**Student Branch Chapter of the Year Award**

**Student Branch Name:**

**Chapter Name**

**Total Number of Members**

**Chapter Chairperson Information**

 Name

 Email

 IEEE Member Number

**Section Name**

**Endorsement**

**Chapter and Chapter Committee**

 Date of last election of the Chapter Committee

 Are elections held regularly and how frequently?

 Listing of the Chapter Committee (list all officer names, positions, and terms of office)

**Chapter Membership and Membership Development**

 Student Grade Members (as of 31 December 2020)

 Student Grade Members (as of 31 December 2019)

IEEE Member-Get-a-Member Campaign (List of innovative membership development programs /activities / results of the Chapter)

**Technical Activity**

List and Provide a Short Characterization of Meetings (social / technical / administrative / tutorial / company tour, etc., host, date, meeting attendance expressed as a percentage of membership). Please upload a copy of one of the meeting programs under the "Upload Documentation" task.

Participating in Regional and/or Societies´ Technical Programs

Meeting Plan for 2016

**Educational Activity**

Distinguished Lecturers, Regional Speakers, Industrial and Other Speakers Sponsored by the Chapter

**Administrative Activity**

Reporting Requirements to IEEE MGA Department - How many Meetings have been submitted timely?

When was the Officer Confirmation Report submitted?

Reporting Requirements to the Society(-ies)/Council(s). Please upload a copy of the latest report under the "Upload Documentation" task

Has the annual report been submitted?

Has the financial report been submitted?

If applicable, has the chapter chair or its representative attended and reported to the Society(-ies)/Council(s) annual chapter workshop?

Elaborate on your linkage with the “parent” society/council, for instance nominations to society/council committees, technical co-sponsorship of events, etc.

Do the chapter officers know the Region 8 chapter coordinator? If yes, what is his/her name?

Do the chapter officers know their Society(ies) chapter coordinator(s)? If yes, what are their names?

**Member Services, Communication and Publicity**

Does the Chapter have a Website?

Website URL

Date of Last Update of the Website

Has the Chapter a Regular Newsletter? How frequently? Please upload a PDF copy of the latest issue.

List of Publications about the Chapter´s Activities in R8-News. Please upload a pdf-copy of the latest submission.

List of Publications about the Chapter´s Activities in Societies´ newsletters, magazines. Please upload a pdf-copy of the latest issue.

List of Publications about the Chapter´s Activities in in the web, incl. social media Please upload a pdf-copy of the latest submission.

Attendance and Role / Presentations held at Chapter Leadership Workshops, if applicable

Other Communications / Public Relations Innovative Activities

**Chapter Awards**

 List of Awards given by the Chapter, if applicable

List of Society, Section, etc. Awards received by the Chapter, if there are any

**Requested Documentation**

Identify documentation compliance by checking off each of the items below. Supply electronic copies of the documentation with this nomination by uploading under the "Upload Documentation" task.

Endorsement from Section Chair or his/her representative

Example of a Meeting Program

Most recent report to Society(-ies)/Council(s)

Latest issue of Chapter Newsletter

Publications about the Chapter´s Activities

**Additional Information and/or Award Justification**