



# National Awards Overview For Alumnae Associations

*This document contains the 2020 revised criteria for all National Awards and links to the online applications. Questions may be directed to [awards@thetaphialpha.org](mailto:awards@thetaphialpha.org). All applications are available and due online at <http://www.thetaphialpha.org/awards-forms> by **April 30, 2020**.*

## Contents

Purpose of National Awards.....	2
How to Win Awards & Instructions .....	3

*Additional information about each award can be found on the [Theta Phi Alpha - Awards Form](#) website, in the National Awards Overview Documents section.*

## **Purpose of National Awards**

Theta Phi Alpha Fraternity has a long-standing tradition of honoring chapters, alumnae associations and individuals for excellence in programming and contributions to our organization. National Awards are determined by the Board of Trustees and awarded at each National Convention. Some awards do not require an application and are based on reports you already provide throughout the biennium.

The Board of Trustees also coordinates the [Compass Points Alumnae Recognition Awards](#). Ongoing nominations may be made via an online form. Multiple winners can be recognized in each of the four award categories given twice per year (fall and spring) with deadlines to nominate on February 15th and September 15th each year. The dates may change based on the calendar or number of nominations received.

*Additional information about each award can be found on the [Theta Phi Alpha - Awards Form website](#), in the National Awards Overview Documents section.*

## **How to Win National Awards & Instructions**

1. Each fall you should start to plan to apply for National Awards! The National Awards applications are due electronically by April 30<sup>th</sup> of the Convention year. By planning now you will have the documentation and reports to complete the applications and nominations as needed.
2. Designate one officer to oversee the award process. This officer will ensure that the required information is correctly submitted.
3. Submit your required reports and programs to the National Office. Many awards do not require an application/nomination and are based on reports and programs already submitted by the association. Make sure to set up an e-mail folder of completed reports.
4. Review the award descriptions found in this overview. Each award description contains the report(s) or criteria used to determine the award winner. Awards that require an application or a nomination have the required criteria/reports listed on the applicable form. All timely applications/nominations with any required supporting documentation will be considered for those in good standing with the Fraternity.

5. Complete award application and nomination forms utilizing the links found on Theta Phi Alpha's website at [www.thetaphialpha.org/awards-forms](http://www.thetaphialpha.org/awards-forms). Double check to ensure you have attached all required information –sometimes supporting documentation, essays or recommendation forms need to be submitted separately from your main application/nomination. If an application requires you to provide a website name or Facebook page, please do not just cut and paste the URL. We need the exact name of the website, i.e., [www.thetaphialpha.org](http://www.thetaphialpha.org), to be able to view your website. For Facebook pages, please list the page name, for instance, XYZ Alumnae Association and provide contact information so a Board of Trustees member may be added to closed pages.

8. Please direct any questions about this process to the Board of Trustees member who is overseeing awards for the biennium. You may reach them at [awards@thetaphialpha.org](mailto:awards@thetaphialpha.org).

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