

**Student Organization Application Form
2009-2010**



Thank you for applying to become an official KSSG-recognized organization. An HKS Student Organization is a group of students who come together to address a shared set of concerns that are relevant both to individual members and to the school as a whole. To qualify as an established organization and be eligible for funding by KSSG, a group must meet the following criteria:

1. An organization must file its Charter, By-Laws and a list of members with KSSG each year
2. The group must elect its own leadership and meet regularly.
3. The group must have membership open to all members of the KSG community, though not all events need to be open to all members.
4. The group must represent a *bonafide* interest of students. This can be demonstrated by a total membership of not less than two percent of the school's total enrollment (20 students).

To apply for official recognition, **please submit this form with your membership list, Charter and Bylaws attached* by Monday, October 12 to the VP of Internal Affairs.** The KSSG Internal Affairs Committee and the KSSG Finance Committee will review your application. Approved organizations shall be tentatively recognized, pending submission and approval of formal election results for leadership positions. An organization will be eligible to receive KSSG funding upon full recognition. Funding requests require a separate application to the Finance Committee.

Official Organization Name:

_____ at Harvard Kennedy School

Official Organization Contacts (2 or more):

| Name | Email |
|-------|-------|
| _____ | _____ |
| Name | Email |
| _____ | _____ |
| Name | Email |
| _____ | _____ |
| Name | Email |
| _____ | _____ |

Organizational Website:

(If your organization does not have a website and would like to start one, you MUST contact the VP of Communications prior to taking action.)

OCA Approval (only if applying to be a PIC):

(Requires OCA Staff member name and signature, OCA reserves the right to refuse to grant PIC status or to recommend similar groups merge to be eligible for OCA funding.)

* You will be notified when your application has been received. If you have additional questions please contact Cate Tiller, VP of Internal Affairs or Ibrahim Kuzu, VP of Finance.