**2021.2022 Honor Roll and Chapter Survey FAQ**

**Why should I complete the annual chapter survey?**

1) This is an opportunity for your chapter to report all the activities you worked so hard to plan and execute this year. That dedication deserves the recognition that BGS offers through this program. Plus, by participating in this program, chapters can qualify for benefits which will take place in the 2022-2023 academic year.
2) This is an opportunity for Chapter Officers to provide candid feedback to BGS Global HQ. This feedback allows the BGS team to create new resources, source new benefits and generally better serve our chapters.

**Is it required for chapters to submit a survey response?**

While the survey and the honor roll program are not required activities, it is an opportunity to celebrate your chapter’s hard work and achievements this year. By submitting a survey, you are eligible to earn points toward the honor roll. Additionally, the time you take to provide feedback and success stories now enables BGS to better support your chapters in the future.

**Will points be given for virtual events? (tapping, recognition ceremonies, chapter events, etc.)**

Yes. These events will receive the same amount of points as in-person activities.

**Can I earn points if I utilized BGS materials in PDF or digital form?**

Yes. Chapters will earn the same amount of points for utilizing PDF or digital materials as you would for utilizing physical materials.

**How do I ensure BGS has my student officers noted for the current academic year?**

Chapters can email us at bgshonors@betagammasigma.org and include the names of any elected or appointed student officers for the 2021.2022 academic year.

**How do I notify BGS of any leadership change within our school and chapter outside of student officers?**

Chapters can note any changes including the dean, chapter advisor or admin, within the survey. You can also send any updates to your chapter manager directly and include the individual/s name, email, title and start date.

**Where do I find information about possible Alumni Chapters in my area?**

BGS keeps an updated list of all Alumni Chapters and Networking groups on our website. Within this page, you can find contact details for each chapter.
Where do I find information on the Ethical Leadership Certification (ELC), virtual events, networking opportunities or the BGS Advantage Webinar Series?

Chapters and members can utilize the BGS website to find details about key program and events including the ELC, virtual events, ConnectBGS, and the BGS Advantage Webinar Series.

Where can I locate the **Your Career on the Edge** materials as noted within the point earning opportunities?

Chapters have access to this content through the *BGS Website > Collegiate Chapters > Chapter Toolkit > Marketing Materials > Your Career on the Edge*. You will need to sign into the BGS website to have full access to the noted resources.

What information should I share with my IT team to help whitelist BGS emails?

Chapters can share the following information with their IT department to enhance the probability of invitations successfully making it to invitees.

Add `bgsmembers@betagammasigma.org` and `*@betagammasigma.org` to your university’s whitelist.

**IP Address:** 47.47.49.250/29

How can I report my BGS Gives Back events?

Chapters can report any BGS Gives Back activities for the 2021.2022 year through our website or by clicking [https://www.betagammasigma.org/events/bgs-service-opps](https://www.betagammasigma.org/events/bgs-service-opps)

Where do I submit photos, stories, articles or press releases?

Chapters can share photos, stories, articles or press releases and more through the BGS website by clicking [https://www.betagammasigma.org/collegiate-chapters/chapter-resources/chapter-media-submissions](https://www.betagammasigma.org/collegiate-chapters/chapter-resources/chapter-media-submissions)

What does BGS need to co-brand our future invitations?

Chapters can share copies of their college of business or university logos with their chapter manager directly via email and note you are interested in co-branding future invitations and reminder messages.

I never received the survey, who can I reach out to?

If you are unable to locate the survey, you can reach out to your chapter manager directly or via `chapters@betagammasigma.org`.

I submitted the survey but need to make a change. How can I do this?

Once the 2021.2022 survey is issued, typically in early April, chapters can reference back to their *original email* with the survey link. Your chapter can make any changes or additions as needed and submit your updated survey response up till the deadline which is typically in early July.
How long do I have to submit a survey response?

The 2021.2022 survey deadline date has not been established yet, but chapters can expect the date to be in early July.

When will my chapter be notified of our final point total results?

The survey allows chapters the ability to edit their responses at any time prior to the deadline. Because of this, we will not officially begin calculating point totals until after the official deadline date. Chapters can expect to be notified of their results no later than August 31, 2022.