



KAPPA ALPHA PSI FRATERNITY, INC.®

NORTH CENTRAL PROVINCE UNDERGRADUATE CHAPTER OF THE YEAR AWARD

Petition Instructions

The Undergraduate Chapter of the Year Award is the highest Grand Chapter award available to undergraduate chapters for outstanding achievement. The undergraduate chapters nominated must have at least seven (7) members who are financial with the undergraduate chapter, Province, and Grand Chapter no more than one chapter in each category:

A.) A chapter with at least seven but not more than 20 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the **small chapter** category;

B.) A chapter with at least 21 but not more than 30 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the **medium chapter** category;

C.) A chapter with more than 30 members in good standing with the Fraternity at the Grand Chapter, Province and chapter levels is in the **large chapter** category.

Petitions for the Outstanding Undergraduate Chapter of the Year Award must be typed and submitted on a form secured from the Province Keeper of Records. The **completed application and five (5) copies** must be postmarked or received by the Province Awards Chairman **by April 1, 2016**. Consideration will be given only for activities occurring from the 94th Province Council to the 95th Province Council.

The completed application form must be support with documentation. The documentation may include official letters, printed programs, brochures, newspaper articles, and pictures, none of which will be returned.

The petition is divided into four (4) parts:

PART I - Background is general information that provides basic background information about the chapter.

PART II - College/University Certification certifies that the chapter and the undergraduates are in good standing with the institution. This section must be completed and signed by an official of the college or university. **GPA information must be provided for each member of the chapter.**

PART III - Province Certification certifies that the Chapter is in good standing with the Province of jurisdiction. This section must be signed by the Province Polemarch and the Keeper of Records after the application has been submitted to the Awards Chairman.

PART IV - Areas of Achievement indicates the area's for which the Chapter's outstanding achievement will be considered. Convincing statements should be made to support the various areas.

The areas to be judged are listed below. Each area will be awarded points as indicated on the form. Applications should show the extent to which:

1. Chapter goals and objectives are developed and are a regular part of the chapter's management planning (10 Points);
2. The chapter's budget is consistent with the goals and objectives (5 Points);
3. An effective and viable chapter Guide Right Program is ongoing (15 Points);

4. An effective chapter intake program (15 Points);
5. National and province programs of Kappa Alpha Psi are supported as an ongoing part of the Chapter's activities (20 Points);
6. Extra meritorious service to the campus community and external civic community occurs (20 Points);
7. There is involvement in campus leadership and academic achievement of members (10 Points); and
8. Chapter members hold appointive and/or elective positions within the province or at the Grand Chapter level (5 Points).

Attach any documents, newspaper articles, programs, brochures, or photographs to support the entries listed in your petition.

DEADLINE FOR SUBMITTING PETITION IS

April 1, 2016 (postmarked)

**Terrance Stacker
3507 Middlebury Way
Belleville, IL 62221**

**Phone: 618.779.9035
E-Mail: tlstack@yahoo.com**

KAPPA ALPHA PSI FRATERNITY, INC.
NORTH CENTRAL PROVINCE
UNDERGRADUATE CHAPTER OF THE YEAR AWARD
PETITION

Name of Chapter

College/University Name

Membership

Submitted By

Date Submitted



KAPPA ALPHA PSI FRATERNITY, INC.®
Undergraduate Chapter of the Year Award
Petition

PART I: Background Section

Chapter Name: _____

College/University: _____

Address: _____

City

State

Zip Code

Chapter Financial Membership: _____ Chapter Date: ____/____/____

1.

 Polemarch

 Signature

 Date

Address: _____

City

State

Zip Code

Phone Number: (____)____ - _____, Ext. _____

2.

 Keeper of Records

 Signature

 Date

Address: _____

City

State

Zip Code

Phone Number: (____)____ - _____, Ext. _____

3.

 Chapter Advisor's Name

 Signature

 Date

PART II: College/University Certification

We, the undersigned do hereby certify that the information (names, majors, grade point averages, credits earned, and expected date of graduation) listed on the attached list to the best of our knowledge represents a true and accurate statement of the status of these students with this college/university.

College/University Official	Title	Signature	Date
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1.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

2.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

3.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

4.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

5.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

6.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

7.
Name: _____
Major: _____
Grade Point Average: _____ Credits Earned: _____ Graduation Year: _____

PART III: Province Certification

We, the undersigned do hereby certify that the above name Chapter is in good standing with our Province, and has paid all required dues and assessments imposed by our Province. We further attest that our Province has not been notified that the Chapter is the subject of any pending disciplinary action by any level within Kappa Alpha Psi Fraternity nor are there any allegations pending against the Chapter that would subject it to any disciplinary action. To the best of our knowledge, this petition presents a true and accurate statement of the eligibility and qualification of the Chapter for the Undergraduate Chapter of the Year Award of the North Central Province.

Polemarch	Signature	Date
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Keeper of Records	Signature	Date
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Date of Province Council: From _____ To _____

PART IV: Areas of Achievement

Chapter Name: _____ Date: _____

Please describe each area as briefly and succinctly as possible. All responses must be typed.

1. State the goals and objectives of the Chapter for the previous year and the results (10 Points).

2. Describe briefly the Chapter's budget; its development, sources of funds; distribution of resources and relationship to goals stated in item #1 (5 Points).

3. Describe the Chapter's Guide Right Program (15 Points).

4. Describe the Chapter's Intake Program (15 Points).

5. Describe the Chapter's involvement with programs of goals announced by the Grand Chapter and Province Council (include names of programs/goals) (20 Points).

6. Describe the Chapter's involvement within the community. Identify activities under the following headings: a) political action; b) social action; c) scholarship support; d) community service; and e) contributions to charitable and non-profit organizations (20 Points).

7. Describe the Chapter's involvement in improving the quality of college/university life at your institution. Describe the perception of Kappa Alpha Psi Fraternity on your campus, the Chapter's involvement in college/university clubs or organizations. Name Brothers in campus leadership positions, offices held and their roles (10 Points).

8. Give the names of Chapter Brothers who hold an elective or appointive office or committee membership at the Province or Grand Chapter level (indicate his involvement) (5 Points).
