



STUDENT CHAPTERS

The following information will help you through the process of forming a Government Finance Officers Association (GFOA) Student Chapter.

FORMATION

In order for a group of students to qualify as a GFOA student chapter, a chapter application/agreement must be submitted to studentchapters@gfoa.org with the following information.

- A copy of the student chapter constitution and bylaws document
- The names of the resident faculty advisor and the chapter mentor*
- Permanent e-mail address of the student chapter

ROLE STRUCTURE

- Chapter Mentor
 - Works in local government and is a GFOA member
- Faculty Advisor
 - Oversees chapter progress
- Student Chapter President
 - Must be a student and able to organize meetings, events, tasks, etc.
- Any other roles required by your school
 - Vice President, Treasurer, etc.

DUTIES

1. Create a meeting schedule with regular meetings throughout the year
2. Recruit other students to become involved in the chapter
3. Coordinate events, guest speakers, etc. throughout the year
4. Communicating issues or needs to GFOA
5. Submitting annual summary of chapter activities and events to GFOA

Each student chapter must remain active throughout the year, or face termination.

CHAPTER BENEFITS

Each approved student chapter will receive:

- Welcome kit and additional student chapter resources from GFOA
- GFOA student chapter logo
- Free access to a set number of GFOA webinars per year
- Free GFOA membership for all chapter members and faculty advisor for one full year

**If you need assistance in finding a GFOA member for your chapter mentor, please reach out to studentchapters@gfoa.org. We are happy to help.*

APPLY NOW!