



Guidelines for WAVMA Student Chapters

The World Aquatic Veterinary Medical Association encourages any recognized School or College of veterinary medicine to organize a [WAVMA Student Chapter](#).

WAVMA Student Chapters are made of veterinary students and academic members interested in aquatic veterinary medicine. This document is intended to serve as a guideline to assist the formation of WAVMA Student Chapters at veterinary schools around the world.

GENERAL STRUCTURE AND FUNCTION OF WAVMA STUDENT CHAPTERS

- Should identify their unique identity, including the University name and “WAVMA Student Chapter”
e.g. Makerere University WAVMA Student Chapter
- Must have at least 5 WAVMA student members, three of whom should serve as Chapter Officers and being willing to organize, coordinate and facilitate activities of their Chapter.
- Must have one or more full-time Academic Advisor(s), who is/are a faculty or staff member of the veterinary school or college and will follow their activities for a minimum of 2 years. The Academic Advisor(s) should assist the Chapter’s Officers and members in facilitating general activities; serve as an advisor on career options and suggest appropriate aquatic veterinary courses, or other educational opportunities; promote WAVMA and participation in WAVMA programs to students; oversee the Chapter’s financial affairs.
- Must have a bylaw/statute that describe the structure, function, and anticipated membership programs of the Chapter, which will assist and provide general direction and operational guidance for the Chapter.
- Should select Officers annually, based on the veterinary school’s academic year. These typically include a President, Vice President, Secretary and/or Treasurer, who will help in the day-to-day operations and set the directions for the Chapter.
- Should provide reports of Chapter’s activities to the WAVMA Education and Students Committee (ESC), at least once a year.
- Should publish updates on their activities in [The Aquatic Veterinarian](#) to keep the WAVMA community informed.

BENEFITS FOR WAVMA STUDENT CHAPTERS

The following are examples of benefits currently available to WAVMA Student Chapters:

- Low annual WAVMA Student Membership fee (25\$).
- **Rebate** - Each calendar year, 50% of the annual Chapter’s member fees paid may be available to support Chapter-organized activities, such as seminars, workshops, wet labs, site visits, and other programs (upon request). Please visit www.wavma.org/WAVMA-Student-Chapters for precise instructions.
- Access to the **WAVMA Student Chapter Mini Grant**, making available up to 500\$ to assist official Student Chapters with conducting activities intended to engage students in opportunities related to aquatic veterinary medicine (upon application).
- Assistance in organizing and promoting programs and activities, including the use of WAVMA’s name and logos. Receiving WAVMA promotional flyers, brochures, and other materials for distribution to other students (upon request and availability).
- Access to [The Aquatic Veterinarian](#) and members-only areas of WAVMA website.
- Access to WAVMA e-mail listservs, including Members-L and Student-L.
- Access to the WAVMA [Student Externship List](#) and [Available Jobs Listing](#).
- Access to the [John L. Pitts Aquatic Veterinary Education Awards Program](#), for financial support to veterinary students and recent graduates to explore career opportunities in aquatic veterinary medicine (upon application).

- Get guidance towards the WAVMA [Certified Aquatic Veterinarian Program](#).
- Free or discounted registration for WAVMA meetings, symposia, conferences, or educational webinars ([WebCEPD](#)).

ESTABLISHING WAVMA STUDENT CHAPTERS

Once a core group of veterinary students and their Academic Advisor(s) are identified, contact should be made with the WAVMA designed ESC-Student Chapter liaison (see below for contact information). The liaison will provide guidance, offer suggestions, and assist with developing the needed documentation and bylaws for forming a Chapter. The Student Chapter will be established after being officially recognized by WAVMA, pending a WAVMA Executive Board approval.

The application should minimally include:

- A detailed **petition letter** including: the name of the Chapter; designation of Officers and Academic Advisor(s); indication of 5 active WAVMA members involved in the Student Chapter; link to social media used for activity promotion and content divulgation, if any
- **Programs & Activities list**, indicating potential programs and activities that should be implemented over the next 12 months (tentative activities are also suitable).
- **Academic Advisor(s)'s letter** indicating their agreement and commitment to follow the Chapter's activities for the next 2-3 years.
- **Bylaws/Statute** of the Student Chapter (template draft available for guideline upon request to the ESC liaison).

All documents and bylaws describing the Chapter must be consistent within WAVMA policies and bylaws (accessible upon login at www.wavma.org), and should address:

- Annual election of Officers, selection of Academic Advisor and continuity of operation (to correspond with graduation and the academic year).
- How Chapter members will interact with their Academic Advisor(s).
- Establishment of standing committees to oversee specific Chapter's programs.
- Frequency of Officers and members meetings.
- Interaction with other WAVMA and local Student Chapters.
- Participation in WAVMA sponsored programs and opportunities.
- Who will provide written reports to WAVMA, and when?
- Strategies for promoting the Chapter and increasing membership.

WAVMA-STUDENT CHAPTER LIAISON

The Chair and Vice Chair of the Education and Students Committee (ESC) will serve as liaison to assist with the establishment and operations of WAVMA Student Chapters.

The 2023 ESC liaison are:

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