

How to Ratify A SAMRU Club

Ratification Checklist

- Recruit a minimum of 3 executives and 10 members
- Fill out executive and signing authority agreement, permission of verification of student status and membership list documents
- Create your constitution. For information on how to write a constitution, contact the Clubs & Events Coordinator
- Submit the ratification form and upload your documents and constitution
- Have all club executives RSVP and attend Clubs Training. For more information, contact the Clubs & Events Coordinator
- Your ratification application will be reviewed and you will be notified when your club is officially ratified.

Re-ratification Checklist

- Fill out executive and signing authority agreement, permission of verification of student status and membership list documents
- Edit your constitution **if needed** (if you haven't made any changes to your constitution since last year we can use the copy already on file)
- Submit the ratification form and upload your signatures document and constitution (if required)
- Have all club executives RSVP and attend Clubs Training. For more information, contact the Clubs & Events Coordinator
- Your ratification application will be reviewed and you will be notified when your club is officially ratified.