



ASSOCIATION FOR INFORMATION SYSTEMS

Petition to Charter an AIS Student Chapter

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

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



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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: _____

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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.

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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.

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