



OFFICE USE ONLY

Date Received: _____ Initials: _____

CHANGE OF OFFICER FORM

Name of Organization: _____

1st Representative Name: _____ Title: _____

Phone #: _____ E-mail: _____

2nd Representative Name: _____ Title: _____

Phone #: _____ E-mail: _____

3rd Representative Name: _____ Title: _____

Phone #: _____ E-mail: _____

4th 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

OFFICE USE ONLY

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

Student Affairs Approval: _____ Date: _____