

New MD Program Student Organization Proposal

For consideration as a new group, please follow the steps listed below:

1. Schedule a consultation with Andrew Quigley.
2. After meeting with Andrew, complete the proposal form with **at least 8 Student Members** with NID emails. Four of those members must have a designated leadership role (i.e. President, VP, Treasurer, and Secretary)
3. A draft of your organization's constitution (using the MD Program Constitution template)
4. An email from your faculty advisor(s) accepting the advisor role
5. Submit items to medstudentaffairs@ucf.edu

Next Steps:

Each March, Student Council, Associate Dean for Students, and Assistant Director of Student Services will meet to discuss all the new M.D. Student Organization proposals. During the meeting, Student Council members will vote on approving or denying the request. If the votes are split, the Assistant Director of Student Services will be the tie breaker vote.

After all votes are complete, Student Services will contact those who submitted the proposal with an update.

Note: First year student organizations will not be eligible for funding within the first year.

Submission Date: _____

Organization Name and Abbreviation: _____

Organization Email Address: _____

COM Affiliated Faculty Advisor(s) Name(s): _____

Advisor(s) Email Contact: _____

Submitting Student's Name and Email: _____

Have you reviewed the current list of student organizations found on the Student Services website?

☐ Yes ☐ No

Does the mission or goals of your student organization match any of the existing groups?

☐ Yes ☐ No

Proposals must have at least 8 active members to be considered and 4 of the members listed must have mutually agreed upon Board Position designations.

Member Name	Member Email	Board Position (if applicable)

Office Use Only:

___ Approved by the Executive M.D. Student Council

___ Not approved (reasoning attached)

Date:_____

Associate Dean for Students:_____ Date:_____