



Constitution

1. Establishment and Function:

The name of the Association shall be Association of Chinese Students of Private Schools of America (ACSPSA)

- It is a non-profit organization accredited by American National Standards Institute (ANSI)
- It is an association composed of high school students with nationality as Chinese (mainland China, Hong Kong, Macao, and Taiwan), and American-born Chinese attending schools all around the United States. (East, West, Middle)
- It is oriented towards developing a platform for Chinese students studying in the States to share their experience and resources, study and life; it also provides a bridge between high school students in China and those in the States to communicate, collaborate and compete, extracting the essence of both education systems to serve the well-being of the younger generation best.
- It is a non-political, non-religious and non-profit organization

2. Structure and Organization of the Association

ACSPSA is composed of regular members, an Executive Committee and an Advisory committee.

Membership

- Membership of the Association shall be open to all high school students with nationality as Chinese (mainland China, Hong Kong, Macao, and Taiwan) or American-born Chinese attending high schools (from grade 7- 12) all around the United States.
- Students who subscribe to the objects of the Association may upon application to and with the approval of the Committee be admitted as members of the Association.
- All members shall be automatically approved as ACSPSA alumni after high school graduation, and the founders of the ACSPSA shall be the convener of the alumni group.

Member Responsibilities:

- Members of the association shall acknowledge and follow the ACSPSA constitution, and protect the reputation of the association.

Member Benefits:

Members of the association shall have the benefits as follows:

- Feasibility to build networks with your peers and intelligent Chinese Students attending boarding schools in the U.S and in Mainland China.
- Opportunity to participate in our Sino-American competitions in the field of mathematics, debating, writing, etc.
- Possible financial support for scientific research projects, activities, etc.
- Access to admission officials for college application counseling.
- Automatically approved membership as ACSPSA alumni after your high school graduation and life-long networking with your peers.
- Eligibility for being nominated and elected as a member of the executive committee

Rights:

All members shall be entitled to:

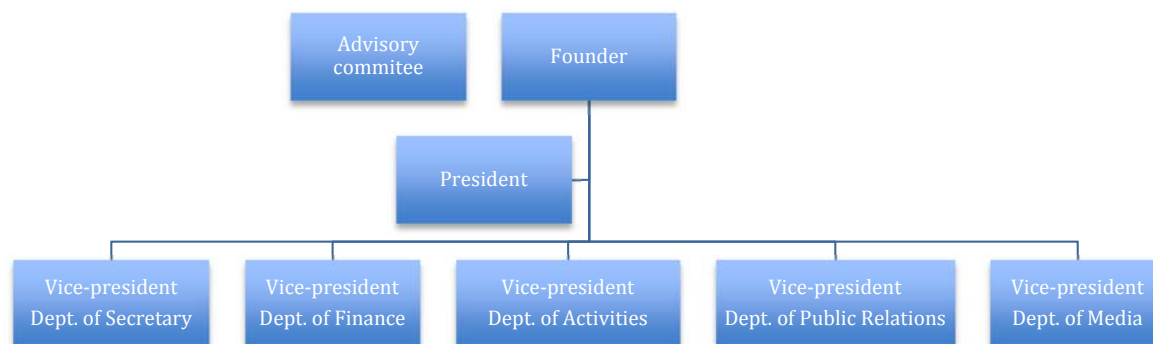
- Participate in all the events and activities organized by the ACSPSA;
- Access the online resources, and post information approved by the Executive Committee;
- Express opinions and offer suggestions with regard to the work of the Executive Committee.

3. The Executive Committee:

The Executive Committee is responsible for the administrative and management duties of the organization and maintains the operation of the association; it helps to achieve the

objects of the association through organizing or sponsoring any form of activities and cultural exchange

1) Composition of the Executive Committee:



❖ Election of the Executive Committee members

The Executive Committee shall consist of President, Vice presidents (at the same time serve as directors for different departments) and Director assistants. The Executive Committee departments include Secretary, Activities, Finance, Media and Public Relations. Each subordinate department is taken care of by one Vice-president and several assistants. The President and Vice-presidents (i.e. Directors) shall be selected through election, while assistants shall be nominated by the directors and approved by the Executive Committee.

- a. Right to vote: all members shall be entitled to vote;
- b. Eligibility for nomination: the current President, Vice-presidents (i.e. Directors) and regular members of each department shall have the right to be nominated and elected as President and Vice-presidents (i.e. Directors). The candidature is only effective with nominations from no less than five members in the Association (regular members), or no less than 2 members from the Executive Committee.
- c. Procedure of election: before the election begins, the candidate shall submit his/her personal resume and self-recommendation letter to the current President. After reviewing the documents by the President, the information about this candidate shall be posted on the official website of the association as a reference for voting.
- d. A candidate who receives majority votes from the members (have to be more than half (1/2) of the total votes cast) shall take the position.
- e. A candidate shall have the right to withdraw during the election period.

❖ The term of office for the Executive Committee is one year and the election of a new term shall start in July or August in the following year. All members from the 12th grade (who are graduating) are not eligible to run for any position in the association at the end of their year of graduation;

❖ The candidates for the new Vice-presidents (i.e. Directors) of all departments, including Activities, Finance, Media, Public Relations and Secretary, shall be nominated by the current President and Vice-presidents and elected through the votes from the full members of the Joint Committee of Directors;

❖ The Director (i.e. Vice-president) of each department shall have the power to appoint members of that department with reference to the constitution and the specific needs of the department;

❖ If an agreement should be reached among 2/3 of the members (not including the impeached) of the Joint Committee of Directors, an impeachment proposal would be filed towards the current President. If the proposal should obtain consents from 2/3 of the Advisory Committee members, the President would lose seats and become an ordinary member. In the process of impeachment, the Advisory Committee together with Vice-presidents would temporarily take over the presidency until the position being filled by the next President.

4. The Composition and Rights of the Advisory Committee

- The Advisory Committee is a regulatory division independent of the association. It shall have the right to deny any decision the President makes.

- The advisory committee members shall consist of outstanding representatives of Chinese, representatives from established Foundations, long-term sponsors and donors, parent representatives and other persons appropriate

5. Amendments of the Constitution

With consents from 2/3 members of the Joint Committee of Directors, a proposal for amendments may be submitted to the Advisory Committee for approval. Amendments may be placed on the constitution thereof.

6. Supplemental

Introduction to the Departments of the organization

- **Department of Finance**

The primary function of Department of Finance is to raise funds, making budgets and manage expenses for the Association. It works to achieve the goal of the Executive Committee, and shares the responsibility with the Department of Public Relations in providing funds for the operation, activities and events of the Association; it is responsible for drafting the budget plan for the Association, and it has to ensure the expenditure to be spent within the budget approved by the Advisory Committee and within the Department's management authority.

- **Department of Secretary**

The objectives of the Department of Secretary are to: Assist the President to coordinate with different Departments; Lead the Association to develop, implement, inspect and summarize the work plans; Keep record of all kinds of documents, including the posters, videos, event schedules and brochures, and materials alike; Organize meetings of the Association.

- **Department of Activities**

Department of Activities is responsible for: Drafting the strategic plans for events and activities; Assisting the Department of Finance to make budgets for events; Organizing and leading the operation of an event, including the purchase of materials and goods, the allocation of team members, and the schedule of events.

- **Department of Media**

The responsibilities of the Department include: Design and production of specific publicity plans according to the general strategic plans of events made by the Department of Activities; Maintenance of the official website and other publicity channels of the Association; The construction, technical support and upgrade of the official website and other media of the Association

- **Department of Public Relations**

Department of Public Relations is responsible for: Member recruitment; Keeping a close connection with the offices of International admissions in American private schools and students associations in China and related individuals; Outreaching for more social resources for the Association such as educational institutions in China and other social and non-profit organizations; Making plans for obtaining institutional and personal donations and overlooking its implementation; Making marketing or communication plans for sponsored business partners.