



PLAN TO SELECT THE BEST ON CAMPUS

A suggested timeline

- Begin the school year off by creating more visibility on campus
 - » Wear MB t-shirts on a given day...maybe the day that you have your meetings!
 - » Attend other groups/organizations events (wear those t-shirts) and send them props on social media, or via text, email, or a handwritten note.
- Broaden your search for new members
 - » Invite applications/nominations from all juniors with a 3.0 and above instead of just those who meet the chapter's GPA standard. Keep the pool wide...
 - » Look to include candidates from ALL academic disciplines at your college/university.
 - » Look at your multicultural student organizations and reach out to them...you want your chapter to be inclusive and representative of your campus community.
- When to solicit nominations from faculty and staff? NOVEMBER
- When to compile the list of prospective new members? JANUARY
Work with your advisor to get the list based off of GPAs and number of credit hours.
- When to send out applications? END OF JANUARY/FIRST OF FEBRUARY
Consider having an event during Mortar Board Week to create interest.
APPLICATIONS DUE THE END OF THE MORTAR BOARD WEEK or the following week.
- When to evaluate/grade applications? Week after applications are turned in.
- When to have voting once all applications have been turned in? END OF FEBRUARY
Set this date WAY in advance so EVERYONE can make the meeting. Preferably, the date should be a few days to a week after all the applications are due. That way, if you have to reschedule for whatever reason, you have time to do that.
- When to have tapping? MARCH
- When to have orientation? MARCH/APRIL
- When to have Initiation? APRIL
This is another date to set well in advance so everyone can put it in their schedule and attend! Remember the importance of "Passing the Torch."

Remember these are only suggested timeline dates, but having a comprehensive plan ensures the best selections your chapter can conduct. Best of Luck!!!