



PHI ALPHA HONOR SOCIETY FOR SOCIAL WORK

Chapter Application

1. A brief history of the University or College. (This may be copied from the school catalog).
2. A brief history of the Social Work program or programs if both the BSW or MSW are offered. (This may be copied from the school catalog).
3. Accredited by the CSWE: Yes:_____ No:_____
4. CSWE candidacy status: Yes:_____ No:_____
5. Submit a list of proposed Charter members including a minimum of five (5) students and one (1) Social Work faculty member.
6. A copy of the Chapter's Constitution and By-Laws. (below documents)
7. Send all requested information to the International Office.

Mail: Phi Alpha Honor Society, East Tennessee State University,
Box 70679, Johnson City, TN 37614

[E-mail-phialphainfo@etsu.edu](mailto:phialphainfo@etsu.edu)

**Visit our website www.phialpha.org or our Facebook page
for more information!**

(MODEL CHAPTER CONSTITUTION)

CONSTITUTION

Phi Alpha Honor Society

University/College Name _____
Address _____

promote a closer bond among students of social work and to enter into more intimate fellowship with those dedicated to the promotion of humanitarian goals and ideals by a professional group which quality educational preparation is deemed imperative, students and faculty involved in social work education at (name of your university) resolve to sponsor a Chapter of Phi Alpha National Honor Society, thereby to foster high standards of education for social work and to invite into membership those who have attained excellence of scholarship and distinction of achievement as students of social work.

ARTICLE 1

The Supreme Law

This chapter of Phi Alpha shall be affiliated with the organization known as Phi Alpha Honor Society and to its National Council. The Constitution, membership and program shall be consistent with the Constitution and Statutes of the national organization.

ARTICLE 11

Purposes

The purpose of this chapter of Phi Alpha shall be:

Section 1. To recognize and promote scholastic achievement among students and faculty involved in the undergraduate or graduate social work program at _____ College or University.

Section 2. To recognize, improve and further the goals of social work in the community, state, nation and world.

Section 3. To stimulate interest in preparation for a career in social work.

Section 4. To encourage continued study and research at the undergraduate level, the graduate level, and in professional practice.

Section 5. To recognize those professional social workers and others whose service, contributions and leadership are held in esteem.

ARTICLE III

Government

Section 1. To supreme governing body shall be the National Council as defined in the National Constitution.

Section 2. The governing body of this Chapter shall be the duly elected officers and the Executive Committee as defined in the By-Laws.

ARTICLE IV

Membership

Section 1. Any undergraduate or graduate social work student at _____ University/College who meets the qualifications set forth in the By-Laws shall be eligible for active membership.

Section 2. Faculty members having an official connection with the social work curriculum may be granted membership upon invitation of the Executive Committee and approval of the Chapter membership.

Section 3. Honorary membership may be granted to professional social workers and others whose support of social work education and practice merit such recognition.

ARTICLE V

Insignia

Section 1. The official logo of the society shall be the Phi Alpha Key which was approved by the National Honor Society Committee. The key shall be issued to and worn only by members of the society.

Section 2. Colors of the society shall be blue and gold as established by the National Honor Society Committee. Royal blue and light gold are preferred.

Section 3. Certificates of membership shall be issued to all new members at the chapter's initiation ceremony.

ARTICLE VI

Meetings

Chapter meetings shall be held a minimum of two times during the academic year.

ARTICLE VII

Constitutional Amendments

Section 1. This Constitution may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the active chapter membership.

Section 2. Amendments may be proposed to the Executive Committee by any active member of the chapter.

(Model By-Laws)

By-Laws

_____ Chapter (office use)
Effective Date _____ (office use)
Phi Alpha Honor Society

University/College Name _____
Address _____

CHAPTER 1

Officers of the Executive Committee

Section 1. The officers of the organization shall consist of a President, Vice-President and Secretary-Treasurer to be elected by a majority vote of the membership.

Section 2. The President shall preside at meetings of the chapter; appoint such committees as may be provided for by Chapter Constitution or By-Laws or by vote of the chapter; call special meetings of the chapter; be responsible for all Chapters reports; perform the duties or ritual chair at initiation ceremonies, and promote the welfare of the Society and Chapter.

Section 3. The Vice-President shall perform all duties of the President in the latter's absence or disability and any other duties assigned by the President.

Section 4. The duties of the Secretary-Treasurer shall be as follows:

- a. To forward to the Treasurer of the Executive Council the following the national initiation fee for each student and faculty initiate prior to his or her acceptance into membership.
- b. Fulfill such additional duties as may be required by the Executive Committee or by the Chapter Constitution, the By-Laws, resolutions, or vote of the Chapter membership.

Section 5. A faculty member in the undergraduate or graduate social work program shall serve as the faculty advisor.

CHAPTER II

Organization and Procedures

Section 1. The Executive Committee shall consist of the President, Vice President, and Secretary-Treasurer.

Section 2. The Chapter shall meet in official sessions at least twice each year.

Section 3. Standing Committee may be appointed by the President with the approval of the Executive Committee.

Section 4. Special committee may be appointed by the President.

Section 5. The Chapter year shall begin on July 1 and end on June 30.

Section 6. The Chapter shall maintain adequate and accurate records of its membership activities and finances. Such records shall be kept in such a way as to serve as a permanent and historical record.

Section 7. Qualified persons may be inducted into membership anytime of the year.

Section 8. Election of officers shall be held once each year and at other times when a vacancy occurs.

CHAPTER III

Membership

Section 1. An undergraduate student is eligible for active membership after achieving the following National minimum requirements and meeting local Chapter requirements:

- a. Declared social work as a major.
- b. Achieved sophomore status.
- c. Completed 8 semester hours or 12 quarter hours of required social work courses.
- d. Achieved an overall grade point average of 3.0 on a 4.0 scale.
- e. Achieved a 3.25 grade point average in required social work courses.
- f. Local chapter may establish higher eligibility requirements.

Section 2. A graduate student is eligible for active membership after achieving:

- a. A minimum of one term of course work.
- b. A grade point average of 3.5 on a 4.0 scale.
- c. Local Chapters may establish higher eligibility requirements.

Section 3. A faculty member may be granted membership by invitation of the Executive Committee and approval of the Chapter membership.

Section 4. The Executive Committee with the approval of the membership, may grant Honorary Membership to a maximum of two individuals per year who have made outstanding contributions to the field of social work. Honorary members shall not be assessed membership dues.

Section 5. The method of granting membership shall be in accordance with procedures established by the local chapter.

Section 6. Any member may be expelled from membership for reasons of academic or personal conduct unbecoming a student of social work, by a three-fourths vote of the chapter, after a thorough investigation has been made by the Executive Committee, and the members so charged has been granted an impartial hearing before the Executive Committee. Dismissal from the Social Work program or College/University is cause for automatic recommendation for expulsion.

CHAPTER IV

Dues

Section 1. The initiation fee shall be of sufficient amount to include the following:

- a. The initiation fee required by the National Society.
- b. The initiation fee required by the local chapter.

Section 2. Annual chapter dues shall be established in accordance with chapter needs by action of the Executive Committee and a three-fourths vote of the chapter membership present.

Section 3. Special fees may be levied by the Executive Committee with a three-fourths vote of the chapter membership present.

CHAPTER V

Amendments

These By-Laws may be amended by a majority vote of the Executive Committee and upon ratification by a three-fourths vote of the membership.

AFFIRMATIVE ACTION STATEMENT

Membership shall be available to all eligible persons without regard to age, gender, color, race, creed, ethnic or national origin, political or sexual orientation, or disability.