

Student Organization Constitution Template

ORGANIZATION NAME CONSTITUTION

The constitution of an organization includes the fundamental principles which determine the rights and responsibilities of its officers and members.

Preamble

The preamble defines the guiding principles for the organization. The sections listed below provide a template that can be used to define these principles.

Article I – Name

Example: The name of this organization shall be the constitution template.

Article II – Purpose

This section must include a statement of purpose for the organization. If a future officer were to read this

Article III – Elections

This section should explain specific election procedures for the organization which may include information on eligibility, deadlines and dates, and rules for handling election procedure violations.

Article IV – Finances

This section should state the guidelines for appropriating organization funds, collecting dues or fees, and conducting fundraising activities within the financial regulations of the University. Who is authorized to submit financial requests to Assembly?

Article V – Activities

This section should specify any activities which are regularly conducted to fulfill the purpose of the organization.