PETITION PROCEDURE TO ESTABLISH A SOCIETY OF PHYSICS STUDENTS CHAPTER AT QUALIFIED INSTITUTIONS*

The following materials should be completed and returned to:

Director
Society of Physics Students
American Institute of Physics
One Physics Ellipse
College Park, MD 20740
Tel: (301) 209-3007

Fax: (301) 209-0839 E-mail: sps@aip.org

- 1. Petition form attached document and additional sheets as needed.
- 2. Qualification sheet attached document and additional sheets as needed.
- 3. Catalog of institution specifically to physics and/or astronomy courses taught.
- 4. A letter from the Chairperson of the Department (or the department responsible for physics instruction) indicating willingness to appoint a Faculty Advisor and to sponsor and maintain the chapter.
- 5. Local bylaws submitted for approval. (See website for most recent version)
- 6. Membership forms for all members.
- 7. Dues for all members (returned before or with the petition).

^{*} All accredited institutions offering courses in physics are eligible to establish an SPS chapter.

QUALIFICATION SHEET FOR INSTITUTIONS PETITIONING TO ESTABLISH A SOCIETY OF PHYSICS STUDENTS CHAPTER

1.	Name of Institution				
2.	Department Name				
3.		ress of Institution			
	(city, state, zip)				
4.	Telephone: Campus Switchboard:				
	Department Number: Direct Dial: Fax Number:		or Extension:		
5.	Highest degree in physics offered by	the Institution			
6.	Type of Institution (university, four-year college, two-year college, etc.)				
7.	By what accrediting agencies is the Institution approved?				
8.	Number of majors (or equivalent): _			_	
	u	indergraduates	graduates		
9.	Number of students on campus: u	indergraduates	graduates		
10.	Is the Physics Department (or the department responsible for physics instruction) willing to sponsor the chapter and have the appropriate institutional groups given approval?				
11.	Full name and other information for the SPS Faculty Advisor appointed by the Department Chair (please print):				
	SPS Faculty Advisor		Telephone Number	E-mail Address	
	Signed:				
		SPS Faculty Adviso	or		
12.	Full name and other information for the Department Chair (please print):				
	Department Chair		Telephone Number	E-mail Address	
The S	SPS Chapter Officers are:				
	President:				
	Vice President:				
	Secretary:				
	Treasurer:				
	Signed:				
		Chapter Sec	rotary		

PETITION TO THE SOCIETY OF PHYSICS STUDENTS

We, the undersigned, me	embers of the instruction staff, alum	ni, and students at			
	(Name of Ins	titution)			
sharing an interest in physics and believing in the worth and objectives of the Society of Physics Students, do hereby signify our desire to be granted a charter of this Society. If this charter is granted, we do hereby agree at all times to comply with and abide by the Constitution and Bylaws of the Society of Physics Students in the organization and conduct of the chapter.					
Signed, this	day of				
SIGNATURE (Names to be typewritten belo	ow each signature)	CLASSIFICATION (Students give class; faculty give state academic title; alumni indicate position)			