

ALPINE SCHOOL DISTRICT  
**SCHOOL CLUB**  
APPLICATION FOR AUTHORIZATION

- New Curricular Club - *Application required no later than 20 DAYS after the first day of school of club's inception.*  
Course the club is related to: \_\_\_\_\_
- Subject matter is taught in a regular course;
  - Subject matter concerns the body of courses as a whole;
  - Participation is required for a particular course; or
  - Participation results in academic credit.

Non-Curricular Club – ***Annual Application Required.*** *Submit to principal no later than 20 DAYS after the first day of school.*

1. Educator Advisor \_\_\_\_\_  
Printed Name Signature

2. Date of Application \_\_\_\_\_ 3. School \_\_\_\_\_

4. Name of student submitting application \_\_\_\_\_

5. Recommended name of proposed club \_\_\_\_\_

6. Summary of proposed club's purpose and goals (see Club Constitution for details):

Purpose:

Goals:

7. Meeting Schedule: \_\_\_MONTHLY \_\_\_WEEKLY \_\_\_OTHER? \_\_\_\_\_

Day of the Week: \_\_\_\_\_ Hour: \_\_\_\_\_

8. Attach proposed Club Constitution that will govern this club. It should cover all guidelines, rules, and procedures needed for operation of club and *must* include the following:

A. A detailed description of club's purpose, goals, program, activities, meetings, etc.

B. Rules and procedures for determining membership which:

i. may not limit participation or discriminate based on race, color, national origin, gender, or disability;

ii. requires students participating to be registered in Alpine School District;

iii. requires parent/guardian signature on approval form;

**Non-Curricular Clubs Only:**

v. requires at least five members;

vi. limits meeting attendance to club members, except that non-school persons may attend on occasion to make presentations, if approved in advance by the school administration; and

vii. prohibits non-school personnel or students to direct, conduct, control, or regularly attend meetings or activities of non-curriculum clubs.

C. Rules and procedures for decision making, governance, and if applicable, electing student officers.

D. Rules and procedures, if applicable, for raising and spending funds.

E. Provisions for amending the Club Constitution.

F. A statement that the club understands and will comply with:

i. Utah Code 53G-7-701 to 713 & District Policy 5530 regarding governance of school clubs;

ii. Utah Code 53G-10-402 and Administrative Code R277-474 regarding, among other things, instruction on health and human sexuality; and

iii. Utah Code 26-53-101 to 301 and the District's policy on Student Head Injury Policy No. 5550.

G. Any other provisions as needed to operate club.

***For Office Use Only***  
**ALPINE SCHOOL DISTRICT**

**Administrator Checklist for Approval of Clubs**

Club Approved \_\_\_\_\_ Club Not Approved \_\_\_\_\_ School Year \_\_\_\_\_

Club's Charter, Constitution, Bylaws: Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Approved Name of Club: \_\_\_\_\_

Approved Advisor: \_\_\_\_\_

- Approved regular meeting dates, times, locations and purposes
- Parent permission forms will be completed for every student participating.
- Membership in clubs is limited to students who are currently attending the school.
- Completed and specific club constitution.
- Appropriate and relevant activities to the club's purpose. (If a non-school person is allowed to make a presentation to a club, copies of any written or media materials presented must be given to the school by 24 hours after the meeting.) Utah Code 53G-7-708 (3)(6)

**CURRICULAR CLUB VERIFICATION** – Does this club have:

- Subject matter is taught in a regular course;
- Subject matter concerns the body of courses as a whole;
- Participation is required for a particular course; or
- Participation results in academic credit.

Conditions or Comments:

I certify that this club follows District Policy and Guidelines:

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_