



## **Student Chapter Affiliation Charter Addendum for Virtual Student Chapters**

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This addendum must be signed by those student groups preparing to affiliate a virtual student chapter. This is an additional document that virtual student chapters must sign in agreement with the required terms below.

**Only online colleges/universities are eligible to affiliate virtual student chapters. Schools with brick-and-mortar facilities will not be allowed to affiliate an exclusively virtual student chapter; however they may incorporate virtual elements such as bulletin boards or webinars to their chapter activities.**

**The           (insert chapter name)           Student Chapter, a virtual chapter of SHRM, agrees to:**

1. The student chapter must retain a student chapter advisor at all times. In situations where an advisor must step down, the chapter must draw upon an established succession plan to ensure a smooth transition.
2. Provide an electronic forum (e.g. bulletin board, Facebook page, Blackboard site, etc.) for communication and discussion among chapter members.
3. Maintain an electronic list of HR internships and entry-level HR jobs for chapter members.
4. Hold at least four educational events per year.
5. Conduct at least two networking events per year.
6. Provide an opportunity for chapter members to meet face-to-face at least once per year. (SHRM Regional Student Conferences and the SHRM Annual Conference are recommended opportunities for this interaction).
7. Facilitate opportunities for student members to participate within their local SHRM professional chapters.

**By signing this addendum, we agree to the above terms and will provide an annual report by December 31 each year documenting these requirements.**

Signature of Student Chapter Advisor: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Chapter Co-Advisor (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Student Chapter President: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Sponsoring Chapter President: \_\_\_\_\_

Date: \_\_\_\_\_