



Alpha Epsilon Delta

The Health Preprofessional Honor Society

Petition to Establish an AED Chapter – Outline ***After Application Approval***

Your petition (*see deadline note) will include information that you submitted with your application, *Request for Permission to Establish an AED Chapter*. The National Office will send you a sample petition (incl. sample C & BL) that you may use as a guide. The following is a list of the information that is required in your petition:

- Title page
- Cover letter (addressed to the Alpha Epsilon Delta National President) from the petitioning members of the sponsoring organization
- Table of Contents
- Letters of approval:
 - A letter from 2 (two) science faculty indicating their support for your new AED chapter
 - Letters of recommendation from the prospective chapter advisor, the college/university administrator who oversees student organizations, your college/university President and appropriate Dean
 - A letter of recommendation from an established AED Chapter Advisor
- List of proposed officers with their qualifications and the advisor/s who will serve the new chapter. Officers **MUST** meet the minimum GPAs (see next item) and should include members other than seniors in order to insure a knowledge of and continuity for AED activities during the year following the chapter's installation—the first year of chapter. NOTE: The National Office needs contact information which is not part of this petition, i.e., telephone numbers, school and E-mail addresses
- List of proposed charter members:
 - Only those student members who qualify for National membership including **BOTH GPAs** and class standing. NOTE: National membership requires that students have a minimum 3.20 GPA, science (BCPM) and overall (in a 4.0 = A, grading system) calculated using all coursework/grades from all college/universities, and be currently enrolled in a health preprofessional curriculum and meet the membership requirements of Article II, Section 2. However, local chapters may establish a higher minimum GPA as a condition of membership
 - Honorary members (advisor, community leader, faculty member, etc.)
- University/college mission statement and history (incl. existing club): may be separate items
- You may include your club's Constitution and By-laws
- Proposed AED chapter Constitution and By-laws

*** Your completed petition must be in the National Office no less than two (2) months prior to an anticipated Date of Installation**

ALL MATERIALS MUST BE SENT TO THE AED NATIONAL OFFICE

(The N.O. will forward your petition for consideration and a vote - see *New Chapter Establishment Outline*)

dhf 03/26/2008

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