

**Requirements for the Formation of Student Chapters/Clubs**

**Background**

* AFCEA Student Chapters are founded by an AFCEA Chapter, known as the parent chapter.
* AFCEA Student Chapters may be formed at academic institutions and shall be comprised of at least one faculty advisor as well as students studying in the areas of science, technology, engineering, and mathematics (STEM), global security, cyber studies, or intelligence-related majors.
* The purpose of Student Chapters is to provide students the opportunity for knowledge sharing and discussion of various aspects of communications and information technology among themselves and, through affiliation with active AFCEA Chapters, with AFCEA members who are professionals in the field, both in industry and government.
* By so doing, the Student Chapters will support AFCEA International’s overall mission of providing an ethical forum for advancing professional knowledge in the fields of communications, IT, intelligence, and global security. In addition, students can gain valuable insight and be better informed regarding their eventual transition from student to working professional.
* Whenever possible, each Student Chapter should maintain an active affiliation with, and receive primary funding from, their local AFCEA Chapter.

**Application process**

* To form a Student Chapter, a minimum of 10 students and one faculty advisor (all of whom must be active members of AFCEA) must submit a Student Chapter Charter application, signed by all members.
* Pending review, charter applications will be approved by the President and CEO of AFCEA International.
* Once approved, the Student Chapter should submit a set of Student Chapter Bylaws to AFCEA International.
* If requested, AFCEA International may provide up to 10 complimentary student /faculty memberships to assist in the formation of the Chapter – these students have to be included in the Student Chapter Charter. Each awarded student membership has to be accompanied by a signed, completed student membership application form, which is attached to the charter application.
* It is recommended that each chapter, in accordance with the conditions and with approval of AFCEA International, should establish no more than one AFCEA student club in each academic institution, and no more than two clubs per city.

**Additional information**

* For more information on how to form a Student Chapter at an educational institution located near your chapter, please contact our Member and Chapter Services Department at mcs@afcea.org.