

# PHI THETA KAPPA - BETA DELTA OMEGA CHAPTER OFFICER APPLICATION

**1** *Please Print*

First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 Student ID# \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_  
 Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

**2** By marking below, I indicate interest in running for the office of: (one only)

<input type="checkbox"/> President	<input type="checkbox"/> Enhancement Officer	<input type="checkbox"/> Scholarship Officer
<input type="checkbox"/> Vice President	<input type="checkbox"/> Service Officer	<input type="checkbox"/> Fellowship Officer
<input type="checkbox"/> Executive Secretary	<input type="checkbox"/> Chapter Historian (SJC)	<input type="checkbox"/> Chapter Historian (MVC)
<input type="checkbox"/> Executive Finance Officer	<input type="checkbox"/> Public Relations Officer (SJC)	<input type="checkbox"/> Public Relations Officer (MVC)
<input type="checkbox"/> Leadership Officer	<input type="checkbox"/> Correspondence Secretary (SJC)	<input type="checkbox"/> Correspondence Secretary (MVC)
<input type="checkbox"/> Technology Officer		

**3** Please initial that you read and that you understand each one:

Terms of office run from May to May of the following year  
 Newly installed officers must attend officers training  
 Each outgoing officer must attend the officer's training session to teach the incoming officer his/her duties  
 All officers must attend 75% of all board meetings  
 Each officer must chair or co-chair at least one event  
 Any officer attending a convention may pay up to half of the fees and traveling expenses and must have fulfilled obligations as outlines in the Chapter By-Laws  
 Each officer will be required to write an article for the website about the event he/she chaired. In addition, a personal page for the yearbook and pages for the chaired events are required  
 Each officer is required to notify the president of non-attendance of any PTK activity at least 24 hours in advance  
 All Phi Theta Kappa events are alcohol and drug free  
 I am member in good standing of the Beta Delta Omega chapter of Phi Theta Kappa  
 I read and I understand the chapter By-Laws  
 Officers must maintain an enrollment of at least 5 units, a GPA of 3.25, and ASB membership at MSJC

**4** **Signature Required** \_\_\_\_\_ **Date** \_\_\_\_\_

Your signature above authorizes college personnel to verify your coursework and GPA for courses taken at MSJC.

**5** **Candidate's statement:**

Please include on a separate page why you would like to become an officer and why the members should would for you.