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**SIGMA TAU DELTA**  
**INTERNATIONAL CHAPTERS POLICY AND PROCEDURES**  
[Adopted by the Board of Directors September, 2000]

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**POLICY:**

Institutions outside the 50 states that are interested in starting chapters may apply to the Executive Director for an adjustment in charter and membership fees. Fees may be reduced in amounts of up to 50%. If a reduction in fees is awarded, Sigma Tau Delta will also waive membership fees for the chapter's first five members.

**PROCEDURE:**

Not all non-U.S. institutions would qualify for the reduction—it is unlikely that institutions in Western Europe or Japan would be granted reductions, for example. Institutions in Mexico probably would qualify. Someone from the institution (the potential new sponsor or the department chair, for example) should write to the Executive Director spelling out the reasons for which a reduction seems warranted. The letter does not need to be long or complicated. If granted a reduction, a new chapter would pay \$25 for the charter; five members could be inducted for free; after that, members would pay \$15.

International chapters that have official delegates at the convention business session receive \$400 to cover convention expenses—but the funds are not available until after the convention.