



GAMMA IOTA SIGMA

The International Risk Management, Insurance and Actuarial Science Collegiate Fraternity

GAMMA IOTA SIGMA NEW CHAPTER CHECKLIST

The following information is due to the Grand Chapter prior to a vote by the Executive Committee of GIS to grant the charter:

- Submission of New Chapter Questionnaire
- Letter of Recommendation from GIS Board of Trustee member, GIS Alumnus or current GIS Advisor or Chapter Officer
- Letter from Dean of School where GIS Chapter will be located (i.e. Dean of Business School or Dean of Liberal Arts School)
- Letter from the school office that approves student organizations with code of regulation for student organizations of the school

The following information is due to the Grand Chapter at least two weeks prior to the official chartering date:

- Membership application for all new members to be inducted, including submission online
- New Chapter Bylaws – samples to be provided by Grand Chapter
- Signed Chapter Affiliation Agreement - to be provided by the Grand Chapter
- Submission of Chapter Chartering Fee \$2,500

In addition to the above, a representative from a prospective chapter must attend one Grand Chapter or inter-chapter conference, such as the NAPSLO Symposium (March), the Philadelphia Excursion (April), the Leadership Conference (August), or the Annual Conference (Sept/Oct). Attendance at other conferences may be approved by the Grand Chapter. The Executive Committee will vote on prospective chapter applications in April and October.

For Use by Grand Chapter |