

How-to: **Affiliation**

Affiliation is the process of becoming officially associated with Macquarie University there are certain requirements that a student group must fulfil before Student Engagement can consider affiliating you with the University.

We know there are lots of student groups out there operating unaffiliated and we don't mind. Some student groups don't need support from the uni as they are able to do things independently of us. Student groups who *are* affiliated, however, do receive certain resources and benefits and re-affiliation of current groups occurs annually – this ensures that groups are active and engaged!

To be eligible for affiliation, your student group must:

- Be unique to already existing affiliated student groups;
- Have 3 people who have been elected as the President, Secretary and Treasurer. They must be currently enrolled students;
- Have been established and operating unaffiliated for at least 6 months;
- Have a minimum of 20 members, 75% of whom are currently enrolled students of Macquarie University and
- Be open to ALL Macquarie University students?

Submit your application!

If you fulfil the above requirements, you are ready to apply for affiliation! You can do so via this form https://mgedu.qualtrics.com/jfe/form/SV_6i2legO1JsoR9Up and within your application, you will be asked to provide the following documents.

- A constitution for your group;
- Minutes from your inaugural or Annual General Meeting;
- A current membership list; and
- Organisational structure.

Handy templates for each of these have been provided on the website for you to use.

Decision

Once your form has been submitted, Student Engagement will be in touch with you to inform you of your proposed groups progress.