PRSSA Charter Requirements

The following charter requirements are in accordance with PRSA bylaws and PRSSA National bylaws. If you have questions about these requirements, contact PRSSA Headquarters at (212) 460-1474.

School Requirements
A PRSSA Chapter may be established and maintained only at a college or university that:
- Offers baccalaureate degrees.
- Is accredited by a nationally or regionally recognized accrediting association or board.
- Offers a sequence of at least five courses in public relations.
- Is supplemented by additional courses allied to this field of study.

Required Courses
While PRSA does not try to characterize the specific nature of the required public relations courses, we do require proof of courses addressing the following subject areas:
- Introduction to Public Relations
- Public Relations Writing and Production
- Public Relations Research
- Public Relations Strategy and Implementation (e.g. Case Problems, Campaigns Course)
- Supervised Public Relations Experience (Internship)

Endorsement
Each PRSSA charter application must be endorsed by the president and four additional members of a PRSA sponsor Chapter. You can find the contact information for PRSA Chapters on the PRSA website.

Students
At least ten students who will join the Chapter are required. Eight must be at or below the junior level.

Faculty Adviser
A Chapter must have a Faculty Adviser who teaches at least one of the public relations courses required for the charter and who is a PRSA member or Associate Member.

Professional Adviser
A Chapter must have one or two Professional Advisers who are PRSA members with at least five years of public relations experience or Accreditation. Associate Members do not qualify for this position.

Application
To apply, schools must submit the following:
- A non-refundable application fee of $100, payable to PRSSA. You may send this via check or call 212-460-1474 to pay over the phone by credit card.
- One copy of the completed application and proposed bylaws.
- One copy of each syllabus for the required public relations courses.
- One copy of the teacher biographies.

Please email the application as a PDF attachment to Jeneen.Garcia@prsa.org

If paying by check, please send the check to:
PRSSA — 120 Wall Street, 21st Fl, New York, NY 10005
On behalf of the students whose names are listed below and in accordance with the regulations governing the establishment of a Chapter of the Public Relations Student Society of America, the undersigned hereby petition the Board of Directors of the Public Relations Society of America, Inc., for a grant of a charter to be known as a Chapter of the Public Relations Student Society of America.

School

Full Address

Accredited by

**Required Courses**

The following are the public relations courses included in the college curriculum, names of teachers conducting them, and credits granted for each course:

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<th>Course Titles</th>
<th>School or Department</th>
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<th>Credits</th>
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Courses allied to the public relations sequence at our institution are:

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**Students**

Student members of the proposed Chapter are (attach extra pages if necessary):

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Faculty Adviser

Proposed Faculty Adviser

Address

Phone  E-mail

Signature of Proposed Faculty Adviser

Professional Adviser(s)

Proposed Professional Adviser

Address

Phone  E-mail

Signature of Proposed Professional Adviser

Proposed Professional Adviser

Address

Phone  E-mail

Signature of Proposed Professional Adviser

To be completed by the PRSA Sponsor Chapter.

PRSA Sponsor Chapter

The Board of Directors of this PRSA Chapter approves the above application for a PRSSA charter. Four members of this Chapter, in addition to the President, indicate below by their signatures their personal commitment to provide support to the proposed PRSSA Chapter.

PRSA Sponsor Chapter (print)  Date

Chapter President (print)

Chapter President (signature)

Member (print)  Signature

Member (print)  Signature

Member (print)  Signature

Member (print)  Signature