



PI THETA EPSILON

Member Orientation Handbook

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I. PI THETA EPSILON HISTORY

Pi Theta Epsilon is the national honor society for occupational therapists. Established in 1958, at the University of New Hampshire (UNH), Pi Theta Epsilon has evolved into a nationally recognized organization with purposes of which all occupational therapists can be proud and with a structure that supports these purposes and the resulting programs.

Why an honor society in occupational therapy? The students at UNH believed that it was important to recognize outstanding members of their classes; they had access to a biology honor society, but their records show that they felt it was “a bit remote.” They wanted to be able to bestow a unique honor upon their own graduates and those of other programs. Dr. Anne Henderson, now professor emerita at Boston University, was instrumental in helping to form the chapter, as were three founding members: Nancy Anne Morehouse (Marshall), Faith Barnett, and Mickey Lane Leavey (Gresh). Charter members included Penny Webb, Priscilla Radcliff, Betty Ann Caton, Janet Marie Allaire (Kay), and Elizabeth Ellen Bunker (Lovejoy). The Alpha chapter at UNH, which served as national headquarters for Pi Theta Epsilon between 1959 and 1970, is still alive and well.

Beta chapter, formed at Colorado State University, was the second chapter of the honor society for occupational therapy students with Gamma chapter at Kalamazoo State (now Western Michigan) University as the third and Delta chapter at Texas Woman’s University following as the fourth chapter. These pioneer chapters recognized that in a true profession, scholarship and research are necessary components in the development of the profession’s knowledge base, as well as in the development of a scholarship-based practice standard for providing care. They maintained careful records of who was inducted into the society and initiated several studies to determine the similarity of the occupational therapy programs of the times. For example, they made an effort to exchange information regarding curriculum content at the different programs.

However, the society had no national structure and apparently no way to develop one. With the occupational therapy requirement for fieldwork education immediately upon completion of the academic portion of the program, no alumni were available to work toward the development of a national structure. The organization was seen as being for student members; students held office in their local chapters and made efforts to correspond with colleagues in other educational programs. A book of minutes from Alpha chapter indicated that members in 1959 created a poster about Pi Theta Epsilon for the next annual American Occupational Therapy Association (AOTA) conference. Members suggested holding annual Pi Theta Epsilon meetings in conjunction with the “AOTA Convention” in the future.

In 1983, national headquarters moved to the University of North Dakota where an occupational therapy faculty member, Dory Marken, provided an invaluable service by establishing a record-keeping system, and each chapter tried to forward to her a list of the names of persons inducted each year. These records have made it possible to trace many of the older members of Pi Theta Epsilon.

The urge to become a national organization arose periodically. Student members were eager to see Pi Theta Epsilon affiliated with the Association of College Honor Societies (ACHS). In 1987 the American Student Committee of the Occupational Therapy Association (ASCOTA) conducted a survey of existing chapters, inquiring about standards to establish and maintain a national honor society. Respondents were strongly in favor of working to achieve the standards required by ACHS, which required a minimum of 10 chapters and adoption of a unified constitution and a uniform set of eligibility criteria by all chapters. In 1987, there were 19 chapters across the country, but they had no means of communication, no shared constitution, no standard eligibility requirements, and no recognition by universities as a national honor society existed.

In 1988, ASCOTA asked the Board of Directors of the American Occupational Therapy Foundation (AOTF) to sponsor Pi Theta Epsilon toward achieving recognition as a national honor society. AOTF had already established the Academy of Research in 1983 for selected scholars whose work exemplified the highest academic and scientific work. Recognition of such scholars serves to promote research and other scholarly pursuits across the profession and brings recognition both to the members of the Academy and to the profession at large. Sponsorship of Pi Theta Epsilon was seen by AOTF as an opportunity to lay the groundwork for future scholars and Academy members.

In response to ASCOTA's request, an advisory committee was established. This group first met in 1988 in Baltimore during the annual conference with M. Carolyn Baum, then a member of the AOTF Board of Directors, as chairperson. Other members of the group included Mary J. Bridle, Dory Marken, Paula Kraemer, and Truby La Garde. The group developed plans for a national structure and a national agenda to be carried out by the student members of a local working committee: Faye Job, Sheila Rae Krajnik, Michelle Cullen, and Susan Lin. Mary J. Bridle served as the faculty advisor, while the AOTF staff liaison to the group was Nedra Gillette. In 1991, a second advisory group was convened with Maralynne Mitcham as chairperson and Virginia Stoffel and Sandy Cash as members. AOTF provided an operating budget to support Pi Theta Epsilon activities through 1994. This loan of nearly \$10,000 has now been repaid through the successful dues structure of the new organization. Work was undertaken by the student leaders to (a) increase the number of existing chapters; (b) incorporate the society © register its trademark (the pin worn by Pi Theta Epsilon members); and (d) apply successfully to ACHS. By March 1995, all of these goals had been accomplished except ACHS membership, which was finally achieved in February 1996. By March 1995 there were 43 chapters!

In 1990, a constitution was adopted through ratification by all existing chapters. This constitution supersedes any governing documents previously adopted by any specific chapter, although chapters are still encouraged to develop their own bylaws to govern their local operations. A uniform dues and fees structure was adopted through the constitution, thus creating the first fiscal base for the organization and putting it on the road to financial independence (one of the requirements of ACHS).

A quarterly newsletter was adopted as the primary means for fostering communications between

chapters and between chapters and the national society. The Scroll & Pen serves as the vehicle for soliciting nominations for officers, promoting the agenda for the annual national meetings, and alerting members to important events such as nomination deadlines for the President's Award, the Award of Excellence, and the Mary J. Bridle First Research Award.

In 1992, the Pi Theta Epsilon Executive Committee developed a long-range plan for the society. This plan helps the organization monitor its goals and see to what extent its programs actually achieve their goals. Goals are not easily accomplished in the absence of staff, of course, and the Executive Committee had to face this problem early on. For the first few years of its life, Pi Theta Epsilon was staffed by the secretary to the Research Division at AOTF. The secretary also had the responsibility of producing the Scroll & Pen. By 1995 an independent coordinator was recognized as being essential, although only a half-time position could be afforded within the budget. The coordinator's role is vital to the success of the organization and includes responsibility for overseeing arrangements of the annual meeting, soliciting dues and maintaining a membership database, and producing the Scroll and Pen. In addition, the coordinator works closely with the Executive Committee, facilitating the quarterly conference calls that help to move the society's agenda in a timely fashion.

Recently, the Executive Committee established a mechanism for regional representation; each chapter is assigned to one Executive Committee member who will try to maintain regular contact and provide support for chapter initiatives that help Pi Theta Epsilon achieve its objectives. In addition, a new program providing for retroactive membership has recently taken place. Through this program, occupational therapists who did not have the opportunity to become members of Pi Theta Epsilon while they were in school will now be allowed to join by providing evidence of their qualifications at the time they entered the field. In still another program, Pi Theta Epsilon members are encouraged to become lifetime members by paying a single fee of \$250. Alumni members who do not live within a convenient distance of an occupational therapy program having a Pi Theta Epsilon chapter are invited to join a national satellite chapter; this affords them the opportunity to have a vote in national affairs and to get a better sense of "belonging" to the honor society. Alumni are encouraged to inquire about these opportunities.

The Executive Committee posed three purposes as the focus of the organization during the next several years: (a) to stimulate, recognize, and reward clinical practice that demonstrates authentic occupational therapy; (b) to stimulate, recognize and reward educational systems that support scholarship, research, and critical thinking in students and faculty; and (c) to stimulate research through a program of awards and mentor ship.

If you find these to be exciting purposes that you would like to support or work toward in any way, please contact Pi Theta Epsilon through the American Occupational Therapy Foundation, www.aotf.org or through the National Coordinator, Jessica Halterman at jhalterman@aotf.org. New programs are being developed to help achieve these purposes. Ideas, volunteers, and financial support will all be needed in this campaign to contribute to the future of occupational therapy.

Trademark

On November 23, 1993 the Pi Theta Epsilon Service Mark (the logo below) was published in the Trademarks Official Gazette. A Certificate of Registration was issued soon thereafter.



II. MISSION STATEMENT AND IDEALS

Mission

The mission of Pi Theta Epsilon is to support the practice of occupational sciences and the practice of authentic occupational therapy by promoting research and other scholarly activities by its members. In this way, the organization serves not only the profession, but helps to insure quality health care services for the general public.

PTE Ideals

1. Stimulate, recognize and reward clinical practice that demonstrates the principles of authentic occupational therapy.
2. Stimulate, recognize and reward educational systems that support excellence in scholarship, research, and critical thinking (related to authentic OT) in its students and faculty.
e.g. We want to support educational systems which prepare students to
 - a. Become practitioners of authentic OT
 - b. Endeavor to conduct research
 - c. Endeavor to attain the ideals of PTE
3. Stimulate research through a program of awards and mentorship.

III. PI THETA EPSILON CODE OF ETHICS

In accordance with the national code of ethics for occupational therapists, Pi Theta Epsilon believes that each of its members shall conduct themselves with the highest moral and professional standards. The policies of Pi Theta Epsilon shall be that:

PTE prohibits the practice of hazing or discrimination in any form.

The use of illegal substances is strictly forbidden.

The use of alcoholic beverages shall be in accordance with all laws and entities governing the society.

Buildings used for official PTE business shall be in compliance with the American Disabilities Act (ADA) and local fire and health codes.

IV. FUNCTIONS OF HONOR SOCIETIES

(from Association of College Honor Societies' By-Laws, Article IV)

Section 1. *The functions of honor societies are not social as in the case of general college fraternities. Social activities of honor societies are incidental, and may obtain occasionally in connection with their major functions.*

Section 2. *The following functions are properly served by an Honor Society:*

- a. It confers distinction for high achievement in undergraduate, graduate, and professional studies; in student leadership; and in the various fields of research.
- b. It fosters the spirit of liberal culture.
- c. It stimulates and encourages mental development.
- d. It stands for freedom of mind and spirit and for democracy of learning.
- e. It provides spiritual and intellectual leadership.
- f. It preserves valuable traditions and customs.
- g. It associates outstanding leaders in mutual understanding for the advancement of society in the art of democratic living.
- h. It stimulates worthy attitudes for the improvement of the general welfare of the institution.
- i. It imposes upon members high citizenship responsibilities and emphasizes deeper study and discussion of the American tradition -- its characteristics, ideals, and possibilities.

V. ELIGIBILITY REQUIREMENTS

Article III, Section 2.A Eligibility :

A. The Association of College Honor Societies (ACHS) requires that specialized honor societies be established to recognize and encourage superior scholarship in a specialized field of study at either undergraduate or graduate levels.

1. Election of new members shall include those who have demonstrated superior scholarship. Those who are eligible shall rank not lower than the highest 35% of their class in scholarship, shall have a GPA of at least 3.5 on a scale of 4.0 since entering the occupational therapy program and shall have completed the number of credit hours used by the institution to designate one full academic term equivalency in an entry-level baccalaureate or post-baccalaureate program in occupational therapy.

2. An eligible student need not apply for membership in the semester in which she/he becomes eligible, but may apply at any time until the beginning of the final academic semester/quarter prior to beginning fieldwork. A student must have at least one entire semester remaining after initiation before leaving for a fieldwork placement.

3. A piece of scholarly written work, completed while enrolled in the occupational therapy program, shall be submitted as evidence of the applicant's ability. The applicant shall also submit a short essay (250 words) stating why she/he wishes to join PTE. Uniform review criteria shall be established as PTE policy.

4. Part-time students are eligible for membership. Part-time students are those for whom the total span of time allotted to complete all requirements for the degree program is greater than the usual number of required semesters or quarters. To be eligible, part-time students must have completed the number of graduate credit hours used by the institution to designate one full academic term equivalency in an entry-level post baccalaureate program in occupational therapy. GPAs for part-time students shall be figured separately for each student, relative to a current full-time class in the program. The several part-time students enrolled in the program shall not be considered as a "class" but shall have met all other eligibility requirements.

5. Lapsed members (those who have not continued to pay chapter dues as alumni) may rejoin the local PTE chapter of their choosing by paying only the current year's membership fee. No reinstatement fees shall be charged by any local chapter. Membership in a local chapter automatically bestows membership in the national society.

6. ACHS does not permit a member honor society to require membership in any other organization such as the American Occupational Therapy Association or the American Student Committee of the Occupational Therapy Association

Criteria for Examination of Applicants for Membership

The scholarly written work and the short essay, along with the application to PTE shall be submitted no earlier than the first week of the semester in which the student is eligible for induction into PTE. (The period of time immediately following the successful completion of one full academic term equivalency, as established by the university.) GPAs shall be figured by a faculty member at the end of that full term, and invitations issued to those students deemed eligible to apply. Upon receipt of all application materials, on a date established by the faculty advisor, all materials shall be examined by a review team comprised of the faculty advisor, the program director or his/her designated replacement, an experienced occupational therapist, and the president of the local PTE chapter.

Criteria for scholarly work shall include:

- a.) 10 pts. Originality and creativity
- b.) 20 pts. The grade, and the comments on the paper as returned by the faculty member
- c.) 20 pts. The significance of the work for promoting quality occupational therapy; in other words, a.) Its relevance for using research as the basis for making practice decisions, OR b) its historical, theoretical, cultural or sociological implications for understanding occupational therapy
- d.) 10 pts. The professionalism demonstrated in the paper, including its formatting, appearance, grammar, and spelling, and its suitability for sharing with peers and consumers who want to learn about OT

Criteria for written short essay:

- e.) 20 pts. Student makes it clear that s/he has a strong interest in contributing to the profession through research and continued scholarship
- f.) 20 pts. Student demonstrates a true understanding of the values of occupational therapy, and why or how they may be supported by participation in an honor society

Highest possible combined score: 100 pts. total. Minimal Score for membership: 65 points
Faculty advisors shall submit the results of their scoring to the national PTE office, along with the names of the candidates. Advisors shall also provide a list of names of the review team, along with the date of the meeting at which these decisions were made. It is not necessary to submit copies of the essays or student scholarly papers. Permission to hold an induction ceremony will be granted upon receipt of these materials.

Part-time students are eligible for membership. Part-time students are those for whom the total span of time allotted to complete all requirements for the degree program is greater than the usual number of required semesters or quarters. To be eligible, part-time students must have completed

the number of graduate credit hours used by the institution to designate one full academic term equivalency in an entry-level post baccalaureate program in occupational therapy. GPAs for part-time students shall be figured separately for each student, relative to a current full-time class in the program. The several part-time students enrolled in the program shall not be considered as a "class" but shall have met all other eligibility requirements.

VI. BENEFITS OF MEMBERSHIP

- Graduate with honors and eligible to wear gold and navy cords
- Receive membership card
- Receive honor certificate upon induction
- Four issues of the Scroll & Pen
- Eligible to receive membership lapel pin
- Establish networking across the profession
- Membership continues as alumni
- Attend the Annual Business Meeting at no cost which includes
 - participation from prominent therapists in the profession
- Eligibility for scholarships and awards
- Attend extra activities during AOTA Conference at no cost such as
 - poster sessions and alumni reception.
- Opportunity to contribute knowledge

VII. PTE QUESTIONS AND ANSWERS

As a student, what support does PTE provide?

PTE has two awards available to students. Mary J. Bridle First Research Award and the President's Award. Information on the criteria for these awards can be obtained from the Membership Handbook, your chapter president or faculty advisors, or the national office.

Who can I contact with questions concerning PTE?

First, contact your chapter president or faculty advisor. If they can not answer your questions, the president or faculty advisor can contact your regional representative. The regional representative list can be found in your Membership Handbook.

How can I stay informed about national issues?

Periodically, as new issues arise, the National Coordinator will distribute necessary information to all chapters. This information is sent directly to the faculty advisors in order for the information to be passed along to the chapter president and all chapter members.

What can I do after graduation?

As an alumni member, you can serve PTE in a number of ways. An alumni member has the option of remaining an active member in the local chapter or becoming a member of the national alumni chapter. Also, an alumni member can serve on various committees at the national level -- executive committee; minutes review committee; nominations committee; and/or newsletter committee. Service on these committees may begin before graduation.

What are my national and local dues used for?

PTE is a non-profit organization. Membership dues at the national level fulfill the annual expenses that support and expand PTE and its values. Dues go toward scholarships, newsletters, annual business meetings, membership pins, cards and certificates, and other scholarly activities. Each local chapter has the option to assess dues to provide monetary support for activities specific to that chapter.

How can I serve my local chapter?

Each chapter governs the election of officers, planning of events, and service on committees that assist with promoting scholarly activities at their college or university. Contacting the chapter president or faculty advisor is the first step to learn more about your chapter and ways in which you can serve.

How long will my membership last?

PTE is a lifetime membership. However, in order to remain a member in good standing and receive the benefits of membership, annual fees are required. These fees are \$50 each year. If you join as a sustaining member immediately upon graduating your annual membership fee is \$10.00

Will I be notified of membership renewal?

Yes. However, as a member, you must inform the national office of any address changes. Our website is another way you can let PTE know where you are. www.aotf.org

VIII. AWARDS

PRESIDENTIAL AWARD

The Presidential Award was established to honor and recognize PTE chapters that organize and implement outstanding scholarly activities. These activities must increase knowledge, develop professional skills and further contribute to the advancement of occupational therapy. A chapter must submit a detailed application. For more information on this award contact the PTE national office.

MARY J. BRIDLE FIRST RESEARCH AWARD

The Mary J. Bridle First Research Award was developed to recognize student, practitioner, or team research that adds to the body of knowledge of occupational therapy. This research must: clearly demonstrate significance to the field of OT; have logical development of rationale for the study and for the specific question; be methodologically correct; and be clearly written in publishable format. This manuscript must also be the first research study in the individual/team's occupational therapy career and the research must be initiated while the individual/team is still in student status. The individual(s) must be the senior author, co-author, or principal investigator on the study; and no previous publication or professional presentation (paper or poster) of the study may have been done. Recognition of this award includes a \$250 prize and acknowledgment at the American Occupational Therapy Association annual conference awards ceremony. For information regarding the Mary J. Bridle First Research Award contact the PTE national office.

Applications are mailed to:

Pi Theta Epsilon National Office/AOTF
4720 Montgomery Lane
P.O. Box 31220
Bethesda, MD 20824-1220

(301) 652-2682 ext 834
1-800-SAY-AOTA, ext.834
(member line; give AOTA member number)
(301) 656-3620 (FAX)
www.aotf.org

IX. OPPORTUNITIES TO SERVE PI THETA EPSILON

Pi Theta Epsilon offers opportunities for professional development and contributions through serving the organization in a variety of ways at the local and national levels.

Chapter Level:

Participate in chapter meetings

Participate as a committee member

Serve as a committee chair

Volunteer service as an elected chapter officer

Actively participate by submitting articles for the *Scroll & Pen*

National Level:

Extend membership into the national alumni organization

Actively participate in the annual business meeting

Volunteer service as an elected national officer or appointed position. Each requires a two-year term.

Actively participate in committee structure: (committee member, chair). Positions require a one-year term: Agenda/Minutes Review Committee, Nominations, Newsletter

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(member line; give AOTA member number)
(301) 656-3620 (FAX)

X. COLLEGIATE CHAPTERS

Alpha - University of New Hampshire
Beta - Colorado State University
Gamma - Western Michigan University
Epsilon - Eastern Michigan University
Zeta - Mount Mary College
Eta - Wayne State University
Iota - Indiana University
Kappa - University of North Dakota
Lambda - Ohio State University
Mu - Florida International University
Nu - University of Texas, Galveston
Xi - Washington University, St. Louis
Omicron - Boston University
Pi - Temple University
Rho - University of Wisconsin
Sigma - University of Texas, San Antonio
Tau - SUNY Buffalo
Upsilon - Elizabethtown University
Phi - Virginia Commonwealth University
Chi - Quinnipiac College
Psi - College Misericordia
Alpha Beta - University of Alabama, Birmingham
Alpha Gamma - Worcester State University
Alpha Delta - College of St. Catherine
Alpha Epsilon - Texas Tech University
Alpha Zeta - Eastern Kentucky University
Alpha Eta - University of Southern California
Alpha Theta - Medical U. of South Carolina
Alpha Iota - Creighton University
Alpha Kappa - SUNY Brooklyn
Alpha Lambda - University of Indianapolis
Alpha Mu - University of Illinois at Chicago
Alpha Nu - St. Ambrose University
Alpha Xi - Baker College of Flint
Alpha Omicron - Medical University of Ohio
Alpha Pi - Touro College
Alpha Rho - D'Youville College
Alpha Sigma - Keuka College
Alpha Tau - University of South Dakota
Alpha Upsilon - Tuskegee University
Alpha Phi - University of Hartford
Alpha Chi - University of Texas Med Branch at Galveston
Alpha Psi - University of New England
Alpha Omega - Barry University

Beta Alpha - Howard University
Beta Beta - Tennessee State University
Beta Gamma - Saint Louis University
Beta Delta - Nova Southeastern University
Beta Epsilon - University of Washington
Beta Eta - Xavier University
Beta Theta - Duquesne University
Beta Iota - Samuel Merritt College
Beta Kappa - Saginaw Valley State University
Beta Lambda - University of Southern Indiana
Beta Mu - Florida A&M University
Beta Nu - Mount Aloysius College
Beta Xi - Brenau University
Beta Omicron - Louisiana State University
Beta Pi - University of Mary
Beta Rho - Spalding University
Beta Sigma - Shenandoah University
Beta Tau - University of Pittsburgh
Beta Upsilon - Belmont University
Beta Phi - Ithaca College
Beta Chi - Saint Francis University
Beta Psi - SUNY Stony Brook
Beta Omega - NY Institute of Technology
Gamma Alpha - Dominican College
Gamma Beta - West Virginia University
Gamma Gamma - California State University
Gamma Delta - Gannon University
Gamma Epsilon - Univ. of South Alabama
Gamma Zeta - University of Findlay
Gamma Eta - Long Island University
Gamma Theta - Maryville University
Gamma Iota - University of Central Arkansas
Gamma Kappa - Governor's State University
Gamma Lambda - University of Mississippi
Gamma Mu - San Jose State University

XI. Regional Representative List

revised 12/08

Melissa Oliver, President

ph: 804-249-4838

email: moliver@gmail.com

ALABAMA - Alpha Beta; Alpha Upsilon;

Gamma Epsilon

COLORADO - Beta

KENTUCKY - Alpha Zeta; Beta Rho

MINNESOTA - Alpha Delta

MISSOURI - Xi; Beta Gamma; Gamma

Theta

MISSISSIPPI - Gamma Lambda

NEBRASKA - Alpha Iota

NORTH DAKOTA - Kappa, Beta Pi

SOUTH DAKOTA - Alpha Tau

WASHINGTON - Omega; Beta Epsilon

WISCONSIN - Zeta; Rho

Marcie Sandeen

ph: 701-629-0500

email: msandeen@medicine.nodak.edu

DISTRICT OF COLUMBIA - Beta Alpha

FLORIDA - Mu; Alpha Omega; Beta Delta;

Beta Mu

ILLINOIS - Alpha Mu; Gamma Kappa

IOWA - Alpha Nu

SOUTH CAROLINA - Alpha Theta

TENNESSEE - Beta Beta; Beta Upsilon

VIRGINIA - Phi; Beta Sigma

ARKANSAS - Gamma Iota

Kelly Fleming, Treasurer

email: flemingk@gmail.com

CALIFORNIA - Alpha Eta; Beta Iota;

Gamma Gamma, Gamma Mu

INDIANA - Iota; Alpha Lambda; Beta

Lambda

OHIO - Lambda; Alpha Omicron; Beta Eta

TEXAS - Delta; Nu; Sigma; Alpha Epsilon;

Alpha Chi; Gamma Zeta

Kim Schoessow, Vice President

ph: 314-606-7999

email: k.schoessow@gmail.com

MAINE - Alpha Psi

MASSACHUSETTS - Alpha

Gamma; Omicron; Theta

NEW HAMPSHIRE - Alpha

PENNSYLVANIA - Beta Theta;

Upsilon; Pi; Psi; Beta Nu; Beta Tau;

Gamma Delta

Jessica Halterman, National Coordinator

ph: (540) 338-1705

fax: (540)338-1706

email: Jhalterman@aotf.org

CONNECTICUT - Chi; Alpha Phi

MICHIGAN - Gamma; Epsilon; Eta;

Alpha Xi, Beta Kappa

NEW YORK - Tau; Alpha Kappa;

Alpha Sigma; Alpha Pi; Alpha Rho;

Beta Phi; Gamma Alpha, Gamma

Eta

GEORGIA - Beta Xi

LOUISIANA - Beta Omicron

WEST VIRGINIA - Gamma Beta

XII. GLOSSARY OF TERMS

Accredited Program	An occupational therapy educational program that has been granted public recognition through a peer review process conducted by a non-governmental agency and/or a professional association; in this case, by the American Medical Association (AMA) and the American Occupational Therapy Association (AOTA).
ACHS	Association of College Honor Societies
AOTA	American Occupational Therapy Association
AOTF	American Occupational Therapy Foundation
ASCOTA	American Student Committee of the Occupational Therapy Association
Chapter	A local branch of a national fraternity, sorority or honor society that is affiliated with a university or college. Collegiate chapters of member ACHS societies shall be established only in colleges and universities that grant baccalaureate or higher degrees and are accredited by the appropriate regional accrediting agency.
Cumulative Scholastic Record	The cumulative scholastic record of the student as interpreted by the institution where membership is to be conferred shall be the basis for computing scholastic eligibility.
GPA	Grade point average
Honor	An academic distinction conferred on a superior student
Members in Good Standing	Those who have paid annual chapter dues.
M.O.T. Program	Master's level program in occupational therapy
Professional Entry-Level	Master of Science degree/Master of Arts degree
Quarter	One fourth of the teaching period of the academic year.

Scholarly Activities	Academic pursuits, e.g. research, professional writing, presentations, and teaching.
Scholastic Excellence	Superior achievement in academic and professional endeavors.
Section	A segment of a Chapter established to accommodate students on a different campus of the same university, or in a non-traditional program on the same campus.
Semester	Half an academic year (usually lasting 15 to 18 weeks).
Written Work	Work should relate to the field of occupational therapy and be written while an occupational therapy student. The written work must reflect the student's ability for critical thinking, written expression, and research.

This page must be signed and returned to the PTE National Office along with the student's first year membership fee. This form should be collected from every newly inducted member by the local chapter Treasurer. Please attach and mail this form along with the PTE National membership form on March 1. All newly inducted members are required to read the PTE Member Orientation Handbook. Signing and returning the form promptly ensures that students are members in good standing. For additional information about PTE membership visit the web site at www.aotf.org.

By signing below and returning this form along with my initiation fee of \$50 for a two-year membership in Pi Theta Epsilon, I acknowledge that I have read and understood the benefits of membership, and the obligation I have made as a member to uphold the ideals of the honor society..

Student Signature

Date