



# Z-Lessons

Monthly Embellishment & Training  
for the Sorors of New Jersey

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Volume 1 Issue 1

Zeta Phi Beta Sorority, Inc. State of New Jersey  
Soror Gina Merritt-Epps, Esq., New Jersey State Director

## How Do I Get the State Director to Approve My MIP Packets?

**The documents and items outlined here must be provided to the State Director before they can be forwarded to the National First Anti-Basileus!**

### I. Forms for Each Aspirant

- Application Form 1
- Application Form 2
- Bill of Rights
- Membership Indemnification Agreement
- Health Verification Form
- Sealed Official Transcript (For Undergraduate Aspirants — GPA of 2.5, or GPA required by the college/university, whichever is higher) (For Graduate Aspirants — transcript must show the attainment of a Bachelor's degree from an accredited four year college or university)

### II. Fees and Financial Forms

#### National

- Financial Reporting Form A & B
  - National Fees (Money Order, Certified or Cashier's Check ONLY)
    - ▶ \$540.00 per Graduate Aspirant
    - ▶ \$390.00 per Undergraduate Aspirant
- + Postage
- ▶ 1–5 aspirants \$70.00
  - ▶ 6–10 aspirants \$80.00
  - ▶ 11–19 aspirants \$115.00
  - ▶ 20 + aspirants \$140.00

#### Regional

- Completed Atlantic Regional Assessment Form
- Atlantic Regional Fees (Chapter Check, Money Order, Certified Check or Cashier's Check ONLY)
  - ▶ \$20 per Graduate aspirant; \$15 per Undergraduate aspirant

*(Continued on page 2)*



### Helpful Tip:

Call or email the State Director to let her know that packets are on the way!

## How Do I Get the State Director to Approve My MIP Packets?

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### State

- Completed State Assessment Form
- State Fees (Chapter Check or Money Order ONLY)
  - ▶ \$35 per Graduate aspirant; \$25 per Undergraduate aspirant

### III. Envelopes

- Envelope stamped and addressed to the Regional Tamias Grammateus for mailing of the regional fees and completed assessment form
- Envelope stamped and addressed to the State Tamias Grammateus for mailing of the state fees and completed assessment form
- Large envelope stamped and addressed for mailing of packets to National First Anti-Basileus (waive signature requirement)

### IV. Forms to Be Submitted Once per Fiscal Year

- Chapter's Contract to Abide by the Bill of Rights
- Chapter Officer's Certification of Bill of Rights
- Statement of Individual Responsibility for Violation of Hazing — one for each chapter member
- Certificate Order Form/Request for Membership Materials
- Advisor's Certification (for undergraduate submissions)

### V. Copies

- Two extra copies of all documents (Be sure to also create and keep a copy for your chapter records)

We hope you've enjoyed this month's edition! Watch for a new "Z-Lesson" in November!

Your feedback and suggestions for future topics are welcomed!

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### REMINDERS:

National, Regional and State dues are due!

- Postmark deadline of 10/31  
for National and State dues
- Regional dues must be received by 10/31

*Created by Soror Deseree McFarlane, New Jersey Publicity Coordinator*