Vice President of Membership Report Form

Name: _____ Chapter: _____

Phone Number:_____ School: _____

Email Address: _____ Officer Term Began: _____

Date: _____ Officer Term Ends: _____

_____

Instructions: *Please complete this form and return it to your chapter President. This form must be submitted two weeks prior to your chapter's scheduled visit. For this meeting, please bring your officer materials and all documentation related to your office.*

_____

Recruitment

Chapter discusses the qualities of an ideal brother prior to recruitment?   □ YES   □ NO

Membership education calendar has been submitted to the Curriculum Committee for review?
                    □ YES   □ NO

When is the chapter's recruitment period(s)?   □ FALL   □ SPRING   □ BOTH

Would you describe the chapter's approach toward recruitment as? □ ACTIVE   □ PASSIVE   □ BOTH

How long does the chapter's recruitment period last?   _____

Please list the recruitment events that were held:

How are the chapter's recruitment events reflective of the Fraternity's values and ideals?

How are bids distributed to the membership candidates?

Orientation Meeting & Risk Management

When was the Orientation Meeting held? _____

Were all chapter members present for the Orientation Meeting? □ YES □ NO

How do you educate the membership candidates on the Risk Management Polices?

How often does the chapter review the Policy on Hazing? _____

How often does the chapter review the Policy on Controlled Substances? _____

How often does the chapter review the Policy on Discrimination? _____

How often does the chapter review the Policy on Sexual Misconduct? _____

Vice President of Membership understands they are to contact National Headquarters regarding any

questions related to national policies and risk management? □ YES □ NO

Membership Education

I am aware the Membership Candidate Registration form, including signatures and fees, must be submitted seven days within First Degree via the Online Membership Reporting System (OMRS)?
□ YES   □ NO

Is there a minimum GPA to join?   □ YES _____   □ NO

If yes, how and when is this information collected?

Vice President of Membership has created an @kkpsi.org email address to access Google Classroom?
□ YES   □ NO

If no, please go to kkpsi.org/signup-email/ to request a Kappa Kappa Psi email address. In order to access Google Classroom you will need an @kkpsi.org email address. When you create the email, format the email using your chapter's designation. Example: betakappa@kkpsi.org

Vice President of Membership is aware an activity review must be submitted for additional activities not found in the Road to Wisdom?   □ YES   □ NO

Does the chapter have chapter specific rituals or ceremonies?   □ YES   □ NO

Have these rituals or ceremonies been approved by a District Governor? □ YES   □ NO

Do membership candidates attend chapter meetings?   □ YES   □ NO

Does the chapter hold continuing membership education lessons?   □ YES   □ NO

If yes, when are these lessons held?

Who is responsible for teaching continuing membership education lessons?

Please describe these lessons and how they are taught:

Initiation Fees

Does the chapter collect additional fees from the membership candidates (not including the national initiation fee of $125)?   □ YES _____   □ NO

What are these fees used for? _____

I am aware the Initiate Registration form, including signatures and fees, must be submitted within thirty days of the membership candidate's initiation date via the Online Membership Reporting System (OMRS)? *   □ YES   □ NO

Initiate Registration forms will not be processed until National Headquarters has received the signed signature page and initiate fees have been received. Payments will not be collected/processed until National Headquarters has received the signatures.

_____

Instructions: *Please answer the following questions to the best of your ability. Feel free to attach a separate page for longer answers.*

_____

Describe your expectations and responsibilities for your office:

What are your goals for your term in office? What progress have you made on these goals so far?

Have you submitted activity reviews? If so, please briefly describe these activities:

What is required to be a good active member in your chapter?

What is required of active members during the membership education process? What are the requirements to serve as a big brother?

How many votes occur during the membership education process? When do they occur?

Are there any other topics you wish to discuss with the CFR?