

**AMERICAN COLLEGE HEALTH ASSOCIATION (ACHA)
BOARD OF DIRECTORS
POLICY AND PROCEDURE
(BOD P/P)**

BOD P/P Number:	2010-2	Date Established: May 31, 2010	
		Date Revised: May 10, 2022	
		Date Reviewed: February 25, 2020, May 10, 2022	
Reference:	BOD Meeting	Term:	1 Year
			2 Years
		X	Indefinite

BOD P/P Title:	STUDENT MEMBERSHIP POLICY
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BOD Authority:	ACHA Bylaws, Article VIII, Section 1.
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Purpose:	To set forth clear and concise policies for the Student membership category
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Policy:	<p>The spirit/intent of the ACHA bylaws for granting students with a discounted rate for membership is to lessen the financial burden on students who are generally acknowledged to have limited financial support or resources. That purpose also extends to the structuring of ACHA annual meeting registration fees.</p> <p>Given that intent, the ACHA national office shall process, accept and approve Student membership applications or renewals, and/or annual meeting registration requests for the Student registration rate, only for individuals who are bona fide students at an institution of higher education; such students being those who are truly enrolled in a degree granting curriculum of course work, and otherwise not gainfully employed or compensated to any substantial degree that would reasonably negate the expectation of discounted dues or fees.</p> <p>While this policy cannot possibly cover all instances of asserted student status, the following are examples (not all inclusive) of situations wherein Student membership or registration shall not be permitted:</p> <p>Example #1 An individual possesses one or more undergraduate, advanced, or professional degrees and is gainfully employed or otherwise substantially compensated in work attendant to the degree(s), but is also enrolled in one or more courses at an institution of higher education;</p>
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	<p>Example #2 An individual who has presented themselves as a professional in program submissions but is also enrolled in one or more courses at an institution of higher education.</p>
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<p>Procedure:</p>	<p>The national office staff shall determine the eligibility for student membership dues, and/or the student annual meeting registration rate at the time of membership application or renewal, or request for registration at the annual meeting.</p> <p>Such eligibility shall be determined in consonance with the intent of the ACHA bylaws to lessen the financial burden on bona fide students who are generally acknowledged to have limited financial support or resources.</p> <p>The determinations made by the national office shall generally stand as the final determination, except in extraordinary cases wherein the prospective member or meeting attendee formally appeals the decision via a letter or email to the ACHA CEO fully explaining:</p> <ul style="list-style-type: none"> • the rationale for the requested student status • the nature of the financial hardship similar to that generally acknowledged for a bona fide student • an assessment of the unique nature of the case in question such that its approval would not be precedent setting <p>Such appeals shall be reviewed by the ACHA Executive Committee for final determination regarding eligibility for student status.</p>
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Resources:	National Office	Volunteer
Human:	CEO Director of Membership Director Finance	ACHA Executive Committee
Financial:		
Other:		