



**PETITION TO  
ASSOCIATION OF COLLEGE HONOR SOCIETIES\***

Petitioning Society Name: \_\_\_\_\_

Academic Field: \_\_\_\_\_

Category: \_\_\_\_\_

Date Society became National: \_\_\_\_\_  
*(located in two or more geographic areas)*

Website Address: \_\_\_\_\_

Official Contact: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Society's Headquarters Location**

Address: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

**Society's Officers**

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_

**Society Officers (continued)**

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Officer Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (    ) \_\_\_\_\_  
\_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

*Please attach an additional page if needed.*

Signed: \_\_\_\_\_

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

**\* It is the responsibility of the petition to demonstrate how the ACHS standards (as expressed in the Bylaws) are met.**

Respond in full detail to the following items (as defined in the ACHS Bylaws, <https://www.achshonor.org/bylaws> ) and complete the ACHS Evaluation Form to self-evaluate the petition.

**A. Society Description**

**B. Individual Members of Societies** (Article IV):

**C. Collegiate Chapters of Societies** (Article IV):

**D. Governance of Societies** (Article V):

**Attachments to Petition:**

- |                          |  |                          |  |
|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Evaluation Form  | <input type="checkbox"/> | Recent Statement of Financial Position (Balance Sheet)   |
| <input type="checkbox"/> | Current Constitution/Bylaws  | <input type="checkbox"/> | Recent Financial Audit (or Review or Compilation)  |
| <input type="checkbox"/> | Articles of Incorporation  | <input type="checkbox"/> | IRS Form 990   |
| <input type="checkbox"/> | Policies that support the petition   | <input type="checkbox"/> | Roster of chapters with institutions, city/state, installation dates, and active/inactive indication |
| <input type="checkbox"/> | A copy of your organization's IRS determination letter ( <i>sent when you received 501(c)(3) tax-exempt status</i> ) |                          |  |
| <input type="checkbox"/> | Application fee of \$500 made payable to ASSOCIATION OF COLLEGE HONOR SOCIETIES                                      |                          |  |

The application fee need not be paid until an initial review by the ACHS Eligibility and Admissions Committee is completed. The ACHS Executive Director will notify the society when to send the application fee.

File by email to:  
Executive Director  
ASSOCIATION OF COLLEGE HONOR SOCIETIES  
[info@achshonor.org](mailto:info@achshonor.org)