



Alpha Chi Sigma Fraternity

Professional in the Chemical Sciences

STAR CHAPTER AWARD QUALIFICATIONS



The Grand Chapter presents the Star Chapter Awards to collegiate chapters for exemplary performance in several areas. The Star Chapter Awards are earned by collegiate chapters that participate and document a set number of professional, service, and alumni activities. These documented activities are well above and beyond the level required for Alpha Chi Sigma to retain its tax classification status.

ONE STAR CHAPTER AWARD

A chapter that earns the One-Star Chapter Award has not only completed the minimum activities needed to confirm the chapter's active status but also has shown exemplary work toward the furtherance of the Three Objects.

To qualify for the One-Star Chapter Award, a chapter each academic year beginning May 16 and ending May 15 must:

- Submit the Pledge Report Form to the National Office at least four weeks prior to each initiation ceremony.
- Submit all pledge and lifetime member fees to the National Office at least 12 business days prior to the initiation ceremony.
- Initiate a minimum of 8 or 1/3 of the number of current active collegiate members (reported in the preceding year's Active Collegiate Member Register) prior to May 15.
- Conduct two MAJOR service or professional activities. The report must include a description of the activity, its date, the number of Brothers involved, and an estimate of the total number of people involved. This information is reported in the chapter's Annual Report of Collegiate Chapter Activities (see below).
- Submit an officer list (this should be sent in within 2 weeks of each election). Required by May 15 for award tracking.
- Complete annual training on the Alpha Chi Sigma Health and Safety Policy. Requirements for this training can be found at <https://alphachisigma.org/forms-reports/>
- Submit the following reports by May 15:
 - Annual Report of Collegiate Chapter Activities
 - Audit/Financial Statement
 - A Chapter Plan of the upcoming year's activities
 - Charter, Ritual & Regalia Inspection Report (CRRI)
 - Active Collegiate Member Register (sent to all chapters in April of each year)
 - IRS 990-N form (due by May 15 each year)
 - Chapter must be in good standing with the Fraternity



TWO & THREE STAR CHAPTER AWARD

- Satisfy ALL the requirements for the One-Star Chapter Award.
- Submit the **Professional Branch Induction Report** (PBI) by May 15.
- Complete one additional **Health and Safety training course** by May 15. Requirements for this training can be found at <https://alphachisigma.org/forms-reports/>
- Complete two of the following for a Two-Star Chapter award or four of the following for a Three-Star Chapter award:
 - Increase active collegiate membership by 5%. (*The basis is the number of active collegiate members reported in each year's Active Collegiate Member Register.*)
 - Complete a second additional Health and Safety training course.
 - Conduct any one of the following additional sets of activities
 - Conduct two additional MAJOR service or professional activities
 - Conduct two alumni-related activities
 - Conduct one additional MAJOR service or professional activity AND one alumni-related activity
 - Maintain a website or active social media page that conforms to the Alpha Chi Sigma Social Media Policy.
 - The website must include:
 - Information about pledging and membership
 - A current calendar of events or reports of previous events
 - Current chapter contact information
 - Professional and service activities
 - An active link to the national website
 - The social media page (Instagram, BlueSky, Threads, Facebook, etc) must include:
 - Bio must identify chapter name and school name
 - An active link to the national website
 - At least 10 image or reels posts in the last year
 - Highlights for each of the following:
 - Who Are We (must include three objects)
 - Officers (Include at least 5)
 - Recruitment (Rush Events)
 - Activities (At least 2 professional and 2 social events)



TWO & THREE STAR CHAPTER AWARD *continued*

- Submit one or more nominations for a national fraternity award, such as the Alpha Chi Sigma Scholar Award, the Ronald T. Pflaum Outstanding Chapter Advisor Award, the Alpha Chi Sigma Hall of Fame, and the John R. Kuebler Award.
- Maintain and submit a current copy of the chapter's bylaws.
- Submit a current issue of the chapter's newsletter.
- Initiate a professional faculty or staff member of your institution into the fraternity.
- Submit completed paperwork for at least 5 pins in the Wyvern or DEI Pin Programs
- Submit confirmation that at least 4 members of the chapter attended a district conclave.

Find forms and reports at <https://alphachisigma.org/forms-reports/>