ANNUAL REPORT OF STUDENT CHAPTER ACTIVITIES
From DATE to DATE

STUDENT CHAPTER AT:  ________________________________________________________________

This report form contains the minimum information required to be submitted by each Student Chapter
to ITE Headquarters each year. (See Section II.D of the Student Chapter Manual.) You may use a
copy of this form -- filling in the blanks and adding attachments as appropriate -- or, if it is more
convenient, submit the same information in a format similar to this form. If your Student Chapter
desires to be evaluated for the annual ITE Student Chapter Award, you are invited to prepare a
supplementary report that describes your Student Chapter activities in greater detail than is requested
in this report.

1. STUDENT CHAPTER OFFICERS

President:  _______________________________________________________________
Vice President:  ___________________________________________________________
Secretary:  _______________________________________________________________
Treasurer:  _______________________________________________________________
Other (please specify):  ______________________________________________________

2. STUDENT CHAPTER MEMBERSHIP

Number of Student Chapter members:  _________________________________________
Number of Student members of Institute: _______________________________________
Number of Students eligible to be a Student member of the Institute: ________________
Number of faculty members who are current ITE members: _______________________

3. INFORMATION ON TRANSPORTATION ENGINEERING ENROLLMENT

Number of undergraduate students (Sophomore - Senior years) in your academic department.
If not Civil Engineering, specify department:  _______________________________________
Full time:  ________________  Part time:  ________________
Does your curriculum allow an undergraduate student to major or minor in Transportation?
☐ Yes  ☐ No
If "Yes," give number of transportation majors _____________ and minors _____________
Number of graduate students in Transportation.
Full time:  ________________  Part time:  ________________
4. SUMMARY OF STUDENT CHAPTER ACTIVITIES

Attach a three page summary identifying the type of each significant Student Chapter activity (business meeting, technical meeting, field trip, project, joint meeting with ITE Chapter or Section, social event, etc.) during the reporting period. Please do not include meeting announcements, newsletters, technical appendices to reports, etc.

5. ROSTER OF STUDENT CHAPTER MEMBERS

Please attach an alphabetized listing of the student chapter membership. For each person indicate the degree for which they are enrolled and expected graduation date. An asterisk should indicate those who are also Student Members of the Institute.

Report submitted by:  Contents approved by:
Name: ___________________________  ___________________________
Phone: ___________________________  ___________________________
Date: ___________________________

(Faculty Advisor)

Please submit report to:  Your District Student Chapter Award Coordinator