



Chapter Annual Report Information

All student chapters are required to send an annual report by 1 April (or 1 November for student chapters with a March through November academic year).

An annual report should document all of the chapters' events, accomplishments, advances, fundraising, as well as other significant strides. This is the time to show what your chapter has done within the last year. It is the responsibility of the chapter president to make sure the report is prepared and submitted on time. The deadline is strictly enforced.

On time and completed annual reports will be judged for the Gold Standard and Outstanding Student Chapter Awards. Submit only one annual report each year.

Send completed annual report to studentactivities@spe.org.

