**BYLAWS OF THE [FULL CHAPTER NAME] OF**

**THE AMERICAN MEDICAL STUDENT ASSOCIATION**

**ARTICLE I. FEES AND DUES**

**A.** [Full Chapter Name] shall levy local dues, which shall be set at ($) per semester, levied at (set time to collect local dues). The privileges are outlined in AMSA’s Chapter Constitution.You must be a nationally registered member of AMSA to participate in chapter events. Failure to register with AMSA on the national level will result in loss of membership privileges on both the national and chapter levels.

**B. Membership Identification**

**C. Privileges of AMSA Membership**

**D. Refunds**

**ARTICLE II. MEMBERSHIP IDENTIFICATION**

**A**. [Full Chapter Name] will request a chapter roster from AMSA national every [month] to check that every member within the chapter is registered nationally.

**ARTICLE III. PRIVILEGES OF AMSA MEMBERSHIP**

**A**. The privileges are outlined in the Constitution and Bylaws.

**ARTICLE IV. MEETINGS**

**A**. General meetings shall take place every month.

**B**. Ample notification shall be given to all local members regarding meetings held by the executive and publicity committees.

**C**. General membership meeting shall be held at the set location(s).

**D**. Annual election meeting: The annual election meeting shall be held by the beginning of April and shall be executed by the president and etc.

**E**. Quorum must be met in order to vote.

**ARTICLE V. CHAPTER OFFICER POSITIONS**

**A. Chapter President**

**B. Chapter Vice President**

**Etc.**

**ARTICLE VI. ELECTIONS**

**A**. Nomination shall be taken two weeks before election day by ballot and made public for everyone’s awareness.

**B**. If the nominee chooses to accept the nomination he/she will give a 5-minute speech on the day of election.

**C**. The annual election meeting shall be held at the last general membership meeting in April.

Persons may not nominate or second themselves. If only one name is submitted for a position, the vote may be taken vocally.

**D**. In other events, names shall be written on ballots and counted immediately. Candidates receiving a simple majority of votes cast shall be declared winner.

**E**. At least two-thirds of the votes must be attained to win a run-off.

**F**. The newly elected members of the executive board must meet with the previous executive board members for transition of chapter functions.

**G**. Chapter officers must provide the national office with new chapter officer information immediately after elections are held via AMSA’s online submission.

**ARTICLE VII. AMENDMENTS**

**A**. Amendments to these bylaws may be adopted at any general membership of the organization by a majority vote, provided the amendment proposed has been submitted in writing to the president and is posted at least two weeks prior to meeting. Amendments must not conflict with AMSA’s Chapter Constitution. The newly updated Chapter Bylaws must be sent to AMSA at members@amsa.org immediately.