

Want to Start a Club? *Here's what you need to know!*

Process of Starting a Club:

1. Fill out the Club Charter. Club Charters are available online at www.fsu.ca/clubs
2. Submit the completed Club Charter online. Ensure you have a minimum of 5 full-time students; 1 President, 1 Vice President, 2 Signing Officers and 1 Member on your Club Charter.
3. The Club Charter is reviewed and student numbers checked to ensure the requirements are met, in accordance with the Club Policy.
4. The Club Charter will go to the bi-weekly Executive Committee Meeting for approval.
5. If approved, the President will be notified via email by the Advocacy and Communications Coordinator and Clubs Training will be sent to the President to complete virtually. During Clubs Training, the Clubs Policy will be signed. After Clubs Training is complete, the Club will be fully ratified and added to the FSU website.

Frequently Asked Questions:

What kind of club can I start?

You can start any kind Club! The Fanshawe Student Union encourages students to start Clubs based off common interest, program associations, culture or religion, community service and many more!

Please note: Athletic or Sporting Clubs will not be approved.

Do I need a Faculty/Staff Advisor?

Though it is not mandatory to have a Faculty or Staff Advisor, it is suggested that Program Associations or any Club supported by a College department have one. **Remember**, these Advisors are there to provide support, not run day-to-day club activities.

Will my Club receive Funding?

Each Club that has a minimum of 10 full-time Student Union Members will receive \$500 for the academic year.

Can my Club host Events?

Yes! If your Club would like to host a Club Event, the President of the Club must complete an **Event & Activity Application at least 1 week before the event for approval**. The President will receive notice via email if the event has been approved or denied. If the event has been approved, planning for the event can begin. **Please note: No Athletic or Sporting events will be approved under any circumstances.**

COVID-19 Disclaimer – The FSU will following the guidelines and protocols set out by the College and the Government in regards to events and the COVID-19 Virus.

How do we book a Meeting Space?

If your Club would like to book a meeting space within the FSU, Clubrooms (SC-2012-2014), the President would email fsuclubs@fanshawec.ca. The following information is needed before we are able to book a space; time/date, number of people and preferred set-up.

COVID-19 Disclaimer – The FSU will following the guidelines and protocols set out by the College and the Government in regards to social gatherings and the COVID-19 Virus.

How do I book a Table in F Hallway or College Space (ie. Classroom)?

The President would email at fsuclubs@fanshawec.ca who will direct the Club to the correct contact within the College. Please note: If you would like to book a table, an **Events & Activity Application** must be submitted to the FSU Office before the proposed date of your table.

I still have questions, Who Do I Contact?

Questions can be sent to fsuclubs@fanshawec.ca