

**Memorandum of Understanding  
Authorizing the Creation of the SEI Graduate Student Chapter**

The Structural Engineering Institute (hereafter, "Institute") of ASCE and the **[Insert Name of University]** agree to this Memorandum of Understanding authorizing the creation of the SEI Graduate Student Chapter of the [Insert Name of University], for the purpose of advancing the structural engineering community through a collaborative and a mutually beneficial affiliation.

The Institute shall:

- Authorize the **[Insert Name of University]** to use the Institute registered mark in identifying the Chapter with the name SEI Graduate Student Chapter.
- Provide a link to the SEI Graduate Student Chapter website on the Institute website.
- Post events and meetings of SEI Graduate Student Chapter on the Institute website based on information provided by the SEI Graduate Student Chapter.
- Host Institute Chapter Summits
- Inform the SEI Graduate Student Chapter about other Chapter meetings.

The **[Insert Name of University]** will create the SEI Graduate Student Chapter, which shall:

- Advance the structural engineering community in a manner consistent with the purpose of the American Society of Civil Engineers and the Institute.
- Promptly begin to organize and plan meetings and events.
- Have its membership open to all members of the American Society of Civil Engineers and the Institute who subscribe to the rules of the SEI Graduate Student Chapter
- Use the Institute logo on all Chapter correspondence in accordance with Institute guidelines and standards.
- As needed, draft Bylaws or Operating Rules, a sample for which is available at:  
[http://www.asce.org/section\\_and\\_branch\\_resources/](http://www.asce.org/section_and_branch_resources/)

Neither Party is authorized by the other under this agreement to act on behalf of or in the name of the other Party. Neither Party shall have the authority to bind the other in contract, debt or otherwise. The parties are and shall remain separate entities, and no partnership, joint venture or agency relationship shall be created under this agreement.

**Except as expressly provided herein, any** and all uses of a party's confidential or proprietary information, materials, or property, including specifically intellectual property, shall be subject to advance review and approval by the party.

This Memorandum of Understanding shall remain in effect indefinitely or may be terminated in writing by either party at any time. The persons signing this MOU represent and warrant that they are fully authorized to sign this MOU on behalf of their respective party and to bind their party to its terms.

**[Insert Name of University]**

By:

Signature: \_\_\_\_\_

Name of Authorized University Representative: \_\_\_\_\_

Title of Authorized University Representative: \_\_\_\_\_

Date: \_\_\_\_\_

**STRUCTURAL ENGINEERING INSTITUTE**

By:

Signature:

Name: \_\_\_\_\_

President, Structural Engineering Institute of ASCE

Date: \_\_\_\_\_