Forming a Collegiate Chapter - AFP Requirements Checklist

_____ Completed Chapter Information Form
_____ Completed Charter Petition
_____ Sponsorship letter from a professional AFP Chapter
_____ Completed Collegiate Chapter Leadership Form
_____ Founding students’ membership applications and payment
   (No cash please) (see information on processing membership payments in
   the General Collegiate Chapter Information guide)
_____ A copy of the standardized chapter bylaws showing the name of the
   forming chapter
_____ Conformance to Bylaws
_____ Chapter Affiliation Agreement
_____ Proposed budget for the first year
_____ Proposed program calendar for the first year
_____ The amount of annual chapter dues: _____________