

HOW TO START A STUDENT CHAPTER

AAEE Student Chapters are easy to form, especially if you have a group of students who have already formed an environmental society on your campus.

With everything that is going on nationally and globally, this is a great time to form a chapter and get plugged into the environmental profession at an early point in your career. Here is an outline of the four easy steps you can take to form a student chapter:

1. Gather a list of undergraduate and/or graduate students majoring in Environmental Engineering or related engineering disciplines (such as Civil, Mechanical, Chemical) and related sciences who want to join AAEE and form a Student Chapter.
2. Find a Faculty Advisor who is willing to provide guidance.
3. Obtain approval from your university or college to form an AAEE Student Chapter. Your faculty advisor can help with this. Usually, this involves approval at the departmental level, but each school has its own requirements.
4. Fill out and submit the attached forms, one of which affirms certain responsibilities you will have as a chapter.

Student Membership in AAEE is FREE and there are many benefits.
For a list of benefits, go to:

<http://www.aee.net/StudentMembers.php>



Student Membership is a first step in your life-long career in Environmental Engineering and creates job and professional development opportunities

**RESPONSIBILITIES of
ENVIRONMENTAL STUDENT CHAPTERS**

**RECOGNIZED by the
AMERICAN ACADEMY OF ENVIRONMENTAL ENGINEERS**

Environmental Student Chapters recognized by the American Academy of Environmental Engineers agree to fulfill the following responsibilities. The Student Chapter will:

1. Supply to the American Academy of Environmental Engineers the names of all students belonging to the Chapter at the time of the application for recognition and at least annually thereafter on or before October 1;
2. Distribute to each member of the Student Chapter a copy of the *Environmental Engineering Selection Guide*
3. Provide to the Academy on or before June 1 of each year the name of those members who graduated with an engineering degree and permanent (post-graduate) mailing address of each person on this list;
4. Actively encourage all engineering student members to take and pass the Fundamentals of Engineering or Engineer in Training examination at the earliest time according to the rules of the state in which the host university is located or another state of their choice; and
5. Provide a brief report of activities of the Student Chapter during the preceding academic year on or before June 1 of each year.

We, the undersigned, duly elected or appointed officers of *name of student Chapter* _____ operating at *host University* _____ agree and affirm that the named Student Chapter shall fulfill the Responsibilities listed above so long as the Academy provides recognition of the Student Chapter. The Chapter acknowledges that the Academy may, in its sole discretion, change the requirements for recognition; that failure to fulfill the above-listed Responsibilities and any other requirements may, at the Academy's option, operate to terminate the Academy's recognition of the Student Chapter; and that, upon notice by the Academy, the Student Chapter shall surrender to the Academy any documents or other means by which recognition was evidenced.

STUDENT CHAPTER PRESIDENT

FACULTY ADVISOR

NAME _____

NAME _____

SIGNATURE _____

SIGNATURE _____

DATE _____

DATE _____



AMERICAN ACADEMY OF ENVIRONMENTAL ENGINEERS®

130 Holiday Court, Suite 100

Annapolis, MD 21401

(410) 266-3311; FAX: 410.266.7653

http://www.aeee.net/StudentMembers.php

ENVIRONMENTAL ENGINEERING STUDENT CHAPTER APPLICATION

NAME OF CHAPTER _____

ADDRESS _____

TELEPHONE _____ FAX _____ E-MAIL _____

NAME OF HOST UNIVERSITY _____

NAME OF FACULTY ADVISOR _____

ADDRESS _____

TELEPHONE _____ FAX _____ E-MAIL _____

CHAPTER OFFICERS

PRESIDENT _____

VICE PRESIDENT _____

SECRETARY _____

TREASURER _____

OTHER _____

NUMBER OF MEMBERS _____

REQUIRED EXHIBITS

The following documents must be included with this form and identified as follows:

- Exhibit A Proof that the Student Chapter named in this application is officially recognized (chartered) by the Host University.
- Exhibit B A copy of Student Chapter Responsibilities Signed by the Chapter President and Faculty.
- Exhibit C List of all Student Members. Also, include after each student's name, the name of the college within the University granting the degree.

Student Member Benefits

MEMBERSHIP IS FREE TO STUDENTS



Student Membership is a first step in your life-long career in Environmental Engineering and creates job and professional development opportunities by linking you with practicing Environmental Engineers.

Who Can Join?

AAEE Student Members are enrolled and pursuing a course of study leading to a degree in environmental engineering or related branch of engineering.

Job Opportunities

- **Career Center:** <http://www.aeee.net/AAEECareerCenter.php>. Free service that student members can utilize with their membership to search for internship and job opportunities. Students can create a profile and also post a resume for companies that are searching for qualified candidates.

Publications: <http://www.aeee.net/Publications.php>

- **The Environmental Engineer:** Includes articles on Environmental Engineering issues and practice and peer-reviewed articles. Published quarterly electronically.
- **Environmental Engineering Selection and Career Guide:** Annual directory of consulting firms and public agencies employing Certified Academy Members. Published annually electronically.
- **Environmental Engineering Body of Knowledge (2009):** Defines the knowledge, skills, and abilities needed to practice Environmental Engineering at the professional level. Published electronically.

Website and Networking:

- **AAEE Website:** <http://www.aeee.net/> Contains complete information on the Academy and a Career Center for free posting of resumes and job searches
- **American Academy of Environmental Engineers LinkedIn and Facebook:** Opportunities for building your career network.

Student Chapters and Tau Chi Alpha: AAEE will help you form a Student Chapter so you can network with other students on environmental issues and an optional Tau Chi Alpha Environmental Engineering honor chapter.

Seminars and Workshops: Regional events on critical environmental topics and pre-conference workshops in association with the Academy's Sponsoring Organizations. Speaking opportunities available!

Kappe Lecture Series: Annually brings a recognized environmental engineer to university campuses across the United States. <http://www.aeee.net/KappeLectureSeries.php>

Mentoring: The Academy is developing a mentoring program for Environmental Engineering professionals to share their knowledge and experience with students and young professionals.

Committees and Work Groups: Serve on a growing number of committees or work groups. You can help steer the growth of the organization, serve the profession, and be recognized for your efforts.

<http://www.aeee.net/StudentMembers.php>



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ANNAPOLIS, MD 21401
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Application for STUDENT MEMBER

Date of Application: _____ Referred by: _____

Mr. Mrs. Miss

Name in Full (no abbreviations): _____

Please send all information to my Home School address and email.

SCHOOL INFORMATION

School Name: _____

Street: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Email Address: _____

Are you applying as part of an AAEE Student Chapter? Yes No

HOME INFORMATION

Street: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Email Address: _____

EDUCATION

Engineering Major: _____

Expected Graduation Date (Month, Year): _____

Other Student Associations: _____

FACULTY ADVISOR CERTIFICATION

_____ is currently enrolled fulltime as a(n) _____ major in good standing.

Faculty Advisor's Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

Return to: AAEE, 130 Holiday Court, Suite 100, Annapolis, Maryland 21401. Membership Fee: NO COST.
Questions? Call us at 410-266-3311.