

FBLA Bylaws Practice Test (Sample)

Study Guide



Everything you need from our exam experts!

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. How may FBLA national dues be remitted?**
 - A. National dues must be paid to the local chapter treasurer.**
 - B. National dues may be forwarded directly to the FBLA national office or submitted through state chapters at the discretion of the state chapter.**
 - C. National dues are paid to the national office only, no alternatives.**
 - D. National dues are collected by regional coordinators during conferences.**

- 2. State charters shall be issued upon approval by which body?**
 - A. Board of Directors**
 - B. Association president**
 - C. National executive council**
 - D. State officers**

- 3. As for treasurer, which qualification must candidates have?**
 - A. Two years of marketing experience.**
 - B. Must be nominated by the local adviser.**
 - C. One year of accounting, bookkeeping, or record keeping by the time of election.**
 - D. A minimum GPA of 3.0.**

- 4. How are members of the FBLA-PBL, Inc. board of directors selected?**
 - A. Members are appointed by the president.**
 - B. They are elected by the national staff only.**
 - C. They are elected by local FBLA-PBL chapters of their regions for three-year terms.**
 - D. They are nominated by state chairmen and elected by the local FBLA-PBL chapters of their respective regions for three-year terms.**

- 5. Which is a duty of the FBLA president?**
 - A. Manage the organization's finances.**
 - B. Serve as chairman of the national executive council.**
 - C. Lead regional outreach efforts.**
 - D. Approve membership applications.**

- 6. Who approves the state committee chairman?**
- A. Association president and chief executive officer**
 - B. National executive council**
 - C. State committee**
 - D. Board of Directors**
- 7. Which body shall make recommendations to the board of directors and perform other duties as prescribed in the FBLA bylaws?**
- A. A regional coordinating committee**
 - B. There shall be a national executive council, which shall make recommendations to the board of directors and perform other duties as prescribed in these bylaws.**
 - C. The association president and chief executive officer**
 - D. The board of directors**
- 8. The duties described emphasize promoting and developing FBLA at which levels?**
- A. Organizing fundraising events across all regions.**
 - B. Promoting and developing FBLA at multiple levels.**
 - C. Creating new regional chapters.**
 - D. Establishing national membership dues.**
- 9. Which statement best describes eligibility for national office?**
- A. Any member who is not active may also run.**
 - B. Only past national officers are eligible.**
 - C. Only active members are eligible to hold national office.**
 - D. Only students who have completed a two-year program may run.**
- 10. What is the minimum number of local chapters a state chapter must have to qualify for a charter?**
- A. Three**
 - B. Four**
 - C. Six**
 - D. Five**

Answers

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1. B
2. A
3. C
4. D
5. B
6. D
7. B
8. B
9. C
10. D

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Explanations

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1. How may FBLA national dues be remitted?

- A. National dues must be paid to the local chapter treasurer.
- B. National dues may be forwarded directly to the FBLA national office or submitted through state chapters at the discretion of the state chapter.**
- C. National dues are paid to the national office only, no alternatives.
- D. National dues are collected by regional coordinators during conferences.

National dues remittance is designed to be flexible to fit how each state chapter operates. The policy allows dues to be sent directly to the FBLA national office or to be forwarded through the state chapter, at the state chapter's discretion. This setup lets members' dues flow to the national organization while letting state bodies manage processing in a way that suits their structure and timing. The other options imply more restrictive or different channels—having dues go only to the national office, or being collected by regional coordinators, or requiring the local chapter treasurer to handle them—none of which align with the approved flexible path that includes the state chapter option.

2. State charters shall be issued upon approval by which body?

- A. Board of Directors**
- B. Association president
- C. National executive council
- D. State officers

Granting a state charter is a formal governance action. The body with the authority to approve charters holds the ultimate responsibility for the organization's structure, mission alignment, and financial and legal accountability. Because charters define the formal existence and scope of a state association within the national framework, they require the overseeing body's approval to ensure consistency with bylaws and proper stewardship across all levels. The association president or state officers manage daily leadership and operations, while the national executive council handles broader national matters, but the actual authorization of a charter rests with the Board of Directors.

3. As for treasurer, which qualification must candidates have?

- A. Two years of marketing experience.**
- B. Must be nominated by the local adviser.**
- C. One year of accounting, bookkeeping, or record keeping by the time of election.**
- D. A minimum GPA of 3.0.**

For the treasurer role, having prior experience with financial record-keeping is the key requirement. The rule specifies that a candidate must have one year of accounting, bookkeeping, or record keeping by the time of election. This ensures the person stepping into the position can reliably handle money, maintain ledgers, track funds, and prepare basic financial reports from the start, which is essential for accurate financial stewardship of the group. Options about marketing experience, nomination by the local adviser, or a minimum GPA don't align with this financial-ops focus. Marketing experience isn't directly related to managing finances, being nominated by the local adviser isn't described as an eligibility criterion for this office, and GPA isn't used to determine eligibility for treasurer.

4. How are members of the FBLA-PBL, Inc. board of directors selected?

- A. Members are appointed by the president.**
- B. They are elected by the national staff only.**
- C. They are elected by local FBLA-PBL chapters of their regions for three-year terms.**
- D. They are nominated by state chairmen and elected by the local FBLA-PBL chapters of their respective regions for three-year terms.**

This question centers on how the organization ensures both regional representation and input from local chapters in choosing its national leaders. The board of directors is formed through a two-step process: state chairmen nominate individuals to serve, and then the local FBLA-PBL chapters within each region elect those nominees to three-year terms. This structure keeps regional leadership involved and gives local chapters a direct say in who guides the national organization, while the three-year terms provide continuity and stability. This approach differs from having the president appoint board members or having only national staff make the selections, and it isn't done solely by local chapters without state-level nominations.

5. Which is a duty of the FBLA president?

- A. Manage the organization's finances.
- B. Serve as chairman of the national executive council.**
- C. Lead regional outreach efforts.
- D. Approve membership applications.

The president's role centers on leadership of the organization at the national level, including guiding governance and coordinating national officer efforts. In FBLA structure, the president serves as the chair of the national executive council, which means they preside over NEC meetings, help set agendas, and ensure that national policies and decisions are carried out. This leadership position is what ties together the work of all national officers and keeps the organization moving in a unified direction. Finances are typically handled by the treasurer, who manages budgeting, funds, and financial reporting. Regional outreach is led by regional officers or outreach coordinators who focus on growth and engagement in their areas. Approving membership applications is managed by the secretary or a membership committee, not the president. So, serving as chair of the national executive council best fits the president's responsibilities, aligning with the leadership and governance role central to that office.

6. Who approves the state committee chairman?

- A. Association president and chief executive officer
- B. National executive council
- C. State committee
- D. Board of Directors**

The board of directors is the authority that approves the state committee chairman. This governance body has the responsibility to oversee leadership appointments across the organization and ensure they align with bylaws and policy. The association president and chief executive officer handles day-to-day leadership and may recommend candidates, but final approval for state-level chairs rests with the board. The national executive council operates at the national level, not state-level appointments, and the state committee itself governs its internal matters but does not grant its own chair approval without the board's authorization.

7. Which body shall make recommendations to the board of directors and perform other duties as prescribed in the FBLA bylaws?

A. A regional coordinating committee

B. There shall be a national executive council, which shall make recommendations to the board of directors and perform other duties as prescribed in these bylaws.

C. The association president and chief executive officer

D. The board of directors

A national executive council is designed to be the advisory and coordinating body that makes recommendations to the board of directors and carries out duties prescribed in the bylaws. This council serves as the national governance link, gathering input from members and officers and shaping policy before it goes to the board for action. The board of directors is the governing body that ultimately approves actions, so it receives recommendations from this council rather than performing those recommendation tasks itself. A regional coordinating committee focuses on regional work rather than national guidance, and the association president and chief executive officer, while leading day-to-day operations, are individuals—not the designated body for making formal recommendations to the board as described in the bylaws.

8. The duties described emphasize promoting and developing FBLA at which levels?

A. Organizing fundraising events across all regions.

B. Promoting and developing FBLA at multiple levels.

C. Creating new regional chapters.

D. Establishing national membership dues.

Promoting and developing FBLA across local, state (regional), and national levels is about growth and support throughout the entire organization. The duties described aim to build awareness, create opportunities, and strengthen chapters wherever they exist, ensuring that members at every level have access to programs and leadership development. The other options focus on a narrower task—fundraising across regions, creating new regional chapters, or setting national dues—which don't capture the broad, cross-level development goal described.

9. Which statement best describes eligibility for national office?

- A. Any member who is not active may also run.**
- B. Only past national officers are eligible.**
- C. Only active members are eligible to hold national office.**
- D. Only students who have completed a two-year program may run.**

Active membership is required for holding national office. This means you must be a current member in good standing, typically having paid dues and met participation expectations. Requiring active status ensures leaders are engaged and available to fulfill the responsibilities of the role. Other options would either let non-active members run, limit eligibility to only past officers, or impose a requirement like completing a two-year program, none of which align with the rule that national office is reserved for active members.

10. What is the minimum number of local chapters a state chapter must have to qualify for a charter?

- A. Three**
- B. Four**
- C. Six**
- D. Five**

The requirement being tested is how many local chapters a state chapter must have to receive a charter. The rule sets five local chapters as the threshold. Reaching five shows there's a workable base of activity and membership across the state, which supports effective leadership, programming, and governance at the state level. With fewer than five, the state wouldn't have enough local chapters to sustain statewide initiatives or to demonstrate viability to the national organization. A higher number, like six, would satisfy the rule but isn't the minimum. Numbers such as three or four don't meet the charter criteria because they don't provide a sufficient statewide base for organized activity.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://fblabylaws.examzify.com>

We wish you the very best on your exam journey. You've got this!

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