**[CLUB NAME] Constitution**

*Fill in the fields in a normal font. Fill in fields as required*

*in accordance with club information. Amendments must be*

*included in the “Additional Committee Regulations” field.*

|  |  |  |
| --- | --- | --- |
| **Club Name:** | **Authoring Club Member:** | **Last Date of Renewal:** |
| **Current Club Status** | **Current Club Renewal Term:** | **Current Director of Operations:** |
| **Club Leader:** | **Faculty/Staff Advisor:** |
| **Meeting Frequency:** | **Location (if applicable):** |
| **Club Mission:** |
| **Club Membership Requirement:** |
| **Amendment Process:** |

|  |
| --- |
| **Offices and Positions** |
| **Title: [PRESIDENT]****Duties and Responsibilities:** |
| **Title: [FINANCIAL OFFICER]****Duties and Responsibilities** |
| **Title: [POSITION 1 or MEMBER]****Duties and Responsibilities**  |
| **Title: [POSITION 2 or MEMBER]****Duties and Responsibilities**  |
| **Title: [POSITION 3 or MEMBER]****Duties and Responsibilities**  |

**Acknowledgment of Ambrose Student Council’s and Ambrose University’s Policies and Guidelines:**

By signing below, the Authoring Member of [CLUB NAME] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, on behalf of the entire club, officially acknowledges and accepts that the club is aware of the Ambrose Student Council’s policies and standards as well as Ambrose University’s policies and standards. The signed below also acknowledges and accepts that failure to comply with these policies and standards will result in the termination of the club at the discretion of the Ambrose Student Council.

Club President Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Faculty or Staff Sponsor Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ASC President

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ASC Director of Operations Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ASC VP of Internal Relations

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_