



## **Guidelines for starting a new MedSoc society**

### **The application process**

1. Contact the Society's and Education Officer of MedSoc to discuss the proposal.
2. If there is agreement that there might be a viable opportunity for a MedSoc society then the proposer(s) should outline the aims and objectives of the society.
3. The proposer(s) will then need to gain the support of at least 20 other WMS medical students to start the society. MedSoc can help by posting the proposal on all the GEP pages or the society can present signatories to the Society's and Education Officer of MedSoc.
4. The proposer(s) will then complete an application form and this will be presented at the next MedSoc meeting.
5. The proposer(s) must then form an executive committee containing a president, treasurer and secretary as a minimum.
6. Once this has been completed the executive committee must draw up a constitution with the aims and objectives put to the MedSoc committee, and this must be signed by the president of the executive committee. A template for this will be provided to you by MedSoc.
7. After this, the society will be added to the list of societies held by the Societies and Education Officer of MedSoc and it will be eligible for the benefits of being a MedSoc society

### **Criteria for a new society**

1. That it be for the benefit of medical students at Warwick Medical School.
2. That there are at least three people who have agreed to be on the new societies committee.
3. That you have shown the support of at least 20 of your fellow medical students, not including those proposed for the committee, for the setting up of the society.
4. That the society has shown that it is sustainable and likely to continue more than one year and is not being set up for a one-off event.
5. That there is a clear plan for the society, with thought given to future succession and handover at outset.
6. It is not proposing activities which have the potential to bring MedSoc or Warwick Medical School into disrepute.
7. That it is not in conflict with Warwick Student's Union's values, ethos and/or student-mandated policy.
8. That it is not constituted or governed by an external body.
9. That the society does not duplicate the role of an existing society or one that has been de-recognised in the last 18 months.