

# Alpha Phi Alpha Fraternity, Inc. Southwestern Region

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## Greeting My Alpha Phi Alpha Brothers:

**I ask that every District Director and/or Area Director make sure that every chapter under his supervision receives a copy of this letter. I also suggest that you share this letter with Chapter Advisors.**

Please allow me to congratulate the chapters that have been granted to move forward in the process of conducting the Membership Intake Program (MIP). Brothers conducting intake is not a right it is a privilege, and chapters that have been granted permission to move forward should consider this an honor.

I want to employ this letter to remind all the brothers who will be participating in the MIP to follow the rules and to meet the expectations of the general organization, the General President and your Regional Vice President, Brother Dr. Smothers, and most of all the brotherhood. This is probably the first of several letters that you will receive from me in which I will try to make sure that we are on the same page and that the MIP is being conducted as expected. In order to get to this point chapters have already completed a number of tasks, yet there are several more that must be followed and they will be used to guide a successful intake without any incidents of hazing or other problems.

Chapters that have been approved have met the minimum requirements. Here are additional conditions/guidelines that chapters must follow and understand as they move forward in the intake program:

- It is mandatory that all neophytes attend the regional convention, March 17-21, 2011, Houston TX.
- Neophytes CANNOT serve as delegates nor be used to meet the chapter's delegate strength.
- All aspirants must pay with a separate check (make payable to Alpha Phi Alpha Frat., Inc., Southwestern Region) the following amount- undergraduates (college aspirants) \$165.00 and alumni (graduated aspirants) \$210.00. This amount will serve as the registration fee for neophytes, and remember that ALL NEOPHYTES MUST ATTEND THE SW REGIONAL CONVENTION. This amount must be paid at the time the membership application is given to the Area Director. The Area Director is responsible for sending this payment directly to Bro. Edwards using the following address:

Willie Edwards  
P.O. Box 851144  
Mesquite, TX 75185

- During the Leadership Weekend it is mandatory that the service project be the Brother's Keeper Program.

In addition to the above requirements Chapters must also follow or adhere to the following conditions and guidelines. These conditions/guidelines have been communicated in several letters from both the General President and Regional Vice President:

- Each college chapter must have a letter from its Area Director on file with its university stating the contact information for its Area Director, District Director and the Southwestern Regional Vice President.
- Each Alpha Awareness Seminar must have a district and/or area legal counsel (preferably a brother) on the program to discuss the legal ramifications of hazing.
- All Alpha Awareness Seminars involving college chapters must be conducted on the University campus with the approval of the Dean of Students and/or Vice President/Chancellor of Student Affairs. The Southwestern Regional Alpha Awareness Seminar Approval Form must be signed and sealed by said University official and kept on file with the Area Director (subject to future audit).
- Chapter members participating in intake (who were not re-certified at the regional convention in Tulsa, OK with the new risk management instrument) must undergo new risk management certification in advance of the leadership weekend.
- The Chapter is required to register its delegate strength for the 2011 Southwestern Regional Convention and the 2011 General Convention in Chicago, Illinois, June 21-26, 2011.
- At the onset of the intake process, and at the beginning of any final series-of-days of the intake program each aspirant must meet with the Area Director to complete an anti-hazing certificate – meaning, the aspirant shall execute the anti-hazing certificate no less than twice during the entire process. Failure to complete the form at the designated time will result in the immediate suspension from the intake process. Moreover, any newly-initiated member found participating in any form of hazing shall be summarily disciplined up to and including expulsion. Violators will also be reported to college and university officials and to law enforcement if applicable.
- There shall be no “coming out” or “neophyte” shows associated with this targeted Fall Intake process. For purposes of announcing the new members of the fraternity, the chapter should make public the names of the new members via their chapter website and forward the names to the General Office for further publication.
- All non-active, non-risk-management-certified brothers are to have no fraternity-related interaction with aspirants in any fraternity-related atmosphere, or appearance as a member of Alpha Phi Alpha Fraternity, whatsoever, during this membership-intake period. This applies to all college brothers, former college-chapter brothers, and alumni members. Any brother found in violation – or a chapter that facilitates, tolerates, or is aware of the violation and fails to report it – will face disciplinary actions and the chapter's membership intake program will be suspended immediately.
- Chapters/brothers should inform all non-active members that they should become active, and risk management certified or **stay away** from newly-initiated members and aspirants who are actively participating in the membership intake process, in any fraternity-related

atmosphere or in any appearance as a member of Alpha Phi Alpha Fraternity or face appropriate sanctions.

Well, this has resulted in a long letter, but I have simply presented information by which every chapter is expected to follow. Remember that all of us should be working toward an incident free Membership Intake Process.

If you have questions or concerns please contact me if necessary or more definitely your Area Director, District Director and if necessary the Regional Vice President.

Fraternally,

*Willie J. Edwards*

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SW Chief Pharaoh