



GUIDELINES

Goal of DiversityFIRST Collegiate Chapter

DiversityFirst Initiative chapters are student-run organizations built to help their peers obtain corporate internships and jobs upon graduation. Through speaker events and workshops, we will give you the tools to reach your academic and professional endeavors.

Alongside gaining valuable industry insight and the necessary skills to achieve success in the workplace, membership with a DiversityFirst chapter connects you with top companies from various industries for paid internships!

Register Your Chapter

Gather ten prospective members and complete the chapter application which you can find on the second page of this document. Members will need to appoint a DFI Ambassador (Chapter President) and Chapter Vice President as the point of contact between the collegiate chapter and the DiversityFIRST staff. Once the form is completed, you can email the document as an attachment in pdf form to Dennis Kennedy at dennis.kennedy@nationaldiversitycouncil.org.

Furthermore, students will need to apply to start a student organization at their school. Each university or college has their own requirements, so visit your school's website for more information.

After Chapter Approval

Once you receive an email confirming the application approval, a DiversityFIRST staff member will set up a meeting with the DFI Ambassador and Chapter Vice President. We will connect your chapter with industry professionals by providing the contacts of our corporate partners as well as various tips on planning events and workshops.

Organizational Meeting

Schedule an organizational meeting with the members to discuss the following:

- Review DiversityFIRST's mission, vision, and initiatives.
- Review the purpose of DiversityFIRST's chapters.
- Nominate or elect chapter officers. Potential leadership roles include: communications, event operations, and finance officer
- Project chapter goals for membership and events (ex: speaker events, workshops)
- Develop a "to do" list with specific deadlines.
- Decide on general meeting dates, times, and locations.

It is recommended to invite a DiversityFIRST staff member to attend the meeting to ensure that the chapter is aligned with the organization's goals. Once the chapter is ready to operate publicly, advertise DiversityFIRST and recruit other students at your campus!



CHAPTER APPLICATION

DiversityFIRST requires 10 students to form an official collegiate chapter. In the form below, print your first and last name as well as your major and cumulative and semester GPA. The appointed DFI Ambassador and Chapter Vice President will also need to provide a signature.

Please note that a minimum GPA of 3.0 is required become an officer and to be considered for the DiversityFIRST internship program. Additionally, we only accept the following majors: Business, Finance, Accounting, Economics, Engineering (STEM), Supply Chain Management, Computer Science/MIS, Healthcare, Retail Management and Liberal Arts.

	Name	Major	GPA:
1.			
2.			
3.			
4.			
5.			
6.			
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10.			

DFI Ambassador / Chapter President

Vice President