



American Medical Student Association Constitution and Bylaws

Local Chapter

CHARTER OF [INSERT FULL SCHOOL NAME] DOMESTIC MEDICAL CHAPTER OF THE AMERICAN MEDICAL STUDENT ASSOCIATION

Table Of Contents

- 2. ARTICLE I. NAME AND ESTABLISHMENT**
- 2. ARTICLE II. PURPOSES**
- 2. ARTICLE III. MEMBERSHIP**
 - A. Eligibility**
 - B. Membership**
 - C. Privilege of Membership**
 - D. Dues**
 - E. Financial Obligations**
 - F. Transfer of Chapter Membership**
- 3. ARTICLE IV. CHAPTER FUNDRAISING AND PARTNERSHIPS**
 - A. Chapter Fundraising**
 - B. Chapter Partnerships**
- 3. ARTICLE V. OFFICERS AND DIRECTORS**
 - A. Local Governance**
 - B. Elections**
 - C. Eligibility**
 - D. Vacancies of Offices**
 - E. Responsibilities of the Chapter Officers**
 - F. Responsibilities of the Chapter Liaison**
- 5. ARTICLE VI. CHAPTER FACULTY ADVISOR**
- 5. ARTICLE VII. AMENDMENT**
- 5. ARTICLE VII. DISSOLUTION**



ARTICLE I. NAME AND

ESTABLISHMENT

This organization shall be known as the American Medical Student Association Local Chapter at **[INSERT FULL SCHOOL NAME]**, also operating as AMSA **[INSERT FULL SCHOOL NAME]** Medical Chapter.

ARTICLE II. PURPOSES

The purposes of this organization shall be:

- To provide a local association for students at **[INSERT FULL SCHOOL NAME]**
- To be committed to the improvement of health care and healthcare-delivery to all people.
- To promote the active improvement of medical education; to involve its members in the social, moral and ethical obligations of the profession of medicine.
- To assist in the improvement and understanding of world health problems.
- To contribute to the welfare of all members, including premedical students, medical students, interns, residents and post-MD/DO trainees.
- To assist in the professional, educational, and social development of future physicians and advance the profession of medicine.
- To work to ensure that medicine reflects the diversity of society, with diversity including but not limited to differences in age, culture, race/ethnicity, sexual orientation and gender identity, gender and disability.

ARTICLE III. MEMBERSHIP

A. Eligibility

AMSA membership will be available to medical students enrolled in or on leave of absence from any LCME or AOA accredited or provisionally accredited North American allopathic or osteopathic training program. Students enrolled at **[INSERT FULL SCHOOL NAME]** who are current active medical student members of AMSA shall be considered active members of AMSA Local Chapter at **[INSERT FULL SCHOOL NAME]**. Members of above named organization shall be accepted without discrimination on basis of race, religion, national origin, disability, sex, sexual preference, age, creed, marital status, parental status or veterans status. Furthermore, it is understood that members of the above organization will not, at any time, engage in hazing.

B. Membership

An AMSA medical member is defined as a medical student who has met all of the requirements of AMSA membership set forth by AMSA including but not limited to payment of all membership dues.

C. Privilege of Membership

AMSA Members shall have the right to all AMSA medical member benefits.

D. Dues

Membership dues for all AMSA members, including medical, international, premedical, professional and graduate members, shall be set by the AMSA Board of Trustees in conjunction with input from the CEO and membership department staff. The current AMSA domestic medical membership dues fees are:

\$35 for a 1 Year Membership



\$75 for a 4-Year Membership

Membership dues must be paid in full at the time of membership activation. Membership dues are subject to change. Local chapters may also choose to set reasonable chapter dues. Chapter dues must be outlined in a chapter's bylaws.

E. Financial Obligations

Penalty for non-payment: Any eligible member that fails to pay membership dues will immediately lose membership status and benefits and cannot include their AMSA membership or any AMSA leadership positions said student has held on a resume, CV, etc.

F. Transfer of Chapter Membership

An active domestic medical AMSA member who transfers from another school, which has a local chapter, shall automatically become an active member of this chapter.

ARTICLE IV. CHAPTER FUNDRAISING AND PARTNERSHIPS

A. Chapter Fundraising

No funds may be raised for activities and publications of the Association from sources disapproved by the House of Delegates, Board of Trustees, or AMSA Staff.

B. Chapter Partnerships

Chapters may not partner with entities disapproved by the House of Delegates, Board of Trustees, or AMSA Staff.

ARTICLE V. OFFICERS AND DIRECTORS

A. Local Governance

The local chapter serves as the official representative body of constituent members to the national organization. The structure of the local chapter is determined by chapter members. Each chapter of the Association selects a Chapter Liaison (likely the Chapter President). The creation of other offices and positions is at the discretion of the chapter.

B. Elections

The House of Delegates encourages the election of all chapter officers in an open meeting of local members. The national office should be notified by the outgoing chapter liaison immediately upon the election of new chapter officers. All chapter officers must be members of national AMSA.

C. Eligibility

Any member of AMSA shall be eligible for election provided that he/she:

- Is a member registered with AMSA
- Understands the responsibilities of AMSA Chapter Officers
- Is a registered AMSA chapter officer
- Completes AMSA's annual Chapter Officer Training courses provided by AMSA

D. Vacancies of Offices

If any office shall become vacant, the chapter shall, at the earliest possible date thereafter, order a special election for the purposes of filling such office. The member thus elected shall immediately enter his/her duties and shall hold office until the next regular election. A chapter will immediately contact AMSA to notify the national office of any leadership position changes.

E. Responsibilities of the Chapter Officers

All duties and responsibilities for each of the chapter officers are determined by members of the local chapter. However, the House of Delegates, in order to maintain communication and facilitate the activities of the Association, requires certain minimal functions to be accomplished by the local officers. The functions of the chapter officers are as follows:

1. provide ongoing feedback to the Regional Director and national officers on the concerns of chapter members relative to policy, programs and activities of the Association.
2. serve as the focal point for communicating local chapter activities to the national office and Regional Director.
3. coordinate programs and activities at the chapter level.
4. coordinate the annual membership drive.
5. facilitate activity within the chapter and communicate through periodic chapter meetings to discuss and review issues of concern to medical students.
6. be members of AMSA at the time of their election and during their term of office.
7. safeguard rosters or other personal data collected from or about members at the chapter level or provided to the chapter officers by the Association.
8. use rosters or other personal data about chapter members responsibly, only for conducting AMSA business, and in accordance with AMSA's privacy policy.

F. Responsibilities of the Chapter Liaison

In addition to the functions of all chapter officers above the Chapter Liaison has the following responsibilities:

1. Ensures that all chapter members are AMSA members by requesting a roster from the national office and verifying each chapter member's active membership with the Association.
2. Ensures that all AMSA chapter officers are following their duties listed in ARTICLE IV. Section E of this Constitution.
3. serve as primary contact for the national office in the receipt and distribution of pertinent information and materials relating to the organization and issues of concern to medical students
4. coordinate local chapter activities and work with other local chapter officers to accomplish responsibilities delineated above.

ARTICLE VI. CHAPTER FACULTY ADVISOR

shall be a non-voting member of the executive committee. The Chapter Faculty Advisor must be a faculty or staff member of your school. The Advisor must have a sincere interest and commitment to the welfare of the chapter. All Chapter Faculty Advisor information should be submitted to AMSA.

ARTICLE VII. AMENDMENT



No amendment to this Constitution or the Chapter Bylaws shall be effective if it violates the Constitution or Bylaws of AMSA or until a copy of the amendment has been filed with AMSA and approved by AMSA's Board of Trustees.

ARTICLE VIII. DISSOLUTION

In the event of dissolution of the above named Chapter, its net assets shall be calculated by the appropriate Chapter Officer and revert to AMSA. All privately obtained funds shall be donated to a non-profit organization. No part of the assets of this Chapter at dissolution shall inure to the benefit of any person or organization other than the organization before mentioned. (This provision is required by the Bureau of the Internal Revenue Services.)