



Prince Mohammad Bin Fahd University Campus Life

Student Organization Form			
Application Date			
Student Organization General Information			
Official Student Organization Name			
Status	☐ New Club ☐ Club Renewal ☐ Reactivation of an Inactive Club		
Club Gender	☐ Male Club ☐ Female Club		
Proposed Club Email	_____@pmu.edu.sa		
Main Idea and Objectives			
Purpose and Objectives			
Select one main purpose	☐ Academic/ Professional ☐ Innovation ☐ Community Service ☐ Culture/ Identity ☐ Sustainability ☐ Student and Social Connection ☐ Wellness/ Sports ☐ Entrepreneurship ☐ Other: _____		
Proposed Activities			
Select a max. of 4 main types of activities that the club expects to organize regularly	☐ Workshops & Training ☐ Seminars and Guest Speakers ☐ Competitions and Challenges ☐ Awareness Campaigns ☐ Volunteering and Community Service ☐ Networking and Social Events ☐ Sports & Wellness Activities ☐ Exhibitions and Showcases ☐ Trips and Educational Visits ☐ Innovation Projects & Hackathons ☐ Research and Academic Projects ☐ Debates and Discussion Sessions ☐ Performances & Entertainment Events ☐ Content Creation and Media Activities ☐ Tutoring and Peer-Support ☐ Other: _____		
External Relationships			
Will the club work with an external organization?	☐ Yes ☐ No		
Organization name			
Relationship	☐ Affiliation with a Professional or Umbrella Organization ☐ Partnership ☐ Sponsorship ☐ Guest Speakers or Trainers ☐ Joint Events or Programs ☐ Competition Participation ☐ Volunteering or Community Collaboration ☐ Educational Visits ☐ Other: _____		
Brief explanation			
Social Media and Online Accounts			
Platform	Open?	Proposed Username / Address	
Instagram	☐ Yes ☐ No		
LinkedIn	☐ Yes ☐ No		
X	☐ Yes ☐ No		
Snapchat	☐ Yes ☐ No		
Facebook	☐ Yes ☐ No		
TikTok	☐ Yes ☐ No		
Website	☐ Yes ☐ No		
Other Platform	☐ Yes ☐ No		
Organization Advisor			
Advisor Full Name		College / Department	
Position / Job Title		PMU Email	
Advisor Confirmation: I agree to serve as advisor and support the club in following PMU policies, procedures, and approved objectives.			
Advisor Signature		Date	



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Student Organization Form			
Student Organization Officers			
<i>By signing below, each officer confirms agreement to the Release of Liability and Indemnity, Financial Accountability and Receipt Policy, and Code of Conduct mentioned below, and adhere to all PMU Policies.</i>			
President		Vice President	
Full Name		Full Name	
PMU ID		PMU ID	
Mobile Number (to be used for whatsapp groups)		Mobile Number (to be used for whatsapp groups)	
Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior	Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior
Signature		Signature	
Secretary		Treasurer	
Full Name		Full Name	
PMU ID		PMU ID	
Mobile Number (to be used for whatsapp groups)		Mobile Number (to be used for whatsapp groups)	
Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior	Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior
Signature		Signature	
Social Media Officer		Special Officer 1	
Full Name		Full Name	
PMU ID		PMU ID	
Mobile Number (to be used for whatsapp groups)		Mobile Number (to be used for whatsapp groups)	
Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior	Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior
Signature		Signature	
Special Officer 2			
Full Name			
PMU ID			
Mobile Number (to be used for whatsapp groups)			
Level	☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior		
Signature			
A. Release of Liability and Indemnity			
I understand that participation in Club/Society activities may involve certain risks. I agree to follow all safety instructions, University policies, and directions provided by authorized PMU representatives. To the extent permitted by applicable law and University policy, I release PMU, the Club/Society, and their employees and representatives from claims relating to injury, loss, or damage connected with my voluntary participation in approved activities. I also understand that required releases must be obtained from regular members before participation.			
B. Receipt Policy and Financial Accountability			
I understand that clubs and societies are not-for-profit organizations. All funds received or spent must be recorded clearly and used only for approved club purposes. Records must include the date, source, amount, and purpose of each transaction. Receipts, invoices, payment confirmations, and supporting documents must be retained. The President and Treasurer are responsible for ensuring that records are complete and available to the Campus Life Office within five working days of an official request.			
C. Code of Conduct Agreement			
I agree to follow the PMU Clubs and Societies Code of Conduct and all relevant University policies. I will act respectfully and professionally, protect University facilities and materials, use club resources only for approved purposes, follow event and safety procedures, and report serious incidents or violations. I understand that failure to comply may result in removal from office, suspension, loss of privileges, decertification, financial accountability, or other action under University procedures.			