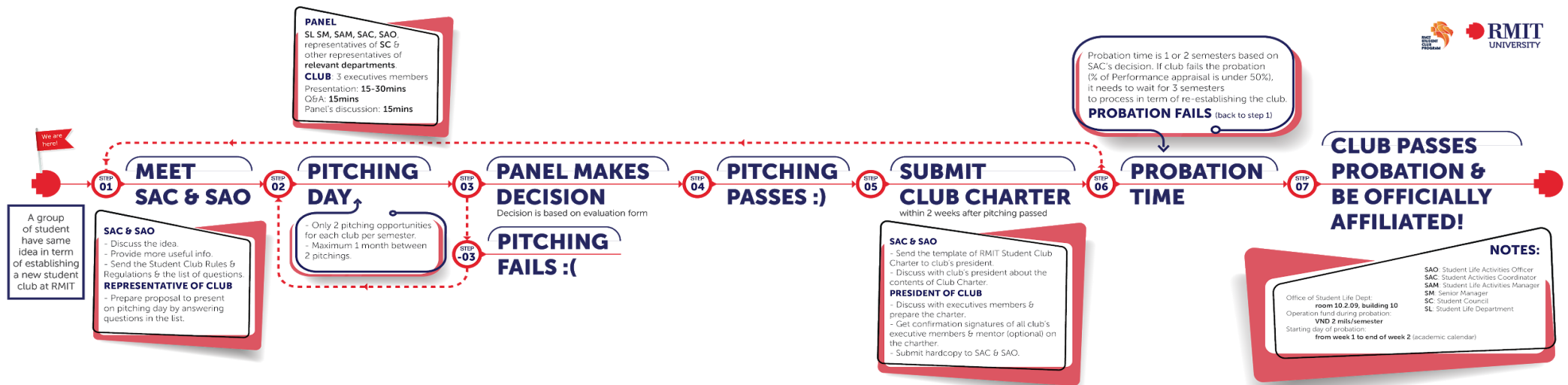




With more than 50 clubs on both Saigon South and Hanoi campus and approximately 6000 members, students have endless possibilities to improve their leadership skills, gain magnificent experiences, make a difference in the lives of others, express themselves and network with fellow students of similar interests. Let see the process of establishing a new student club at RMIT as follows:

FLOW CHART OF STEPS:

-----X





GENERAL AIMS & OBJECTIVES OF A RMIT STUDENT CLUB:

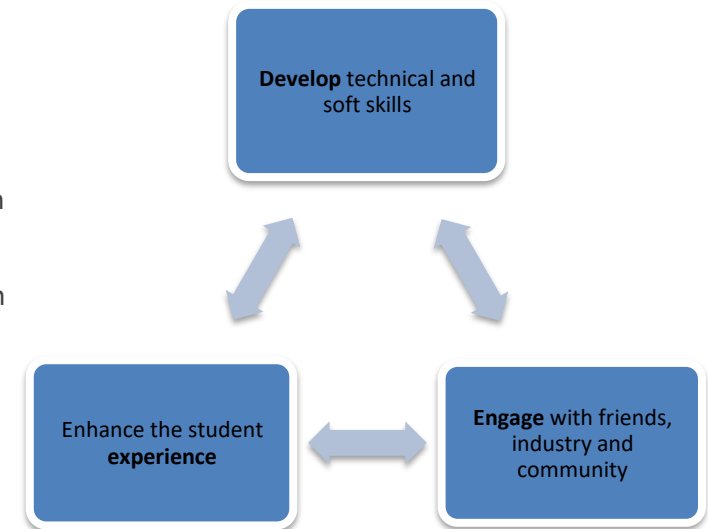
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General aims and objectives of a RMIT student club:

- Satisfy same interest of a group of student.
- Enhance student experience, create a playground for students to balance between studying and student life.
- Engage network with friends, industry and community through activities/projects.
- Develop technical and soft skills.

CLUB TYPES:

----- X





Clubs will be categorised based on the 04 main club categories:

- Academic
- Creative Collectives
- Social & Special Interest
- Sports & Recreational

ELIGIBILITY OF CLUB EXECUTIVE MEMBERS:

---- X

- Any person who currently enrolled at any campus of RMIT Vietnam (**Diploma, Bachelor or Master student**). **Foundations Studies Student, English student and exchange student is NOT eligible.**
- At least **3 semesters remaining** when starting a position at the club and **NOT in an internship or in last semester.** Don't have any plan to take leave of absence for 1 semester or more.



- Commit to work for club at least **2 semesters continuously**.
- Term of one generation: **maximum 3 semesters** (excluding probation period)
- NOT **in executive board** (or **management board**) of **another affiliated club**.
- NOT in **At Risk level 3 or above**; or in **At Risk level 2 but GPA \geq 2.0**.

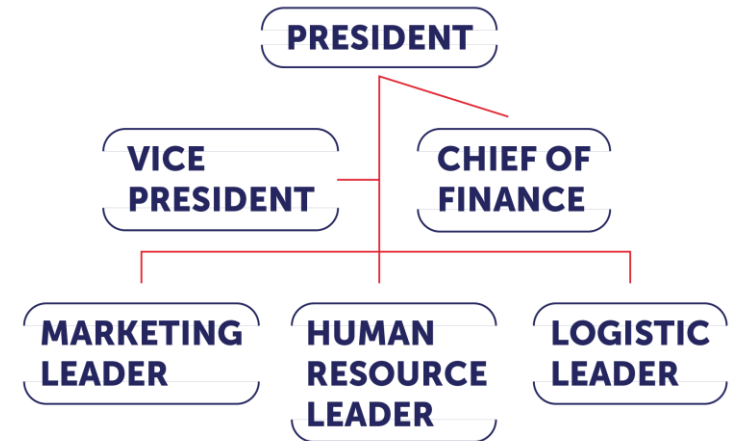


REQUIRED ORGANIZATION CHART & MEMBER QUALITY:

----- X

Club MUST have at least **3 core positions** at the beginning: **President, Vice President, Chief of Finance Officer**, and other 3 optional positions: Marketing Leader, Human Resource Leader, and Logistic Leader. Other positions can be elected or appointed later based on club's demand (e.g: PR Leader, Design Leader, Operation Leader, Secretary, etc.)

Required member quantity during probation: it will be discussed and agreed between Club and SAO based on nature of each specific club.



PROBATION EVALUATION:

----- X

Student Life will base on the club probation evaluation matrix to appraise club performance. To pass the probation, the club must satisfy 2 conditions:

- Total score of evaluation matrix is equal or larger than 50% weight.
- Achieve the required conditions (if yes) as agreement between Club and SAC & SAO.

Club have to submit the following documents after passing the probation:

- Club executive list & Club Bank Account updated form
- List of members
- Action Plan of following semester



LIST OF QUESTION FOR PROPOSAL AND PITCHING PREPARATION:

----- X



1. What is your exact club's name in both English and Vietnamese? What is its abbreviation name?
E.g: RMIT Vietnam Basketball Club (Abbreviation: RMITVN BBC) or Câu lạc bộ Bóng rổ RMIT Việt Nam.
2. Is there any similar club operating at RMIT Vietnam? (having same name or same nature or same purpose, etc)
3. What is your purpose of establishing a new club? (Why do you want to open this club?), aims and objectives?
4. Besides normal training/operation, does your club have any other activity such as: competition, social networking, teambuilding, workshop, etc, to enhance the club's activities?
5. Describe proposed organization chart of your club: the chart MUST have at least 3 core positions at the beginning: President, Vice President, Chief of Finance Officer, and other 3 optional positions: Marketing Leader, Human Resource Leader, and Logistic Leader.
6. What is your expected number of member per semester when your club is established? Why?
7. What is your plan to recruit more members and maintain the required number (20 each semester) as per RMIT Vietnam Student Club Rules & Regulations?
8. Does your club need any support from RMIT Vietnam in term of facility/equipment? Please be specific.
9. Does your club intend to have coach or mentor? (Mentor could be a RMIT staff, lecturer, or professor, etc)
10. What is your short term plan to maintain and develop the club (less than 1 year)? Describe in detail.
11. What is your long term plan to maintain and develop the club (2 year and more)? Describe in detail.
12. What is your financial plan? Describe your club's income (membership fee, training fee, sponsor....) and club's expenditures (venue renting fee, training fee, operation cost, activity cost, miscellaneous cost, etc)
13. What is your plan to train new generation after finishing your term?
14. What is difficulty and challenge that you think your club will have in the future and what is your solution to solve these matters?