



Alpha Chi National College Honor Society Chapter Charter Petition

Contact information of administrator/faculty member making petition:

Name _____
Phone number _____
Email address _____
Mailing address _____

Name of institution

Date of founding Year institution first offered baccalaureate degree

Current Carnegie classification

Current undergraduate enrollment / Current undergraduate FTE

Number of Juniors Number of Seniors

Current graduate enrollment / Current graduate FTE

URL to current course catalog _____

Approximate number of undergraduate charter members to be initiated _____

Approximate number of graduate charter members to be initiated _____

Name of regional accrediting association _____

Status/type of accreditation _____

Year of first accreditation _____

Year of last accreditation _____

Percentage of students on campus _____

Percentage of students commuting _____

Percentage of students primarily online _____

Is core curriculum required for undergraduates? Yes / No

Total hours of core curriculum _____

Percentage of faculty holding terminal degree _____

Total undergraduate major fields of study _____

Approximate number of undergraduate degrees offered previous calendar year _____

First-Year Retention Rate _____

Four-Year Graduation Rate _____

Six-Year Graduation Rate _____

Graduate Employment Rate _____

Student Loan Default Rate _____

Names of other national honor societies or other types of scholastic recognition on campus at the present time:

By submitting this application for a chapter of Alpha Chi, it is understood there is institutional support, such as access to lists of eligible students, a dedicated chapter sponsor/advisor, clerical assistance for sending membership invitations, office space or storage for chapter records and supplies, and other tasks that go in to sustaining a successful honor society.

Contact information and signature of faculty or staff member who has agreed to serve as the Primary Chapter Sponsor and information for any other assistant sponsors identified at this time.

Name of Primary Chapter Sponsor* _____

Departmental Title _____

Phone number/email _____

Signature _____

Assistant Sponsor Name _____

Departmental Title _____

Phone number/email _____

Assistant Sponsor Name _____

Departmental Title _____

Phone number/email _____

Where would the chapter of Alpha Chi be housed? (official sponsor's office, Honors College, etc.)

If a sponsor steps down from sponsorship, what procedure would be used to identify and train a new sponsor?

Describe the anticipated format of the ceremony for inducting new members. Will it be held on/near campus with inductees attending, will it be a virtual or live-streamed event, will it be a combination of the previous, or will it be some other format? What is the anticipated student participation in the event?

In addition to the required signature of the Primary Chapter Sponsor (above), typical signature approvals come from the chief of academic affairs, student affairs, registrar, and institution president. You may substitute or add other administrators as necessary.

Name _____ Title _____

Signature _____

Name _____ Title _____

Signature _____

Name _____ Title _____

Signature _____

Name _____ Title _____

Signature _____

The following items must accompany this petition:

1. A brief history of institution.
2. A summary of the institution's admission requirements.
3. A letter of support for this application, ideally from your institution's chief academic officer, including a description of the institution's commitment to assure the success of a chapter of Alpha Chi, for example by providing administrative and budgetary support for chapter inductions and graduation events, chapter travel to conventions, and/or on-campus academic programming required to maintain good standing. Institutions may anticipate a budgetary commitment to the chapter of \$500-1,000 per year for the first 3 to 5 years after a chapter is installed.
4. The one-time charter fee of \$250; check made payable to Alpha Chi.

Send all materials to: Lara Noah, Executive Director
Alpha Chi National College Honor Society
124 W. Capitol Ave., Ste. 1630
Little Rock, AR 72201-3718

Notification of action on this petition by the National Council will be sent as quickly as possible. The charter fee will be refunded if the application is not approved.