

ALPHA KAPPA ALPHA SORORITY, INCORPORATED
Graduate Advisor Certification Program

General Information

Authority:

Given in Article III, Section 22 of *Alpha Kappa Alpha Sorority, Incorporated Constitution and Bylaws* (New wording, Proposed Amendment #2, passed at 2006 Boule) and the results of the California lawsuit.

Who should receive Graduate Advisor Certification?

- Candidates for advisor to an undergraduate chapter
- Members of the Undergraduate Advisory Council

What is the Graduate Advisor Certification Training?

- Level One – for candidates and Undergraduate Advisory Council members who have never been certified.
- Level Two – for candidates and Undergraduate Advisory Council members who are seeking re-certification.

Why attach affidavits to the application for Graduate Advisor Certification?

- Documents are required by Alpha Kappa Alpha Sorority, Inc.
- Criteria, “must never have been suspended for hazing” and “must be at least a five year post graduate from an undergraduate college or university program,” are the result of the California lawsuit.

Who must attach the required affidavits?

- All sorors who receive Level I or Level II training in 2007.

Why must Level II applicants attach the required affidavits?

- Alpha Kappa Alpha Sorority must document that all graduate advisors and Undergraduate Advisory Council members qualified to receive Graduate Advisor Certification Training.
- Alpha Kappa Alpha Sorority does not have such a tangible database.

What happens to documents sent to affirm the Sorors’ meeting of requirements?

- Documents that are received after deadline OR are incomplete OR do not certify eligibility for training will be returned immediately to Soror via U.S. Postal Service
- Documents of eligible applicants will be scanned into an electronic database, sent to the Corporate Office in batches of training sites with dates, and the originals will be returned to the applicants.

Will Sorors automatically receive certification if they pay the fee and attend?

- No, each Soror eligible to receive training must pay the \$10.00 training fee, attend the sessions as verified by attendance rosters, AND pass a post-test with at least 70% proficiency.
- The Graduate Advisors’ Certification Committee will do all training and will work with all trainees to help them attain this minimum proficiency.

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AFFIDAVIT

I, Soror _____, by my signature below hereby certify and affirm the following:

- ◆ that I have been a member of _____ graduate chapter for AT LEAST two years;
- ◆ that I have never been suspended for hazing;
- ◆ that I have attended ONE of the last two boules OR ONE of the last two Regional Conferences;

_____ (Conference attended) _____ (Date of conference)

- ◆ that I have verified by the appropriate enclosures (see form #GACT06710-01) that I am at least a five year post graduate from an undergraduate college or university program.

Signature of Soror Date of signature

Acknowledgement

I, _____, a notary public in and for _____ do certify that _____, who is known to me as or proved by reliable documentation to be the person who executed this form (GACT0610-02) bearing the signature date of _____ day of _____, _____, personally appeared before me in _____ and acknowledged the same to be her free act and deed.

Given under my hand and seal this _____ day of _____, _____ (month) (year)

Notary Public

My commission expires: / /

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APPLICATION

Part I. Demographics

Soror: _____ Date _____
 (Print full name)

Mailing Address: _____
 (Street/P O Box) (City – State – Zip code)

Contact Phone Numbers: _____
 (Day) (Evening)

Part II. Sorority Information

Certification Training Requested (check one) Initial Continuing
 Soror’s Current Chapter: _____ Financial Card # _____
 Site Preferred for Training: _____
 (Conference) (Location)

Part III. Attachments Needed

With this application (form #GACT0610-01), the Soror must enclose the following affidavits:

- (1) Form #GACT0610-02 – Affidavit
 - at least two years membership in current graduate chapter
 - verification of never having been suspended for hazing
 - verification of attendance at ONE of the last two boules OR one of the last two Regional Conferences

- (2) Affidavit verifying that Soror is at least a five year post graduate from an undergraduate college or university program. Documentation must be either
 - a sealed official transcript
 - OR
 - a notarized copy of the college or university diploma
 - OR
 - a letter on college/university stationery with embossed official seal from the college/university Records official.

Signature of Soror _____

Send Application, Affidavit, and support affidavit document in one package to:
 Soror Jo Ann R. Clark
 P O Box 505
 Langston, OK 73050