



## UNT ALUMNI ASSOCIATION ALUMNI NETWORK FORMATION REQUEST

Thank you for your interest in establishing an Alumni Network Chapter. We are excited to share the vision of the UNT Alumni Association, which aims to foster profound engagement within our UNT community.

An **Alumni Network Chapter** is a group of dedicated UNT alumni and friends who serve as volunteer leaders in geographic regions and by affinity group to advance the university's mission and vision. An established executive committee is required to be eligible for consideration by the UNT Alumni Association as a chartered chapter. At minimum, the executive committee must include designated leaders in the following roles: president, vice president and secretary. The chart below must be completed with the information for the executive committee leadership.

Please submit this form via email to [alumni@unt.edu](mailto:alumni@unt.edu) with the subject line, **Alumni Network Chapter Formation Request**.

**Chapter Region or Group Designation:** \_\_\_\_\_

ROLE	GRAD YEAR	FIRST NAME	LAST NAME	EMAIL	PHONE	ADDRESS
PRESIDENT (2-YEAR TERM)						
VICE PRESIDENT (2-YEAR TERM)						
SECRETARY (2-YEAR TERM)						

Upon review of the submitted request, a staff member will be in contact to discuss these next steps:

- Review of the Alumni Network Chapter Leader Guide including:
  - Bylaws
  - Annual Agreement
  - Statement of Ethics
  - Volunteer Code of Conduct
  - Memorandum of Understanding (MOU)
- Upon review and receipt of signatures, a staff liaison will submit the Chapter Formation Request to the UNT Alumni Association Board of Directors for consideration
- Determination will be communicated by a staff liaison as soon as received from the Board of Directors

Thank you for making a difference. We look forward to creating lifelong relationships together!

**Request submitted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_