

**Application for International Club Treasurer**

**Treasurer**

Name:

Major:

Year:

Cellphone:

Mailbox Number:

Please answer the following questions

1. This role comes with a position as the chair of fundraising efforts. What are some ways you plan to fundraise for the annual budget of the organization?
2. What is your opinion of financial transparency and integrity?
3. A major duty of this position is to give financial reports. How will you provide financial reports to the General Members and the Executive Members?
4. One of the main responsibilities is to keep copies of all financial transactions, receipts of I-Club for the entire year and then provide it to the next academic Treasurer elect for better forecasting. How good is your organization skill in keeping copies in an orderly way?
5. The constitution and the by-laws of I-Club are a set of specific rules, regulations, and procedures in which I-Club continues to operate. It also specifies the general administrative policies. What does the constitution and the by-laws mean to you?
6. What does financial success mean to you?
7. What does this role mean to you and what is its importance?
8. You cover letter should address the following questions- “Why are you running for this position? What goals do you have in mind? How do you plan to accomplish these goals?”
9. Your resume should highlight your experience, internship or employment, and other leadership positions.

**Oath –** *Must be signed to be considered for a potential candidate.*

**Treasurer:**

I, , hereby declare that the above information is correct and true to my knowledge. I am fully aware of the expectations of this role as outlined in the constitution and the by-laws of the International Club. I pledge on my honor to uphold my duties and responsibilities for the betterment of the International Club. I also understand that failure to maintain a good academic standing may result in loss of this position and may also result in academic probation. My signature is provided below stating that I know this document may be published for the General Members to reflect on and choose a potential candidate.

SIGNATURE DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_