

**Application for Registration of a Society in Gampaha Wickramarachchi University of Indigenous Medicine**

*Any society having fifty (50) numbers of current undergraduate students in the University may forward a request through the Head of the Department (if appropriate) and Dean of the Faculty (if appropriate) to the Vice-Chancellor for registration as a University society. Once approval is granted by the Council for the Society, such Societies are considered as duly registered Societies of the University.*

**Considerable:**

1. This shall be a form filled by the prospective members of the proposed society and should be forwarded to the Vice - Chancellor with recommendation of proposed Senior Treasurer, Head of the Department (if appropriate) and Dean of the Faculty (if appropriate)
2. Duly perfected application form should be submitted to the Student Welfare Division with following documents.
  - I. The draft of the constitution indicating the objectives of the society (four copies)  
(The draft of the constitution should be prepared in accordance to the format given in the annexure 03 of the By Laws relating to Student Unions and Societies No. 02 of 2022)
  - II. The Minutes of the first meeting of the society. (four copies) The Minutes may include the names of proposed members of the Society, agreed vision, mission and functions and other documents such as agreed Constitution.

1. Name of the Society:

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2. Vision and Mission of the Society:

Vision:

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Mission:

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3. Objectives of the Society:

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4. Sources of Funds:

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5. Names and Signatures of the proposed members along with the student registration numbers:

Officials (Students)

	<b>Position of the Society</b>	<b>Reg. No</b>	<b>Name</b>	<b>Contact No.</b>	<b>Signature</b>
1.	President				
2.	Vice President				
3.	Secretary				
4.	Assistant Secretary				
5.	Junior Treasurer				
6.	Committee member				
7.	Committee member				
8.	Committee member				
9.	Committee member				

**Other Members**

	<b>Registration No.</b>	<b>Name</b>	<b>Signature</b>
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*If space is not sufficient, please attach a separate sheet and that sheet should be countersigned by the proposed Senior Treasurer of the Society.*

**Names of the Patrons (Professors, Heads of Departments, Lecturer in charge of the subject may be patrons)**

1. ....
2. ....

**6. Recommendation and Approval of the Senior Treasurer:**

I recommend/ do not recommend to register .....

(Name of the Society) for the Academic Year ..... and agree to be the Senior Treasurer of the Society for the Academic Year .....

Name of the Senior Treasurer:

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Academic Position:

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Department:

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Date:.....

*(First three pages of this application and all attachments should be certified by the proposed Senior Treasurer)*

**7. Recommendation of the Head of the Department (if appropriate):**

I recommend/ do not recommend to register above Society for the Academic Year .....

Signature of the Head of the Department: .....

Date:.....

Official Seal:

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**8. Recommendation of the Dean of the Faculty (if appropriate):**

I recommend/ do not recommend this request to register above Society for the Academic Year

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Signature of the Dean of the Faculty: .....

Date:.....

Official Seal:

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- Duly perfected form should be handed over to the Student Welfare Division, to process obtaining further approvals.