

# OSSR Application

*Latest Revision: August 14, 2025*



## **Important Notice:**

ALL application documents, materials, and attachments **MUST be included in one (1) PDF document (no multiple pages/files).** A candidate can be disqualified if not adhered to without exception.

### **Important Notices and Disclosures**

- After three (3) years of consecutive submissions, without selection, a Chapter cannot submit the same Brother for consideration for a period of 3 years from the third consecutive submission. Only a Chapter, and **NOT AN INDIVIDUAL**, can submit an application for consideration. Each Chapter is limited to one (1) submission per State Conference.
- A chapter's OSSR Application submission, on behalf of a candidate may be wet ink, or digitally signed, by the appropriate chapter representative(s).
- A person convicted of any felony or a misdemeanor involving moral turpitude will preclude admission to the OSSR. As felonies are defined in most, if not all, state and federal jurisdictions by statute, Moral Turpitude is a well-defined legal concept and is commonly found in most, if not all, legal jurisdictions.
- ALL application documents, materials, and attachments **MUST** be included in one (1) PDF document (no multiple pages/files). A candidate can be disqualified if not adhered to without exception.
- After appropriate scoring by the OSSR Committee at the State Conference, a candidate **MUST** obtain an overall scoring percentage of 80% or better to be accepted.
- **The OSSR Committee reserves the right to reject any and all application(s) for prospective candidates that are perceived to not meet the required minimum(s) for submission.**

# **Requirements for Nomination and Selection as**

## **Outstanding Sigma of Southern Region (OSSR) of Phi Beta Sigma Fraternity, Inc.**

Special Notification: After three (3) years of consecutive submissions without selection, a Chapter cannot submit the same Brother for consideration for a period of 3 years from the third consecutive submission. Only a Chapter, and **NOT AN INDIVIDUAL**, can submit an application for consideration. Each Chapter is limited to one (1) submission per State Conference.

### **A. General Membership OSSR Requirements**

- 1. Must be an alumni brother in good standing with local graduate chapter.**
- 2. Must be nominated by local alumni chapter.**
- 3. Must be an alumni brother in good standing with the State.**
- 4. Must be an alumni brother in good standing with the Southern Region.**
- 5. Must be an alumni brother in good standing with International Office.**
- 6. Must have been financial member of Phi Beta Sigma Fraternity, Inc. for ten (10) consecutive years.**
- 7. Must have been a registered attendee at least 3 of the previous 10 Regional Conferences.**
- 8. Must have a strong record of Service to Sigma.**
- 9. Must complete the application and be approved by his state.**
- 10. Must be present at Regional Conference at time of induction.**

### **B. Special Membership**

- 1. DSC Member relocating to Southern Region.**
- 2. Brother relocating to Southern Region and designated as “Outstanding” from previous region.**

### **C. Limitations**

**Each State can submit up to two (2) names for consideration at the Regional Conference.**

### **D. Evidence of membership:**

**Each brother designated as an Outstanding Sigma of Southern Region will be presented with a pin and certificate at time of induction.**

**Bro Joe Griffin, President**

# **PHI BETA SIGMA FRATERNITY, INC.**

## **OUTSTANDING SIGMAS of SOUTHERN REGION**

### **APPLICATION/CITATION**

#### **MEMBERSHIP GUIDELINES**

**THE OUTSTANDING SIGMAS OF SOUTHERN REGION (OSSR)** is the highest honor given to a brother of this fraternity at the Regional level. This honor is granted to a deserving brother by the members of his State pending approval of the Southern Region's body during their annual Regional Conference. In order for a member to receive this honor, he must be recommended by his Alumni Chapter, in writing, to his State's OSSR Committee. The following criteria are to be used:

I. **REQUIREMENTS:** In order to be considered for membership into the **OSSR**, a brother must meet the following requirements:

- A. A current financial member of an Alumni Chapter of the Fraternity (Local, State, Regional, and International).
- B. A strong Alumni and/or Collegiate leadership record.
- C. A strong State leadership record.
- D. A strong Regional and/or International leadership record.
- E. A minimum of ten (10) years of service to the fraternity.
- F. Exemplify a strong sense of brotherhood.
- G. A strong Professional/Occupational and/or Community Service record.
- H. A letter of recommendation (attach in Appendix – Letter of Recommendation) and completed Application Form from the Alumni Chapter of which the brother is a member. **The application should be typed or printed neatly in ink. The application must be signed by the local Chapter President and local Chapter Secretary.**

**If submitting for Region consideration, the application must be signed by the State (OSSR) Committee Chair and State Director. Attachments are acceptable, but should be used sparingly where needed. Appearance does count toward final Application score.**

- I. All applications should be received by the respective State's OSSR Committee Secretary no more than forty-five (45) days from the State Conference.

All accepted applications for induction shall be submitted, by the State, to the Regional OSSR Secretary no later than three (3) days after the State Conference. In addition, a listing of ALL applicants (with year of submission) shall be forwarded for recording by the Regional OSSR Secretary.

II. **QUALIFICATIONS:** In order to qualify for membership in this chapter, a brother must be involved in the promotion of, but not limited to, two (2) or more of the following Phi Beta Sigma programs/activities during his tenure as a Sigma Man on an ongoing basis:

- A. Bigger and Better Business
- B. Education
- C. Social Action
- D. Sigma Beta Club
- E. Sigma/Zeta Relationships
- F. Giving unquestionable service to the organization as deemed out of the realm of the individual's responsibility but due to his own devotion and commitment to **Service and Humanity**.
- G. Any other meritorious service recognized by his Chapter, State, Region, and/or International as being deserving of such honor(s)

III. **THE SELECTION PROCESS:**

- A. The Alumni Chapter from which the brother is a member must submit a letter of recommendation with a completed application to the **State OSSR** Committee on or before the designated deadline of each year. **This application/citation is to be used for Southern Region STATE AND REGIONAL SUBMISSIONS. If submitting for the State OSSR the same protocol must be followed as for the Region.**
- B. The OSSR Committee will make the selection based on the guidelines set by the committee.
- C. State members of the OSSR Chapter will present their candidate at their State Conference for ratification by the State body. Once ratified by the State, the State Outstanding Sigma of the Southern Region Committee will decide whether or not to forward the application for Region Chapter consideration.
- D. The candidate's letter of recommendation and application will be presented to the **OUTSTANDING SIGMAS OF SOUTHERN REGION** for acceptance and to the State/Regional body for **RATIFICATION**.

These membership guidelines were prepared and submitted by Brothers Earl Davis and Fraizer Mungin on March 26, 1988.

This Committee/Award was ratified by the Southern Region in 1988

**Application/Criteria Revision Dates:**

April 20, 1995  
November 22, 2005  
April 9, 2022  
May 2, 2025

**PHI BETA SIGMA FRATERNITY, INC.  
OUTSTANDING SIGMAS OF SOUTHERN REGION  
MEMBERSHIP APPLICATION**

**DATE:** \_\_\_\_\_

**PERSONAL DATA:**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

Current Address (Number/Street): \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home #: \_\_\_\_\_ Work#: \_\_\_\_\_ Email: \_\_\_\_\_

**Marital Status:** Single \_\_\_\_\_ Married \_\_\_\_\_ Divorced \_\_\_\_\_ Widowed \_\_\_\_\_

**EDUCATION (attachments may be used, but MUST be placed in the Appendix, in order and properly labeled):**

**1. Post Secondary Education Information:**

A. College/University \_\_\_\_\_

City/State \_\_\_\_\_

B. Major/Minor \_\_\_\_\_

C. Degree Earned \_\_\_\_\_

E. Year of Completion \_\_\_\_\_

**2. Graduate Studies (if applicable):**

A. Institution(s) \_\_\_\_\_

City/State \_\_\_\_\_

B. Field(s) of Study \_\_\_\_\_

C. Degree(s) Earned \_\_\_\_\_

**OCCUPATION/PROFESSION** \_\_\_\_\_

Current Place of Employment \_\_\_\_\_

Professional Certification(s)/Year earned \_\_\_\_\_

**PHI BETA SIGMA FRATERNITY MEMBERSHIP INFORMATION:**

1. Year of Initiation \_\_\_\_\_

2. Initiated Chapter \_\_\_\_\_

3. School (if applicable) \_\_\_\_\_

4. Initiated Chapter City/State \_\_\_\_\_

5. How long has the applicant been the member of a Chapter(s) in the Southern Region?  
(Years) \_\_\_\_\_

6. **Position(s) held in Phi Beta Sigma Fraternity:**  
(attachments MUST be in the appropriate order in Appendix – Item 6, and properly labeled)

A. Local(Collegiate and/or Alumni) \_\_\_\_\_

B. State \_\_\_\_\_

C. Regional \_\_\_\_\_

D. International \_\_\_\_\_

7. Which of the following activities has the applicant been actively involved in during his tenure as a Sigma Man? (Please check below A thru F)  
(attachments MUST be in the appropriate order in Appendix – Item 7, and properly labeled)

A. Bigger and Better Business \_\_\_\_\_

B. Education \_\_\_\_\_

C. Social Action \_\_\_\_\_

D. Sigma Beta Club \_\_\_\_\_

E. Sigma/Zeta Relationships \_\_\_\_\_

F. Giving/gave unquestionable service to the fraternity as deemed out of the realm of the individual's responsibility, due to his own devotion and commitment to Service and Humanity;  
Please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Why does your Chapter feel the applicant is qualified to become a member of this Chapter? Please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Has the applicant received any recognition or awards for meritorious service from the Chapter, State, Region and /or International? Please list (attachments MUST be in the appropriate order in Appendix – Item 9, and properly labeled)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Has the applicant received any other recognition or awards on a Professional, Occupational, or Community level? Please list (attachments MUST be in the appropriate order in Appendix – Item 10, and properly labeled)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*\* Note: Attachments SHOULD NOT EXCEED ten (10) in ANY category \*\***



**If submitting for State OSSR Chapter Consideration, the following signatures are required:**  
Submitted By: \_\_\_\_\_ **Chapter**

**Chapter President** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Signature

Chapter President-Printed Name \_\_\_\_\_  
*(If the current Chapter President is up for consideration, the First-vice President may sign in place of the President)*

**Chapter Secretary** \_\_\_\_\_  
Signature

Chapter Secretary-Printed Name \_\_\_\_\_

**If submitting for Regional OSSR Chapter Consideration, the following additional signatures are required:**

**State Committee Chair** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Signature

State Committee Chair-Printed Name \_\_\_\_\_

**State Director** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Signature

State Director-Printed Name \_\_\_\_\_  
*(If the current State Director is up for consideration, the First-vice State/Region Director may sign in place of the State Director)*

# Appendix

## Education

(please provide ALL attachments in the order listed)

1. College / University
2. Graduate Studies

# Application Item #6

## - Positions Held -

(please provide ALL attachments in the order listed)

**\*\* attachments SHOULD NOT EXCEED 10  
in ANY category**

- A. Local (Collegiate and/or Alumni) – 5 pts
- B. State – 5 pts / Director 10 pts
- C. Regional – 10 pts
- D. International – 10 pts

A. Local(Collegiate and/or Alumni) – 5 pts  
(attachments cover sheet)

B. State – 5 pts / Director 10 pts  
(attachments cover sheet)

C. Regional – 10 pts  
(attachments cover sheet)

D. National – 10 pts  
(attachments cover sheet)

# Application Item #7 – Programs/Activities

(please provide ALL attachments in the order listed)

**\*\* attachments SHOULD NOT EXCEED 10  
in ANY category**

- A. Bigger and Better Business – 5 pts
- B. Education – 5 pts
- C. Social Action – 5 pts
- D. Sigma Beta Club – 5 pts
- E. Sigma/Zeta Relationships – 5 pts
- F. Service Awards – 5 pts ea. (up to 4)



A. Bigger and Better Business – 5 pts.  
(attachments cover sheet)

B. Education – 5 pts  
(attachments cover sheet)

**C. Social Action – 5 pts  
(attachments cover sheet)**

D. Sigma Beta Club – 5 pts  
(attachments cover sheet)

E. Sigma/Zeta Relationships – 5 pts  
(attachments cover sheet)

F. Service Awards – 5 pts ea. (up to 4)  
(attachments cover sheet)

# Application Requirement – Chapter Letter of Recommendation (Page 2 / Item H)

(please provide attachment)

# Application Item #9 – Recognition & Awards (Chapter, State, Region, and/or International

(please provide ALL attachments in the order listed  
in Application Statement #9)

**\*\* attachments SHOULD NOT EXCEED 10  
in ANY category**

- A. Chapter - 1 Award = 5 points  
2 or more Awards = 10 points
- B. State - 1 Award = 5 points  
2 or more Awards = 10 points
- C. Region – 1 Award = 10 points  
2 or more Awards = 15 points
- D. International – 5 points



# A. Chapter Awards

(attachments cover sheet)

## B. State Awards

(attachments cover sheet)

## C. Regional Awards

(attachments cover sheet)

## D. International Awards

(attachments cover sheet)

# Application Item #10 – Recognition & Awards (Profession, Occupation, & Community)

(please provide ALL attachments in the order listed  
in Application Statement #10)

**\*\* attachments SHOULD NOT EXCEED 10  
in ANY category**

- 5 pts each up to 10
- 10 or more 50 pts

Professional Awards – 5 pts each  
(attachments cover sheet)

Occupation Awards – 5 pts each  
(attachments cover sheet)

Community Awards – 5 pts each  
(attachments cover sheet)



***Noted Scoring Considerations for OSSR Committee:***

- Points awarded for ‘Positions Held’ should be weighted more heavily in the following order: ‘Elected’, ‘Appointed’, then ‘Committee Work’ (See Application Scoring Sheet – Item I)
- Points awarded for ‘Programs/Activities’ should be directly reflective of that particular category (See Application Scoring Sheet – Item II)

# OUTSTANDING SIGMAS OF SOUTHERN REGION APPLICATION SCORING SHEET

For State/Region OSSR Committee use only

NAME OF APPLICANT \_\_\_\_\_

	<u>POINTS</u>	<u>TOTALS</u>
<b>I. Positions Held (Application – Page 9): - 35 total pts</b>		
A. Local: 1 or more,	5 points	
B. State: 1 or more,	5 points, Director 10 points	
C. Regional: 1 or more,	10 points	
D. International: 1 or more,	10 points	
Total points earned/Total potential points/	/ <u>35</u>	_____
<b>II. Programs/Activities (Application – Page 14): - 45 total pts</b>		
A. Bigger and Better Business:	5 points	
B. Education:	5 points	
C. Social Action:	5 points	
D. Sigma Beta Club	5 points	
E. Sigma/Zeta Relationship:	5 points	
F. Service Awards: 5 points each up to 4	20 points	
Total points earned/Total potential points/	/ <u>45</u>	_____
<b>III. Chapters' Letter of Recommendation for Qualification (Application – Page 21) – 10 pts</b>		
* If no Chapter Letter of Recommendation is included, disqualification of candidate is required *		
Total points earned/Total potential points/	/ <u>10</u>	_____
<b>IV. Phi Beta Sigma Recognition Awards (Application – Page 22) – 50 total pts</b>		
A. Chapter:	1 Award 5 points-2 or more Awards 10 points	
B. State:	1 Award 10 points-2 or more Awards 20 points	
C. Region:	15 points	
D. International:	5 points	
Total points earned/Total potential points/	/ <u>50</u>	_____
<b>V. Profession/Occupation/Community Recognition Awards (Application – Page 27) – 50 pts</b>		
1 Award 5 points up to 10-10 or more Awards 50 points		
Total points earned/Total potential points/	/ <u>50</u>	_____
<b>VI. Overall Appearance of Application – 10 total pts</b>		
Total points earned/Total potential points/	/ <u>10</u>	_____
Overall Total Points Earned/Overall Total Potential points	/ <u>200</u>	_____

\*\* A candidate **MUST** have a minimum of 80% score percentage earned for submission to OSSR \*\*

**TOTAL RATED APPLICATION SCORE:** \_\_\_\_\_

**SCORE PERCENTAGE (Rated Score/Total Potential Score)** \_\_\_\_\_

Committee Chair \_\_\_\_\_ Date \_\_\_\_\_  
Signature / Printed Name

# OUTSTANDING SIGMAS OF SOUTHERN REGION APPLICATION SCORING SHEET

For State/Region OSSR Committee use only

NAME OF APPLICANT \_\_\_\_\_

	<u>POINTS</u>	<u>TOTALS</u>
<b>I. Positions Held (Application – Page 9): - 35 total pts</b>		
A. Local: 1 or more,	5 points	
B. State: 1 or more,	5 points, Director 10 points	
C. Regional: 1 or more,	10 points	
D. International: 1 or more,	10 points	
Total points earned/Total potential points/	/ <u>35</u>	_____
<b>II. Programs/Activities (Application – Page 14): - 45 total pts</b>		
A. Bigger and Better Business:	5 points	
B. Education:	5 points	
C. Social Action:	5 points	
D. Sigma Beta Club	5 points	
E. Sigma/Zeta Relationship:	5 points	
F. Service Awards: 5 points each up to 4	20 points	
Total points earned/Total potential points/	/ <u>45</u>	_____
<b>III. Chapters' Letter of Recommendation for Qualification (Application – Page 21) – 10 pts</b>		
* If no Chapter Letter of Recommendation is included, disqualification of candidate is required *		
Total points earned/Total potential points/	/ <u>10</u>	_____
<b>IV. Phi Beta Sigma Recognition Awards (Application – Page 22) – 50 total pts</b>		
A. Chapter:	1 Award 5 points-2 or more Awards 10 points	
B. State:	1 Award 10 points-2 or more Awards 20 points	
C. Region:	15 points	
D. International:	5 points	
Total points earned/Total potential points/	/ <u>50</u>	_____
<b>V. Profession/Occupation/Community Recognition Awards (Application – Page 27) – 50 pts</b>		
1 Award 5 points up to 10-10 or more Awards 50 points		
Total points earned/Total potential points/	/ <u>50</u>	_____
<b>VI. Overall Appearance of Application – 10 total pts</b>		
Total points earned/Total potential points/	/ <u>10</u>	_____
Overall Total Points Earned/Overall Total Potential points	/ <u>200</u>	_____

\*\* A candidate **MUST** have a minimum of 80% score percentage earned for submission to OSSR \*\*

**TOTAL RATED APPLICATION SCORE:** \_\_\_\_\_

**SCORE PERCENTAGE (Rated Score/Total Potential Score)** \_\_\_\_\_

Committee Chair \_\_\_\_\_ Date \_\_\_\_\_  
Signature / Printed Name