**WENZHOU-KEAN ACTIVITY APPLICATION FORM**

* **Student Government**
* **Student Group Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Special Event**

**Event/Program Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Duration: \_\_ \_\_:\_\_ \_\_ - \_\_ \_\_:\_\_ \_\_**

**Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number Of People: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Admission Charge: ￥\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Budget Passed: ￥\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**AMT Of Money Actually Spent: ￥\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Event Advisor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Goals (Select one)**

* **Seminar (sharing/discussing experiences, research interest, etc.)**
* **Professional Development (Extending classroom learning)**
* **Academic Competition/Event (Entrusted by the Academic Affairs division)**
* **Leadership Development(Furthers student interactions, leadership development, Wenzhou-Kean pride)**
* **Humanitarian and Civic Engagement(culture awareness, social responsibility)**
* **Intrapersonal Development( Helps individual growth, identity development and identification of skills and abilities)**
* **Interpersonal Development (Helps communication skills and cooperation ability)**

**President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Treasurer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**STAFF APPROVAL: DIRECTOR APPROVAL:**

**OFFICE USE ONLY:**

|  |  |  |
| --- | --- | --- |
| * Flyer/Posters
 | * Proposal
 | * Location Reserved Form
 |
| * Budget Description
 | * Assets Borrowing Requisition Form
 | * Transportation Application Form
 |
| * Application Form for Display of Promotional Materials
 | * Invoice
 | * Student Activity Reimbursement Form
 |
| * Trip Approval Form
 | * WKU Allonge
 | * Activity’s Late Reports
 |
| * Others
 |  |  |

**Notes:**

|  |
| --- |
| BUDGET DESCRIPTION |
| NO. | **Items** | **Unit** | **Quantity** | **Subtotal** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total |  |