

NCTE Assembly Directors Form

Director(s) will attend the Board of Directors meeting held at the NCTE National Convention

NOTE: A memo providing details on the allotted number of directors to which your assembly is entitled will be sent in June. Only report the number stipulated in the memo.

PLEASE RETURN THIS FORM OR THE INFORMATION REQUESTED ON IT NO LATER THAN SEPTEMBER 15 TO: Director of Affiliate and Member Services, NCTE, 1111 W. Kenyon Road, Urbana, Illinois 61801-1096; phone: 800-369-6283; Fax: 217-278-3761; [Email: affsec@ncte.org](mailto:affsec@ncte.org).

If assembly dues and/or the names of directors are not received **by September 15**, we will not be able to send credentials and other materials for the Annual Business/Board of Directors Meeting.

NOTE: According to the NCTE Constitution, an assembly with fewer than **149** NCTE members may name **one** director; assemblies with **150-349** NCTE members may name **two** directors; NCTE assemblies with **350-549** NCTE members may name **three** directors; assemblies with **550-749** NCTE members may name **four** directors, and so on up to a maximum of six directors (constitutional amendment, 1991). **All officers, including directors, must be members of the national council.**

NAME OF ASSEMBLY:

Name of Person Submitting Report:

Position in Assembly:

Academic Year:

Include the following information for each Director

(1) Director's Name:	Preferred mail address: ___ (H) ___ (W)
Institution Address	Work phone: Home phone: Fax:
Home address:	E-mail address: Date of election: Term of office:

Attach additional sheets if necessary.

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