

LETTER OF UNDERSTANDING FOR PSI BETA FACULTY ADVISORS

For Charter Chapter Advisors

As a Psi Beta Advisor, I understand and agree to the following guidelines:

1. I shall register as a charter member of Psi Beta.
2. I shall abide by the national Psi Beta Bylaws and policies and the APA Ethical Principles of Psychologists and Code of Conduct.
3. I shall identify and register eligible students as Psi Beta members at least once a year.
4. I shall inform officers of duties, provide them with the *Officers Section* from the *Psi Beta Chapter Handbook* found online psibeta.org, and work with them to develop leadership skills.
5. I, or a chapter officer, shall report chapter activities to the national office for publication in the newsletter at least once a year.
6. I shall notify chapter officers to regularly check the Psi Beta Web site at member.psibeta.org for announcements and the updated handbook and forms in September. I shall regularly check the advisor area of the Psi Beta web site (psibeta.org). I shall notify chapter officers and members to regularly check the Psi Beta website for announcements and updated chapter materials.
7. I shall inform Psi Beta members of announcements from the national office, such as deadlines for awards available and dates of conferences.
8. I shall supervise the planning of and participate in projects that enhance the purpose of Psi Beta.
9. I shall implement strategies suggested by the national office to fulfill goals of Psi Beta.
10. I shall attend regional and national psychological conferences when possible.
11. I shall notify chapter officers to call a regular meeting to vote in Psi Beta national elections, when ballots are mailed to the chapter or sent to the Chapter Delegate online.

College Chapter:

Signature:

Date: