

**SAMPLE LETTER OF APPLICATION**  
(On college or university letterhead)

November 1, 2011

Chief Executive Officer  
American Indian Science and Engineering Society  
P.O. Box 9828  
Albuquerque, NM 87119-9828

This letter shall serve as an application for the establishment of a Student Chapter at Southeastern State College. Enclosed please find an AISES Application for the establishment of a student chapter and a list of student member. Our chapter advisor will be Ms. Laura Smith. We have applied to Southeastern State College and are a school-affiliated organization.

We expect to participate in the upcoming AISES National Conference and particularly look forward to meeting other students and members.

We have included all the required documents and eagerly await the approval of the AISES Chief Executive Officer.

Sincerely,

Shirley Gomez  
President

Christine Olson  
Advisor

Chapter Members:  
Stacey Charley  
Laura Northrop  
Annie Harrison  
Jennifer Allison

Nicholas Baldwin  
Joshua Smith  
Jeremy Johnson  
Albert Judge