



MEMBERSHIP TRAINING ACADEMY (MTA) 2019 -2020

CERTIFICATION PRESENTATION

KAPPA ALPHA PSI FRATERNITY, INC.



TRAINING FOR LEADERSHIP SINCE 1911



NORTHEASTERN PROVINCE MTA PROVINCIAL TEAM SET UP

MTA Membership
Director
Kevin Hankins Jr

MTA Co-Chairman
Art Farquharson

Application Team
J. Marcus Poon
Marcus Bruce
Arthur Farquharson

Recording Secretary
J. Marcus Poon

Test Team
Ben Jackson
Marcus Poon
Justin Sinclair

Kappa Core
Curriculum
Facilitator
Dr. Kenneth Waters
Bobby Hunter
Kevin Boston Hill

Cluster
Registration &
Check In Team
Marcus Poon
Marcus Bruce
Clinton Asalu

KappaOrg.com
Tech Support
Kevin Hankins

initiation Set Up &
Execution
Sound and Lights
Art Farquharson
Ishmail Lamarr
Ernest Drummond
Richard Oliver

MTA CERTIFICATION TESTING

- ❖ 1. You must be financial to take the certification test!
- ❖ 2. Certification Test migrated over to Kappa Alpha Psi Database (YM)
- ❖ 3. Certification test will post in your Kappa profile on Kappaalphapsi1911.com.
- ❖ 4. Certification is good for two years.
- ❖ 5. 80% is a passing score.
- ❖ 6. Chapter Advisors and MTA chairman should certify each year (recommended).
- ❖ 7. If you have MTA Questions/Concerns please contact in this order:
 - A. MTA Province Coordinator
 - B. MTA Membership Manager (IHQ)
 - C. National MTA Chairman
 - D. **Not Executive Director**

YM Kappa Database

The screenshot shows the Kappa Alpha Psi Fraternity, Inc. website. The browser address bar displays the URL: <https://kap.site-ym.com/login.aspx?return=/default.asp?>. The website header features the Kappa Alpha Psi logo and the text "KAPPA ALPHA PSI® FRATERNITY INCORPORATED" with the tagline "Training for Leadership Since 1911". A "COMMUNITY SEARCH" bar is located on the right. The navigation menu includes links for HOME, THE FRATERNITY, INTL. HEADQUARTERS, MEMBER SUPPORT, KAPPA STORE, and CONTACTS. The main content area is titled "MEMBER LOGIN" and contains a welcome message: "Welcome to the Kappa Alpha Psi Online Community. Because of the built-in security features, you must first log in with your Username (Membership ID Number) and Password before accessing the site. If you are not a member of the site yet, please log in- we'd love you to be part of our online community." Below this message are input fields for the username (containing "8000716") and password (masked with dots). There is a "Remember Me" checkbox and a "SIGN IN" button. Links for "Forgot your password?" and "Haven't registered yet?" are also present. On the right side, there is a "CALENDAR" section showing dates "3/3/2019" and "3/6/2019" with the event "Kappas On Capitol Hill 2019". A large red banner on the right promotes a "Special Rate for Kappa Alpha Psi Fraternity, Inc. Members!" and features an image of a red AARP bag with the text "Join or renew now and receive up to 20% off AARP membership and a FREE insulated bag! Offer available 8/1/2015 - 8/15/2015. CLICK HERE".

JUSTIFICATION FOR CERTIFICATION

Any member (Undergraduate Chapter Advisors, Undergraduate/Alumni Membership Training Academy Chairmen) assisting with the facilitation of initiating men into Kappa Alpha Psi Fraternity, Inc. must attend a 2 hour MTA Certification Workshop every two years.

MTA training and certification will be offered during the annual C. Rodger Wilson Leadership Conference, Province Council, National Founder's Day, Grand Chapter Meeting and any other educational opportunity designated by Province Polemarchs, and the Grand Board of Directors.

OBJECTIVES

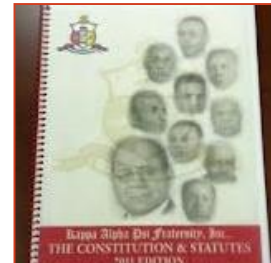
Participant will be certified to:

- Fulfill the requirements of the Membership Training Academy (MTA)
- Access and utilize the web-based KappaOrg.com program to process all intake forms and documents from the beginning to the end.
- Navigate the nineteen (19) mandatory Kappa Kore meetings of the Membership Training Academy Program
- Prepare candidates for the requirements of the Kappa Cluster Weekend
- Implement post intake requirements
 - Intake class announcements
 - New Member Presentation (Undergraduates ONLY)

Membership Training Academy

The Design Principle Behind the New MTA program

“Earning while Learning”



AGENDA

- Pre-Intake
 - University Approval
 - Fraternity Approval
 - Kappaorg.com registration
- Formal Professional Information Meeting
- Administrative Meeting
- Police/University Meetings
- Overview: Membership Training Academy (MTA) program
 - Insurance Checklist
 - Kappa Kore
 - 5 New Membership Showcase Practices
 - Cluster Weekend
- Post Initiation Requirements
 - Campus Announcements
 - Police/University Post Initiation Meeting
 - New Member Showcase

PRE-INTAKE

KAPPA ALPHA PSI PRE-REQUISITE REQUIREMENTS

- Must complete Annual Chapter Certification by deadline established by the Province Polemarch.
- Must have 2020 Insurance Payment made by September 1st 2019.
- Must have had paid for a registered delegate at the 84th Grand Chapter Meeting.

UNIVERSITY REQUIREMENTS


- Universities/colleges must approve chapter participation in new membership intake program (membership recruitment).
- General approval requirements
 - Chapter's cumulative grade point average
 - Disciplinary restrictions

- Kappa Alpha Psi's web-based paperless application system developed to electronically manage the fraternity's new membership process from beginning to the end.
- Chapters must create a profile in Kappaorg.com to process the following Intake forms and documents:
 - ❖ Membership Request Document
 - ❖ New Membership Application (Form 50)
 - ❖ Request for Initiate (Form 60/61)
 - ❖ Payment of application fees
 - ❖ Insurance Checklist

CHAPTER ONLINE REGISTRATION

Most chapters have already registered. If your chapter has not registered the Chapter Polemarch or Keeper of Records should go to <https://kappaorg.com> and click the "Register Chapter" button.

Log in to continue



Email

Password

Log in

☐ Remember me [Forgot Password?](#)

Create Profile Register Chapter

INVITE BROTHERS TO CREATE AN ACCOUNT

1. Login Into Kappaorg.com
2. Click blue "Invite Member" Button

Invite Members ×

Type or copy and paste emails in the Textbox below. Seperate each email by a comma then click send to invite members!

Send Invites

Cancel

COMPLETE CHAPTER ROSTER/OFFICER REPORT

1. Login Into Kappaorg.com
2. Click blue “Officer Report” Button

Member Roster Report

Iota Xi



Please submit each Member on the list to complete the report.

1 of 10 complete

Delete Report



Turner, Marcus

123 Main st Atlanta, Ga 30034

Select Member Chapter Status ▼

Select Chapter Office ▼

Submit Member

MEMBERS (10)

Roderick Herbert Acquaye

Tionne Barmer

Tionne Davonte Barmer

Davan David Bazil

Taylor Powell Ikner

Lloyd, Marvin

Profile Incomplete



REQUEST APPROVAL TO PARTICIPATE IN MTA

First

The first step for an undergraduate or alumni chapter to become eligible to participate during an approved Province Cluster Weekend is to become certified by the Province Polemarch.

Second

Each chapter must submit a complete **Planning Document, Insurance Checklist** and receive approval back from the Province Polemarch prior to the desired date of the Formal Informational Meeting.

This form must be submitted at least two (2) weeks before the desired date of the Formal Informational Meeting

Completing MTA PLANNING DOCUMENT

1. After the Province has created a new Cluster, then the chapter has the option to submit a planning document for review and approval.
2. Login to kappaorg.com
3. Under the Chapter Profile, Click the red “Start New Planning Document” button.

[Chapter Profile](#) [Members](#) [Events](#) [Candidates](#) [Notes](#) [Documents](#) [Groups](#) [Schools](#)

Active ✓ (Undergraduate)
Chapter Meets: 2nd Sunday of the Month @ 7:00 PM

[Edit Chapter](#) [Officer Report](#) [Invite Member](#)

Northern Province
Michigan State University
1553 Linden Street
East Lansing, MI, US
48823

Undergraduate Chapter Advisor [Change](#)
Jason A. Hall, Sr.
jahall1911@yahoo.com
248-894-6262

*** Application Portal Closed**
The Intake date has been completed.
[Open Portal](#) [Start New Planning Document](#)

Completing MTA PLANNING DOCUMENT

Set Applicant(Candidate) Portal Password

The applicant portal password is be shared with your chapter applicants. Applicants will need this password to register for the online membership application.

Applicant Portal Password

Set The Chapter Intake Fee.

Please only enter the Intake Fee for the Local Chapter. Other Fees will be added to this amount accordingly.

Chapter Intake Fee:

Completing MTA PLANNING DOCUMENT

College Official Is Needed

College Official needed for: **University of South Africa**

College Official Support Verification Required

Before moving forward the College Official(s) are required to login and verify the following:

- *Good academic status to function as an on campus organization.
- *Good status fulfilling financial obligation with all required fees and dues as an organization.
- *Good behavioral status with no pending disciplinary actions.

Michigan State University

Aliya Beavers

✗ NOT VERIFIED

Completing MTA PLANNING DOCUMENT

Planning Document Dates

0 of 21 Completed. **Please continue setting all Planning Document Dates**

1	✖	Formal Information Meeting/Chapter	SET
2	✖	Electronic Application Packet Due by Applicant to the Chapter	SET
3	✖	Review and Grading of the Submitted Application	SET
4	✖	Formal Professional Interview Date(s)	SET
5	✖	Email Notification of Conditional Acceptance	SET
6	✖	Official Kappa Alpha Psi Blazer Measurement (Candidate(s) Fitting)	SET
7	✖	College/University/Kappa Alpha Psi Administrative Meeting (Additional Paperwork) 4 Hours Maximum	SET
8	✖	Kappa Koro Curriculum 1 (4 Hour Maximum)	SET

Completing MTA Insurance Checklist

The screenshot shows the Kappa Alpha Psi website interface. The top navigation bar includes links for Administration, HELP, and a user profile. The main content area is titled 'TASK FORCE ALUMNI (TEST)' and includes a search bar and a list of members. The 'Administration' tab is active, showing a list of members and a 'Complete Event Insurance' button.

Administration

Paul Smith
Online

Search...

Dashboard
Settings
Chapters
Members
Candidates
College Officials
Exporting/Reporting
Documents
Tasks
Events
Background Checks
Provinces
IntakeSettings

TASK FORCE ALUMNI (TEST)
TEST PROVINCE

ELDER DIGGS
PROVINCE POLEMARCH
PSMITH@BENCHMARKBRANDS.COM
770-112-5689

ELDER DIGGS
PROVINCE MTA CHAIRMAN
PSMITH@BENCHMARKBRANDS.COM
770-112-5689

Timeline Administration Members Events Candidates Notes Documents Groups

Active ✓ (Graduate)

Chapter Meets: 1st Monday of the Month @ 5:00 PM

Edit Chapter Officer Report Invite Member

Test Province
1234 Main St
Atlanta, GA, US
30034

Polemarch
Atty. Henry T. Asher
hasher@kappa.com
770-655-8862

Event Insurance Needed
Insurance Certificate required to open the Application Portal.
Cluster 7/27/2020 to 7/30/2020 **Complete Event Insurance**

12:43 PM
7/21/2019

Completing MTA Insurance Checklist

2. The event insurance checklist consists of a series of questions to be answered. Please answer each question presented by typing the answer in the text box and clicking the next button.

Event Insurance Checklist ×

1/44. Where is the location and venue of this Event?

Answer

Next

e checklist.png ^ | paulsmith.png ^ | Show all ×

Completing MTA Insurance Checklist

To upload and event flyer click the radio button "Event Flyers" to upload any other supporting document click the radio button "Supporting Document".

Event Insurance

If you are finish uploading all additional supporting documents.
Click the finish button below.

Finish

Please upload any additional supporting documents



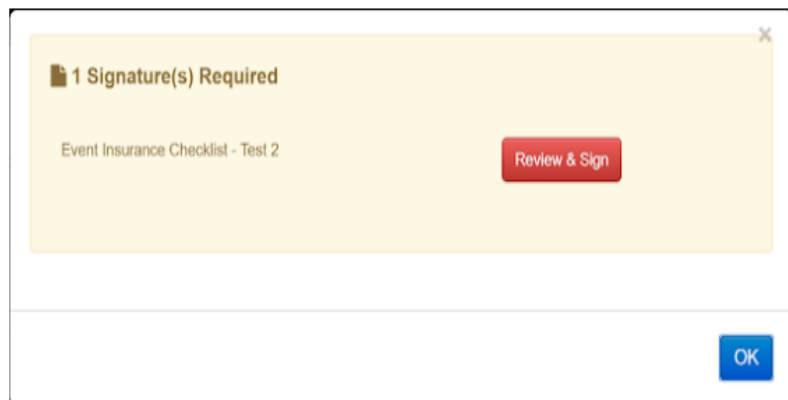
Event Flyers



Supporting Document

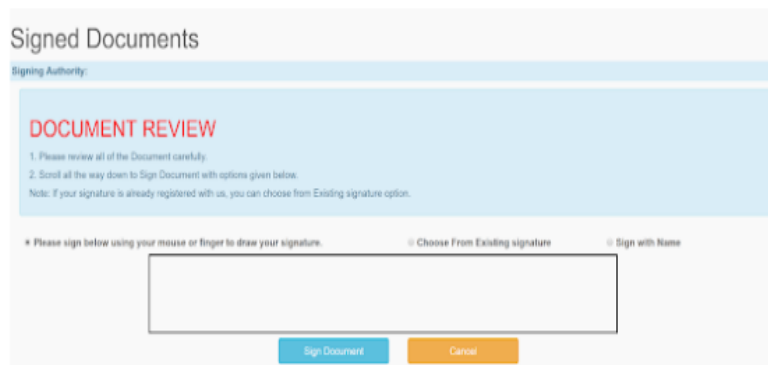
Completing MTA Insurance Checklist

6. Once all the necessary supporting documents have been uploaded the required chapter officers should review and sign the document.



Prompt to Sign

Upon each officer logging in. They will receive a prompt to review and sign the document.



Review and Sign

Review the document and electronically sign by drawing your signature and clicking the "Sign Document" button.

2017-19 UNDERGRADUATE INTAKE FEES

Undergraduate Membership Badge Selection and Membership Dues based upon the fiscal year
(October 1st through September 30th)

Freshman 4 Years of Dues:

Membership badge #1	\$ 875.00 + \$325.00= \$1,200.00
Membership badge #3	\$ 983.00 + \$325.00= \$1,273.00

Sophomore 3 Years of Dues:

Membership badge #1	\$ 800.00 + \$325.00= \$1,125.00
Membership badge #3	\$ 908.00 + \$325.00= \$1,233.00

Junior/Senior 2 Years of Dues:

Membership badge #1	\$ 725.00 + \$325.00= \$1,050.00
Membership badge #3	\$ 833.00 + \$325.00= \$1,158.00

*Application Fee \$50.00

***Paid when applicant(s) submit their on-line application through KappaOrg.com**

Administration Fee \$10.00

Membership Jacket and Tie \$190.00

Contribution to the Senior

Kappa Endowment Fund \$100.00

NAACP Donation/Membership \$25

- ☐ A Financial Card
- ☐ A Membership Card
- ☐ A Membership Certificate
- ☐ Official Kappa Alpha Psi Garment Bag
- ☐ Official Kappa Alpha Psi Two Button Blazer
- ☐ Official Kappa Alpha Psi Tie
- ☐ Coat of Arms Lapel Pin
- ☐ Membership Training Academy Bag
- ☐ A copy of the Story of Kappa Alpha Psi
- ☐ A copy of the Protocol and Etiquette Manuel
- ☐ A copy of the Encyclopedia of Guide Right
- ☐ A copy of the Constitution and Statues
- ☐ The Journal of Kappa Alpha Psi (Spring/Summer/Fall/Winter)
- ☐ The Confidential Bulletin (Twice a year)

MEMBERSHIP TRAINING ACADEMY (MTA)

- ☐ A Financial Card
- ☐ A Membership Card
- ☐ A Membership Certificate
- ☐ Official Kappa Alpha Psi Garment Bag
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Administration Fee	\$10.00
Membership Jacket and Tie	\$190.00
Contribution to the Senior	
Kappa Endowment Fund	\$200.00
NAACP Donation/Membership	\$25

COMPLETING MTA PLANNING DOCUMENT

Step 9: Schedule a confirmed date, time, and location for each Pre-Acceptance, Kappa Core Curriculum, and Post Cluster Meetings

- **Formal Informational Meeting**
- **Electronic Application Packet Due Date**
- **Electronic Review & Grading of Submitted Applications**
- **Email Notification of Formal Interviews**
- **Email Notification of Acceptance**
- **College/University/Kappa Alpha Psi Administrative Meeting**
- **Police Meeting (2 Meetings Pre & Post Initiation)**
- **Kappa Core Curriculum meetings**
- **Academic Meetings**
- **Sunday Hope/Chapter Dinner**
- **Community Service**
- **5 New Membership Practices**
- **New Member Presentation (if applicable, Undergraduate Only)**

SUBMITTING MTA PLANNING DOCUMENT

1. After completing all steps of the planning document. Chapter must click the "Submit" button to Submit the Planning Document for review and approval.

! Please Submit Planning Document

If you are comfortable with all the selections you have made please click the **"Submit"** button below. If not, make changes by clicking the edit links on the left or clicking the change button next to each meeting below.

Submit

- 1 ☒ **Formal Information Meeting/Chapter**
Frat House - Formal Information Meeting/Chapter
Wed, August 30, 7:00PM - 10:00PM
[Check In Report](#)

CHANGE

- 2 ☒ **Electronic Application Packet Due by Applicant to the Chapter**
KappaOrg.com
9/4/17 - 9/5/17
[Check In Report](#)

CHANGE

APPROVED MTA PLANNING DOCUMENT

1. Once the Planning Document has been approved please find the “Check In” URL. Share the “Check In” URL with candidates and brothers alike.
2. When candidates Check in to the Informational meeting they receive an email with instructions on how to complete their application.

✔ Planning Document Approved.

Approved Date: 08/27/2017

Make changes by clicking the edit links on the left or clicking the change button next to each meeting below.

Any changes will change the status of the document to Pending and close the Application Portal until it is approved again.

Check In URL

<http://kappaorg.com>



SUBMITTING EVENT CHECKLIST

After completing the MTA Planning Document KappaOrg will direct the chapter to complete a MTA Insurance Event Checklist. Chapters must upload all supporting documents into KappaOrg for the checklist and planning document to be accepted by IHQ. Chapters will need their MTA Planning Document approved by the Province Polemarch or his designee, before they can proceed with their Formal Informational Meeting.

IHQ will disable all MTA function in KappaOrg.com if a Chapter fails to submit the Insurance Event Checklist with the Approved MTA Planning Document within 48 hours.

INFORMATIONAL MEETING

THE INFORMATION MEETING

MEMBERSHIP TRAINING ACADEMY (MTA)



ΚΑΨ
1911



KAPPA ALPHA PSI FRATERNITY, INC.

Information Meeting

INFORMATIONAL MEETING

- **Only members financial at all levels, (Local, Province, National) can attend.**
- **Chapter must utilize a venue with internet technology access.**
- Must follow the approved Formal Information Meeting Agenda
- All members are required to sign-in utilizing Kappaorg.com.
- All interested aspirants attending are required to sign-in utilizing Kappaorg.com.
- Review with the attendees:
 - Kappa Alpha Psi Code of Conduct
 - Review with the attending interested Men the Kappa Alpha Psi Stance on Hazing
- Qualified students will be sent a link with instruction to create a profile in Kappaorg.com application portal.
 - **Must be enrolled as a full time student (12 hours or more)**
 - **Must have a minimum of cumulative GPA of 2.5 (4.0 scale)**
 - **Must have completed a minimum of 12 credit hours.**
 - **Alumni aspirants must have a confirmed degree from a regionally accredited college/university**

APPLICATION DETAILS

Once all attending individual(s) have checked-in and registered at the information meeting, they will receive an important link and password. This will allow the following:

- ☐ Review of the Kappa Alpha Psi Code of Conduct
- ☐ Ability to complete and submit a membership application

MEMBERSHIP REQUIREMENTS

Undergraduate Membership Requirements

Must be enrolled as a full time student 12 hours

Must have a minimum 2.5 (Not a 2.4999) cumulative GPA on a 4.0 scale

Must have good “Moral Character”

Alumni Membership Requirements

Must have received a bachelors' (Four Year Degree) from a regionally accredited college/university

Must have good “Moral Character”

APPLICATION CHECKLIST – REQUIRED ITEMS

The entire application is submitted electronically. Please proofread before submitting.

Here are all the items that are required to be uploaded with your application:

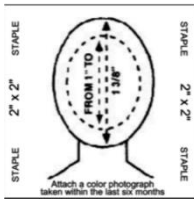
1) Transcripts:

Two (2) copies of your official college/university transcript sealed in two separate envelopes

One (1) uploaded copy of transcript – Submit the open uploaded copy and the sealed copy to the Undergraduate Advisor/MTA Chairman.

Alumni applicant(s) must submit the transcript from the college/university where they received their undergraduate degree

2) Photo



2x2 current color official passport quality photo dressed in a shirt, tie, and jacket (taken within 2 weeks of the date of the informational meeting).

Upload the photo in KappaOrg.com and then attach a photo to EACH copy of your transcript.

3) Application Fee:

Non-refundable \$50.00 Fee (Paid on-line) via credit or debit card

APPLICATION CHECKLIST – REQUIRED ITEMS

- 4) Voters registration card or proof of registration (uploaded)
- 5) Letters of recommendation
Fraternal Letters of Recommendation submitted by Brothers in Good Standing through KappaOrg. Must have a KappaOrg profile.
(2 Non-Kappa uploaded)

Undergraduates:

Three (3) letters of recommendation from any member of Kappa Alpha Psi in “Good Standing”

One (1) letter of recommendation must come from a college or university faculty/staff employee on stationary/letterhead

One (1) letter of recommendation must come from a community sponsor on stationary/letterhead

Alumni:

Three (3) letters of recommendation from any member of Kappa Alpha Psi in “Good Standing”

Two (2) letters of recommendation must come from a community sponsor on stationary/letterhead

INSTRUCTIONS FOR LETTERS OF RECOMMENDATIONS

Fraternity Member Requirements

- ☐ Must be submitted through KappaOrg.com
- ☐ Your KappaOrg.com profile must be updated.
- ☐ Membership number in KappaOrg.com and not (Life Membership #).
- ☐ What important attributes would you like to discuss, and what relationship do you have with this potential candidate?

University Faculty / Staff

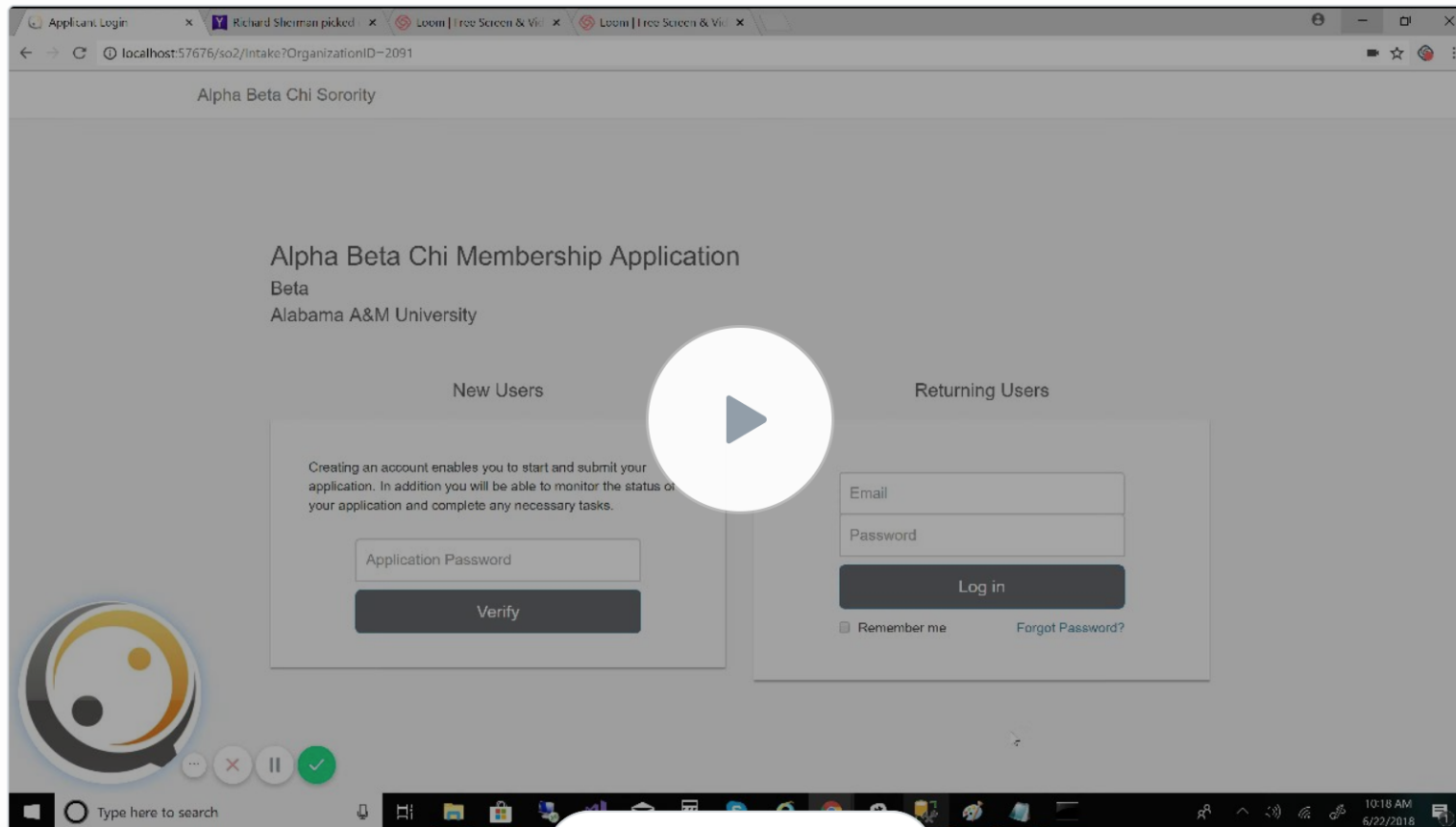
- ☐ Letter of recommendation must be signed
- ☐ Your contact information must include: Full name, title, phone number, email address, and mailing address
- ☐ What academic or non-academic setting do you interact with the individual?
- ☐ What scholastic qualities has/have the individual displayed at the institution?
- ☐ What important attributes would you like to discuss, and what relationship do you have with the individual?

Community Sponsor

- ☐ Letter of recommendation must be signed
- ☐ Your contact information must include: Full name, phone number, email address, and mailing address
- ☐ How well does the individual work with others?
- ☐ How would you evaluate the work ethic of the individual on a scale of 1-10 with 1 being poor and 10 being excellent?
- ☐ What important attributes would you like to discuss, and what relationship do you have with the individual?

INSTRUCTIONS FOR LETTERS OF RECOMMENDATIONS

Part 1: Candidate Request Letter Of Recommendation

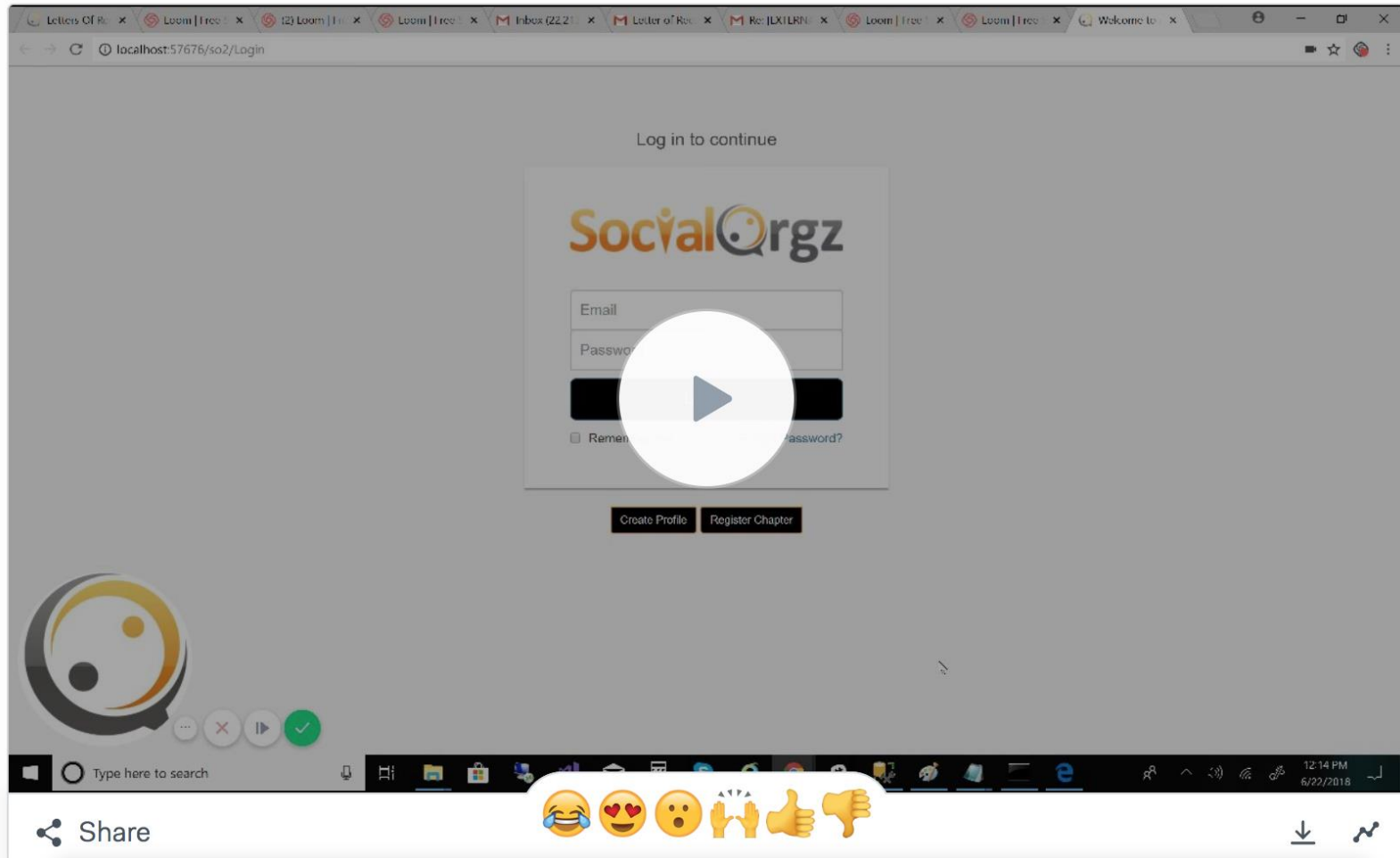


Share



INSTRUCTIONS FOR LETTERS OF RECOMMENDATIONS

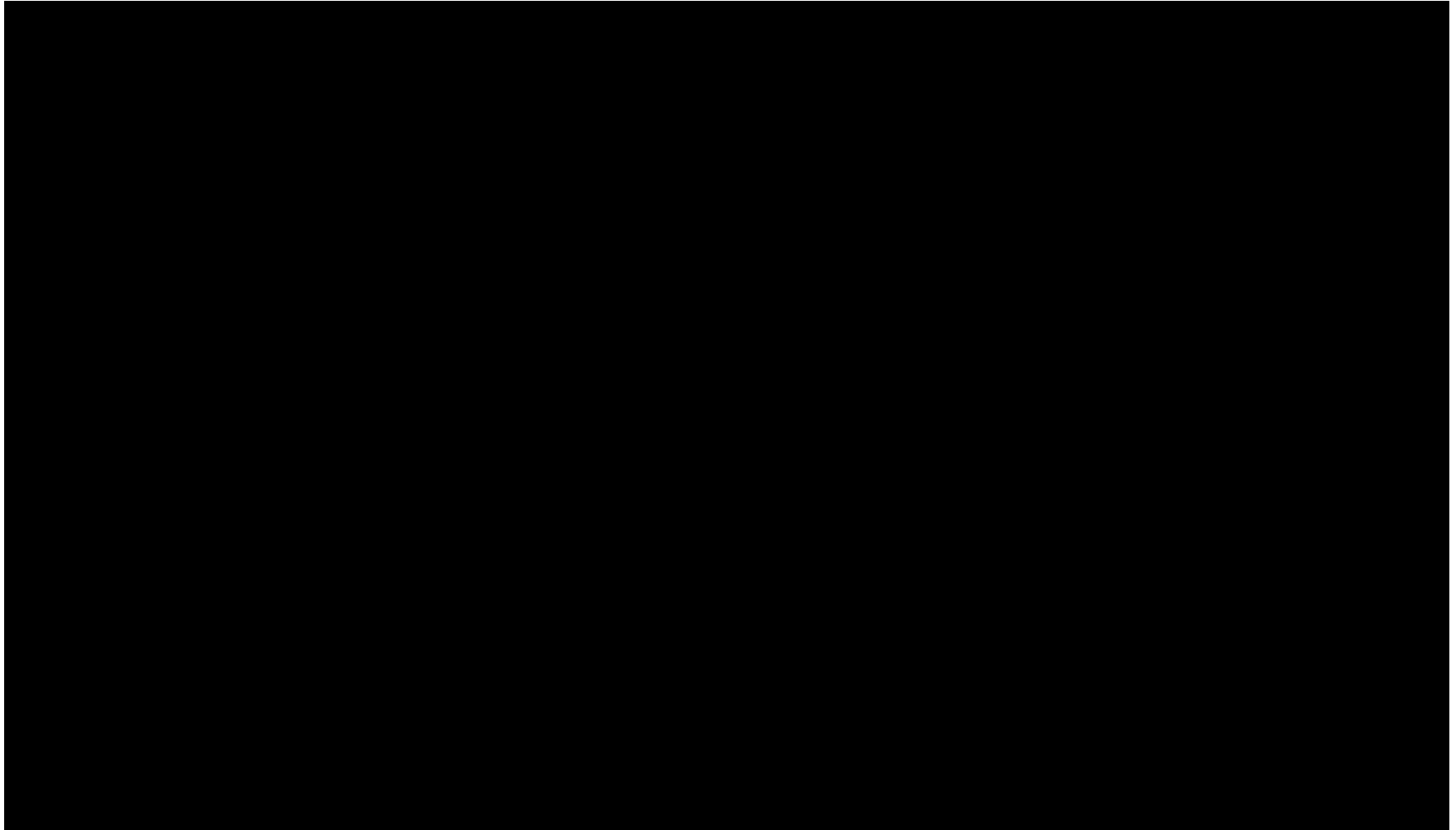
Part 2: Member Submitting a Letter Of Recommendation



SELECTION PROCEDURE

1. Applicant(s) submit electronic membership application (ADD DATE)
2. Submitted membership application(s) will be graded for an interview
3. Qualified applicant(s) will be notified by email if granted an interview (ADD DATE)
4. Successful interview applicants will be voted on by the membership and notified no later than (ADD DATE)
5. The total MTA Fee of (ADD FEE) will be due no later than (ADD DATE)
6. Successful applicants will move forward into the Membership Training Academy after appropriate membership intake fee are paid for the Local Chapter, Province, and Grand Chapter/IHQ.

KAPPA ALPHA PSI ANTI-HAZING VIDEO



CONDUCTING FORMAL INTERVIEWS

CONDUCTING FORMAL INTERVIEWS

- Who can attend
 - Only members financial at all levels, (local, province, national)
- Who can vote
 - Only members financial at all levels, (local, province, national)
- Accepted applicants
 - Confirm the acceptance of each applicant with the vote of 75% of the membership
- Ask appropriate questions
 - Inappropriate questions create legal liability

CONDUCTING FORMAL INTERVIEWS

- Brothers shall arrive 30 minutes before the start of the interviews to ensure that the room is properly arrayed and to review candidate applications.
- Brothers shall familiarize themselves with the scoring rubric that will be used to evaluate candidates.
- Business attire is required for all Brothers to participate in the interviews.
- As a guideline, interviews shall be approximately twenty minutes.
- The interview is to be a structured interview in that each candidate shall be asked the same questions with appropriate follow-up questions allowed.

SAMPLE INTERVIEW QUESTIONS

Ask questions in the following areas:

- Campus involvement
- Academic excellence
- Community service and
- Greek-Letter Organizations.

Campus Involvement:

- What's the one campus organization and/or club that you feel you've gotten the most out of and why?
- What motivates you to become involved in campus organizations?
- Describe a time when you believe that you performed at your best as a member of a campus organization or club.
- Are there other campus organizations and/or clubs in which you seek membership? If so, why?
- How will you balance membership in Kappa Alpha Psi with your other campus involvement?

SAMPLE INTERVIEW QUESTIONS

Academic Excellence:

- What role do you feel academics play in your educational aspirations?
- What's your most difficult class and what strategies do you employ to get through it?
- Describe how much time you devote to studying each week and what that consists of?
- What are your career aspirations?
- How will you balance membership in Kappa Alpha Psi with your studies?

Community Service

- What community issue(s) are you passionate about?
- What rewards do you derive from participating in community service?
- What challenges/limitations exist regarding your participation in community service?
- Give an example of a community service project that was particularly impactful to you and why.
- How will you balance Kappa Alpha Psi with your community service involvement?

SAMPLE INTERVIEW QUESTIONS

Greek-Letter Organizations

- What do you believe the fundamental purpose of Greek-Letter organizations to be?
- Why are you interested in joining Kappa Alpha Psi Fraternity, Inc. and what do you believe you can contribute?
- How did you find out about Kappa Alpha Psi Fraternity, Inc.?
- How do we know that we are making a good “investment” by granting you membership in Kappa Alpha Psi Fraternity, Inc.?
- During the Formal Informational Meeting you were given or emailed several documents about Kappa Alpha Psi’s stance on hazing. If you were selected for membership what would you do If you being coerced to become hazed or witnessed anyone being hazed?
- *Note: You may ask appropriate questions.

MEMBERSHIP TRAINING ACADEMY (MTA)

OVERVIEW

NEW MEMBERSHIP TRAINING ACADEMY (MTA)

- Nineteen (19) mandatory meetings
 - Administrative Meeting
 - Greek Life & Campus Police (2 Meetings)
 - 6 Kappa Kore Meetings
 - 3 Academic Meetings
 - St. Jude Sunday of Hope Worship Service and Chapter Dinner
 - 5 New Membership Showcase Practice
 - Community Service
- Testing
 - 3 quizzes & 1 Final Assessment
 - Electronic testing
 - MTA Chairman or Chapter Advisor teach the Kappa Kore Curriculum
 - Certified chapter officers can help teach
- Focus on group experience (bonding)
- Body Inspections

ADMINISTRATIVE MEETING

ADMINISTRATIVE MEETING

Meeting Agenda

- Welcome and Congratulations
- Introductions
- Documents Review –
 - Provide Candidates copies:
 - Indemnification Agreement
 - Code of Conduct
 - Reporting Prohibited Acts (Hazing)
- Investment in Kappa
 - Sign membership intake agreement
 - Payment of fees
- Candidate requirement
 - Syllabus – Kappa Kore (MTA)
 - Kappa Initiation Cluster Weekend
- Questions and Answers

GREEK LIFE UNIVERSITY/POLICE MEETING

GREEK LIFE UNIVERSITY/POLICE MEETING

- These **two** meetings are designed for the College/University Greek Life Office to collaborate with having a positive Greek experience, review college/university policies and procedures, and reinforce expectations.
- The first meeting must take place one (1) week after the College/University/Kappa Alpha Psi Administrative Meeting. Chapters must upload Meeting verification form into KappaOrg indication both meeting dates.
- The second meeting must take place 48 hours after Cluster Initiation.
- Alumni Chapters will “Only” focus on the police meeting. If there is an officer/judge/lawyer who is a member of the alumni chapter, he can be used if ⁵³

KAPPA KORE

Candidates will be taught the “Kore“, essential body of knowledge of Kappa Alpha Psi Fraternity during the MTA process.

As a result, candidates will understand the foundation of the fraternity and will be knowledgeable of the historical components that have allowed this noble Klan to thrive for over 108 years.

Furthermore, candidates will develop a personal and comprehensive connection with the fraternity and members.

KAPPA CORE SYLLABUS

MTA SYLLABUS

Membership Training Academy Syllabus



Administrative Meeting

	Code of Conduct (introduction)
	Keeping Kappa Safe and Compliance
	Indemnification Agreements
	Fees

Kappa Core Curriculum

Session #1	Greek letters (upper and lower case)
Session #1	Fundamental Purpose
Session #1	Type of fraternity
Session #1	Incorporation date
Session #1	Founding date
Session #1	Official flowers
Session #1	Official colors
Session #1	IHQ address
Session #2	Founders of Kappa Alpha Psi
Session #2	History of Kappa Alpha Psi
Session #2	Objectives of Kappa Alpha Psi

Quiz 1 Kappa Core - Sessions 1 & 2

Kappa Core Curriculum

Session #3	Kappa Alpha Psi Hymn
Session #3	Kappa Alpha Psi Organizational Structure
Session #3	Governance Structure (Constitution and Statues)
Session #3	Grand Chapter Officer positions
Session #3	Name of Current Grand Polemarch
Session #4	Province Officer positions
Session #3	Name of Provinces

Quiz 2 Kappa Core - Sessions 3 & 4

Kappa Core Curriculum

Session #5	Introduction – Robert Rules of Order
Session #5	Personal Awards (Laurel Wreath, Elder Watson Diggs, Guy L. Grant, Byron K. Armstrong)
Session #5	Toast Song
Session #6	Sweetheart Song
Session #5	Invictus Poem
Session #5	Coat of Arms (describe and draw)
Session #5	National Service Project
Session #5	C.R. Wilson Leadership Conference
Session #5	Rituals
Session #5	Proverbs
	Kappa Core - Sessions 5

Kappa Core Curriculum

Session #6	Local Chapter History
Session #6	Chapter Charter members
Session #6	Keeping Kappa Safe and Compliance
Session #6	Code of Conduct (review)

Kappa Core - Sessions 6

Quiz 3	

Cluster Weekend

KAPPA INITIATION CLUSTER WEEKEND

KAPPA INITIATION CLUSTER WEEKEND

Kappa Alpha Psi Initiation Cluster Weekend is designed as an institution for instruction and examination for assessing candidates' knowledge of the fraternity before becoming members.

Goal

To maximize the Fraternity's capacity to educate and orient new members to the fraternity's customs and to train members for leadership.

Objectives

- ◆ To ensure a broad and comprehensive review of the history, constitution, and statutes.
- ◆ To promote a spirit of life-long learning for commitment and dedication for the fraternity.
- ◆ To assess candidates' core knowledge of the fraternity.
- ◆ To sponsor leadership training (Kappa Leadership Seminars) that educates candidates on essential chapter operations and protocols.
- ◆ To promote team building and brotherhood.

CLUSTER WEEKEND 2.5 DAYS

SAMPLE AGENDA

Day 1

- Arrival and Check-in
- Initiation Weekend Kick-off Dinner
- MTA Mixer (aspirants only)
- Initiation Weekend Orientation (current members)

Day 2

- Kappa Core Review
- Team Building Assessment I - Kappa Core
- Kappa Leadership Seminar – Chapter
- Operations
- Team Building Activities (mixed chapters' candidates activities)

Day 3

- Kappa Core Review
- Final Electronic Exam
- Team Building Assessment II – Kappa Core
- Kappa Leadership Seminar – Protocol & Etiquette
- Ritualistic Initiation
- New Member Banquet
- Post-Initiation Event

Day 4

- Ecumenical Worship Service
- Post-Initiation Debrief
- Expectation for Post Initiation Education
- Present Credentials




POST INITIATION ACTIVITIES

- **Public Announcement of initiates**
- **Greek Life/Police Meeting (Must take place 48 hours after Cluster Weekend)**
- **New Member Showcase – Undergraduates ONLY** must take place within 10 days after initiation. Undergraduate Chapters can begin practice after Kappa Kore #3 meeting. (unless otherwise mandated by university)
- **Show must be reviewed for appropriateness** (by chapter advisor or alumni chapter Polemarch)
- **Post initiation Curriculum**

POST INITIATION CURRICULUM

- Advisors will be provided New Members development curriculum. This curriculum will continue to acquaint new members with the what, when, and how of the fraternity.
 - Each local chapter Advisor will be responsible for certifying the completion of the new members orientation curriculum by each new member.
 - Chapters that are not certified will be rendered ineligible for future MTA participation.
- The Leadership development series will provide all members with the same (consistent) on-going training for leadership development regardless of chapter affiliation.
 - The most experience and competent members of Kappa will present the seminars through webinars.

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Membership Training Academy



- [1. PLAYBOY - ILLEGAL USE OF INTELLECTUAL PROPERTY ***ALL NEED TO READ***](#)
- [2. What is the Membership Training Academy? ***NEW***](#)
- [3. IHQ Membership Financial Verification ***NEW***](#)
- [4. Alumni Applicant\(s\) Academic Accreditation Policy ***NEW***](#)
- [5. National MTA Committee Directory](#)
- [6. MTA Frequently Asked Questions](#)

I. Accessing Official MTA Forms
[SOP\(Accessing Official MTA Forms\) IHQ Website](#)


II. College/University Related PowerPoint Presentations and Documents
[Judicial Record Waiver \(Ug Use Only\) ***COMING SOON***](#)
[Grade Release Waiver \(Ug Use Only\) ***COMING SOON***](#)
[HIPAA Waiver \(Ug Use Only\) ***COMING SOON***](#)
[MTA Summary Document \(Ug Use Only\)](#)
[MTA Campus Based Professional Meeting \(Ug Use Only\)](#)
[MTA Campus Police/Public Safety Document \(Ug Use Only\)](#)

III. Alumni Documents and Presentations
[MTA Public Safety Document \(Alumni Use Only\)](#)
[Alumni Applicant\(s\) Academic Accreditation Policy \(New\) \(Alumni Use Only\)](#)

IV. Chapter/Brother Registration Documents
[KappaOrg.com UG & Alumni Chapters Online How To Complete Chapter Registration Procedures \(PDF\) \(rev. 8-2016\)](#)
[KappaOrg.com UG & Alumni MTA Chapter Procedures \(Online How To\) \(PDF\) \(rev. 8-2016\)](#)

V. Educational Webinars Schedule(UG & Alumni)
[Spring 2017 MTA Webinar Schedule](#)

VI. Pre-Acceptance Documents and PowerPoint Presentations
[Interview and Evaluation Rubric \(Selection Point Rating System\)](#)
[MTA Forms Application Selectional Point Grading System ***NEW*** Undergraduate\(click here\) *** Alumni\(click here\)](#)
[MTA Community Service Document](#)
[Draft MTA Planning Document](#)
[Guidelines For Presenting An Informational Meeting ***NEW***](#)
[Formal Informational Meeting PowerPoint \(PPTX\) \(rev. 09-22-2015\)](#)




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MTA CERTIFICATION QUIZ



Welcome to the National MTA Certification Exam. The exam consists of 25 questions and you must score a minimum of 80 to pass. You will not be allowed to retake the exam if you fail.

You've already taken and passed this quiz.

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84th Grand Chapter Meeting (Brothers)

10/1/2018 » 6/30/2019
Chapter and Province 84th Grand Chapter Meeting - Philadelphia

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MTA CERTIFICATION ASSESSMENT

Please read and follow all instructions below:

REGISTRATION

Input the link into your phone, tablet or computer:

https://kap.site-ym.com/surveys/Default.asp?id=MTA_Quiz

https://kap.site-ym.com/surveys/?id=MTA_Quiz

Complete all Questions

Note: Time frame is given for the assessment. Link will close down.