

# ACFE STUDENT CHAPTER CHARTER APPLICATION

## Instructions

Completely answer all the questions on this application. Student Chapter Charter applications must be complete and include all required attachments. If you have any questions or need assistance, contact the ACFE.

### I. STUDENT CHAPTER ADVISOR

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Company \_\_\_\_\_  
Work Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_  
Home Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Country \_\_\_\_\_

### II. UNIVERSITY COLLEGE

Name of University/College \_\_\_\_\_

### III. CHAPTER NAME

Proposed name of chapter: ACFE \_\_\_\_\_ Student Chapter

### IV. MEMBERS OF STUDENT ORGANIZING COMMITTEE

#### Chairperson

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

#### Secretary

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

#### Committee Member

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_  
E-mail \_\_\_\_\_

#### Please list proposed officers and board members:

President \_\_\_\_\_  
Vice President \_\_\_\_\_  
Secretary/Treasurer \_\_\_\_\_  
Board members (if any) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### V. ORGANIZATION MEETINGS

#### Details of general organization meeting:

Date/Time \_\_\_\_\_  
Location \_\_\_\_\_  
Number in Attendance \_\_\_\_\_

#### Proposed Meeting Schedule:

Meeting date: \_\_\_\_\_  
Meeting time: \_\_\_\_\_  
Meeting date: \_\_\_\_\_  
Meeting time: \_\_\_\_\_  
Meeting date: \_\_\_\_\_  
Meeting time: \_\_\_\_\_

### VI. REQUIRED ATTACHMENTS

- Copy of Student Chapter Bylaws
- Membership applications for those individuals who have completed membership applications to join ACFE and the newly formed chapter
- College or University catalog
- Campus approval (written document)