In response to the suggestions of many Circle members, National Headquarters has developed a larger membership reporting form. We will also allow Faculty Secretaries to recreate the form using word processing or page layout programs as long as the recreated form contains the same fields, in the same order, as on the form provided on page 32 of this *Officers Guide*.

All forms submitted to National Headquarters must comply with the following guidelines:

1) A Circle may only submit this membership form. Do not use membership cards.
   Please do not deviate from the information requested on this form. A copy can always be printed from the Forms page of the web site located at www.odk.org.

2) When the form is photocopied by the Circle, it must be duplexed (double sided).
   We will not accept two page forms.

3) As always, forms and fees for new initiates must be sent to National Headquarters at least 21 days in advance of the initiation ceremony.

4) A Circle must submit Honors for ALL new members including Faculty, Staff, Alumni, and *Honoris Causa*.

**Photocopying Instructions:**

1. This form must be duplexed (double-sided). National Headquarters will not accept two page forms.

**New Initiate:**

1. Please type or print legibly in **black** ink. All fields (front and back) must be completed.
2. Form **must be completed in its entirety** (front and back), i.e., list GPA, honors, major, initiation date.
3. **Payment of membership fee is required.**
4. **Your membership fee includes** lifetime membership in Omicron Delta Kappa, your membership certificate, a recognition button, and a three-year subscription to *The Circle®,* Omicron Delta Kappa's news publication.
5. Completed form must be submitted with membership fee to the Faculty Secretary.
6. Your initiation is recognized when this form, properly completed, and initiation fees are received at National Headquarters from the Faculty Secretary.
7. **All emblems of membership** are sent to the Faculty Secretary.

**Faculty Secretary/Adviser:**

1. **Sign form and send 21 days in advance of initiation** to National Headquarters. Also include a membership certificate order form, a check for fees, or a note that a check is being processed through the college/university.
2. **Retain a copy of this form** for local Circle records.
3. **All emblems of membership** are sent to the Faculty Secretary only after forms and fees are received at National Headquarters.
OMICRON DELTA KAPPA MEMBERSHIP FORM

College/University _______________________________________________ Grading System ☐ 3 ☐ 4
☐ Other (specify) ________

Cum. GPA _______________

Name _____________________________________________________________________________________

Last First Middle

Name (as desired on certificate if different from above) _____________________________________________________________________________________ No nicknames

Major ______________________________ Class: Jr. Sr. Grad. St. Fac/Staff Honoris Causa Alumni
(Circle One)

Permanent Address/Home _____________________________________________________________________

Street/ Apt. No.

City/State/ZIP

Phone (_____)_____________________ Permanent E-mail Address___________________________

Other College/University Attended, Yrs. and Degrees _______________________________________________

Initiation Date ____________ Social Security No. ______/______/______ Birth Date ___________ Gender: M F

Month / Day / Yr. Month / Day / Yr.

I certify member’s eligibility and initiation date.

Initiation Fee: ☐ Paid ☐ Unpaid __________________________ Faculty Secretary Signature

The membership form, fees, and participation in an initiation ceremony are all prerequisites for membership in Omicron Delta Kappa.

LIST YOUR HONORS/ACTIVITIES UNDER APPROPRIATE HEADINGS BELOW:
(Please print.)

I. SCHOLARSHIP:

II. ATHLETICS:

III. CAMPUS OR COMMUNITY SERVICE, SOCIAL (NAME OF SORORITY OR FRATERNITY), RELIGIOUS ACTIVITIES AND CAMPUS GOVERNMENT:

IV. JOURNALISM, PUBLICATIONS, SPEECH, AND THE MASS MEDIA:

V. CREATIVE AND PERFORMING ARTS: