

AAVP Student Chapter Guidelines

FACULTY ADVISOR – each chapter must have a faculty advisor who is a current member of AAVP.

OFFICERS – officers are to be selected by members of the chapter and must be Student Members of AAVP.

APPLICATION PROCEDURE –application is made by the local chapter organizing committee to the AAVP Executive Committee and includes:

- advisor's signature as well as any others required by the institution
- estimated membership numbers
- proposed activities and funding source(s) for inaugural year

REPORTS TO AAVP –annual reports must be submitted to the Executive Committee by each chapter to maintain active status. Reports are due by the Annual Meeting of the Association; failure to submit a report leads to one year of provisional status. If the report is not submitted and status corrected in one year, the student chapter approval will be revoked. Reports must include:

- Advisor's signature and statement of continued support
- Updated information on the officers of the student chapter for the coming year
- List of activities and members for the previous year
- Budget report for the previous year