The enclosed information is confidential documentation of Hermandad de Sigma Iota Alpha, Inc. and presented for the use of University records and shall remain filed for this sole purpose.

**New Member Education Program Timeline**

The new member education program can span 6-8 weeks in length with 1-2 meetings per week depending on the class schedules, extracurricular activities and the work schedules of the new member class. Meetings are dependent on the new member’s schedule and can be held during the following hours: Sunday-Thursday 9 a.m. – 10 p.m. & Friday-Saturday 8 a.m.-11 p.m. The time allotted to the program varies based on: number of candidates participating in the program at each particular school, other responsibilities/obligations of the candidates that may limit the time they can spend on program activities, and time needed by candidates to complete assignments. The program begins as early as possible at the beginning of an academic semester but always conforms to the regulations of the school where the program is taking place. The program always ends by the deadline set forth by the school where the program is taking place.

Mandatory Study Hours: New member class is required to spend a minimum of 10 hours per week in the campus library. These hours should be dedicated solely to their class work. No new member assignments are to be completed during these hours. If the Membership Process Coordinator feels that 10 hours is not sufficient in order to comply with school policies or if any of the individuals in the new member class feel that more study hours are needed, then library hours can be increased. All women in the new member class are required to submit copies of their syllabi in order to keep the Membership Process Coordinator (MPC) aware of their upcoming assignments. This way the MPC can allocate more study time as needed and can also give the new member class weekly reminders regarding their class assignments.

**Program Activities & Assignments**

**Each week the new member class will have approximately 2 meetings:**

**Meeting 1:** Week’s theme/research assignment is presented to new member class.
**Meeting 2:** New member class presents their research/findings to the MPC.

**Week 1:**
- Time management workshop is given to the new member class
- Education on cultural awareness with a focus on the backgrounds of each candidate and of the membership process coordinator.

**Week 2:**
- Education on contributions of Latin American women and men to the United States and to the various professions/industries that interest candidates
- Workshop on the debate of “Hispanic” vs. “Latino” is given to the new member class.
- Reflection exercise on identity and cultural competency
- Research project on a historical topic selected by each candidate

**Week 3:**
- Research on role models followed by formal presentation
- New Member Class is asked to plan a fundraiser for their new member education expenses. Based on availability of resources and their schedule, they date of the fundraiser will be at their discretion.

**Week 4:**
- A midterm exam/evaluation is conducted to reflect the information learned and the overall stability of the candidate. The evaluation will consist of her ability to maintain time management with SIA, school, and all other activities. Balance of her personal life and her commitment to SIA is reviewed for the sake of the new member and her ability to continue the program. If the new member portrays an understanding of information learned and ability to maintain balance in her academics and SIA she will proceed through the program.

[www.hermanad-sia.org](http://www.hermanad-sia.org)
Education on the various systems of Greek-lettered organizations

Week 5:
- Education on organizations belonging to the National Association of Latino Fraternal Organizations & other minority-based organizations.
- Education on the history of Hermandad de Sigma Iota Alpha, Inc.
- Education on chapter responsibilities and chapter officer duties.

Week 6:
Closing activity: Presentation of Final Assignment
- An opportunity to reflect upon the strengths of Latin American women.
- Review all the information that has been learned throughout the process.
- Final exam on all information learned throughout the process.