

Kappa Kappa Psi Fraternity

Local Alumni Association Application FAQs

General LAA Questions:

Q: Does our LAA have to register with the National Alumni Program?

A: Not technically. However, alumni groups not registered with the national organization may not make use of Fraternity trademarks (including the name Kappa Kappa Psi) in their names or promotional materials. They may not use local chapter names. Your activities may also not be covered under the Fraternity's liability insurance policy.

Q: Do we need to submit a constitution and/or bylaws with our application?

A: No. The application form is all that is needed to complete your request for an LAA except for a chapter affiliated LAA. In that case, the chapter sponsor/director of bands must also submit a letter of support to the committee prior to approval.

Q: What officer positions are required to form an LAA?

A: The national alumni program does not require any particular officer positions within your LAA. At a minimum, there must be at least one Brother who serves a point of contact with the National Alumni Advisory Committee. The Brother must be an alumni, life or honorary member.

Q: What fees are required to form an LAA?

A: There are no fees assessed to form or maintain an LAA.

Q: After the LAA is created, what must we do to remain in good standing?

A: LAAs are expected to submit annual reports to the National Alumni Advisory Committee. These reports will include a current list of members and officers as well as a list of activities undertaken in the past year. A form will be made available on the national website for this purpose.

Questions for LAAs desiring to be Joint with Tau Beta Sigma:

This section attempts to answer some common questions regarding the formation of joint LAAs affiliated with both Kappa Kappa Psi and Tau Beta Sigma. These questions provide a guide to meet the Fraternity's requirements in the context of a joint LAA; however, there may be additional requirements by the Sorority. Review the Tau Beta Sigma Alumni Association document on the Tau Beta Sigma web site for more information.

Q: How do we create a joint LAA recognized by both the Kappa Kappa Psi and Tau Beta Sigma Alumni Associations?

A: The simple answer is that you must complete the application process for each organization and meet both sets of requirements. Note that some of the requirements are interpreted differently in this case. The next questions look at these more closely.

Q: How many brothers/sisters are required to form a joint LAA?

A: There must still be a minimum of *five* alumni, honorary, and/or life Kappa Kappa Psi brothers to meet KKPsi requirements and *ten* members overall to meet TBSigma requirements.

Q: What are the officer requirements for a joint LAA?

A: The minimum way to meet the requirements for both organizations for a joint LAA is:

1. *All* officers must be members of either the KKPsi and/or TBS Alumni Associations.
2. There must be *at least one* officer that is a member of the Kappa Kappa Psi Alumni Association
3. There must be *at least three* officers that are members of the Tau Beta Sigma Alumni Association

Let's consider a few examples:

- 3 officers, 2 are in TBS AA, 1 is in both Alumni Associations. This would be acceptable.
- 6 officers, 3 are in KKPsi AA, 3 are in TBS AA. This would be acceptable.
- 3 officers, all are in TBS AA. This would *not* be approved as it doesn't meet criteria 2. This could be resolved by adding a KKPsi AA member as an officer, or if one of the existing sisters is an honorary member of KKPsi he/she could join the KKPsi AA.
- 4 officers, 2 are in KKPsi AA and 2 are in TBS AA. This would *not* be approved, as it doesn't meet criteria 3. This situation could be resolved by either adding a fifth officer who is a member of the TBS AA or by having one of the current brothers join the TBS AA as a Friend Member.

Q: Once we are ready to submit our application, how will the process proceed?

A: Applications for joint LAAs will be reviewed by the alumni boards of both organizations. Please submit your request to both organizations at the same time to speed the approval process. Once the application has been deemed satisfactory by both organizations, you will receive official approval.

Q: After the joint LAA is created, what must we do to remain in good standing?

A: Like any other LAA, you will be required to submit an annual report to the Kappa Kappa Psi National Advisory Committee containing all the information mentioned above. You may also be required to submit a similar report to the Tau Beta Sigma officials.

Importantly, the joint LAA's officers must still continue to meet the requirements of membership in the National Associations. That is, even a minimum of one officer must continue to be a member of the Kappa Kappa Psi Alumni Association each year.

Questions?

Please feel free to contact members of the Alumni Advisory Committee with any questions or suggestions about the new Alumni Program. You can send one e-mail to the committee at: alumni@kkpsi.org