How to Identify, Invite, and Induct Alpha Kappa Delta Members

IDENTIFY

To identify eligible members, compile a list of current junior and senior sociology majors and minors (undergraduates) and/or graduate students who have completed at least one-half year of study in sociology. Undergraduate students who have taken at least four sociology classes (and meet the other requirements) are also eligible. If needed, contact your school's registrar office for a cutoff list of those sociology students who are in the top 35% of their graduating class and have a minimum 3.0 sociology GPA (graduate students must have an overall 3.0 GPA). If your school's registrar office cannot provide you with the top 35% ranking, instead use 3.3 overall GPA in its place. (See membership eligibility).

INVITE

Once you have identified all students who are eligible, send an invitation for membership and application to those candidates. Select a deadline for students to return their application form and payment. **The membership fee is $50.00.** Let students know that they may purchase honor cords, lapel pins, and other AKD paraphernalia at an additional cost (see our online store).

INDUCT

All new memberships must be sent in to the Executive Office. Once individuals are added to the membership database, they are considered official lifetime members of AKD.

1. Sign in to your chapter representative account on AKD's website. Contact the office if you do not have your login information.
2. Go to the AKD Store (top right) --> Add the number of new members to your cart with the "New Membership" button.
   a. Add any merchandise you wish to order (honor cords, pins, etc.)
3. You may pay by credit card or check/money order. Note: Orders paid by check/money order will not be processed until the full payment arrives is in the office.
   a. Membership orders: After you check out, a screen will appear where you must enter your new member names, emails, and induction date. Do not skip this step.

Membership orders may only be sent in bulk once per semester. Orders will not be processed as soon as they arrive in the office. Please let us know if you have any questions at any time!

REMINDER

Certificates take at least 2-4 weeks to be processed and shipped by the printing company. Plan accordingly. We suggest sending in completed orders at least a month in advance of needing the certificates.