telephone: _____

Agreement

I have read and understood the ASWN Student Organizations/Clubs Operating Manual in its entirety.

President Signature: _____ Date: _____

Secretary Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Membership Roster

Name	W Number

Meeting Information:

Dates: _____

Times: _____

Locations: _____