

Phi Kappa Sigma International Fraternity

2 Timber Drive, Chester Springs, PA 19425

January, 2003

Brothers,

Welcome back. This is the initial Alpha Mailer for the 2003 Spring term. If you are a new Chapter Alpha, I would like to extend to you my congratulations. If you are a returning Chapter Alpha, I would like to commend you on your continued commitment to your chapter.

As we have said before, "communication is the key to success," and we need your help if we are to be successful. Please be sure to pass on ALL information contained in Alpha Mailers to your Chapter. **As a cost savings measure, please note that this is the last Alpha Mailer you will receive via US Mail. From now on Alpha Mailers will be emailed to you and posted on the website for easy access and distribution to Chapter members.**

Please take the time to review the checklist below to assist you in handling this information. **Please do not ignore these responsibilities as they are already past due.**

_____ Call 1-888-PKS-INTL, or visit the website at www.pks.org, to update your chapter's contact information, along with the contact information for your Chapter Advisors and Housing Corporation.

_____ E-mail Hanes@pks.org with the following information: Spring membership, New Members initiated in the Fall, New Members for the Spring. **For Chapter assessment purposes, it is crucial that you send in this information.** This is doubly important as we are about to send out estimates for your insurance premiums for the 2003-2004 policy year. These estimates will be based on the new methodology recently adopted by the insurance committee and will be calculated as we did last Fall based on the number of active, undergraduate brothers on the HQ roster plus 25%.

_____ Send in \$300 payment for the Chapter Assessment fee and payment for any past due bills. **Please note: All Chapters with "past debt" must have an approved payment plan on file with the International Headquarters.** Please contact us if you have questions about "past debt" or payment plans.

_____ Please send a copy of this semester's budget, officer goals for Spring semester, additions or corrections to your New Member Education program, Jan. Income Statement, Jan. Balance Sheet, and Jan. meeting minutes. Please see that these items, as well as any outstanding Mitchell Chapter Standards items, or other items from last semester, are turned in ASAP. **Remember: Many points on MCS can be earned by simply turning in required documentation to the International Headquarters.**

Some of the items contained in this month's mailer are as follows:

- **2003-2004 Foundation Scholarship information and applications**
 - Additional applications are available for download at www.pks.org.

Phone: 610-469-3282

Fax: 610-469-3286

Web: www.pks.org

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- **Phi Kappa Sigma Standards Committee Recruitment Form**
 - The Phi Kappa Sigma Standards Committee is recruiting two undergraduate members to help review the “Pillars” and “Mitchell Chapter Standards” programs.
- **A Copy of Two Articles About Hazing**
 - These and other articles can be found on the fraternal news list serve at <http://groups.yahoo.com/group/fraternalnews/>
- **The Phi Kappa Sigma *Update***
 - This newsletter tells what is going on in the world of Phi Kappa Sigma and provides valuable articles and information.

If you have any questions about the enclosed information or if there is anything else that the International Office can assist you with, please contact us at 1-888-PKS-INTL or at hanes@pks.org. Best wishes for a successful and productive semester.

Fraternally,

Chris Hanes
Director of Chapter Services