

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 9.5.5.1
Related Policy: 9.5.5
Title: Registration of Student Organizations and/or Affiliations
Responsibility: Director of Student Engagement

Original Approval Date: 08-16-1995
Last Cabinet Review: 05-28-2025
Last Revision: 05-28-2025

President

In order to establish a student organization of Horry-Georgetown Technical College, the following must be accomplished:

1. An Annual Student Organization Form must be submitted to the Director of Student Engagement.
2. The student organization's bylaws must be submitted to the Director of Student Engagement (which includes the procedure for electing officers).
3. The student organization must name one full-time employee of the College to serve as an advisor to the student organization and three student leaders to serve as officers.
4. The Director of Student Engagement, the Assistant Vice President for Recruitment and Engagement, and the Vice President for Student Affairs must approve and sign the Student Organization Form.

In order to renew an existing organization of Horry-Georgetown Technical College, each student organization must submit an Annual Student Organization Form to the Director of Student Engagement by September 30th.

The Annual Student Organization Form will serve as notification that the student organization will engage in activities and meetings during the academic year.