

**STUDENT ASSOCIATION
REGISTRATION FORM**

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



Academic Year: 2026-2027

Student Association Name: Course Union ☐ Club ☐

SUO _____ Student Association

The SUO acronym must always precede the SA name to include the UBCO acronym at the end.

Aims and Purposes:

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

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

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 within the 1st year ratification.

Registration forms can be submitted August 1, 2026 to 11:59PM October 2, 2026 and January 1, 2027 to 11:59PM February 5, 2027. Late submissions will not be processed.

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

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 also executive members listed on page 1.

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

If you need to change any Signing Authorities, please e-mail Membership Outreach from the student association email address and inform us who will be removed and who will be replacing them.

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

3rd Executive Signing Authority Name*
(Please Print)

Full Signature
Created by hand, no initials or computer fonts

Student Association Membership List

All potential new 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: 2026-2027

Student #	Name	E-mail	Current UBCO Undergraduate Student?
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
			☐ Yes ☐ No
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			☐ Yes ☐ No
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			☐ Yes	☐ No