

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 9.5.6.1
Related Policy: 9.5.6
Title: Fundraising by Student Organizations, and/or Affiliations
Responsibility: Director of Student Engagement

Original Approval Date: 08-16-1995
Last Cabinet Review: 12-8-2021
Last Revision: 12-8-2021

President

Fundraising

Only officially, recognized organizations at Horry-Georgetown Technical College have the privilege to raise funds on or off campus. In order to do so, all student organizations must complete a Fundraising Request Form and obtain approval at least two weeks prior to the fundraising initiative. Student Organizations Advisors may obtain the Fundraising Approval Form via the College portal under “Employee Information and Forms”

There must be a specific purpose for the fundraising initiative and the purpose must be clearly stated on the form.

All fundraising efforts must be approved by the Student Organization Advisor(s), Director of Student Engagement, Assistant Vice President for Recruitment and Engagement, Vice President for Student Affairs, and the College President or designee.

Donation Solicitation

Only officially, recognized student organizations at Horry-Georgetown Technical College have the privilege to solicit donations on or off campus for the purpose of underwriting the cost of their respective student organization activities and events. In order to do so, all student organizations must complete a Donation Solicitation Form and obtain prior approval at least two weeks before the donation solicitation activity. Student Organization Advisors may obtain the Donation Approval Form via the College portal under “Employee Information and Forms”

There must be a specific purpose for the donation solicitation and the purpose must be clearly stated on the form.

The Student Organization Advisor(s), Director of Student Engagement, the Assistant Vice President for Recruitment and Engagement, the Vice President for Student Affairs, and the College President or designee must be notified and approval sought prior to any donation solicitation activity.

It is the responsibility of the authorized Student Organization Advisor to ensure compliance with College Policies and Procedures; including but not limited to the Student Code of Conduct.