

How can I set up a club, society or network?

Key Questions

1. Is your idea for a new club **unique**, **exciting** and **new**?
2. Is your group idea **accessible** for all SUBU members?
3. Do you have a **finance plan** so you can be sustainable?
4. Are your **goals** achievable?
5. Are your proposed activities **practical** for SUBU to support you with any necessary resources?
6. Is there a group of students interested in your idea? Will students want to join?

If you answered yes to all of these, you're ready to apply to set up a new group!



The Set Up Process

1. Fully complete the application form.
2. The Clubs & Societies Awarding Committee will review your application and grant your new group successful or unsuccessful.
3. Create your new group logo, populate your society's page on the SUBU website and set up your social media accounts.
4. Complete your committee training.
5. You'll be given access to your group bank account and email address.
6. Now you can start attracting new members to your group and offer your activities!

There's just a few rules...

- At least 60% of the committee must be BU students. The Roles of President, Treasurer and Secretary must be filled by BU students. BU staff, AUB students, BU Alumni and Partner College students are all Associate Members.
- Associate Members cannot vote in society elections or decisions.
- You must have a minimum of 15 members, including your committee members.

