

*The National Honor Society for Public Affairs & Administration*

***Application for the Establishment of a Local Chapter***

**Please Type**

1. *Name of college or university (must be a member institution of the National Association of Schools of Public Affairs and Administration).*

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2. *Name and address of public affairs or administration unit and its dean, director, or chairperson.*

*Name of PA/A unit:* \_\_\_\_\_

*Name of dean, director, etc.:* \_\_\_\_\_

*Title:* \_\_\_\_\_

*Address:* \_\_\_\_\_

*Telephone: ( )* \_\_\_\_\_

3. *Number of full-time faculty teaching in the program:* \_\_\_\_\_

4. *Number of part-time faculty teaching in the program:*

5. *Number of degrees awarded by the program last calendar year:*

*Baccalaureate:* \_\_\_\_ *MPA:* \_\_\_\_ *Ph.D.:* \_\_\_\_ *DPA:* \_\_\_\_

6. *Name and address of NASPAA Principal Representative.*

*Name:* \_\_\_\_\_

*Title:* \_\_\_\_\_

*Address:* \_\_\_\_\_

7. *Name and address of proposed Chapter Advisor for the Pi Alpha Alpha local chapter. See Article IV, Section 2, Faculty Advisor must be a member of the Chapter.*

*Name:* \_\_\_\_\_

*Title:* \_\_\_\_\_

*Address:* \_\_\_\_\_

\_\_\_\_\_

*Telephone: ( )* \_\_\_\_\_

8. Application Fee/Invoice - An application fee of \$150 must accompany this application. Should this application not be approved, the fee will be returned to the applicant. This section is considered as an invoice for the \$150 application fee. Make check payable to Pi Alpha Alpha.
9. Name of regional accrediting association certifying that the college or university is accredited and date of most recent accreditation. \_\_\_\_\_
9. Attach to this application (Attachment A) a description of the curricula in the baccalaureate and/or graduate degree program(s) in public affairs or public administration. This description must list specific core courses and units required, as well as specialized areas and courses available. Relate this section to the objectives of the NASPAA Standards for Professional Degree Programs in Public Affairs/Public Administration. (This information should be detailed enough to enable the Chapter Application Review Committee to determine whether or not the proposed chapter meets the attached eligibility criteria.)
11. Attach to this application (Attachment B) a copy of your proposed local chapter constitution. A sample constitution which may be used as a guide in preparing local chapter constitutions is available from the National Director of Pi Alpha Alpha.
12. Attach to this application (Attachment C) short Faculty Vita for all those teaching in the Public Affairs/Administration program. List the percentage of time devoted to those courses taught.
13. College or University Endorsement and Approval of Application
  - a. President or Vice-President  
for Academic Affairs \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Title
  2. Dean, director or chairperson  
of PA/A unit \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Title
  3. NASPAA Principal Representative \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Title
  4. Chapter Advisor \_\_\_\_\_  
Signature  
\_\_\_\_\_  
Title
14. Send the application and attachments assembled in a folder (one original and three additional photocopies for review by the Chapter Application Review Committee and the Council, to Jacqueline F. Lewis, National Director, Pi Alpha Alpha, c/o NASPAA, Suite 730, 1120 G Street, NW, Washington, DC 20005.
15. Upon a favorable vote by a majority of the members of the Council, a local chapter may be established.
16. Contact the National Director at 202.628.8965 if further information is needed. Fax 202.626.4978.

Amended November 2, 1984  
Effective January 1, 1985