
ALPHA SIGMA NU

THE HONOR SOCIETY OF JESUIT COLLEGES AND UNIVERSITIES



Handbook for Faculty Advisers and Chapter Coordinators



Member of the Association of College Honor Societies

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SECTION I:

Alpha Sigma Nu Information



Purpose of this Handbook

This handbook is a guide for Alpha Sigma Nu Faculty Advisers and Chapter Coordinators.

The handbook:

- Outlines those activities and procedures that promote the Alpha Sigma Nu vision and mission
- Assures compliance with Alpha Sigma Nu Bylaws
- Lends uniformity to all Chapter operations without undue restrictions
- Provides new Advisers with information helpful to maintain continuity of operations and traditions on their campuses
- Informs Faculty Advisers and Chapter Coordinators of the resources of the Central Office

THIS HANDBOOK CAN BE FOUND ON THE AΣN WEBSITE
ON THE *CHAPTERS AND RESOURCES* TAB.

If your contact information changes, please send it to us so we can keep in touch!

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ALPHA SIGMA NU PURPOSE

The purpose of the Society shall be to honor students of Jesuit institutions of higher education who distinguish themselves in scholarship, loyalty and service; to honor persons who may or may not be Alumni of Jesuit institutions of higher education who have distinguished themselves in scholarship, loyalty and service in their intellectual, civic, religious, professional or commercial pursuits; to band together and to encourage those so honored to understand, to appreciate and to promote the ideals of Jesuit education; to encourage the establishment and proper functioning of Chapters in accredited Jesuit institutions of higher education; and to encourage the establishment and proper functioning of Alumni Clubs.

ALPHA SIGMA NU MISSION

Alpha Sigma Nu, the honor society of Jesuit institutions of higher education, recognizes those students who distinguish themselves in scholarship, loyalty and service. The only honor society permitted to bear the name Jesuit, ΑΣΝ encourages its members to a lifetime pursuit of intellectual development, deepening Ignatian spirituality, service to others, and a commitment to the core principles of Jesuit education.

ALPHA SIGMA NU VISION

Alpha Sigma Nu: A dynamic honor society whose members, recognized for embodying scholarship, service, and loyalty to the ideals of Jesuit education, embrace their Ignatian values as a lifelong pursuit of intellectual development, deepening Ignatian spirituality, service to others, and a commitment to the core principles of Jesuit education.

AΣN Operations and Governance

- The Central Office ensures the integrity and meaning of membership and adherence to the Alpha Sigma Nu bylaws by the Alpha Sigma Nu Board of Directors, Chapters and Alumni Clubs.
- The staff promotes and coordinates the total operation of Alpha Sigma Nu and serves the local Chapters and Clubs.
- The Central Office staff administers the Alpha Sigma Nu scholarships. All questions regarding procedures should be directed to the Central Office.

Governance

- AΣN is governed by a Board of Directors, whose members bear the final burden of responsibility for the success of the society.
- AΣN seeks to recruit a diverse and well-qualified Board, elected at the Triennial Conference.

Institutional Records

- The Central Office keeps accurate records of all Alpha Sigma Nu members, including the member database and the website.
- The Executive Director is responsible for managing the society's financial affairs and filing all required reports with state and federal agencies.
- Historical records are filed with the Marquette University archives.
- Minutes of all Board meetings and committee reports are maintained by the Central Office.
- Donation records are housed at the Central Office according to the Document Management Policy.

Sustaining Fund

- Alpha Sigma Nu directs an annual Sustaining Fund Appeal to members whose financial support is vital to the health of the Society.
- The fund supports scholarships at all 32 member Jesuit colleges and universities.
- Additionally, the fund supports the Triennial Conference and expenses of the AΣN Central Office.

Triennial Conference

- Alpha Sigma Nu convenes every third year at a Jesuit campus selected by the Board of Directors. Invitations to host this event are welcomed from all Chapters.
- According to the AΣN Bylaws, each Chapter can send a Faculty Adviser and Chapter president, and each Alumni Club sends one voting delegate to the conference.

AΣN Magazine

- The AΣN Magazine is published by the Central Office and mailed to members who subscribe.
- Please encourage members to notify the office of changes of address.
- The Central Office welcomes any information about Chapter/Club members and activities.
- **Photographs are needed for every issue.**

Alpha Sigma News – e-Newsletter

- Emailed to all members with email addresses on file twice a year.

Induction Services

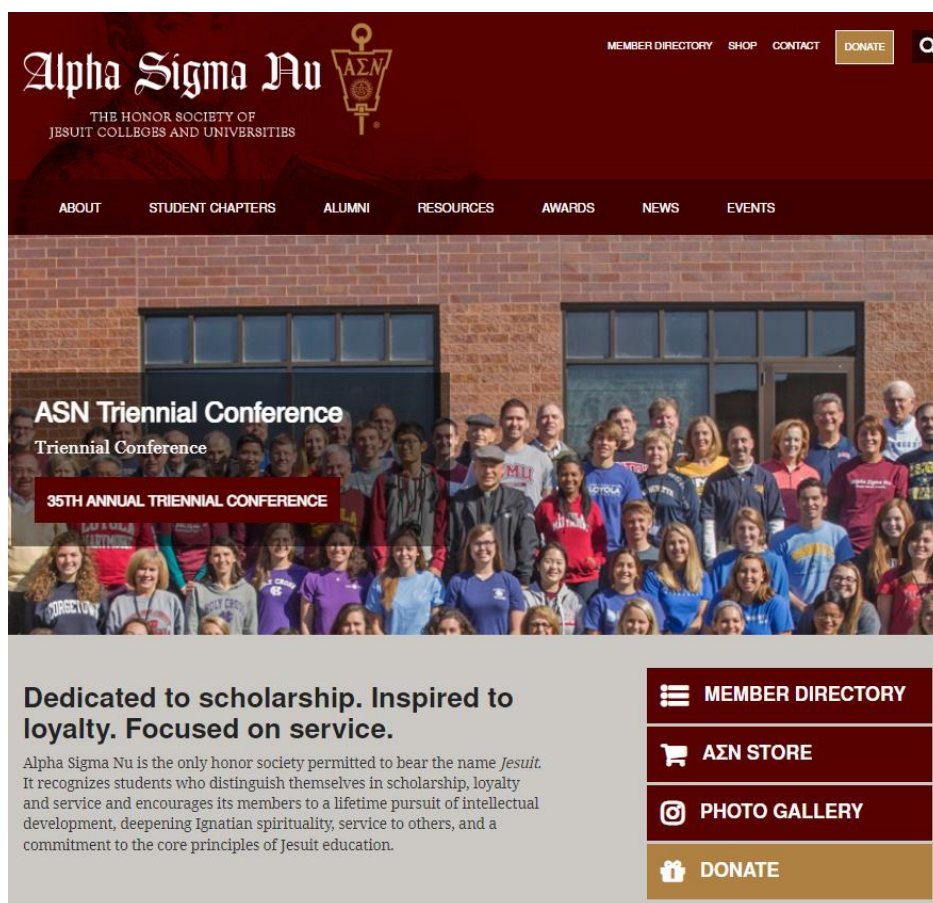
- The Central Office certifies all new inductees, supplies induction materials (program covers and welcome brochures), and facilitates orders with vendors for induction jewelry, medallions in a timely manner.
- The Central Office welcomes all new inductees via email and uploads the new inductee records into the member database and online member directory.

Professional Organizations

- Alpha Sigma Nu is an affiliated member of the Association of Jesuit Colleges and Universities.
- Alpha Sigma Nu is certified by the Association of College Honor Societies.
- Alpha Sigma Nu has a Memo of Understanding with the Jesuit Conference of the United States and Canada.

Utilizing Website Resources

The Alpha Sigma Nu website (www.alphasigmanu.org) houses many documents and resources for the Chapter Adviser, Chapter Coordinator, and student E-Board. Use the page as a go-to for printing the latest forms, finding our Bylaws, timelines for induction, ideas for Chapter programming, etc. You will find these resources by scrolling down the page to the **Chapter Resources** section.



Other resources on the website include:

- The Chapters & Resources tab is designed specifically for Chapter leadership where you can find Chapter documents, ideas, and directories.
- Resource hub for members and Chapters to stay on top of ASN and Jesuit happenings.
- Find the latest versions of documents, Bylaws, timelines, handbooks, and Chapter of the Year application.

SECTION II:

Chapter Management and Programming



The Role of the Faculty Adviser

- ❖ Being the guide, spirit, and face of AΣN for Chapter leaders and the wider campus
- ❖ Ensuring a quality membership experience for each student member – future connection to the society depends on the student member experience
- ❖ Being responsible for the AΣN image on campus
- ❖ Communicating the society's ideals to each new generation of students
- ❖ Serving as the historical continuity of the Chapter given annual turnover

Chapter officers should assume the responsibility of conducting the Chapter's affairs; still, the leadership role of the Faculty Adviser is critical.

Faculty Advisers:

- ♦ Establish a noteworthy presence on campus to attract strong candidates. *Membership in AΣN is the most prestigious honor a Jesuit institution can award, and all qualified students should be aware of their eligibility.*
- ♦ Provide instruction and inspiration for the local Chapter and guide the student members in managing the local Chapter.
- ♦ Because Chapter officers change every year, the Faculty Adviser will need to be sensitive to the leadership potential of each group of officers and compensate for occasional lapses.
- ♦ Facilitate all interactions with the Central Office.
- ♦ Direct the students in the screening and selection of new members.
- ♦ **Submit induction forms for new inductees to the Central Office.** *Specific deadlines are necessary to ensure that the annual induction of new students can be achieved successfully. Please see this handbook's Section III for details.*
- ♦ Oversee the planning of the induction ceremony. The annual ceremony is important in establishing the prestige of AΣN. The event needs not be elaborate nor beyond the means of the student or institution, but it should be well planned and executed as to be noted as an exceptional experience in the academic lives of students.
- ♦ Encourage AΣN alumni participation in Chapter activities.
- ♦ Complete annual Faculty Adviser Report and Upcoming Officer Form by the end of the academic year.
- ♦ Encourage presidents to participate on the presidents' conference calls.

Chapter Operations

It is Alpha Sigma Nu's policy to allow the local Chapters and Faculty Advisers to establish their own projects and manage their operations as local circumstances dictate. Since conditions vary greatly from one campus to another, the Central Office does not dictate actual operations. Here are guidelines to assist in the process of conducting Chapter operations.

1. Bylaws

Develop and update your own Chapter Bylaws. These documents can help to clarify officers' duties, time and frequency of meetings, financial arrangements, election of officers, etc. This will encourage stability and continuity for the Chapter.

2. Officers

The number of officers and their duties should be determined by the local Chapter. We recommend a president, vice president, secretary, and treasurer as minimum. **Please be sure to send the Central Office the names of your new officers each year as soon as they are elected. Chapter Presidents must participate in teleconferences with one another to share ideas and network and are invited to attend the Triennial Conference every three years.**

3. Meetings

Each Chapter will determine the occasions and times of their meetings. The following are possibilities:

Liturgy for officers and membership

Informal social with a guest speaker

Networking event active members and local AΣN alumni

Chapter Officer meeting at the beginning and/or end of the school year with Faculty Adviser to establish work assignments and committees

Dinner or event with the Jesuit community

4. Records

The **Faculty Adviser** should preserve the Chapter's records. These records include an accurate list of all members, meeting minutes, and financial records.

The Adviser ensures that the new officers receive their materials at the start of each new term. **Only the Faculty Adviser can provide the stability and continuity needed for accurate record keeping and effective Chapter management.**

5. Annual Reports

The AΣN Bylaws require that each Chapter submit annual reports on the activities of their Chapter. The Central Office will provide reporting forms (print or online). Faculty Advisers are asked to complete the Faculty Adviser Report and Upcoming Leadership Form and ensure the Chapter President completes the Chapter of the Year application in a timely manner to:

- ♦ Assess Chapter's activities for the year
- ♦ Collect the Chapter news for newsletter and website articles

- ♦ Share ideas for programs and best practices
- ♦ Determine the Chapter of the year

6. Chapter of the Year

Chapters are required to submit a Chapter of the Year application (online application found on AΣN website) by the April deadline. This application is the responsibility of the Chapter President. The application takes the place of a formal Chapter Secretary Report. Faculty Advisers should encourage Presidents to submit the application in a timely manner.

Criteria:

- ♦ Service projects – Number, Quality/Content, Attendance
- ♦ Events - with Jesuits, educational, etc. – Number, Quality/Content, Attendance
- ♦ AΣN Week Programming – Number of events, Quality/Content, Attendance
- ♦ Meetings – Number, Attendance, Content
- ♦ Induction ceremony - AΣN and Jesuit content, Speakers, inductees
- ♦ Chapter improvement – doing more than last year – growing expectations/traditions of AΣN
- ♦ Chapter leadership attendance on calls

7. Selection and Induction of New Members

Each Chapter determines the most efficient process for selecting new members, in accordance with the society's general bylaws. Please review AΣN Bylaws section 3.3 for the society's guidelines. It is the Faculty Adviser's responsibility to ensure the application and selection processes take place according to Bylaws and induction timeline.

Chapters determine their own application process (a sample application is provided in this handbook) and selection process. Chapters must, however, report the new inductee information to the Central Office in a uniform manner, using the provided forms and adhering to the timeline. **Induction materials must be received in the Central Office no later than six (6) weeks prior to the date of induction.**

8. Induction of University Leaders

The Faculty Adviser, College/University president, Chief Mission and Identity Officer, and the Chief Academic Officer of your institution are invited to be members of Alpha Sigma Nu. If they are not already members at the time of their appointment, please induct them at the first ceremony after their appointments at no cost to the Chapter. Include their names with your order for pendants/pins and certificates. Prompt notification of such appointments is appreciated.

Chapter Programming

Expectations

- The AΣN Board of Directors asks that each Chapter **hold at least two programs per year** beyond induction.
- The Chapter of the Year application outlines expectations for an active Chapter. Use the application as a guideline for Chapter programming.
- The student leadership of the Chapter should plan and execute Chapter programming with Faculty Adviser guidance and encouragement as well as the support of the AΣN Board Chapter committee co-chairs and the Central Office staff.

Program Ideas

Please see the Chapter Program Idea Book attached to this handbook and always found on the Chapter and Resources tab of the AΣN website for program ideas and inspiration.

Haig Fund

Alpha Sigma Nu has received an extraordinary \$75,000 gift through Rev. Frank Haig, S.J., of Loyola University Maryland, from the estate of his brother, the Honorable Alexander Haig, former United States Secretary of State and Supreme Allied Commander Europe. Father Haig, with full support of the AΣN Board, has designated this gift as a fund for student Chapter programs promoting Alpha Sigma Nu's mission.

The Alpha Sigma Nu Board will award **grants of up to \$500 per chapter per year to support programs that promote the Alpha Sigma Nu values of Scholarship, Loyalty, and Service**. As the selection committee evaluates applications to the Fund, those programs that enhance the profile of Alpha Sigma Nu on campus will be given special consideration.

The Haig Fund application and budget are included in the Appendix. The selection committee will determine the grantees and inform you of their decision on a rolling basis. The selection committee will include the three Board members, one of whom is a student member of the Board, and the Executive Director.

AΣN Alumni Clubs

Alpha Sigma Nu Alumni Clubs encourage lifelong commitment to the AΣN values of scholarship, loyalty, and service, the ideals of Jesuit education, and Ignatian spirituality. Clubs participate in service projects, present speaker events, develop programs that connect faith with life, and provide a venue for career and social networking. Each Club determines its own activities and agenda, with the AΣN values of scholarship, loyalty, and service acting as the focus.

Alumni Clubs work with Chapters to:

- ◆ Collaborate on service projects, speaker events, and other programming
- ◆ Serve as AΣN ambassadors at local induction ceremonies
- ◆ Provide career and social contacts for graduating AΣN members

Alumni Clubs and Student Chapters are encouraged to collaborate on service projects, speaker events, mentoring, and career/social networking. Alumni Clubs would like regular contact with student Chapters where possible.

The Role of the Faculty Adviser in Alumni Clubs

Some Faculty Advisers have been instrumental in local Club formation. Others serve as an informal liaison between the Club and the Jesuit institution by assisting in meeting room reservation, informing the institution's administration of the Club, and acting as a resource for alumni. The Central Office encourages each Faculty Adviser to establish a working relationship with local AΣN alumni.

SECTION III:

Induction Ceremony Procedures & Sample Documents



Induction Timeline Checklist

Six months in advance of Induction Ceremony, or Beginning of Academic Year:

- ☐ Confirm induction date and location with university president
- ☐ Make room reservations and notify deans, professors and area AΣN alumni
- ☐ **Inform the Central Office as soon as you set your induction date**
- ☐ Request list of academically eligible students from registrar –juniors, seniors, and graduate students
- ☐ Chapter Officers and Faculty Adviser meet to discuss the year's induction and year-long calendar of events
- ☐ Request Information Brochures from the Central Office to be mailed to candidates. **This brochure is also available as a pdf on the Chapters and Resources tab of the Alpha Sigma Nu website.**
- ☐ Email applications to eligible students, inviting them to apply and indicating deadline
- ☐ Discuss and select **five honorary AΣN member nominees**

Five months in advance:

- ☐ Collect and review applications with selection committee (may require 3-4 meetings)
- ☐ Finalize honorary inductees (limit of 5). Complete bio and registration form for each.
- ☐ Faculty Adviser approves list and submits for approval to university president for signature

Four months in advance:

- ☐ Mail acceptance or regret letters to applicants, requesting fees and jewelry preference for new inductees

Three months In Advance:

- ☐ Deadline for all induction fees to be collected
- ☐ Confirm induction ceremony details; confirm featured speaker, programs, etc.
- ☐ Request check for AΣN Central Office to accompany induction order

Two months in advance:

- ☐ Complete New Member Registration Form for Central Office – this includes permanent addresses of inductees, emails, phone numbers, and names spelled correctly. This information becomes our permanent member record.
- ☐ Gather signatures of Chapter President, Faculty Adviser and University President if you wish them to be pre-printed on certificates. Follow instructions outlined on the order form.

Six weeks in advance:

- ☐ Submit completed New Member Registration Form (spreadsheet), Induction Order Form, and Honorary Member Forms via email to the AΣN Central Office.
- ☐ Submit hard copies of all necessary materials (completed Induction Order Form, Honorary Order Forms, payment of fees) to the Central Office.
- ☐ Order program covers from the Central Office at no cost (see sample in this handbook) by including quantity on your Induction Order Form.

Please note: Complete order must be received by AΣN Central Office six weeks prior to induction to guarantee that your induction pins and certificates will arrive on time.

One Month in advance:

- ☐ Finalize RSVPs for the induction ceremony
- ☐ Last minute detail planning for your ceremony
- ☐ Send out invitations to deans, alumni, other special guests
- ☐ Mail confirming information about ceremony to inductees
- ☐ Print programs for ceremony (free program covers available through the Central Office, to be ordered on the Induction Order Form)
- ☐ Receive Welcome Brochures and AΣN newsletters from Central Office for distribution to new inductees

One week In Advance:

- ☐ Receive induction pins, certificates and graduation medallions (if purchased) from vendors
- ☐ Confirm guest speaker and final plans for ceremony
- ☐ Confirm that Central Office has received payment and all necessary documentation for induction orders

One Week After Induction:

- ☐ Conduct first meeting of new members. **Select officers for upcoming year.**
- ☐ **Set date for next year's induction!**
- ☐ Inform Central Office of next year's date

End of Year

- ☐ Complete and submit end of year reports and Chapter of the Year application

Scheduling the Induction Ceremony

The Bylaws do not prescribe a time or season for induction ceremonies, so the decision rests with the local Chapter and its traditions. Many Chapters induct new members in the spring, but some are changing to fall or early winter, as this allows juniors the opportunity to become involved and active while on campus.

Recruitment of New Members

- ♦ Induct the full 5% of juniors, 5% of seniors, and 5% of graduate students
- ♦ Newly appointed presidents, chief academic officers, mission officers, and Faculty Advisers should be inducted at the first induction ceremony after the appointment

Students

Article III of the Bylaws details the qualifications for membership. The Central Office does not dictate one specific method for selecting qualified candidates for membership. Below are two methods for consideration:

1. Selection by student members: A list of academically-qualified students should be obtained from the institution's registrar. The Chapter officers or appointed member committee evaluate(s) eligible students based on academic achievement, loyalty to the Jesuit ideals, and service activities. The officers create and present a list of inductee candidates to the Faculty Adviser for approval.
2. Selection by dean: After receiving a list of the qualified students from the registrar, deans at some institutions may know their students well enough to nominate outstanding candidates without further consultation. However, we suggest the Faculty Adviser and the Chapter officers check the qualifications of each candidate. It is the role of the Faculty Adviser to consult with recommending deans on the service and loyalty requirements.

Presidential Nomination of Students

The Bylaws allow your institution president to nominate up to three (3) additional student inductees who fulfill the requirements of Alpha Sigma Nu. Presidential nominees should meet all membership requirements of Scholarship, Loyalty, and Service.

Honorary Membership

A Chapter may select individuals who have distinguished themselves in scholarship, loyalty and service to be awarded an honorary membership into the Society.

- ♦ Each Chapter may induct five honorary members each year. All nominations shall be approved by the President of the institution.
- ♦ Some suggestions:
 - Jesuits who have not yet been inducted
 - Leaders of local Jesuit projects (Cristo Rey High Schools, Nativity schools, etc.)
 - Well-respected faculty
 - Teacher of the Year Award winners
- Each Chapter is responsible for the induction fee for each honorary member. Fees are waived for the institution presidents, chief academic officers, mission officers, and Faculty Advisers. Please report any changes to this leadership promptly to the Central Office.

SAMPLE

Alpha Sigma Nu Induction Application

You are under consideration for membership into Alpha Sigma Nu, the Honor Society of Jesuit Institutions of Higher Education. Membership is limited to those students in Jesuit institutions who possess the qualities of Scholarship, Loyalty, and Service to an outstanding degree. Please fill out the application below to describe how you embody these qualities.

Date: _____

Name: _____

Local Address: _____

City

State

Zip

Permanent email address _____

Local Phone: _____

Permanent Address: _____

Street

City

State

Zip

Parents' Names: _____

Parents' Address: _____

City

State

Zip

School/College in which enrolled: _____

Year (Junior, Senior, Graduate): _____

Expected Graduation Date (mo/year): _____

Number of hours carried this semester: _____

Major(s): _____

Minor(s): _____

Cumulative Grade Point Average: _____

Other universities attended: _____

Please list all honors you have received:

Please list all activities in which you have participated as a student and ALL organizations to which you have belonged. Include committee appointments and elected offices on campus or in the community. Please indicate current activity. Use a separate sheet if necessary.

Activities/Organizations	Offices Held	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Work experience:

Company	Position Held	Dates
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Please list references:

Name and Title	Relationship to you	Length of time known
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Return this form to:

Return deadline date: _____

SAMPLE**Chapter Checklist for Membership Candidates**

Rank each candidate on the three AΣN values, then total the points to compare the candidates.

- (5) Exceptional
- (4) Very high
- (3) Average
- (2) Poor
- (1) N/A

Scholarship:

Depth of comprehension	_____
Breadth of knowledge	_____
Passion for:	
World of ideas	_____
Critical analysis	_____
Integrates knowledge and wisdom	_____
Integrates the practical and theoretical	_____
Wisdom beyond classroom	_____
Total:	_____

Loyalty:

Intellectual appreciation of the Jesuit ideals of education	_____
Commitment to these ideals:	
Intellectual	_____
Social	_____
Moral	_____
Religious	_____
Sense of decency	_____
Responsibility to truth and justice	_____
Moral convictions	_____
Total:	_____

Service:

Gives time and energy to:	
School/campus organizations	_____
Larger community needs	_____
Holds Leadership positions in organizations	_____
Serves as quiet leader/member in service to others	_____
Total:	_____

Grand Total:

Ordering Pendants, Pins, Certificates, and Medallions

Alpha Sigma Nu provides each new inductee with either an engraved AΣN pendant or pin and a member certificate, to be presented during the induction ceremony. Medallions may be provided upon special order.

- ◆ Forms must be submitted **six weeks prior to your induction date**.
 - ◆ Our suppliers need six weeks to personalize and guarantee delivery of your order.
- ◆ Submit the completed New Member Registration Form (spreadsheet) **via email**.
 - ◆ If you do not have the current spreadsheet template, contact the Central Office or find the form on the Chapters and Resources tab of the AΣN website.
- ◆ Submit the signed Induction Order Form with accompanying signatures **via email**.
 - ◆ Orders will be shipped directly to the Faculty Adviser or Coordinator, as indicated on your Induction Order Form.
- ◆ Submit the signed Honorary Members Forms and explanation of qualifications **via email**. Honorary member information must be included on the New Member spreadsheet, and fees for honorary inductees should be included at the time of your order.
- ◆ Submit the hardcopy, signed Induction Order Form and Honorary Member Forms (**no need to mail the spreadsheet**) along with the check to cover induction fees **via postal mail**.
 - ◆ You may request an invoice for your billing department from the Central Office.
- ◆ **ACCURACY IS CRITICAL TO SUCCESSFUL FUTURE COMMUNICATION WITH OUR MEMBERS.** Please take care to provide accurate names, permanent address, and other inductee information. Inductees have lifetime membership benefits and will continue to receive communication after they leave your institution. Correction of errors on induction orders after shipment will result in additional fees to the Chapter.
- ◆ Medallions may be ordered via the Induction Order Form or later in the year as graduation nears. Since no engraving is involved, medallion orders can be processed in two weeks. Medallions purchased with your induction order cost \$20 each with no shipping charges.
- ◆ Individual medallions ordered separately cost \$20 each, plus \$10 for shipping and handling. These should be ordered through the Regalia Store on the AΣN website.
- ◆ Replacement AΣN jewelry and certificates, as well as other regalia, can be purchased through the AΣN website.

**International Chapters are encouraged to pay their induction fees online at alphasigmanu.org due to increasing bank fees in international transactions. Use the donate tab to make the payment online.*

Instructions for New Member Registration Form*

- ♦ Be sure to **use the most up-to-date version** of the form, indicated by the current school year in the header.
- ♦ ***New* Include the expected graduation date (mo/year) in the final column.**
- ♦ List the inductees in **alphabetical order**, according to last name.
- ♦ Names engraved and printed on induction regalia will be exactly as listed on the spreadsheet.
Corrections after printing/engraving will result in additional fees.
- ♦ Do not change the spreadsheet headings or substitute your own form; the Central Office form has been designed to load directly into our database.
- ♦ **Follow formatting exactly as it appears in the EXAMPLE ROW.**
- ♦ Be sure to include titles – use Mr. and Ms. as defaults if not otherwise noted.
- ♦ List the inductee's **permanent address** in the space provided. Please do not use campus addresses. This is necessary to generate an accurate and reliable membership list for future use.
- ♦ List the inductee's school email address AND non-school email address. This also ensures contact post-graduation.
- ♦ Include the names and permanent mail and email addresses of all honorary members. **Please do not use their campus mailing address!**
- ♦ **Email** the completed New Member Registration Form to sarah.craine@marquette.edu **at least six weeks prior to induction.**
 - ♦ You do **NOT** need to mail a hardcopy of the spreadsheet with your induction forms and check.
- ♦ Retain a copy for your Chapter records.
- ♦ Please contact the Central Office if there is a worthy candidate who cannot afford the induction fee.
- ♦ Use the following address when shipping by UPS or Federal Express:

Alpha Sigma Nu, Inc.
707 N. 11th St., #330
Milwaukee, WI 53233

* All current year forms mentioned here can be found in the Section IV Appendix AND at the Chapter and Resources tab on the AΣN website. The Central Office can email forms to you; contact Sarah Craine at sarah.craine@marquette.edu.

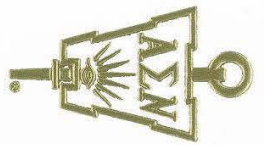
Sample New Member Registration Form

(Central Office will email a template to your Chapter)

New Member Registration Form 2015-16
Please Alphabetize by last name and Email to: kristinatadeo@marquette.edu

No.	Junior, senior, graduate or honorary	pin or pendant	male or female	Dr. Title	First Name	Mtd. Name or Initial	Last Name	Suffix	Permanent Address	City	State	Zip	Country	Phone	School Email	Non-school Email	Expected Grad Date
1	Example	honorary			Jane	A.	Doe	PhD	707 N. 11th ST #330	Milwaukee	WI	53233	United States	414-288-2009	janedoe@school.edu	janedoe@gmail.com	May 2016
2																	
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SAMPLE



Certificate of Membership

This is to certify that

Jane Marie Doe

has been duly enrolled as a member of the

Alpha Sigma Nu

Jesuit Honor Society

Logan University Maryland

August 01, 2011

David Thomas, Jr.
PRESIDENT

James T. May, Sr.
FACULTY ADVISER

Angela Bucci
CHAPTER PRESIDENT



Rebecca A. Lato
BOARD PRESIDENT

Michael A. Williams
BOARD SECRETARY

The Induction Ceremony

Your induction ceremony may include a reception and/or dinner, brunch, or a special liturgy. Some feature a speaker chosen from the faculty, honorary members or other sources.

All Alpha Sigma Nu induction ceremonies should:

- ◆ Use the most updated ritual, found in this book and at www.AlphaSigmaNu.org
- ◆ Communicate the honor and prestige of the Society
- ◆ Provide an opportunity to welcome new members
- ◆ Encourage those members attending to participate in Chapter activities
- ◆ Educate members about the mission and purpose of the Society
- ◆ Include the reading of the AΣN Pledge by new inductees

Specific notes regarding the ceremony:

Invitees

In addition to the new inductees and their families, it is always appropriate to invite your Chapter's current members—that is, those students inducted the previous year. Members of the Board of Directors living nearby should be invited to represent the Society. If there is a local Alumni Club, its president may welcome the new inductees to the Alpha Sigma Nu community. The Central Office database can be utilized to invite other local alumni members. Contact Sarah Craine at sarah.craine@marquette.edu for contact information of alumni in your area.

Honorary Membership

Chapters are urged to consider as candidates for honorary membership men and women who represent the tenets of scholarship, loyalty, and service. These may include members of the Jesuit community, the faculty and administration, persons working in local or national Jesuit projects, and other individuals who have distinguished themselves in their community. Please be sure to check to see if an honorary candidate is already a member by consulting the online Member Directory or calling the Central Office.

The **President, Chief Academic Officer, and Chief Mission Officer** of the college/university, and the Chapter's **Faculty Adviser** shall become members at the first induction following their appointment if they are not already members.

Induction Program Covers

The Alpha Sigma Nu Central Office has induction program covers available to all Chapters at no charge. The induction cover information includes:

- ◆ Alpha Sigma Nu purpose and mission
- ◆ The Greek words and their translation
- ◆ Eligibility information
- ◆ Brief history
- ◆ List of all Chapters
- ◆ The Alpha Sigma Nu Pledge

The Central Office updates the induction program covers annually. By using them, you can be assured you are sharing the most accurate and up to date information about Alpha Sigma Nu. If you choose not to use them, please be sure to include the items listed above and to update the text you use for creating the program.

Public Announcement of Your New AΣN Members

Public announcement of your induction helps promote the prestige of Alpha Sigma Nu on every campus. This may require the cooperation of your public relations department and other staff members. Here are a few suggestions to consider:

- ◆ Personal letter to inductee from the Chapter president, Faculty Adviser, or institution president
- ◆ Announcement and/or listing at honors convocation
- ◆ News releases to campus paper, hometown papers, area papers, and broadcast media when appropriate
- ◆ Announced on Chapter and/or institution's website
- ◆ Recognition at Commencement exercises and in program
- ◆ Social media news releases by the Chapter or institution

Faculty Adviser Induction Form Checklist

Complete induction orders must be sent to the Alpha Sigma Nu Central Office no later than **six weeks** before the induction ceremony. Forms can be found in Section IV of this handbook.

_____ Induction Order Form (pg. 30)

The completed and signed form is required **BEFORE** inductees' jewelry and certificates can be ordered. You must provide signatures of both the institution President and the Faculty Adviser to signify that the inductees listed in the New Member Spreadsheet have been approved for selection.

- ♦ Order Induction Program Covers at no cost from the Central Office by indicating a quantity
- ♦ Welcome Brochures and the most recent AΣN Newsletter will be mailed from the Central Office to be distributed to new inductees at their induction

_____ Signatures

Signatures can be printed on the certificates only if they are supplied with the induction order. Please follow the instructions on the bottom of the Induction Order Form (pg. 30) to complete this process. See the sample certificate on pg. 25 for a visual guide for signature size.

_____ New Member Registration Spreadsheet (sample, pg. 24)

This form will be sent via email to the Central Office. *Only the electronic version will be accepted – please see pg. 23 for instructions.* The Central Office will use this information in printing induction certificates and ordering engraved jewelry.

_____ Honorary Member Form (pg. 31)

Chapters may nominate up to five (5) honorary members total. Fill out a separate form for each honorary member, making copies as needed. A short explanation of why the inductee is a qualified candidate for membership is required with each form.

_____ Signed Check

A check should be enclosed for the correct amount – \$70.00 per new member (\$90.00 with medallion) including honorary inductees. Invoices can be provided upon request for your school's billing department.

Faculty Advisers may contact the Central Office to order additional graduation medallions for those inductees who request them at least *three weeks* before their graduation.

_____ Medallion Orders

Direct individual seniors to our online regalia store at www.alphasigmanu.org/store to purchase a graduation medallion with a neck ribbon.

SECTION IV:

Induction Ritual



Alpha Sigma Nu Ritual of Induction

Introduction

The Alpha Sigma Nu Ritual of Induction serves to:

- ♦ Inform inductees and their guests of the history, mission, and purpose of the Society
- ♦ Describe the Alpha Sigma Nu tenets of Scholarship, Loyalty, and Service
- ♦ Congratulate the inductees on living these tenets and ask for their lifelong commitment to these values
- ♦ Formally induct new members

This manual is presented as a guideline for Chapter induction ceremonies. While flexibility and different degrees of formality may be appropriate, the following order of ceremonies and instructions shall assist Chapters in carrying out this essential Ritual of Induction into Alpha Sigma Nu. The term President in this ritual will refer to the President of the student Chapter. The President of the institution will be specifically noted.

Order of Ceremonies

Induction Prayer

Introduction of Candidates

Remarks of the Chapter President

Standard of Scholarship Explained by the Vice President

Standard of Loyalty Explained by the Secretary

Standard of Service Explained by the Treasurer

President's Address

Alpha Sigma Nu Pledge

Acceptance of Candidates

Presentation of Keys and Certificates

Conferral of Honorary Memberships

Remarks by the University/College President

Remarks by the Faculty Adviser or Guest Speaker

Introduction of Guests, Alpha Sigma Nu Board, and Alumni Representatives

Announcements

Reception/Banquet

General Instructions

The objective is to make the ceremony as impressive as possible for the inductees and guests. This ceremony may be the only formal contact some members will have with Alpha Sigma Nu. Chapter officers are urged to retain the essentials but are free to add elements that will enhance the ceremony. *The Alpha Sigma Nu bylaws require that all inductees recite the Pledge during the Induction Ceremony.*

It is desirable that each candidate be identified as clearly as possible. This may be accomplished by announcing each name during the ceremony and by publication of the names of those inducted in the Induction Program.

The President of the college/university should take an active part in the ceremony. Often, the date of the ceremony is set according to the President's availability, which requires setting the date far in advance.

Variety and interest are added to the ceremony when a number of active members (student, alumni, board, and honorary) participate.

Responsibilities

All of the officers are responsible for the induction. The Induction Ceremony is called to order by the President of the Chapter.

Invitations

The Faculty Adviser and Chapter officers shall decide whether the ceremony will be open to the institution's community or if it will be by invitation only. Faculty members, deans, department heads, and other administrative officers should be reminded to wear Alpha Sigma Nu pins if they are members.

Protocol

Members, especially officers, should wear their pins/pendants. Chapters are urged to display the official Alpha Sigma Nu banner at the ceremony and at any social functions following the induction. Provision for music at the entrance and exit or a suitable musical interlude might be made. The institution's song and/or an appropriate anthem might be sung.

Seating

The inductees should be arranged in a central place. Chapter officers are to have prominent places. Honorary inductees and the student inductees should be seated where they can be seen and where they can move conveniently about and to the dais area. The faculty should be seated near the candidates.

Tenets

The explanation of the three tenets is the essential message of the Induction, and shall be described by the Chapter officers.

Script for the Ritual of Induction

Induction Prayer

This induction prayer may be used to open the Induction Ritual ceremony.

Gracious and loving God,

*As we gather to honor the achievements of these members of Alpha Sigma Nu
And those who will be inducted this day,
We pause to celebrate the many ways you have blessed their lives
And to give you thanks and praise.*

*For their dedication to scholarship;
For their intelligence and ideals that lead them to deepen their commitment to the pursuit of knowledge.
May they come to see that the wisdom they gain today will be realized in what your great plan holds for their lives tomorrow.*

*We give you thanks and praise
 For their dedication to loyalty;
 For the challenges they encounter in seeking truth and justice,
 So as to live as men and women of honor and integrity in their daily lives.
 May the vision of St. Ignatius be their guide in deepening their encounters with God and with others.*

*We give you thanks and praise
 For their dedication to service;
 For the work of their hands and the generosity of their hearts
 that reach out to see the sufferings of others and seek ways to serve.
 May the ideal of generous service be their guiding principle as they work for justice in our world.*

*Lord,
 May this induction ceremony today be a life-long reminder of the ideals of Jesuit education
 that have been so firmly rooted in the mission of the Society of Jesus and [name of school].
 And may your grace continue to fill their lives
 that they may always be challenged to be leaders
 who are examples of excellence and integrity,
 generous in their compassion, and committed to serving others for your greater glory.*

Amen.

Written by Maureen Bergen, Spring Hill College

Remarks of the President

Alpha Sigma Nu, the honor society of Jesuit institutions of higher education, is a dynamic fellowship of lifetime leaders dedicated to Ignatian vision and values in the highest tradition of the 450-year Jesuit mission in Catholic higher education. An invitation to be inducted into Alpha Sigma Nu is one of the very highest honors a Jesuit institution confers upon a student. As a unique honor society, Alpha Sigma Nu carries a profound mission:

Alpha Sigma Nu recognizes those students who distinguish themselves in scholarship, loyalty and service. The only honor society permitted to bear the name Jesuit, Alpha Sigma Nu encourages its members to a lifetime pursuit of intellectual development, deepening Ignatian spirituality, service to others, and a commitment to the core principles of Jesuit education.

Founded in 1915, Alpha Sigma Nu is an international organization with chapters at all 28 Jesuit colleges and universities in the United States, at Sogang University in Korea, and at Campion and Regis Colleges in Canada. The name Alpha Sigma Nu signifies the Greek words *Adelphotes Scholastikon Nikephoron* (ah-del-foh-tes scow-last-i-kown Nee-kay-for-own), meaning “the company of honor students.” The key of the society bears the three Greek letters together with the eye of wisdom. On the reverse side is inscribed the member’s name and date of induction. The Alpha Sigma Nu colors are maroon and gold.

The President may add his/her own remarks here. Some Presidents choose to give a brief reflection on the Chapter’s activities and experiences throughout the year.

The invitation to membership in Alpha Sigma Nu has been based upon the journey you began on the first day you matriculated at _____. This ceremony celebrates your dedication to Alpha Sigma Nu's values: scholarship, loyalty, and service. Keep in mind that, as this commitment determined your selection, so shall it justify membership in the future. The first standard is Scholarship, to be explained by the Vice-President of our Chapter, (name).

Descriptions of the Alpha Sigma Nu tenets by the Officers

Scholarship

Scholarship is the most important qualification for membership in Alpha Sigma Nu, as this tenet reflects the primary purpose of higher education. True scholarship, however, runs deeper than a high grade point average or the mastery of information and specialized knowledge.

Alpha Sigma Nu recognizes those persons as scholars who possess a depth of comprehension and a breadth of knowledge. Alpha Sigma Nu honors those students who have a passion for knowledge, the world of ideas, and critical analysis. The true scholar realizes that education and knowledge are lifelong pursuits, but never loses contact with the world of reality beyond the library or the classroom. Through a balanced integration of experiences, the scholar advances in both knowledge and wisdom. Humility is a mark of true scholars who continue to develop their intellectual gifts with the awareness that they pursue a standard set by God, who alone is wise.

(The President then calls on the Secretary to explain the criterion of Loyalty.)

Loyalty

The search for wisdom is also a search for truth. The vision of Saint Ignatius Loyola is that the purpose of Jesuit education is to lead students to the knowledge and love of God, our Creator and Lord. Thus, membership in Alpha Sigma Nu is a lifelong vocation, not merely a scholastic honor. You, as Jesuit-educated men and women, are called to make and live out a lifelong personal commitment to the moral and social values of the Gospel. Inspired by the vision and values of The Society of Jesus and the teachings of its Superiors General, you, as new members of Alpha Sigma Nu, are invited to further develop a depth of thought and imagination in the Ignatian tradition that will transform your minds and hearts. You will become collaborators with the Society of Jesus in the service of faith and the promotion of justice, with a special care for the marginalized and the poor.

To be loyal to these ideals means developing a full engagement with the real with a deep sense of decency and responsibility to truth and justice. It will always entail personal integrity as well as an abiding effort to advance the good of society and the well-being of all.

(The President then calls on the Treasurer to explain the criterion of Service.)

Service

The third of the standards, which were the basis for your selection, is Service. St. Ignatius has said that love is shown in deeds, not merely in words, and so service to others is an integral part of the philosophy of Jesuit education and thus of Alpha Sigma Nu. Knowledge should not exist in a vacuum; it should be used to build up and ennoble the world in which we live. This is why a distinguished academic record is not sufficient to warrant admission to Alpha Sigma Nu. There must be a proven dimension of willing and generous service to others. This is demonstrated by giving freely of time and talent to the academic community as well as to the larger community. Alpha Sigma Nu expects its members to translate ideals into actions as lifelong leaders and contributors to the building of a just and decent world.

President's Address

These three standards ~ Scholarship, Loyalty, and Service ~ are the core of Alpha Sigma Nu, but they are only powerful when translated into action.

Each of you is working toward this goal in your own unique way, both in and out of the classroom, both on and off campus.

The President may add his/her own remarks here. Some Presidents choose to give specific examples of student achievement and involvement.

Your ongoing commitment to the ideals of Alpha Sigma Nu may evolve as your situations become increasingly diverse. Together, you are a strong community of leaders devoted to scholarship, loyalty, and service. While membership spans state and country borders, what brings the Society together is its distinct Jesuit identity, and each member's continuous striving toward the *magis*: a desire to reach further, dig deeper, and go beyond what is expected.

New inductees join the community of Alpha Sigma Nu members who commit their imagination and energy to address the needs and concerns of the world around them.

Introduction of the Candidates and Conferral of Membership

The President directs the Secretary to introduce the candidates. This can be done by calling their names as they enter the hall or by asking them to stand as their name is called if they are already present and seated. Individual introductions may also be done at the presentation of certificates and pins. If candidates are not present, their names could be read after all present are introduced.

Alpha Sigma Nu Pledge

**As a member of Alpha Sigma Nu,
I promise to do everything in my power
to carry out the ideals of Scholarship,
Loyalty and Service.**

**I promise to be committed to intellectual integrity
 and the pursuit of wisdom.
 I promise to be loyal to the moral, social,
 and religious ideals of my education.
 I promise to be genuinely committed
 to the well-being of others
 and active in serving them.
 I will do all this
 in light of the Jesuit concern
 for the greater honor and glory of God.**

Acceptance of the Candidates

After the pledge has been recited, the President calls upon the institution President who formally declares the candidates members of Alpha Sigma Nu with the following statement, “As President of **(name)** and in the name of the Alpha Sigma Nu Board of Directors, I formally declare the candidates presented at this ceremony to be members of Alpha Sigma Nu.”

In the absence of the institution President, the Chief Academic Officer, the Faculty Adviser, or a member of the Board of Directors can make the formal declaration of membership.

Presentation of Keys and Certificates

The President now requests the members to approach the President of the institution to receive their certificates and keys in the order agreed upon for the rite. Names should be clearly announced.

Conferral of Honorary Memberships

Honorary members may be introduced before or after the presentation of keys and certificates to student members. Honorary members stand while a designated student reads a citation. To avoid awkwardness, decide beforehand if the person(s) honored will come to the dais or stand at their place. At some schools, an honorary member is chosen to be the guest speaker.

Remarks by the Institution President, Faculty Adviser or Guest Speaker

After the presentation of the keys and certificates, the President calls upon the President of the institution, the Faculty Adviser, or the guest speaker for appropriate remarks or a formal address.

Introduction of Board of Directors members or Alumni representative

The Board of Directors member may be simply introduced, or may speak depending on the program. The Alumni Club representative welcomes the new members to Alpha Sigma Nu:

- ♦ Reminding inductees that they join an alumni group of over 90,000 life-long members

- ♦ This is a remarkable network the inductees may now access by using the Alpha Sigma Nu Online Member Directory
- ♦ The Directory can be found at www.alphasigmanu.org.

Concluding the Ceremony

The program which follows will vary by Chapter. Announcements by the President will be made in the light of events planned to follow the Induction Ceremony. The President may instruct officers, student members, alumni and faculty to form a reception line. Thereupon the new members, in the order of the Secretary's list, greet the President of the school, the Faculty Adviser, Chapter members, and honored guests to introduce themselves and to receive congratulations.

SECTION V:

Appendix of Essential Forms and Contact Information



Induction Order Form 2022-23

To be submitted to the AΣN Central Office SIX weeks prior to your Induction
An additional copy of this form must accompany late additions to your induction list.



**We certify that the 2022-23 Alpha Sigma Nu Inductee candidates have been
vetted and approved by our Chapter.**

Faculty Adviser Signature: _____ date _____

University President Signature: _____ date _____

Faculty Adviser: _____ Chapter: _____

Date of induction: _____

*Total inductees @ \$70 each  Number of graduation medallions @ \$20 each 

*Total number of member **pins:** or member **pendants** (for wearing on a chain):

Junior inductees: _____ % of total enrollment _____

Senior inductees: _____ % of total enrollment _____

Graduate inductees: _____

Honorary inductees: _____ (maximum 5 - submit separate honorary membership forms for each)

- ☐ Please send us AΣN table tents (quantity: _____)
- ☐ Please send us AΣN pre-printed Program Covers for our induction (quantity: _____)
- ☐ We will hand-sign membership certificates when they arrive
- ☐ **We want our signatures electronically printed as noted in the box below (instructions on back)**

Pre-print Institution President's Signature:	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Emailed
Pre-print Faculty Adviser's Signature:	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Emailed
Pre-print Chapter President's Signature:	<input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Emailed

Send our Induction materials to:

Name _____

Address _____

City _____ State _____ ZIP _____

Return this form to:

Alpha Sigma Nu
 Attn: Sarah Craine
 707 N. 11th St. #330
 P.O. Box 1881
 Milwaukee, WI 53201-1881

Questions? Email:
sarah.craine@marquette.edu

Alpha Sigma Nu Certificate Signature Pre-printing

Signatures of the Faculty Adviser, university president, and student Chapter President can be pre-printed on the new inductees' certificates. Signatures **MUST** be submitted with your induction order, and should be received six weeks in advance of your induction date.

Procedure for Submitting Signatures

Signatures should be made in **black ink** on **white paper**. Scan the paper as a digital image in a high-resolution format (.jpeg or .tiff).

Email the image as an **attachment** to sarah.craine@marquette.edu.

Honorary Member Order Form 2022-2023

Copy as Necessary ♦ LIMIT: Five (5) nominations per year

Candidate's Name (Including title and suffix): _____

Position/Title: _____

Degrees earned: _____

Please be sure to include this candidate on your member spreadsheet that is emailed to the Central Office.

This candidate is:

- ☐ A new University President*
- ☐ A new Faculty Adviser*
- ☐ A new Chief Mission Officer*
- ☐ A new Chief Academic Officer*
- ☐ Other

Name of Jesuit institution attended (if applicable): _____

Please attach:

- ♦ A brief Word document explaining how the AΣN tenets of Scholarship, Loyalty and Service have been realized in the candidate's professional and community life to merit nomination for honorary membership.

We certify that this Alpha Sigma Nu Honorary candidate has been approved by our Chapter.

Faculty Adviser Signature: _____ date _____

University President Signature: _____ date _____

***Alpha Sigma Nu Bylaws, Section 3.5 Ex-Officio Members:** The President, Chief Academic Officer, Chief Mission Officer and the Faculty Adviser of the institution having an Alpha Sigma Nu Chapter are, by reason of their office, eligible to be active members of this Society with all rights and privileges pertaining thereto. Keys and certificates for these individuals may be awarded by the Board of Directors upon petition by the Chapter. *These candidates are not included in the five total nominations available to a Chapter each academic year. Induction fees are waived for these candidates.*



Induction Fee Billing Form

*This form is provided for your convenience, in the instance that your institution would require an official billing statement.
It need not be submitted to the Central Office.*

Name of School: _____

Number of Inductees at \$70.00 each: _____

Number of Graduation Medallions @ \$20 each: _____

Please authorize check payable to Alpha Sigma Nu for \$ _____

Remit to:
Alpha Sigma Nu
707 N. 11th St., #330
P.O. Box 1881
Milwaukee, WI 53201-1881

Faculty Adviser's Signature _____

Date Ordered: _____

Delivery Date: _____

Induction Date: _____

Alpha Sigma Nu Annual Chapter of the Year Award

Purpose: This annual award serves primarily to inspire Alpha Sigma Nu student Chapters to excellence in programs promoting scholarship, loyalty, and service, and to honor one Chapter particularly whose performance is outstanding. Secondly, the award serves to motivate Chapters to greater activity and consistent reporting of those benchmarks the Chapter of the Year application requires, i.e. activities, meetings, attendance, etc. In addition, awarding the Chapter of the Year award gives AΣN an opportunity to publicize the Society and the winning Chapter through various channels, increasing interest and energy around the Alpha Sigma Nu purpose, mission, and vision.

Timeline: Information regarding deadlines will be sent to chapters with specific details. The selection panel decides winner and the winning chapter will be announced on web, social media, email, etc. to follow. An article highlighting the winning Chapters will be showcased in the following summer magazine.

Online application can be found on the Chapters and Resources tab of the AΣN website.

Criteria:

- ♦ Service projects – Number, Quality/Content, Attendance
- ♦ Events - with Jesuits, educational, etc. – Number, Quality/Content, Attendance
- ♦ AΣN Week Programming – Number of events, Quality/Content, Attendance
- ♦ Meetings – Number, Attendance, Content
- ♦ Induction ceremony - AΣN and Jesuit content, Speakers, inductees
- ♦ Chapter improvement – doing more than last year – growing expectations/traditions of AΣN
- ♦ Chapter leadership attendance on calls

The Alexander Haig Fund for Alpha Sigma Nu Chapter Programs

These are the sample questions from the online form.

Please complete this form online at the Alpha Sigma Nu website under Student Chapters tab.

1. Chapter _____ Chapter president _____
2. Program/event date _____ Amount requested (up to \$500) _____
3. Describe the initiative you are proposing (250 words maximum)
4. How will the program promote the Alpha Sigma Nu tenets of Scholarship, Loyalty, and Service? (200 words maximum)
5. How will this program build campus awareness of Alpha Sigma Nu? (150 words maximum)
6. How many people are you expecting to attend? _____
7. Is this program for the Chapter or is it open to the campus community? _____

8. Required signatures:

Chapter president _____
Faculty Adviser

The Alexander Haig Fund for Alpha Sigma Nu Chapter Programs

BUDGET

Please be sure to save receipts to include in a post-vent financial report.

Total program/event budget:	\$
Amount applied for:	\$
Budget period	
Publicity/promotion/communications	\$
Speaker	
Fee/honorarium	\$
Travel	\$
Lodging	\$
Event expense	
Room rental	\$
Food	\$
Beverage	\$
Project expense	\$
Transportation	\$
Materials	\$
Miscellaneous	\$
Total	\$

Alpha Sigma Nu Fact Sheet

What is Alpha Sigma Nu?

Alpha Sigma Nu is the Jesuit Honor Society. AΣN is unique among honor societies in that it seeks to identify the students of the Jesuit institutions of higher education who demonstrate exceptional commitment to the AΣN tenets of scholarship, loyalty to Jesuit ideals, and service to campus and community.

Who is eligible to apply?

Juniors, seniors and graduate students who rank academically in the top 15% of their class in each respective school or college and have a demonstrated record of service and loyalty to the Jesuit ideals. Only 5% of each class is inducted.

What are the benefits?

- Membership is the highest honor bestowed at Jesuit institutions
- Involvement in Jesuit mission-focused activities
- Life-long membership, networks and collegiality with a remarkable group of people from all 32 Jesuit institutions in the U.S. and internationally.
- Connection to the AΣN online member directory of 90,000+ Alpha Sigma Nu members
- Membership in Alpha Sigma Nu Alumni Clubs upon graduation

What is the cost?

The one-time cost of \$70 covers the cost of your member certificate, your official (engraved) member pin or pendant, and lifetime membership. While there are no annual dues, our members continue to support Alpha Sigma Nu through donations to the annual Sustaining Fund.

Where can I find more information?

At our website, www.alphasigmanu.org. Each campus Chapter has a local Faculty Adviser and Chapter officers you can contact for more information.

Are there networking possibilities?

Yes. AΣN has more than 90,000 members. Alumni can be located in the AΣN Member Directory online. Members may contact other members for advice, referrals, internships and positions. Members are also connected on Facebook, LinkedIn, Twitter, and Instagram.

Will this help with graduate or professional school admission?

Yes. This is a recognized and respected credential. Established in 1915, Alpha Sigma Nu is an accredited member of the Association of College Honor Societies.