



# Alpha Phi Sigma

The National Criminal Justice Honor Society

Founded in 1942

Affiliated with the Academy of Criminal Justice Sciences

Member of the Association of College Honor Societies

## Applying for Chapter Charter of Alpha Phi Sigma

### Establishment of Collegiate Chapters.

A chapter of the Society may be established in a college or university offering a baccalaureate or advanced degree in criminal justice, or related fields, such as law, political science, psychology, sociology, public administration, forensics science, other fields upon permission of Alpha Phi Sigma Headquarters. The institution shall be fully accredited by the regional accrediting agency, and the program shall meet uniform criteria determined by the National Alpha Phi Sigma Council.

1. Any college or university offering a baccalaureate or higher degrees in the field of Criminal Justice or related field, including Law, and is unconditionally accredited by the appropriate national or regional Higher Education accrediting agency is eligible for an Alpha Phi Sigma Charter. (American Bar Association; Middle State Association of Colleges and Schools; North Central Association of Colleges and Schools; New England Association of Colleges and Schools; North West Association of Colleges and Schools; Southern Association of Colleges and Schools; Western Association of Colleges and Schools)
2. ~~Must~~ Minimize a minimum of ten (10) student for active charter membership who meet the following basic requirements:
  - They have declared their major, minor or equivalent in a Criminal Justice or related field leading to a baccalaureate or graduate degree.
  - Undergraduate students must have completed at least three full-time semesters or equivalent and at least four (4) of the courses must be in the Criminal Justice field.
  - Undergraduate students must have a cumulative grade point average of 3.2 on a 4.0 scale, as well as, a 3.2 average in Criminal Justice courses and are in the top 35% of their class.
  - Graduate students must meet a minimum of 3.4 cumulative grade point average on a 4.0 scale in their graduate studies. Students enrolled in Law schools must have completed their first academic year with a GPA of 2.5 or above, on a 4.0 scale.
  - Membership shall not be denied on the basis of race, sex, age, or other criteria having no relationship to criminal justice.
3. If the above conditions are met, the faculty member who is interested in establishing a chapter at his/her higher education institution shall complete the *Application for Alpha Phi Sigma Chapter Charter*.

The application process requires the following:

- The completed *Application for Alpha Phi Sigma Chapter Charter*.
- 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 insure that the administration of the institution is informed and supportive of the establishment of a chapter of Alpha Phi Sigma.

- A list of proposed chapter members, together with their membership applications and dues.
- A faculty membership application of the faculty member who will serve as advisor of the chapter, if not a member of Alpha Phi Sigma.
- Identify the following chapter student officers: President, Vice-President, Secretary, and Treasurer.  
Include the name(s) and signature(s) of any assistant chapter advisor(s) and faculty membership Application(s), if not a member of Alpha Phi Sigma.
- A charter petition must include a payment to cover the charter fee, chapter's dues for one (1) year, membership fees.

#### **Accepted forms of payment:**

Cashier's Check, Money Orders, University/College check. **NO PERSONAL CHECKS OR CASH**

If you would like to pay with a credit card, please e-mail all required paperwork to [headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) and request a PayPal invoice.

#### **Fees:**

One Time Charter Fee: \$ 75.00

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 \$50.00 per student

Faculty/Honorary Membership fee \$50.00

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

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

**Alpha Phi Sigma National Headquarters  
Nova Southeastern University  
3301 College Avenue  
Fort Lauderdale, Florida 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.

## **Membership Policies**

**Collegiate Members (Active Members)**. According to Article III, Section 1, Part A. of the By-laws it states: "Collegiate members shall be students enrolled in baccalaureate or graduate programs of regionally accredited institutions at the time of initiation. Nominations of collegiate members shall be made by the chapter advisor. Election shall be by a two-thirds vote of the chapter. Membership applications shall be signed by the chapter advisor, submitted to and accepted by the National Headquarters."

1. **Baccalaureate students** shall be enrolled in the institution represented by the chapter, have declared a major, minor or equivalent in the criminal justice or related field, have completed three full time semesters or its equivalent, 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.
2. **Graduate students** shall be enrolled in a graduate program in criminal justice or related field; have completed four courses in criminal justice; have a minimum GPA of 3.4 on a 4.0 scale or rank in the upper 25% of their class.
3. **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.

**Faculty Members (Active Members)**. 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 National.

**Honorary Members (Members)**. 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. A chapter may grant no more than three honorary memberships in any academic year. Honorary Members must be elected by a 2/3 vote of the chapter. Chapters with more than 100 active members may grant three honorary memberships in an academic semester. 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 National.

Professional Members (Members) Includes College/University graduates not previously initiated into Alpha Phi Sigma.

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 National Headquarters and approved by the Executive Director.

Alumni Members. 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 in the Alumni Association: Annual and Lifetime members.

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

Should you have additional questions, please contact Headquarters at [headquarters@alphaphisigma.org](mailto:headquarters@alphaphisigma.org) or (954)262-7004

Sincerely,

Alpha Phi Sigma Headquarters.