



**Office of Alumni Engagement and Annual Giving  
Charter Application for Alumni Chapters and Clubs**

Upon successful completion of the prerequisites and steps to establish an Alumni Chapter or Osprey Alumni Club, each group shall complete a Charter Application that will remain on file with the Office of Alumni Engagement and Annual Giving. Groups may attach supplemental pages to complete the form such as: a roster of interested alumni, an official letter of intent, and also a letter of endorsement from the dean (for academic chapters).

Only Chartered UNF Alumni Chapters or Clubs will be recognized as official representatives of the University of North Florida, the Office of Alumni Engagement and Annual Giving, and the UNF Alumni Association.

**Please provide the Name of the Alumni Chapter or Club:**

**What community of alumni does this Chapter or Club look to serve?**

**How will the proposed Chapter or Club serve this specific community? Include any additional details that best describe the prospective alumni group's purpose.**

**How will this group's proposed efforts align with the UNF Alumni Association's mission statement: *To champion a life-long relationship between the University of North Florida and its alumni?***

**Please provide the following details for each core group member of the Chapter or Club:**

Name	E-mail Address	Phone Number	Graduation Year/ Dates Attended	Mailing Address	College
1.					
2.					
3.					
4.					
5.					

By signing this Charter Application, all parties below agree to certify this Chapter or Club as an official unit of UNF, the Office of Alumni Engagement and Annual Giving, and the UNF Alumni Association. This Chapter/Club agrees to uphold the UNF Alumni Association Bylaws and the terms and conditions outlined in the Alumni Chapters and Clubs Resource Guide. Failure to comply with these guidelines may result in the removal of the group's Charter.

**Assistant Vice President for Alumni Engagement and Annual Giving:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**UNF Alumni Association President :** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Core group members (5):**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

4. \_\_\_\_\_ 5. \_\_\_\_\_ **Date:** \_\_\_\_\_