



**Alcorn State University National Alumni Association  
Chapter's Annual Report Form  
(Report Previous Fiscal Year)**

*The ASU National Alumni Association, Inc., is requesting a fiscal year-end report from all alumni chapters. The report is due by **January 25** of each year. Per ASUNAA Constitution and Bylaws, it is mandatory that all chapters complete this form in order to be in **good standing** as an **active chapter**. Please complete the following:*

Name of Chapter: \_\_\_\_\_ Chapter President: \_\_\_\_\_

Chapter's Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

**Summary of Activities**

**A. Membership**

— Total National Alumni Members: Include ASUNAA **Annual, Life and Associate** members. Do **not** include members paying only local chapter dues.

\_\_\_ Total local chapter members not paying national alumni dues: (Exempt, New Grad, etc.)

\_\_\_ Approximate number of identified alumni in local area

**B. Communication**

— Method of communication with alumni (check **all** that apply)

- E-mail, web site
- Telephone
- Newsletter
- Letters via U. S. mail
- Monthly, bi-monthly, or quarterly meetings
- Media (radio, television, and newspaper)

— Enhancements

- Calendar of events developed and disseminated
- Strategic plan developed and disseminated
- Chapter directory published and disseminated

**C. Major activities held during this reporting period**

1. Fundraising (*any effort that is used to raise funds for ASU*)

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2. Community Involvement//Public Relations (*Involvement in community or public relations activities. These activities can be in collaboration with other organizations.*)

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3. Student Recruitment (*activities used to recruit students to attend ASU*)

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\_\_\_\_\_

**D. Student Recruitment**

- \_\_\_\_\_ Number of student recruitment sessions held (high schools, churches)
- \_\_\_\_\_ Number of students participating in recruitment sessions who actually came by your recruitment table
- \_\_\_\_\_ Number of students brought to University for recruitment purposes
- \_\_\_\_\_ Number of student receptions held

**E. Financial Contributions** (Make check payable to the ASUNAA for assessments)

- \$\_\_\_\_\_ Chapter dues collected
- \$\_\_\_\_\_ National Alumni Association Assessment Fee
- \$\_\_\_\_\_ Scholarships to individual students not going through the ASU Foundation
- \$\_\_\_\_\_ Financial contributions to programs (specify) \_\_\_\_\_
- \$\_\_\_\_\_ Funds sent to ASU Foundation (specify) \_\_\_\_\_
- \$\_\_\_\_\_ Individual Donations made by members of your Chapter to the University and/or Alumni Association
- \$\_\_\_\_\_ Total cash contributions**
- \$\_\_\_\_\_ In-kind contributions to the University (specify) \_\_\_\_\_
- \$\_\_\_\_\_ In-kind contributions to the National Association (specify) \_\_\_\_\_
- \$\_\_\_\_\_ Total all contributions**

**Note:**

- Option 1:** It is preferred that you email a copy to [alcornnationalalumni@gmail.com](mailto:alcornnationalalumni@gmail.com).
- Option 2:** Mail a copy by US Postal Mail to: ASUNAA 1000 ASU Drive P.O. Box 899 Lorman, MS 39096. Please retain a copy for your files.

Report Submitted by \_\_\_\_\_ Date \_\_\_\_\_

Received by the Office of Alumni Relations \_\_\_\_\_  
(name and date)

**NOTE: Report must be received by the National Alumni Association Executive Secretary by January 25th**