2018 FIVE STAR CHAPTER PLAN

TRACK YOUR CHAPTER SUCCESS

The mission of Phi Theta Kappa is to recognize academic achievement of college students and to provide opportunities for them to grow as scholars and leaders.

STEP 1
Display this poster in your chapter meeting room and track progress from January to December 2018.

STEP 2
Report progress updates frequently throughout the year online at ptk.org/fivestar (advisors and/or chapter officers may report updates).

STEP 3
Submit final updates by the January 23, 2019 deadline.

ONE STAR CHAPTER
Recognizing Academic Excellence, Chapter Foundations

- Organize at least one membership recruitment campaign
- Create awareness of PTK on campus (ptk.org/toolkit)
- Identify eligible students
- Outline a recruitment plan that includes setting a goal to be recognized as a REACH Rewards Chapter
- Invite eligible students
- Conduct informational meetings about benefits
- Eligible students join
- Hold induction ceremony
- Submit Chapter Annual Report
- Review Chapter Bylaws and submit to Headquarters any necessary revisions

Note: All One Star level requirements are checked by Headquarters based upon information verified in the chapter's records.

TWO STAR CHAPTER
Organized Chapter Leadership and Getting Started with Honors in Action

- Set a goal to achieve higher than One Star Chapter status
- Organize at least two membership recruitment campaigns (Each campaign should include all elements listed in Level One. While holding an induction ceremony for each recruitment campaign is a best practice, only one per year is required.)
- Organize Chapter Leadership:
  - Report new officers
  - Verify chapter/college leadership positions have been reported on the PTK Chapter Directory online
  - Provide structured orientation for new chapter leaders
  - Meet twice each month with chapter and/or chapter officers
  - Meet with college president or other administrator to develop and discuss goals of the chapter
- Get Started with Honors in Action:
  - Select a theme of interest to your chapter
  - Set research objectives and goals and start conducting research on the theme

THREE STAR CHAPTER
Developing an Honors in Action Project and a College Project

- Develop an Honors in Action Project (ptk.org/honors)
- Implement a College Project (ptk.org/Programs/FiveStarChapterPlan/CollegeProjectIdeas)
- Chronicle chapter activities for historical purposes
- Publish/share chapter news

FOUR STAR CHAPTER
Increased Presence on Campus and Increased Engagement in the Region

- Attend a regional meeting
- Get involved at the regional level
- Share the chapter’s Honors in Action research with campus or community
- Submit regional awards (Hallmark Awards submissions will count as submitting regional awards)
- Host a campus PTK Awareness Event (ptk.org/mysociety/awarenessweeks)

FIVE STAR CHAPTER
Further Involvement in the Region and in International Activities or Events

- Submit at least 3 entries in the 2019 Hallmark Awards including the Honors in Action Project Award, College Project Award, and at least one other individual award (ptk.org/hallmarks)
- Get involved at the international level (minimum of one required):
  - 2018 Annual Convention OR
  - 2018 Honors Institute OR
  - Completion of at least one level of the new, online advisor education curriculum OR
  - 2018 Honors Case Study Challenge

Note: All Five Star level requirements are checked by Headquarters based upon information verified in the chapter's records.

ptk.org/fivestar - Report progress and find additional resources

DATES TO REMEMBER!

FEBRUARY 2018
14 Early Registration Deadline for PTK Catalyst 2018
14 Alumni Awards Due
21 International Officer Candidate App Due
26 Spring Awareness Week

MARCH
1 Spring Scholarship App Opens
28 Regular Registration Deadline for PTK Catalyst 2018
31 Chapter Annual Report Deadline

APRIL
19-21 PTK Catalyst 2018 in Kansas City, MO

MAY
1 Spring Scholarship App Deadline
11 Early Registration Deadline for Honors Institute
21 Late Registration Deadline for Honors Institute

JUNE
18-23 Honors Institute in Villanova, PA

SEPTEMBER
15 Fall Scholarship App Opens
24 Fall Awareness Week

NOVEMBER
7 Honors Case Study Challenge Deadline
15 Fall Scholarship App Deadline
19 PTK Founders Day

DECEMBER
5 Administrator Hallmark Awards Deadline

JANUARY 2019
9 Individual Hallmark Awards Deadline
23 Chapter Hallmark Awards Deadline
23 Five Star Chapter Plan Reporting Deadline