



Kiwaniis®

LOUISIANA-MISSISSIPPI-WEST TENNESSEE DISTRICT

How To Start a Key Club

Steps to starting a Key Club:

Key Club International's [How to Start or Reactivate a Key Club](#)

1. Find a Kiwanis Club to sponsor the proposed Key Club.
 - a. Have the sponsoring Kiwanis Club identify a Kiwanis Advisor for the Key Club. See the [Complete Kiwanis & Faculty Key Club Advisor Guide](#) for details.
2. Find a high school interested in opening a Key Club
 - a. Have the school identify a Faculty Advisor for the Key Club. See the [Complete Kiwanis & Faculty Key Club Advisor Guide](#) for details.
3. Faculty Advisor (with Kiwanis Club's support) recruits members and collects \$17/member.
 - a. You need at least 11 members to charter a new club.
4. Kiwanis Advisor and Faculty Advisor work together to complete the [Petition for Charter](#) and mail to Kiwanis International.

Dues & Fees & Responsibilities of the Kiwanis Club:

- \$400 charter fee (typically paid by the Kiwanis Club, if possible).
- Dues:
 - 2024-2025: \$17 annual membership dues/member
 - \$10 for Key Club International + \$7 for LaMissTenn District
 - All monies are paid to directly Key Club International.
- The Kiwanis Club typically helps with the costs of the charter ceremony (e.g., pizza or some snacks, a cake to celebrate, waters/drinks) and may assist with time and funds for other events throughout the year.
- To the degree possible, a Kiwanis Club should assist students to attend Key Club Rallies, Key Club District Convention, Key Club International Convention, etc.
- The Kiwanis Club assigns a Key Club Kiwanis Advisor who attends meetings (as much as possible) and serves as a liaison between the Kiwanis Club and the Key Club.
- See the [Complete Kiwanis & Faculty Key Club Advisor Guide](#) for details.

Got questions?

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