

COLLEGIATE DIRECTOR QUICK GUIDE

director of scholarship

All chapter sizes should have a director of scholarship. They report to the vice president: member education and serve on both the joint chapter management team (JCMT) and Nominating Committee. The director of scholarship implements the chapter scholarship program and helps the chapter achieve its academic goals. Depending on chapter size and structure, they oversee a scholarship committee.

RESPONSIBILITY

RESOURCES

Academic Awards/Recognition	Scholarship Handbook
Academic Good Standing	Chapter Bylaws & Standing Rules; Automatic Probation Notification (APN) ; Honor Board Handbook
Chapter Scholarship Program	Scholarship Handbook
Create a Scholarship Resource Packet for the Chapter	Scholarship Handbook
Faculty Recognition	Foundation Faculty Award Application (Convention years)
Scholastic Financial Assistance Opportunities	Foundation Focus
Manage Scholarship Committee	Committee Application ; Committee Minutes Form ; Collegiate Chapter Officers Manual (CCOM)
Study Hours & Programming	Scholarship Handbook
Upload Chapter Grades and Rankings Each Term	Anchorbase (Member Education > Scholarship Tasks)
Midterm Check-In	Scholarship Handbook ; Chapter Bylaws & Standing Rules

MARK YOUR CALENDAR

- Attend JCMT meetings.
- Scholarship committee meetings (as needed, at least one per term).
- Nominating Committee meetings.
- You will be copied on the vp: member education newsletter every other week. Make sure you read this!
- Your chapter's events ... members need to see you participating!
- Due dates for Delta Gamma Foundation Scholarships & Grants.

LINKS TO BOOKMARK

- [Collegiate Chapter Resource Guide](#) (Changes Due to COVID-19).
- [Anchorbase](#) (for tasks to submit, adviser contacts, your regional team volunteers, etc.)
- Check out the [Collegiate Chapter Officers Manual \(CCOM\)](#) for details on your responsibilities.
- Uphold the [12 Fraternity Standards](#) in all that you do.
- All [DG Policies](#) listing.

DIVE DEEPER

- Consider a 'study buddy' program to help chapter members in similar areas of study mentor each other. The scholarship committee can help you create pairs or groups.
- Each member in poor standing should have a scholarship plan customized based on their needs and learning styles.
- Consider different ways of scholarship recognition. Some members love to be highlighted in chapter meeting while others love a private, handwritten note.
- Questions? Email DG's Director: Member Education at MemberEducation@deltagamma.org