**MOST OUTSTANDING SPE-GH STUDENT CHAPTER FOR THE 2023/2024 ACADEMIC YEAR**

SPE-Ghana Section intends to acknowledge and appreciate hard-working Chapter that has contributed to the growth of SPE-Gh and SPEI 2023/2024 calendar years. Successful Chapter would be awarded at the National Student Conference. SPE-Gh will call for application from 1st April to 30th April, 2025. Interested Chapters should apply with relevant proof documents before the deadline. A core executive member must submit the form.

***Eligibility Criteria for Chapters***

To be eligible for the Outstanding Student Chapter of the Ghana Section, the Chapter must:

1. Be an active Student Chapter in Ghana for at least two years.
2. Not have benefited from the award before in the past two years;
3. Apply and submit a Completed Application Form with supporting evidences before the deadline for the submission of the application;
4. Submit only one application.

**Note:** Attach all your documents as a **single pdf file** to theemail: **Ghanaspe@gmail.com**

Use the **Subject: Most Outstanding Chapter**

**Failure to comply with the above (Note) renders your disqualification.**

**Key Assessment Areas:**

Ability to:

1. Demonstrate activeness and SPEI compliance for at least two years as a Student Chapter;
2. Submit annual Chapter reports by 1st April;
3. Prove percentage increase of membership for at least for the past two years;
4. Show percentage retention of registered students for at least the past two years;
5. Prove organising Energy4Me, SPE-Care, Seminars, Technical Sessions, Mentorship Programmes, General Meetings, Fieldtrips, etc;
6. Prove involvement (participation and serving) in Section and International events;
7. Prove offering volunteering services during Chapter, Section or SPEI functions;
8. Prove receiving any official recognitions for demonstrating outstanding activities or performing various functions on campus or outside campus;
9. Provide any other relevant proof of service.

** MOST OUTSTANDING SPE-GH STUDENT CHAPTER FOR THE 2023/2024 ACADEMIC YEAR**

AFFIX PASSPORT PHOTO HERE

1. **Details:**
2. Full Name of Chapter (as registered with SPEI):
3. Year of Establishment (DD-MM-YYYY):
4. Chapter No.:
5. Institution:
6. Contact Number:
7. Email:

1. **Technical**

**Table 1 Score Table for Most Outstanding SPE-GH Student Member**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SN** | **Activity** | **Remarks/Role/Contribution** | **Evidence** | **Personal Score** | **Judges Score** |
| 1 | Activeness and SPEI compliance | Example: The Chapter has been an active Chapter for the past three years. | See SPE 1 attached | 3  Where 3 is the no. of evidences |  |
| 2 | Submits Chapter’s annual reports by 1st April | Example: The Chapter has been submitting its annual report before the 1st April for the past 5 years | See SPE 2 attached | 5 |  |
| 3 | Increase of membership |  |  |  |  |
| 4 | Retention of registered active students |  |  |  |  |
| 5 | Programmes organised |  |  |  |  |
| 6 | Involvement (participation and serving) in Section and International functions |  |  |  |  |
| 7 | Volunteering services provided |  |  |  |  |
| 8 | Official recognitions |  |  |  |  |
| 9 | Other relevant proof of service |  |  |  |  |
|  |  |  |  |  |  |

Chapter President’s Signature: Date:

Faculty Advisor’s Name:

Faculty Advisor’s Signature: Date: