

# 2023 – 2024 CLUB APPLICATION PROCESS

We are introducing a new process to approve clubs this school year. Please make sure to read all the information below to ensure you meet all criteria and deadlines.

ALL NEW AND EXISTING CLUBS WILL NEED TO FOLLOW THESE STEPS.

## CLUBS WILL FALL INTO ONE OF THE FOLLOWING CATEGORIES

### Category I

#### **Honor Societies, CTSOs Science Olympiad, Roundtable**

These clubs will not need to reapply for approval.

Students may not submit proposals for Honor Societies.

### Category II

#### **Chartered Clubs**

**Required to attend a quarterly meeting (Club Council)**

**Are permitted to fundraise and service projects**

**Must submit a "Plan of Work"**

**Can engage in off campus field trips (outside of school hours)**

The plan of work will explain the work your organization will do over the course of the school year. Students Council and Administration will review your plan each semester. Clubs which fail to engage in the work they propose risk losing their Charter and may be removed from the club directory.

**Can request posts on GLHS Social Media**

**Must have elected officers/leadership.**

**Applications Due April 21 by 11:59 PM  
May Require Student Council Interview (May 22 - June 2)**

### Category III

#### **Informal Clubs**

**Are NOT permitted to fundraise and apply for PTSA Club Grants.**

Informal clubs are for groups of students who share in certain hobbies or interests. They do not intend to engage in work or projects outside of school.

**Cannot engage in off campus field trips (outside of school hours)**

**New clubs may apply each quarter.**

**Applications Due April 21 by 11:59 PM  
No Student Council Interview Required**



**ADVISORS MUST BE FOUND PRIOR TO APPLYING**

# WHAT'S THE PROCESS?

## Step 1 - Submit Application and "Elevator Pitch Flipgrid"

**Find an advisor to sponsor your proposal.  
Choose which type of club your are proposing (Category II or III)  
Submit your completed application.  
Submit your "Elevator Pitch" via Google Drive (share with Mr. Viens) or  
in the Application.**

**Dates: April 10 - April 21 (11:59 PM)  
Student Council will finish reviews by May 19**

## Step 2 - Student Council Review

**Student Council will review all videos from after submission. Category II and III Clubs which  
demonstrate they are unique, meaningful, and sustainable, will receive approval.**

**Applicants may be asked to attend an interview with Student Council if there are multiple  
submissions for a club, if there are similar submissions, if there is unclear information on the  
application, or if the committee has additional questions.**

**Dates: May 22 - June 2**

**Duplicate clubs will be  
asked to combine**

## Step 3 - Admin Review (July 1 - 30)

## Step 4 - Club Charters sent out and 23 - 24 Directory published

**Questions? Contact Mr. Viens ([jviens@wcpss.net](mailto:jviens@wcpss.net))**

