



**FORM
101**

APPLICATION FOR RECOGNITION

DATE: _____

1. NAME OF THE ORGANIZATION:

OLD / NEW

2. TYPE OF ORGANIZATION:

Co – Curricular Extra – Curricular Special Interest Group Cultural Group

3. RECOMMENDED ADVISER/ COACH:

1. _____
2. _____
3. _____

4. BRIEF DESCRIPTION OF THE ORGANIZATION:

APPLICATION FOR RECOGNITION MUST BE SUBMITTED WITH THE FOLLOWING DOCUMENTS:

- RECOMMENDED FACULTY ADVISER [at least three (3)]. Preferably full-time faculty.
- LOGO OF THE ORGANIZATION
- CONSTITUTION AND BY – LAWS. Duly ratified by the forming members.
- LIST OF OFFICERS WITH THEIR RESPECTIVE PERSONAL DATA SHEET.
- LIST OF MEMBERS [at least (50) members in total]
- OPERATIONAL PLAN FOR THE SCHOOL YEAR. The objective of the operational plan must be aligned with the objectives of the Office of Student Welfare and Development.

Submitted by:

Recommending Approval:

PRESIDENT / Date

DIRECTOR, DSA / Date

Noted by: (For Co-Curricular Organizations)

COLLEGE DEAN / Date

Note: All required documents must be attached otherwise this application will not be processed.