

# LeBow MBA Association **Example Club Constitution**

This document is an example. Use this to come up with ideas to create your own club constitution.

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## Article I

The name of this association shall be...

## Article II

The objectives and purposes of this association shall be...

## Article III

Requirements for membership in the association; responsibilities/privileges

## Article IV

Officers

Title of Each

Requirements, if any, for eligibility

Time of election; tenure of office

How to fill vacancies

Responsibilities

## Article V

State who your advisor will be and the process that you may choose a new one if necessary...

## Article VI

Name, membership, and general duties of any standing committees. Include a provision for the establishment of additional standing committees at such time as need for them arises.

## Article VII

State when general member meetings and board meetings will be held for the year. Define the Quorum: the number of members necessary to hold a vote on club issues.

## Article IX

State the procedure to amend this club constitution, and the notice required to be given.

## Article X

Include any bylaws, which are club rules which work in tandem with a national organizations rules. This is only necessary for clubs that are part of a larger organization.

Revision date: month day, year