



ORDER OF AHEPA
 American Hellenic Educational Progressive Association
SUPREME LODGE HEADQUARTERS

(For Headquarters Use Only)

Received #: _____

Date Received: _____

Received By: _____

**AHEPAN OF THE YEAR
 APPLICATION FORM**

*****THIS IS THE OFFICIAL FORM – No other form will be accepted by the National Committee. Please type or print clearly***!!!**

Member _____ Name: _____

_____ Address: _____

_____ City/State/Zip: _____

_____ Chapter Name and #

_____ District Name and # _____

CHAPTER CERTIFICATION

Upon selection of a candidate from your Chapter, please complete the following and forward to your District Governor no later than one week prior to your District Convention.

This is to certify that (recipient's name) _____ was selected by _____

Chapter # _____ as candidate for District AHEPAN of the Year.

Chapter President's Signature _____ Date _____

Chapter Secretary's Signature _____ Date _____

DISTRICT GOVERNOR ONLY

*****Upon selection of a candidate from your District, please complete the following and bring with you to the Supreme Convention. If you are not attending the Supreme Convention, please forward it to Headquarters postmarked no later than June 30th ***!!!**

DISTRICT CERTIFICATION

This is to certify that (recipient's name) _____ was selected by _____

District # _____ as a candidate for the National AHEPAN of the Year as voted by the District Convention held on _____

Please attach photo here.

Print name of candidate

on back of photo Include

Chapter # and District #

District Governor's Signature _____ Date _____

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Vocation: _____

Date of Birth: _____ Number of Years as an AHEPAN: _____

CHAPTER LEVEL:

- a. Member Number of Years: _____
- b. Current Chapter Meetings:
 - 1. Number of Meetings held this year: _____
 - 2. Number of Meetings attended this year: _____
- c. Percentage of chapter, social and/or athletic events attended this year: _____
- d. Chapter elected office presently held: _____
- e. Committees attended and/or Chaired: _____

- f. Past Chapter elected offices held and years: _____

DISTRICT LEVEL:

- a. Participation at District Convention as a delegate (how many years): _____
- b. District Convention offices held and committees chaired: _____

- c. District Lodge elected offices held and committees chaired: _____

NATIONAL LEVEL:

- a. Participation at Supreme Convention as a delegate (how many years): _____
- b. Supreme Convention offices held and committees chaired: _____

- c. Offices held and/or committees chaired: _____

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ACTIVITIES PERFORMED ON BEHALF OF AHEPA THIS YEAR:

OTHER ACTIVITIES:

Civic, Cultural, Educational, Governmental and Other Organizations:

Activities performed on behalf of the Church:



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*****RULES AND PREREQUISITES FOR AHEPAN OF THE YEAR*****

ELIGIBILITY:

1. Any member of the AHEPA in good standing with his chapter, and whole chapter is in good standing with National Headquarters is eligible.
2. Current Supreme Lodge Officers, including National Advisor to the Sons of Pericles and Past Supreme Presidents shall not be eligible.
3. A chapter may submit the same candidate for not more than two consecutive years. This candidate may be resubmitted after a two-year period.
4. Any member who is a District Governor or District Lt. Governor during the last full Fiscal Year (July 1 to June 30) shall not be eligible.

CHAPTER LEVEL:

5. Each Chapter President shall appoint a committee to keep the record of each Brother in accordance with the information requested on the Instruction Sheet printed on this form. This committee shall be appointed for the fiscal year July 1 to June 30 of the following year. The committee will submit the names of the top three candidates together with their qualifications to the general chapter assembly for the secret balloting to select the Chapter AHEPAN of the Year.
6. Each application shall be prepared on the Official Entry Form by the committee, in triplicate (one copy for the Chapter files, and two for the District Governor). Not more than two typewritten pages describing the accomplishments (including their dates) of the applicants and a photograph or snapshot that is not to be returned shall accompany the application. No other material shall be considered.
7. The entry form must be forwarded to the District Governor, signed by the Chapter Secretary and President, one week prior to the District Convention.

DISTRICT LEVEL:

8. The District Governor shall appoint an AHEPAN of the Year Committee Chairman from the convention floor, preferably a Brother who is familiar with the procedures to judge and select the District winner in accordance with the official instruction sheet. Each committee member is to give points using their own discretion as outlined in the point system, with an emphasis on the Brother's activities on behalf of the AHEPA for that fiscal year.
9. As his last obligation, the outgoing District Governor shall submit the original copy of the District AHEPAN of the Year entry with photo. A letter verifying the District selection shall accompany the application to the Supreme Convention. If the District Governor is not in attendance at the Supreme Convention, the application must be forwarded to Headquarters, postmarked no later than June 30th.

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NATIONAL LEVEL:

10. The AHEPAN of the Year Selection Committee shall be composed of the current Supreme Lodge present at the AHEPA Supreme Convention. The Committee will meet and select a National AHEPAN of the Year. Each committee member is to give points using their own discretion as outlined in the point system. Each application will be given a number based on the order they were received. When presenting each application, the AHEPA Executive Director shall not refer to the candidate's name, nor the chapter and district he is from and only refer to the number given to the application.
11. The current Supreme President shall present the award to the winner at the proper time and place during the Supreme Convention. If the winner is not present, the Supreme President is responsible for forwarding the award.

POINT SYSTEM:

The Committee in determining the AHEPAN of the Year will use the following points system:

50 points (Maximum) – Service to the Order of AHEPA and Community at Large, to be scored as follows:-

- **1 to 15 points awarded for activities performed by the candidate on behalf of his AHEPA chapter.**
- **1 to 15 points awarded for activities performed by the candidate on behalf of his AHEPA district.**
- **1 to 15 points awarded for activities performed by the candidate on National AHEPA projects.**
- **1 to 5 points awarded for activities performed by the candidate to the benefit of his local community in the field of civics, culture, education, government, religion, and/or philanthropy.**

GUIDELINES:

1. **This is not a Lifetime Achievement Award, but should focus on the applicant's activities within the last Fiscal Year (July 1 to June 30).**
2. **The awarding of points must be within the range described in the points system.**
3. **The Governor should be guided by his good judgment when awarding points to a specific candidate but the Governor is encouraged to award the maximum points to candidates who engaged in activities that grow the AHEPA at the chapter, district, and national level; achieve national AHEPA goals; and, activities that promote Hellenism, Philanthropy, and Education.**
4. **Points should be awarded to the applicant for the activities they have done and not the offices in the Order they have been elected to.**

NOTE: Disqualified applications shall be returned to the chapter with explanation of errors.

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