

August 28, 2009

Dear Faculty Advisor:

Welcome back! I hope you had a relaxing summer break, and I hope this year will be a good one for you, your chapter, and for students of German.

1. The Delta Phi Alpha scholarship deadline this year is November 1st. The Scholarship Information Sheet and application forms are available on the Delta Phi Alpha website (www.deltaphialpha.org) and can be downloaded from the site. Please make sure that applicants read the information sheet carefully. The amount of each scholarship has been increased by \$500 (sophomore/junior awards are now \$1500, and senior awards are \$2500). Students applying for the senior award must also agree to apply to the DAAD for a Study Scholarship or Research Grant. Delta Phi Alpha may nominate one priority applicant for the DAAD award. In order for the application for the DAAD to reach the New York office by the deadline, however, applications for the Delta Phi Alpha scholarship must reach my office by November 1, 2009. DAAD application forms can be found on the DAAD website (www.daad.org). Please inform students that letters of recommendation should be requested as soon as possible. Students should request that the recommendations be handed to them in a sealed envelope signed across the seal. The applicant can then be sure that all required documents are sent at the same time.
2. The annual meeting of the National Council of Delta Phi Alpha will be held at the ACTFL convention in San Diego. The Delta Phi Alpha session is scheduled for Saturday, November 21 from 3-4pm. All faculty advisors are invited to attend.
3. A Chapter Report Form is available to faculty advisors on the Delta Phi Alpha website (deltaphialpha.org). Please fill one out and send it to this office or send it electronically to our webmaster, Dr. Geoffrey Orth.
4. The Delta Phi Alpha **Bulletin** will be reprinted this spring. Each new member of the Society receives a copy of the **Bulletin** at initiation. Please review the current copy of the **Bulletin** and let me know if any corrections are necessary.
5. New Faculty Advisors should send their correct title and academic address, including e-mail address, to this office. This will insure prompt receipt of all communications. Please consult the Delta Phi Alpha website for all information concerning the Society.
6. If you hold a Delta Phi Alpha initiation and would like to have pictures of that event posted on the DPA website, please contact Dr. Orth through the web page (deltaphialpha.org). The photo web page is also a good way to learn what other chapters of DPA are doing.
7. Certificates: Each initiate into the Society receives a certificate of membership. After determining the qualifications of your students, using the guidelines in the red booklet,

Constitution and Ritual of Delta Phi Alpha (p. 2-3) –also available on the website-, please send me a list of student names spelled exactly as these names should appear on the certificates. It takes between 3-4 weeks after receipt of the \$20/student initiation fee to have certificates printed and mailed. Please note: It is important that only ONE check for the full amount, made out to Delta Phi Alpha, be sent to the National Secretary-Treasurer's office. Checks from individual initiates will be returned. The address is: Dr. John F. Reynolds, Longwood University, English and Modern Languages, 201 High St., Farmville, VA 23909.

8. Honor Cords: Delta Phi Alpha has three-strand honor cords (schwarz, rot, gold) available to members. The cost of a cord is \$10 including postage.
9. It is important that each chapter fill out the IRS form located on the website. Our fiscal year runs from November to November, but the IRS sends me a list of subsidiary chapters to review and confirm each June. Even if your chapter does not make or receive any money during the year, you must fill out the IRS form and send it to me. Your chapter should have an EIN (Employee Identification Number). If you do not have one, or if you cannot find the one issued to your chapter by the IRS, please contact me. I have a complete list of all EINs for Delta Phi Alpha.
10. Due to the financial down-turn of the past year, Incentive Grants have been put on hold. We hope to make these grants available again once the financial situation in the country improves.
11. The election results for the Executive Council for the next two years are in. The new officers are:
President: Professor Ronald Horwege, Sweet Briar College, Sweet Briar, Virginia, Lambda Eta chapter

First Vice-President: Professor James C. Davidheiser, University of the South, Sewanee, Tennessee, Kappa Sigma chapter

Second Vice-President: Michael Shaughnessy, Washington & Jefferson University, Washington, Pennsylvania, Delta Lambda chapter

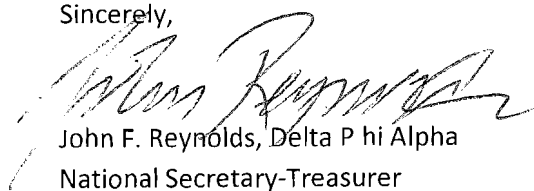
National Secretary-Treasurer: Professor John F. Reynolds, Longwood University, Farmville, Virginia, Iota Psi chapter.

It is important that faculty advisors become involved in the operations of Delta Phi Alpha. If you would be interested in becoming an officer in the Society in the future, please let me know.

12. In closing, I and the other members of the Executive Council would like to express our appreciation for the many years of service given to the society by our out-going President, Professor John M. Jeep of Miami University of Ohio. It has been a pleasure working with John during the past five years. Under his leadership, the Society has grown in membership and stature. We thank you, John!

I and the other members of the Executive Council look forward to serving you for the next two years and hope that you will contact us with your suggestions and concerns. We also hope you will find students worthy of becoming members of Delta Phi Alpha during the new academic year.

Sincerely,



John F. Reynolds, Delta Phi Alpha
National Secretary-Treasurer