

Getting Your Club

**Approved By
the Steering
Committee**

A Step By Step Guide

1 Obtain a Club Sponsor

The first step is finding a sponsor who can be present and provide a room for club meetings. Before you propose your club to Steering, get a Hickman staff member to commit to being your club sponsor.

2 Find at Least 5 Students Who Are Interested

There's no official minimum number of students for a club at Hickman, but to hit the ground running, it's probably a good idea to make sure your club will have at least five students to attend the first meeting.

3 Make a Club Constitution and Submit it Digitally

Your club needs to have a Constitution before you can present it to Steering. Your club's sponsor and preliminary club members should all agree on your Constitution. Once the document is ready, submit it digitally below:

Submit Constitution

If you aren't sure where to start with making a Constitution, you can use [this template](#).

4

Attend the Next Student Forum

If possible, bring a printed copy of your Constitution to the next Student Forum and advocate for your club. You can view the Student Forum schedule [here](#).

If your club isn't approved, you can make the suggested changes and try again at the next Student Forum. There's no limit to how many attempts you can make.