

**Leadership Expectations – Scholarship****Duties assigned:**

1. Develop a comprehensive scholarship program and include a copy of this program in the chapter's Operating Plan. Such a program should include guidelines for checking recruits' high school grades, methods for recognizing scholastic achievement, tutoring systems within the chapter, test files, development of a chapter library, and any other measures your chapter deems necessary.
2. At the beginning of your term, consult with your chapter's Faculty Advisor and the Coordinator of Collegiate Development.
3. If your chapter has a house, make sure that conditions of the house are conducive to concentrated, undisturbed study. Strictly enforced quiet hours are your responsibility.
4. Maintain scholarship records of all members and assist those who are failing to meet chapter and university requirements.
5. Maintain a list of resources available to your members. This would include college/university-sponsored tutoring services. It is a good idea to post this information for those members who may not want to request help.
6. Set up a special "Scholarship Bulletin Board" for the posting of special information.
7. Establish and maintain awards for all members who excel in scholarship.
8. Send an official university/college grade report to the National Headquarters at the end of each academic term.

**Right on Target duties assigned:**

1. Monitor the chapter's grade-point average and ensure it is equal to or above the all men's average (Sec 3.1).
2. Establish and enforce grade requirements for holding chapter offices and pledging/initiation of new associates (Sec 3.2).
3. Submit a written scholarship program that contains components for assistance and recognition, including a plan to enhance the academic performance of new associates (Sec. 3.3).
4. Attend the chapter retreat and submit an officer goal statement (Sec 7.2).

**Required National Forms**

All National Fraternity forms are distributed to the chapters at the beginning of the school year. Forms can also be downloaded from the National website at [www.betasigmapsi.org](http://www.betasigmapsi.org).

- The Beta Sigma Psi Educational Foundation mails scholarship applications in the spring. These can also be downloaded from the National website.

**Other Expectations**

1. Understand and use parliamentary procedure.
2. Understand and use rituals of the fraternity.
3. Understand and enforce the National risk management policy.
4. Attend all fraternity sponsored events.
5. Identify and maintain at least two office hours per week.
6. Be familiar with all the duties and expectations of all other Chapter Officers.
7. Maintain an up-to-date officer file.
8. Complete an End of the Term report.