**ORGANIZATION REQUIREMENTS**

**School Year 2023 - 2024**

**Name of Organization**: Google Developer Student Clubs – Holy Name University

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| Category: | **Co-Curricular / Departmental**  [ ] Course-based  **Extra – Curricular**  [ ] Religious [ ] Service for Graduating Students  [ ] Socio - Civic [ ] Environmental  [ ] Cultural [ ] Student Governance  [ ] Sports [ / ] Others **­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Advocacy: | [ ]**S**pirituality [ ]**P**articipation [ /]**E**ducation [ ]**E**nvironment [ ]**C**ommerce [ ]**H**ealth |

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| **Checklist** | | *Note: All requirements should be printed in a long-sized bond paper (8.5x13 in or 21.09 x 33.02 cm). Organizations should also submit a soft copy of the said renewal/accreditation requirements in the Google drive link provided by the CSO.* |
| / | Organization Logo | |
|  | Organization Requirements Checklist | |
| / signature | Letter of Intent for:   * Renewal * Accreditation | |
| / | Constitution and By-laws  *Note: May be revised every three (3) years.* | |
| ? | Written Endorsement from the Dean/Office Director/Mother or Chapter Representative | |
|  | Officers and Adviser/s Registration Form | |
|  | Master list of members | |
|  | Officers Data Sheet with:   * Photocopy of current study load * Photocopy of grades (previous school year) | |
| / | Faculty Adviser/s Data Sheet | |
| / | Faculty Adviser/s Commitment Letter | |
| / | Completed Evaluation Form | |
|  | Assessment of previous plan  *Note: Narrative, Semestral, Summary reports are compiled separately* | |
| / | Action Plan  *Note: Specific Activities; Objectives; Target Impact; Time Frame; Resources needed; Person/Office responsible* | |
| / | Annual Financial Plan | |
|  | Organizational Chart | |
| / | Involvement and Participation  *Note: HSLS Certificate, TOCSO Awards, Outreach, other organization certificates* | |

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| **Checked by:** | CSO Core Officer  **Signature over printed name** | **Date:** |  |

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| Verified & endorsed by: | Recommending Approval |
| **MS. NECAH JOY G. MIGRIÑO, LPT**  Student Development Coordinator | **MRS. FELICIDAD A. AUXTERO, LPT, MAED**  CSA Director |