



ZETA PHI BETA
SORORITY, INCORPORATED

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June 24, 2024

Greetings Sorors!

As reported at the January and April 2024 meetings of the International Board of Directors (BOD), the BOD approved several updates to the Membership Intake Process (MIP) effective July 1, 2024. The updates are summarized below.

1. MIP Manual

- a. **Accessibility:** Per Soror feedback, the manual will be available to all financial Sorors via Guidebook. Access to the manual requires payment of dues on all levels – National, Regional, State (if applicable) and Local. If you've paid your local dues but still have a pending financial status, please ask your chapter leaders to update your status in ZMS. Beginning Fall 2024, IHQ will provide manual access to new members within 21 business days of induction.

MIP Certification is still required to participate in your chapter's MIP.

Please submit a helpdesk ticket to address any issues related to Guidebook/manual access.
<https://support.zetamemberservices.org>

- b. **Revisions:** The manual will be updated to reflect the changes in this memo and all approved updates, including the "Friends to Finer" intake track, guidance for recruitment and an updated forms checklist. Additional revisions may be required pending bylaw amendments to be considered at Boule 2024. The manual revisions will reflect inquiries received over the last two years and sample MIP timelines will be added. Stay tuned for instructional videos for certain MIP steps!

2. **MIP Refund Policy:** The processing fee for Aspirant withdrawals is increased from \$50 to \$100. The Refund Policy memo and manual will be updated to reflect this change.

3. **MIP New Member Fees:** The new member fees at the international level have remained unchanged for many years, and as a result, the Sorority has been unable to cover the costs of MIP. These costs, which include shipping, printed materials and the membership pin, have and continue to increase and the Sorority has been operating at a deficit. In addition, the MIP fees are unaligned with the value of Zeta membership and the work of our IHQ staff.

The fee increase approved by the Board of Directors addresses the above concerns while also avoiding negative impacts to our undergraduate and international chapters. The International MIP fees are as follows:

- Candidates for Graduate Membership – US Chapters: \$1,375
- Candidates for Graduate Membership – International Chapters: \$925 (no increase)
- Candidates for Undergraduate Membership: \$700 (no increase)
- New Member Materials Shipping Fees
 - Candidates for Graduate Membership – US Chapters: \$125 per candidate
 - Candidates for Graduate Membership – International Chapters: \$65 per candidate
 - Candidates for Undergraduate Membership: \$65 per candidate

4. **Statement of Individual Responsibility:** This form must be completed and signed by each financial member of the chapter implementing the MIP. To mitigate risk and provide legal protection, this rule applies irrespective of the member's participation in the MIP and even if she is not MIP certified. **To ensure compliance and make it easier for chapters, Sorors will sign this form electronically upon the payment of dues!** Beginning Fall 2024, IHQ will contact new members within 21 business days of induction with an alert to log in and complete the signature process. Please submit a helpdesk ticket to address any issues related to this process. <https://support.zetamemberservices.org>
5. **Accreditation:** Undergraduate candidates must be full time students working toward a four-year degree at an institution accredited by an agency accepted by Zeta. Graduate candidates must have at least one four-year degree from an institution that, at the time of graduation, was accredited by an agency accepted by Zeta.

The MIP committee is responsible for determining satisfaction of these requirements using <https://ope.ed.gov/dapip/#/home>. There are now 10 accrediting agencies accepted by Zeta:

National

- Association of Biblical Higher Education (ABHE)
- Association of Theological Schools (ATS)
- Distance Education Accrediting Commission (DEAC)
- Transnational Association of Christian Colleges (TRACS)

Regional

- Higher Learning Commission (HLC)
- Middle States Commission on Higher Education (MSCHE)
- New England Commission of Higher Education (NECHE)
- Northwest Commission on Colleges and Universities (NWCCU)

- Southern Association of College and Schools (SACSCOC)
- WASC Senior College and University Commission (WSCUC)

International Candidates: When the sorority is approached about chartering chapters in countries in which we currently are not established and whenever a candidate is attending an institution or has a degree from an institution that is not accredited by of the agencies listed above, the International First Anti-Basileus will consult with a team of accreditation experts to ensure adherence to our academic standards and expansion of the pool of eligible candidates as appropriate.

Consistent with prior years, the International First Vice President will issue a Membership Letter in August 2024. This letter will include details regarding the MIP and all membership functions for SY 2024/2025, including the opening of ZMS for the submission of new membership applications (i.e. Step 4) and access to the new MIP Toolkit. Fall webinars are planned to assist with various membership functions, including the intake tracks, anti-pledging/hazing and training for those responsible for implementing MIP.

Please enjoy your summer!