

SUB DEB CLUB MEMBERSHIP PRACTICE TEST (SAMPLE)

STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. Under what conditions can a Sub Deb Club member seek reinstatement after lapse or termination?**
 - A. Reinstatement is never allowed.
 - B. Reinstatement is allowed without any conditions.
 - C. Reinstatement may be possible after meeting conditions, paying back dues, and obtaining approval from the board per reinstatement policy.
 - D. Reinstatement requires reapplication to a different club.
- 2. What are the Sub Deb Club dues and the late fee?**
 - A. \$5 per month; No late fee
 - B. \$5 per month; \$1 late fee
 - C. \$10 per month; \$2 late fee
 - D. \$3 per month; \$1 late fee
- 3. What fiduciary duties relate to handling member funds and club assets, and who bears liability?**
 - A. Trustees or officers owe fiduciary duties of care, loyalty, and prudent oversight; misappropriation or negligence can result in liability.
 - B. Members owe no fiduciary duties.
 - C. The club's sponsors assume fiduciary duties.
 - D. There is no fiduciary liability in club activities.
- 4. How does a resolution relate to motions?**
 - A. A resolution is the initial proposal before a motion.
 - B. A resolution is a formal expression of opinion or decision resulting from a vote on one or more motions.
 - C. A resolution is a type of directive requiring dissemination.
 - D. A resolution is the same as a motion.
- 5. The club symbol is the Encircled heart.**
 - A. Star
 - B. Encircled heart
 - C. Shield
 - D. Interlocking rings

- 6. Which officer keeps order at the meetings and assists the treasurer when needed?**
- A. Sgt. at Arms
 - B. Secretary
 - C. Parliamentarian
 - D. Vice President
- 7. Who is in charge of answering questions about the SDC Constitution?**
- A. Parliamentarian
 - B. Scribe
 - C. Treasurer
 - D. Vice President
- 8. What is a bid?**
- A. Formal invitation to join Sub Deb
 - B. A social event to recruit
 - C. A pledge assignment
 - D. A membership form
- 9. What is the role of Sub Deb Club committees and how are chairs chosen?**
- A. Committees oversee specific areas and report to the board; chairs are appointed by the president or elected by committee members.
 - B. Committees manage day-to-day operations and hire staff.
 - C. Committees are advisory only and have no reporting obligations.
 - D. Committees replace the board during meetings.
- 10. How are meeting minutes handled, and who has access to them?**
- A. Minutes are recorded for each meeting, approved, and shared with members; sensitive matters are redacted as required.
 - B. Minutes are confidential and shared only with the leadership.
 - C. Minutes are published publicly on the organization's website.
 - D. Minutes are deleted after each meeting.

Answers

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1. C
2. B
3. A
4. B
5. B
6. A
7. A
8. A
9. A
10. A

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Explanations

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1. Under what conditions can a Sub Deb Club member seek reinstatement after lapse or termination?

- A. Reinstatement is never allowed.
- B. Reinstatement is allowed without any conditions.
- C. Reinstatement may be possible after meeting conditions, paying back dues, and obtaining approval from the board per reinstatement policy.**
- D. Reinstatement requires reapplication to a different club.

Reinstatement after lapse or termination is handled through a formal reinstatement policy, and it almost always requires a path back rather than an automatic restart. The best way back is to meet the stated conditions in that policy, clear any financial obligations such as unpaid dues, and obtain approval from the club's board. This combination—fulfilling specified requirements, paying back dues, and getting board consent—ensures the member proves they're ready to rejoin under current rules and standards. In many clubs, reinstatement isn't automatic or unconditional, and it isn't about transferring to a different club. Those alternatives don't align with how most reinstatement policies work, which centers on a documented process within the same club.

2. What are the Sub Deb Club dues and the late fee?

- A. \$5 per month; No late fee
- B. \$5 per month; \$1 late fee**
- C. \$10 per month; \$2 late fee
- D. \$3 per month; \$1 late fee

Understanding how membership dues and late fees work helps you remember the policy quickly. In this club, the monthly dues are five dollars, and if a payment is late, there is a one-dollar late fee. This pairing fits best because it keeps dues simple while adding a small penalty to encourage paying on time. The other options change either the monthly amount or the late fee, which wouldn't align with the stated rules. So the dues are five dollars per month with a one-dollar late fee.

3. What fiduciary duties relate to handling member funds and club assets, and who bears liability?

- A. Trustees or officers owe fiduciary duties of care, loyalty, and prudent oversight; misappropriation or negligence can result in liability.**
- B. Members owe no fiduciary duties.
- C. The club's sponsors assume fiduciary duties.
- D. There is no fiduciary liability in club activities.

When a club handles member funds and assets, those who manage the club—typically trustees or officers—are fiduciaries. They must act with care, loyalty, and prudent oversight. The duty of care means making informed, reasonable decisions and not acting recklessly with the club's money. The duty of loyalty requires putting the club's interests ahead of personal gain and avoiding conflicts of interest or self-dealing. Prudent oversight involves putting controls in place, monitoring finances, and safeguarding assets to prevent loss or misuse. If someone misuses funds or is negligent in managing finances, they can be personally liable to the club or its members for the resulting losses. The club itself can also be affected, and liability may arise for breaches in how the funds were supervised, depending on the circumstances and applicable laws. Members generally do not owe fiduciary duties in this context, and sponsors do not automatically assume fiduciary duties over the club's funds. There can be liability for fiduciary breach in club activities, which is why the duties described above are the ones that best fit handling member funds and club assets.

4. How does a resolution relate to motions?

- A. A resolution is the initial proposal before a motion.
- B. A resolution is a formal expression of opinion or decision resulting from a vote on one or more motions.**
- C. A resolution is a type of directive requiring dissemination.
- D. A resolution is the same as a motion.

In meetings, a motion is the proposal brought forward for consideration. After members debate and vote on one or more motions, the result is a formal resolution that expresses the group's opinion or decision. This resolution records what action the body has decided to take or what stance it has adopted and can guide implementation or be shared with others. It isn't the initial proposal itself, nor is it simply a directive that must be disseminated, and it isn't the same thing as a motion.

5. The club symbol is the Encircled heart.

- A. Star
- B. Encircled heart**
- C. Shield
- D. Interlocking rings

The symbol chosen for a club in branding emphasizes belonging and community. An encircled heart uses the heart to convey care and connection, and the circle around it reinforces unity and inclusion. This combination makes it the best fit for a club emblem, signaling warmth and togetherness that members feel. The other symbols carry different common meanings—a star for achievement, a shield for protection or tradition, and interlocking rings for partnership—but they don't align with the club's designated emblem in this context.

6. Which officer keeps order at the meetings and assists the treasurer when needed?

- A. Sgt. at Arms**
- B. Secretary
- C. Parliamentarian
- D. Vice President

The main idea here is who keeps meetings orderly and who assists with financial matters during those meetings. The officer responsible for maintaining order is the Sergeant at Arms. This role focuses on decorum, handling interruptions, and helping the meeting run smoothly, which includes supporting the treasurer when needed—such as assisting with meeting logistics or handling tasks related to transactions so the treasurer can manage the funds. The other roles have different primary duties: the Secretary handles minutes and records, the Parliamentarian guides proper procedure and rules, and the Vice President leads or presides in the president's absence and supports programs. Because maintaining order and lending practical help to the treasurer are specific to the Sergeant at Arms, that's the best fit.

7. Who is in charge of answering questions about the SDC Constitution?

A. Parliamentarian

B. Scribe

C. Treasurer

D. Vice President

The key idea is who interprets and answers questions about the club's governing rules. The Parliamentarian is the officer whose main duty is to understand and apply the organization's constitution and parliamentary procedures. They guide members on how rules should be interpreted, help navigate constitutional questions, and ensure actions at meetings align with the written rules. This makes them the go-to person for anything related to the SDC Constitution. The other roles serve different functions: the Scribe handles recording minutes and decisions, the Treasurer manages finances, and the Vice President typically assists the president and may preside in their absence. Their responsibilities don't center on interpreting the constitution, so they aren't the designated authority for constitutional questions.

8. What is a bid?

A. Formal invitation to join Sub Deb

B. A social event to recruit

C. A pledge assignment

D. A membership form

A bid is the formal invitation extended by a group to a prospective member to join. It signals the organization's interest in having them become part of the group and offers them the chance to accept membership, which typically begins the pledge process or initiation steps. This makes the bid the best fit for describing what the term means. The other options describe things like a recruitment event, a pledge assignment, or a membership form—things that are not the invitation itself.

9. What is the role of Sub Deb Club committees and how are chairs chosen?

A. Committees oversee specific areas and report to the board; chairs are appointed by the president or elected by committee members.

B. Committees manage day-to-day operations and hire staff.

C. Committees are advisory only and have no reporting obligations.

D. Committees replace the board during meetings.

Committees in a Sub Deb Club are meant to oversee specific areas such as fundraising, events, communications, or membership, and they report to the board to ensure governance and accountability. This setup keeps tasks focused, progress tracked, and the board informed, while the committee handles the details. The chair leads the committee and is chosen either by appointment from the president or by an election of committee members, providing either executive direction or member-based leadership. The other options don't fit governance practice: day-to-day operations and staffing are generally handled by staff or the board, not a standing committee; being advisory only with no reporting obligations would weaken oversight; and committees do not replace the board during meetings.

10. How are meeting minutes handled, and who has access to them?

- A. Minutes are recorded for each meeting, approved, and shared with members; sensitive matters are redacted as required.
- B. Minutes are confidential and shared only with the leadership.
- C. Minutes are published publicly on the organization's website.
- D. Minutes are deleted after each meeting.

Meeting minutes act as the official record of what happened in a meeting, including decisions, actions, and attendance. They're written, then approved at a following meeting to ensure accuracy. After approval, they're shared with members so everyone stays informed and can hold the group accountable. If any part of the minutes involves sensitive or confidential information, those sections are redacted before distribution to protect privacy and comply with policy. Access is usually limited to members and relevant stakeholders, not the general public. This combination—recording, approving, sharing with members, and redacting sensitive material when needed—best supports transparency, accountability, and appropriate privacy. Options that keep minutes secret to leaders, publish them publicly, or delete them after each meeting fail to provide a proper record or appropriate access.

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Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://sdcmembership.examzify.com>

We wish you the very best on your exam journey. You've got this!

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