

Club Proposal Form

To the concern of the Student Affairs Office,

Based on the common interest of a group of students in *(click to insert the club's theme)*, this letter is a proposal to establish the *(click to insert the club's name)*. Adhering to RHU Club Policies, the nature and plan of the club's activities include *(click to describe the types of events and activities you have in mind, you may list them if you wish)*.

The establishing committee consists of *(click to insert number of students)* students, and are assigned as below.

<i>Student ID – Student Name</i>	<i>Title as a Club Officer</i>	<i>Tasks & Responsibilities</i>
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We have met with *(click to insert name of club advisor)*, and he/she has been approved to take on the lead as an advisor to the club.

Monthly Fees (if any): *(click to insert monthly fee)*

Mission for the 2025-2026 academic year: *(click to insert Mission)*

Vision for the 2025-2026 academic year: *(click to insert Vision)*

Sincerely,

(click to insert your name – your ID number)

(click to insert your phone number)

Date: *Click or tap to enter a date.*

FOR STUDENT AFFAIRS OFFICE USE ONLY	
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	Date: <i>Click or tap to enter a date.</i>