Sample Constitution

Georgia Southwestern State University
Iota Kappa Chapter of Phi Lambda Theta
Constitution

Article I: Name
The name of this organization will be the GSW Phi Lambda Theta otherwise known as PBL. (If your organization will use a nickname or abbreviation, it will usually be included here.

Article II: Purpose
The purpose of this organization will be...

Article III: Membership
The membership of this organization shall be made up of... (Requirements for membership, i.e., GPA, academic department, classification, academic status, etc.

Article IV: Organization

Section 1. Officers (requirements, responsibilities, restrictions, election/selection guidelines, etc. of each officer is usually included here.)

Section 2. Executive Board

Section 3. Standing Committees

Section 4. Judicial Powers

Section 5. Etc.

Article V: Meetings

Article VI: Dues and Assessment/Fundraising

Article VII: Amendments

There should be a line with the following: Any changes or adaptations to this constitution must be submitted to the Committee on Student Affairs for final approval.

These are just general suggestions to get you started on your constitution. Most constitutions should provide a basic framework/outline to work from. Your groups By-laws should contain the specific policies and procedures of your organization.