



- I am submitting a letter of reference for a Theta legacy. I have completed all sections of this form.
- I am submitting a letter of reference for a non-legacy. I have skipped Section II.

**I. General Information**

Name of Potential New Member \_\_\_\_\_  
LAST FIRST MI NICKNAME

Reference for \_\_\_\_\_ Chapter of Kappa Alpha Theta at \_\_\_\_\_  
UNIVERSITY/COLLEGE

Entering as  Freshman  Sophomore  Junior  Senior Age \_\_\_\_\_

Parent(s) or Guardian(s) \_\_\_\_\_  
FULL NAME MOTHER'S MAIDEN NAME, IF KNOWN

**II. Theta Legacy Connections**

**Kappa Alpha Theta Legacy Information:**  Sister  Mother  Grandmother  Great-grandmother

Please Indicate if This Is a Step Relation: \_\_\_\_\_

Name \_\_\_\_\_ Chapter \_\_\_\_\_  
FIRST MAIDEN LAST

Post-College Theta Involvement: \_\_\_\_\_

Name \_\_\_\_\_ Chapter \_\_\_\_\_  
FIRST MAIDEN LAST

Post-College Theta Involvement: \_\_\_\_\_

**III. Non-Legacy(s) and Panhellenic Connections**

Other KAΘ Relatives \_\_\_\_\_ Chapter \_\_\_\_\_

Other Women's Fraternity Connections:

Name \_\_\_\_\_ Relation \_\_\_\_\_ Fraternity \_\_\_\_\_

Post-College Involvement: \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_ Fraternity \_\_\_\_\_

Post-College Involvement: \_\_\_\_\_

**For RRBC Only**

RRBC _____	Signature _____
Address _____ <small>STREET CITY STATE ZIP CODE</small>	Phone and/or email _____
Comments _____	

**For Chapter Use Only**

Required written follow-up with sponsor or RRB:	
Acknowledged reference _____	by _____
Notification of outcome _____	by _____
New member information submitted online:	<input type="radio"/> yes <input type="radio"/> no
If pledged by KAΘ or another NPC group on your campus, please destroy this reference. If <b>not</b> pledged to any NPC group, retain this reference for two years.	

#### IV. Qualifications and Attributes

Hometown \_\_\_\_\_

High School \_\_\_\_\_ Graduation Year \_\_\_\_\_  
NAME, CITY & STATE

Class Size \_\_\_\_\_ Class Rank \_\_\_\_\_ GPA/Scale \_\_\_\_\_ ACT/SAT \_\_\_\_\_

Previous College(s) Attended \_\_\_\_\_ College GPA \_\_\_\_\_  
NAME, CITY & STATE

**Please write your personal evaluation of the candidate you sponsor. Provide information and relate her qualifications to the categories below. Please check attributes and add comments and examples.**

*(May attach an additional sheet if space provided is not adequate)*

#### Intellectual Curiosity

- Honor Student
- Enrichment Programs
- Likely to Finish College

#### Leadership Potential

- Extracurricular Activities
- Leadership Experience
- Dependable

#### Personal Excellence

- Socially Congenial
- Good Moral Character
- Compatible in a Group
- Loyal Member
- Poised

#### Commitment to Service

- Widest Influence for Good
- Volunteer Activities
- Selfless

#### V. Suggested Topics of Conversation During Recruitment

#### VI. Endorsement *Please check applicable statements*

- To my knowledge, this woman is not, nor has ever been, an initiated member of an NPC group.
- I hereby recommend this woman for membership in Kappa Alpha Theta based upon:
  - My personal acquaintance with her. I have known her for \_\_\_\_\_ years.
  - My acquaintance with this woman is through her family. I have known them for \_\_\_\_\_ years.
- I do not know the potential new member personally. This reference was solicited by the potential new member and should be used for information only.
- I do not recommend this woman for membership in Kappa Alpha Theta.

Name \_\_\_\_\_ Initiated \_\_\_\_\_  
CHAPTER

Address \_\_\_\_\_

Email \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

My post-college Theta involvement: \_\_\_\_\_