

Senate (for certificates): \_\_\_\_\_

# *The Delta Theta Phi Law Fraternity, International*

## **COVER SHEET FOR NEW MEMBER APPLICATIONS**



Number of Applications: \_\_\_\_\_

Number Pins Needed: \_\_\_\_\_

Initiation Date: \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

### **PRIOR TO SUBMITTING APPLICATIONS:**

- △ **Prepare two copies a typed list with full names and email addresses of new members.**
- △ Mail a copy of the list both with the applications and with the dues checks to the addresses below.
- △ Review applications for accurateness and completeness:
  - △ Name is legible and as it should appear on the membership certificate.
  - △ Graduation Year is included.
  - △ Full Permanent Address is legible and includes city, state, and zip code.
  - △ Email Address is not a school-issued address.
  - △ Contact telephone numbers include home and cell phones.
  - △ Signatures of both the applicant and either the Dean or Tribune.
- △ Please organize applications in alphabetical order by the new member's last name.
- △ Keep a copy of each application for Senate Records.

Certificates are sent together to one person for distribution to the address of your school. This person should be your faculty advisor or person of similar position with your law school. Please provide the name and address of the person who is to receive the certificates and pins: \_\_\_\_\_

*Applications typically are processed within 6 weeks. Missing information may result in delays. Check each twice!*

### **MAIL NEW MEMBER FORMS:**

Delta Theta Phi Law Fraternity, Int'l, Campbell University School of Law, ATTN: Caroline Thatcher, 225 Hillsborough Street, Suite 432, Raleigh, North Carolina 27603.

### **MAIL CHECKS FOR DUES\*:**

ATTN: Larry Meyer, San Bernardino County Law Library, 402 North "D" Street, San Bernardino, California 92401.

*\*Make checks payable to Delta Theta Phi Law Fraternity, International, and mark the envelope "PERSONAL."*

### **OFFICE USE ONLY**

Date Rec'vd: \_\_\_\_\_ Payment Info: \_\_\_\_\_ Senate Number: \_\_\_\_\_