



## INTENT TO REGISTER FORM

Students interested in forming a UNCW recognized organization must first complete this form and return it to the Campus Activities & Involvement Center (CAIC) in FSC 2029.

After turning in your intent to register your organization will be notified by a CAIC staff member and will be given 30 days of "Provisional Status" to hold meetings and recruit new members. New organizations may not hold major events or fundraisers until fully approved by the Student Organizations Committee (SOC).

Before the provisional status expires, the proposed organization must turn in a copy of their constitution which should follow the template provided by the CAIC.

Provisional Status can be renewed until SOC meets to approve the organization and their constitution, so long as the interested student organization maintains contact with the CAIC.

### Student Organization Intent to Register

We intend to organize and officially register the \_\_\_\_\_, a proposed organization at the University of North Carolina Wilmington. We agree to comply with the "Code of Student Life" as well as all University, state, local, and federal regulations.

#### ORGANIZATION CONTACT INFORMATION

**Primary Contact\*:** \_\_\_\_\_ **\*UNCW Email:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

Preferred Email: \_\_\_\_\_ Class Standing: (circle one) Fr So Jr Sr Grad

**Alternate Contact\*:** : \_\_\_\_\_ **\*UNCW Email:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

Preferred Email: \_\_\_\_\_ Class Standing: (circle one) Fr So Jr Sr Grad

**Alternate Contact\*:** : \_\_\_\_\_ **\*UNCW Email:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

Preferred Email: \_\_\_\_\_ Class Standing: (circle one) Fr So Jr Sr Grad

**\* UNCW requires that you submit the names and UNCW email addresses of three potential members when proposing a new student organization.**

If there are any questions regarding this form contact the CAIC via email at [activities@uncw.edu](mailto:activities@uncw.edu) or by calling 910.962.3553.

#### For Office Use Only:

Received By: \_\_\_\_\_ Date Received: \_\_\_\_\_ Date Contacted: \_\_\_\_\_ Prov. Status End: \_\_\_\_\_