



7 Steps to Starting a Special Olympics College Club

The process of starting an official club on campus can be daunting, but this checklist can help you get moving in the right direction. Remember we are always here to help!

- 1. REGISTER ON THE SPECIAL OLYMPICS COLLEGE CLUB WEBSITE**
 - ✓ Visit the Special Olympics College Club site and complete the [application](#)
- 2. CONNECT WITH YOUR SPECIAL OLYMPICS STATE PROGRAM**
 - ✓ Formalize a relationship with the state Special Olympics Program
 - ✓ If assistance is needed connecting with the local program, use the [Special Olympics Program Locator](#) or email socollege@specialolympics.org
- 3. CONTACT YOUR STUDENT ACTIVITIES OFFICE**
 - ✓ The Student Activities Office will be able to assist in the process of becoming a registered student organization on campus
- 4. ESTABLISH AN EXECUTIVE BOARD**
 - ✓ Fill the positions of President, Vice President, Secretary, and Treasurer to help with the planning and implementation of the club
- 5. GET OTHERS INVOLVED AND RAISE AWARENESS ON CAMPUS**
 - ✓ Set up an informational table on campus to raise awareness
 - ✓ Host a general interest meeting
 - ✓ Connect with other clubs/organizations on campus
- 6. DECIDE WHAT KIND OF EVENT(S) TO HOST**
 - ✓ Download and review the [Special Olympics College Club Event Guide](#)
 - ✓ Start planning events
- 7. RESOURCES**
 - ✓ Use others as a resource – don't be afraid to collaborate with other Special Olympics College Clubs nearby
 - ✓ Connect with Special Olympics online for additional resources