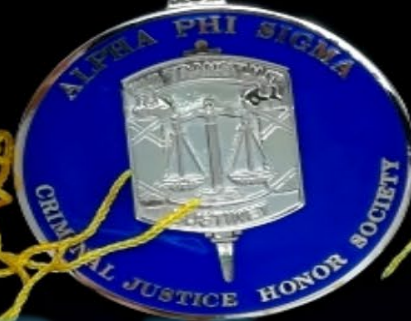


**ΑΦΣ**



# **Application & Honor Regalia Process**

# Student Application Process

## Completing an Alpha Phi Sigma Membership Application:

- Complete top section accurately, including apartment number if applicable.
- If Online Student, check box and add \$10 S&H fee.
- **Bachelors Degree** – complete all fields (cumulative GPA, CJ GPA, number of CJ **courses** and total cumulative **credits**).
- **Graduate Degree** – complete all fields.
- Enter expected graduation date.
- Enter university and chapter Greek name.
- Chapter Advisor **MUST** approve and sign the application.
- Contact Advisor for payment options. Applications **MUST** be sent to Headquarters by advisor.

Revised June 2025

**STUDENT MEMBERSHIP APPLICATION**

All fields MUST be completed.

 **Alpha Phi Sigma**  
The Criminal Justice Honor Society  
Est. 1942

First Name:  Middle Name:   
Last Name:  Date of Birth:   
Cell Phone:  Permanent Email:   
Permanent Address:   
APT Number:  City:  State:  Zip:

**ONLINE ONLY STUDENTS:** Ship membership packet to student's home address. Online Only-Check Box ☐  
**Must be approved by Advisor. Add \$10.00 for S&H.**

**Degree enrolled in:**

|  |  |  |
|--|--|--|
| <b>Bachelors</b> <input type="checkbox"/>  | Cumulative GPA (Min. 3.2 & top 35% of class, If no ranking available, must have 3.3 cum. GPA) <input type="text"/> | # of Criminal Justice courses completed (Min 4) <input type="text"/> |
| <b>Masters</b> <input type="checkbox"/>    | Criminal Justice GPA Minimum 3.2 <input type="text"/>  | Total Cumulative credits completed (Min 45) <input type="text"/>     |
| <b>Doctorate</b> <input type="checkbox"/>  | GPA Min. 3.4 <input type="text"/>  | # of credits completed (Min. 9) <input type="text"/>                 |
| <b>Law School</b> <input type="checkbox"/> | GPA Min. 2.5 <input type="text"/>  |  |

Expected Graduation Date (Month & Year):

College/University Name:   
No Abbreviations

Chapter Greek Name:  Date Submitted to Advisor:

Each application must be accompanied by an \$85 payment, cashier's check, money order, university or chapter check payable to **Alpha Phi Sigma**. Please include the name of the student in the "Memo" section of the money order/cashier's check. **DO NOT SEND CASH OR PERSONAL CHECK.**

Please submit application in a timely basis. Headquarters requires 3-4 weeks to receive, process, and mail certificate. Applications will not be processed until payment is received. Applications shall not be modified from this copy. Altered applications will not be processed. All membership materials will be shipped to Advisor at the University at no charge. If Advisor wants materials shipped to their home, a \$20 shipping fee will be incurred.

**Mail Application and Payment to:**

|  |  |   |
|--|--|---|
| Or email to <a href="mailto:Headquarters@alphaphisigma.org">Headquarters@alphaphisigma.org</a> | <b>Regular Mail:</b><br>Alpha Phi Sigma<br>P.O. Box 292405<br>Davie, FL 33329-2405 | <b>Certified or Express Mail:</b><br>Alpha Phi Sigma, Nova Southeastern University<br>3300 S. University Dr.<br>Ft. Lauderdale, FL 33328-2004 |
|--|--|---|

Chapter Advisor's Name:  Phone #:   
Email:   
Advisor's Signature:  Date:

**FOR HEADQUARTERS USE ONLY**

|               |              |              |      |
|---------------|--------------|--------------|------|
| Date Received |              |              | PAID |
| Date Shipped  | Date Scanned | Date Entered |      |

For questions or additional information, contact us at  
[headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) or 954-262-7004.



# For Advisors

## Student Application Process

- Identify students who meet APS membership requirements.
  - Request a list of qualified students from the Registrar's Office and send out invitations to join.
  - Hold a Recruitment Drive.
  - Have student officers visit classrooms to speak with students about APS.
- Have student complete top section accurately, including apartment number if applicable.
- If Online Student, check box and add \$10 S&H fee. Online students can be invoiced directly upon request of the advisor.
- Bachelors Degree** – verify student transcripts to complete all fields (cumulative GPA, CJ GPA, number of CJ **courses** and total cumulative **credits**).
- Graduate Degree** – verify student transcripts to complete all fields.
- Enter expected graduation date.
- Enter university and chapter Greek name.
- Sign application. Submissions from advisor's email constitutes approval/signature.
- Applications may be submitted in one of the following ways:
  - Email applications to Headquarters requesting an electronic invoice to be sent directly to the advisor or student.
  - Mail applications to Headquarters with individual student payments or with one check from the university/chapter bank account.
  - Please note we **DO NOT** accept applications directly from students. They **MUST** be sent from advisor's email address or in a university envelope.

Revised June 2025

**STUDENT MEMBERSHIP APPLICATION**

All fields **MUST** be completed.

 **Alpha Phi Sigma**  
The Criminal Justice Honor Society  
Est. 1942

First Name:  Middle Name:   
 Last Name:  Date of Birth:   
 Cell Phone:  Permanent Email:   
 Permanent Address:   
 APT Number:  City:  State:  Zip:

**ONLINE ONLY STUDENTS:** Ship membership packet to student's home address. Online Only-Check Box ☐  
 Must be approved by Advisor. Add \$10.00 for S&H.

**Degree enrolled in:**

|   |   |                      |   |                      |
|---|---|----------------------|---|----------------------|
| <u>Bachelors</u> <input type="checkbox"/> | Cumulative GPA (Min. 3.2 & top 35% of class. If no ranking available, must have 3.3 cum. GPA) | <input type="text"/> | # of Criminal Justice courses completed (Min 4) | <input type="text"/> |
| <input type="checkbox"/>                  | Criminal Justice GPA Minimum 3.2  | <input type="text"/> | Total Cumulative credits completed (Min 45)     | <input type="text"/> |

**Masters** ☐ GPA Min. 3.4  # of credits completed (Min. 9)  **Law School** ☐ GPA Min. 2.5

**Doctorate** ☐

**Expected Graduation Date (Month & Year):**

College/University Name:   
 No Abbreviations

Chapter Greek Name:  Date Submitted to Advisor:

Each application must be accompanied by an \$85 payment, cashier's check, money order, university or chapter check payable to Alpha Phi Sigma. Please include the name of the student in the "Memo" section of the money order/cashier's check. DO NOT SEND CASH OR PERSONAL CHECK.

Please submit application in a timely basis. Headquarters requires 3-4 weeks to receive, process, and mail certificate. Applications will not be processed until payment is received. Applications shall not be modified from this copy. Altered applications will not be processed. All membership materials will be shipped to Advisor at the University at no charge. If Advisor wants materials shipped to their home, a \$20 shipping fee will be incurred.

Mail Application and Payment to:  
 Or email to [Headquarters@alphaphisigma.org](mailto:Headquarters@alphaphisigma.org)

**Regular Mail:**  
 Alpha Phi Sigma  
 P.O. Box 292405  
 Davis, FL 33329-2405

**Certified or Express Mail:**  
 Alpha Phi Sigma, Nova Southeastern University  
 3300 S. University Dr.  
 Ft. Lauderdale, FL 33328-2004

Chapter Advisor's Name:  Phone #:   
 Email:   
 Advisor's Signature:  Date:

**FOR HEADQUARTERS USE ONLY**

|               |              |              |      |
|---------------|--------------|--------------|------|
| Date Received |              |              | PAID |
| Date Shipped  | Date Scanned | Date Entered |      |

For questions or additional information, contact us at [headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) or 954-262-7004. You may also refer to the Chapter Handbook available on our website at [www.alphaphisigma.org](http://www.alphaphisigma.org)

# Types of Payment Accepted

- Money Order
- Cashier's Check
- Chapter Check
- University Check
- Electronic Invoice upon request to pay with a credit/debit card



Can be purchased at:

- Post Office
- Walmart
- Western Union
- Money Gram
- Banks and Credit Unions
- Retail Locations

**INVOICE FOR ALPHA PHI SIGMA**  
**SIGMA Due: \$85.00** [View & Pay](#)

 **Alpha Phi Sigma**  
The Criminal Justice Honor Society  
Est. 1963

Alpha Phi Sigma, The Criminal Justice Honor Society

**INVOICE FOR ALPHA PHI SIGMA** **Due:**  
#1250625835 06/25/2025  
**Amount:** \$85.00 **Balance:**  
\$85.00

ALPHA PHI SIGMA, CRIMINAL JUSTICE HONOR SOCIETY -  
MEMBERSHIP APPLICATION - HONOR REGALIA

[View & Pay](#)

Electronic Invoice sent via email

**CASHIER'S CHECK** 0012

**BANK ICON** DATE \_\_\_\_\_

PAY TO THE ORDER OF \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ DOLLARS

FOR \_\_\_\_\_

Nº9876543210 7890001230: 5432100678:

Can be purchased at:

- Banks
- Credit Unions

# Honor Regalia Order Process

### Completing an *Honor Regalia* Order Form:

- Complete top section of form accurately. See below “Shipping to Advisor or Student”.
- **Shipping to advisor:** fill in the university’s mailing address accurately.
  - Enter student name, membership date, pieces being ordered, and S&H (additional sheets may be used for 10 or more students). See S&H fees for “*Ship to Advisor at the University*”.
- **Shipping to student:** Enter the student’s home address on the form (including apartment number if applicable).
  - Use one order form per student (with complete shipping address). See S&H fees for “*Ship to Student’s Home*”.
- For Expedited shipping, see options available.
- Enter date regalia is needed.
- Chapter Advisor **MUST** approve and sign order form.
- Chapter Advisor **MUST** send to Headquarters with payment.
- Processing and shipping may take up to 4 weeks after payment is received. Plan accordingly.

[illegible]

For questions or additional information, contact us at [headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) or 954-262-7004.

## For Advisors Regalia Order Process

- Identify graduating seniors who need to order regalia. Verify student's GPA has not fallen below the APS requirement for membership.
- Have student complete top section of form accurately.
- **Shipping to advisor:** Enter the university's mailing address accurately. If shipping to your home address, please contact Headquarters for additional shipping costs.
  - Enter student name, membership date, pieces being ordered, and S&H (additional sheets may be used for 10 or more students). See S&H fees for *"Ship to Advisor at the University"*.
- **Shipping to student:** the student's home address must be on the form (including apartment number if applicable).
  - Use one order form per student (with student's complete shipping address). See S&H fees for *"Ship to Student's Home"*.
- S&H will **NOT** be refunded if shipping address is wrong or incomplete. An additional \$15 shipping fee will be incurred for re-shipping.
  - For Expedited shipping, see options available.
- Enter date regalia is needed.
- Advisor **MUST** approve and sign order form.
  - Submissions from advisor's email constitutes approval/signature.
- Order form can be submitted in one of the following ways:
  - Email order form to Headquarters requesting an electronic invoice to be sent directly to the advisor or student.
  - Mail the order form to Headquarters with individual student payments or with one check from the university/chapter bank account.
  - Please note we **DO NOT** accept order forms directly from students. They **MUST** be sent from advisor's email or in a university envelope.
- Processing and shipping may take up to 4 weeks after payment is received. Plan accordingly. APS is not responsible for regalia arriving late.
- No refunds or returns accepted on Honor Regalia.

[illegible]

For questions or additional information, contact us at [headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) or 954-262-7004. You may also refer to the Chapter Handbook available on our website at [www.alphaphisigma.org](http://www.alphaphisigma.org)



# Honor Regalia Pieces



Honor Cords with  
Greek Letters  
Charm  
\$20



3-Piece Set  
\$76



Honor Stole  
\$35



Honor Medallion  
\$25