

Co-Curricular Activity Application Form

Before proceeding with the application form, please review the Co-Curricular Information document for essential details and guidance.

* Required

1. Name of Applicant: *

Full name

2. SENMC Email *

3. Department/Group/Club: *

4. Name of Proposed Co-Curricular Activity: *

5. Activity Description: *

Provide a short description of the co-curricular activity

6. Event Dates *

7. Describe the Frequency (e.g., weekly, monthly, or annually). *

8. Does this activity satisfy all the criteria for it to be considered a co-curricular activity? *

Refer to the co-curricular Information Form Section I.

Yes

No

9. Which of the following outcomes do you aim to achieve through this activity? *

Refer to the co-curricular Information Form Section II. (Check all that apply)

- ☐ Leadership (organization of events, visibility)
- ☐ Communication
- ☐ Quantitative Reasoning
- ☐ Critical Thinking
- ☐ Personal and Social Responsibility (teamwork)
- ☐ Information and Digital Literacy

10. Explain how each previously selected outcome will be achieved. *

Example Response for Outcome Selected:

Communication: Students will practice verbal and written communication through structured presentations and discussions.

11. Would you like to award Merit badges at the end of this activity? *

Yes

No

12. By submitting this form, I confirm that the information provided is accurate and complete to the best of my knowledge. I have reviewed the Co-Curricular Information form and fully understand the definition, purpose, and requirements of a co-curricular activity at SENMC. I understand that this form will be reviewed to determine eligibility as a co-curricular activity; however, submission does not guarantee approval. I acknowledge that only SENMC students who are leading or organizing the event will be assessed, while participants will not be assessed. Following the activity, I agree to complete the Co-Curricular Assessment Form to evaluate the outcomes achieved. If I have any questions or require clarification regarding the criteria or process, I will seek guidance from the Chair of the Assessment Committee, the Chair of the Curriculum Committee, or the VPAA before submitting this form. *

Yes

Note: the completed application form should be emailed to the VPAA.