



Dr. Howard Anderson
Achievement Committee Chairman

Kappa Alpha Psi Fraternity, Inc.

TRAINING FOR LEADERSHIP SINCE 1911

SOUTHWESTERN PROVINCE

19423 Encino Summit
San Antonio, Texas 78259-2410
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February 6, 2017

Greetings Brothers in the Bond:

One hundred and six years ago, Kappa Alpha Psi Fraternity was founded by ten daring young undergraduates that dreamed that they could fashion a *Fraternity* that was based on the fundamental principle of achievement in every field of human endeavor.

Now is the time to recognize your accomplishments by submitting your petition for Alumni Chapter of the Year Award for outstanding achievement. You must have a membership of at least seven members who are financial with the undergraduate chapter, Southwestern Province, and Grand Chapter. We will select one chapter in each category:

- A. A chapter with at least ten but not more than 30 members in good standing with the Fraternity at the Grand Chapter, Southwestern Province, and chapter levels is in the **small chapter** category.
- B. A chapter with at least 31 but not more than 60 members in good standing with the Fraternity at the Grand Chapter, Southwestern Province, and chapter levels is in the **medium chapter** category.
- C. A chapter with more than 60 members in good standing with the Fraternity at the Grand Chapter, Southwestern Province, and chapter levels is in the **large chapter** category.

Petitions for the Alumni Chapter of the Year Award must be typed and submitted on a standard form secured from the Fraternity's International Headquarters. The completed form should be emailed to the above address and must be received on/or before February 28, 2017.

There will not be an award for the Alumni Brother of the Year in 2017. Petitions for all other awards should be mailed to Brother Theron Hightower, Southwestern Province Polemarch.

If there are any questions, please feel free to call me at the above telephone number or send an email.

Yours in the Bond,

Dr. Howard Anderson
Achievement Committee Chairman



KAPPA ALPHA PSI FRATERNITY, INC.®

SOUTHWESTERN PROVINCE ALUMNI CHAPTER OF THE YEAR AWARD

Petition Instructions

The Southwestern Province Alumni Chapter of the Year Award is the highest Province Chapter award available to alumni chapters for outstanding achievement. The alumni chapters nominated must have at least ten (10) members who are financial with the alumni chapter, Province, and Grand Chapter of Kappa Alpha Psi Fraternity, Inc. at the time of filing the application. The Achievement Committee will select and recommend to the Province Polemarch for approval only one chapter in each category.

- A) A chapter with at least ten but not more than 30 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 31 but not more than 60 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 60 members in good standing with the ***Fraternity*** at the Grand Chapter, Province and chapter levels is in the **large chapter** category.

Petitions for the Alumni Chapter of the Year award must be typed and submitted on a standard form secured from the Southwestern Province website. The completed package must be received on/or before **February 28, 2017**, and mailed as follows:

- a) Send one (1) original to the Chairman of the Achievement Committee

Dr. Howard Anderson
19423 Encino Summit
San Antonio TX 78259-2410
Email: doubleagle72@yahoo.com

- b) Send one (1) copy to each Executive Operating Assistants

The petition is divided into three (3) parts:

PART I - Background is general information that provides basic background information about the Chapter;

PART II - Province Chapter Certification certifies that the Chapter is in good standing with the Province Chapter and meets the statutory requirements. This section must be signed by the Province Polemarch and the Keeper of Records

PART III -. Areas of Achievement indicates the areas for which the Chapter's outstanding achievement will be judged. Convincing statements should be made to support the Chapter's achievements.

The areas to be judged are listed below. Each area will be awarded points as indicated. Submissions 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 goals and objectives (*5 Points*);
3. An effective and viable Chapter Guide Right Program is ongoing (*15 Points*);
4. The Chapter provides planned and well articulated supported to undergraduate chapters (*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 involvement with the community is demonstrated and contributions to charitable and non-profit organizations are made (*15 Points*);
7. An effective and viable reclamation and retention program exists (*15 Points*); and
8. Chapter members hold appointive offices and/or elective positions with the province or at the Grand Chapter level (*5 Points*).

The winner in each of the three (3) categories will receive a plaque with the appropriate inscription.

KAPPA ALPHA PSI FRATERNITY, INC.
SOUTHWESTERN CHAPTER
ALUMNI CHAPTER OF THE YEAR AWARD
PETITION

Name of Chapter

Membership

Submitted By

Name of Province



KAPPA ALPHA PSI FRATERNITY, INC.®

SOUTHWESTERN ALUMNI CHAPTER OF THE YEAR AWARD

Petition

PART I: Background Section

Chapter Name: _____ Charter Date: ____/____/____

Address: _____

City

State

Zip Code

Chapter Financial Membership: _____ Life Members: _____ Subscribing Life Memberships: _____

Polemarch

Signature

Date

Keeper of Records

Signature

Date

Address: _____

City

State

Zip Code

Phone Number: Day (____)____-____. Ext. ____ Evening (____)____-____

PART II: Province Certification

We, the undersigned do hereby certify that the above named Chapter is in good standing with our Southwestern Province, and has paid all required dues and assessments imposed by the Province. We further attest that our Province has not been notified that the Chapter is the subject of any pending 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 Southwestern Province Alumni Chapter of the Year Award of Kappa Alpha Psi Fraternity, Inc.

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

This chapter is not eligible for consideration for the Southwestern Province Alumni Chapter of the Year Award by the Achievement Committee for the following reason(s):

☐ Petition received to Province after statutory deadline.

☐ Chapter is not in good standing with the Fraternity.

☐ Chapter is subject of a disciplinary action or a pending disciplinary action by the Fraternity.

Executive Operating Assistant	Date
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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. Does the Chapter sponsor an undergraduate chapter? If so, name the undergraduate chapter and give a description of the chapter's interaction with the chapter. Also include a statement on any financial support provided to the chapter. Attach a letter of support from the undergraduate chapter (*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 reclamation and retention efforts (15 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).

Attach any documents, newspaper articles, programs or pictures to support the entries listed above.