



# Alpha Epsilon Delta

*The Health Preprofessional Honor Society*

## **Re-Establishing Your AED Chapter**

AED chapters may cease to function for many reasons—sometimes this is permanent. It is gratifying to hear from individuals at an institution, previously chartered with an AED chapter, who wish to become members of a reactivated chapter. For reactivation approval you must submit a reactivation plan that must include the following:

1. Two letters of support from the university/college administration
2. Name and letter of support from the person(s) who will serve as Chapter Advisor(s), with contact information, including E-mail address(s)
3. Names, overall GPA and Science GPA of all potential "reactivating members"
4. Names of chapter officers (refer to *Duties of Chapter Officers*) who will serve in the reactivated chapter. The officers 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 reactivation
5. Submit a new or revised chapter Constitution and Bylaws (sample enclosed) for approval
6. The IRS issues Employer ID # (EIN) to each chartered chapter – check with the National Office for the #
7. Reactivation fee structure – please choose one of the following options:

I. Reactivation Fee - \$500.00

You will receive:

1. Reactivation Certificate - framed. We cannot reproduce your original charter
2. Set of Ritual Placards
3. Record books
4. Starter files (includes two AED lapel pins)
5. A Regional Director or National Officer will attend your reactivation ceremony

II. Reactivation Fee - \$300.00

You will receive:

1. Everything listed in option I - except # 5; modified below (#2)
2. No Regional Director or National Officer will attend your Reactivation Ceremony. However, you must have a *clearly defined and approved initiation ceremony*, including who will be in charge of the initiation ceremony and their contact info

III. Reactivation Fee - \$200.00

You will receive:

1. Set of Ritual Placards
2. Record books
3. Starter files
4. No Regional Director or National Officer will attend your Reactivation Ceremony. However, you must have a *clearly defined and approved initiation ceremony*, including who will be in charge of the initiation ceremony and their contact info

**Upon approval of your reactivation by the Society, the AED National Office must receive the following before your reactivation is officially recognized:**

- ❖ Completed Membership Record Forms (MRF—can be downloaded from the AED website) must be submitted to the National Office for each AED member including chapter officers and Advisor(s) (if not already National members) – chapter officers & advisor(s) must be registered National members. **Please remember**—for National membership (refer to AED website—*Membership*), each member is required to have a **minimum** 3.2 science and overall GPA (in a 4.0 = A, grading system). However, chapters may have additional membership requirements included in their Constitution and Bylaws including higher GPAs
- ❖ A **single check** for all national (student/honorary) memberships, made payable to AED, **must be INCLUDED WITH your MRFs**. Current membership fees are posted on the AED website

The AED National Office will be happy to assist you with your efforts to resurrect your chapter. Please contact the National Office with any questions or clarifications. Thank you for your interest in our Society and we look forward to having you back!