



مدينة زويل للعلوم والتكنولوجيا  
Zewail City of Science and Technology

## Office of Student Affairs

### CLUB ADVISOR APPLICATION

Name: \_\_\_\_\_

Club: \_\_\_\_\_

Title: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Department: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Office Ext : \_\_\_\_\_

Email : \_\_\_\_\_

How often do you plan to meet with club leadership? \_\_\_\_\_ Club membership? \_\_\_\_\_

What is your role in advising the Club?  
\_\_\_\_\_

Each Club is required to have an Advisor who serves as an information source while providing guidance and leadership to the Club. The Advisor will assist members and officers in organization and in planning projects. Additionally, he/she will offer assistance in developing and overseeing the club budget, periodically attending club meetings and activities, overseeing the generation of funds, assisting in the supervision of fundraising events and ensuring that the club abides by institute policies and procedures.

\_\_\_\_\_  
Club President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Office of Student Affairs

\_\_\_\_\_  
Date

I understand that I will be advising this club on a volunteer basis. I have read and understood the advisor responsibilities as outlined in the Club Handbook.

\_\_\_\_\_  
Club Advisor

\_\_\_\_\_  
Date