



OFFICE USE ONLY

Date Received: \_\_\_\_\_ Initials: \_\_\_\_\_

# CHANGE OF OFFICER FORM

Name of Organization: \_\_\_\_\_

1<sup>st</sup> Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

2<sup>nd</sup> Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

3<sup>rd</sup> Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

4<sup>th</sup> Representative Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

I understand the purpose of the club and I am willing to make a commitment to attend meetings and events as outlined in the Student Organization Handbook. **All change of officer forms must be signed by changing representative(s) and current advisor.**

\_\_\_\_\_  
Signature Title Date

\_\_\_\_\_  
Signature Title Date

\_\_\_\_\_  
Signature Title Date

\_\_\_\_\_  
Signature Title Date

\_\_\_\_\_  
Signature Advisor Date

I have verified that the information on file with Student Affairs is the most up-to-date information (initial):

Bylaws last update date: \_\_\_\_\_

Changes Submitted

No changes requested

Member Roster last update date: \_\_\_\_\_

Changes Submitted

No changes requested

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1:1 meeting attended  Bylaws on File  Member Roster  Risk Management

Student Affairs Approval: \_\_\_\_\_ Date: \_\_\_\_\_