New Paltz
STATE UNIVERSITY OF NEW YORK

*Center for Student Engagement*
Student Union Building, Room 211
845-257-3025

# CO-CURRICULAR TRANSCRIPT
# Student Club Verification Roster

The Co-Curricular Transcript is a web-based, official document where students can list their out-of-classroom experiences occurring on campus at New Paltz. It also highlights desirable skills and outcomes employers seek from graduates. To give the Co-Curricular Transcript an official "stamp of approval", every experience you submit must be validated by a college academic or professional faculty member. If your club has a campus advisor employed by the college, please ask your advisor to complete the **Campus Experience Enrollment Form** online at my.newpaltz.edu.

As many student clubs do not have campus advisors, please complete the following roster for your student club and submit it to the Center for Student Engagement office in Student Union 211. **A "GENERAL MEMBER" status is NOT permitted.** Club leadership should designate positions/titles that demonstrate leadership, commitment to the club, and personal growth. Example titles include, but are not limited to: President, Vice President, Secretary, Treasurer, Council of Orgs Rep, Safety Officer, XYZ Committee Chair, XYZ Committee Member, Cast Member, Competition Squad, Model, etc.

*COMPLETING THIS FORM DOES NOT AUTOMATICALLY ADD THESE EXPERIENCES TO A STUDENT'S CO-CURRICULAR TRANSCRIPT. THIS FORM IS FOR THE VERIFICATION PURPOSES ONLY. STUDENTS MUST SUBMIT A REQUEST TO ADD AN EXPERIENCE TO THEIR CO-CURRICULAR TRANSCRIPT.*

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| Academic Year | |
| Organization Name | |
| Verification (to be completed by President or Vice President only) | I, _____, as the _____ of this student club verify that the following students are/were elected and/or appointed leaders of the club. I serve as witness and verify that the information below is accurate to the best of my knowledge.<br>Signed: _____ Date: _____ |

| FIRST NAME | LAST NAME | STUDENT N# | STUDENT CLUB POSITION/TITLE | START DATE (MM/YYYY) | END DATE (MM/YYYY) |
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