

*“Sorority membership opens the doors of opportunity for kindling contacts and enriching fellowships.”*

*Sarah Ida Shaw Martin, Founder*

# Providing References for Potential New Members

A reference is simply a letter of introduction provided to the collegiate chapter by a Tri Delta member. Writing a reference is a great way to show your support for Tri Delta and the fraternity and sorority movement.



## THREE SIMPLE STEPS

DISCUSS SORORITY MEMBERSHIP WITH POTENTIAL NEW MEMBERS YOU KNOW.

Ask about her accomplishments and goals. You may ask her for a resume. Ask her what she hopes to gain from sorority membership. Talk to her about how sorority membership can help her achieve her goals.

COMPLETE A POTENTIAL NEW MEMBER REFERENCE FORM.

The potential new member reference form included in this issue of the magazine is designed to help you include all of the information the chapter needs about a potential new member.

SEND THE REFERENCE.

If you know there is an alumnae chapter in or near the potential new member's hometown, send the reference to the area's alumnae chapter reference chairman.\* The alumnae chapter will assist you in getting your reference to the chapter. If there is no alumnae chapter near the potential new member's hometown, or if you prefer, you may send the reference directly to the collegiate chapter reference chairman.\*

*\* Current directories are available on [www.tridelta.org](http://www.tridelta.org) in the Deltas Only section.*

## IMPORTANT NOTE

Membership selection is the privilege and the responsibility of the collegiate chapter. A reference or letter of introduction does not guarantee an invitation to membership.

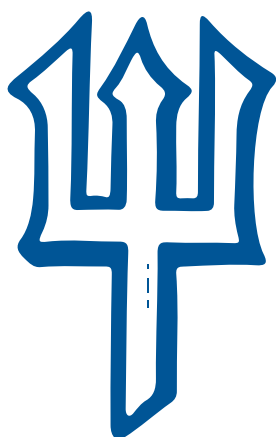
## WHAT TO EXPECT

### AFTER YOU WRITE A REFERENCE

Once you write a reference, your work is complete. Please do not call the chapter during recruitment. If the chapter needs more information, the reference chairman will contact you.

### AFTER RECRUITMENT

Most chapters post a list of new members on their Web site after recruitment. Within two to four weeks after recruitment, if the chapter extended a bid to the woman you sponsored, you should receive a postcard informing you of her membership in Tri Delta and thanking you for providing a reference.



## FOR MORE INFORMATION

Log on to the private side of Tri Delta's Web site (Deltas Only) for more reference resources:

### POTENTIAL NEW MEMBER REFERENCE FORM

Fill out the form online. Print a copy of the form, sign it and either mail it or send it via e-mail to the collegiate or alumnae reference chairman.

### ALUMNAE CHAPTER REFERENCE CHAIRMEN

Download the most current directory.

### COLLEGIATE CHAPTER REFERENCE CHAIRMEN

Download the most current directory.

### BENEFITS OF MEMBERSHIP

Review a few simple talking points on the benefits of sorority membership.

### FIVE POINTS OF MEMBERSHIP

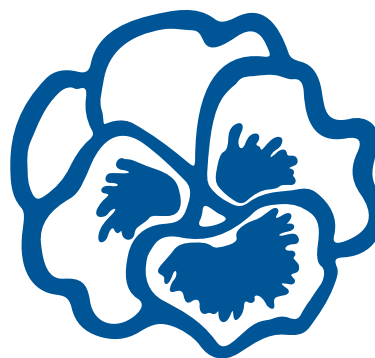
Check out this summary of the qualities that chapters look for in a new member.

### BYLAWS OF DELTA DELTA DELTA

On the private side, click on Fraternity Bylaws (under Resources). Article XVII contains information about references.

### LEGACY POLICY

Tri Delta's legacy policy can be found in the Fraternity's Policies, Procedures and Forms in the Membership Selection section.



## FREQUENTLY ASKED QUESTIONS

### Does Tri Delta require references?

Yes. Each new member must have a valid written reference or letter of recommendation before she can be pledged.

### Who can provide references?

References may be provided by alumna members, collegiate members or the collegiate chapter reference committee.

### How many references/letters does a potential new member need?

One complete, well-written reference form or letter is sufficient. Additional letters from special Tri Delta friends and family members should be short and written with a purpose. The writer should explain her relationship to the potential new member and include one or two important point(s) about why the chapter should consider her for membership.

### What is the deadline for sending a reference?

It is best to send the reference as soon as you know a potential new member has made her college choice. The reference should arrive at the collegiate chapter before recruitment begins.

### More Questions?

Call Executive Office at (817) 633-8001.

E-mail Executive Office at [reference@trideltaeo.org](mailto:reference@trideltaeo.org).

Visit us on the Web at [www.tridelta.org](http://www.tridelta.org).

Look to the Winter 2008 *The Trident* article, "Recruitment Demystified," which is posted on the Tri Delta Web site under Recruitment.

Name of Potential New Member \_\_\_\_\_  
(last) (first) (nickname)  
College/University Attending \_\_\_\_\_

## DELTA DELTA DELTA Potential New Member Introduction

### ★ GEOGRAPHICAL/CLASS BALANCE

Home Address \_\_\_\_\_  
(street) (city) (state) (zip)  
Age \_\_\_\_\_ College Class ( ) Fresh. ( ) Soph. ( ) Jr. ( ) Sr. Major \_\_\_\_\_  
High School \_\_\_\_\_ City, State \_\_\_\_\_

### ★ SCHOLARSHIP

High School GPA \_\_\_\_\_ GPA Grade Scale \_\_\_\_\_  
Honors (high school or college) \_\_\_\_\_  
College previously attended \_\_\_\_\_ City, State \_\_\_\_\_  
Terms/hours completed \_\_\_\_\_ College GPA \_\_\_\_\_

### ★ CHARACTER/PERSONALITY TRAITS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ★ LEADERSHIP/ACTIVITIES/AWARDS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ★ WORK/VOLUNTEER INFORMATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ★ FAMILY INFORMATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Names of parents/guardians \_\_\_\_\_  
Delta Delta Delta relatives (name and relationship) \_\_\_\_\_  
Relatives in other Fraternal groups (sororities/fraternities) \_\_\_\_\_

Reference Form  
For use in recruitment 2009-2010

## MEMBER'S STATEMENT

☐ Know potential new member personally    ☐ Know her family    ☐ Unknown, but referred by a reliable source

Additional comments:

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## PLEASE CHECK ONE, AND SIGN THE REFERENCE.

☐ Sponsor – indicating a recommendation for membership

☐ Information only or no information

By signing this document, I attest that I am a Tri Delta alumna and the information provided to be true to the best of my knowledge.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_  
(street) (city) (state) (zip)

Phone ( ) \_\_\_\_\_ (optional) E-mail \_\_\_\_\_ (optional)

Chapter \_\_\_\_\_ School \_\_\_\_\_ Year initiated \_\_\_\_\_

**INSTRUCTIONS:** You may send the completed reference to the alumnae chapter reference chairman in the potential new member's hometown. If there is no alumnae chapter near the potential new member's hometown, or if you prefer, you may send the reference directly to the collegiate chapter. For addresses, visit Tri Delta's Web site at [www.tridelta.org](http://www.tridelta.org) or contact Executive Office by phone at (817) 633-8001 or by e-mail at [reference@trideltaeo.org](mailto:reference@trideltaeo.org).

### FOR ALUMNAE CHAPTER REFERENCE COMMITTEE USE ONLY

This reference has been processed by the alumnae chapter reference committee.

Name of alumnae chapter \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Alumnae Chapter Reference Chairman

### FOR COLLEGIATE CHAPTER REFERENCE COMMITTEE USE ONLY

The chapter reference committee has secured complete, accurate information about this potential new member and has completed this form. After full consideration and vote of approval, this candidate is sponsored for lifetime membership in Delta Delta Delta.

Signed \_\_\_\_\_ Witnessed \_\_\_\_\_

Collegiate Chapter Reference Chairman

Lifetime Membership/Reference Advisor