



Alpha Sigma Alpha

elevate and influence

Application for Alpha Sigma Alpha National Council nominees Instructions for Completion of the Application

The online application form consists of the following:

- 1) Information addressing personal, professional and sorority experience
 - 2) [T-shape cover letter](#)
 - 3) Resume highlighting professional and sorority achievements and leadership and community involvement
 - 4) References from two people
 - 5) Endorsement letter
-

Online application requires you to provide:

- ◆ Contact information
- ◆ Education, Volunteer and Professional Information including awards
- ◆ Hobbies and Interests
- ◆ Availability
- ◆ Certification of understanding of the national council expectations
- ◆ Certification of understanding that the nominating committee will be provided Alpha Sigma Alpha specific information relevant to your applications (see below)
- ◆ Certification that you allow a background check
- ◆ Names of two people to serve as references
- ◆ Name of a person who will provide an endorsement letter
- ◆ [T-shape cover letter](#)
- ◆ Resume

Cover letter:

The cover letter should be in a [t-shape form](#) and should not exceed two pages. You should prepare this document prior to filling out the on-line application. You will be able to upload a Word or PDF document. The cover letter should answer why you think you should be on the board.

Resume:

You should prepare this document prior to filling out the on-line application. You will be able to upload a Word or PDF document. The resume should highlight:

- ◆ Education
- ◆ Professional experience

- ◆ Skills and certifications
- ◆ Sorority experience
- ◆ Leadership and community involvement (including social, educational, religious or other community organizations)
- ◆ Honors and awards

References:

You will be asked to provide the name and contact information for two references. The references can be from a member of Alpha Sigma Alpha or a non-member, preferably a peer or supervisor from an employer or volunteer experience within the last three years. The references may or may not be contacted by the nominating committee. Alpha Sigma Alpha current staff members may not serve as references.

Endorsement letter:

You will be asked to provide the name and email address of someone who will submit an endorsement letter. Upon submission of your application, an email will automatically be sent to the person with a link to submit the endorsement letter. Alpha Sigma Alpha current staff members may not provide endorsement letters for candidates.

- ◆ The letter should address in two pages or less, an example of how the candidate demonstrates a skill set of at least two of the board competencies.

Information provided by Alpha Sigma Alpha

Alpha Sigma Alpha's database holds the following information that will be provided for each candidate to the nominating committee:

- ◆ Initiation date
- ◆ Current volunteer role
- ◆ Previous volunteer role(s)
- ◆ Alpha Sigma Alpha awards received
- ◆ National event history
- ◆ Alpha Sigma Alpha Foundation donation history
- ◆ Alumnae dues history

Additional information:

The nominations process includes a thorough vetting of candidates which includes the following:

- ◆ The nominating committee may contact Sorority leadership regarding the candidates
- ◆ The nominating committee may review any information that is available in the public domain
- ◆ A background check will be completed for candidates placed on the slate.

Completion of your application package

Once you have completed the entire application, make sure to check for accuracy, spelling and grammar. You may want to print the application (using the print button) because after you submit your application, you will no longer be able to access the data. Once you have printed, submit your application. You will be notified immediately that the application is incomplete. The application will not be considered complete until:

1. The endorsement letter is submitted, and

2. You log-in and resubmit your final application after the endorsement letter is submitted
Please note: the deadline for submitting an application and all supporting documents is Jan. 2, 2026

Upon successful submission of the application package, you will be contacted by the nominating committee regarding the status of your application as well as details regarding your next step in the nominations process, if applicable.

Questions:

If you have questions about the nominations process or about the online application, please contact asa@AlphasigmaAlpha.org.

Thank you for participating in the nominations process and for your interest in helping guide the future of Alpha Sigma Alpha!