



***Kappa Alpha Omicron***  
**The International Honor Society in**  
**Interdisciplinary Environmental Sciences/Studies**

*Application to Establish a New College/University Chapter*

Name of Institution \_\_\_\_\_

Type of Institution \_\_\_\_\_

Degrees/Programs Offered in Environmental Science/Studies:

Signatures of Support (*provide all that are applicable*):

Print or Type Name and Title/Department

Signature

\_\_\_\_\_  
President *-or-* Academic Vice President

\_\_\_\_\_  
Dean/Provost of College

\_\_\_\_\_  
Chair of Department *-or-* Head of Program

\_\_\_\_\_  
Associated Faculty (advisor for chapter, member IEA)

\_\_\_\_\_  
Associated Faculty (member IEA)

***Please attach to this form the following information:***

- 1) A statement from the proposed advisor indicating the institution's reasons for seeking a chapter and its plans for participating in the activities of Kappa Alpha Omicron
- 2) A list of at least two petitioning members with teaching or research responsibilities in the environmental program and the basis for their admission to the Association if not already members of IEA
- 3) Letters of support from the President or appropriate Vice President, the appropriate Dean or Provost, and the appropriate Department Chair or Head of the Program
- 4) An exact listing of all full-time and adjunct faculty participating in the institution's environmental program, with full curriculum vitae
- 5) Confirmation of the accreditation status of the college/university
- 6) Copies of pertinent pages from the institution's catalog indicating the school's history, its grading system, the degree(s) and/or program(s) offered in environmentally related subjects, and all associated active course listings. If this information is not available in English, please provide appropriate translations of all critical information

***All information other than the signature cover page may be submitted as a pdf file***

### ***Fees***

The initiation fee for a new chapter is \$500, to be submitted upon approval of the application as a check or money order payable to the Interdisciplinary Environmental Association (instructions for submitting the fee will be included with the Notification of Approval). Chapters receive access to the KAO and IEA newsletters, one student-level registration fee for the chapter advisor (or their faculty designate), and one free conference registration for one student member of the chapter. The one-time membership fee for a new member of a KAO chapter is \$45, which includes a one-year subscription to the journal Interdisciplinary Environmental Review, pins and cords, and similar benefits. Chapters are permitted to add an amount to this membership fee for the use of the chapter. After the first year, KAO members may continue their journal subscription for \$40 (or may receive it free if they register for the IEA annual conference), but there is no charge to retain membership in KAO.

**Please note the following from the IEA Constitution pertaining to student chapters when completing this application:**

### **CHAPTER BY-LAWS**

Each active chapter shall adopt its own By-Laws, which shall conform to the provisions of the IEA Constitution and its By-Laws.

### **CHAPTER OFFICERS**

Each chapter shall elect student officers annually, according to its By-Laws, and the newly-elected chapter secretary shall notify the Central Office promptly of the results of the election. Each chapter shall have a faculty advisor, chosen according to regulations of the hosting college or university, who shall be responsible for the conduct and well-being of said chapter.

### **SUSPENSION OR FORFEITURE OF CHAPTER**

The Conference shall have power to place on probation, suspend, or dissolve any chapter whenever the welfare of the Association will be served by such action. Similar action may be taken by the Council if it is deemed advisable, but any such action by the Council shall be subject to approval at the next annual Conference, and shall not be permanently binding without such approval. No chapter shall be placed on probation, suspended, or dissolved without the privilege of presenting its case before the body ordering said probation, suspension, or dissolution.

**Send All Information to:**

**Dr. Kalim U. Shah**  
**Director, KAO**  
**Assistant Professor of Environmental Policy**  
**School of Public and Environmental Affairs**  
**Indiana University-Northwest**  
**3400 Broadway**  
**Gary, IN 46408**  
**UNITED STATES**

**Voice: 219-980-6617**  
**Email: [kalshah@iun.edu](mailto:kalshah@iun.edu)**