



Alpha Epsilon Delta

The Health Preprofessional Honor Society

Re-establishing *Your* AED Chapter

AED chapters may cease to function for many reasons -- sometimes this is permanent. It is gratifying to hear from individuals at an institution previously chartered with an AED chapter, who wish to become members of a reactivated chapter. For reactivation approval you must submit a reactivation plan that must include the following:

1. Two letters of support from the university/college administration
2. Name and letter of support from the person who will serve as Chapter Advisor with contact information, including e-mail address
3. Names, overall GPA and Science GPA of all potential “reactivating members”
4. Names of the chapter officers (refer to *Duties of Chapter Officers*) who will serve in the reactivated chapter. The officers should include members other than seniors in order to insure a knowledge of and continuity for AED activities during the year following the chapter’s reactivation
5. Submit a new or revised chapter constitution and bylaws for approval
6. The IRS issues Employer ID # (EIN) to each chartered chapter – check with the National Office for the #
7. Reactivation fee structure – please choose one of the following options:

Reactivation Fee - \$300.00

You will receive:

1. Reactivation Certificate – framed. We cannot reproduce your original charter
2. Set of Ritual Placards
3. Record Book
4. Roll Call Book
5. An AED National Officer or a Regional Director will attend your reactivation ceremony

Upon approval of your reactivation by the Society, the AED National Office must receive the following before your reactivation is officially recognized:

- Completed Membership Record Forms (MRF -- can be downloaded from the AED website) must be submitted to the National Office for each AED member including chapter officers and advisors if not already national members – chapter officers and advisors must be registered members. **Please remember** for National membership (refer to the AED website), each member is required to have a minimum 3.2 science and overall

GPA in a 4.0 grading system. However, chapters may have additional membership requirements included in their Constitution and Bylaws including higher GPA's.

- A **single check** for all (national/honorary) memberships, **made payable to AED, must be INCLUDED WITH your MRFs.** Current membership fees are posted on the AED website.

The AED National Office will be happy to assist you with your efforts to reactivate your chapter. Please contact the National Office with any questions or clarifications.