

How to Establish a Club

According to *National Cheng Kung University Guidance Regulations for Student Clubs*, If the application to establish a new club indicates that the club will have inappropriate objectives, that the application fails to meet the requirements of establishment, that trial results have been ineffective, or that the club will be too similar to an existing club, the application may be denied by the Office of Student Affairs in accordance with the resolution of the Student Club Review Committee.

You may download some of the following required papers from [NCKU SDAD's website](#):

1. NCKU Application Form for Student Organization Establishment
2. A draft of the organization regulations of the club.
3. The initiator's copy of student ID.
4. A petition with 20 or more signatures.
5. An appointed a guidance counselor (optional).

Once the chairperson of the committee of a particular club category accepts the application for establishing a new student club, the application shall be submitted to the United Clubs Association for preliminary review before being submitted to the Student Club Review Committee for secondary review. If the application is approved in the secondary review, a trial club can be established.

The trial club must then convene a provisional meeting within one month to approve the draft of the regulations and elect a president and other cadres.

If the operation of the club is effective after a trial lasting one year, one may apply for becoming an official student club.

If the club has not applied to become an official student club within two years of obtaining the status of a trial club, the permission for establishment may be annulled.