



## CHAPTER AFFILIATION REQUIREMENTS AND EXPECTATIONS (CASE)

*A handy reference guide listing all chapter affiliation requirements.*

The Chapter Affiliation Standards & Expectations (CASE).

1. The chapter ensures all chapter members are both global and chapter members.
2. The chapter maintained a minimum of 25 members throughout the year.  
*(10 members for OUS chapters)*
3. The chapter provided at least two (2) professional development activities per year for members.
4. The chapter maintained a current website with up-to-date information. (updated at least quarterly)
5. The chapter complied with federal and state reporting requirements.

**Reminder:** All chapters are required to submit, along with the annual online survey, the following documents: 1) 2018 Chapter Board Roster, 2) 2018 Strategic Plan, and 3) year-end financial results for the period 1/1/2017 – 12/31/2017.