SOUTH MOUNTAIN COMMUNITY COLLEGE
OFFICE OF STUDENT LIFE AND LEADERSHIP PROGRAM FORM
(CLUBS AND STUDENT GOVERNANCE)

This form must be completed Ten Business Days prior to the date of the event. Failure to do so May constitute grounds to cancel the event.

Club/Organization: _____________________________________
Program: ______________________________________________
Date: _____________________ Time: _____________________
Location: ______________________________________________
Describe the activity/event and its purpose in detail:
________________________________________________________________________________________
________________________________________________________________________________________
________________________________________________________________________________________

Check appropriate boxes below if applicable: All items submitted with Program Form

____ Official Function form complete
____ MIRA Form Complete
____ R-25 Procedures complete
____ Cash Box request form complete
____ Petty cash form Complete
____ Fundraiser: Person (s) responsible for depositing funds with SMCC Business office. Club
____ Advisor ______________________ Club Officer ______________________

Approvals:

_________________________ ______________________
Club/Organization President or Chairperson Date
_________________________ ______________________
Club/Organization Advisor Date
_________________________ ______________________
Director, Office of Student Leadership Date

Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the college.

The Maricopa Community Colleges do not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/564 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit the following weblink: https://district.maricopa.edu/consumer-information/non-discrimination-statements.