

# **How to start a Club**

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## **Step 1.**

Figure out what kind of club you want to start. What kind of community do you want to build or foster here at AUT?

## **Step 2.**

Once you have figured out what club you want to start, find others who share the same concept. You need at least 3 members (including yourself) to start a club.

**3 members will be the make up on your exec team, President, Vice President and Secretary.**

## **Step 3.**

All clubs need a club constitution and a code of conduct. AUTSA provides clubs with a template that can be used, some clubs create their own but also sign ours as well. The decision to up to the exec team.

## **Step 4.**

Contact [autsa.studentcommunities@autsa.org.nz](mailto:autsa.studentcommunities@autsa.org.nz) once Steps 1 to 3 is complete. Our Club Coordinator will email you the registration link for the club president to complete.

**If you need assistance, email [autsa.studentcommunities@autsa.org.nz](mailto:autsa.studentcommunities@autsa.org.nz) and we can walk you through the process.**