



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 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)
- 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)
- Founding officers must be in good academic standing (3.0 GPA or higher)
- Founding officers must be in good conduct standing (no disciplinary issues)
- Must participate in school-wide club activities (ex: Harvest Drive)

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 all signatures on application
- Create Club bi-laws/constitution (attach to application)
- Submit to IOC for review

Application Checklist:

- _____ Club requirements have been read and fulfilled
- _____ Club Bi-laws/Constitution (attached)
- _____ Application (page 1 & 2) with all signatures
- _____ Submit application & supporting documents to IOC Room 146

Once submitted, please allow until mid-April for a decision. You will be notified via email once a decision has been made. If you have any questions, please email 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?

What characteristics and/or experience do you have to start the club?





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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

Teacher Feedback:

Dear Teacher,

The student applicant is applying to start a club at Cypress Bay High School. It's important that club officers maintain their academic responsibilities as well as upholding a positive image and act as a role model to their peers as a student leader at our school. Please share their 1st Semester grade as well as any additional comments regarding their conduct in your class. Feel free to email Danielle Nascimento with your comments.

Per.	Teacher Name	Signature	Semester 1 Grade	Comments About Conduct
1				
2				
3				
4				
5				
6				
7				
8				

Signatures are not required from study hall teachers.

Guidance Counselor Signature _____ *(Student has 3.0 Weighted GPA or greater.)*

Administrator Signature _____ *(Student has no disciplinary issues)*

Student Signature _____

Advisor Signature _____

