

Budget Approval Procedure for EGSC-Recognized Student Groups

1. Student organizations that have followed the steps in the following documents are formally known as EGSC-Recognized Student Groups:
 - a. [Student Group Recognition Application](#)
 - b. [Student clubs ratifications and funding procedure](#)
 - c. Guidelines under **Article VIII** of the **Constitution**
2. Henceforth, EGSC-Recognized Student Groups will be referred to as student organizations in this document.
3. Student organizations shall have the option to apply for funding for a full calendar year or apply for funding every semester.
4. Student organizations shall apply for funding by submitting the [Budget Proposal Form](#) for the upcoming semester.
5. To request funding for the Fall and Summer semester, Student organizations shall submit the [Budget Proposal Form](#) by the third Friday of March.
6. To request funding for the following calendar year or for the Spring semester, Student organizations shall submit the [Budget Proposal Form](#) by the first Friday of November.
7. Upon reviewing the proposal for completion, the Council's Treasurer shall present the proposal at the next available Council meeting as defined in **Article V** of the **Constitution**.
8. Upon discussion, the Council may vote on a motion to approve the budget fully or partially or it may decide to table the proposal pending further clarification. Voting procedures as defined under **Article V & VI** of the **Constitution** shall be followed.
9. Under circumstances when a student organization raises concerns with its approved budget, an appeal can be made to the President, Vice President and Treasurer of the Council