Your Chapter’s Category and Star Status corresponds to the expectations, as well as benefits and resources, allocated to your Chapter for the year. Review Basic Resources all Chapters and Networks receive and category expectations.

**Basic Resources**

- Listed as official group on TexasExes.org
- Free website hosting
- Registered Trademark Chapter/Network logo
- Chapter/network email address (@texasexes.org Microsoft Office account)
- Event Listing on TexasExes.org
- Eventbrite Premium account (using your @texasexes.org email address)
- Online Credit Card donations to chapter's scholarship endowment
- Credit Card Processing
- E-vite (email invitation) Creation
- Event Liability insurance (updated on annual basis, subject to change) (domestic only)
- Scholarship Endowment administration
- 25% discount at University COOP when items are purchased for fundraising reasons. Fill out this [online form](#) to request a discount code. *Please allow up to 10 business days for your request to be processed.*
- Speakers Bureau list for chapters/networks to use
- Volunteer leader resources offered online including training collateral, how-to manuals etc.
- Chapter or Network Advisory Board member assigned to Chapters/Networks for additional volunteer resource (domestic only)
- Survey creation assistance
Domestic Chapter Category Breakdown

Chapter* (1 star)
Non-Chartered

Basic requirements
Chapter Agreement Form (annual)
1 Key Contact whose membership is up to date

Expectations
Use Texas Exes for communication through email
Accomplish at least 1 Social Alumni or Key Priority Event
Submit at least 1 Post Event Report
Submit at least 1 Meeting Minutes
At least 20 emails on file for alumni in chapter area (domestic only)
Membership Promotion
Local sponsorships must be reported to Texas Exes
Use sign-in information sheets periodically at social events and send to Texas Exes
Any design created outside of Texas Exes staff must have prior approval before use

Benefits
12 Emails annually (no more than 1 per week)
All Basic Resources

Outstanding Chapter*
Accomplish 1 Social Event
Accomplish 1 Key Priority Event (including Project Worldwide)
Submit at least 1 Post Event Report
Submit at least 1 Meeting Minutes
Demonstrate the intent to increase membership in chapter area
Receives: 1 time only mailing (until chartered) covered by Texas Exes to all area alumni**

Chapter Status Note: Non-Chartered Chapters are not eligible to award scholarships.
Chapter** (2 star)
Chartered

**Basic Requirements**
Chapter Charter Agreement Form (annual)
Chapter Officer Listing with 4 required officers (annual)
Chapter Financial Report (annual) for local bank account with unique EIN
Up-to-date bylaws submitted (with 10 member signatures)

**Expectations**
Use Texas Exes for communication through email
At least 20 emails on file for alumni in chapter area (domestic only)
At least 200 alumni in geographic area
Local sponsorships must be reported to Texas Exes
Use sign-in information sheets periodically at social events and send to Texas Exes
Any design created outside of Texas Exes staff must have prior approval before use

**Active, Up-to-Date Web Presence**
Accomplish at least 1 Social Alumni Engagement Event (not including Game Watch)
Accomplish at least 1 Key Priority Event (including Project Worldwide)
Submit at least 1 Post Event Report
Submit at least 1 Meeting Minutes
Membership promotion with the intent to increase membership in local area

**Benefits**
20 Emails annually (no more than 1 per week)
Receive 1 leadership training opportunity by staff or CAB
1 mailing to members only per year, expense covered by Texas Exes (must be used for Key Priority Event, template self-mailer, domestic only)**
Up to 2 additional mailings at cost to chapter
All Basic Resources

**Outstanding Chapter** **
Send at least 1 person to Chapter Leadership Conference bi-annually
Accomplish at least 1 Social Alumni Engagement Event (not including Game Watch)
Accomplish at least 1 Key Priority Event (including Project Worldwide)
Submit at least 1 Post Event Report
Submit at least 1 Meeting Minutes
**Receives: nonmembers added to mailing, expense covered by ESA annually**

**Chapter Status Note**: Chartered Chapters are eligible to award scholarships.
Chapter*** (3 star)
Chartered

Basic Requirements
Chapter Charter Agreement Form (annual)
Chapter Officer Listing with 4 required officers (annual)
Chapter Financial Report (annual) for local bank account with unique EIN
Up-to-date bylaws submitted (with 10 member signatures)

Expectations
Use Texas Exes for communication through email
At least 20 emails on file for alumni in chapter area (domestic only)
At least 200 alumni in geographic area
Local sponsorships must be reported to Texas Exes
Use sign-in information sheets periodically at social events and send to Texas Exes
Any design created outside of Texas Exes staff must have prior approval before use
Active, Up-to-Date Web Presence
Accomplish at least 1 Social Alumni Engagement Event (not including Game Watch)
Accomplish at least 2 Key Priority Events (including Project Worldwide)
Submit post event reports on at least 2 Key Priority Events
Report on at least 2 board meetings annually
Sends 1 member to Chapter Leadership Conference bi-annually
If Scholarships are awarded, minimum total contributed per student $500
Membership promotion with the intent to increase membership in local area

Benefits
30 Emails annually (no more than 1 per week)
Receives 2 leadership training opportunities provided by staff or CAB
1 mailing to all alumni per year, expense covered by Texas Exes (must be used for Key Priority Event, template self-mailer, domestic only)**
Up to 3 additional mailings at cost to Chapter (template)
Receives up to 2 unique designs created by Texas Exes staff annually
All Basic Resources

Outstanding Chapter ***
Invite special guests to attend events (Legislators, media, High School College Counselors, principals, etc.)
Recruit volunteers for Association-wide initiatives
Participate with Texas Exes on Social Media/ Web
Contribute $2000 + in scholarships
Receives: 1 extra mailing, members only, covered by Texas Exes**
Representation at events from Texas Exes at minimum once every three years

Chapter Status Note: Chartered Chapters are eligible to award scholarships.
Chapter**** (4 star)  
Chartered

Basic Requirements
Chapter Charter Agreement Form (annual)  
Chapter Officer Listing with 4 required officers (annual)  
Chapter Financial Report (annual) for local bank account with unique EIN  
Up-to-date bylaws submitted (with 10 member signatures)

Expectations
Use Texas Exes for communication through email  
At least 20 emails on file for alumni in chapter area (domestic only)  
At least 200 alumni in geographic area  
Local sponsorships must be reported to Texas Exes  
Use sign-in information sheets periodically at social events and send to Texas Exes  
Any design created outside of Texas Exes staff must have prior approval before use  
Active, Up-to-Date Web Presence  
Accomplish Social Alumni Engagement Events  
Accomplish at least 4 Key Priority Events and at least 1 from each category of Key Priority Events (including Project Worldwide)  
Submit 2+ post event reports on Key Priority Events  
Conduct and report on 2+ regular board meetings  
Send a minimum of 1 member to Chapter Leadership Conference annually  
Participate with Texas Exes on Social Media/Web  
If Scholarships are awarded, minimum total contributed per student $500  
Membership promotion with the intent to increase membership in local area  
Recruit Volunteers for Association-wide Initiatives

Benefits
52 Emails annually (no more than 1 per week)  
Recipient leadership training opportunities provided by staff or CAB  
2 mailings per year (1 to members only, 1 to all alumni, max $5,000) expense covered by Texas Exes (must be used for Key Priority Event, domestic only)**  
Up to 3 additional mailings at cost to Chapter (template)  
Received up to 5 unique designs created by Texas Exes staff annually  
Representation at events by Texas Exes staff at minimum of once every 2 years  
All Basic Resources

Outstanding Chapter ****  
Invite special guests to attend events (Legislators, media, High School College Counselors, principals, etc.)  
Contribute $10,000 + in scholarships  
Drive participation on Texas Exes Alumni Mentoring Platform (*TBA)  
Receives: Personal Texas Exes alumni network on securing special speaker/guests  
Special assistance on events

Chapter Status Note: Chartered Chapters are eligible to award scholarships.
International Chapter Expectations

Non-Chartered International Chapter Expectations:

- 1 Key Contact required
- Website or social media presence
- Semi-annual newsletters with chapter-relevant updates on the University

Chartered International Chapter Expectations:

- Chapter board of 4 officers required: President, President- Elect, Treasurer, and Membership Chair
- Use ESA for communication through email
- Host at least one event annually
- Membership promotion in the intent increase membership in local area
- Use sign-in information sheets at events and send to ESA
- Any design created outside of ESA must have prior approval before use
- Report on at least 1 board meeting annually
- Produces an annual Financial Report for local bank account with unique EIN (if funds are taken in)

Outstanding International Chartered Chapter Expectations:

- Raises scholarship funds with a minimum total contributed of $500 per student
- Participates in multiple Texas Exes events
- Commits to annual leadership training by Texas Exes staff
Affinity Network Program Structure

Affinity Network Contact (Non-Chartered)

- Requirements:
  - Fits into a network type (ethnicity-based, student organization, or professional)
  - Up-to-date key contact information
  - Annual affinity contact agreement
  - Submit financial report if funds are taken in during the charter year

- Expectations:
  - Serve as a point of contact for alumni interested in your network’s mission
  - Actively grow your network to become a chartered Texas Exes network

- Benefits:
  - Email communication through Texas Exes
  - Registered trademark Network logo
  - Leadership training opportunities with Texas Exes staff
  - Listed as official group on TexasExes.org and network website hosting
  - Event liability insurance (updated on annual basis, subject to change)
  - 25% discount at University CO-OP when items are purchased for fundraising reasons
  - Online event registration and rsvp through Eventbrite Premium and Texasesexes.org

Affinity Network (Chartered)

- Basic Requirements:
  - Fits into a network type (ethnicity-based, student org, or professional)
  - Annual network agreement form
  - 4 required officer positions (President, President-elect, Treasurer, and Membership Chair)
  - Annual network financial report for local bank account with unique EIN (if funds are taken in)
  - Bylaws (template provided) with at least 10 Texas Exes member signatures

- Expectations:
  - Use ESA for communication through email
  - Host at least one event annually
  - At least 20 emails on file for alumni in network
  - Membership promotion with the intent to increase membership in your network
  - Use sign-in information sheets at events and send to ESA
  - Any design created outside of ESA staff must have prior approval before use
  - Active, up-to-date web presence
  - Report on at least 1 board meeting annually
  - Submit at least 1 post-event report annually
  - Report sponsors and sponsorships to ESA staff annually
  - Submit an annual Financial Report (if funds are taken in)
  - If scholarships are awarded, minimum total contributed per student $500
  - Actively communicate and partner with local geographic chapters

- Benefits:
  - Email communication through Texas Exes
  - 3 unique designs by Texas Exes staff graphic designers annually
- 1 mailing at cost to network (template provided)
- Leadership training opportunities with Texas Exes staff
- Listed as official group on TexasExes.org and network website hosting
- Registered trademark Network logo
- Event liability insurance (updated on annual basis, subject to change)
- 25% discount at University CO-OP when items are purchased for fundraising reasons
- Speakers bureau list for chapters/networks to use
- Online event registration and rsvp through Eventbrite Premium and Texasexes.org
- Credit card processing
- Online credit card donations to chapter's/network's scholarship endowment
- Scholarship endowment administration
- Network leader resources offered online including training collateral, how-to manuals etc.
- Network Advisory Board member assigned to groups for additional volunteer resource
- Survey assistance
- $500 matching funds to chapters/networks that contributed to scholarship funds less than 5 years