



Student Chapter Progress Report – Guidelines

Complete this form and email to the Student Representative on Council, Marianthi Ioannidis (ioannidis.marianthi@gmail.com), before May 1st. This report will be made available on the WDA website, thus it also serves as your chapter's business card.

- 1) Complete your report according to the guidelines below
- 2) Make sure to list the current officers and their details.
- 3) If possible, please attach a group shot of the current chapter officers for the year to be added to the website.
- 4) Chapter that are not sending back a progress report will not be considered active anymore.



Student Chapter Progress Report

Chapter Name: _____

Year established in (if known): _____.

Number of chapter members: Not WDA members _____ WDA members _____

If you are unsure about the number of WDA members among your chapter members, feel free to attach your chapter's membership list. We can check membership status.

Mission:

Faculty Advisor

Name: _____ Position: _____ Email: _____

Current Board Members

If your chapter is Section Based, please include home country of Board Members.

President: _____ email: _____

Vice President: _____ email: _____

Other Officers (e.g., treasurer, secretary, etc.)

Treasurer: _____ email: _____

Secretary: _____ email: _____

email:

Other

How frequently does your chapter hold elections? _____

Board Members for Upcoming Year

If no changes are planned, please note this. If board members will be changing later in the year, please provide the planned time frame for board and/or country representative changes. It is key to update the Student Representative on Officer changes.

President: _____ email _____

Vice President: _____ email _____



Other Officers

Treasurer: _____ email: _____

Secretary: _____ email: _____

email:

Other

Description Of Chapter Activities

Public Relations:

Social Media

Website (if applicable): _____ Facebook page (if applicable): _____

Other online or social media presence: _____

Do you have a newsletter? _____

Member Recruitment & Outreach

How do you announce and advertises your events?

Collaboration:

Which other groups does your chapter collaborate with and what activities do you do together?

WDA Promotion:

Describe how your chapter promote the WDA? (e.g., distribute flyers, promote Mission, membership drives, coordinate travel to conference)



Fundraising:

Does your chapter have a membership fee, if so, what are they? _____

Did your chapter host a fundraiser? _____

Did your chapter apply for grants, awards, sponsorships (e.g., WDA student chapter grants, university support)?

EVENTS

Please share the activities you organized or co-organized between April 30th and May 1st of the last year. Please include overlapping events or exciting upcoming activities. Please indicate if these are monthly or bi-annual events We love to know how you keep members engaged when school is not in session.

ADDITIONAL INFORMATION

Please share anything else you would like to share about your chapter.