

Clubs and Organizations Annual Recognition Form

Official Recognition by the Associated Students of Bellingham Technical College
Academic Year 2024-2025

Name of Club or Organization:

Type of group (check one):

☐ Academic/Service

☐ Special Interest

☐ Identity

☐ Other (Specify)

Brief Description of the Group:

Purpose & Types of Activities:

Club/Organization Meetings (days and times and meetings):

Advisors must attend a club/organization orientation and one must be present at all meetings, events, etc. Advisors must be BTC employees.

Club/Organization Advisor:

Club/Organization Advisor Email:

Club/Organization Advisor Signature: _____

Alternate Advisor:

Alternative Advisor Email:

Student Leaders and Representatives must be part of the Club/Organization's active membership and be currently enrolled at BTC.

Proposed Club/Organization President:

President Email:

One Designated Student Senate Member:

Student Senate Member Email:

One Alternate Student Senate Member:

Alternate Student Senate Member Email:

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CLUB / ORGANIZATION OFFICERS & ACTIVE MEMBER LIST

Club/Organization officers must be listed. Clubs are required to have a viable number of active students for annual club / organization recognition. Please use this form to document your club/organization officer and member names, positions, and emails.

We, the undersigned officers and members of the Associated Students of Bellingham Technical College, hereby petition for the annual recognition of the club or organization described above and state that we will be officers and/or members of the group and believe that the forming of such a student group would be beneficial to other students. Furthermore, we will be active officers and/or members of the group, participate in the Annual Clubs & Organizations orientation process and continue to identify the two designated voters to represent the majority interest/concerns of the group at the regularly scheduled Student Senate meetings. If proposing a new club or organization, we the undersigned officers/members proposing to charter this group may be requested to meet with the Student Life Director, ASBTC Program Office Coordinator, or ASBTC Director of Clubs and Organizations, to represent and to explain the mission statement of the club/organization as well as future planned activities related to the purpose of the club/organization.

To be recognized by ASBTC and receive funding, club/organization must have completed and submitted an Annual Recognition Form and attend a club orientation.

Student Officer/Member:

Name:

Signature: _____

Position:

Email:

Student Officer/Member:

Name:

Signature: _____

Position:

Email:

Student Officer/Member:

Name:

Signature: _____

Position:

Email:

Student Officer/Member:

Name:

Signature: _____

Position:

Email:

Student Officer/Member:

Name:

Signature: _____

Position:

Email:

ONLY FULLY COMPLETED FORMS WILL BE ACCEPTED

Attach a completed annual Constitution and By-laws with this Annual Recognition Form

SUBMIT ANNUAL RECOGNITION FORM AND CONSTITUTION AND BY-LAWS TO:

Student Life Director

asbtc@btc.edu

Bellingham Technical College does not discriminate on the basis of race, ethnicity, creed, color, sex, gender identity or expression, citizenship or immigration status, national origin, age, religion, disability, veteran or military status, sexual orientation, genetic information, the presence of any sensory, mental, or physical disability or the use of a trained dog guide or service animal by a person with a disability, pregnancy, marital status, or any other characteristic protected by federal, state, or local law in its programs, activities, and services. The following person has been designated to handle inquiries regarding the non-discrimination policies: Director for Human Resources Allison Mack, 360.752.8354, or hr@btc.edu. For Title IX/Section 504 compliance, contact: Vice President of Student Services Michele Waltz, 360.752.8440, or title9@btc.edu. Mailing address: 3028 Lindbergh Avenue, Bellingham, WA 98225. BTC publications are available in alternate formats upon request by contacting the Accessibility Resources office at 360.752.8576.