

INITIATION OF AN ALUMNA/ADVISOR/NON-MEMBER

Alumnae or collegiate chapters, as well as individuals, may request permission to offer membership into Alpha Sigma Alpha to a woman who is not affiliated with another National Panhellenic Conference sorority. Permission to initiate a woman will be granted by the Alpha Sigma Alpha national council. **Please note that all paper work must be turned in 6-8 weeks prior to the initiation to allow time for processing.**

All initiates must be initiated into a collegiate chapter. The district facilitator and membership services coordinator will assist alumnae in locating a collegiate or alumnae chapter who can assist in the initiation. During the initiation by the collegiate or alumnae chapter, the new alumna member will sign the chapter signature book and be enrolled as a member of that collegiate chapter. She will have an initiation number from that chapter.

In the event that there is no collegiate chapter close to the alumnae, the membership services coordinator will contact a collegiate chapter and have them mail their signature book to an alumnae chapter and the alumnae chapter will perform the ceremony. If a ritual trunk is needed, the alumnae chapter may request that one be shipped from national headquarters to be used for the ceremony. The alumnae chapter will ship the ritual trunk back to national headquarters immediately after initiation.

PROCEDURE TO INITIATE AN ALUMNA

1. A collegian or alumna must submit the following:

Alumnae Initiation Form

A letter of recommendation for the initiate (from the sponsor)

A letter from the potential member stating why she will be an asset to Alpha Sigma Alpha and why she wants to become a member, and

A check for the initiation fee.

The paperwork and fees should be sent to Alpha Sigma Alpha National Headquarters. Copies of the paperwork will be forwarded to the national council for approval.

2. If permission to offer membership is granted, national headquarters staff will send the collegiate chapter president the *Permission to Initiate* form. This form must be filled out for the initiate to receive an initiation number (See step #3). If permission is not granted, national headquarters staff will contact the sponsor and will return the initiation fees.
3. Upon receipt of the above items, national headquarters staff will send to the alumna initiate a welcome packet that includes *AΣA Advantage* materials. The membership badge will be ordered and shipped directly from the jeweler. The new member will also receive a life subscription to the *Phoenix* and will receive a one-year membership in the Arista Alumnae Association that includes the Alpha Sigma Alpha discount-shopping card.
4. Immediately following the Sanctuary Degree, the *Permission to Initiate* form must be filled out and returned by the collegiate chapter president to national headquarters.
5. Upon receipt of the *Permission to Initiate* form, national headquarters staff will order the membership certificate.

INITIATION FEES

| | <u>GK</u> | <u>10K</u> | <u>DESCRIPTION</u> | | <u>GK</u> | <u>10K</u> | <u>DESCRIPTION</u> |
|----|-----------|------------|----------------------------------|-----|-----------|------------|----------------------------------|
| 1. | \$250 | \$275 | Official Plain Badge | 7. | \$320 | \$370 | Pearl & Ruby Badge/Plain Guard |
| 2. | \$270 | \$310 | Official Plain Badge/Plain Guard | 8. | \$355 | \$400 | Pearl & Ruby Badge/Pearl Guard |
| 3. | \$290 | \$315 | Pearl Badge | 9. | N/A | \$470 | Diamond Badge |
| 4. | \$310 | \$350 | Pearl Badge/Plain Guard | 10. | N/A | \$505 | Diamond Badge/Plain Guard |
| 5. | \$345 | \$380 | Pearl Badge/Pearl Guard | 11. | N/A | \$400 | Diamond & Ruby Badge |
| 6. | \$300 | \$335 | Pearl & Ruby Badge | 12. | N/A | \$435 | Diamond & Ruby Badge/Plain Guard |

GK indicates Goldklad and 10K indicates 10 Karat gold badge. PLEASE LIST THE SPECIFIC BADGE, GUARD, AND PRICE. Please note that the above prices include a subscription to the *Phoenix*, a membership badge, certificate, *AΣA Advantage* materials and a one-year membership in the Arista Alumnae Association.

Alumnae Initiation Form

Sponsor Information:

| |
|--|
| Name: _____ |
| Email: _____ Phone: _____ Chapter: _____ |
| Address: _____ |

Potential Alumna Initiate Information:

| |
|--|
| Full Name: _____ |
| Address: _____ |
| Email: _____ Phone: _____ |
| Potential date of initiation: _____ Chapter to be initiated into: _____ |
| Badge Desired and Cost _____ |
| Education Background: _____ |
| Community Involvement/Volunteer Activities:(attach additional sheets if necessary) _____ |
| _____ |

As a potential initiate...

I have memorized the Creed of Alpha Sigma Alpha.

I know and can recite the 4 aims, 8 core values, open motto and new member secret motto

I know Alpha Sigma Alpha's founding date and location

I can name Alpha Sigma Alpha's five founders

I know Alpha Sigma Alpha's 4 colors, 4 exemplars, 4 symbols, and 2 national philanthropies

If these statements are true, please sign here _____

Signature of Potential Alumna Initiate

Please attach:

Letter of recommendation from the sponsor

Letter from the alumnae initiate stating why she will be an asset to Alpha Sigma Alpha and why she wants to be a member

Mail to: Alpha Sigma Alpha National Headquarters
Attn: Brooke McBride, Membership Services Coordinator
9550 Zionsville Road Suite 160

Indianapolis, IN 46268