For individuals to make a donation online follow the below instructions:

1. go to giving.columbia.edu
2. select “Make a Gift”
3. under “Search Columbia Funds” type in “[Club Name] Gift”
4. enter the gift amount you would like to donate
5. answer “Is this gift in honor or in memory of someone?”
6. then click “Add Gift”
7. enter contact information
8. enter payment details

For individuals to make a donation by check follow the below instructions:

1. Checks need to be made payable to “Columbia University”
2. In the memo section of the check ask them to write in “donation to” - Club Name
3. Make sure a name and address is on the check
4. Mail the checks to: Dodge Fitness Center
c/o Brian Jines
3030 Broadway, MC 1923
New York, NY 10027
5. If the club is collecting checks at an event, fill out a Gift Account deposit sheet and submit with the checks to the Club Sports Office.