



J.H. CERILLES STATE COLLEGE

Mati, San Miguel, Zamboanga del Sur, 7029

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Office of the Dean of Student Affairs and Services

REGISTRATION FORM
New Application

NAME OF ORGANIZATION :	
Campus <input type="checkbox"/> Main Campus <input type="checkbox"/> Dumingag <input type="checkbox"/> Pagadian Annex <input type="checkbox"/> Canuto Campus	
<input type="checkbox"/> Academic	<input type="checkbox"/> Non-Academic
School	Affiliate Organization (if any)
Program (if applicable)	
Checklist of Requirements	
<input type="checkbox"/> Formal Letter of Application	
<input type="checkbox"/> Registration Form- New Application	
<input type="checkbox"/> Organizational Profile	
<input type="checkbox"/> List of Officers	
<input type="checkbox"/> Budget Proposal for one year	
<input type="checkbox"/> Calendar of Activities	
<input type="checkbox"/> Faculty Adviser - OSAS Memorandum of Agreement	
<input type="checkbox"/> Faculty Adviser - Letter of Acceptance	
<input type="checkbox"/> Constitution and By-Laws (e-copy in PDF file)	
<input type="checkbox"/> Endorsement Letter (from Mother Club, Dean or Campus Director)	
<input type="checkbox"/> List of at least 15 founding members (for non-academic organizations)	

Submitted by:		Noted by:	
_____	_____	_____	_____
Signature over printed name	Date/Time	Signature over printed name	Date/Time
Organization President		Faculty Adviser	

_____FOR OSAS USE ONLY_____

Status	<input type="checkbox"/> Approved	<input type="checkbox"/> Pending	<input type="checkbox"/> Denied
Remarks			

Reviewed by:	
_____	_____
Student Affairs Department Head	Date/Time

Approved:	
VENUS M. AVENIDO, MAEd, RGC	_____
Dean, Student Affairs and Services	Date/Time