



Alpha Phi Sigma

The Criminal Justice Honor Society

*Member of the Association of College Honor Societies
Affiliated with the Academy of Criminal Justice Sciences*

Applying for Chapter Charter of Alpha Phi Sigma

Colleges or Universities offering a baccalaureate or higher degrees in the field of Criminal Justice or related fields and that are accredited by one of the following regional accrediting associations listed below, may apply for a chapter.

- American Bar Association
- Higher Learning Commission (previously the North Central Association of Colleges)
- Middle State Association of Colleges and Schools
- New England Association of Schools and Colleges
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools
- Western Association of Schools and Colleges

“Related Fields” refer to various disciplines related to the Criminal Justice field, such as, forensics, law, homeland security, human services, political sciences, sociology, justice studies, psychology, public administration, social sciences, government, and social work. Students in these programs must complete a minimum of four courses directly related to the criminal justice field such as juvenile delinquency, criminology, legal perspectives, abnormal behavior, service administration/management, etc.

Colleges or universities must have a minimum of ten (10) members to charter a chapter. The charter application must be accompanied by the by-laws of the chapter and a list of chapter members and identify the following officers: President, Vice-President, Secretary and Treasurer. A Chapter Advisor must be designated from the faculty of Criminal Justice or related fields, at the college/university. The Chapter Advisor and Assistant Chapter Advisor must be members (or become a faculty/honorary) of Alpha Phi Sigma.

Application Process:

1. The completed Application for Alpha Phi Sigma Chapter Charter.
2. The completed Petition for Chapter Charter form. This is an official statement of endorsement and support by the proposed chapter advisor; the department chair; and a college/university administrator (Dean or above). This is to ensure that the administration of the institution is informed and supportive of the establishment of a chapter of Alpha Phi Sigma.
3. A list of proposed chapter members, together with their membership applications and dues.
4. A faculty membership application of the faculty member who will serve as advisor of the chapter, if not a member of Alpha Phi Sigma.
5. Identify the following chapter student officers: President, Vice-President, Secretary, and Treasurer.

Fees:

One Time Charter Fee: \$ 100.00

Annual Chapter Dues: \$50.00 (*\$50 Annual Chapter dues are due every January 1st.*)

** If chartered between August 1st and December 31st, the Annual Chapter dues for that year are prorated to \$ 25.00*

Student Membership Fee \$70.00 per student

Faculty/Honorary Membership fee \$50.00

The one-time membership fee provides lifetime membership, a key pin and a membership certificate.

Accepted forms of payment:

Cashier's Check, Money Orders, University/College check.

NO PERSONAL CHECKS OR CASH

To submit a credit card payment, please e-mail all required documents to headquarters@alphaphisigma.org and request an invoice.

The Application form for a chapter charter should be returned to Alpha Phi Sigma Headquarters properly completed and with all accompanying documentation to:

**Regular Mail: Alpha Phi Sigma
Criminal Justice Honor Society
P.O. Box 292405
Davie, FL 33329-2405**

**Express Mail: Alpha Phi Sigma
Nova Southeastern University
3301 College Avenue
Ft. Lauderdale, FL 33314**

Following charter approval, Headquarters will issue the chapter a Greek and mail the charter certificate, membership certificates, and all other pertinent information to the chapter advisor.

Student Membership Requirements:

1. Baccalaureate students shall be enrolled at the time of application in the institution represented by the chapter, have declared a major, minor or equivalent in the criminal justice or related field, have completed 45 semester hours, have a minimum GPA of 3.2 on a 4.0 scale, with a minimum GPA of 3.2 in courses in criminal justice related fields and rank in the top 35% of their class. A minimum of four courses of the above course work shall be in the criminal justice field. Students who completed an Associate degree in Criminal Justice and are currently enrolled in a bachelor's program, with a minimum cumulative GPA of 3.2 on a 4.0 scale are eligible for membership.
2. Masters students shall be enrolled at the time of application in a Master's program in the Criminal Justice field in the institution represented by the chapter, have completed four courses, and have a minimum GPA of 3.4 on a 4.0 scale. Up to three undergraduate courses in Criminal Justice may be used to satisfy the four-course requirement. These courses must equate to a 3.4 GPA or higher, and the cumulative undergraduate degree program GPA is a 3.2 or higher. In addition, all Masters level coursework must equate to a 3.4 GPA or higher at the institution in which the student is enrolled.
3. Doctoral Students shall be enrolled at the time of application in a Doctoral program in the Criminal Justice/ related field in the institution represented by the chapter; have completed four courses, have a minimum GPA of 3.6 on a 4.0 scale. Up to three Masters courses in Criminal Justice may be used to satisfy the four-course requirement. These courses must equate to a 3.6 GPA or higher, and the cumulative Master's degree program GPA is a 3.4 or higher. In addition, any Doctoral level coursework must equate to a 3.6 GPA or higher at the institution in which the student is enrolled.
4. Law School Students must have completed their first academic semester, with a grade point average of 2.5 or higher, on a 4.0 scale.
5. Transfer Members. Any Alpha Phi Sigma member who transfers to another college or university shall be accepted into that local chapter and shall pay the local chapter fee, if any. After one term, the member shall be subject to all rules, regulations, and requirements of that local chapter. National Headquarters will not issue a new certificate of membership unless specifically requested by the chapter advisor and paid for by the member.
6. Membership shall not be denied on the basis of race, sex, age, or other criteria having no nrelationship to criminal justice.

Faculty Membership

Faculty and administration involvement is recognized and encouraged. Candidates for membership must be full-time faculty or administrators in a criminal justice related field unless the college primarily uses Adjunct faculty. They must have completed a minimum of one-year full-time teaching/administrative duties at the college where they are inducted and be elected by majority vote during a regular meeting. Membership applications shall be approved and signed by the chapter advisor, submitted to and accepted by Headquarters.

Honorary Membership

Honorary membership recognizes community people who have made distinctive scholarly and research contributions to the criminal justice field or who have provided outstanding support for the chapter. Honorary Members may not be students. The Chapter Advisor shall approve nominations. Honorary Members must be elected by a 2/3 vote of the chapter. They may elect Honorary Members during a regular meeting. Membership applications shall be approved and signed by the chapter advisor, submitted to and accepted by Headquarters.

Professional Membership

Includes College/University graduates not previously initiated into Alpha Phi Sigma.

1. Eligibility: Professionals shall have made a distinctive contribution to the profession; shall have earned one or more degrees in criminal justice or related field from a regionally accredited institution; working in the profession as a criminal justice practitioner for a minimum of two (2) years; shall have a minimum cumulative 3.2 GPA on a 4.0 scale as undergraduate student or minimum cumulative 3.4 GPA on a 4.0 scale as graduate student. Academic transcript and personal resume must accompany the application. Membership application packet must be submitted to Headquarters and approved by the Executive Director.
2. Professional members have the option of being part of the Alumni Association, Alumni Circle, active, or golden.

Alumni Membership

Collegiate members in good standing at the time of graduation from their institutions are alumni members.

Alumni Association Members. Alumni Association Members are Alpha Phi Sigma alumni members that have applied for membership in the Alumni Association. There are two categories of Alumni, active and golden.

1. Active – Alumni shall apply for membership and contribute an annual fee to the Alumni Association.
2. Golden– Alumni shall apply for membership and contribute a one-time fee to Headquarters.

*Faculty members teaching in the field of Criminal Justice and are a chapter advisor for a minimum of five years, may apply for Golden Alumni Membership.

*Professional members have the option of being part of the Alumni association, alumni circle, active, or golden.