

## **Instructions and Petition for Starting a Student Section**

### **INSTRUCTIONS**

**Thank you for your interest in starting a Student Section at ASME.**

In order to start a Student Section, a petition must be completed and signed by at least 15 individuals. The signers of the petition must also complete Student Membership Applications.

The petition, applications and information about your school such as the curriculum and historical information should be forwarded to:

ASME  
Student Section Administrator  
MS 22-S3  
Three Park Ave.  
New York, NY 10016  
e-mail – [students@asme.org](mailto:students@asme.org)

**Please ensure all documentation is legible.**

Once this information has been received it will be reviewed by staff and forwarded to our Knowledge & Community Operating Board for a final decision.

The Student Petition process will take anywhere from four to six weeks.

If you have any question please do not hesitate to contact Unit Support at [students@asme.org](mailto:students@asme.org).

For Office Use Only

Parent Section \_\_\_\_\_

School Code \_\_\_\_\_

### PETITION FOR STUDENT SECTION

Send to: ASME  
Student Section Administrator  
MS 22-S3  
Three Park Ave.  
New York, NY 10016  
e-mail – **students@asme.org**

The undersigned request permission to form a Student Section of ASME, under the regulations prescribed by the Constitution and By-Laws. This Section shall be known as the:

“ \_\_\_\_\_ Student Section of ASME.”

X:  College/University Name  Municipality or Geographic Area

\_\_\_\_\_  
(Full Address of Host School)

\_\_\_\_\_  
(City, State, Country, Mail Code)

Date of Petition \_\_\_\_\_

#### Signatures of Students

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

#### ACCREDITATION

Date Accredited by ABET (USA): \_\_\_\_\_

International or Regional Accreditation agency / date: \_\_\_\_\_

Letter attached describing current or imminent accreditation status.

\_\_\_\_\_  
(Signature) School President or Dean

\_\_\_\_\_  
(Signature) Student Section Advisor / ASME Member #

Please Print Name \_\_\_\_\_

\_\_\_\_\_  
(Signature) Approved by District Leader

Print Email Address: \_\_\_\_\_

Telephone # \_\_\_\_\_