

## Forming an Inter-Departmental Grad Student Organization

### **The Benefits:**

Forming an organization of graduate students across departments can have many benefits, including:

- You can find people who share your interests, and create an organization that has events that you personally want to attend.
- It's a great way to make friends and colleagues from different departments and expand your horizons beyond the scope of your department.
- GSOs can apply for funding from the Graduate Student Council for events - money that comes from a student fee all students pay whether or not your group applies for funding.

### **How to do it:**

There are two aspects to applying: a quick part and a more involved part. The quick part: print out forms available on our website, obtain 10 student signatures and ID numbers, and fill out a few details. The more involved part: submit your organization's constitution and proposed budget. We've made this step easier for you, though. You can download a sample constitution and change it as you see fit. The reason we want you to submit a constitution is twofold: to help us get to know you, and to help the chances of your organization surviving next year. If you're trying to create an organization from scratch, it can be difficult. A little documentation can go a long way toward keeping your organization alive and healthy.

We've also included a sample budget. Some departments are more willing than others to contribute something to student events, so your budget may be something like "Fall: \$80; Spring: \$20; We hope to get GSC funding to cover our pizza cost for three meetings." That's fine. There are many free or inexpensive events that you can organize with little effort. To name just a few: a trip to the MFA (free for Tufts students), meeting for coffee and a board game in Mayer, and going as a group to a local event like the annual Marshmallow Fluff festival in Davis Sq. If your budget or event ideas change a bit over the year, that's fine too.

GSC funding is allocated on a quarterly basis. So while the annual budget you submit with your recognition forms is an estimate of your total annual costs, it doesn't officially request any funding from the GSC. To do that, your organization must fill out quarterly Priority Funding Requests. The instructions, forms, and deadlines are on our website. Please pay attention to the deadlines!

### **Resources:**

As mentioned, we have provided links to a sample constitution and budget on our website. You can find them, along with the needed forms, on this page:

<https://wikis.uit.tufts.edu/confluence/display/gsc/GSO+Recognition> .

We encourage you to e-mail us with any questions or comments. Please direct them to our vice president, Aaron Tietz, at [gsc-vicepresident@tufts.edu](mailto:gsc-vicepresident@tufts.edu) .