

II. Important Dates and Deadlines

September 2009

- ♫ **Chapter Personnel Reports (CPR) with Chapter Fee and Membership Dues sent to National HQ (Semester Schools) – September 30th**
- ♫ *CPR Early Bird Deadline (Quarter Schools) – September 30th*

October 2009

- ♫ **Chapter Personnel Reports (CPR) with Chapter Fee and Membership Dues sent to National HQ (Quarter Schools) – October 15th**
- ♫ **Updated Chapter Officer Rosters sent to your District Secretary/Treasurer – October 15th**
- ♫ *Contact your District Council every month!*
- ♫ *Encourage members to write for the The Accent and The Podium*
- ♫ *Fundraise to attend the 2010 District Leadership Conference in Los Angeles, California*
- ♫ *Fundraise to attend the 2010 Western District Convention in Tucson, Arizona*

November 2009

- ♫ **Submit articles to *The Accent* and *The Podium* – November 1st**
- ♫ **Updated Chapter Rosters sent to your District Secretary/Treasurer – November 15th**
- ♫ **Begin filling out the Fall Activity Report**
- ♫ *Fall Initiate Registration Forms and Initiate Fees due within 30 days of the date of initiation*
- ♫ *State(s) Day(s) Hosts: Find potential dates for State(s) Day(s)*
- ♫ *Think about nominating someone for the IAAA or the DSA*
- ♫ *Celebrate Kappa Kappa Psi's National Founders Day – November 27th*

December 2009

- ♫ **Fall Activity Report sent to National HQ – December 1st**
- ♫ **Ideal Active Achievement Award Application Deadline (KKΨ) – December 1st**
- ♫ **State(s) Day(s) Dates finalized and sent to District Presidents – December 1st**
- ♫ **National Awards Applications Deadline (TBΣ) – December 1st**
- ♫ **Distinguished Sister Award Application Deadline (TBΣ) – December 15th**
- ♫ *Fill out Chapter Personnel Update form online after Elections*

January 2009

- ♫ **National Awards Application Deadline (KKΨ) – January 1st**
- ♫ **Attend the 2010 District Leadership Conference in Los Angeles, CA hosted by the Psi Chapter of Kappa Kappa Psi and the Epsilon Kappa Chapter of Tau Beta Sigma at the University of California, Los Angeles - January 15th – 17th**
- ♫ *Talk to your District Council about running for District Office*
- ♫ *Attend State Days*

February 2009

- ♫ **Start looking into travel plans for District Convention**
- ♫ **Participate in the Joint District Project , Western District Day of Music – February 6th**
- ♫ *Attend State Days*
- ♫ *Encourage members to write for The Accent*
- ♫ *Announce your intent to run for District Office*
- ♫ *Announce your intent to bid for The Accent or the 2011 Western District Convention*

March 2009

- ♫ **Submit articles to *The Accent* – March 1st**
- ♫ **Ideal Active Achievement Award Application Deadline (KKΨ) – March 1st**
- ♫ **Distinguished Sister Award Application Deadline (TBΣ) – March 15th**
- ♫ **Outstanding Graduating Senior Award Application Deadline (TBΣ) – March 15th**
- ♫ *Attend State Days*
- ♫ *Make final arrangements for running for District Office and bidding for The Accent or the 2011 Western District Convention*
- ♫ *Submit Chapter Report prior to Convention to District President and Secretary/Treasurer*
- ♫ *Look out for deadlines for Convention Registration/Hotel Reservations/Letter of Proxy/More District Programs and Awards/etc. – Deadlines TBA*
- ♫ *Celebrate Tau Beta Sigma's National Founders Day – March 26th*
- ♫ **Attend the 2010 Western District Convention in Tucson, Arizona, hosted by the Omega Chapters of Kappa Kappa Psi and Tau Beta Sigma at the University of Arizona – March 26th – 28th**

To receive reminders of these important dates, deadlines, and so much more, join the District and/or National Listserv!

Western District Listserv

To join the WD Listserv, e-mail our Webmaster Sarah Dressler at webmaster@thewest.kkytbs.net! Just make a simple request saying "I would like to join the WD listserv!"

National Listserv

To join the National Listserv, e-mail Peter Murray at kkytbs-editor@mail.kkytbs.org! After you e-mail him requesting to be on the listserv, you will then be sent a questionnaire. When you have answered all the questions, e-mail the answers back to Peter. He will check your answers and subscribe you to the listserv!

To be removed from the National Listserv, you can remove yourself from the list permanently by sending "SIGNOFF KKYTBS" in the body of an e-mail message to LISTSERV@listserv.muohio.edu.