

## AΣA Approved Status Changes

\*\*For Part Time, Graduate, and students who have been active for 6 years or more, see Note 2 below.

Old Status	New Status	Process (Resp Officer)	Form (Location)	Due Date
Potential New Member	New Member (In Good Standing)	Create a New Member Batch (VP of Mem Ed)	Create a New Member batch link (OP Member Screen)	Within 3 days of Phoenix Degree
New Member (In Good Standing)	New Member Termination	If a chapter request, Standards resolutions process (Standards Chair)  If a self-request, Create a Membership Change Group (Secretary)	If a chapter request. Termination Request (OP – Document Library)  If a self-request, Create a Membership Change Group link (OP Member Screen)	Immediately upon the request for termination but no later than September 1 <sup>st</sup> /February 1 (See Note 1)
New Member (In Good Standing)	New Member (Hold Over)	Approval from District Facilitator (President), Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	—
New Member (In Good Standing)	Special Status	New Members are not eligible for Special Status	—	—
New Member (In Good Standing)	Collegian (In Good Standing)	Create initiation batch (VP of Mem Ed)	Create Initiation Batch link (OP Member Screen)	4 weeks prior to Sanctuary Degree
Collegian (In Good Standing)	Collegian (Study Abroad/Military)	Member notifies standards board (Standards Chairman) Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (In Good Standing)	Collegian (Internship/Student Teaching) (see Note 2)	Member notifies standards board (Standards Chairman) Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (In Good Standing)	Collegian (Internship/Student Teaching) (see Note 2)	Member notifies standards board (Standards Chairman) Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (In Good Standing)	Alumna (Left school)	Member notifies standards board (Standards Chairman) Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (In Good Standing)	Termination	Standards resolutions process (Standards Chairman), granted by National Council	Termination Request (OP – Document Library)	Fall: October 1 Spring: March 1

Old Status	New Status	Process (Resp Officer)	Form (Location)	Due Date
Collegian (In Good Standing)	Special Status	Granted by HQ (Standards Chairman)	Special Status Request (OP – Document Library)	Fall: September 30 (status is good for academic year)  Spring: March 30 (status is good until June 1) (See Note 1)
Collegian (In Good Standing)	Alumna (In Good Standing)  Graduates	Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	Immediately before graduation (see note 5)
Collegian (In Good Standing)	Senior Status	This is a chapter status and she is still listed as Collegian (In Good Standing) at HQ, Chapter must have senior status outlined in standards policy (Standards Chairman)	—	—
Collegian (In Good Standing) who transferred from another chapter	Collegian (In Good Standing)	Add member to roster (Secretary)	Roster Additions Report (OP)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (Internship/Student Teaching) Collegian (Military/Study Abroad)	Collegian (In Good Standing)	Notify standards (Standards Chairman)  Create a Membership Change Group (Secretary)	Create a Membership Change Group link (OP Member Screen)	September 1 <sup>st</sup> /February 1 (See Note 1)
Collegian (Special Status)	Collegian (In Good Standing)	Notify HQ by letter (Member)	—	September 1 <sup>st</sup> /February 1 (See Note 1)
Alumna (Left School)	Collegian (In Good Standing)	Add member to roster (Secretary)	Roster Additions Report (OP)	September 1 <sup>st</sup> /February 1 (See Note 1)

**Notes:**

- Roster changes can be made at any time during the semester, but the chapter will get billed for whatever is shown in OP on September 1st and February 1<sup>st</sup>.
- Part Time, Graduate**, and students who have been **active for 6 years or more** can choose Collegian or Alumna status. Students who are **student teaching, interning full-time, or participating in clinical or practicum** may also choose to remain Collegian (In Good Standing) or may be marked as a Collegian (Internship/Student Teaching). In all cases, a woman who selects to remain Collegian (In Good Standing) must meet all financial and participation requirements of a full collegiate member.
- Additional rules may apply based on a chapter's local bylaws and campus panhellenic.
- For any status not listed here, please contact national headquarters (317.871.2920, [asa@alphasigmaalpha.org](mailto:asa@alphasigmaalpha.org)) or your District Facilitator.
- Graduating seniors must be reported through the batch process on the member screen immediately before graduation. Creating a batch group of graduating seniors too early will remove them from the chapter roster. A good timeframe to make sure graduates are reported in the correct semester is to report December graduates by December 12 and May graduates by May 1.

## AΣA Status Definitions

For a complete definition, see the *Alpha Sigma Alpha National Policies and Procedures*.

Status	Who Qualifies	What they can do	What they can't do
Potential New Member	Any woman who (1) has never been member of an NPC organization, and (2) meets the national membership selection criteria (including GPA)	Join another NPC organization (until they become new members of Alpha Sigma Alpha) †	Until a PNM accepts an invitation to membership, she is not eligible to wear our insignia, vote, attend new member modules, serve on chapter committees, run for a chapter office, be held accountable by standards, represent the chapter at events, be a big sister
New Member	Any women who has been through the Phoenix degree and met her new membership obligations (including financial)	Vote, wear letters, attend member meetings, serve on chapter committees, run for a chapter office, be held accountable by standards, represent the chapter at events	Join another NPC organization (while still a new member of Alpha Sigma Alpha) †, be a big sister
New Member Termination	Any woman who has been through the Phoenix Degree but has since formally separated from the national organization.	No member privileges	Wear letters, vote, attend member meetings, serve on chapter committees, run for a chapter office, be held accountable by standards, represent the chapter at events, join another NPC organization, be a big sister
Collegian (In Good Standing)	Any woman who has been initiated at the Sanctuary Degree and met her obligations to the chapter (including financial)	Wear letters, vote, attend member meetings, serve on chapter committees, run for a chapter office, be held accountable by standards, represent the chapter at events, be a big sister	Join another NPC organization
Collegian (Internship/Student Teaching)	Any woman who is student teaching, interning full-time, participating in clinicals or a practicum, and needs to focus on her practical experience	Wear letters, be held accountable by standards	Vote, attend member meetings, serve on chapter committees, run for a chapter office, represent the chapter at events, join another NPC organization, be a big sister

Status	Who Qualifies	What they can do	What they can't do
Collegian (Military/Study Abroad)	Any woman who is studying abroad, or actively serving in the military	Wear letters, be held accountable by standards	Vote, attend member meetings, serve on chapter committees, run for a chapter office, represent the chapter at events, join another NPC organization, be a big sister
Special Status	Any woman who requires special consideration for unexpected financial duress or serious illness. <b>This can only be granted by HQ.</b>	Wear letters, be held accountable by standards	Vote, attend member meetings, serve on chapter committees, run for a chapter office, represent the chapter at events, join another NPC organization, be a big sister
Alumna	Any woman who has left school as a member in good standing (meeting all of her membership obligations, including financial)	Wear letters, be held accountable by standards	Vote, attend member meetings, serve on chapter committees, run for a chapter office, represent the chapter at events, join another NPC organization, be a big sister
Terminated	Any woman who has been initiated but has since been granted a termination of her membership by the national organization	No member privileges	Wear letters, vote, attend member meetings, serve on chapter committees, run for a chapter office, be held accountable by standards, represent the chapter at events, join another NPC organization <sup>†</sup> , be a big sister

<sup>†</sup> Note: Once a woman has been initiated into Alpha Sigma Alpha, she is a member for life and (even if terminated) cannot join another NPC organization. New members (and potential new members), who have not been initiated, can choose to terminate their affiliation with Alpha Sigma Alpha and join another NPC organization.