Phi Theta Kappa
Programs
Competitive Edge

Do you have the edge?

A college degree doesn’t always guarantee you’ll have the soft skills employers expect.

That’s where Phi Theta Kappa’s Five Star Competitive Edge can help!

No matter the path you’re on, YOU NEED SOFT SKILLS TO SUCCEED!

Communication, critical thinking, interpersonal skills, professional etiquette – these are important traits to master no matter what career you’ve chosen. They are waiting for you at GetAnEdge.ptk.org.

Soft Skills Don’t Have To Be Hard

The Five Star Competitive Edge is Phi Theta Kappa’s exclusive online professional development plan designed just for you to practice and strengthen your soft skills.

The activities, readings and videos of our self-paced course allow you to strengthen key areas that will give you a competitive edge in achieving your personal and professional goals.

Take it To The Next Level

While gaining skills you’ll need for success in college and the workplace, you’ll also distinguish yourself as a Five Star Member of Phi Theta Kappa. Instead of only listing “Phi Theta Kappa Member” on your resume, your designation as a Five Star Member shows hiring managers, scholarship judges and admissions officers that you took the initiative to improve your marketable skills as a scholar and a leader.

Five Star Members Will

- Create a Career Development Plan identifying steps necessary to make their dream career a reality
- Compile a scholarship and/or job resume to use immediately for scholarship applications and/or job interviews
- Use critical thinking skills to develop an Honors Case Study
- Examine their leadership style and emotional intelligence
- Learn tips to better collaborate with others from diverse backgrounds
- Polish their professional etiquette skills
- Have access to an ever-growing Professional Development Video Library
Five Star Competitive Edge is Phi Theta Kappa’s EXCLUSIVE professional development online course for members, alumni and advisors.
Five Star Competitive Edge is Phi Theta Kappa’s EXCLUSIVE professional development online course for members, alumni and advisors.
So why should you participate?
To strengthen the skills that are highly sought-after by employers and colleges alike … we’ll talk about specific skills in just a moment.
To create a Career Development Plan – from beginning to end. What does it take to reach your goals? Find out steps you need to take to achieve your dream job.
As you can see from this list, your college classes are only part of your education. Soft skills – such as oral and written communication, professional etiquette, emotional intelligence, critical thinking – are just as important, and can give you an edge over others when competing for jobs, scholarships and admission into four-year colleges.
Competitive Edge is an online course. It’s built on a learning management system or LMS just like other online courses. You can log in using your Phi Theta Kappa username and password at getanedge.ptk.org. There is also a link on the Competitive Edge webpage at ptk.org that takes you to the online course.

Members may move through the five levels (think: five units) at their own pace. It is open year-round; you do not need to wait for an official ‘start’ date like you do for your college classes.
Competitive Edge still consists of five levels. But the new version doesn’t have a complicated points system. Think of each level as a unit. Each unit consists of readings and/or videos related to Soft Skill Topics. After each video, you will take a short quiz to test your comprehension of that topic. You must score 100% on each quiz to receive credit, but you are not penalized for multiple attempts.

Other activities are assigned that will allow you to practice soft skills – such as writing an essay, writing a response to an irate customer, creating an Honors Case Study based on a current issue related to our Honors Study Topic, and giving a speech.

A very important part of this course is written reflection. You will create your own electronic Personal Reflection Journal using any software you like (Word doc, iPad Notes, etc.) Reflecting by writing allows you to process what you’re learning -- to make connections you didn’t see before -- so that you are much more likely to REMEMBER what you’ve learned.
Examples of the instructional videos include good writing skills in a techno world, making presentations, overcoming speech anxiety, critical thinking, researching anything (basics of academic research), body language, professional etiquette including professional dress, dining etiquette, meeting etiquette and even social media etiquette. An extensive video library gives you access to even more professional development topics.

We have added more than 45 videos about financial literacy – from everyday budgeting to paying for school and LOTS more -- from our partners at Bank of America and Khan Academy. Check out even more financial resources at www.bettermoneyhabits.com.
Upon completion of all five levels of Competitive Edge, you may request a Certificate of Completion. This is by request so that you can provide your current mailing address to HQ.

- While all members can request Letters of Recommendation for potential employers, four-year colleges or scholarship committees, Five Star Members will receive an ENHANCED Letter of Recommendation noting their Competitive Edge completion and soft skills development.
- Five Star Member status is a great bonus to add to your resume and even scholarship applications. You’re not just a member in name only – you’re a Five Star Member who took the initiative to improve your soft skills.
- Five Star Members may purchase a specially-designed Five Star Member Pin from the Phi Theta Kappa Store.
The old adage “no one plans to fail, they fail to plan” is especially true when it comes to reaching your career goals. The Career Development Plan within Competitive Edge will walk you through important questions and provide you with resources to help you find answers. If your goal is to be a research scientist or a physical therapist or a business owner, how do you get there from here? Some questions to consider include: Will you need an advanced degree? How will you pay for your education? Is there a professional license required? What is the job outlook for your career field in your geographic area? Will you need to move? What does the job typically pay? Are there internships you should seek out for experience? Who is doing your dream job right now and what advice can they give you?
Competitive Edge gives you invaluable lessons and opportunities to PRACTICE your soft skills. You are strongly encouraged to complete ALL five levels for the most benefit. Included in the course is a Leadership Style Assessment, Emotional Intelligence Survey, a template for creating a scholarship resume, resources for developing a “human-voiced” resume, and much more! This course will also allow you to prioritize your planning so that you stay on track to meet your college & career goals.

Questions?

Email competitive_edge@ptk.org
OR
Jennifer Stanford
Associate Vice President of Program Implementation
jennifer.stanford@ptk.org
601.984.3532
Honors Case Study Challenge

Phi Theta Kappa chapters and individual members are invited to participate in the Honors Case Study Challenge. Take the challenge for an opportunity to WIN $500!

In an effort to encourage scholarship while promoting civic engagement among college students, Phi Theta Kappa has issued the Honors Case Study Challenge. The Challenge provides chapters with the opportunity to supplement their Honors in Action research based on the Honors Study Topic, with the use of newspapers of varying viewpoints. The Challenge also provides members an enhanced learning experience through the use of newspapers and encourages them to stay abreast of current events.

The Challenge:

Phi Theta Kappa challenges you to read the newspaper daily and create an Honors Case Study based upon your reading of newspapers over time that are related to our current Honors Study Topic.

The Reward:

- Be one of the winners of $500!
- Be recognized at PTK Catalyst 2020 in Grapevine, Texas!

The Rules:

- Read newspaper articles of varying viewpoints between Monday, January 1 and Friday, November 1, 2019.
- Select five newspaper articles with varying viewpoints on a single topic related to the Phi Theta Kappa Honors Study Topic, Transformations: Acknowledging, Assessing, and Achieving Change.
- Record the newspaper name, headline, byline (reporter’s name), section name, publication date, and page number(s) for each article selected.
- Write a one-page (maximum 500 words) Case Study summary of the topic, how it relates to the current Honors Study Topic and why the topic was chosen. The summary should outline your topic, any issue or controversy about this topic and how the case study examines these issues.
- Write an essay (maximum 200 words) on the future implications of the Case Study topic. The essay should include how you predict this topic will influence society in the future and/or what result or outcome you anticipate.
- Pose three to five open-ended discussion questions (maximum of 75 words total for all questions) related to the topic. Questions should be thought-provoking, open-ended and use critical thinking skills to examine this topic from different perspectives.
- Suggest up to six academic resources for additional study and provide formal citations for each of these sources. Sources can include books, videos, websites (include URL) and/or articles.

Submit by 5:00 pm CST, Monday, November 11, 2019.

You may also use online newspapers for the Challenge.
With many online newspapers (i.e., USA Today, New York Times) you can determine the section of the paper from which the articles comes. That is more difficult with page numbers, but some newspapers include those as well. We recommend copying the URL from which you pull the article, so someone reading the challenge can easily find the article. Whether you use MLA or APA citations, check to see how to include this information. Here is the APA example:

How to Cite a Newspaper Online in APA

Format:

Last, F. M. (Year, Month Date Published). Article title. Newspaper Title, pp. Page(s). Retrieved from URL.

Examples:


Nota Bene

Nota Bene, Latin for "note well," is Phi Theta Kappa’s honors anthology. It recognizes outstanding writing of Phi Theta Kappa members and demonstrates to the literary public the academic excellence and commitment to scholarship found at colleges. The first issue of Nota Bene was published in 1994.

The Ewing Citation Scholarship Award, a scholarship of $1,000, is given to the author of the Nota Bene manuscript considered to be the most outstanding of all entries.

This award is named in honor of Nell Ewing, long-time Phi Theta Kappa staff member who was a driving force behind Nota Bene, beginning with its conceptual design and establishment. Ewing retired in 2012 after serving 26 years with Phi Theta Kappa.

Four authors receive the Reynolds Scholarship Awards, scholarships of $500 each. These awards are endowed by the Donald W. Reynolds Foundation in Pine Bluff, Arkansas. They honor the memory of the late Donald W. Reynolds, founder of the Donrey Media Group.

Frequently Asked Questions

What is the deadline for the next issue of Nota Bene?

Entries are due by Friday, April 26, 2019, at 5 pm CT.

Who can submit entries to Nota Bene?

Only Phi Theta Kappa members may submit manuscripts. Members may only submit manuscripts while enrolled in the college.

What can be submitted?

Qualitative and quantitative research papers, poetry, short stories, essays and drama are accepted for consideration.

There is an overall limit of five (5) entries per person.

There are limits on the number of entries one person can submit in a single genre:

- No more than five (5) poems may be submitted.
- No more than three (3) short stories may be submitted.
- No more than three (3) essays may be submitted.
- No more than three (3) works of drama may be submitted.
- No more than two (2) qualitative or quantitative research papers may be submitted.

No single entry may exceed 2,500 words. Works Cited Lists are not included in the word count.

For best results, we suggest uploading a PDF file. Please, only one entry per file.

While it is not necessary to add a cover sheet to your work, we do suggest that you use your name and the title of your work as a header on each page.
How are works selected for publication?

Advisors Emeriti serve as the first-round judges. They will read through submissions and narrow the field to about a hundred entries.

We have three second-round judges who read the final 100 entries and select the top 20-30 for publication. This group also selects scholarship recipients.

What is the selection timeline?

The first round of judging occurs between early May and the end of June. The second round begins in early July, and final selections are typically made mid-August.

Everyone will be notified about the status of his or her submission via email in mid-to-late September.

Can a member submit more than one entry in more than one category?

A member may submit manuscripts in any category he or she wishes, as long as the total number of works entered does not exceed five (5).

There are limits on the number of entries one person can submit in a single genre:

- No more than five (5) poems may be submitted.
- No more than three (3) short stories may be submitted.
- No more than three (3) essays may be submitted.
- No more than three (3) works of drama may be submitted.
- No more than two (2) qualitative or quantitative research papers may be submitted.

Where can I read Nota Bene?

A digital copy of the issue will be available on this page in the winter.

How do I submit manuscripts to Nota Bene?

All Nota Bene entries must be submitted electronically using the form on this page. Hard copies of manuscripts will not be accepted.

Are awards given to Nota Bene authors?

The author of the manuscript judged most outstanding will receive the Ewing Citation Scholarship Award, a scholarship of $1,000. Authors of up to four manuscripts will be named recipients of Reynolds Scholarship Awards, scholarships of $500 each. These awards are endowed by the Donald W. Reynolds Foundation in Pine Bluff, Arkansas. They honor the memory of the late Donald W. Reynolds, founder of the Donrey Media Group.

All members will be notified by email, regardless of whether their entries were selected for publication. After all scholarship winners have been notified, a list of winning entries will be published on the Phi Theta Kappa website. Members whose entries have been selected to be published retain the rights to their work.
**Plagiarism Policy**

All works submitted to *Nota Bene* must be the work of the author. If a work submitted is determined to be plagiarized from any source, the following steps will be taken:

- The member who submitted the plagiarized works will be notified by letter of the incidence of plagiarism with proof supplied.
- The plagiarized submission and any other submission by that member will be disqualified from consideration for publication in *Nota Bene*.
- The member's chapter advisor and college president will be notified by letter of the incidence of plagiarism and proof will be supplied to each of them.
Phi Theta Kappa Hallmark Awards

Mission Statement

The Hallmark Awards, which reflects the scholarly ideals of Phi Theta Kappa, serves to recognize superior individual and chapter achievement in Society programs. In this program, chapters compete against one another. Participation encourages excellence, reflects fairness, recognizes quality, and leads to enhanced student, advisor, and chapter development.

The Hallmark Awards, based on competitively-judged applications, recognize individuals, chapters and regions for excellence in the Society's Hallmarks of Scholarship, Leadership, Service and Fellowship as exemplified through Honors in Action activities.

Hallmark Award Categories

Chapter Awards

Honors in Action Project Awards

Chapters may submit one entry which describes one in-depth Honors in Action Project based on a theme of the current Honors Study Topic. Honors in Action projects incorporate academic research and analysis, leadership roles and leadership development, action (service or advocacy), collaboration and reflection. The current Phi Theta Kappa Honors Program Guide is a primary resource to help you develop and implement your Honors in Action Project. Chapters submitting entries for the Honors in Action Project Awards may request at the time of application that the chapter’s entry be considered for publication in Civic Scholar: Phi Theta Kappa Journal of Undergraduate Research as well.

College Project Awards

Chapters may submit one entry featuring their College Project, described in Level Three of the Five Star Chapter Plan. The purpose of the College Project is to establish and/or strengthen a supportive relationship between the chapter and the college administration. The chapter should meet with the college president (or other appropriate administrator) to determine the College Project, which can be anything that supports the college’s mission.

Distinguished Chapter Awards

To be considered for a Distinguished Chapter Award, a chapter must submit entries for both the Honors in Action Project and College Project Award. Selection of the Distinguished Chapters will be based solely on the entries for these Hallmark Awards. Individual award entries, such as Distinguished Chapter Officer, Distinguished Advisor, etc., are not taken into account for the purposes of this award. The top 10% of chapters submitting both Honors in Action Project and College Project Awards will be recognized as Distinguished Chapters.

Beta Alpha Continued Excellence Awards

If a chapter is named a Distinguished Chapter three years consecutively, the chapter will be presented the Beta Alpha Continued Excellence Award. This award was named for the Beta Alpha Chapter, Blinn College, Brenham, Texas.
**ADMINISTRATOR AWARDS**

**Board of Trustees Award**

The Board of Trustees Award recognizes boards of trustees/directors serving a postsecondary institution with an active Phi Theta Kappa chapter. Nominees for this award demonstrate a strong level of support for the Society. Awards will be presented at the Association of Community College Trustees' Annual Leadership Congress, but may also be sent directly to the advisor of the nominating chapter for presentation during an appropriate occasion. Up to 10 Board of Trustees Awards may be presented each year. Each chapter may submit one entry for the Board of Trustees Award. Award recipients will be notified by Summer 2019. At least one award-winning Board of Trustees representative is strongly encouraged to attend ACCT's Annual Leadership Congress in San Francisco, CA, October 16-19, 2019. All registration and travel expenses are the responsibility of the award recipients.

**Distinguished College Administrator Awards**

The Distinguished College Administrator Awards are awarded to college vice presidents, deans or directors serving at a postsecondary institution with an active Phi Theta Kappa chapter. Nominees should have served in their position for at least three years as of December 5, 2018, and should have demonstrated during their tenure a strong level of support for the Society. Awards will be presented at the Annual Convention to recipients who choose to attend, but may also be sent directly to the advisor of the nominating chapter for presentation during an appropriate occasion. A college administrator may receive this award only once. Each chapter may submit one nominee. College presidents, campus CEOs and state community college directors are not eligible for this award. Active Phi Theta Kappa advisors are not eligible and should be nominated for an advisor award. Up to 25 Distinguished College Administrator Awards may be presented each year.

**Paragon Award for New Presidents**

College presidents and campus CEOs are selected for this award for their outstanding efforts given toward promoting Phi Theta Kappa and its mission. Nominees should have served no more than three years as CEO of their current institution as of December 5, 2018. Up to 25 Paragon President Awards may be presented each year. A college president or campus CEO may receive this award only once. College presidents, chancellors or campus CEOs of postsecondary institutions with an active Phi Theta Kappa chapter are eligible for this award. Award recipients will be notified by February 15, 2019. Attendance at PTK Catalyst is NOT required for acceptance of the award; however, Catalyst Registration will be waived for those who are able to attend. Award recipients are responsible for making their own hotel reservations and travel arrangements. For award recipients unable to attend PTK Catalyst, the award will be sent directly to the chapter advisor for presentation during an appropriate occasion.

**Shirley B. Gordon Awards of Distinction**

College presidents and campus CEOs are selected for this award on the basis of outstanding efforts given toward promoting the goals of Phi Theta Kappa. Nominees should have served as president at least five years at the current institution as of December 5, 2018, and demonstrated during their tenure a strong level of support for Phi Theta Kappa. Award recipients must attend the Annual Convention to receive their awards. A college president or campus CEO may receive this award only once. College presidents or campus CEOs of
postsecondary institutions with an active Phi Theta Kappa chapter are eligible for this award. As many as 25 Gordon Awards may be presented annually.

Michael Bennett Lifetime Achievement Awards

The Michael Bennett Lifetime Achievement Awards are presented to retiring college presidents and campus CEOs at postsecondary institutions with an active Phi Theta Kappa chapter. Retiring community college state directors who have been supportive of Phi Theta Kappa throughout their careers are also eligible. Nominees should have served in their position at least five years at the current institution, system or state association office as of December 5, 2018. Awards will be presented at the Annual Convention to recipients who choose to attend, but may also be sent directly to the advisor of the nominating chapter for presentation during an appropriate occasion. An unlimited number of these awards may be given.

Distinguished Community College State Director Awards

The Distinguished Community College State Director Awards recognize the contributions of heads of statewide community college associations or systems. Entries for this award demonstrate the Community College State Director's support of Phi Theta Kappa throughout his/her state during his/her term of service. Nominees should have served in their position for at least three years as of December 5, 2018, and demonstrated during their tenure a strong level of support for Phi Theta Kappa. Chapters are encouraged to work with their college president to identify and nominate deserving state directors for this award. Entries may be submitted by a chapter, chapter advisor or Regional Coordinator. Award recipients must agree to attend the Annual Convention to receive their awards. A Community College State Director may receive this award only once. An unlimited number of these awards may be presented.

MEMBER AWARDS

Distinguished Chapter Officer Team Awards

A chapter advisor may nominate their entire chapter officer team for this award. The officers should demonstrate an exceptional atmosphere of teamwork, leadership abilities, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society's Hallmarks.

Distinguished Chapter Officer Awards

Distinguished Chapter Officers are selected based on the recipients' demonstration of leadership, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society's Hallmarks. International Officers are not eligible for this award during their year of tenure. The chapter may nominate up to two individual officers for this category, including a chapter president. However, team leaders or committee chairpersons who have been appointed (not elected) may not be nominated for this award. A student may receive this award only once.

Distinguished Chapter Member Awards

Distinguished Chapter Members are selected based on a student's embodiment of the Hallmarks of the Society through Honors in Action and other chapter activities. Members holding elected office at the chapter, regional or international levels are ineligible for this award. Team leaders or committee chairpersons may be
nominated for this award, if their leadership position is by appointment not election. A student may receive this award only once.

**ADVISOR AWARDS**

**Distinguished Chapter Advisor Team Awards**

A chapter may nominate their advisor team of two or more for this award. The advisors should demonstrate an exceptional atmosphere of teamwork, leadership abilities, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society’s Hallmarks. The Chapter Advisor Team Award nomination should be written and submitted by only the chapter officers and members. Advisors nominated for this award may also be nominated for other individual advisor awards.

**Advisor Individual Awards**

Award-winning advisors are those who make significant contributions to the growth of the individual members, serve as the chapter’s advocate on campus, and encourage the chapter to be involved on the local, regional and/or international levels of the organization. Years of service will be based upon the advisor's start date reported to Phi Theta Kappa Headquarters.

**Paragon Awards for New Advisors** - Advisors with less than four years of service as of January 9, 2019. An advisor may receive this award only once.

**Distinguished Advisor Awards** - Advisors with at least four or more years of service as of January 9, 2019. An advisor may receive this award only once

**Continued Excellence Awards for Advisors** - Advisors must have already received the Distinguished Advisor Award. Once an advisor has received the Distinguished Advisor Award, he/she will be eligible for the Continued Excellence Award for Advisors the following year. Advisors are eligible to win this award every other year.

**Important Dates and Deadlines**

For the 2020 Hallmark Awards, chapters may write about their activities completed from January to December 2019. Entry deadlines are outlined below and the awards will be presented at Phi Theta Kappa's Catalyst Annual Convention in Grapevine, TX, April 2-4, 2020.

- Hallmark Award applications should be available online in the fall of 2019.
- Administrator Award categories are due in early December, 2019 by 5:00 pm, CST (must be submitted online at my.ptk.org):
  - Distinguished Administrator Award
  - Paragon Award for New Presidents
  - Shirley B. Gordon Awards of Distinction
  - Michael Bennett Lifetime Achievement Award
  - Distinguished State Community College Director Award
Individual Award Entries are due mid-January, 2020 by 5:00 pm, CST (must be submitted online at my.ptk.org):
  o Distinguished Chapter Officer Team Award
  o Distinguished Chapter Officer Award
  o Distinguished Chapter Member Award
  o Distinguished Chapter Advisor Team Award
  o Paragon Award for New Advisors
  o Distinguished Advisor Award
  o Continued Excellence Award for New Advisors

Entries for the following chapter award categories are due mid-January, 2020 by 5:00 pm, CST (must be submitted online at my.ptk.org):
  o Honors in Action Project Award
  o College Project Award

Online applications at my.ptk.org should be available in the Fall and the rubrics and categories should be available to view on the Phi Theta Kappa website in PDF format in the summer or early fall.
COLLEGE NAME: _______________________________________________
CHAPTER NAME: _______________________________________________

To be eligible for the following awards (Honors in Action Project, College Project, Distinguished Chapter Officer Team, Distinguished Chapter Officer, Distinguished Chapter Member, Distinguished Chapter Advisor Team, Paragon Award for New Advisors, Distinguished Chapter Advisor, Continued Excellence Award for Advisors, and Distinguished College President/Administrator) you must enter the Phi Theta Kappa International Awards competition following the international guidelines. These awards will be judged by international representatives for the Carolinas Region. Please print or type the names of nominees in space provided below for individual awards and attach a copy of officer’s and/or advisors names if entering the Distinguished Chapter Officer Team or Distinguished Chapter Advisor Team Award.

IMPORTANT NOTE: The entries for these awards are entered online at my.ptk.org. See www.ptk.org for instructions. You do not need to send any entries to the region to be eligible for these awards but please check off the awards you entered so the region has a record.

___ Honors in Action Project Award
___ College Project Award

Chapter award categories must be completed online by January ??, 2020
___ Distinguished Chapter Officer _________________________________
___ Distinguished Chapter Member ________________________________
___ Distinguished Chapter Officer Team (attach form with officer names)
___ Paragon Award for New Advisors ______________________________
___ Distinguished Chapter Advisor _________________________________
___ Continued Excellence Award for Advisors _______________________
___ Distinguished Chapter Advisor Team (attach form with advisor names)

Individual award categories must be completed online by January ??, 2020
___ Distinguished Chapter Officer _________________________________
___ Distinguished Chapter Member ________________________________
___ Distinguished Chapter Officer Team (attach form with officer names)
___ Paragon Award for New Advisors ______________________________
___ Distinguished Chapter Advisor _________________________________
___ Continued Excellence Award for Advisors _______________________
___ Distinguished Chapter Advisor Team (attach form with advisor names)

To enter nominations for the following awards (Carolinas Region Distinguished Service Award, Distinguished Alumni, Distinguished Alumni Chapter, and eNewsletter) you must e-mail entries to the Regional Coordinator at beth.carraway@hgtc.edu by the stated deadline (January ??, 2020). These awards will be sent out by the Regional Coordinator to be judged for the Carolinas Region.

___ Carolinas Region Distinguished Service Award
___ Distinguished Alumni ________________________________
___ Distinguished Alumni Chapter ______________________________
___ eNewsletter (e-mail 2 different editions of eNewsletter to Regional Coordinator at beth.carraway@hgtc.edu for judging)

The following awards require an entry form only to be e-mailed to the Regional Coordinator at beth.carraway@hgtc.edu. For the Yearbook, use the Chapter Yearbook Entry Form, and for Chapter Website entries use the Chapter Website Entry Form.

___ Yearbook (Entry Form Only) bring yearbook to Regional Convention for judging.
___ Chapter Website (Entry Form Only) Website URL: _______________________

To nominate someone for a Hall of Honor Award you must e-mail entries to the Regional Coordinator at beth.carraway@hgtc.edu by the stated deadline (January ??, 2020).

___ Alumni Hall of Honor ________________________________
___ Carolinas Hall of Honor ________________________________
This program is designed to recognize chapters who have accepted and successfully completed the following activities. Please check off all activities your chapter has completed.

Activities must be completed between January 1, 2019 – December 31, 2019

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<th>List of Super Star Activities</th>
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<td>1.) Five-Star Chapter Plan</td>
<td>updates submitted and any level of 2-5 reached</td>
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<td>2.) Chapter participated in the Carolinas Region 2019 Honors in Action Project</td>
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<td>3.) Chapter participated in the 2019 Carolinas Region Service Project</td>
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<td>4.) Donation to Carolinas Region Joan Keller Scholarship Fund</td>
<td>(minimum chapter donation of $25)</td>
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<td>5.) Submit one article for the Carolinas Region Newsletter</td>
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<td>6.) Attended Three (3) Regional and/or International events</td>
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<td>• Phi Theta Kappa Annual Convention (Catalyst) – Orlando, FL</td>
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<td>• International Honors Institute – San Diego State University, San Diego, CA</td>
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<td>• Carolinas Region Honors Institute – Mars Hill University, Mars Hill, NC</td>
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<td>• Advisor Training Session – any one of Catawba Valley Community College, Carteret Community College, or Florence-Darlington Technical College, Spring or Fall 2019</td>
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<td>• Carolinas Region Leadership Conference – Spartanburg, SC</td>
<td>November 2019</td>
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Upon finishing the six activities mentioned above, please e-mail a copy of the completed form (as a Word, PDF, or RTF attachment) to the Regional Coordinator by January ??, 2020.

E-mail to Beth Carraway at: beth.carraway@hgtc.edu

NOTE: e-mail must be sent from a chapter advisors e-mail account to verify completion of activities.

Chapters successfully completing all six of the requirements will be recognized with an award and given 10 recognition pins at the Carolinas Regional Convention in 2020.
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Carolinas Region Honors in Action Project Award & Carolinas Region College Project Award Information

The 2019 Hallmark Awards competition (based on activities completed from January 1, 2018 - December 31, 2018) has categories that reflect Honors in Action. This integrated approach to chapter programming encourages chapters to use the Honors Study Topic as their foundation to develop an Honors in Action Project.

**Honors in Action Project**

The Honors in Action Project Award will allow chapters to report on ONE in-depth Honors in Action Project based on a theme of the current Honors Study Topic, *Transformations: Acknowledging, Assessing, and Achieving Change*.

**Definition of Honors in Action:**

Honors in Action projects incorporate the following components:

- Academic research and analysis
- Leadership roles and leadership development
- Action (service or advocacy)
- Collaboration
- Reflection

Honors in Action projects require substantive academic investigation of a theme related to the Society’s current Honors Study Topic. The theme you select should be directly connected to and provide supporting evidence for the development of the action component of your project. Honors in Action projects require taking on meaningful leadership roles and developing significant leadership skills to address a need in your community that was discovered through your research and analysis. The current Phi Theta Kappa Honors Program Guide is a primary resource to help you develop and implement your Honors in Action Project.

**College Project**

Chapters may also submit ONE entry featuring their College Project, described in Level Three of the Five Star Chapter Plan. The purpose of the College Project is to establish and/or strengthen a supportive relationship between the chapter and the college administration. The chapter should meet with the college president (or other appropriate administrator) to determine the College Project, which can be anything that supports the college’s mission.

Information on how to submit these awards and the application questions and scoring rubrics can be found at [https://www.ptk.org/Programs/HallmarkAwards.aspx](https://www.ptk.org/Programs/HallmarkAwards.aspx)

**ENTRY INFORMATION**

To be eligible for the Carolinas Region Honors in Action Project and the Carolinas Region College Project awards you must enter the Phi Theta Kappa International awards competition following the online guidelines set forth by Phi Theta Kappa. These awards must be entered online at my.ptk.org by 5:00 pm CST, January 16, 2019. These awards will be judged by Phi Theta Kappa Headquarters and the results will be passed on to the Carolinas Regional Coordinator(s) to determine the winners at the regional level. No entries are required at the regional level for these awards.
Carolinas Region Officer/Member Awards

Distinguished Chapter Officer Team Awards

A chapter advisor may nominate their entire chapter officer team for this award. The officers should demonstrate an exceptional atmosphere of teamwork, leadership abilities, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society’s Hallmarks.

Distinguished Chapter Officer Awards

Distinguished Chapter Officers are selected based on the recipients’ demonstration of leadership, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society’s Hallmarks. International Officers are not eligible for this award during their year of tenure. The chapter may nominate up to two individual officers for this category, including a chapter president. However, team leaders or committee chairpersons who have been appointed (not elected) may not be nominated for this award. A student may receive this award only once.

Distinguished Chapter Member Awards

Distinguished Chapter Members are selected based on a student’s embodiment of the Hallmarks of the Society through Honors in Action and other chapter activities. Members holding elected office at the chapter, regional, or international levels are ineligible for this award. Team leaders or committee chairpersons may be nominated for this award, if their leadership position is by appointment not election. A student may receive this award only once.

Information on how to submit these awards and the application questions and scoring rubrics can be found at https://www.ptk.org/Programs/HallmarkAwards.aspx

ENTRY INFORMATION

To be eligible for the Carolinas Region Distinguished Chapter Officer Team, Distinguished Chapter Officer, and Distinguished Chapter Member awards you must enter the Phi Theta Kappa International awards competition following the online guidelines set forth by Phi Theta Kappa. These awards must be entered online at my.ptk.org by 5:00 pm CST, January 9, 2019. These awards will be judged by Phi Theta Kappa Headquarters and the results will be passed on to the Carolinas Regional Coordinator(s) to determine the winners at the regional level. No entries are required at the regional level for these awards.
Carolina Region Advisor Awards

**Distinguished Chapter Advisor Team Awards**

A chapter may nominate their advisor team of two or more for this award. The advisors should demonstrate an exceptional atmosphere of teamwork, leadership abilities, promotion of Honors in Action and other engagement in the Society, and enthusiasm for the Society’s Hallmarks. The Chapter Advisor Team Award nomination should be written and submitted by only the chapter officers and members. Advisors nominated for this award may also be nominated for other individual advisor awards.

**Advisor Individual Awards**

Award-winning advisors are those who make significant contributions to the growth of the individual members, serve as the chapter’s advocate on campus, and encourage the chapter to be involved on the local, regional and/or international level of the organization. Years of service will be based upon the advisor's start date reported to Phi Theta Kappa Headquarters.

**Paragon Awards for New Advisors** - Advisors with less than four years of service as of January 9, 2019. An advisor may receive this award only once.

**Distinguished Advisor Awards** – Advisors with at least four or more years of service as of January 9, 2019. An advisor may receive this award only once.

**Continued Excellence Award for Advisors** – Advisors must have already received the Distinguished Advisor Award. Once an advisor has received the Distinguished Advisor Award, he/she will be eligible for the Continued Excellence Award for Advisors the following year. Advisors are eligible to win this award every other year.

Information on how to submit these awards and the application questions and scoring rubrics can be found at [https://www.ptk.org/Programs/HallmarkAwards.aspx](https://www.ptk.org/Programs/HallmarkAwards.aspx)

**ENTRY INFORMATION**

To be eligible for the Carolina Region Distinguished Chapter Advisor Team, Paragon Award for New Advisors, Distinguished Advisor, and Continued Excellence Award for Advisors awards you must enter the Phi Theta Kappa International awards competition following the online guidelines set forth by Phi Theta Kappa. These awards must be entered online at my.ptk.org by 5:00 pm CST, January 9, 2019. These awards will be judged by Phi Theta Kappa Headquarters and the results will be passed on to the Carolina Regional Coordinator(s) to determine the winners at the regional level. **No entries are required at the regional level for these awards.**
**Carolinas Region Distinguished College President/Administrator Awards**

**Distinguished College Administrator Awards** (College Administrator)

The Distinguished College Administrator Awards are awarded to college vice presidents, deans or directors serving at a postsecondary institution with an active Phi Theta Kappa chapter. Nominees should have served in their position for at least three years as of December 5, 2018, and should have demonstrated during their tenure a strong level of support for the Society. A college administrator may receive this award only once. Each chapter may submit one nominee. College presidents, campus CEOs and state community college directors are not eligible for this award. Active Phi Theta Kappa advisors are not eligible and should be nominated for an advisor award.

**Shirley B. Gordon Awards of Distinction** (College President)

College presidents and campus CEOs are selected for this award on the basis of outstanding efforts given toward promoting the goals of Phi Theta Kappa. Nominees should have served as president at least three years at the current institution as of December 5, 2018, and demonstrated during their tenure a strong level of support for Phi Theta Kappa. A college president or campus CEO may receive this award only once. College presidents or campus CEOs of postsecondary institutions with an active Phi Theta Kappa chapter are eligible for this award.

Information on how to submit these awards and the application questions and scoring rubrics can be found at [https://www.ptk.org/Programs/HallmarkAwards.aspx](https://www.ptk.org/Programs/HallmarkAwards.aspx)

**ENTRY INFORMATION**

To be eligible for the Carolinas Region Distinguished College President or Carolinas Region Distinguished College Administrator awards you must enter the appropriate category of the Phi Theta Kappa International awards competition following the online guidelines set forth by Phi Theta Kappa. These awards must be entered online at my.ptk.org by 5:00 pm CST, December 5, 2018. These awards will be judged by Phi Theta Kappa Headquarters and the results will be passed on to the Carolinas Regional Coordinator(s) to determine the winners at the regional level. **No entries are required at the regional level for these awards.**
CAROLINAS REGION DISTINGUISHED COMMUNITY SERVICE AWARD

AWARD CRITERIA

This award will be presented each year at the Regional Convention to the chapter which has accomplished the most outstanding community service project during the preceding year. The winning chapter will be presented with a plaque and a scholarship in the amount of $150.00 to be used towards registration fees for any regional event.

1. Each chapter in the Carolinas Region may submit a 1,250-word essay (maximum length) describing a single service project that the chapter has completed during the previous regional year (January 1 through December 31).

2. All essays will be e-mailed to Beth Carraway, Carolinas Regional Coordinator, at beth.carraway@hgtc.edu who will forward them to alumni judges. All essays must be submitted by the same date established for regional award entries. For 2018, they must be received no later than January 16, 2019.

3. The service projects will be judged on the qualities of project originality (20%), the execution of the project (25%), impact on the chapter, the college, and the community and/or beyond (25%), leadership of the chapter’s members (20%), and entry length and proper grammar (10%).

4. The regional coordinator will announce the winner of the Carolinas Region Distinguished Community Service Award at the annual regional convention.

NOTE: E-mail must be sent from a chapter advisor’s e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.
Originality
Was project original? Did chapter members address a need in their community?

20 points – Yes, project demonstrated originality by chapter members and clearly addressed a need in their community.

10 points – Project had original components, but did not address a local need.

5 points – Project was not original and did not address a local need.

Leadership
Describe the leadership of chapter members that contributed to the planning, preparations, and implementation of this project.

20 points – Strong evidence of exceptional planning and teamwork. Used this project to exercise and advance leadership skills.

10 points – Some evidence of planning and teamwork.

5 points – Little evidence of effective planning and teamwork.

Execution
Was the project executed flawlessly?

25 points – Project was executed flawlessly. All challenges were addressed and overcome during the project.

15 points – Project execution was not flawless. Some challenges were addressed and overcome during the project.

5 points – Project execution cannot be determined.

Impact
How did the project impact chapter’s members, college, community, and/or beyond?

25 points – Projects outcomes, including qualitative and quantitative elements, demonstrate a positive impact.

15 points – Project seemed to impact chapter, college, or community members. Outcomes did not include both quantitative and qualitative elements.

5 points – Project impact isn’t evident. Response did not provide enough details to assess impact.

Length
Is entry 1,250 words or less?

5 points – Yes

0 points – No

Grammar
Are sentences correctly constructed and have varied structure and length? Did author(s) completely avoid mistakes in grammar, spelling, and punctuation?

5 points – Yes

0 points – No
DISTINGUISHED ALUMNI AWARD

AWARD CRITERIA

Distinguished Alumni are selected on the basis of their embodiment of the Hallmarks of the Society, emphasizing participation in Society programs. Applications will list areas for the chapter to cite an individual’s embodiment or promotion of Honors in Action including scholarship, leadership, service, and fellowship. Chapters may only nominate Alumni of their own chapter for this award.

ENTRY REQUIREMENTS

1. Each chapter may submit one nomination for a Distinguished Chapter Alumni Award. An Alumnus may receive this award only once. If this nominee has never been inducted into the Hall of Honor, the nominee will automatically be included in this year's Carolinas Hall of Honor.

2. In an essay of 500 words or less, describe ways the nominee embodies and promotes Honors in Action which includes Phi Theta Kappa’s hallmarks of scholarship, leadership, service and fellowship. The essay must be typed and double-spaced. The essay should consist of: (1) a thesis paragraph giving an overview of the nominee’s contributions to chapter programs, (2) several supporting paragraphs, and (3) a conclusion. The essay should explain how the nominee contributed to: (A) the chapter’s objectives, (B) the chapter’s accomplishments, and (C) the chapter’s growth.

3. One letter of recommendation is required from each of the following: (A) The chapter advisor, citing service the nominee has rendered to the chapter and/or region, (B) A fellow member, citing the nominee’s contributions to the Chapter. Please do not submit additional materials with this entry.

DISTINGUISHED ALUMNI JUDGING CRITERIA

When entries are received, they are distributed to judges for scoring. Late entries and entries lacking all required elements are disqualified and will not be judged. Entries are read, scored and ranked by three judges.

Presentation – 10 points
✓ Were directions followed and required questions answered? (5 points)
✓ Were the application materials free of errors and neatly presented? (5 points)

Nominee’s Contribution to Chapter Programs/Honors in Action – 60 points (from essay)
✓ Honors in Action Contribution (30 points)
✓ Chapter Programs Contribution (30 points)

Scholarship, Fellowship, Enthusiasm – 30 points (from letters of recommendation)
✓ Service to the chapter and/or region (10 points)
✓ Contribution to Chapter growth, leadership and fellowship (10 points)
✓ Promotion of scholarship to others (10 points)

NOTE: Must e-mail award entry in Word, RTF, or PDF format to the Regional Coordinator at beth.carraway@hgtc.edu by stated deadline (January 16, 2019) to be eligible for this award. E-mail must be sent from a chapter advisors e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.
DISTINGUISHED ALUMNI CHAPTER AWARD

AWARD CRITERIA

Alumni chapters are an invaluable resource to Carolinas Region chapters. Their participation at all levels of Society activities contributes to the overall success of chapter programs.

Submit an essay of no more than 1250 words (typed and double-spaced). The essay should consist of: (1) a thesis paragraph giving an overview of the chapter’s related programs; (2) several supporting paragraphs; and (3) a conclusion. The essay should contain: (A) the alumni chapter’s objectives, (B) the alumni chapter’s accomplishments, and (C) how the alumni chapter’s activities promoted the Society and the growth of members—both alumni and the members of the chapter(s) they are supporting.

DISTINGUISHED ALUMNI CHAPTER JUDGING CRITERIA

When received, entries are distributed to three judges for scoring and ranking. Late entries and entries lacking all required elements are disqualified and will not be judged.

Presentation – 10 points
✓ Were directions followed and required questions answered? (5 points)
✓ Were the application materials free of errors and neatly presented? (5 points)

Contributions to Chapter Programs and Members’ Growth – 90 points (from essay)
✓ Support of chapter activities on local, regional and international levels (40 points)
✓ Contribution to growth experience of members (20 points)
✓ Promotion of Society programs and priorities (30 points)

NOTE: Must e-mail award entry in Word, RTF, or PDF format to the Regional Coordinator at beth.carraway@hgtc.edu by stated deadline (January 16, 2019) to be eligible for this award. E-mail must be sent from an alumni chapter advisors e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.
CAROLINAS HALL OF HONOR

AWARD CRITERIA

The Carolinas Hall of Honor was established in 1995 to recognize members selected by their chapters for their contributions and support of the four Hallmarks of Phi Theta Kappa. Members nominated for Distinguished Chapter Officer and Distinguished Chapter Member Awards at the Regional Level are automatically entered into the Carolinas Hall of Honor unless the nominee was inducted into the Hall of Honor in a previous year. A chapter may nominate one additional chapter member for the Carolinas Hall of Honor by completing a Hall of Honor Award Entry with a letter of nomination citing the chapter’s reasons for the nomination. A chapter member or chapter advisor may make this nomination, but the entry must be e-mailed to the regional coordinator from a chapter advisors e-mail account as this will serve as a certification that the entry is approved by the advisor.

NOTE: A chapter member can only be inducted into the Hall of Honor once--this is a lifetime honor.

ALUMNI HALL OF HONOR

AWARD CRITERIA

The Alumni Hall of Honor was established to recognize alumni selected by their chapters for their contributions and support of the four Hallmarks of Phi Theta Kappa and their support to the chapter and the region. Members nominated for the Distinguished Alumni Award at the Regional Level are automatically entered into the Alumni Hall of Honor unless the nominee was inducted into the Hall of Honor in a previous year. A chapter may nominate one additional chapter alumni member for the Carolinas Alumni Hall of Honor by completing the Hall of Honor Award Entry with a letter of nomination citing the chapter’s reasons for the nomination. A chapter member or chapter advisor may make this nomination, but the entry must be e-mailed to the regional coordinator from a chapter advisors e-mail account as this will serve as a certification that the entry is approved by the advisor.

NOTE: A chapter alumnus can only be inducted into the Hall of Honor once--this is a lifetime honor.

Must e-mail Hall of Honor entry in Word, RTF, or PDF format to the Regional Coordinator at beth.carraway@hgtc.edu by stated deadline (January 16, 2019) to be eligible. E-mail must be sent from a chapter advisors e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.
2019 CAROLINAS REGION YEARBOOK AWARD CRITERIA
The Yearbook Awards recognize excellence in chapter yearbooks. Chapters must submit a pre-registration form by the Hallmark Awards deadline (January 16, 2019) to be eligible, and then must bring the yearbook to the Regional Convention for judging.

Each yearbook MUST have an overall theme. The theme must reflect the current Honors in Action Topic, “Transformations: Acknowledging, Assessing, and Achieving Change.” Chapters may wish to use the title of a popular song, a well-known book or play, or a familiar proverb or quote to illustrate their theme. The purpose of a theme is to provide unity and relate the different divisions to each other. Any theme that accomplishes this purpose is an acceptable yearbook theme.

The Carolinas Region Yearbook Requirements are as follows:
1. Must have a cover that illustrates the theme, and lists the Chapter Name, College Name, and the year; i.e. "Alpha Omega's World of Discovery," Alpha Omega Chapter, The Best Community College, 2018.
2. Must have an overall theme that is incorporated into the cover, divider pages, and content pages. Note: Theme MUST relate to the Honors in Action Topic, and may relate to one or more of the themes.
3. Must include at least two divisions, clearly marked, with hallmarks, which are optional, to follow in order:
   a. Honors in Action (all activities related to Honors in Action project)
   b. College Project (all activities related to College Project)
   c. Scholarship (any activities that demonstrate scholarship unrelated to a or b)
   d. Leadership (any activities that demonstrate leadership unrelated to a or b)
   e. Service (any activities that demonstrate service unrelated to a or b)
   f. Fellowship (any activities that demonstrate fellowship unrelated to scholarship, leadership, or service)
   g. Individual Accomplishments – may include information on individuals who have been nominated or received hallmark awards at either the regional and/or international level. May also include any scholarship nominees and/or winners within chapter and any additional awards received by chapter members or advisors.
4. Must be in book form only. No electronics may be used. The yearbook CANNOT be placed in a case or accompanied by any unattached ornamentation or presentation devices. PLEASE NOTE: Video or electronic yearbooks CANNOT be entered for the Regional Yearbook Award.
5. Dimensions of the yearbook cannot exceed 20" X 25." Weight of the yearbook cannot exceed 20 pounds.

Yearbook Cover
The yearbook cover should establish the overall theme related to the current Honors in Action Topic. The cover may include a title. The cover should include all of the following:
   The name of the chapter   The name of the college   The year (i.e. 2018)

Optional Content Pages
The following pages are optional, but should be placed before the required divisions to help tie your yearbook together.
   Title Page
   General Introduction of the Chapter’s Year
   Dedication Page

Divider Pages
The divider pages should clearly indicate the section that follows. They should stand out from the rest of your pages and they should clearly reflect the theme.

Content Pages
All content pages should have a title and page numbers. All titles should be event-specific. Body copy should explain why the event pictures are relevant to the yearbook section.
OTHER SUGGESTIONS
Proofread for spelling and grammatical errors.
Identify people by name in picture captions.
Include promotional materials to demonstrate event planning activities.
Treat your yearbook as a chapter treasure – after the convention, it can be placed on an awards table or at a student organization fair to draw in prospective members and advisors. It serves to chronicle your chapter's year – and growth – for anyone who has the opportunity to browse through it.
<table>
<thead>
<tr>
<th>Component</th>
<th>Points to be awarded (in whole numbers for ease of calculation)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Front and Interior</td>
<td>5</td>
</tr>
<tr>
<td>Layout and Mechanics</td>
<td>4</td>
</tr>
<tr>
<td>Content</td>
<td>3</td>
</tr>
<tr>
<td>Directional Accuracy</td>
<td>2</td>
</tr>
<tr>
<td>Design Elements</td>
<td>1</td>
</tr>
</tbody>
</table>

**2019 Yearbook Rubric**

**Carolinas Region Hallmark Awards**

**Overall**

**Content**

1. 
2. 
3. 
4. 
5. 

**Directional Accuracy**

1. 
2. 
3. 
4. 
5. 

**Design Elements**

1. 
2. 
3. 
4. 
5. 

**Points awarded**

- 5
- 4
- 3
- 2
- 1

**Points to be awarded**

- 5
- 4
- 3
- 2
- 1
eNEWSLETTER/CHAPTER WEBSITE AWARD

The eNewsletter/Chapter Website Award is a single award. A chapter may compete for either the eNewsletter Award or the Chapter Website Award under this category but not both.

eNEWSLETTER AWARD CRITERIA

The eNewsletter Award requires chapters to post online to chapter members at least two editions of the chapter newsletter during the Carolinas Regional year (January 1 through December 31). These eNewsletters should be sent in the fall semester and in the spring semester. They are judged on design/layout, and comprehensiveness of content: promotion of the organization, record of chapter activities, Honors in Action activity, and calendar of events. Chapters wishing to compete for this award should e-mail copies of 2 different eNewsletters to the Regional Coordinator at beth.carraway@hgtc.edu who will send submissions to three judges for scoring and ranking. The due date for submitting copies of the eNewsletter is the same as hallmark award entries – January 16, 2019.

eNEWSLETTER JUDGING CRITERIA

- Design/Layout – 20 points
- Comprehensiveness of contents – 80 points
  1. Promotion of the organization (15 points)
  2. Reporting of chapter activities (25 points)
  3. Reporting of Honors in Action, College Service projects (25 points)
  4. Calendar of Upcoming events and Contact List of Advisors/Officers (10 points)
  5. Proper use of symbols and Greek names (5 points)

CHAPTER WEBSITE AWARD CRITERIA

The Carolinas Region Alumni Association sponsors the Chapter Website Award to recognize outstanding chapter achievement in web design and web communication. Chapters wishing to compete for this award should e-mail a Website Award Entry Form with your chapter website URL address to the Regional Coordinator at beth.carraway@hgtc.edu. The due date for the Chapter Website entry form is the same as hallmark award entries – January 16, 2019. All work on chapter websites must be done by the Phi Theta Kappa chapter. Chapter Websites will be judged based on the following criteria:

- General appearance and layout – presentation
- Ease of navigation
- Quality of information – current and up-to-date
- Representation of Honors in Action and College Project
- Quality of presentation - all links should work, avoidance of errors, etc.
- Information on chapter activity
- List of chapter advisors & officers – contact information is optional to preserve privacy

Site should contain recommended information from Phi Theta Kappa International including:

- Name of chapter
- Link to regional website (https://carolinas-region.ptk.org/YourRegion.aspx)
- Link to official website of Phi Theta Kappa (www.ptk.org)
- Link to website of the institution where your chapter is located – if applicable
- Date of last modification on each page of site
- Proper use of Phi Theta Kappa images, symbols, and Greek names

Final Judging of Chapter Websites will take place on or before February 6, 2019
BEST NEW CHAPTER AWARD

AWARD CRITERIA

No entry is required for this award. All chapters chartered during the current regional year are eligible. The award is given by the regional coordinator and is based on the chapter’s progress in the Five-Star Chapter Plan and participation in regional events.

MOST IMPROVED CHAPTER

AWARD CRITERIA

No entry is required for this award. All chapters are eligible for this award. This award is given by the regional coordinator and is based on the chapter’s improvement in participation in the Five-Star Chapter Plan, participation in regional and/or international events, and demonstrated leadership.

COMMUNICATIONS AWARD

AWARD CRITERIA

No entry is required for this award. This award is given to chapters who communicate with the Regional Coordinator and Regional Secretary on a consistent basis. The Regional Coordinator and the Regional Secretary select award recipients.
To be eligible to compete for the Carolinas Region Chapter Yearbook Award you must e-mail a copy of this entry form to the Regional Coordinator at beth.carraway@hgtc.edu no later than 5:00 pm EST, January 16, 2019 and bring your chapter yearbook to the Carolinas Region Convention for judging. E-mail must be sent from a chapter advisors e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.

CHAPTER NAME _____________________________________________

COLLEGE NAME _____________________________________________

ADVISOR’S NAME ____________________________________________

Read the 2019 Yearbook Award Criteria and 2019 Yearbook Rubric documents to see how the yearbooks will be judged.
2019 CHAPTER WEBSITE AWARD ENTRY FORM
CAROLINAS REGION

To be eligible to compete for the Carolinas Region Chapter Website Award you must e-mail a copy of this entry form to the Regional Coordinator at beth.carraway@hgtc.edu no later than 5:00 pm EST, January 16, 2019. E-mail must be sent from a chapter advisors e-mail account as this will serve as the certification from the advisor that the award entry has been approved by the advisor.

CHAPTER NAME _____________________________________________

COLLEGE NAME ____________________________________________

ADVISOR’S NAME __________________________________________

CHAPTER WEBSITE URL ADDRESS______________________________

The Carolinas Region Alumni Association sponsors the Chapter Website Award to recognize outstanding chapter achievement in web design and web communication. All work on chapter websites must be done by the Phi Theta Kappa chapter. Read the eNewsletter/Chapter Website Award document to see the criteria on how the websites will be judged.
Carolinas Region Hallmark Awards Checklist

COLLEGE NAME: __________________________________________________________

CHAPTER NAME: __________________________________________________________

To be eligible for the following awards (Honors in Action Project, College Project, Distinguished Chapter Officer Team, Distinguished Chapter Officer, Distinguished Chapter Member, Distinguished Chapter Advisor Team, Paragon Award for New Advisors, Distinguished Chapter Advisor, Continued Excellence Award for Advisors, and Distinguished College President/Administrator) you must enter the Phi Theta Kappa International Awards competition following the international guidelines. These awards will be judged by international representatives for the Carolinas Region. Please print or type the names of nominees in space provided below for individual awards and attach a copy of officer's and/or advisors names if entering the Distinguished Chapter Officer Team or Distinguished Chapter Advisor Team Award.

IMPORTANT NOTE: The entries for these awards are entered online at my.ptk.org. See www.ptk.org for instructions. You do not need to send any entries to the region to be eligible for these awards but please check off the awards you entered so the region has a record.

____ Honors in Action Project Award
____ College Project Award

Chapter award categories must be completed online by January 16, 2019

____ Distinguished Chapter Officer
____ Distinguished Chapter Member
____ Distinguished Chapter Officer Team (attach form with officer names)
____ Paragon Award for New Advisors
____ Distinguished Chapter Advisor
____ Continued Excellence Award for Advisors
____ Distinguished Chapter Advisor Team (attach form with advisor names)

Individual award categories must be completed online by January 9, 2019

____ Distinguished College President/Administrator

Administrator award categories must be completed online by December 5, 2018

To enter nominations for the following awards (Carolinas Region Distinguished Community Service Award, Distinguished Alumni, Distinguished Alumni Chapter, and eNewsletter) you must e-mail entries to the Regional Coordinator at beth.carraway@hgtc.edu by the stated deadline (January 16, 2019). These awards will be sent out by the Regional Coordinator to be judged for the Carolinas Region.

____ Carolinas Region Distinguished Service Award
____ Distinguished Alumni
____ Distinguished Alumni Chapter
____ eNewsletter (e-mail 2 different editions of eNewsletter to Regional Coordinator at beth.carraway@hgtc.edu for judging)

The following awards require an entry form only to be e-mailed to the Regional Coordinator at beth.carraway@hgtc.edu. For the Yearbook, use the Chapter Yearbook Entry Form, and for Chapter Website entries use the Chapter Website Entry Form.

____ Yearbook (Entry Form Only) bring yearbook to Regional Convention for judging.
____ Chapter Website (Entry Form Only) Website URL: ____________________________

To nominate someone for a Hall of Honor Award you must e-mail entries to the Regional Coordinator at beth.carraway@hgtc.edu by the stated deadline (January 16, 2019).

____ Alumni Hall of Honor
____ Carolinas Hall of Honor
E-mail Regional Hallmark Award Entries to:
Beth Carraway, Coordinator
beth.carraway@hgtc.edu

Hallmark Awards Due Dates

Wednesday, January 16, 2019 – Carolinas Region Hallmark Award entries due in Regional Coordinators e-mail account no later than 5:00 pm. Late entries will not be accepted. This includes the following award entries: Carolinas Region Distinguished Service Award, Distinguished Alumni, Distinguished Alumni Chapter, eNewsletter, Yearbook (entry form only), and Chapter Website (entry form only).

Wednesday, January 16, 2019 – Carolinas Hall of Honor and Alumni Hall of Honor entries due in Regional Coordinators e-mail account no later than 5:00 pm. Late entries will not be accepted.

Wednesday, January 16, 2019 – Carolinas Super Stars, Carolinas Region Honors in Action Program, and Carolinas Region Service Project forms due in Regional Coordinators e-mail account no later than 5:00 pm.

Wednesday, December 5, 2018 – Administrator Award Entries Due. Administrator International entries must be entered online at my.ptk.org. For information on Hallmark Awards go to https://www.ptk.org/Programs/HallmarkAwards.aspx to access Hallmark Award information and reporting instructions. The following award entries are due on this date: Distinguished College Administrator, Shirley B. Gordon Awards of Distinction, Michael Bennett Lifetime Achievement Awards, and Distinguished Community College State Director.

Wednesday, January 9, 2019 – Individual Award Entries Due. Individual International entries must be entered online at my.ptk.org. For information on Hallmark Awards go to https://www.ptk.org/Programs/HallmarkAwards.aspx to access Hallmark Award information and reporting instructions. The following award entries are due on this date: Distinguished Chapter Officer Team, Distinguished Chapter Officer, Distinguished Chapter Member, Distinguished Chapter Advisor Team, Paragon Awards for New Advisors, Distinguished Advisor, and Continued Excellence Award for Advisors.

Wednesday, January 16, 2019 – Chapter Award Entries Due. International Chapter entries (Honors in Action Project and College Project) must be entered online at my.ptk.org. For information on Hallmark Awards go to https://www.ptk.org/Programs/HallmarkAwards.aspx to access Hallmark Award information and reporting instructions. Although the deadline is January 16, 2019 it is highly recommended that you do not wait until the last 48 hours to submit entries due to the possible heavy traffic on the website which may slow down response times. Entries must be submitted no later than 5:00 pm CST to be eligible for awards. Failure to do so will result in your entries NOT being entered in the Phi Theta Kappa International Awards Program.

IMPORTANT NOTE: In order to be eligible for the following Carolinas Region Awards you must enter the international awards competition online following international guidelines as these awards will be judged by international judges for the Carolinas Region: Honors in Action Project, College Project, Distinguished Chapter Officer, Distinguished Chapter Member, Distinguished Chapter Officer Team, Paragon Award for New Advisors, Distinguished Chapter Advisor, Continued Excellence Award for Advisors, Distinguished Chapter Advisor Team, and all Administrator Awards.
The Phi Theta Kappa Carolinas Regional Year and the Phi Theta Kappa International Year is from January 1, 2018 – December 31, 2018 (award entries submitted by chapters should be based on projects and programs from this time period)

Please e-mail a copy of the Carolinas Region Awards Checklist as well as “Region Specific” awards to the Regional Coordinator at beth.carraway@hgtc.edu by January 16, 2019.

**Follow instructions or use correct entry forms as specified:**
Honors in Action Project Award – no regional entry required but must enter international competition online
College Project Award – no regional entry required but must enter international competition online
Distinguished Chapter Officer – no regional entry required but must enter international competition online
Distinguished Chapter Member – no regional entry required but must enter international competition online
Distinguished Chapter Officer Team – no regional entry required but must enter international competition online
Paragon Award for New Advisors – no regional entry required but must enter international competition online
Distinguished Chapter Advisor – no regional entry required but must enter international competition online
Continued Excellence Award for Advisors – no regional entry required but must enter international competition online
Distinguished Chapter Advisor Team - no regional entry required but must enter international competition online
Distinguished College President/Administrator - no regional entry required but must enter international competition online
Carolinas Region Distinguished Community Service Project Award – entry must be e-mailed to regional coordinator
Distinguished Alumni - entry must be e-mailed to regional coordinator
Distinguished Alumni Chapter - entry must be e-mailed to regional coordinator
eNewsletter - entries must be e-mailed to regional coordinator – copies of 2 different editions of eNewsletter
Yearbook - Carolinas Region Yearbook Award Entry Form must be e-mailed to regional coordinator - and bring yearbook to regional convention for judging
Chapter Website - Carolinas Region Chapter Website Entry Form must be e-mailed to regional coordinator (include URL)
Alumni Hall of Honor - entry must be e-mailed to regional coordinator
Carolinas Hall of Honor - entry must be e-mailed to regional coordinator