Kappa Omicron Nu
HUMAN SCIENCE HONOR SOCIETY

Establishing a Chapter of Kappa Omicron Nu

Please submit this completed form to office@kon.org.

Information You Need to Understand

Fields of Study Eligible to Apply

Cross-academic field chapters are encouraged

- Family & Consumer Sciences
- Food Science & Nutrition
- Design & Merchandising: Interior Design, Textiles, Management
- Kinesiology: Exercise Science, Athletic Training, Sports Medicine, Sports Management
- Public Health, Health Promotion & Wellness
- Human Development & Family Studies: Child Development, Gerontology, Social Work
- Hospitality
- Personal & Family Financial Planning

Initiate Eligibility

KON is a member of Association of College Honor Societies. As part of our membership, KON complies with the ACHS bylaws which set the standard for member society initiate eligibility. These standards follow.

- Undergraduate students with a GPA of at least 3.3, or rank no lower than the highest 35% of their class and who have completed at least 37.5% of the credits required for their bachelor's degree.
- Graduate students admitted to a degree-granting program and who have completed at a minimum, 12 semester hours, and have a minimum GPA of 3.5 on a 4-point scale.

For the First Initiation – for the Charter

KON recommends a minimum chartering initiation of no fewer than five members.

What you Need to Know to Be a Chapter Advisor

Background

Kappa Omicron Nu is a collegiate honor society serving students in the human sciences. We are a 501c3 non-profit organization. The KON bylaws are posted publicly on the KON website and define how we operate.

KON's mission is to promote empowered leaders through excellence in scholarship, leadership, and research in the human sciences. Our vision includes lifelong opportunities for professional and personal growth through networking, education, and service. We value strong affiliate networks, continuing advancement in one's profession, and recognition of quality scholarship, leadership, and research.

Chapters may make the guidelines narrower but not broader. Chapters are required to comply with KON's Policies. The national initiation fee is currently $60 per initiate, which is periodically adjusted by the national Board of Directors.

Chapter Responsibilities

Chapter advisers are responsible for the following. While many of our chapters have students conduct much of the work of running the chapter as an opportunity for leadership, service, and professional development, the chapter adviser ensures the following activities are completed.

- ✔ Annually complete required forms updating financial information and reporting on reporting chapter programming, initiate numbers, adviser and leader contact information, etc.
- ✔ Hold an initiation annually.
- ✔ Report all initiates to the national office utilizing the online management system provided.
- ✔ Ensure any national initiate funds collected by the chapter are submitted to the national office. Any funds collected by a chapter in KON's name will return to the national office in the event the chapter closes. Any funds collected by the chapter in KON's name will be spent reasonably on KON-related activities.
- ✔ At a minimum, fill the roles of student Chapter President, name a member to be the Delegate to Conclave (annual meeting) for voting on behalf of the chapter, have an annual service project, and hold meetings.
- ✔ Other chapter leadership positions are also encouraged such as Vice President, Treasurer, Secretary and so forth.
- ✔ Chapter advisers are encouraged to participate and support national office activities such as serving as board member, committee member, or participate on a committee.

KON's chapters vary in what types of programs each chapter adopts. Some of our chapters have robust community service, leadership, fundraising, social and networking opportunities, or even give their own scholarships and awards.

Chapters may meet in person and/or virtually. Chapters sometimes use a points-based system for its own awards and record-keeping, and may use activities affiliated with KON nationally, or college or university-sponsored events, provided the chapter adviser supports their involvement with scholarship, leadership, research, or service.

Statements of Faculty Support

At a minimum, the applying advisor(s) must have at least one letter of support from the Department Head, Dean, or President, depending on the level of institutional approval determined by their university's governance system at their university. The letter of support must carry a "wet" signature and be provided at the time of application.

Timeline

Once an application has been submitted to office@kon.org:

- Receipt will be acknowledged by email within two working days; if you have not received acknowledgement within two working days, send an email to execdir@kon.org as follow up in case someone is on vacation
- Once received, it is reviewed within a week (Review #1) and you will receive an email to set up an initial call to review your application, ask for any missing information, allow you to ask any questions you may have, and discuss whether the application will be forwarded to the Board for their review and consideration. Their review takes about one week (Review #2).
- If the Board of Directors reviews and accepts the application, by the KON Bylaws, the application is then sent to existing Chapters for their confirmation. This takes about another week (Review #3).
- If the application passes all three reviews, it is time to set your first initiation and the important Chapter installation. A member of the Board and/or the KON Executive Director will attend to do the installation. This important chapter event may be done live at your university, online, or hybrid. If



possible and the Chapter has funds, a Board member or the Executive Director can be there in person at a mutually agreed date, or the representative of the Board will attend virtually. A PowerPoint presentation will be used for the Installation.

Questions?

Applying to establish a KON Chapter is an awesome endeavor. You may have questions not answered here and we welcome you reaching out to us for a preliminary discussion. Please contact office@KON.org to request a call.

Application Date:

Institution Information

Name of Institution (such as University of Alabama):

Name of Departments or Academic Units (such as Department of Kinesiology, Department of Human Development):

List of Degree Program(s) eligible for KON Membership: (Bachelors, Masters, Ph.D. etc.)

Mailing address:

Institutional / College / Department accrediting agency:

Chapter Adviser Contact Information:

List the full name, job title, email address, phone number, and mailing address of advisers below. Having two advisers or co-advisers is recommended. If you have a second adviser, add their information below the first.

While it is not required for a chapter adviser to be a member upon taking the role, they are required to pursue professional membership if they are eligible and are not already a KON member. If you are already a KON member, please note this including any alternate names or year of initiation.

Primary Adviser Name Click or tap here to enter text.

Job Title Click or tap here to enter text.

Email Address School (likely ending in .edu) Click or tap here to enter text.

Personal Email is Required: Click or tap here to enter text.

Work Phone Click or tap here to enter text.

Mobile Phone Click or tap here to enter text.

Are you a member? Name and chapter or school: Click or tap here to enter text.

Statement of support from administration/leadership:

Name and Signature by University President, Department Head, or Dean ONLY (Required)

I have read and understand the above information about KON and support my staff's compliance with the above terms. I understand their compliance is important for KON to continue to exist as an organization, maintain our accreditation with the Association of College Honor Societies, and comply with the financial reporting requirements of the IRS.

I understand the resource needs of the program both financially and in staff time and will support staff who are supporting KON.

University President, Department Head, or Dean Name and Position: Click or tap here to enter text.

Signature _____

Statement of support from you, the chapter adviser

Name and Signature by Chapter Adviser ONLY (Required)

I have read and understand the above information about KON and support the above terms. I understand that my compliance is important for KON to continue to exist as an organization, maintain our accreditation with the Association of College Honor Societies, and comply with the financial reporting requirements of the IRS.

I am willing to support KON with my time and effort for a period of at least two years, and upon departure from my role as Chapter Adviser, I will find someone to act in my stead.

Chapter Adviser Name and Position: Click or tap here to enter text.

Signature _____