



Policy Source: Gwinnett Tech	Owner: VP of Student Affairs	Effective: 1996
Division: Student Affairs	Reviewed: 6/05, 2/2010, 02/2016. 5/2019, 12/2020 Revised:	

#### **6.8.5 GT Student Club Fundraising**

In order to ensure a cohesive plan of action for campus activities, all club fundraising shall be pre-approved by the Director of Student Life or the Vice President of Student Affairs. All fundraising must comply with the policies of the Technical College System of Georgia and the College.

Any organization interested in holding a fundraiser must fill out the Fundraiser Request form found on the Student Life SharePoint page (attached to this policy) and send it to the Director of Student Life. After the event, all money should be turned in to the Business Office with a Monies Collected form that can be found on the Business Office SharePoint page (attached to this policy). The organization budget code and account number 441497 should be included on the form.