**ALPHA ETA CHAPTER, INCORPORATED**

 **CHI ETA PHI SORORITY, INCORPORATED®**

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| **RETENTION, RECLAMATION AND REACTIVATION**  |

**PURPOSE:**

Provide a structured focus on sustaining the membership of Alpha Eta Chapter. Provide a procedure for re-entry/activation of an inactive member.

Members are the most important component of our organization and their level of involvement directly impacts the success the chapter’s initiatives.

**POLICY STATEMENT:**

Retention and reclamation activities will be initiated so continued interest in Alpha Eta Chapter and Chi Eta Phi Sorority, Incorporated will be sustained. All inactive members will reactive directly through the local chapter.

**PROCEDURE:**

1. Develop action plans that positively impact retention, reclamation, and reactivation:
	1. Retention;
		1. Staying Connected:
			1. Plan activities that keep members connected. Activities can include but are not limited to movie nights, breakfast, lunch, or dinner outings; as well other activities relevant to the interests of the membership.
		2. Recognition:
			1. Identify and implement ways to recognize members outside of official organization awards with the Gladys Catchings Award.
		3. Support:
			1. In collaboration with the Board of Directors, identify strategies and interventions that assess issues and concerns related to the Chapter and individual members.
			2. Implement an action plan that improves, evaluates, and monitors the selected strategies and interventions.
	2. Reclamation;
		1. In collaboration with the Board of Directors, identify strategies and interventions that assess issues and concerns related to the reasons why the members become inactive.
		2. Implement an action plan that improves, evaluates, and monitors the selected strategies and intervention.
		3. Develop a plan that seeks the inactive member’s participation in chapter activities with the goal of reclaiming the member back to an active status. Activities can include, but are not limited to, staying connected via electronic or paper communication, chapter meetings; outings or events; CNE activities and MSI informational meetings.
	3. Reactivation;
		1. The member obtains the Reactivation Form from the chapter and/or from National website. (attachment)
		2. The member will complete the Reactivation Form and submit to the local chapter Basileus.
		3. The Basileus will complete the form with a chapter check for the members’ National tax with the late fee if member reactivates after May 1st. Submit Reactivation Form and Payment to National Tamiochus with copy to National Secretary.

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**CHI ETA PHI SORORITY, INC.**

**“Service for Humanity”**

**REACTIVATION FORM**

Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| --- | --- | --- | --- |
| **Last** | **First** | **Middle** | **(Maiden)** |
| **Address:** |
| **City** | **State** | **Zip Code** |
| **Phone: (Home) ( ) (Work) ( )** |
| **E-Mail:**  |
|  |

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| --- | --- |
| **Chapter Last Active With:** | **Year Last Active:** |
| **Chapter Initiated:** | **Year of Initiation:** |

**Reclaiming Chapter Information**

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| **Chapter:** | **Basileus:** |
| **Address:** |
| **City:** | **State:** | **Zip Code:** |

To reactivate as a member of Chi Eta Phi Sorority, Inc., complete form and return to the National Secretary with current fees:

( )- National Tax **plus** –Late fee ($25.00 if reactivating after May 1)