



Accounting & Financial Women's Alliance

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STUDENT CHAPTERS

Quick Look: Student Chapter Chartering

Your quick guide to starting an AFWA Student Chapter on your campus

So, you're thinking of starting a Student Chapter of the Accounting & Financial Women's Alliance on your campus? Don't worry, you'll have plenty of assistance along the way from AFWA National Headquarters and our professional members.

Here's a quick look at the requirements and documents needed to Charter a new Chapter.

- ◆ **LEADERSHIP:** Your new Chapter will need to elect at minimum of two officers. We suggest a President and Secretary
- ◆ **ADVISOR:** Recruit an on-campus Faculty Advisor to help guide and mentor your Chapter.
- ◆ **MEMBERSHIP ROSTER:** A minimum of three student members are required to Charter a new Student Chapter. Your national student chapter liaison and AFWA Headquarters can help develop an on-campus recruitment plan.
- ◆ **DUES:** All members on the roster should be active "members-at-large" of AFWA (join at AFWA.org/join). Once your Chapter charter is approved, you Chapter can begin collecting chapter dues from your members.
- ◆ **PLAN OF ACTION:** Your Chapter leadership should develop and vote on a one-year growth plan for your Chapter. This plan should include membership goals, recruitment plans, Chapter initiatives, and an approximate calendar of events.
- ◆ **BYLAWS:** Use the model chapter bylaws provided by AFWA headquarters to develop and approve your own chapter bylaws.
- ◆ **RECOGNITION:** Contact your school or University to find out what documents and requirements are needed to establish a new on-campus organization.



Your next step:

Contact AFWA Headquarters for your Chartering Packet and more information

Chapters@AFWA.org
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