



**Alpha Chi**  
National College Honor Society

Association of College Honor Societies Member

800.477.4225

124 West Capitol Avenue, Suite 1630  
Little Rock, AR 72201

office@alphachihonor.org  
AlphaChiHonor.org

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Dear Alpha Chi Chapter Leadership:

With the constantly changing COVID-19 situation, this is an unprecedented time for everyone. With many college administrators deciding it best to limit public gatherings, your chapter will want to reimagine and reformat your spring induction of new members. If your college has not cancelled classes or imposed activity restrictions, you can operate your chapter according to their guidance. Please always follow [CDC recommendations](#).

Nevertheless, Alpha Chi's national office staff, while working remotely, is available to support your chapter's needs. Our office has been assured the company that began processing our membership certificates last fall is taking all recommended precautionary measures while preparing and packaging certificates and pins to send back to your chapter. Invitation campaign processing should continue without change for the time being.

We've scoured the internet and found some guidance we hope will assist you in pulling off some sort of induction ceremony, but we realize that postponing until even fall may be what you decide to do. Crowdsourcing could help, too. To do that more easily, sponsors can join the [AX Advisor Forum](#) on Facebook.

**Host a virtual induction ceremony using a videoconferencing tool such as [Zoom](#) or [GoToMeeting](#).**

- All the technology you need is a laptop or smartphone and WiFi. Campuses may have other resources available.
- If there is access to the chapter items, someone like the sponsor can set up a table with the table runner, banner, candles, etc. For smaller chapters, attendees could all dress nicely & video chat. They could all recite the motto together this way.
- Design an official program and provide the PDF to all inductees to print as they wish.
- Try not to focus on *perfection*. We're all doing the best we can with the resources we have. Set reasonable expectations for yourself and for your students.
- Chapters will need to consider how to get certificates and pins to new members when there is no in-person event. If they'll be unable to come get them from you in the fall semester, you will need to have a packing party of some kind to package up and mail these to anyone who won't be returning to campus.

**Postpone induction until Fall**

- For whatever reason, it may become necessary to postpone a planned spring induction. We hope that if you cancel, you will invite anyone unable to be inducted this semester to the next induction ceremony the chapter is able to hold.
- Chapters will not be penalized for not holding an induction ceremony in 2019-20, if this spring was your one induction for the year.

**Chapter Activities, Meetings, Officer Elections**

- Chapters should follow guidance from their institution and consider postponing or canceling upcoming chapter activities as appropriate.
- Hold virtual chapter meetings to stay connected (apps like Whatsapp, GroupMe, Google Hangouts, etc.) *This can be a great leadership opportunity for your chapter officers. Invite their creativity and energy.*
- Elections of new officers can be done in similar, virtual/electronic manners.

We would also be glad to provide information directly to your lead chapter officer. If you'll send the name and email of that student to [office@alphachihonor.org](mailto:office@alphachihonor.org), we will set up a support group of sorts for those student leaders. They may have all kinds of creative ideas for a situation such as this.

Most importantly, stay safe and take care of yourselves. If you have any Alpha Chi-related concerns, we are best reached by email at this time.