

Faculty Advisors & Student Chapter Leaders

[SME Student Membership Application Form](#) (PDF 142 KB)

Distribute hard-copy forms.

Faculty Advisors [Roles and Responsibilities](#)

Student Chapter Leaders [Roles and Responsibilities](#)

Build a Strong Student Chapter

Please add, delete, or combine information from these presentations as it meets your needs. Contact SME Communications or Member Services for additional assistance.

[General Student Chapter Training](#) (PowerPoint 1.3 MB)

[Roberts Rules of Order](#) (PowerPoint 1.3 MB)

[Student Chapter Chair](#) (PowerPoint 150 KB)

[Student Chapter Chair-Elect](#) (PowerPoint 148 KB)

[Student Chapter Secretary](#) (PowerPoint 148 KB)

[Student Chapter Treasurer](#) (PowerPoint 164 KB)

Recruit New Student Members

Learn from these Student Member Recruitment Best Practices

Chapter S186, [Ohio Northern University](#) (PDF 729 KB)

Chapter S085, [Georgia Southern University](#) (PowerPoint 4 MB)

Engage and Retain Student Members

[Student Contests](#)

Competitions open to student chapters and members.

Graduating Seniors Membership Upgrade

Upgrade membership for \$45 (one year) or \$80 (two years). The first dues invoice after graduation will show the special upgrade rate.

[Plan a Student Development Conference](#) (PDF 450 KB)

[Student Member Bridge Program](#)

Help graduating student members continue their SME membership.

Communicate with Student Members

[N. Kentucky Univ. Start-up meeting](#) (PDF 800 KB)

[Chapter Webmaster](#)

Draw people to local events and increase the chapter's visibility.

Chapter S215, [Tennessee Tech University](#)

Chapter S186, [Ohio Northern University](#)

Chapter S087, [Ohio University](#)

Resources & Reference Information

[Manufacturing Education & Research Community](#)

Networking and resources for educators.

[Student Chapter Financial Assistance Guidelines](#)

Funds for projects benefiting students

[Scholarships](#) through the SME Education Foundation

How students can get money for engineering and technology education.

[Find a Chapter](#)

[Rosters, Forms, Templates](#)

Chapter administration

[Chapter Leader Center](#)

[SME Governance Document](#) (PDF 278 KB)

[Volunteer Opportunities](#)

[SME Headquarters Contacts](#)

Who to call for more information, answers or help.

Product Development Ideas

[Idea Worksheet Instructions and New Product Definitions](#) *(MS Word 51 KB)*

[Idea Worksheet](#) *(MS Word 40 KB)*

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