The Association for Information Systems Student Chapters are dedicated to providing a forum for current and prospective IS students.

The mission of each chartered AIS Student Chapter is to promote the study and utilization of management information systems through programs of professional development, social networking, and community development.

Instructions for Petitioning:

1. Identify an AIS Member to be the Student Chapter Faculty Advisor
2. Have a list of charter members, a minimum of 10, with contact information ready to enter on the form. A subsequent membership roster can be submitted based on the roster template.
3. Have the completed chapter bylaws ready for uploading. The bylaws must adhere to the Standard Form for AIS Student Chapter Bylaws
4. Have payment in process (via check or credit card). If an invoice is needed, please email studentchapters@aisnet.org after completing the online petition or submitting the paper petition.

After submitting the petition:

1. A confirmation notice will be sent within 2 business days of receipt of submission.
2. Allow up to 2 weeks for final approval of submitted bylaws.
3. Final confirmation of approval will be sent within 2 business days of bylaw approval, petition of charter form and payment receipt and your chapter will then be added to the list of AIS Student Chapters on the AIS Student chapter Website.

For assistance completing the petition form or if you have questions about AIS Student Chapters, contact

**Brook Pritchett**  
Director of Membership and Communications  
Association for Information Systems  
studentchapters@aisnet.org  
+1 (317) 735-4014

AIS Vice President of Student Chapters: vpstudentchapters@aisnet.org
A. UNIVERSITY/COLLEGE INFORMATION

Date ____________________________

Name of Student Organization ____________________________________________

Name of College/University ________________________________________________

Mailing Address __________________________________________________________

________________________________________________________________________

City __________________________ State/Province ___________________________

Zip/Postal Code __________________________ Country __________________________

Phone __________________________ Fax __________________________

E-mail __________________________ Web site ________________________________

B. THIS PETITION WAS PREPARED BY:

To foster student interest in information systems at our college/university, we hereby petition the Association for Information Systems to charter an AIS Student Chapter.

Printed Name: ___________________________________________________________

Phone __________________________ Fax __________________________

E-mail __________________________

Signature: _______________________________________________________________
C. FACULTY ADVISOR INFORMATION
Faculty Advisor ____________________________________________________________
Mailing Address __________________________________________________________

City_________________________ State/Province _______________________________
Zip/Postal Code_________________ Country ________________________________
Phone________________________ Fax ________________________________
E-mail________________________ Web site ________________________________

D. STUDENT CHAPTER PRESIDENT
President _________________________________________________________________
Mailing Address __________________________________________________________

City_________________________ State/Province _______________________________
Zip/Postal Code_________________ Country ________________________________
Phone________________________ Fax ________________________________
E-mail________________________ Web site ________________________________

E. CHARTER MEMBERS (minimum of 10 enrolled undergraduate or graduate level students):
Attach and submit a spreadsheet in accordance with the established Membership Template to the AIS Headquarters for processing.

PLEASE SUBMIT TO:
Association for Information Systems
P.O. Box 2712
Atlanta, GA 30301-2712, USA
404-413-7443 (fax)
studentchapters@aisnet.org
F. INSTITUTIONAL ENDORSEMENTS

We have reviewed the qualifications required of a proposed AIS Student Chapter and certify that they are fulfilled at our school. In support of this application we therefore submit the following information, including endorsements by the dean or head of the department.

1. Department Chair

Name ________________________________
Title ________________________________
Email ______________________________ Date ______________________________
Signature ____________________________________________

2. Dean of College

Name ________________________________
Title ________________________________
Email ______________________________ Date ______________________________
Signature ____________________________________________

G. PAYMENT

Please contact membership@aisnet.org to process payment.