



Beta Alpha Psi International Honors Society • Zeta Phi Chapter
Tennessee Tech University

College of Business Administration
Department of Accounting and Business Law
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Dear Potential Pledges,

Welcome! We are excited that you are considering joining the Zeta Phi Chapter of Beta Alpha Psi at Tennessee Tech.

Beta Alpha Psi is an international honors organization for accounting, finance, and information systems majors. The purpose of the Zeta Phi Chapter is to further enhance the comprehensive collegiate experience of those students who have chosen to become financial information professionals by exemplifying the ideals of professionalism, service, and innovation for which Beta Alpha Psi stands. We are committed to helping our fellow students find the best path for them in their career, and developing leaders who can excel in the accounting profession during and after Tennessee Tech.

Ask any of our members! They will attest to the many benefits that come with membership in Beta Alpha Psi. The Zeta Phi Chapter strives to provide opportunities for: professional growth through networking; academic advancement through recognition; personal growth through community service; and association through peer support.

More specifically, our chapter facilitates and/or assists with many events in which members and pledges will have the opportunity to network with current professionals and develop a sense of competence in the modern business world. Additionally, our organization conducts weekly meetings in which we invite current financial professionals to speak about their chosen profession and share personal experiences and advice. Through these meetings, members and pledges are given the chance to learn more about the opportunities that lie ahead of them- we strive to be relevant and beneficial to your career as an accounting major. Finally, our organization gives members the opportunity to make contacts and develop friendships with current classmates, professors and faculty, and future colleagues that will last forever.

Please read through the information attached. This packet is designed to provide you with material regarding membership with Beta Alpha Psi. We sincerely hope that you will consider joining Beta Alpha Psi. Making this commitment to our professional honors organization will be one more step in securing a bright future for yourself at Tennessee Tech University, and in this major after graduation. Beta Alpha Psi is striving to build leaders, and you could be one.

Sincerely,

Kathrin Gustafson

tntechbappresident@gmail.com
BAP TTU Chapter President

Our History

What is Beta Alpha Psi?

Beta Alpha Psi is an international honors organization for financial information professionals which include accounting, finance and information systems majors.

Its stated purpose includes recognizing scholastic and professional excellence in the fields of accounting, finance, or information systems with the provision of opportunities for self-development and association among members and practicing business professionals; and encouragement of a sense of ethical, social, and public responsibility.

Beta Alpha Psi was founded in 1919. Now there are over 300 chapters on college and university campuses with over 300,000 members initiated since its formation.

What does my local Chapter have to offer?

We are the Zeta Phi Chapter No. 159.

Formed in 1983, we are a member of the Southeast Region and have maintained Superior Chapter Status for the last fifteen years.

The purpose of the our chapter is to further enhance the comprehensive collegiate experience of those students who have chosen to become financial information professionals by exemplifying the ideals of professionalism, service, and innovation for which Beta Alpha Psi stands.

The Zeta Phi Chapter strives to maintain Superior Chapter status by becoming the superlative source for professional, academic, and personal growth of those students at Tennessee Tech who have chosen such a career.

The objectives of this chapter are to provide opportunities for: professional growth through networking; academic advancement through recognition; personal growth through community service; and association through peer support.

The values for which we stand include integrity, charity, community, and excellence.

How to Become a Pledge/Member

Requirements for entering into and satisfactorily completing pledge status

Any individual with an interest in pledging the chapter must make his or her intention known in writing prior to the first meeting in October for fall pledges or prior to the last meeting in February for spring pledges.

All pledges (hereafter referred to as chapter affiliates) are required to sign an authorization form stating that:

- (a) the Chapter Bylaws have been read;
- (b) the requirements for initial and continuing membership in Beta Alpha Psi are understood;
- (c) there is an ongoing awareness that the faculty advisor will be reviewing their transcripts to ensure eligibility.

To complete pledge status and be initiated, chapter affiliates must earn hours by attending and participating in designated Beta Alpha Psi functions including attending the required number of weekly meetings. Any affiliate who does not meet the requirements will be moved from active to inactive status, and the affiliate will not be included in the ongoing operation of the chapter and its activities.

A chapter affiliate who fails to accumulate the required number of hours during the pledge semester will not be initiated.

A chapter affiliate who fails to accumulate the required number of hours, but has exemplified the ideals for which the organization stands will be allowed to begin the membership process again the following semester per the president's approval.

The president can grant waivers of the hour requirement only in special circumstances.

Requirements for initiation into the chapter

Any chapter affiliate with an interest in becoming a member of the Zeta Phi Chapter of Beta Alpha Psi must make his or her intention known in writing at least one week prior to the Tuesday before Thanksgiving for fall initiation or the Tuesday before April 15th for spring initiation.

Any chapter affiliate with an interest in becoming a member must be in good standing with the University, the College of Business, and the Zeta Phi Chapter.

Active members are required to vote for or against each chapter affiliate under consideration for membership in the Zeta Phi Chapter of Beta Alpha Psi

The vote is to be scheduled on the Tuesday before Thanksgiving for fall initiates and on the Tuesday before April 15th for spring initiates.

A formal initiation for approved Chapter Affiliates shall be held by the last Friday of each semester (exclusive of finals week) at which time each Chapter Affiliate shall be presented with a Certificate of Membership.

Requirements for membership in the chapter

Degree seeking undergraduate students and non-degree Post-Baccalaureate students at institutions in which a chapter is located shall be eligible for election to membership after having:

- (a) declared a concentration in accounting, finance, or information systems; and
- (b) enrolled in or completed, in addition to two years of collegiate business and non business courses (junior-level status), at least one upper level course in the chosen major (numbered 3000 and above, for transfer students the most recent qualifying course must be at the initiating institution or another AACSB accredited institution); and
- (c) attained a cumulative grade average in upper level courses in the chosen major of at least 3.0 (where A is equal to 4.0) or the equivalent; and
 - 1. having attained at least a cumulative grade average of 3.0, or
 - 2. having achieved a rank within the top 35% of their university class, or
 - 3. having attained at least a 3.25 cumulative grade average on the most recent 30 semester hours.

Degree seeking graduate students (e.g., MPA, MACC, MBA, MS, PhD, etc.) at institutions in which a chapter is located shall be eligible for membership if majoring, concentrating, or have stated an interest in accounting, finance or information systems.

Full-time members of the accounting, finance, or information systems faculty at institutions in which a chapter is located are eligible for election as faculty members.

Persons exhibiting those qualities that Beta Alpha Psi fosters and who have:

- (a) achieved prominence in the fields of accounting, finance, or information systems.
- (b) contributed significantly of their time and talent to the organization or its local chapters are eligible for election as honorary members.

Fees and continuing dues

Dues must be paid on or before the close of business on the first Tuesday in October for the fall semester and on or before the close of business on the last Tuesday in February for the spring semester. Pledge (chapter affiliate) dues shall consist of a one-time national fee, determined by the organization, and of the required semester fee for members. The one-time national fee includes lifetime membership in Beta Alpha Psi.

Attendance/Participation Requirements

Weekly Meetings (7 hours)

- Chapter Maintenance
- Professional Speaker

Professional Hours (12 hours)

- Annual/Regional Meeting Attendance
- Weekly meetings with speakers
- Meet-the-Firms/Golf Tournament Attendance
- Career Day/Fairs
- TTU Career Development Sessions
- TTU Guest Speakers

Service Hours (6 hours)

- Accounting Lab
- Donations
- Volunteering
- Non-paid Tutoring in ACCT (matched 1:1)
- Service Events

Chapter Maintenance Hours (2 hours)

- Meetings with the purpose of Chapter Maintenance
- Meeting set-up/clean-up
- Envelope stuffing/posting flyers
- Officer/Chair positions
- Committee member/delegation of duties

Accounting Lab Hours (6 hours)

- Tutoring basic business and accounting students during scheduled times
- Substitute with structured/documented tutoring sessions

Fundraising Hours (2 hours)

- Fundraising Events

Dress Code

<p>Business Casual—Women</p> <p>Tops:</p> <ul style="list-style-type: none"> • Button-up blouses • Woven or knit tops • Tailored shirts • Shells • High-quality (plain) T-shirts or short-sleeved cotton shirts • Turtlenecks • Vests • Sweaters • Casual jackets • Cardigans or Twin-sets <p>Bottoms:</p> <ul style="list-style-type: none"> • Khakis, cotton, or corduroy pants (no cargos) • Tailored (solid or subtle pattern) pants (slacks) • Skirts- short or long (not in denim) • Knit dresses, jumpers • Casual dresses <p>Shoes:</p> <ul style="list-style-type: none"> • Leather flats • Trouser shoes • Medium-thick soled leather shoes (no stilettos) • NO FLIP-FLOPS 	<p>Business Casual—Men</p> <p>Tops:</p> <ul style="list-style-type: none"> • Nice polo shirts • Button-up shirts • Lightweight knit shirts and sweaters • Turtlenecks • Vests • Casual jackets • Cardigan sweaters <p>Bottoms:</p> <ul style="list-style-type: none"> • Khakis, cotton or corduroy pants (no cargos) • Slacks <p>Shoes:</p> <ul style="list-style-type: none"> • Medium- or thick-sole leather shoes • Loafers • NO FLIP-FLOPS
<p>Business Dress—Women</p> <ul style="list-style-type: none"> • Pantsuits • Dress suits • Skirt or dark slacks w/ button-up blouse • Appropriate, closed-toe shoes (no stilettos) • Keep subtle (no outlandish jewelry or dangling earrings) 	<p>Business Dress—Men</p> <ul style="list-style-type: none"> • Suit & Tie • Slacks with button-up shirt & tie with blazer • Appropriate dress shoes

This list is just a guideline; please use your best judgment when preparing for a speaker.

Description of Activities

Accounting Lab

- Pledges will tutor students in principles of accounting course material
- Members will tutor students in Intermediate I and Cost Accounting

Guest Speakers

- There will be nine professional meetings this semester
- Topics will include those chosen by the students and speakers

Meet the Firms

- Area firms will send representatives to TTU to recruit employees and interns, and get to know students
- This is a service and professional activity, fundraiser, and an NRA for our chapter in the fall semester

Golf Tournament

- Area firms will send three person teams to participate in the event
- This is our biggest fundraiser during the spring semester

Chapter Maintenance

- There will be four maintenance meetings this semester
- Details of chapter events and planning will be communicated

Fundraising

- At least one event to be announced

Organization Events

- The Southeast Regional Meeting in February
- The Annual Meeting in August

Presentations

- Promoting careers in accounting and membership in BAP to minority affairs students
- Promoting careers in accounting to Basic Business students
- Promoting careers in accounting at Cookeville High School and other local high schools

Are You a Professional?

"Professionalism isn't just a set of appearances - neatness, good grooming, "shop talk" and the like. Nor is it just technical skill; many technically skilled people are not really professional. Professionalism is, rather, a set of internalized character strengths and values directed toward high-quality service to others through one's work. In their daily work, whatever it may be, real professionals show these inner strengths and attitudes - sound judgment, know-how, business savvy, mature responsibility, problem-solving perseverance and ingenuity, along with what people call "class".... They show self-respect in their work. They are conscious that their work reflects their inner character. Their work is, among other things, a statement of their personal commitment to excellence of performance. They don't see work as just a job to be done or merely a source of "spending money;" they see work as service to others. They labor toward the betterment of other people, directly or indirectly; thus they're both task-oriented and people-oriented... They tend to see problems as challenges and opportunities, not burdensome "hassles" to be avoided. They have a long-term habit of approaching problems confidently and optimistically. They don't let indecision or fear of failure lead to paralysis. They do the best they can with what they have... They have a high level of personal responsibility and respect for others' rights... They tend to have an intense dislike for gossip or otherwise uninformed criticism... Even off the job, professionals demonstrate admirable character... Their personalities show tasteful self-restraint combined with concern for others and love of life -in a word, 'class.'"

—James B. Stenson, Educational Consultant

Agreement on Responsibilities

Member

Pledge

Intern

As a member or pledge of Beta Alpha Psi, you are expected to maintain a high level of professionalism.

This professionalism requires a certain level of academic achievement, regular attendance at Beta Alpha Psi functions, and active participation in Beta Alpha Psi activities.

Please sign this form only if you have read and are willing to accept the requirements of Beta Alpha Psi outlined in the Chapter Bylaws and summarized in this informational packet.

I, _____, do hereby agree to the terms of membership/pledge-status contained herein.

I understand that by signing this agreement I have dedicated myself to improving the Zeta Phi Chapter of Beta Alpha Psi by actively participating and by encouraging the active participation of my fellow members/pledges.

Furthermore, I understand that a lack of participation and/or encouragement will be a detriment to the Chapter and that if this situation is not avoidable, I must declare my inability to participate in writing and deliver it to the Faculty Advisors or to the Executive Committee as soon as possible.

Print Name

Signature

This form is required for current members and pledges. Please return this form to the chapter president, reporter, or the Accounting Department in JH210 by Tuesday, February 27.