



COAHOMA COMMUNITY COLLEGE

Division of Student Engagement

Club/ Organization Registration Checklist

- Contact the Assistant Director of Student Engagement for a Club/Organization charter consultation
- Identify club/organization name
- Develop the club/organization's mission statement and purpose
- Have at minimum 10 CCC students interested as petitioned members
- Select a primary advisor for the Club/Organization (must be a full-time CCC faculty or staff member)
- Identify when your club/organization will conduct meetings
- Elect officers
- Identify when recruitment/induction will take place
- Submit the advisor commitment and registration form
- The proposed club/organization must create and present to Mr. and Miss Coahoma Community College, the Student Government Association's (SGA) President and Vice President, the Coordinator of Student Activities, and the Office of Student Engagement Division Leaders. The proposed club/organization must receive a majority vote from student leaders for approved registration.