

AIAS Chapter Good Standing Policy

Effective August 2025

Overview

"Good Standing" is a designation given to AIAS chapters that meet the minimum requirements for active participation in the organization. Maintaining Good Standing ensures access to voting rights, leadership opportunities, national programs, funding, branding, and insurance coverage.

Benefits of Being a Chapter in Good Standing

A Chapter in Good Standing is eligible to:

- **Use the AIAS name**, logo, and branding
- Vote in the **Council of Presidents (CoP)** during FORUM (Winter) and Grassroots (Summer)
- Submit nominations for the **AIAS National Honor Awards**
- Apply for **Freedom by Design™** grant funding
- Be covered under the **AIAS national insurance policy** (U.S.-based chapters only)
- Members are eligible to run for the **AIAS Board of Directors**
- Serve on **AIAS Committees and Task Forces**
- Collect **Local Dues**

Requirements to Achieve and Maintain Good Standing

To be considered in Good Standing, a chapter must meet the following criteria:

1. Chapter Leadership Compliance

- The **Chapter President** must:
 - Be an **active/registered (paid)** AIAS member
 - Submit the **Update Your Chapter Information Form**
- At least **one chapter leader** (President, Vice President, Secretary or Treasurer) must attend **one Regional Director meeting per semester** (aka Pod Calls, Hub Hangouts).

2. Chapter Membership Requirements

The required number of active members is based on the size of the architecture/design program:

Program Size	Students in Program	Minimum AIAS Members
Small	1–199	7
Medium	200–399	11
Large	400+	15

In order to count toward this membership requirement, members must be **registered/paid** in the AIAS Membership Portal.

3. Annual Chapter Dues

Chapter Dues must be paid annually by **November 1st** of the current academic year. Dues support AIAS administrative operations and help fund the national insurance policy.

Institution Type	Dues Amount
4+ Year Programs	\$275
2 Year Programs	\$140
International	Exempt
High School	Exempt

4. Timely Compliance with Deadlines

Chapters must meet all requirements for Good Standing **by specific deadlines defined herein** to participate in national activities and voting:

Winter Council of Presidents (FORUM)

- Good Standing must be achieved **at least 15 days prior** to the start of FORUM (typically mid-December).
- Chapters not in Good Standing on November 1 may take corrective action between **November 1** and **15 business days before FORUM** to become eligible to vote at the Winter Council of Presidents Meeting.

Summer Council of Presidents (Grassroots)

- Good Standing is assessed based on chapter status as of **May 31**, the end of the AIAS membership year.
- Chapters not in Good Standing on May 31 may take corrective action between **June 1** and **15 business days before Grassroots** to become eligible to vote at the Summer Council of Presidents Meeting.

National Insurance Coverage

Chapter dues fund the AIAS national insurance policy. U.S.-based chapters in Good Standing are automatically added to the policy **on a quarterly basis**.

Insurance Enrollment Schedule

Quarter	Good Standing Cutoff	Insurance Coverage Begins
Q1	May 31	June 15
Q2	August 31	September 15
Q3	November 30	December 15
Q4	February 28	March 15

Chapters must meet all Good Standing requirements **by the cutoff date** to be included in the next quarter's coverage update.

To request a **Certificate of Insurance (COI)** for local events, contact mailbox@aias.org or call **(202) 808-0075**.

How to Pay Chapter Dues

Chapters may pay dues online via your **Chapter Profile in Memberclicks:**
aias.memberclicks.net/member-landing-page

Trouble accessing your invoice through Memberclicks? Reach out to mailbox@aias.org.

Good Standing Checklist

Requirement	Deadline/Expectation
Chapter President is registered	Ongoing; by November 1
Chapter Check-In Form submitted	At least once per academic year
Attend Regional Meeting	Once per semester
Minimum number of members met	By November 1
Chapter dues paid	By November 1
Good Standing for FORUM	November 1 (corrective actions allowed thru Dec)
Good Standing for Grassroots	May 31 (corrective actions allowed thru July)
Insurance Coverage Eligibility (U.S. only)	Based on quarterly enrollment deadlines

Have Questions?

- Good Standing Requirements: vicepresident@aiaas.org
- Paying Chapter Dues or Insurance Info: mailbox@aiaas.org
- Regional Support: Contact your Regional Director