

Mu Alpha Theta

Virtual High School Charter Petition Checklist

Prospective sponsors must complete and submit each item of the following checklist. Petitions and all supporting documentation listed below must be mailed or emailed to the National Office for review by the Governing Council. A charter petition is considered incomplete until all information has been provided. Students may not submit charter petitions.

Required charter petition items:

- A fully completed petition.** Ensure that each section is fully completed, including signatures.

- Charter members' names and graduation years listed in this Excel file:**
[https://mualphatheta.org/sites/default/files/Membership%20List%20Format .xlsx](https://mualphatheta.org/sites/default/files/Membership%20List%20Format.xlsx)
Do not alter the formatting in any way or our system will reject it. Middle names/initials are not required.

- Course Descriptions.** For each math course offered, include course title, a paragraph summary of topics covered in the course, and the textbooks used for each including authors and year of publication.

- Payment for the \$25 charter fee and \$10 membership registration fee for each charter member.** We only accept payment from the school/school district in the form of a single check or by credit card. We can take credit card payments over the phone or by email. Checks must be made out to Mu Alpha Theta. We cannot accept purchase orders as a form of payment for charter petitions.

Mail or email this completed petition to:

Mu Alpha Theta
c/o University of Oklahoma
3200 Marshall Ave, Suite 190
Norman, OK 73019

info@mualphatheta.org

Mu Alpha Theta

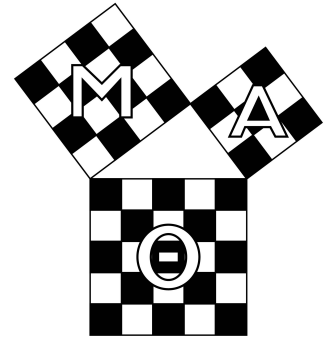
NATIONAL HIGH SCHOOL AND TWO-YEAR COLLEGE MATHEMATICS HONOR SOCIETY

c/o University of Oklahoma, 3200 Marshall Ave., Suite 190, Norman, Oklahoma 73019

PH 405-325-0144 info@mualphatheta.org

Mu Alpha Theta is dedicated to inspiring keen interest in mathematics, developing strong scholarship in the subject, and promoting the enjoyment of mathematics in high school and two-year college students. It is co-sponsored by the Mathematical Association of America, the National Council of Teachers of Mathematics, the Society for Industrial and Applied Mathematics, and the American Mathematical Association of Two-Year Colleges.

The undersigned hereby petitions to be granted a chapter of Mu Alpha Theta:



(School Name)

(Address)

(City) (State) (Zip Code) (Phone)

(Primary Chapter Sponsor's Name) (Email Address)

(Principal Name) (Email Address)

(Bookkeeper/Accounts Payable Contact Name) (Email Address)

1. Fill in the following information for the primary sponsor. ***If the primary sponsor's teaching field is not mathematics and they did not receive an undergraduate mathematics degree or its equivalent, list a teacher at the school who meets these requirements. The equivalent of a mathematics degree shall be understood to include a minimum of six college mathematics courses. The six courses should include at least three higher level math courses in addition to Calculus I, II and III.

- A. Name of teacher, if different from the sponsor: _____
- B. Field of major: _____
- C. Highest degree level completed: _____
- D. Year Completed: _____
- E. Graduated from: _____
- F. List at least three courses taken **above** Calculus I, II and III: _____

- G. As a student, were you ever a Mu Alpha Theta member? (Y/N)_____

2. Mu Alpha Theta membership is for 9th – 12th grade students. Which grades does your school serve? _____

3. How did you first learn about Mu Alpha Theta?

- | | |
|--|---|
| <input type="checkbox"/> Schools in the area/district with active chapters | <input type="checkbox"/> Email from MAT National Office |
| <input type="checkbox"/> Colleagues | <input type="checkbox"/> NCTM |
| <input type="checkbox"/> Internet search/Website | <input type="checkbox"/> MAA |
| <input type="checkbox"/> Student seeking a sponsor | <input type="checkbox"/> SIAM |
| How did the student hear about MAT: _____ | <input type="checkbox"/> Other Conference: _____ |
| | <input type="checkbox"/> Other: _____ |

4. On a separate sheet, list the following for each math course offered by the school from Algebra 1 and above:

- A. Title of the mathematics course.
- B. The textbooks used for each, including the authors and year of publication.
- C. A paragraph summary of topics covered in each mathematics course. *Please do not send us web links as course descriptions.*
- D. If an online textbook is used, who developed it, and is it available to be reviewed by the Governing Council?

5. Approximate school enrollment and the total number of students graduated from the high school in the last three years:

Year	Total Students in the School	Total Graduating

6. Since your school is a virtual school, we will need some further information. Please answer all questions completely.

a. Is the school accredited by the state in which it is located? If this school is not accredited, we will not be able to send the petition on for approval. If accredited, what state? _____

b. Are the teachers accredited by the state in which the school is located or by some other state? _____

c. What school will be listed on students' diplomas? _____

d. Who sends out the transcript to a college for students at this school? _____

e. Do the students take state tests to show mastery when they take their courses from this virtual school? (Y/N) _____

If so, from which state(s)? _____

Which test(s)? _____

Are they a graduation requirement? _____

f. Is this a for-profit or non-profit school? _____

g. How are classes taught? Online, face-to-face, or other? _____

h. Do the students ever meet each other? _____

i. How will your chapter hold club meetings? _____

7. Most chapters apply with at least five members to effectively function. What is your plan to effectively maintain this chapter with a minimum of five members each year? Check all that apply:

- Informational meetings
- Hosting a table at involvement fair
- Identifying and advertising to incoming eligible freshmen
- Fliers
- Hosting Math Day/Pi Day activities
- Competing in local math competitions
- Other: _____

8. Do your members' permanent records reside at this school? (Y/N) _____

9. Email the names of eligible charter members to info@mualphatheta.org in the Excel file found at: https://mualphatheta.org/high_school. Middle names/initials are not required.

National minimum eligibility requirements for members:

- Members must be high school students in grades 9 through 12.
- Members must be registered with Mu Alpha Theta at the school at which their permanent records reside.
- Members must have completed the equivalent of two years of college preparatory mathematics, including algebra and/or geometry, and have completed or are enrolled in a third year of college preparatory mathematics.
- On the four-point grading scale, members must have at least a 3.0 math grade point average.

Signatures

I, _____, have read and agree to abide by Mu Alpha Theta's National Constitution and Bylaws, and I approve the contents of this petition. I will comply with all sponsor responsibilities as outlined in the Sponsor Handbook found online. I hereby certify that the students submitted with this petition as charter members and all future members meet the eligibility requirements for membership in Mu Alpha Theta.

Signature of chapter sponsor & date

I, _____, approve the chartering of a Mu Alpha Theta National High School and Two-Year College Mathematics Honor Society chapter at this college.

Signature of principal & date