Submitting Registration for a New Organization

These are the instructions for submitting your registration form for a potential new student organization at GW. Instructions are also included for reactivating a previously-existing GW student org.

**You will be expected to follow these instructions in addition to following all necessary steps for forming a new org on campus.**

1. At the top of the home page once you are logged into Engage, click “Organizations”
2. On the left hand side of the Organizations page, click “Register an Organization.”
3. Choose the blue “Register a New Organization” button

a. If you would like to re-activate a previously existing organization on campus, you will need to find it in the organizations list, and click “Re-Register.” You will be expected to follow all other steps in the potential new organization formation process.
4. You will then be asked to read the instructions
5. Click “Next” to begin the form and follow the steps in the form from there.