



CHI ALPHA SIGMA

Excellence in Athletics and Academics

PROCESS FOR INDUCTING STUDENT-ATHLETES

- 1. Ensure that chapter dues for the current academic year have been paid.**
 - a. The renewal dues may be paid for via the online store with a credit card or email Kellen (kellen@chialphasigma.com) for an invoice to pay by check.
- 2. An induction ceremony may take place once a year.**
 - a. While most chapters choose to have their inductions in the spring, the induction may take place at any time a chapter chooses during the academic year.
 - b. The induction can be a standalone event or added to an awards banquet that already exists on campus.
- 3. Gather the information to determine which student-athletes are eligible.**
 - a. Student-athletes must meet the following criteria:
 - i. Participated in their sport and be in good standing with their team.
 - ii. Achieve junior standing (or higher) any time after the completion of their fifth (5th) full time semester.
 1. *Transfer student-athletes must serve one year in residence at their current institution before being eligible for induction.*
 - iii. Earned a 3.40 cumulative GPA or higher.
 1. *GPA may be verified by any individual who has the authority to review this information at each chapter.*
 - iv. Be of good character, as determined by each chapter in consultation with their coach and athletics staff.
- 4. Input data into a spreadsheet for inductee submission.**
 - a. A template is available for download at chialphasigma.com, but a simple Excel file with the following information will be accepted:
 - i. College/university name
 - ii. Chapter advisor name and email
 - iii. Student-athlete name
 - iv. Student-athlete's sport(s)
 - v. Student-athlete's Cumulative GPA
 1. *If your institution would prefer this data is not shared, it is not required that it be submitted but it must be verified to meet the minimum requirement.*
 - vi. Student-athlete's current academic year (*junior or senior*)
- 5. Submit induction class to Chi Alpha Sigma staff.**
 - a. Induction class may be submitted online at chialphasigma.com in the current chapters page or;
 - b. Email to either Kellen (kellen@chialphasigma.com) or BJ (bj@chialphasigma.com).
- 6. Print certificates for induction ceremony.**
 - a. A certificate template is available for use and is emailed to chapter advisors once an induction class has been received.
- 7. (OPTIONAL) Bronze medallions, lapel pins and graduation cords are also available for purchase through the online store at chialphasigma.com.**