

Five Star Chapter Plan

The Five Star Chapter Plan offers five levels of engagement in Phi Theta Kappa. Each level consists of prescribed activities to build a strong, active chapter taking advantage of all Phi Theta Kappa has to offer.

Benefits of Participating

Save Time! Use the Five Star Plan to organize your chapter's priorities so you can put together a plan of action and start making a difference right away. Plan your work by working the Plan!

Set a Goal Any Time. On a quarter or semester system? Doesn't matter! The Five Star Plan activities are completed anytime during the January-December calendar year. While some chapters start in January/February, many don't get going until summer or even early fall. Even chapters not starting until September can still achieve Five Star if they're motivated! The deadline to report your chapter's final level of achievement for the 2022 calendar year is January 20, 2023.

Increase College Administration Support. Following the Plan allows your chapter multiple opportunities to build a collaborative partnership with your college administration.

Be Recognized! ALL achievement levels – from One Star to Five Star -- are recognized locally, regionally and internationally. Your chapter is only competing with itself to reach the highest level possible.

Practice Your Workplace Skills. Setting goals, planning projects, communicating, working as a team, and being accountable are all key areas to emphasize in your scholarship applications and/or job resumes. Working the Five Star Plan means working on your professional development, too!

Five Star Chapter Plan Level Requirements 2022

All chapters have a default goal of One Star Level. Set your chapter's goal using the Progress Report Form.

Chapters may report their progress as many times as they wish throughout the year. **However, the FINAL DEADLINE to report your chapter's progress is January 20, 2023.** Chapters will be recognized on the local, regional and international levels based on the level reported by January 20.

Please note: some activities are automatically checked off by Phi Theta Kappa Headquarters (e.g., reporting new members, submitting Hallmark Awards entries, etc.)

One Star Level

RECOGNIZING ACADEMIC EXCELLENCE AND BUILDING CHAPTER FOUNDATIONS

1. Organize at least one membership recruitment campaign by following these steps:
 - Create awareness of PTK on campus. (Use resources at ptk.org/toolkit)
 - Identify eligible students
 - Outline a recruitment plan that includes setting a goal to be recognized as a [REACH Rewards](#) chapter
 - Invite eligible students
 - Conduct in-person or virtual informational meetings about benefits
 - Eligible students join
 - Hold in-person or virtual induction ceremony
 2. Submit the Chapter Annual Report to Headquarters. Link to online report is emailed to all contact advisors in spring 2022.
 3. Review Chapter Bylaws and submit any necessary revisions to Headquarters.
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Two Star Level

ORGANIZING CHAPTER LEADERSHIP AND ENGAGING MEMBERS

1. Set a goal to achieve higher than One Star Chapter status.
 2. Organize at least two membership recruitment campaigns. (Each campaign should include all elements listed in Level One. While holding an induction ceremony for each recruitment campaign is a best practice, only one per year is required.)
 3. Report new officers (See instructions at ptk.org/advisors).
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Three Star Level

GETTING INVOLVED AT THE REGIONAL LEVEL

1. Get involved at the regional level through at least **ONE** of the following ways (*Find information about your region at ptk.org/RegionalDirectory*)

- Campaign for regional office online and/or in-person **OR**
 - Host/assume leadership role at an in-person or virtual regional meeting, **OR**
 - Participate in regional projects through in-person volunteering, online collaboration, or electronic communication, **OR**
 - Collaborate online or in-person with at least two other chapters for an activity or event, **OR**
 - Have a chapter advisor serve on the Regional Advisory Board/Council.
2. Chapter representative(s) participate virtually or in-person in at least one regional meeting or region-sponsored event. (*Check with your Regional Coordinator or visit ptk.org/events/RegionalMeetings*).
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Four Star Level

DEVELOPING A COLLEGE PROJECT AND BUILDING ADMINISTRATIVE SUPPORT

1. Implement a [College Project](#). This project is designed to strengthen the chapter's relationship with the college administration through any project that supports the college's mission.
 2. Enter at least one category in your 2023 regional awards competition. (*Hallmark Awards submissions to Headquarters will count as submitting regional awards. Or the chapter may enter an award competition offered exclusively by their region.*)
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Five Star Level

DEVELOPING AN HONORS IN ACTION PROJECT AND GETTING INVOLVED AT THE INTERNATIONAL LEVEL

1. Develop an [Honors in Action Project](#) based on the current Honors Study Topic. Full details provided in the [Honors Program Guide](#).
2. Submit at least three entries in the 2023 Hallmark Awards Program including the Honors in Action Project Award, College Project Award, and at least one individual award (Deadlines vary; check ptk.org/hallmarks).
3. Get involved at the International Level through at least ONE of the following ways:
 - Attend [PTK Catalyst 2022](#) in person or virtually (April 7-9), **OR**
 - At least 3 officers or members complete any unit in a [PTK Edge course](#) during 2022 calendar year. (Competitive Edge, Transfer Edge, Employment Edge, Research Edge, or Healthcare Edge at getanedge.ptk.org), **OR**
 - At least 3 officers or members complete at least one unit in [Phi Theta Kappa's Leadership Development Studies course](#) during 2022 calendar year (leadershipstudies.ptk.org), **OR**
 - Submit an entry in the 2022 [Honors Case Study Challenge](#) due November 7, 2022