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**This document should only be used as a reference for student leaders to use in preparation for the formal new organization proposal form that opens each registration on GatorConnect. SAI will only accept submissions made through the appropriate link provided below. Please DO NOT email or submit this document through any other channels. It will not be accepted.**

<https://orgs.studentinvolvement.ufl.edu/Forms/proposal>

**Samples of Form Questions:**

1. **Proposed Name of Organization**
	1. Cannot contain UF, University of Florida, or Gators.

* 1. Cannot be the same as a currently registered organization.
1. **Where will your organization mainly operate?**
	1. Main Campus
	2. Satellite Campus
	3. Online
2. **Is your organization associated with a university department, local, state, national, or international organization/non-profit?**
	1. If yes, what organization or university department?
3. **Will your organization regularly or occasionally interact with minors (17 and under)?**
4. **Purpose of the organization**
	1. Identify the goals, values, and function of your proposed organization. This purpose should be unique to the organization and not be currently addressed by an existing registered student organization, office, or department on campus. The more detailed the better!
5. **How will the organization contribute to the University’s mission?**