

## Club Inactive Status or Dissolution Form

The Inactive Status or Dissolution Form can only be filed by the advisor of the club. Advisors may choose to file for inactive status for up to three consecutive semesters. For sustained inactivity, please resubmit a new form each semester. After three semesters of inactivity the club must either reactivate or disband. Reasons to file for inactive status include low membership, difficult leadership transitions, the advisor is going on an extended leave and cannot find a replacement, among other challenging circumstances determined by the advisor. Filing for inactivity will communicate to SGA and the Campus Life and Leadership Coordinator that the club is not currently active but may reactivate in the near future. Filing inactive forms also protects the club's account funds from being returned to the SGA club fund.

The advisor may also choose to dissolve the organization for any number of reasons. If there are still students wanting to participate, but the advisor is unable to continue as the club's advisor, please refrain from filing for dissolution and contact the Campus Life and Leadership Coordinator to request the recruitment of a new advisor. Dissolution will cause any leftover balance in the club account to return to the SGA club fund, remove advisor and club information from student involvement marketing and brochures, and remove the club's information from the East Central website.

If there is no club activity, no communication from an advisor, and no paperwork filed on behalf of a club for two consecutive semesters, SGA has the authority to formally dissolve the club.

**Club Name:** \_\_\_\_\_

**Adviser Name:** \_\_\_\_\_

**Semester & Year:** \_\_\_\_\_

**FILING FOR:**      Inactive Status                      Dissolution

If filing for inactive status, this is my \_\_\_\_\_ semester filing for inactivity.

- a. First
- b. Second
- c. Third

**Brief explanation for decision:**

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\_\_\_\_\_  
Club Adviser Signature

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Campus Life & Leadership Coordinator

\_\_\_\_\_  
Student Government President

