



**Science Students' Council**  
Faculty of Science • Western University  
Natural Sciences Centre, Room 108, ON, CANADA, N6A 5B6  
E-mail: [info@westernssc.ca](mailto:info@westernssc.ca) • Web: [www.westernssc.ca](http://www.westernssc.ca)

## **2016-17 FINANCE COMMITTEE**

### **APPLICATION FORM**

*Return this completed form to the SSC office (Natural Sciences Centre, Room 108) by:*  
***Monday, October 3, 2016 (3:30 PM).***

**NOTE:** Forms may be handed in after hours by sliding them under the office door.

The Finance Committee is comprised of the Vice-President Finance (as chair), the Science President (ex- officio), and other members of the Western undergraduate science and basic medical sciences student body.

The finance portfolio focuses on ensuring that council is fiscally responsible, and that grants given from the student group grant are allocated fairly and justly.

The Student Group Grant (SGG) fund is a Science Students' Council initiative designed to allow students in the Faculty of Science to procure funding for projects and endeavours they take part in.

The mission of the committee, as outlined by the Constitution of the Science Students' Council, is to:

- (1) Review any requests and/or applications for funding and make recommendations to Council;
- (2) Assist the Vice-President Finance in drafting a proposed budget to be presented to Council in the fall for the current year and in the spring for the following year;
- (3) Assist the Vice-President Finance in drafting a proposed Charity budget to be presented to Council in the fall for the current year and in the spring for the following year; and
- (4) Monitor council and accredited grant spending to ensure that Council and Student Group Grant recipients are spending according to their mandate, and are maintaining accurate financial records.

**IMPORTANT:** *The committee will meet biweekly if there are applications to be reviewed, as well as once a semester to review budgeting. Meetings will be scheduled in the evening according to every member's schedule, therefore you are required to attend EACH meeting. If you cannot commit to attending these meetings, please do not apply.*



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NAME:	
YEAR:	
PROGRAM:	
PHONE:	
UWO EMAIL:	

Please answer the following questions in a separate document and attach your responses to this application form (typed, font size 12, Times New Roman). Limit each response to **350 words** (max).

Q1: What experience do you have with formulating a budget?

Q2: What is something you hope to gain from your experience on the Finance committee?

Q3: What is your favourite number and why?

Please **select which position(s)** you would like to be considered for:

☐ Internal Auditor (2)    ☐ Charity Budget Coordinator (1)    ☐ Finance Secretary (1)

☐ Student Group Grant Coordinator (2)    ☐ SSC Budget Coordinator (2)

**Science Students' Council**

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