



# Alpha Chi Omega Recruitment Recommendation Form

## MEMBERSHIP RECOMMENDATION FORM INSTRUCTIONS

### **WHAT TO SEND**

Complete the Membership Recommendation Form for any potential new member you wish to recommend for membership into Alpha Chi Omega. The recommendation form must be signed with the submitting member's name, initiated chapter and year of initiation.

### **WHO CAN SEND**

Recommendations may be submitted by:

- An alumna member of the Fraternity who is in good standing
- An active collegiate member of the Fraternity who is in good standing

### **WHERE TO SEND**

Return this completed form to the Collegiate Recruitment Information Chairman (CRIC) of the appropriate chapter. Addresses are available through the Recruitment Directory on [alphachiomega.org](http://alphachiomega.org).

### **ACKNOWLEDGEMENT OF RECEIPT OF MEMBERSHIP RECOMMENDATION FORM**

If you desire acknowledgement from the chapter that your recommendation form has been received, you may either:

- Submit a self-addressed, stamped envelope
- Provide your email address on the recommendation form and check the box requesting acknowledgement

## INFORMATION REGARDING LEGACIES

### **WHO IS A LEGACY?**

A legacy to Alpha Chi Omega is a sister, daughter, granddaughter or great-granddaughter of a member. The Alpha Chi Omega member and her family member define their legacy relationship (i.e. step relations, blended families, etc.). Alpha Chi Omega values the relationship between a legacy and an alumna member. Chapters are regularly educated regarding the national legacy policy. Additionally, alumna members are encouraged to prepare legacies to meet the standards of membership set forth by the national organization and local chapter.

### **LEGACY POLICIES**

An undergraduate legacy who meets membership standards and eligibility requirements is considered a preferred candidate and:

- Is invited to the first invitational round of events during the formal recruitment process
- Is invited to at least one recruitment event in an informal or continuous recruitment process



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### MEMBERSHIP RECOMMENDATION FORM ADDITIONAL INFORMATION

- This form must be filled out in its entirety to be considered complete.
- Those recommending may attach a résumé as supplement to this form, but a résumé may not be used in place of this recommendation form.
- Once recruitment has started, alumnae and active members from other campuses must NOT contact chapter members to inquire about a potential new member's progress.
- Alumnae should not expect to receive any information about the status of a specific potential new member nor expect to receive bid list information.
- Membership selection is a confidential process for all collegiate chapters. Chapters are not permitted to give out any kind of scoring information to any alumnae or active chapter members from other campuses.



# Alpha Chi Omega Recruitment Recommendation Form

## I. Potential New Member Information

Name of Potential New Member: \_\_\_\_\_

University Attending: \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email : \_\_\_\_\_

Name of Parent or Guardian: \_\_\_\_\_

High School Attended: \_\_\_\_\_

City, State, Zip of High School: \_\_\_\_\_

GPA: \_\_\_\_\_ Class Size: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

Attached Photo:  Yes  No

## II. Potential New Member Connections

Alpha Chi Omega Legacy:  Sister  Mother  Grandmother  Great-Grandmother

Member Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email : \_\_\_\_\_

Other NPC Affiliation Connections:

How do you know this woman? Please check the one(s) that apply:

- I have a close familial connection (i.e. aunt, cousin, step-mother, etc.) of \_\_\_\_\_ years.
- I have personally known the potential new member for \_\_\_\_\_ years.
- I have personally known the potential new member's family for \_\_\_\_\_ years.
- I do not personally know this member, my information was obtained by:



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### III. Qualifications

Alpha Chi Omega has five membership standards: academic interest, character, financial responsibility, leadership ability and personal development. Please add comments and examples in order to provide more information about the qualifications of the potential new member. (May attach another sheet if not enough space is provided.)

#### ACADEMIC INTEREST:

- Has a 3.0 or higher high school GPA (incoming freshman)
- Has a 2.5 or higher college GPA (current college students)
- Is well-spoken
- Demonstrates critical thinking ability

Additional Comments:

#### CHARACTER:

- Demonstrates responsibility in their actions
- Is genuine and treats others with respect
- Is well-rounded

Additional Comments:

#### FINANCIAL RESPONSIBILITY:

- Is aware of the financial commitment of being in a sorority
- Communicates her ability to honor all financial commitments

Additional Comments:

#### LEADERSHIP ABILITY:

- Is willing to lead *and* be a team player
- Is interested in chapter leadership positions
- Is involved in extracurricular activities and the community

Additional Comments:



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### PERSONAL DEVELOPMENT:

- Is poised and put together/presentable
- Is an engaged conversationalist
- Has interest, pursuits and hobbies outside of college

Additional Comments:

### IV. Other information

Suggested topics of conversation during recruitment (i.e. interests, goals, and fun facts about which the potential new member would enjoy talking):

What type of person would be ideal to pair this potential new member with during recruitment (e.g. leader, academic, socially oriented)?

Does this potential new member have any close friends also attending this University?  Yes  No  
If yes, please list them for additional recruitment purposes:

### V. Endorsement

**I hereby endorse this potential new member for membership in Alpha Chi Omega.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Chapter: \_\_\_\_\_ Initiation Date: \_\_\_\_\_

I desire acknowledgement from the chapter that my recommendation form has been received. Please send an acknowledgement...

- to me via the email provided on this form
- to me via the provided self-addressed, stamped envelope