



**STUDENT ORGANIZATION VITAL INFORMATION FORM  
FOR THE ACADEMIC YEAR 20\_\_ - 20\_\_**

**Complete Name of Organization:** \_\_\_\_\_

**Local Mailing Address:** \_\_\_\_\_

**Local Phone Number:** \_\_\_\_\_

**Executive Officers contact info:**

Position	Name	Phone	Email
President			
Vice President			
Captain			
Secretary			
Treasurer			
Parliamentarian			

**Senate Officers contact info:**

Position	Name	Phone	Email
Senator			
Senate Proxy			

**Advisor's contact info**

Name	Phone	Email

**Proposed Organizational Activities:**

#	Activity	Tentative Date
1.		
2.		
3.		
4.		

**Planned Meeting Schedule**

Date & Time	Location

*(If applicable, make general statement such as: 1<sup>st</sup> & 3<sup>rd</sup> Wed. at 8pm, Room 201 Kenney Hall)*

**Membership Roster (active):**

1.		21.	
2.		22.	
3.		23.	
4.		24.	
5.		25.	
6.		26.	
7.		27.	
8.		28.	
9.		29.	
10.		30.	
11.		31.	
12.		32.	
13.		33.	
14.		34.	
15.		35.	
16.		36.	
17.		37.	
18.		38.	
19.		39.	
20.		40.	

**Membership Roster (inactive):**

1.		4.	
2.		5.	
3.		6.	

*To submit this form by email, type in and fill out the form completely, save the form to your desktop, open a new email message, attach the form to the message, and email it to [jbrown1@tuskegee.edu](mailto:jbrown1@tuskegee.edu).*