Club Registration Form

Completion of this Club Registration Form re-affirms the "active" status of Crater High School Clubs for the current academic year.

For the purposes of this form, a "Club" will be any organization that is primarily run by and for students, with the guidance of an adult adviser(s), and that is not directly sponsored by a Department of Crater High School (such as Crater Athletics).

1. Name of Club: _____
2. Club Advisor(s) - Minimum one, approved by the Principal: _____

   _____
3. Club President or Primary Student Representative:

   _____
4. List this Club's state or national affiliations, if any: _____

   _____
5. List the competitions this Club is planning to participate in this school year: _____

   _____

   _____
6. List this Club's current Membership Requirements, if any (*note that all Clubs must be open to **all** students who meet the listed requirements*): _____

   _____

   _____

   _____
7. **When** and **where** will this Club meet during the school year? (*For example, Every Tuesday after school in the Student Center, or during lunch on B-Day Wednesdays in Room #126*) _____

   _____
8. When will this Club be accepting new members this school year? (*For example, all year or only until November, etc.*) _____

9. Cost and frequency of Membership Dues charged per member, if any: _____

- Subsidiary organizations of the Associated Student Body will be all clubs, associations, or other organizations of similar standing that have been chartered by the Administration of Crater High School.
- Any subsidiary organization's charter may be suspended or revoked at any time by the Principal of Crater High School.
- All subsidiary organizations must register with the Administration of Crater High School by the end of September of each year in order to retain the status of an “active” Club. Completion of the Club Registration Form is sufficient to meet this requirement. Failure to submit a Club Registration Form may result in the Club being deemed “inactive” and therefore unable to access approved Student Body funds or District facilities.
- Any funds left in the accounts of “inactive” subsidiary organizations will be transferred to the General Associated Student Body Account.
- The advisor(s) for this organization must be approved by the Crater High School Administration. Non-employee Advisors must be cleared to volunteer at District 6 events through the District Office.
- All money managed by this Club must be held in a District 6 approved account managed by the Crater High School bookkeeper without exception.
- Any subsidiary organization wishing to raise funds by any method must submit a Fundraising Request Form to the Crater Athletics & Activities Director for approval before beginning their project.
- All funds raised by the Club must be deposited with the campus bookkeeper with a deposit slip immediately following the fundraising activity without exception.
- All Clubs may receive a report of current expenses and balances upon request.
- The Charter for this Club may be amended by a two-thirds vote of the student members of the organization, but must be re-submitted to the Crater High School Principal for final approval.

Completion of this Club Registration form signed on the dates listed below renews this Club as “active” for the current school year.

- Club Adviser Name: _____
- Club Adviser Signature: _____ Date: _____
- Student Representative Name: _____
- Student Representative Signature: _____ Date: _____

The district prohibits discrimination and harassment on any basis protected by law, including but not limited to, an individual’s perceived or actual race, color, religion, sex, sexual orientation, gender identity, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, or veterans’ status.