



## Dw i gyf 'Club Quarterly Update Form

The information provided on this sheet will allow Student Government to track how clubs are keeping with their purpose and to update quarterly contact information on the olympic.edu club page. This form must be turned in at the end of each quarter to keep charter active and to receive seed money for the next quarter.

**Name of Club:** \_\_\_\_\_ **Quarter/Year:** \_\_\_\_\_

**Club Advisor:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Club President:** \_\_\_\_\_ **Phone:** ( \_\_\_\_\_ ) \_\_\_\_\_

OC Student E-Mail Address: \_\_\_\_\_ Other E-mail Address: \_\_\_\_\_

**Club Congress Representative:** \_\_\_\_\_ **Phone:** ( \_\_\_\_\_ ) \_\_\_\_\_

OC Student E-Mail Address: \_\_\_\_\_ Other E-mail Address: \_\_\_\_\_

**Next Quarter Meeting Information:** (so interested students can find you)

(Please circle) S M T W T F S Time: \_\_\_\_\_ Location: \_\_\_\_\_

### Budget information

Being a part of a budgeted club means students must help the SGOC by keeping track of their own funds. It is important to spread the fund usage out across the year. After your budget is spent, no further allocations can be awarded until next academic year.

**Budget Code:** \_\_\_\_\_

**Start Budget:** \_\_\_\_\_

**End Budget:** \_\_\_\_\_

Amount Remaining for  
Academic Year

**Fundraising Budget Code:** \_\_\_\_\_

**Start Budget:** \_\_\_\_\_

**End Budget:** \_\_\_\_\_

**Engagement / Enrollment**

Please detail the number of students served by your program during the past quarter. Include details on breadth of outreach, service, assistance, etc.

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**Service to Students**

Please describe how your club has enhanced the college experience for OC students during the past quarter.

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**Activities - Past Quarter**

Please list activities and events which have been presented by the organization during the past quarter.

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**Activities - Upcoming Quarter**

Please list activities and events which you hope to present during the upcoming quarter (please include dates if possible)

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**I have read the entire SGOC Constitution and Bylaws for complete understanding of SGOC functions. I will be held responsible for any information presented in the SGOC Constitution and the Club Handbook.**

Signed: \_\_\_\_\_  
Club Representative                      Date

\_\_\_\_\_  
Club Advisor                              Date