

## BLUE KEY CHAPTER START-UP GUIDELINES

*Chapter chartering or re-chartering can be accomplished in 4-6 weeks with planning.*

- At least 10 nominees are needed to become qualified members to start a new chapter.
- Qualified members should be full-time upperclassmen with a balanced, respectful, and formal record of scholarship, leadership, and service. Exceptional sophomores and graduate students may be accepted for membership also.
- Create chapter bylaws. The National Office has sample templates to assist a new chapter with useful language.
- The fee for a new chapter charter is \$300. This fee includes a Blue Key chapter banner, as well as the chapter charter date and registration number.
- Each new member must pay a one-time registration fee (dues) of \$65 for a lifetime membership.
- Each member must have at least a 3.0 grade point average on a 4.0 system. A chapter may require a higher GPA. Each candidate must have a GPA in the upper third of their class.
- Each member must have good character and integrity.
- The chapter must have at least one, but may have multiple, Blue Key advisors. This person(s) must be a full-time employee of the host institution. The advisor may be a faculty member or a member of the college or university staff.
- Students who are candidates for membership shall complete the Blue Key Student Petition Form found on the Blue Key website. After completing the form, save the form on your computer, print it, sign it, and have the chapter president and advisor sign it. Honorary candidates shall complete the Blue Key Honorary Petition Form and follow the same procedures.

The Blue Key website is [www.bluekey.org](http://www.bluekey.org). If questions arise, please email [director@bluekey.org](mailto:director@bluekey.org).

Mr. Danny Buckalew, Executive Director  
Blue Key Honor Society National Office  
The University of West Alabama  
101 College Drive, Station 61  
Livingston, AL 35470  
[director@bluekey.org](mailto:director@bluekey.org)