



## CHAPTER REACTIVATION PROCESS 2022-2023

Schools which formerly had chapters can reactivate as a National Electronic Media Association chapter by completing the following steps.

- 1) Provide a letter e-mailed to the Executive Director from the administrative head of the academic unit (within which the chapter will be housed) indicating institutional support for a National Electronic Media Association chapter. That support would include identifying a chapter advisor.
- 2) Fill in a brief form providing the name and contact information for the chapter advisor and chapter president. [Click here for the form.](#)
- 3) Produce and provide a copy of your local constitution. (Local constitution guidelines or a fill-in the blank constitution can be found in the footer on the website home page.)
- 4) Fill out on-line membership forms. (Found on the website MEMBERSHIP dropdown.) A minimum of four members (which may include the Advisor) are needed to reactivate the chapter. This can be done with individual memberships (\$25) or buying a Chapter Membership (unlimited number of members for \$100).
- 5) It's recommended that chapter members review the National Constitution and By-Laws as well as the National Electronic Media Association website.

For more information, e-mail Executive Director Jim Wilson at [national-office@nbs-aerho.org](mailto:national-office@nbs-aerho.org) or call 314-628-1196.