



THE KING'S ACADEMY

Club CHARTER Application for 2023-2024

In order to start meeting as a club, you must:

1. Complete this application.
2. Return to Mrs. Huber for approval by the Administrative Team.
3. Wait for notification of approval BEFORE scheduling meetings.
4. Contact Mrs. Barb Schulenburg to schedule meeting times and locations.
5. All off-campus events must be approved using the *Off-Campus Event Request* form (permission slips are also required.)
6. **Submit your application prior to September 15, 2023.** Applications will not be accepted after September 15, 2023, for the remainder of the school year.

Your Name: _____

Name of Club: _____

TKA's Mission Statement as follows:

The King's Academy is a Christ-centered school that inspires academic excellence, servant leadership, and enduring relationships.

Write a mission statement for your club that supports the TKA mission statement.

What is the purpose of this club? What do you plan on doing? (activities, service...)

When will you meet? How often? (once a week, twice a month...)

Where will you hold your meetings?

Please PRINT the names of at least four other students who are interested in being in your club.

- | | |
|----|----|
| 1. | 2. |
| 3. | 4. |

Printed Name of Advisor

Signature of Advisor

Date

Approved By: _____
Administrative Team

Date: _____

Club Advisor's Responsibilities

I agree as a Club Advisor to:

- Meet with the President of the club before scheduled meetings.
- Be present for all meetings and fundraisers.
- Advise the club on appropriate club functions and activities.
- Help the club solve problems.
- Review proposed club activities to ensure they support TKA's Mission Statement and are permitted by TKA's campus rules.
- Ensure all proposed club events and programs are approved in advance by the Dean of Students.
- Review any flyers/postings **first** to ensure they include all necessary day/date/time/place information, who is sponsoring the event/activity, and that all language, images, and content are appropriate (*See Campus Posting And Advertising Policy in Staff Handbook*).
- Ensure all club fundraising is approved in advance and all funds raised are deposited in the appropriate TKA club fund through the Business Office.
- Ensure all proposed club travel is approved in advance.
- Help assure the overall health and longevity of the club.

Sign: _____

Date: _____