



**Dalton State College  
Office of Student Activities  
Registered Student Organization Budget Request Form**

Registered Student Organization (RSO): \_\_\_\_\_  
Academic year for request: \_\_\_\_\_  
Name of member submitting request: \_\_\_\_\_ Date: \_\_\_\_\_  
Advisor signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Budget received this academic year: \_\_\_\_\_  
Budget requested for the next academic year: \_\_\_\_\_  
Number of **ACTIVE** club members: \_\_\_\_\_

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\*\*\*Please attach a *detailed* description of how your RSO money was spent this academic year? In addition, attach a *detailed* description of how your RSO plans on spending the money requested for the next academic year. Briefly describe any community service projects and fund raising events that your RSO participated in this academic year. Budgets requested through the Office of Student Activities can only be used for **approved** activities, events, etc. Approved budgets run from Aug. 1<sup>st</sup> through April 30<sup>th</sup> unless prior approval is received from the Director of Student Activities. All budget requests are due in at the March Presidents' Council meeting. If you have any questions, please contact the Office of Student Activities.

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***For Official Use Only:***  
Budget for current year: \_\_\_\_\_ Budget requesting: \_\_\_\_\_ Budget approved: \_\_\_\_\_  
SAC Chair (VP for Enrollment & Student Services) Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Director of Student Activities Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_