Stewards Pooi Kei College
Co-curricular Activities Team
New Club Registration Form 2010 / 2011

Club Name:			
Objectives:			
Proposed Teacher advisor:		Signature of Teacher:	
Service Provider:	☐ Club Committee ☐ Outsourced :_____ ☐ Coach ☐ Others :_____		
Proposed Club Committee: (**at least 5** members from **Pre-S.2 to S.6**)	Name, Class, Post		Other Duty
	E.g. Chan Tai Man, 6 Joy (Chairperson)		E.g. Secretary in English Club
	1._____(Chairperson)		_____
	2._____(Vice-chairperson)		_____
	3._____(Secretary)		_____
	4._____(Financial secretary)		_____
	5._____(General secretary)		_____
	6._____( )		_____
	7._____( )		_____
	8._____( )		_____
Nature of meetings:	☐ Lectures ☐ Field trips ☐ Outings ☐ Competitions ☐ Games ☐ Others:_____		
No. of hours of meetings: **(At least 8 hrs)**	hrs	Meetings for members only: ☐ about _____% Other activities (open to all): ☐ about _____%	
		Suggested membership fee (per member): $	
Quota of club members: ☐ _____ students ☐ no limit		☐ Pre-registration Members Sign-up Form (at least 20 students)* ☐ others:_____	
Remarks:			

*Submission of this document is compulsory.

CCA Teachers' Use ONLY

☐ Approved Remarks:_____

☐ Not approved Remarks:_____

Signature of CCA Team Head:_____ (Ms CHAN Ching Yee, Ripple) Date: _____