

## Initiation Process Overview

Participation in an initiation ceremony is a vital part of creating an engaged membership, and is key to maintaining each chapter's health and longevity. Whether you choose to make use of [KDP's virtual initiation ceremonies](#) [link virtual initiation page] or have one of your own, it is important to create a meaningful experience for new initiates as well as existing members. Here are KDP's recommended steps for building an impactful initiation process to recognize and honor the achievements of new members, and create lasting memories.

### Recruitment:

- Step 1: Set an initiation date
- Step 2: Identify eligible candidates through the [registrar's](#) office
- Step 3: Customize one of KDP's invitation [email templates](#) & be sure to follow up at least once before the ceremony
- Step 4: Collect [local dues](#) to pay for initiation supplies
- Step 5: Order a [Membership Certificate Package](#) for each new member before initiation

### Initiation:

- Step 1: Create a program for your ceremony
- Step 2: Determine the chapter's backup plan for your ceremony in case an initiate cannot make the formal initiation date. Click here to learn more about [KDP's virtual initiation opportunities](#).
- Step 3: Approve all pending applications

### Note:

- All pending applications must be approved by the end of each calendar month
- Memberships begin only after applications are approved.