

**STUDENT ASSOCIATION
RENEWAL FORM**

Students' Union of UBC Okanagan
UNC133 – 3272 University Way
Kelowna, BC V1V 1V7
izzy.rusch@suo.ca



Academic Year: **2025-2026**

Student Association Name: Course Union ☐ Club ☐

SUO _____ of UBC Okanagan

SUO must always be at the beginning of the name if using UBCO at the end.

Aims and Purposes:

Executive Position	Student Name and Student #	Signature	Phone #	E-mail
President				
Vice-President Finance				
Vice-President Events				

Membership Fee Amount: *(if charged)* \$ _____

Primary Student Association E-mail Address: _____

Faculty Advisor: *(optional)* _____

Agreement

Please read the *Student Association Regulations* carefully. These are the regulations by which you will govern your Student Association.

If you are a Course Union, submit a constitution and/or by-laws during the 1st year of ratification.

Renewals are accepted July 1, 2025 to September 5, 2025 11:59pm. Term 2 renewals can be submitted January 1, 2026 to January 9, 2026 at 11:59pm.

Late submissions will not be processed.

Course unions can submit renewals after May 1 if elections are completed in Term 2.

A minimum of one executive of your Student Association must be present at Orientation held at the beginning of Term 1 and Term 2 each academic year to retain active status.

Student Association Signing Authorities

Your signing authorities are the executive members of your Student Association who oversee and approve the spending of Student Association funds. You are required to list no more/less than three signing authorities who are listed on page 1. The President and VP Finance must be signing authorities.

The Students' Union will confirm that the signatures below match on every expense reimbursement form submitted. A signing authority cannot sign for their own reimbursement.

If you need to change the signing authorities during the academic year, please e-mail izzy.rusch@suu.ca from the student association email address to make the changes.

President Signing Authority Name*
(Please Print)

Full Signature
Created by hand, no initials or computer fonts

VP Finance Signing Authority Name*
(Please Print)

Full Signature
Created by hand, no initials or computer fonts

VP Events Signing Authority Name*
(Please Print)

Full Signature
Created by hand, no initials or computer fonts

Student Association Membership List

All potential Student Associations (including course unions) must fill out the membership list below. A minimum number of thirty-two (32) members required, excluding the President, Vice-President Finance and Vice-President Events listed on page 1.

Student Association Name: _____

Academic Year: **2024-2025**[illegible]

			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
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			<input type="checkbox"/> Yes	<input type="checkbox"/> No