

# **THE FRATERNITY OF ALPHA KAPPA LAMBDA**

## ***Dues, Fees, and Insurance for the 2018-2019 Academic Year***

- **MEMBERSHIP ENTRY FEE**
  - \$320.00/member- Billed upon joining
- **NATIONAL DUES**
  - \$210.00/year, \$105.00/semester, per member
- **LIABILITY INSURANCE**
  - \$200.00/year, \$100.00/semester, per member
- **MEETINGS FEE**
  - \$30.00/year, per member- Billed every February
- **NATIONAL CONCLAVE AND LEADERSHIP PROGRAM REGISTRATION**
  - \$400.00- Billed to each chapter, every December

### **National Dues, Fees & Insurance Payment Schedule**

#### ***Fall 2018***

Returning Member	National Dues	\$105.00
	Liability Insurance	\$100.00
	<b>Total</b>	<b>\$205.00</b>

New Member	Membership Fee	\$320.00
	National Dues	\$105.00
	<b>Total</b>	<b>\$425.00</b>

#### ***Spring 2019***

Returning Member	National Dues	\$105.00
	Liability Insurance	\$100.00
	Meetings Fee	\$30.00
	<b>Total</b>	<b>\$235.00</b>

New Member	Membership Fee	\$320.00
	National Dues	\$105.00
	<b>Total</b>	<b>\$425.00</b>

## **General Billing Processes**

- **MEMBERSHIP ENTRY FEE**
  - For any member that accepts their bid and joins Alpha Kappa Lambda. Their information must be entered in OmegaFi within 24 hours of joining.
  - Payment of \$200 is strongly encouraged, with full payment of Membership Entry Fee within 30 days of joining.
  - While individuals are responsible for paying, the chapter is responsible for making sure the Membership Entry Fee is paid in full. If a member drops or is removed from the roster, the chapter is still responsible for paying. Delays may result in late charges to the chapter.
  
- **NATIONAL DUES**
  - Payment is due 14 days after the start of classes. National Dues are collected from each man on the roster and sent to the National Headquarters.
  - This is billed in conjunction with Liability Insurance.
  - Any potential member who joins Alpha Kappa Lambda is charged National Dues in conjunction with the Membership Entry Fee.
  
- **LIABILITY INSURANCE**
  - Payment is due 14 days after the start of classes. Liability Insurance is collected from each man on the roster and sent to the National Headquarters.
  - This is billed in conjunction with National Dues.
  
- **MEETINGS FEE**
  - Billed in February, every Spring semester.
  - This is billed based on the roster count at the start of the Spring semester.
  
- **NATIONAL CONCLAVE AND LEADERSHIP PROGRAM REGISTRATION**
  - National Conclave and Leadership Program Registrations are billed to each chapter in December.

## **Invoicing By NHQ**

All chapters and colonies are required to use the OmegaFi system. All members joining are billed immediately upon being entered into the OmegaFi system.

## **Billing Adjustments**

- MEMBERSHIP ENTRY FEE
  - Adjustments are allowed within 5 days of joining. After 5 days, a member is expected to pay his Membership Entry Fee and National Dues, even if he drops or is removed from the roster.
  - If the chapter wishes to relieve him of this obligation, the chapter can pay on his behalf.
  
- NATIONAL DUES
  - Adjustments are allowed for dues within the 10 days of invoicing. They can only be made after the roster has been properly updated.
  
- LIABILITY INSURANCE
  - Adjustments are allowed for dues within the 10 days of invoicing. They can only be made after the roster has been properly updated.
  
- MEETINGS FEE
  - Adjustments are not allowed.

## **OmegaFi Processes and Requirements**

- **General Billings/Collections**
  - All chapters and colonies are required to use OmegaFi for billing and collection of Membership Entry Fee, National Dues, Liability Insurance, and Meetings Fees. The cost that the chapter incurs is roughly \$30-\$40 per semester, per member. Each chapter and colony is provided a percentage rate that OmegaFi will collect during their processes to meet that amount. OmegaFi establishes these percentage rates every summer, with each chapter individually, based on exactly how much money they will be billing through OmegaFi.
  
- **Joining Member Processes**
  - All Member Records are submitted after an individual is added to OmegaFi and sets-up their account. New members are then automatically billed by OmegaFi for their Membership Entry Fee and National Dues. Invoices for those new members are sent to OmegaFi and paid automatically by OmegaFi to NHQ when an individual pays.