

UNDERGRADUATE CHAPTER ACHIEVEMENT AWARD

There shall be an award given by the Northeastern Province (NEP) known as “The Undergraduate Chapter Achievement Award”. This shall consist of an appropriate certificate or trophy that will duly recognize the Chapter for its significant accomplishments. No more than one award will be given each business year. There is no limitations place on the number of times a given Chapter may win.

To be considered eligible for the Undergraduate Chapter Achievement Award, the chapter shall give evidence, satisfactory to the Achievement Committee as spelled out on the attached Rating sheet. It is essential that narratives be supported with as much related documentation as possible where applicable.

This petition must not exceed 75 pages. The NEP Achievement Awards Committee receives a large number of petitions and has only a 5-day window to read, analyze, compare and score them. Then the vendor needs three weeks to create and deliver the award sans edits or corrections. The NEP Achievement Awards Committee emphasizes ‘quality’ over quantity.

PROCEDURE:

Undergraduate Chapters desiring to be considered for the Undergraduate Chapter Achievement Award shall submit their qualifications to the Achievement Committee in such forms, as the Achievement Committee shall require. the petition shall include information for the twelve (12) months period immediately preceding the date of the petition only and shall include all supporting evidence required.

Petition to award the Undergraduate Chapter Achievement Award shall be submitted to the Achievement Committee not later than one Calendar month prior to the convening of the Province Council. The Achievement Committee shall consider all petitions and its decision on all petitions shall be final.

**THE NORTHEASTERN PROVINCE
KAPPA ALPHA PSI FRATERNITY**

Petition to confer the Northeastern Province Undergraduate Chapter Achievement Award.

**To: The Achievement Committee
Northeastern Province
Kappa Alpha Psi**

Date: _____

Dear Brothers:

We, the members of _____ Chapter, petition you to confer the Undergraduate Chapter Award to this Chapter as evidenced by the material submitted as attachments hereto, covering the past twelve months.

Please list (index) all attachments below.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
14. _____
15. _____

Contact Brother for questions:

Cell #:

Email:

Attested to by:

Chapter Keeper of Records

Chapter Polemarch

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Rating outline with Numerical Values

To be considered eligible for the Undergraduate Chapter Achievement Award, the Chapter shall give evidence, satisfactory to the Achievement Committee that:

	Rated Items	Value
1	Chapter goals and objectives are developed and are a regular part of the Chapter's management planning.	10
2	The Chapter budget is consistent with the goals and objectives.	5
3	An effective and viable Chapter Guide Right Program is ongoing.	15
4	An effective and viable Chapter Intake and Reclamation Program exist.	20
5	National and Province programs of Kappa Alpha Psi are supported as an ongoing part of the Chapter's activities	20
6	Extra meritorious service to the campus community and the external civic community occurs.	10
7	There is involvement in campus leadership and academic achievement of members.	20
8	Chapter members hold or strive for appointive offices and or elective positions within the Province or at Grand Chapter level. .	10
9	Chapter gives timely attention to Province and Grand Chapter obligations	10
10	Chapter demonstrates good public relations	5

Petition and supporting materials must be submitted via the Province electronic submission process using the BOX cloud technology.

No petition will be accepted beyond the deadline