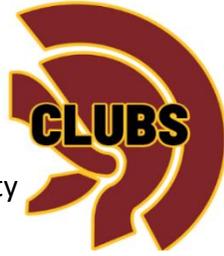


## Lassiter High School's Prospective Club and Organization Process



The Club Administrator will review all club and organization applications and proposals with a faculty committee. All applications must be submitted to the Club Administrator using the application and instructions provided on this page (no paper applications will be accepted). No incomplete or late applications will be accepted. The club and organization application window will be open from **2/24/25 – 4/04/25**.

Before beginning the application process determine if you are starting a *Club* or an *Organization* [HERE](#).

For more information regarding club and organization provisions, please visit the Cobb County District website click [HERE](#).

### Club and Organization Process:

CLUBS	ORGANIZATION
<ul style="list-style-type: none"> <li>Develop a purpose. (What will it offer? How is it different from other clubs? How will it benefit the school, students, and community?)</li> <li>All <u>clubs</u> require a staff sponsor who has been at the school for at least 1 year. All sponsors must be willing to commit to help make the group viable and long-lasting at Lassiter. Sponsors <b>MUST</b> be present at all meetings and club-sponsored activities. For more information on the requirements for a club sponsor, click <a href="#">here</a></li> <li>All clubs must have 4 prospective officers (president, vice-president, secretary, and treasurer) and a minimum of 10 prospective members that need to be listed on the application with signatures.</li> <li>All clubs and organizations must submit by-laws following the criteria laid out in the application. A template of Club By-Laws can be found <a href="#">here</a> or using the links below.</li> <li>Clubs may begin meeting in August 2024. Clubs and organizations may not meet during school hours but can meet any day before or after school.</li> <li>Clubs may not participate in fundraising without the approval of the sponsor.</li> </ul>	<ul style="list-style-type: none"> <li>Develop a purpose. (What will it offer? How is it different from other clubs? How will it benefit the school, students, and community?)</li> <li>All <u>organizations</u> need a staff member who acts in the role of a monitor for the organization and who has been at the school for at least 1 year. Monitors must be willing to put in the time and commitment to help make the group viable and long-lasting at Lassiter. Monitors <b>MUST</b> be present at all meetings and organization-sponsored activities. The staff monitor shall not participate in any way in meetings or activities of the student organizations. Furthermore, student organizations may not use non-school persons to direct, conduct, control, or regularly attend activities of the organization. For further information on organization monitors, click <a href="#">here</a>.</li> <li>All organizations must have 4 prospective officers (president, vice-president, secretary, and treasurer) and a minimum of 10 prospective members that need to be listed on the application with signatures.</li> <li>All clubs and organizations must submit by-laws following the criteria laid out in the application. A template of Organization By-Laws can be found <a href="#">here</a> or using the links below.</li> <li>Organizations may begin meeting in August 2024. Clubs and organizations may not meet during school hours but can meet any day before or after school.</li> </ul>

### Applications and Forms:

School Clubs	Student Organization
<a href="#">Club Member Form</a>	<a href="#">Organization Member Form</a>
<a href="#">Club Sponsor Form</a>	<a href="#">Organization Monitor Form</a>
<a href="#">Club By-Laws</a>	<a href="#">Organization By-Laws</a>
<a href="#">School Club Application</a>	<a href="#">Student Organization Application</a>