



Interested in creating a new student organization at WGTC?

The Office of Student Life welcomes the addition of Student Organizations that will help serve in our mission to enrich the experience of West Georgia Technical College Students. Here are the steps to seek approval for a new student organization:

1. Secure a West Georgia Technical College Faculty/Staff Advisor
2. Create an organization Constitution and Bylaws. Examples of these documents can be found on page 13 – 15 of the Student Organization Procedures & Handbook.
3. Compile a list of 10 or more WGTC students that will be willing members of the organization. The list must include students' names, student ID numbers, students' email addresses and students' signatures.
4. Email a copy of your constitution, bylaws and list of members to the Student Life Department for review at studentlife@westgatech.edu.
 - a. The Coordinator of Student Organizations and Activities will review the documentation and forward it to WGTC's Georgia Student Government Association for review and consideration.
5. Schedule to attend a meeting with Georgia Student Government Association to seek approval of the organization.
 - a. During the GSGA meeting student members/faculty or staff advisor will need to present the organization to GSGA. GSGA will ask questions about the organization, the constitution and bylaws if they have any.
 - b. GSGA will discuss the organization amongst themselves after potential new organization's members/advisor has been dismissed from the meeting and vote on the approval or denial of the organization. Once GSGA makes a decision, you will receive an email detailing the decision.

If the request for a new student organization is denied, an appeal can be filed. An appeal must be made to the President of the college, in writing, via the Vice President of Student Affairs within two weeks of the denial.