



**The Honor Society of Phi Kappa Phi
2011-2012 Chapter Recognition Award Criteria**

CHAPTER OF MERIT	
Category	Activity
Chapter Leadership (all items required)	Updated chapter bylaws that are in compliance with current Society bylaws.
	Hold two or more chapter meetings annually (i.e. membership meetings, executive board meetings, planning meetings)
	Invite qualified juniors, seniors, and graduate students
	Faculty/Staff/Administration initiate(s)
	Hold at least one initiation annually
	All initiation records in for the year (Due to HQ by June 15, 2012)
	Annual Report/ w Chapter Officer List (COL) attached (Due to HQ by June 15, 2012)
	Financial Report (Due to HQ by August 31, 2011)
	990 or 990N (Due to HQ by November 15, 2011)
Scholarships and Awards (required)	Fellowship Nominee (Due to HQ <i>TBA</i>) *Required
Trainings (required)	Convention Delegate (August 2012: Applies only in 2012.)

CHAPTER OF EXCELLENCE

Category	Activity
Chapter Leadership (all items required)	Updated chapter bylaws that are in compliance with current Society bylaws.
	Hold two or more chapter meetings annually (i.e. membership meetings, executive board meetings, planning meetings)
	Invite qualified juniors, seniors, and graduate students
	Faculty/Staff/Administration initiate(s)
	Hold at least one initiation annually
	All initiation records in for the year (Due to HQ by June 15, 2012)
	Annual Report/ w Chapter Officer List (COL) attached (Due to HQ by June 15, 2012)
	Financial Report (Due to HQ by August 31, 2011)
	990 or 990N (Due to HQ by November 15, 2011)
	Charge minimum \$5.00 chapter dues
Scholarships and Awards	Fellowship Nominee (Due to HQ TBA) *Required
<i>Must have at least one (1) application for three different awards from these five (5) categories:</i>	1. Study Abroad application (Due to HQ TBA)
<i>Example: one (1) Study Abroad, one (1) Love of Learning and one (1) Literacy</i>	2. Literacy Grant application (Due to HQ TBA)
	3. Love of Learning application (Due to HQ TBA)
	4. Scholar or Artist Nominee (Due to HQ TBA)
	5. Local Chapter Award (Please describe)

Trainings	Convention Delegate (Applies only in 2012.) *Required
<i>Must send convention delegate and attend at least one (1) training from one of these three (3) categories:</i>	1. Attendance at a Cluster meeting
	2. Attendance at a Partnering for Success Workshop
	3. Participation in a Chapter Relations podcast
Campus Events/Activities (required)	Host one or more events on campus other than an initiation each year (i.e. luncheon with speaker, lecture series, service project, social event, workshop or seminar, cluster meeting). Please describe.
Chapter Public Relations	Chapter Website and/or Facebook Page *Required
<i>Must have website and at least one (1) other item from these five (5) categories:</i>	1. Communication with their chapter via e-newsletter/printed newsletter
	2. Ad in the campus or local paper
	3. Poster/flyers on campus
	4. Targeted e-mails for PKP scholarships and awards
	5. Other PR effort - please describe.
New Initiates	1. Honorary Member initiates
<i>Must have at least one (1) new initiate from one (1) of these three (3) categories:</i>	2. Distinguished Member initiates
	3. Alumni initiates