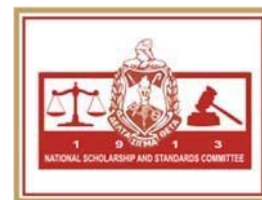


DELTA SIGMA THETA SORORITY, INC.

A Service Organization Since 1913
 1707 New Hampshire Avenue, N.W.
 Washington, DC 20009

**CHAPTER RULES OF ORDER FORM - 20 - 20**

Instructions: Chapters **MUST** submit this form each fiscal year by June 30th to the Regional Member of the Scholarship & Standards Committee. Once approved by the Regional Member of Scholarship & Standards Committee, each chapter member **MUST** receive a copy of this completed form. Newly established or reactivated chapters **MUST** submit within 30 days of establishment or reactivation.

Policies & Procedures Confirmation

Please confirm if there have been changes to Chapter Policies & Procedures since the last approval date.

— If YES, please submit revised Policies & Procedures.

Chapter Name				Chapter #		
Chapter President				Charter Date		
Chapter Email						
President's Email				Phone #		
P&P Chair						
P&P Chair's Email				Phone #		
# of Financial Members				Region		
Chapter Service Area(s)						
Mailing Address						
City				State		Zip Code
Chapter Meeting	Day		Time			Frequency
Executive Board Meeting	Day		Time			Frequency
Percentage of the financial membership that constitutes a quorum (Minimum of					Amount of Local Chapter Dues for Sorority Year	
Month of Chapter Elections				Month of Installation Ceremony		

Elected Officers (Select all that apply):

Every chapter **MUST** have the following Elected Officers (depending on chapter size): President, Vice-President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer, Assistant Financial Secretary, Assistant Treasurer, Assistant Recording Secretary, Assistant Corresponding Secretary

Appointed positions (Must be consistent with Policies & Procedures):

Must be consistent with Policies & Procedures: Chaplain, Custodian of Properties, Emergency Response Coordinator, Historian, Journalist, Internal Audit Committee Members (if applicable), Parliamentarian, Risk Management Coordinator (if applicable), Sergeant-at-Arms

Elected positions (Must be consistent with Policies & Procedures):

Must be consistent with Policies & Procedures: Chair, Nominating Committee Chair, Nominating Committee Members, Minerva Circle, Internal Audit Committee Members (if applicable), Finance Committee Members (if applicable)

Standing Committees (Must be consistent with Policies & Procedures):

Every chapter MUST have the following Standing Committees (depending on chapter size): Emergency Response, Internal Audit, Nominating, Policies & Procedures, Finance and Program, Planning & Development (PP&D), Social Action.

Special Committees (Must be consistent with Policies & Procedures):

Every chapter MUST have an Elections Committee.

Process for selection of voting/alternate delegates and other chapter representatives:
The chapter Policies and Procedures MUST designate the selection process of the Regional Conference and National Convention voting and alternate delegates and the chapter representative at State and/or Cluster Meetings, Delta Days in the Nation's Capital, and State Delta Days.

Voting Delegate	
Alternate Delegate	
Delta Days in the Nation's Capital Representative	
State Delta Days Representative	
Cluster Meeting Representative	
State Meeting Representative	

Advisors Section: For Collegiate Chapters Only. Advisors must be selected & voted upon, by position, by the chapter

Primary Advisor			
Email Address			
Day Phone #		Evening Phone #	
Secondary Advisor			
Email Address			
Day Phone #		Evening Phone #	
Advisory Council Member			
Email Address			
Day Phone #		Evening Phone #	
Advisory Council Member			
Email Address			
Day Phone #		Evening Phone #	
Advisory Council Member			
Email Address			
Day Phone #		Evening Phone #	
Advisory Council Member			
Email Address			
Day Phone #		Evening Phone #	

Chapter Confirmation

DO NOT provide Signature and Date when submitting to Scholarship & Standards Committee. Please provide Signature and Date only AFTER the document has been approved by S&S and BEFORE chapter distribution.

President's Signature		Date	
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