

Undergraduate Legacy Guidelines

Guidelines for the completion and submission of the *Undergraduate Legacy Form* are specified below. An applicant for membership under the legacy provision is not voted upon; however, she must meet all requirements for membership.

1. A family member soror may obtain an *Undergraduate Legacy Form* from her chapter Basileus or the Graduate Advisor of the undergraduate chapter where her daughter, adopted daughter, stepdaughter, granddaughter, or legal ward* desires membership.

**For Alpha Kappa Alpha Sorority, Incorporated®, a legal ward is defined as one whose permanent care, control and custody legally have been placed with a soror by an appropriate court of law. Candidate must provide court documentation that reflects she is a legal ward.*

Article IV, Section 14 Constitution and Bylaws states, *The living family-member soror must have been active for at least four (4) years immediately preceding the membership application for the undergraduate legacy candidate. Four years equal forty-eight (48) consecutive months.*

2. The applicant should complete Part A of the *Undergraduate Legacy Form*, and the family member soror completes Parts B and C. If the family member is a chapter member, she must obtain signatures from her chapter Basileus **and** Grammateus on the form. *Falsification of any information on the Undergraduate Legacy Form provided by the family member soror makes her subject to a penalty, which may include expulsion. Further, if it is determined by the Corporate Office that any information provided on the form is false, the applicant will not be approved for membership. (Applicant must complete Parts A and B of the Undergraduate Legacy Form if family member soror is deceased.)*

*Per Article IV, Section 40 of the Constitution and Bylaws, **Any soror determined to have been ineligible for membership following her initiation into Alpha Kappa Alpha Sorority, Incorporated®, because of the revelation or submission of fraudulent information or documents, shall on the recommendation of the Regional Director, and by majority vote of the Directorate, have her membership revoked until the next Boule at which time a vote on expulsion will be taken.***

3. The family member soror should give the completed and signed legacy form to her daughter, adopted daughter, stepdaughter, granddaughter, or legal ward prior to the official Rush. The legacy applicant shall submit her completed *Undergraduate Legacy Form* with all other required documents by the official Rush.
4. The credentials of a legacy applicant are submitted with the packet of credentials for other prospective candidates.
5. It shall be the responsibility of the Corporate Office staff to verify information listed on the *Undergraduate Legacy Form*. If any information is unverifiable, the Corporate Office may request additional information for the family-member soror within a specified time.
6. The Corporate Office notifies the Regional Director, who shall notify the Graduate Advisor, of the action taken on an *Undergraduate Legacy Form* submission. The legacy applicant will receive a Legacy Candidate Letter or Letter of Regret when other prospective candidates receive notification about their membership eligibility.

