

Interested in Starting a Club? *Here's what you need to know!*

Process of Starting a Club:

1. Fill out a 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 five full-time students (one President, one Vice President, one Treasurer, and at least two Members.)
3. The Club Charter is reviewed, and student numbers are checked to ensure the requirements are met, in accordance with Club Policy.
4. The Club Charter will go to the Executive Committee for approval.
5. If approved, the President will be notified via email by the VP of Student Engagement. Clubs training will need to be completed. And the Club Policy contract 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 almost any kind of club! The Fanshawe Student Union encourages students to start clubs based off common interest, program associations, culture or religion, recreational, community service, and many more! ***Please note: High Risk Clubs will not be approved.***

Do I need a Faculty/Staff advisor?

It is not mandatory to have a Faculty or Staff Advisor. However, it is suggested that Program Associations or any Club supported by a College department have a faculty or staff advisor. It was important to remember that these Advisors are there to provide support, not run the day-to-day club activities.

Will my Club receive funding?

Clubs with ten (10) or more active members are automatically qualified to receive club funding. Follow the procedures for reimbursement and financial reporting as outlined in the FSU Club Policy.

Can my Club host events?

Yes! If your Club would like to host an event, the President of the Club must complete an **Event & Activity Application** at least 2 weeks 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: High Risk events will not be approved under any circumstances.** Please include the space you would like to use for your event (i.e. FSU Clubrooms, specific college space, etc.) Forwell Hall/OBS cannot be booked for Club Events.

How do I book College Space (i.e. classroom or lecture theater)?

An **Event & Activity Application** must be submitted online before the proposed date of your meeting/event and the FSU will direct the Club to the correct contact within the College.

Can we collaborate with other clubs for events?

Yes, clubs are encouraged to collaborate with each other for events and activities. This can enhance the experience for members and broaden the reach of the event.

How can we promote our club on campus?

Clubs can promote their activities through various channels, including social media, posters, tables, and the FSU website. Be sure to use 'poster template' for all Club Events.

I still have questions, who do I contact?

Questions can be sent to fsuclubs@fanshawec.ca