

IOOC



INTER-ORGANIZATIONAL COUNCIL

# Club Application



# Club Application

Please carefully read the below requirements and procedures to starting a club.

## Club Requirements:

- Must be an original and unique idea (check [cbhsspirit.com/clubs](http://cbhsspirit.com/clubs) to view current list of CBHS clubs)
- Cannot conflict with any other club on campus (Example: medical causes will conflict with HOSA, FMP, etc.; multi-cultural clubs would conflict with PRIDE)
- Must have a teacher sponsor (teacher cannot sponsor more than 2 clubs on campus; must also attend all club meetings, events, etc.)
- Must elect or appoint officers
- Must create club bi-laws (template available on [cbhsspirit.com/club](http://cbhsspirit.com/club))
- Must attend monthly IOC meetings
- Must submit IOC Monthly Club Reports
- Must adhere to all IOC Club Rules & Requirements included in the IOC Handbook (please review at [cbhsspirit.com/clubs](http://cbhsspirit.com/clubs))
- Founding officers must be in good academic standing (2.5 GPA or higher)
- Founding officers must be in good conduct standing (no disciplinary issues)

## Procedure to Start a Club:

- Verify club is original, unique and does not conflict with any other established club on campus
- Find a teacher to sponsor your club
- Complete a club application
- Obtain at least 20 signatures from students at Cypress Bay who support and would be interested in joining proposed club
- Create Club bi-laws/constitution (attach to application)
- Submit to IOC for review

## Application Checklist:

- \_\_\_\_\_ Club requirements have been read and fulfilled
- \_\_\_\_\_ Student Supporter Signature page (attached)
- \_\_\_\_\_ Club Bi-laws/Constitution (attached)
- \_\_\_\_\_ Application with signatures
- \_\_\_\_\_ Submit application & supporting documents to IOC Room 146

Once submitted, allow two weeks for review. You will be notified via email once a decision has been made. If you have any questions, please email [cypressbayclubs@gmail.com](mailto:cypressbayclubs@gmail.com).





# Club Application

**Student Name:** \_\_\_\_\_

**Student Email:** \_\_\_\_\_ **Student Phone:** \_\_\_\_\_

**Sponsor Name:** \_\_\_\_\_ **Room #:** \_\_\_\_\_

**Club Name:** \_\_\_\_\_

**Club Purpose/Mission Statement**

---

---

---

---

---

---

---

---

**How is your club unique to Cypress Bay High School?**

---

---

---

---

---

## Other Club Information:

**Type of Club:**     Honor Society                       Interest Club  
                          Service Club                               Co-curricular club

**Does your club plan to...**     Fundraise                       Hold club meetings  
    Hold service projects                       Hold socials & other activities

**Guidance Counselor Signature** \_\_\_\_\_ *(Student has 2.5 GPA or greater.)*

**Administrator Signature** \_\_\_\_\_ *(Student has no disciplinary issues)*

**Student Signature** \_\_\_\_\_

**Advisor Signature** \_\_\_\_\_





# Club Application

## Student Supporters

You must obtain at least 20 signatures of students at Cypress Bay High School who support and would be interested in joining proposed club.

***By signing below, I support and would be interested in joining the***

\_\_\_\_\_

*Proposed Club Name*

1	11
2	12
3	13
4	14
5	15
6	16
7	17
8	18
9	19
10	20