

**Title:**

SPECIAL SESSION: How to Amend Your Sigma Chapter to Add a School of Nursing or Practice Setting

**Keywords:**

charter, new chapter and start a chapter

**Description/Overview:**

Sigma chapter can officially expand by adding an institute of higher education or practice setting. Learn the requirements, process, and timeline to officially expand your chapter.

**References:**

- There are no references to disclose. All material available through Chapter Services Department at Sigma headquarters.

**Organizer**

Jenny Hoffman, BS  
Sigma Theta Tau International Honor Society of Nursing (Sigma)  
Constituent Services Center  
Manager of Chapter Development  
Indianapolis, Indiana  
USA

**Author Summary:** Jenny Hoffman is the Manager of Chapter Development at Sigma. She works with the Sigma Governance Committee, the Charter Review Task Force, and developing chapters preparing to apply for chapter status. Jenny has more than 10 years of experience helping Sigma chapters apply for and amend their charters.