

**PORT JEFFERSON UFSD
APPLICATION FOR CLUB CHARTER
2024-2025**

To be submitted to the Building Principal following approval from the Board of Education, to serve as Club Advisor

Student President/Leader's Signature is required

Permission is respectfully requested to organize the student activity described herein:

Name of Activity: _____

School: _____

Frequency of Meetings to be held: _____

Length of Meetings: _____

Describe in Detail the Aims and Purposes of this club (attach document).

Special Comments: _____

Anticipated Fundraising Activities: _____

Is there a Fee to be paid to a Vendor for this club (if so, describe): _____

Are there Dues to be collected? If so, stipulate amount and reason: _____

It is fully understood that the operation of this student activity will be in accordance with the rules and regulations of the Board of Education, the Administration and our Student Government, and that we shall consistently strive to maintain the highest standards and good name of our school.

** Note:

- Clubs must have a minimum enrollment of **10** ongoing student participants. Club Advisors must meet with the Principal to discuss enrollments below 10 students (ex: Yearbook).
- Club description for website must be updated annually. Please send Club Description to Principal, by email as soon as possible.
- The End of Year Co-Curricular Report is completed and submitted in June

Approved:

Signed:

Faculty Advisor

President

Director of Student Activities

Vice President

Principal

Secretary

Date

Treasurer

