

Dear Regional/Technical Section Affairs Coordinator,

We wish to express our intent to start an SAS Student Chapter at the *{name of institution here}*. The purpose of our chapter is described as follows in our "mission statement."

First and foremost, the chapter shall enhance the quality of spectroscopy student life through the promotion of student community, student education, and industrial contact.

Second, the chapter shall promote spectroscopy within the university through undergraduate awareness, representation in student government, and promotion of interdepartmental collaboration.

Third, the chapter shall act to bring the university and industry together through education (i.e. seminars) and collaboration.

Fourth, the chapter shall participate in community outreach in the form of youth science education, community education (i.e. university tours or lectures) and shall promote the spectroscopy programs at *{name of institution here}* to the spectroscopy community at large.

Finally, we will follow the mission of the SAS which is "to advance and disseminate knowledge and information concerning the art and science of spectroscopy, and other allied sciences, to advance the professional standing and growth of the Society and its members, to coordinate cooperative endeavors of its individual members and sections, and to promote and maintain a close bond among its members."

We hope that this letter of intent reflects some of the objectives of the Society for Applied Spectroscopy and that it will be a strong basis for our new Student Chapter at the *{name of institution here}*.

Sincerely,

*{The names of eight students minimum}*

*{Faculty advisor that is a member of the SAS}*